

City Council Regular Meeting

Regular Meeting
Tuesday, April 5, 2016
6:00 PM
City Council Chambers



Mayor Mark Burton
Mayor Pro Tem Tony D'Errico
Councilmember David Lesser
Councilmember Amy Howorth
Councilmember Wayne Powell

Executive Team

Mark Danaj, City Manager
Quinn Barrow, City Attorney

Robert Espinosa, Fire Chief
Teresia Zadroga-Haase, Human Resources Director
Eve R. Irvine, Police Chief
Mark Leyman, Parks & Recreation Director
Bruce Moe, Finance Director
Sanford Taylor, Information Technology Director

Nadine Nader, Assistant City Manager
Tony Olmos, Public Works Director
Liza Tamura, City Clerk
Marisa Lundstedt, Community
Development Director

MISSION STATEMENT:

The City of Manhattan Beach is recognized for providing exemplary municipal services and contributing to the exceptional quality of life afforded to residents, businesses and visitors who enjoy living in and visiting California's safest beach community

April 5, 2016

City Council Meeting Agenda Packet

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MANHATTAN BEACH'S CITY COUNCIL WELCOMES YOU!

Your presence and participation contribute to good city government.

By your presence in the City Council Chambers, you are participating in the process of representative government. To encourage that participation, this agenda provides an early opportunity for public comments under "Public Comments," at which time speakers may comment on any item of interest to the public that is within the subject matter jurisdiction of the City Council, including items on the agenda. In addition, speakers may comment during any public hearing after the public hearing on that item has been opened.

Copies of staff reports or other written documentation relating to each item of business referred to on this agenda are available for review on the City's website at www.citymb.info, the Police Department located at 420 15th Street, and are also on file in the Office of the City Clerk for public inspection. Any person who has any question concerning any agenda item may call the City Clerk's office at (310) 802 5056.

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, you should contact the Office of the City Clerk at (310) 802 5056 (voice) or (310) 546 3501 (TDD). Notification 36 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting. The City also provides closed captioning of all its Regular City Council Meetings for the hearing impaired.

BELOW ARE THE AGENDA ITEMS TO BE CONSIDERED. THE RECOMMENDED COUNCIL ACTION IS LISTED IMMEDIATELY AFTER THE TITLE OF EACH ITEM IN BOLD CAPITAL LETTERS.

A. PLEDGE TO THE FLAG

B. ROLL CALL

C. CEREMONIAL CALENDAR

1. Recognition of Outgoing Los Angeles County Board of Supervisor Don Knabe for His Outstanding Service to the Fourth District and the City of Manhattan Beach. [16-0126](#)
PRESENT
2. Presentation of Distinguished Service Awards for Jean McMillan and Ida VanderPoorte. [16-0127](#)
PRESENT
3. Proclamation Declaring April 12, 2016 as Everyone Matters Day. [16-0125](#)
PRESENT

Attachments: [Everyone Matters April 12, 2016](#)
4. Certificate of Recognition to Robert Ray, Worshipful Master for the Beach Cities Masonic Lodge. [16-0134](#)
PRESENT

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

I, Liza Tamura, City Clerk of the City of Manhattan Beach, California, state under penalty of perjury that this notice/agenda was posted on Wednesday, March 30, 2016, on the City's Website and on the bulletin boards of City Hall, Joslyn Community Center and Manhattan Heights.

E. APPROVAL OF AGENDA AND WAIVER OF FULL READING OF ORDINANCES

By motion of the City Council this is the time to notify the public of any changes to the agenda and/or rearrange the order of the agenda.

F. CITY COUNCIL AND COMMUNITY ORGANIZATION ANNOUNCEMENTS OF UPCOMING EVENTS (1 MINUTE PER PERSON)

City Councilmembers and community organization representatives may inform the public about upcoming events.

G. CITY MANAGER REPORT**H. CITY ATTORNEY REPORT****I. MAYOR'S END OF TERM REMARKS****J. PUBLIC COMMENTS (2 MINUTES PER PERSON FOR ONE ITEM, A MAXIMUM OF 5 MINUTES IF A SPEAKER WANTS TO COMMENT ON MORE THAN ONE ITEM)**

THIS IS YOUR OPPORTUNITY TO COMMENT ON ANY ITEM ON THE AGENDA THAT IS NOT A PUBLIC HEARING, AS WELL AS ANY ITEM THAT IS WITHIN THE SUBJECT MATTER JURISDICTION OF THE CITY COUNCIL. The Mayor may determine whether an item is within the subject matter jurisdiction of the City Council. While all comments are welcome, the Brown Act does not allow City Council to take action on any item not on the Agenda. Please complete the "Request to Address the City Council" card by filling out your name, city of residence, the item(s) you would like to offer public comment, and returning it to the City Clerk.

K. PLANNING COMMISSION QUASI-JUDICIAL DECISIONS (RECEIVE AND FILE)

This is an opportunity for a Councilmember to submit a written request that the City Council review the Planning Commission decision, in which case a duly noticed public hearing on the matter will be scheduled for a later date. In the absence of a written request, the matter will be received and filed by order of the chair.

The Planning Commission recently took action on the following matter(s):

5. Planning Commission Approval of a Variance for Construction of a New Single Family Residence with a Reduced Front Yard Setback and Reduced Supplemental Second Story Setback at 3017 Elm Avenue (Community Development Director Lundstedt).

[16-0141](#)

BY ORDER OF THE CHAIR, RECEIVE AND FILE

Attachments: [Planning Commission Resolution No. PC 16-01](#)
[Planning Commission Staff Report and Attachments - March 23, 2016](#)

L. CONSENT CALENDAR (APPROVE)

Items on the "Consent Calendar" are routine and customary business items and will be enacted with one vote. Removal of items from the Consent Calendar for individual consideration will be at a City Councilmember's discretion. In such case, the item will be heard during general business.

6. Contract with Turbo Data Systems, Inc. for Parking Citation Processing for an Estimated Annual Amount of \$135,000 (Finance Director Moe). [CON 16-0012](#)
WAIVE FORMAL BIDDING; APPROVE
Attachments: [Agreement with Turbo Data Systems, Inc.](#)
[2006 Staff Report](#)
7. Resolution Ordering Plans, Specifications, Cost Estimates and Engineer's Report for Annual Street Lighting and Landscaping Assessments (Finance Director Moe). [RES 16-0016](#)
ADOPT
Attachments: [Resolution No. 16-0016](#)
[Lighting and Landscape Assessment Districts Map](#)
8. Approve Final Payment to Creative Home, Inc. DBA CHI Construction for the City Yard Cover Project in The Net Amount of \$156,875.80 and Release Retention in the Amount of \$33,975.16 (Public Works Director Olmos). [16-0059](#)
APPROVE
Attachments: [Budget and Expenditures](#)
[Project Location Map](#)
9. Approve Removal of Decorative Bollards on Pier (Public Works Director Olmos). [16-0121](#)
APPROVE
Attachments: [Pier - New Bollards & Existing Decorative Bollards Still in Place](#)
[Pier - New Bollards & Existing Decorative Bollards Removed](#)
10. Financial Report:
Schedules of Demands: March 3, 2016 and March 17, 2016 (Finance Director Moe). [16-0065](#)
ACCEPT REPORT AND DEMANDS
Attachments: [Schedules of Demands for March 3, 2016 and March 17, 2016](#)
11. City Council Minutes: [16-0128](#)
This Item Contains Minutes of the following City Council Meeting: City Council Regular Meeting of March 15, 2016 (City Clerk Tamura).
APPROVE
Attachments: [City Council Regular Meeting Minutes of March 15, 2016](#)

M. PUBLIC HEARINGS (2 MINUTES PER PERSON)**N. PUBLIC SAFETY INITIATIVES**

12. Report on the Manhattan Beach Police Department Neighborhood Watch Program (Police Chief Irvine). [16-0129](#)
RECEIVE REPORT
Attachments: [Neighborhood Watch Block Captain Map](#)
13. Report on Feasibility of Community Cameras and License Plate Readers at Points of Ingress and Egress to Manhattan Beach (Police Chief Irvine). [16-0019](#)
APPROVE, DISCUSS AND PROVIDE DIRECTION
Attachments: [Map of Proposed Locations](#)
14. Report on the Police Department's Residential and Commercial Security Camera Registration Program (Police Chief Irvine). [16-0064](#)
RECEIVE REPORT AND DISCUSS
15. Report on The Deployment Plan for Random and Regular Footbeat Patrols in Downtown Manhattan Beach, North Manhattan Beach and the Manhattan Village Mall (Police Chief Irvine). [16-0046](#)
RECEIVE REPORT, DISCUSS AND PROVIDE DIRECTION
Attachments: [2015 Footbeat Statistics](#)

O. OLD BUSINESS**P. NEW BUSINESS**

16. Approve a Three-year Professional Services Agreement with Geosyntec Consultants, Inc. in the amount of \$1,010,497 for Implementation of the Coordinated Integrated Monitoring Program on behalf of the Beach Cities Watershed Management Group (Public Works Director Olmos). [CON 16-0007](#)
APPROVE
Attachments: [Geosyntec Consultants Professional Services Agreement](#)
[Beach Cities Watershed Management Group Cost Sharing Distribution](#)
[Power Point Presentation](#)

17. Approve a Three-year Memorandum-Of-Understanding Between the Beach Cities Watershed Management Group for Implementation of the Coordinated Integrated Monitoring Program (Public Works Director Olmos).

[CON 16-0006](#)

APPROVE

Attachments: [MOU Beach Cities WSMG Re Admin Cost Sharing for Watershed Coordination](#)
[Power Point Presentation - Item 16_0006.pdf](#)

Q. CITY COUNCIL REPORTS, OTHER COUNCIL BUSINESS, AND COMMITTEE AND TRAVEL REPORTS

Mayor's Report on Meeting Management

R. FORECAST AGENDA AND FUTURE DISCUSSION ITEMS

18. Agenda Forecast (City Clerk Tamura).
DISCUSS AND PROVIDE DIRECTION

[16-0135](#)

Attachments: [Agenda Forecast - March 30, 2016](#)

S. INFORMATIONAL ITEMS

This section is for items that do not require City Council action.

19. Commission Minutes:
This Item Contains Minutes of the following City Commission Meetings:
a) Finance Subcommittee Action Minutes of February 10, 2016 (Finance Director Moe).
b) Finance Subcommittee Action Minutes of February 25, 2016 (Finance Director Moe).
c) Finance Subcommittee Action Minutes of March 17, 2016 (Finance Director Moe).
d) Planning Commission Action Minutes of March 23, 2016 (Community Development Director Lundstedt).

[16-0142](#)

INFORMATION ITEM ONLY

Attachments: [Finance Subcommittee Action Minutes of February 10, 2016](#)
[Finance Subcommittee Action Minutes of February 25, 2016](#)
[Finance Subcommittee Action Minutes of March 17, 2016](#)
[Planning Commission Action Minutes March 23, 2016](#)

T. CLOSED SESSION

U. ADJOURNMENT

V. FUTURE MEETINGS

CITY COUNCIL MEETINGS

April 7, 2016 - Thursday - 10:00 AM - City Council Retreat
April 12, 2016 - Tuesday - 6:00 PM - Joint City Council/Planning Commission Meeting (Downtown Specific Plan)
April 19, 2016 – Tuesday -- 6:00 PM - City Council Meeting/Reorganization
April 26, 2016 - Tuesday -- 5:00 PM - Boards and Commissions Interviews
May 3, 2016 – Tuesday -- 6:00 PM - City Council Meeting
May 5, 2016 – Thursday -- Time TBD - Budget Study Session #1
May 10, 2016 – Tuesday -- Time TBD - Budget Study Session #2
May 12, 2016 – Thursday -- Time TBD - Budget Study Session #3
May 17, 2016 – Tuesday -- 6:00 PM - City Council Meeting
May 19, 2016 – Thursday -- Time TBD - Budget Study Session #4
June 7, 2016 – Tuesday -- 6:00 PM - City Council Meeting
June 21, 2016 – Tuesday -- 6:00 PM - City Council Meeting
July 5, 2016 – Tuesday -- 6:00 PM - City Council Meeting
July 19, 2016 – Tuesday -- 6:00 PM - City Council Meeting
Aug. 2, 2016 – Tuesday -- 6:00 PM - City Council Meeting
Aug. 16, 2016 – Tuesday -- 6:00 PM - City Council Meeting
Sep. 6, 2016 – Tuesday -- 6:00 PM - City Council Meeting
Sep. 20, 2016 – Tuesday -- 6:00 PM - City Council Meeting

BOARDS, COMMISSIONS AND COMMITTEE MEETINGS

April 11, 2016 – Monday – 6:30 PM – Library Commission Meeting
April 12, 2016 – Tuesday – 6:00 PM – Cultural Arts Commission Meeting
April 13, 2016 – Wednesday – 6:30 PM – Planning Commission Meeting
April 25, 2016 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
April 27, 2016 – Wednesday – 6:30 PM – Planning Commission Meeting
April 28, 2016 – Thursday – 6:30 PM - Parking & Public Improvements Commission Meeting
May 9, 2016 – Monday – 6:30 PM – Library Commission Meeting
May 10, 2016 – Tuesday – 6:00 PM – Cultural Arts Commission Meeting
May 11, 2016 – Wednesday – 6:30 PM – Planning Commission Meeting
May 23, 2016 – Monday – 6:30 PM – Parks and Recreation Commission Meeting
May 25, 2016 – Wednesday – 6:30 PM – Planning Commission Meeting
May 26, 2016 – Thursday – 6:30 PM - Parking & Public Improvements Commission Meeting
June 16, 2016 -- Thursday -- 8:30 AM -- Finance Subcommittee Meeting
September 15, 2016 -- Thursday -- 8:30 AM -- Finance Subcommittee Meeting
December 8, 2016 -- Thursday -- 8:30 AM -- Finance Subcommittee Meeting

CITY HOLIDAYS:

May 30, 2016 – Monday – Memorial Day
Jul. 4, 2016 - Monday - Independence Day
Sep. 5, 2016 - Monday - Labor Day
Oct. 10, 2016 – Monday – Columbus Day
Nov. 11, 2016 – Friday – Veterans Day
Nov. 24-25, 2016 - Thursday & Friday - Thanksgiving Holiday
Dec. 26, 2016 - Monday - Christmas Day
Jan. 2, 2017 – Monday – New Years Day
Jan. 16, 2017 – Monday – Martin Luther King Day
Feb. 20, 2017 - Monday - Presidents Day

CITY OFFICES CLOSED ON FOLLOWING ALTERNATIVE FRIDAYS:

April 15, 2016 - Friday
April 29, 2016 - Friday
May 13, 2016 - Friday
May 27, 2016 - Friday
June 10, 2016 - Friday
June 24, 2016 - Friday
July 8, 2016 - Friday
July 22, 2016 - Friday
Aug. 5, 2016 - Friday
Aug. 19, 2016 - Friday
Sep. 2, 2016 - Friday
Sep. 16, 2016 - Friday
Sep. 30, 2016 - Friday
Oct. 14, 2016 - Friday
Oct. 28, 2016 - Friday
Nov. 11, 2016 - Friday
Nov. 23, 2016 - Friday
Dec. 9, 2016 - Friday
Dec. 23, 2016 - Friday

Agenda Date: 4/5/2016

TO:

Members of the City Council

FROM:

Mayor Burton

SUBJECT:

Recognition of Outgoing Los Angeles County Board of Supervisor Don Knabe for His Outstanding Service to the Fourth District and the City of Manhattan Beach.

PRESENT

**Recognition of
Outgoing Los Angeles County Board of Supervisor Don Knabe
For His Outstanding Services to the
Fourth District and the City of Manhattan Beach.**

Agenda Date: 4/5/2016

TO:

Members of the City Council

FROM:

Mayor Burton

SUBJECT:

Presentation of Distinguished Service Awards for Jean McMillan and Ida VanderPoorte.

PRESENT

**Presentation of Distinguished Service Awards for
their Dedication and Contribution to the City of Manhattan Beach**

**Jean McMillan
Ida VanderPoorte**

Agenda Date: 4/5/2016

TO:

Members of the City Council

FROM:

Mayor Burton

SUBJECT:

Proclamation Declaring April 12, 2016 as Everyone Matters Day.

PRESENT

**The City Council of the City of Manhattan Beach
Does Hereby Proudly Proclaim
April 12, 2016
As
Everyone Matters Day**

EVERYONE MATTERS DAY
APRIL 12, 2016

WHEREAS, *the “Everyone Matters” initiative is a global campaign that brings together local governments, communities, schools, youth organizations and citizens around the common belief that every person deserves to be treated with dignity and respect; and*

WHEREAS, *the City of Manhattan Beach seeks to uphold the core values of ethical behavior, mutual respect, integrity and openness; and*

WHEREAS, *judgement and discrimination of others can be based on a variety of distinguishing characteristics, which we as a community should seek to celebrate instead of denigrate; and*

WHEREAS, *these differences serve to enhance the community of Manhattan Beach and strengthen the scope of what we can achieve, while improving the internal wellbeing of our residents; and*

WHEREAS, *the City of Manhattan Beach serves as a leader in local, regional and even national circles for promoting initiatives that prioritize the health and wellbeing of our residents, both internally and externally; and*

WHEREAS, *by taking a stand for the universal celebration of humanity, the City of Manhattan Beach recognizes, accepts and promotes that which makes us all unique.*

NOW, THEREFORE, BE IT RESOLVED *that I, Mark Burton, Mayor of the City of Manhattan Beach, California, on behalf of the City Council and the residents, do hereby proclaim April 12th to be*

EVERYONE MATTERS DAY

and urge all citizens to treat others with respect and dignity, regardless of race, ethnicity, ancestry, gender, sexual orientation, religion, disability, income or age. We must embrace each other’s differences, as well as our own, in order to move our community successfully into the future.

DATED *this 5th day of April, 2016.*

Agenda Date: 4/5/2016

TO:

Members of the City Council

FROM:

Mayor Burton

SUBJECT:

Certificate of Recognition to Robert Ray, Worshipful Master for the Beach Cities Masonic Lodge.

PRESENT

**Certificate of Recognition to Robert Ray,
Worshipful Master for the Beach Cities Masonic Lodge**

Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Marisa Lundstedt, Community Development Director
Laurie B. Jester, Planning Manager
Ted Faturos, Assistant Planner

SUBJECT:

Planning Commission Approval of a Variance for Construction of a New Single Family Residence with a Reduced Front Yard Setback and Reduced Supplemental Second Story Setback at 3017 Elm Avenue (Community Development Director Lundstedt).

BY ORDER OF THE CHAIR, RECEIVE AND FILE

RECOMMENDATION:

By order of the Chair, receive and file this report.

BACKGROUND/DISCUSSION:

After a duly noticed public hearing on March 23, 2016, the Planning Commission approved a request for a Variance for 3017 Elm Avenue. The project proposes to demolish the existing nonconforming home on a triangular shaped lot and construct a new 2,420 square foot two-story single family residence that will have a reduced front yard setback in addition to a reduced supplemental second story setback. The proposed new structure will conform to all other code requirements.

In accordance with Ordinance 15-0015 adopted June 16, 2015, any Councilmember may request review of a Planning Commission decision within twenty days (April 12, 2016) following the decision. For all requests for review, it shall be presumed that the reason for the request is that the decision may have significant and material effects on the quality of life within the City, or that the subject matter of the decision may have City-wide importance warranting review and determination by City's elected officials. Bias shall not be presumed or inferred due to a request for review.

If no Councilmember requests that the decision be reviewed, the Mayor will receive and file the report by order of the Chair.

Attachments:

1. Planning Commission Resolution No. PC 16-01
2. Planning Commission Staff Report and Attachments - March 23, 2016
3. Planning Commission Draft Minutes - March 23, 2016

RESOLUTION NO PC 16-01

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH APPROVING A VARIANCE TO ALLOW THE CONSTRUCTION OF A NEW SINGLE FAMILY HOME WITH A REDUCED FRONT YARD SETBACK AND A REDUCED SUPPLEMENTAL SECOND STORY SETBACK AT 3017 ELM AVENUE (Cunha)

THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The Planning Commission of the City of Manhattan Beach hereby makes the following findings:

- A. The Planning Commission of the City of Manhattan Beach conducted a public hearing pursuant to applicable law on March 23, 2016 to consider an application for a Variance for the property legally described as Lot 24, Block 32, Tract No. 1638, located at 3017 Elm Avenue in the City of Manhattan Beach.
B. The public hearing was advertised pursuant to applicable law, testimony was invited and received.
C. The applicant and property owner for the Variance is Marcus Cunha.
D. The property is located within Area District II and is zoned RS Single-Family Residential. The surrounding Zoning and land uses consist of single-family residences.
E. The General Plan designation for the property and surrounding area is Low Density Residential. The General Plan encourages the preservation, rehabilitation and upgrade of residential development, such as this. The project is specifically consistent with General Plan Policies as follows:

Land Use Element:

Policy LU-1.2- Require the design of all new construction to utilize notches, balconies, rooflines, open space, setbacks, landscaping, or other architectural details to reduce the bulk of buildings and to add visual interest to the streetscape.

The architect has made a substantial effort to create articulation in the building's façade by creating different depths and using contrasting wall textures and design features including notches and other architectural details. The result is a unique building that adds to the eclectic architectural styles in the neighborhood and overall city.

Policy LU-2.2- Preserve and encourage private open space on residential lots citywide.

The proposed project maintains a proportionally large landscaped front yard, due to the width of the front property line which is more than double the minimum lot width in the zone, in addition to a functional rear yard that provides ample private open space.

LU-3.1- Continue to encourage quality design in all new construction.

The proposed project is an aesthetically interesting design that also provides a practical floor plan for the home's inhabitants.

Housing Element:

Policy 1. Preserve the scale of development in existing residential neighborhoods.

The proposed project's size does not exceed the maximum buildable floor area, height, side or rear setbacks and is in line with neighboring properties' size and scale.

- F. The applicant requests to demolish their existing residence and construct a new single family dwelling with a reduced front yard setback and reduced second story supplemental setback.

12. The applicant must submit in writing to the City of Manhattan Beach acceptance of all conditions within 30 days of approval of the Variance.
13. *Indemnity, Duty to Defend and Obligation to Pay Judgments and Defense Costs, Including Attorneys' Fees, Incurred by the City.* The applicant shall defend, indemnify, and hold harmless the City, its elected officials, officers, employees, volunteers, agents, and those City agents serving as independent contractors in the role of City officials (collectively "Indemnitees") from and against any claims, damages, actions, causes of actions, lawsuits, suits, proceedings, losses, judgments, costs, and expenses (including, without limitation, attorneys' fees or court costs) in any manner arising out of or incident to this approval, related entitlements, or the City's environmental review thereof. The applicant shall pay and satisfy any judgment, award or decree that may be rendered against City or the other Indemnitees in any such suit, action, or other legal proceeding. The City shall promptly notify the applicant of any claim, action, or proceeding and the City shall reasonably cooperate in the defense. If the City fails to promptly notify the applicant of any claim, action, or proceeding, or if the City fails to reasonably cooperate in the defense, the applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the City or the Indemnitees. The City shall have the right to select counsel of its choice. The applicant shall reimburse the City, and the other Indemnitees, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Nothing in this Section shall be construed to require the applicant to indemnify Indemnitees for any Claim arising from the sole negligence or willful misconduct of the Indemnitees. In the event such a legal action is filed challenging the City's determinations herein or the issuance of the approval, the City shall estimate its expenses for the litigation. The applicant shall deposit said amount with the City or enter into an agreement with the City to pay such expenses as they become due.

I hereby certify that the foregoing is a full, true, and correct copy of the Resolution as adopted by the Planning Commission at its regular meeting of **March 23, 2016** and that said Resolution was adopted by the following vote:

AYES: **Bordokas, Conaway, Apostol,
Chairperson Hersman.**

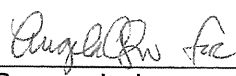
NOES: **None.**

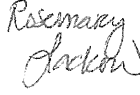
ABSTAIN: **None.**

ABSENT: **Ortmann.**



Marisa Kundstedt,
 Secretary to the Planning Commission



Rosemary Lackow
 Recording Secretary 

1 Granting the application is consistent with the purposes of the Zoning Code, in particular Section
 2 10.12.010 B and E, and will not constitute the granting of a special privilege because the setback
 3 standards are oriented toward more standard shape, size and depth properties. The proposed
 project will provide relative setback and bulk consistency with neighboring properties, will ensure
 adequate light, air, privacy and open space, protect neighboring residents from adverse impacts,
 and achieve design compatibility.

4 M. This Resolution upon its effectiveness constitutes the Variance for the subject project.

5 **SECTION 2.** The Planning Commission of the City of Manhattan Beach hereby **APPROVES** the subject
 6 Variance subject to the following conditions:

- 7 1. The project shall be in substantial conformance with the plans submitted to, and approved by the
 8 Planning Commission on March 23, 2016. Any substantial deviation from the approved plans
 must be reviewed and approved by the Planning Commission.
- 9 2. If determined to be necessary by the City Traffic Engineer, a Construction Management and
 10 Parking Plan (CMPP) shall be submitted in conjunction with all construction and other building
 plans, to be approved by the Community Development Department prior to issuance of building
 11 permits. The plan shall provide for the management of all construction related traffic and
 operation during all phases of construction, including delivery and storage of materials and
 parking of construction related vehicles.
- 12 3. No discharge of construction wastewater, building materials, debris, or sediment from the site is
 permitted. Erosion control devices shall be provided as required by the Public Works Director.
- 13 4. A site landscaping plan utilizing drought tolerant plants shall be submitted for review and approval
 14 concurrent with the building permit application. All plants shall be identified on the plan by the Latin
 and common names. The current edition of the Sunset Western Garden Book contains a list and
 description of drought tolerant plants suitable for this area.
- 15 5. A low pressure or drip irrigation system shall be installed in the landscaped areas, which shall not
 16 cause any surface run-off. Details of the irrigation system shall be noted on the landscaping plans.
 The type and design shall be subject to the approval of the Public Works and Community
 17 Development Departments.
- 18 6. All defective or damaged curb, gutter, street paving, and sidewalk improvements shall be removed
 and replaced with standard improvements, subject to the approval of the Public Works
 19 Department.
- 20 7. The applicant must obtain an Encroachment Permit for any wall or fence, or other private use, in
 the right-of-way on Elm Avenue. All improvements shall meet the city's Encroachment standards
 21 for private use of public property.
- 22 8. The applicant will record a new vehicular easement that will provide the homeowner of 3100 N
 Ardmore Ave access to their rear garage. The easement will match the easement in the submitted
 plans approved by the Planning Commission. The Building Permit for the project will not be issued
 23 until the easement documentation has been submitted to the Planning Division for review and
 approval, and the building permit shall not be finalized till the new easement has been recorded with
 24 the County Recorder's Office.

25 ***Procedural***

- 26 9. This Resolution shall become effective when all time limits for appeals have been exhausted as
 provided in MBMC Section 10.100.010.
- 27 10. The Variance shall be approved for a period of two years after the date of approval, with the
 option for future extensions, in accordance with the MBMC Section 10.84.090 (A).
- 28 11. Pursuant to Public Resources Code Section 21089(b) and Fish and Game Code Section 711.4(c),
 29 the project is not operative, vested or final until the required filing fees are paid.

- G. The proposed front yard setback will be 12.63 feet at its closest point at the garage and 16.52 feet for most of the structure instead of the required 20 foot front yard setback. The supplemental second story setback provided will be 125 square feet instead of the required 209.4 square feet.
- H. The proposed construction complies with other applicable standards including maximum building height, maximum buildable floor area, rear yard setback, side yard setbacks, and parking requirements.
- I. The project is Categorically Exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303 based on staff's determination that the project consists of the new construction of a small structure consisting of one single family residence that will not have a significant impact on the environment.
- J. The project will not individually nor cumulatively have an adverse effect on wildlife resources, as defined in Section 711.2 of the Fish and Game Code.
- K. The Planning Commission made the following findings with respect to the Variance application:

1. **Because of special circumstances or conditions applicable to the subject property—including narrowness and hollowness or shape, exceptional topography, or the extraordinary or exceptional situations or conditions—strict application of the requirements of this title would result in peculiar and exceptional difficulties to, or exceptional and/or undue hardships upon, the owner of the property.**

The lot is a small substandard sized triangle shape with 97.65 feet of frontage on Elm Avenue. Applying the strict application of the Code development standards to this irregular lot would result in a burdensome buildable envelope and an undue hardship in developing an adequately sized home on the property. A typical lot in this part of Area District II is 40 feet wide by 112 feet long, and the normal 20 foot setback would take up approximately 17.86% of the lot. A normal 20 foot setback applied to 3017 Elm Avenue, with the lot's long 97.65 feet of frontage along Elm Avenue, would create a situation where the area of the conforming front setback would take up approximately 42% of the lot with the assumption that the new easement would be subtracted from the lot area.

A conforming front setback takes up a tremendous portion of 3017 Elm Avenue's lot and denies the applicant the buildable floor area to create a functional floorplan that meets the needs of today's typical family. The first floor buildable envelope using the Zoning Code development standards would be about 1,409 square feet. The second story buildable envelope would be even smaller at about 1,120 square feet after applying the supplemental second story setback requirement. These setback requirements, coupled with the two-car garage standard that would take away about 380 square feet, would create a dwelling with about 2,149 square feet of livable area. The maximum allowed buildable floor area, however, is 2,420 square feet, not 2,149 square feet. The lot's shape and orientation clearly present peculiar and exceptional difficulties that create an exceptional and undue hardship for the property owner in building a reasonably sized residence.

2. **The relief may be granted without substantial detriment to the public good; without substantial impairment of affected natural resources; and not be detrimental or injurious to property or improvements in the vicinity of the development site, or to the public health, safety or general welfare.**

The relief may be granted without substantial detriment to the public good as the proposed nonconforming front yard setback is not substantially more nonconforming than the front setback of the existing structure. The proposed home is also compatible with neighboring properties, which range from small single story homes on smaller lots to large two-story homes on oversized lots. Furthermore, the architect has made significant efforts to provide modulation to the structure, using different depths, textures, and a roof opening on the second story deck to give the home architectural character that benefits the neighborhood.

3. **Granting the application is consistent with the purposes of this title and will not constitute a grant of special privilege inconsistent with limitations on other properties in the vicinity and in the same zoning district and area district.**

**CITY OF MANHATTAN BEACH
COMMUNITY DEVELOPMENT DEPARTMENT
STAFF REPORT**

TO: Planning Commission

FROM: Marisa Lundstedt, Director of Community Development

THROUGH: Laurie B. Jester, Planning Manager

BY: Ted Faturos, Assistant Planner

DATE: March 23, 2016

SUBJECT: Variance for Construction of a New Single Family Residence with a Reduced Front Yard Setback and a Reduced Supplemental Second Story Setback at 3017 Elm Avenue (Cunha)

RECOMMENDATION

Staff recommends that the Planning Commission **CONDUCT THE PUBLIC HEARING, APPROVE** the request, and **ADOPT** the attached Resolution. (Exhibit A)

APPLICANT/OWNER

Marcus Cunha
3017 Elm Avenue
Manhattan Beach, CA 90266

BACKGROUND

The subject site is a small substandard size triangular shaped lot located on Elm Avenue towards the tapered end of a non-rectangular block on the south side of Ardmore Avenue (see attached Location map- Exhibit B). The site currently has a home with a nonconforming front setback. The project proposes to demolish the existing nonconforming home and construct a new 2,420 square foot two-story single family residence that will have a reduced front yard setback in addition to a reduced supplemental second story setback. The proposed new structure will conform to all other code requirements.

LOCATION

<u>Location</u>	3017 Elm Avenue (See Location Map – Exhibit B)
<u>Legal Description</u>	Lot 24, Block 32, Tract No. 1638
<u>Area District</u>	II

LAND USE

General Plan Low Density Residential
Zoning RS, Residential Low Density

PROJECT DETAILS

	<u>Proposed</u>	<u>Code Requirement</u>
Parcel Size:	3,490 sq ft*	4,600 sq ft min
Buildable Floor Area:	2,420 sq ft	2,443 sq ft max
Height	26 ft	26 ft max
Parking:	2 enclosed spaces	2 enclosed spaces
<u>Setbacks</u>		
Front	12.63 ft (garage corner) 16.52ft (majority of house)	20 ft. min.
Rear	12ft	12 ft. min.
Side	3.88	3.79 ft min.
Additional Front & Corner	125 sq ft	209.4 sq ft
Side		
Stories	2	2

*Lot area is defined as lot size (3,720 sq ft) minus any vehicular and similar easements (230 sq ft) per MBMC 10.04.030 (Area, Lot, Parcel, or Site)

DISCUSSION

The existing site consists of a 960 square foot single family residence located on a substandard 3,720 square foot triangle-shaped lot. The lot has 97.65 feet of frontage on Elm Avenue and tapers back westward to a narrow point. The lot also is subject to a vehicular easement held by one of the neighbors, 3100 N. Ardmore Avenue, located at the northwest of the subject property. The Ardmore Avenue property owner accesses their rear garage by traversing 3017 Elm Avenue’s property via the vehicular easement.

The owners of 3017 Elm Avenue and 3100 N. Ardmore have agreed to dissolve the existing vehicular easement, as the location is not desirable, and record a new vehicular easement that would create better access to the 3100 N. Ardmore Avenue’s rear garage from Elm Avenue. The area of this proposed new vehicular easement must be subtracted from the overall lot when defining 3017 Elm Avenue’s lot area as required by the Manhattan Beach Municipal Code (MBMC 10.04.030). The lot area used to determine the maximum buildable floor area and the minimum required supplemental setback takes into account the new proposed vehicular easement as required by the Code.

The submitted plans propose to demolish the existing structure and build a new two story 2,420 square foot single family residence. The new home will meet all of the required development standards except for the front yard setback and second story supplemental setback. The proposed front yard setback will be 12.63 feet at its worst point at the corner of the garage, and 16.52 feet for most of the structure. The required front yard setback is 20 feet, and the existing home on the site that will be demolished has a front setback of 17.3 feet. The required supplemental second

story setback is 6% of the lot area, or 209.4 square feet; and the proposed plans provide 125 square feet, or 3.6%, of supplemental second story setback.

Variance Findings

Section 10.84.010 of the MBMC indicates that variances are intended to resolve practical difficulties or unnecessary physical hardships that may result from the size, shape, or dimensions of a site or the location of existing structures thereon; from geographic, topographic, or physical conditions on the site or in the immediate vicinity. The City's Zoning Code, Section 10.84.060 B is based upon State Law and requires that each of the following three findings must be met in order for a Variance to be approved.

These required findings are detailed below:

1. Because of special circumstances or conditions applicable to the subject property—including narrowness and hollowness or shape, exceptional topography, or the extraordinary or exceptional situations or conditions—strict application of the requirements of this title would result in peculiar and exceptional difficulties to, or exceptional and/or undue hardships upon, the owner of the property;
2. The relief may be granted without substantial detriment to the public good; without substantial impairment of affected natural resources; and not be detrimental or injurious to property or improvements in the vicinity of the development site, or to the public health, safety or general welfare; and
3. Granting the application is consistent with the purposes of this title and will not constitute a grant of special privilege inconsistent with limitations on other properties in the vicinity and in the same zoning district and area district.

Staff suggests the following findings in support of the project:

1. The lot is a small substandard sized triangle shape with 97.65 feet of frontage on Elm Avenue. Applying the strict application of the Code development standards to this irregular lot would result in a burdensome buildable envelope and an undue hardship in developing an adequately sized home on the property. A typical lot in this part of Area District II is 40 feet wide by 112 feet long, and the normal 20 foot setback would take up approximately 17.86% of the lot. A normal 20 foot setback applied to 3017 Elm Avenue, with the lot's long 97.65 feet of frontage along Elm Avenue, would create a situation where the area of the conforming front setback would take up approximately 42% of the lot with the assumption that the new easement would be subtracted from the lot area.

A conforming front setback takes up a tremendous portion of 3017 Elm Avenue's lot and denies the applicant the buildable floor area to create a functional floorplan that meets the needs of today's typical family. The first floor buildable envelope using the Zoning Code development standards would be about 1,409 square feet. The second story buildable envelope would be even smaller at about 1,120 square feet after applying the supplemental second story setback requirement. These setback requirements, coupled

with the two-car garage standard that would take away about 380 square feet, would create a dwelling with about 2,149 square feet of livable area. The maximum allowed buildable floor area, however, is 2,420 square feet, not 2,149 square feet. The lot's shape and orientation clearly present peculiar and exceptional difficulties that create an exceptional and undue hardship for the property owner in building a reasonably sized residence.

2. The relief may be granted without substantial detriment to the public good as the proposed nonconforming front yard setback is not substantially more nonconforming than the front setback of the existing structure. The proposed home is also compatible with neighboring properties, which range from small single story homes on smaller lots to large two-story homes on oversized lots. Furthermore, the architect has made significant efforts to provide modulation to the structure, using different depths, textures, and a roof opening on the second story deck to give the home architectural character that benefits the neighborhood.
3. Granting the application is consistent with the purposes of the Zoning Code, in particular Section 10.12.010 B and E, and will not constitute the granting of a special privilege because the setback standards are oriented toward more standard shape, size and depth properties. The proposed project will provide relative setback and bulk consistency with neighboring properties, will ensure adequate light, air, privacy and open space, protect neighboring residents from adverse impacts, and achieve design compatibility.

The proposed project is consistent with the following General Plan goals and policies:

Land Use Element:

Policy LU-1.2- Require the design of all new construction to utilize notches, balconies, rooflines, open space, setbacks, landscaping, or other architectural details to reduce the bulk of buildings and to add visual interest to the streetscape.

The architect has made a substantial effort to create articulation in the building's façade by creating different depths and using contrasting wall textures and design features including notches and other architectural details. The result is a unique building that adds to the eclectic architectural styles in the neighborhood and overall city.

Policy LU-2.2- Preserve and encourage private open space on residential lots citywide.

The proposed project maintains a proportionally large landscaped front yard, due to the width of the front property line which is more than double the minimum lot width in the zone, in addition to a functional rear yard that provides ample private open space.

LU-3.1- Continue to encourage quality design in all new construction.

The proposed project is an aesthetically interesting design that also provides a practical floor plan for the home's inhabitants.

Housing Element:

Policy 1. Preserve the scale of development in existing residential neighborhoods.

The proposed project's size does not exceed the maximum buildable floor area, height, side or rear setbacks and is in line with neighboring properties' size and scale.

Department comments

Any private use of the public right of way, such as a proposed wall or fence, requires an Encroachment Permit and must meet the requirements of the private use of public property (MBMC 7.36).

Based on review and input from the City Traffic Engineer and City Engineer, at least one public parking pad spot will be provided on Elm Avenue in the public right of way. The details of the right-of-way improvements along Elm Ardmore Avenue will be reviewed and refined during the plan check process.

No other Department comments were received.

Neighbor Response

Staff has received no comments in response to the project notice which was published in the paper on March 10, 2016 and mailed to surrounding property owners on March 2, 2016.

ENVIRONMENTAL REVIEW

The Project is Categorically Exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303 based on staff's determination that the project consists of the new construction of a small structure consisting of one-single family residence that will not have a significant impact on the environment.

CONCLUSION

Staff supports the Variance request, subject to the recommended conditions, based on the Variance findings stated above, and that the project otherwise: (1) conforms to applicable zoning objectives and development standards, (2) is not expected to have a detrimental impact on nearby properties, and, (3) is consistent with the goals and policies of the General Plan.

Attachments:

- A. Draft Resolution No. PC 16-XX
 - B. Location Map
 - C. Applicant Material
 - D. Proposed Plans dated November 11, 2015 (not available electronically)
- c: Marcus Cunha, Applicant
Michael Lee, Project Architect

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RESOLUTION NO PC 16-XX

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
MANHATTAN BEACH APPROVING A VARIANCE TO ALLOW THE
CONSTRUCTION OF A NEW SINGLE FAMILY HOME WITH A REDUCED
FRONT YARD SETBACK AND A REDUCED SUPPLEMENTAL SECOND
STORY SETBACK AT 3017 ELM AVENUE
(Cunha)**

**THE PLANNING COMMISSION OF THE CITY OF MANHATTAN BEACH DOES HEREBY RESOLVE
AS FOLLOWS:**

SECTION 1. The Planning Commission of the City of Manhattan Beach hereby makes the following findings:

- A. The Planning Commission of the City of Manhattan Beach conducted a public hearing pursuant to applicable law on March 23, 2016 to consider an application for a Variance for the property legally described as Lot 24, Block 32, Tract No. 1638, located at 3017 Elm Avenue in the City of Manhattan Beach.
- B. The public hearing was advertised pursuant to applicable law, testimony was invited and received.
- C. The applicant and property owner for the Variance is Marcus Cunha.
- D. The property is located within Area District II and is zoned RS Single-Family Residential. The surrounding Zoning and land uses consist of single-family residences.
- E. The General Plan designation for the property and surrounding area is Low Density Residential. The General Plan encourages the preservation, rehabilitation and upgrade of residential development, such as this. The project is specifically consistent with General Plan Policies as follows:

Land Use Element:

Policy LU-1.2- Require the design of all new construction to utilize notches, balconies, rooflines, open space, setbacks, landscaping, or other architectural details to reduce the bulk of buildings and to add visual interest to the streetscape.

The architect has made a substantial effort to create articulation in the building's façade by creating different depths and using contrasting wall textures and design features including notches and other architectural details. The result is a unique building that adds to the eclectic architectural styles in the neighborhood and overall city.

Policy LU-2.2- Preserve and encourage private open space on residential lots citywide.

The proposed project maintains a proportionally large landscaped front yard, due to the width of the front property line which is more than double the minimum lot width in the zone, in addition to a functional rear yard that provides ample private open space.

LU-3.1- Continue to encourage quality design in all new construction.

The proposed project is an aesthetically interesting design that also provides a practical floor plan for the home's inhabitants.

Housing Element:

Policy 1. Preserve the scale of development in existing residential neighborhoods.

The proposed project's size does not exceed the maximum buildable floor area, height, side or rear setbacks and is in line with neighboring properties' size and scale.

- F. The applicant requests to demolish their existing residence and construct a new single family dwelling with a reduced front yard setback and reduced second story supplemental setback.
- G. The proposed front yard setback will be 12.63 feet at its closest point at the garage and 16.52 feet for most of the structure instead of the required 20 foot front yard setback. The supplemental second story setback provided will be 125 square feet instead of the required 209.4 square feet.
- H. The proposed construction complies with other applicable standards including maximum building height, maximum buildable floor area, rear yard setback, side yard setbacks, and parking requirements.
- I. The project is Categorically Exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15303 based on staff's determination that the project consists of the new construction of a small structure consisting of one single family residence that will not have a significant impact on the environment.
- J. The project will not individually nor cumulatively have an adverse effect on wildlife resources, as defined in Section 711.2 of the Fish and Game Code.
- K. The Planning Commission made the following findings with respect to the Variance application:

1. **Because of special circumstances or conditions applicable to the subject property—including narrowness and hollowness or shape, exceptional topography, or the extraordinary or exceptional situations or conditions—strict application of the requirements of this title would result in peculiar and exceptional difficulties to, or exceptional and/or undue hardships upon, the owner of the property.**

The lot is a small substandard sized triangle shape with 97.65 feet of frontage on Elm Avenue. Applying the strict application of the Code development standards to this irregular lot would result in a burdensome buildable envelope and an undue hardship in developing an adequately sized home on the property. A typical lot in this part of Area District II is 40 feet wide by 112 feet long, and the normal 20 foot setback would take up approximately 17.86% of the lot. A normal 20 foot setback applied to 3017 Elm Avenue, with the lot's long 97.65 feet of frontage along Elm Avenue, would create a situation where the area of the conforming front setback would take up approximately 42% of the lot with the assumption that the new easement would be subtracted from the lot area.

A conforming front setback takes up a tremendous portion of 3017 Elm Avenue's lot and denies the applicant the buildable floor area to create a functional floorplan that meets the needs of today's typical family. The first floor buildable envelope using the Zoning Code development standards would be about 1,409 square feet. The second story buildable envelope would be even smaller at about 1,120 square feet after applying the supplemental second story setback requirement. These

setback requirements, coupled with the two-car garage standard that would take away about 380 square feet, would create a dwelling with about 2,149 square feet of livable area. The maximum allowed buildable floor area, however, is 2,420 square feet, not 2,149 square feet. The lot's shape and orientation clearly present peculiar and exceptional difficulties that create an exceptional and undue hardship for the property owner in building a reasonably sized residence.

- 2. The relief may be granted without substantial detriment to the public good; without substantial impairment of affected natural resources; and not be detrimental or injurious to property or improvements in the vicinity of the development site, or to the public health, safety or general welfare.**

The relief may be granted without substantial detriment to the public good as the proposed nonconforming front yard setback is not substantially more nonconforming than the front setback of the existing structure. The proposed home is also compatible with neighboring properties, which range from small single story homes on smaller lots to large two-story homes on oversized lots. Furthermore, the architect has made significant efforts to provide modulation to the structure, using different depths, textures, and a roof opening on the second story deck to give the home architectural character that benefits the neighborhood.

- 3. Granting the application is consistent with the purposes of this title and will not constitute a grant of special privilege inconsistent with limitations on other properties in the vicinity and in the same zoning district and area district.**

Granting the application is consistent with the purposes of the Zoning Code, in particular Section 10.12.010 B and E, and will not constitute the granting of a special privilege because the setback standards are oriented toward more standard shape, size and depth properties. The proposed project will provide relative setback and bulk consistency with neighboring properties, will ensure adequate light, air, privacy and open space, protect neighboring residents from adverse impacts, and achieve design compatibility.

M. This Resolution upon its effectiveness constitutes the Variance for the subject project.

SECTION 2. The Planning Commission of the City of Manhattan Beach hereby **APPROVES** the subject Variance subject to the following conditions:

1. The project shall be in substantial conformance with the plans submitted to, and approved by the Planning Commission on March 23, 2016. Any substantial deviation from the approved plans must be reviewed and approved by the Planning Commission.
2. If determined to be necessary by the City Traffic Engineer, a Construction Management and Parking Plan (CMPP) shall be submitted in conjunction with all construction and other building plans, to be approved by the Community Development Department prior to issuance of building permits. The plan shall provide for the management of all construction related traffic and operation during all phases of construction, including delivery and storage of materials and parking of construction related vehicles.
3. No discharge of construction wastewater, building materials, debris, or sediment from the site is permitted. Erosion control devices shall be provided as required by the Public Works Director.

4. A site landscaping plan utilizing drought tolerant plants shall be submitted for review and approval concurrent with the building permit application. All plants shall be identified on the plan by the Latin and common names. The current edition of the Sunset Western Garden Book contains a list and description of drought tolerant plants suitable for this area.
5. A low pressure or drip irrigation system shall be installed in the landscaped areas, which shall not cause any surface run-off. Details of the irrigation system shall be noted on the landscaping plans. The type and design shall be subject to the approval of the Public Works and Community Development Departments.
6. All defective or damaged curb, gutter, street paving, and sidewalk improvements shall be removed and replaced with standard improvements, subject to the approval of the Public Works Department.
7. The applicant must obtain an Encroachment Permit for any wall or fence, or other private use, in the right-of-way on Elm Avenue. All improvements shall meet the city's Encroachment standards for private use of public property.
8. The applicant will record a new vehicular easement that will provide the homeowner of 3100 N Ardmore Ave access to their rear garage. The easement will match the easement in the submitted plans approved by the Planning Commission. The Building Permit for the project will not be issued until the easement documentation has been submitted to the Planning Division for review and approval, and the building permit shall not be finalized till the new easement has been recorded with the County Recorder's Office.

Procedural

9. This Resolution shall become effective when all time limits for appeals have been exhausted as provided in MBMC Section 10.100.010.
10. The Variance shall be approved for a period of two years after the date of approval, with the option for future extensions, in accordance with the MBMC Section 10.84.090 (A).
11. Pursuant to Public Resources Code Section 21089(b) and Fish and Game Code Section 711.4(c), the project is not operative, vested or final until the required filing fees are paid.
12. The applicant must submit in writing to the City of Manhattan Beach acceptance of all conditions within 30 days of approval of the Variance.
13. *Indemnity, Duty to Defend and Obligation to Pay Judgments and Defense Costs, Including Attorneys' Fees, Incurred by the City.* The applicant shall defend, indemnify, and hold harmless the City, its elected officials, officers, employees, volunteers, agents, and those City agents serving as independent contractors in the role of City officials (collectively "Indemnitees") from and against any claims, damages, actions, causes of actions, lawsuits, suits, proceedings, losses, judgments, costs, and expenses (including, without limitation, attorneys' fees or court costs) in any manner arising out of or incident to this approval, related entitlements, or the City's environmental review thereof. The applicant shall pay and satisfy any judgment, award or decree that may be rendered against City or the other Indemnitees in any such suit, action, or other legal proceeding. The City shall promptly notify the applicant of any claim, action, or proceeding and the City shall reasonably cooperate in the defense. If the City fails to promptly

notify the applicant of any claim, action, or proceeding, or it if the City fails to reasonably cooperate in the defense, the applicant shall not thereafter be responsible to defend, indemnify, or hold harmless the City or the Indemnitees. The City shall have the right to select counsel of its choice. The applicant shall reimburse the City, and the other Indemnitees, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Nothing in this Section shall be construed to require the applicant to indemnify Indemnitees for any Claim arising from the sole negligence or willful misconduct of the Indemnitees. In the event such a legal action is filed challenging the City's determinations herein or the issuance of the approval, the City shall estimate its expenses for the litigation. The applicant shall deposit said amount with the City or enter into an agreement with the City to pay such expenses as they become due.

I hereby certify that the foregoing is a full, true, and correct copy of the Resolution as adopted by the Planning Commission at its regular meeting of **March 23, 2016** and that said Resolution was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Marisa Lundstedt,
Secretary to the Planning Commission

Rosemary Lackow
Recording Secretary

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ATTACHMENT TO VARIANCE APPLICATION
3017 ELM AVENUE

The application is submitted on behalf of the Cunha family who desire to build a new home for their young family . The existing 960 sf home was built in 1948 and is not suitable for remodeling because of its age and various non-conformities. The Cunha's hope to build a new home with a contemporary living environment that will accommodate a growing family over the years.

THE PURPOSE of the variance application is to allow construction of the proposed residence with a front yard encroachment that ranges from 12' at the garage face, to 16' along the 1st floor building face and stepping back to 16' along the 2nd floor building face (in lieu of required 20' set back). All other aspects of the proposed development are Code compliant. The proposed living area would be less than permitted per Code for Area District II.

EXISTING STRUCTURE

Front yard	17.3'	Side yard	4' to 4.8'
Rear yard	2.9' to 5' to 20'		

THE SUBJECT PROPERTY is a triangle with a 97.65' street frontage along Elm Avenue. Because of the triangular shape, a substantial portion of the site cannot be used for structural elements of the building and forces the buildable area to the widest part of the triangle which is the street-facing portion of the lot.

Most zoning standards, especially setback requirements, are based on a conventional, rectangular lot. Strict application of the Code in this very unique situation will diminish the owners reasonable use of their property.

1. UNIQUE CIRCUMSTANCES- In this situation, the special circumstance is the irregular, triangular shape of the property which creates a shallow depth and results in a low proportion of area available to build outside the required setbacks. Standard setback requirements would impose a severe constraint on functionality of the property and reduce ability of owners to derive the same reasonable use of their property as neighbors with a more conventional setting.

2. PUBLIC GOOD

Proposed site development MEETS INTENT OF CODE which is to provide a spacious and open front yard separation from the street which is further enhanced by the 8' parkway between the property line and the street.

ARCHITECTURAL INTEREST The proposed building design presents an interesting architectural character with a high quality visual interest. The building modulation incorporates a tiered presence along the street elevation with a substantial portion of the residence stepping away from the street from 16' to 18' (to the building face). The setback at proposed garage entry is a very small portion of the over-all front elevation and the second floor above is also slightly recessed. Additionally, the architectural design utilizes glass elements along both the first and second floors as well as clear deck railings, all of which contribute to an open and bright front elevation.

SUBSTANTIAL LANDSCAPED FRONT YARD Proposed construction would still retain a spacious and open front yard area with excellent neighborhood visibility and separation from the street.

Therefore, there will be no detriment to the public good and the neighborhood will benefit from the proposed residence.

3. CONSISTENCY WITH CODE The extent of proposed development is well within range of development anticipated for the area. The proposed over-all building scale is within parameters permitted for the area - elevations are very nicely articulated and provide visual interest and architectural presence for Elm Avenue.

Approval of this application is CONSISTENT WITH THE ZONING CODE and does not result in grant of special privilege as setback standards are oriented toward conventional rectangular lots. Approval of the application will not compromise ability of the City to apply required standards in other situations.

This property is a classic example for consideration of a variance. The encroachment is not a major deviation from the Code and allows the owners to enjoy similar amenities as enjoyed by others in the neighborhood. Proposed development does not result in any negative impacts, and the findings and circumstances support approval of the variance.

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Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Bruce Moe, Finance Director

Steve S. Charelian, Revenue Services Manager

Gwen Eng, Purchasing Manager

SUBJECT:

Contract with Turbo Data Systems, Inc. for Parking Citation Processing for an Estimated Annual Amount of \$135,000 (Finance Director Moe).

WAIVE FORMAL BIDDING; APPROVE

RECOMMENDATION:

Staff recommends that the City Council waive formal bidding per Municipal Code Section 2.36.150 (cooperative purchasing) and approve a parking citation processing contract with Turbo Data Systems, Inc. for an estimated annual amount of \$135,000.

FISCAL IMPLICATIONS:

The annual estimated value of the contract is \$135,000. This is based on annual volume of 65,000 citations. In the event citation volume exceeds this threshold, the actual amount paid to Turbo Data Systems may exceed \$135,000. However, this would also result in higher citation revenue to the City.

The City currently contracts with Turbo Data for citation processing, with current annual costs of \$150,000. As a result of this new contract, and assuming like citation volume, the City will realize estimated annual savings of \$15,000.

The City receives approximately \$2.8 million in revenue annually from parking citations.

Sufficient funds are budgeted in the fiscal year (FY) 2015-2016 Finance Department budget for these services. Future annual costs will be budgeted accordingly.

BACKGROUND:

In 2006, the City Council approved outsourcing parking citation processing, and contracted

with Turbo Data Systems, Inc. for that service. Outsourcing was determined to be the best method of processing and collecting parking citations due to the need to maintain certain technologies, as well as to achieving maximum efficiencies (see Attachment 2 for original staff report from 2006). Turbo Data Systems handles the entire payment collection process from accepting payments via mail and online (including through the City's own Go Reach App), to Department of Motor Vehicles (DMV) and Franchise Tax Board reporting for past due accounts. They issue reminder notices as well as late notices.

Turbo Data's services have expanded accessibility for our customers by providing 24-hour payment options through a well-staffed call center and an internet based credit card payment product that allows customers to view specific citations, obtain information about the citation process including adjudication and appeals, make payments, and contact a live operator with questions. Turbo Data also provides automation and integration through the City's handheld parking citation devices, importing City-issued electronic citations into their database within one business day of issuance.

Turbo Data recently increased its collection rates through a new relationship with the National Law Enforcement Telecommunications System (NLETS). This relationship allows Turbo Data access to out-of-state DMV records, providing an additional avenue to collect citation payments. Their strong client interface and continuous expansion of collection methods consistently results in a collection rate of over 90%. Additionally, the strong tie between DMV agencies and the citation processor has reduced collection times.

DISCUSSION:

Over the course of the last ten years, Turbo Data has provided excellent, cost effective, efficient service to the City. As a result, staff recommends that the City continue to utilize them for parking citation services.

Whenever practical and in the City's best interest, the City "piggybacks" onto contracts which are economically advantageous. Piggybacking is the extension of pricing, terms, and conditions of one agency's contract to other governmental agencies at the mutual consent of all parties. This is permissible under the City's Municipal Code, Section 2.36.150.

In this case, Turbo Data has offered the City pricing from a 2014 City of Anaheim contract. The City of Anaheim had competitively solicited proposals and received three responses. After thorough analysis, the contract was awarded to Turbo Data based on their pricing, hardware and software, redundant systems and well-structured customer support system. By piggybacking on the Anaheim contract, the Manhattan Beach will receive the same rates as Anaheim, despite the fact that Manhattan Beach issues 25% fewer parking citations (13,000) annually than Anaheim.

Based on this available piggyback opportunity, staff recommends City Council authorize the City Manager to execute a contract with Turbo Data. The contract period is for one year plus up to six one-year options. If all options are exercised, the contract would end on January 1, 2022. Staff is requesting that the City Manager be given the authority to exercise the option years based upon staff's recommendation. The City may cancel the contract at any time without cause if necessary.

Attachments:

1. Agreement with Turbo Data Systems, Inc.
2. 2006 Staff Report

**AGREEMENT FOR PROCESSING
OF PARKING CITATIONS**

This Agreement is entered into by and between Turbo Data Systems, Inc. (TDS), a California Corporation, and the City of Manhattan Beach, (hereinafter "Customer").

Whereas, TDS and the Customer desire to enter into an agreement whereby TDS will process parking citations for the Customer pursuant to the terms and conditions set forth herein.

In consideration of the mutual covenants, conditions, representations and warranties contained herein the parties hereby agree as follows:

1. **PURPOSE.** The purpose of this Agreement is for TDS to process parking citations for the Customer in a timely manner.

2. **SCOPE OF SERVICES.** When and as directed by the Customer, TDS shall perform the following services in processing all parking citations:

See Exhibit "B" - Scope of Services

3. **TERM.** This agreement shall become effective for a period of three years, starting May 1, 2016, with three optional one year extensions, for a total of six years.

4. **CONSIDERATION.** In consideration for services performed by TDS as provided in this agreement, Customer shall pay TDS pursuant to the terms set forth in Exhibit "A" which is attached hereto and incorporated herein by this reference.

5. **PAYMENT OF FEES.** Charges determined on the basis set forth in Exhibit "A" – PRICING shall be billed on a monthly basis in arrears and payment therefore shall be made within fifteen (15) days after submission of each separate invoice.

6. **ACCOUNTING RECORDS.** Records of the citations processed by TDS shall be available for examination by the Customer or its authorized representative(s) at a time reasonably agreeable to the Customer and TDS within one week following a request by the Customer to examine such records.

7. **TIME OF PERFORMANCE.** Time is of the essence, and TDS shall perform the services required by this agreement in an expeditious and timely manner so as not to unreasonably delay the purpose of this agreement as set forth in Sections 1 and 2.

8. **INDEPENDENT CONTRACTOR.** At all times during the term of this agreement, TDS shall be an independent contractor and shall not be an employee of the Customer. The Customer shall have the right to control TDS only insofar as the results of TDS's services rendered pursuant to this agreement; however, Customer shall not have the right to control the means by which TDS accomplishes the services rendered pursuant to this agreement.

**AGREEMENT FOR PROCESSING
OF PARKING CITATIONS**

9. **FACILITIES AND EQUIPMENT.** TDS shall, at its own cost and expense, provide all facilities and equipment that may be required for performance of the services required by this agreement.

10. TDS agrees to defend, indemnify, hold free and harmless the Customer, its elected officials, officers, agents and employees, at TDS's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against the Customer, its elected officials, officers, agents and employees arising out of the performance of TDS, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by TDS, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of TDS, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against the Customer, its elected officials, officers, agents and employees based upon the work performed by TDS, its employees, and/or authorized subcontractors under this Agreement, whether or not TDS, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, TDS shall not be liable for the defense or indemnification of the Customer for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of the Customer. This provision shall supersede and replace all other indemnity provisions contained either in the Customer's specifications or TDS's proposal, which shall be of no force and effect.

11. **INDEMNIFICATION BY CUSTOMER.** TDS shall use due care in processing work of the Customer. Any errors shall be corrected by TDS at no additional charge to the Customer. TDS shall be entitled to reimbursement from the Customer for any expenses incurred by TDS for the correction of any erroneous information provided by the Customer and TDS shall not be responsible for Customers' losses and expenses resulting from erroneous source materials provided by the Customer. Neither party shall be liable to the other for any indirect or consequential losses or damages resulting from any errors within the scope of this Section 11.

12. **FAIR EMPLOYMENT PRACTICES/EQUAL OPPORTUNITY ACTS.** In the performance of this agreement, TDS shall comply with all applicable provisions of the California Fair Employment Practices Act (California Labor Code Sections (410 et seq.) and the applicable equal employment provisions of the Civil Rights Act of 1964 (42 U.S.C. 200e 217), whichever is more restrictive.

13. **AGENCY.** Except as Customer may specify in writing TDS shall have no authority, expressed or implied, to act on behalf of the Customer in any capacity whatsoever as an agent. TDS shall have no authority, expressed or implied, pursuant to this agreement to bind Customer to any obligation whatsoever.

14. **CHANGES IN LAW.** Should there be any changes in the law applicable to the processing of

**AGREEMENT FOR PROCESSING
OF PARKING CITATIONS**

parking citations which would require material changes in the method of the processing as contemplated in this agreement, or materially reduce or eliminate the amount of revenue received by the Customer from parking citations, this agreement shall terminate on the date such law becomes effective, provided either party gives sixty (60) days' notice of termination. Any changes in the processing of parking violations as a result of changes in the law or DMV regulations affecting such violations, which do not materially add to the cost of processing such citations by TDS shall be implemented by TDS at the request of the Customer, provided however, that the cost of such implementation does not exceed the fee paid to TDS for performing such services. If any such change results in the cost of processing citations exceeding the amounts provided for in Section 4 and the Customer declines to amend this agreement to provide for the payment of such increased costs, the agreement shall terminate as of the effective date of the change in the law or regulations.

15. OWNERSHIP OF SOFTWARE. Customer acknowledges that the software and software programs developed by TDS and used by the Customer or used for the Customer's benefit are the sole property of TDS and the Customer obtains no right or interest in the software by virtue of this agreement.

16. OWNERSHIP OF DOCUMENTS. All citations, electronic and handwritten; reports; electronic storage media; and other documents, including copies and reproductions assembled or prepared by TDS or TDS' agents, officers, or employees in connection with this Agreement, including any and all copyright interest therein, shall be the property of the Customer and shall be delivered to the Customer upon either the completion or termination of this Agreement. Copies of said documents may not be retained by TDS, and shall not be made available by TDS to any individual or organization without the prior written approval of Customer, except as required by law. TDS or TDS's agents shall execute such documents as may be necessary from time to time to confirm Customer's ownership of the copyright of such documents.

17. FORCE MAJEURE. Neither party shall be responsible for delays or failure in performance resulting from acts beyond the control of such parties. Such acts shall include, but are not limited to, Acts of God, strikes, riots, acts of war, epidemics, fire, communication line failure, earthquakes or other disasters.

18. TERMINATION. This agreement may be terminated by either party upon ninety (90) days written notice. At such time, TDS agrees to provide Customer, in computer readable form, a copy of all data files to service its citations.

19. NOTICE. Whenever it shall be necessary for either party to serve notice on the other respecting this agreement, such notice shall be served by certified mail addressed to:

**AGREEMENT FOR PROCESSING
OF PARKING CITATIONS**

TDS: Turbo Data Systems, Inc.
18302 Irvine Blvd, Suite 200
Tustin, CA 92780
Roberta J. Rosen, President

CUSTOMER: City of Manhattan Beach
Finance Department
1400 Highland Avenue
Manhattan Beach, CA 90266

unless and until different addresses may be furnished in writing by either party to the other, and such notice shall be deemed to have been served within seventy-two (72) hours after the same has been deposited in the United States Post Office by certified mail. This shall be valid and sufficient service of notice for all purposes.

20. EXTENT OF AGREEMENT. This agreement represents the entire and integrated agreement between Customer and TDS and supersedes any and all prior negotiations, representations or agreements, either written or oral. This agreement may be amended only by written instrument signed by both Customer and TDS. This agreement may only be assigned with the express written consent of each of the parties hereto. In the event that any provision hereof is deemed to be illegal or unenforceable, such a determination shall not affect the validity or enforceability of the remaining provisions hereof, all of which remain in full force and effect.

21. LITIGATION COSTS. If any legal action or any other proceeding is brought to enforce the terms of this agreement, or because of an alleged dispute, breach, or misrepresentation in the connection with any of the provisions of this agreement, the successful or prevailing party or parties shall be entitled to recover their reasonable attorneys' fees and other costs incurred in that action or proceeding, including the costs of appeal in addition to any other relief to which it or they may be entitled.

22. EMPLOYEE BOND INSURANCE. At all times during the term of this Agreement TDS shall keep in effect a \$250,000 blanket employee fidelity bond and Customer will be a named insured on the policy.

**AGREEMENT FOR PROCESSING
OF PARKING CITATIONS**

23. EFFECTIVE DATE OF THIS AGREEMENT. This agreement, made in duplicate, shall be effective from and after May 1, 2016.

Executed on this ___ day of _____, 201__.

CITY OF MANHATTAN BEACH
a California municipal corporation
City Manager

CITY OF MANHATTAN BEACH
a California municipal corporation
Finance Director

SMAS

APPROVED TO FORM
CITY OF MANHATTAN BEACH
a California municipal corporation
City Attorney

Q m Bar

ATTEST
CITY OF MANHATTAN BEACH
a California municipal corporation
City Clerk

TURBO DATA SYSTEMS, INC.

By: *Roberta J. Rosen*

Roberta J. Rosen
President

**AGREEMENT FOR PROCESSING
OF PARKING CITATIONS**

EXHIBIT "A" - PRICING

Basic Processing Services	Automated Citations	\$0.40 per citation
	Manual Citations	\$0.40 per citation

Included: TDS entry of citations and citation dispositions (bounced checks, payments, extensions, etc.), database maintenance, daily system backups, DMV interface (r/o retrieval and placing and releasing registration holds), weekly/monthly reporting, toll-free telephone number (for public access), Interactive Voice Response System (IVRS), Customer Service Representatives (8:00 am – 5:00 pm, M-F), customized recorded telephone information, ongoing Client support, correspondence and other documentation, daily pick up of payments and other documents from a TDS provided PO Box, daily payment processing, bank deposits, Internet-based online inquiry access to the Customer's database and documentation and training for successful use of TDS provided online system.
Monthly minimum \$500.

Notice Mailing **\$0.78 per notice mailed**

Out of State Processing **30% of amount collected**
No charge until payment is collected. No charge if payment is made prior to a notice.

Administrative Adjudication - Paperless **\$1.50 per appeal**
\$0.85 per letter sent
Includes online appeals through pticket.com, mailing all administrative review result letters, hearing result letters, scheduling of all hearings and mailing hearing schedule letters to the public. Forms, notices and postage included.

Final Notices **\$0.78 per notice mailed**

DMV Hold Letters (optional) **\$0.78 per notice mailed**

Credit Card Payment Processing **\$3.50 Fee Paid by Violator**
No Charge to City

Special Collections ICS **30% of amount collected**

FTB Interagency Processing **\$2.50 + 15% of amount collected**

Courier Services **\$119 per month (actual cost-pass through)**

Fee Increases:

Postal Rate Increase Offset – Fees will increase immediately to offset the amount of any postal increase.

Fee Increases – May be increased after the first three year term of the contract upon written agreement from both parties.

**AGREEMENT FOR PROCESSING
OF PARKING CITATIONS**

EXHIBIT "B" - SCOPE OF SERVICES

PARKING CITATION PROCESSING AND COLLECTION

TDS shall perform the following services in processing all parking citations:

- A. **Basic Processing** – TDS will enter manual citations and citation dispositions into Customer’s database within 2 business days. The basic service includes database maintenance, daily system backups, toll-free phone number for the public, Interactive Voice Response System (IVRS) with customized recorded information and citation lookup capability, **pticket.com** web-based Inquiry System for the public with customized content, Customer Service Representatives (8:00 am – 5:00 pm, Monday through Friday, excluding holidays) to speak with the public regarding parking citation issues, ongoing Client support, and documentation and training for use of the TDS-provided online system.
- B. **Handheld Ticket writer Interface** - TDS will provide for automated import of electronic citations into Customers database within 1 business day. TDS will maintain and update the hot sheet or scofflaw files on a daily basis for Customer to upload into their handheld ticket writers. TDS will work with Customer to implement any changes required for handheld ticket writer equipment.
- C. **System and Document Storage** - Citations paid or dismissed will be retained on the computer system for 3 years and then removed. Unpaid citations will be retained on the computer system for 5 years and then removed. Citation documents will be stored for 2 years from date of issue and then returned to Customer or shredded. Payment documents will be stored for 2 years from the date of payment and then returned to Customer or shredded.
- D. **Online Reporting** - Provide monthly reports online indicating the status of all citations, such reports to be available for Customer access no later than the thirtieth (30th) day of the following month.
- E. **DMV Interface for Registered Owner Name Retrieval** - Attempt to obtain names and addresses of registered owners of cited vehicles for those citations that have not been cleared prior to their notice generation date.
- F. **Notice Processing** - Print the required Notice and mail to each registered owner whose name has been retrieved within 10 to 21 days after the citation has been issued. Includes second notices mailed for bounced checks, partial payments, and name or address changes. The notice date shall

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OF PARKING CITATIONS**

be extended whenever there is an unusual delay in delivery of information or citations to TDS. All postage, notice forms and envelopes will be provided by TDS.

- G. DMV Interface for Placing Registration Holds** - Transmit a Notice of Delinquency to the California DMV for vehicles with California license plates after a Notice of Violation has been mailed to the registered owner and TDS has not received notification that the citation has been cleared. This Notice of Delinquency will be transmitted to the California DMV within 2 business days after the date specified by the Customer to be the DMV Date.
- H. DMV Interface for Releasing Registration Holds** - Transmit a Notice to the California DMV that a Notice of Delinquency has been cleared within 2 business days after TDS has received notification of clearance.
- I. DMV Interface for Monthly Payment File** – Receive payment file from DMV as available (currently monthly) and update DMV transactions into Customers database, providing reporting for reconciliation purposes.
- J. Delivery Service** – Courier Service will be provided three times per week.
- K. Collection and Payment Processing** - TDS will provide the following collection and payment processing services for Customer:
- Provide P. O. Box where payments are mailed
 - Courier pickup from P. O. Box daily
 - Open all mail
 - Verify payment amounts and record on computer system within 2 business days (48 hours)
 - Respond to reasonable non-judicial public inquiries by phone mail
 - Return questionable mail to Customer for decision
 - Make bank deposits to Customer bank account
 - Verify amounts deposited, by citation number
 - Provide toll-free number for citizen inquiries
 - Provide weekly reports for bank statement reconciliation
 - Provide monthly Paid Citation Distribution Report
- L. Out of State Citations** - TDS shall process citations for non-California license plates by entering the citation information into the system database and reporting them along with all other citations on the database with the standard reports. Requests for non-California registered owner information will be sent to the appropriate out-of-state DMV using TDS' affiliation with NLETS. The Notice of Intent will be generated to the registered owner and the fine amount requested. TDS will incur all costs for out of state name retrieval, including out-of-state DMV fees and charges. TDS will receive

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payment from Customer based on the amount of revenues collected from out-of-state citations after the Notice of Intent has been issued. This amount will be billed monthly for the prior months' receipts (as determined from our database and/or reports). Payments collected via credit card will also incur credit card fees. Customer must complete NLETS authorization form to participate in NLETS services.

- M. **Pticket.com** – pticket.com will provide a *customized* agency-specific interface for the public to view information about citations, appeal citations, make citation payments and obtain all related information about the citation process. The pticket.com website is owned by TDS and TDS is responsible for all content.
- N. **IVR and Web Payment Systems - Payment by Credit Card** - Through the Interactive Voice Response (IVR) System, and through the pticket.com web site, we accept credit card payments via Visa, MasterCard and Discover. The systems authorize each transaction while the caller is on the phone or online. Customers are given an authorization number or email confirmation to confirm their charge. The IVR system and the pticket.com web payment system both automatically update the citation database with the payment immediately. Credit Card monies are paid to a Turbo Data Systems bank account and are reconciled monthly. Each customer receives their own credit card postlog which shows in detail which citations were paid and for what amount, along with the deposit slip from the bank or the ACH deposit email showing that these funds have been deposited into the customer's account. Should there be any charge backs to a merchant account, the funds are pulled directly from the Turbo Data master account and the citation will be reactivated, much like a bounced check. The violator will be sent a notice and will then proceed to DMV hold. TDS will provide all services regarding reconciliation, reactivation of charge backs, etc. Customer will not be involved in the daily processing.
- O. **Administrative Adjudication Processing** - TDS will provide for the processing of requests for contesting citations, allowing for agency processing of administrative reviews, tracking and monitoring all relevant dates on an automated system, mailing timely notification to respondents regarding the status of their claims, and scheduling of administrative hearings. All Administrative Adjudication information entered into the system is done in real time and is linked to existing database information to ensure proper tracking of relevant dates, mailing names and addresses and other pertinent information. Administrative Review requests will be entered within 2 business days of

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receipt. Adjudication documents will be stored for 2 years from their activity date and then shredded.

- P. **Online Appeals (eAppealsPRO)** – TDS will provide online appeal capability for the public to appeal their citations online. TDS will provide an online application to access the online appeals, which will be searchable and sortable. TDS will keep an electronic history of online processed appeals for at least two years.
- Q. **Online Inquiry Access for Customers' Staff** - Access includes online access 24 hours a day, 7 days a week for Agency personnel to inquire on Customer's database. This access includes citation inquiry (includes citation status, history status, administrative adjudication status, notes, etc.), the ability to enter and view notes, post dismissals/payments, view daily deposits made at TDS' facility and view daily file transfers sent from the handheld ticket writer software and received at TDS' facility. TDS' technical staff will provide support. TDS will provide a real-time secured high-speed connection to the citation database through the Customers' Internet connection.
- R. **Additional Notices**– TDS will mail **Other Correspondence** as required for processing.
- S. **ICS Collection Service – Special Collections** - Outstanding citations (DMV No-Holds or DMV Transfer of Ownership Releases or Non-California plates) and any other citations deemed as delinquent citations by Customer are transferred into the ICS system on a weekly basis. Up to two collection letters will be mailed for each ICS account requesting payment. Delinquent accounts are sent to a credit reporting agency on a weekly basis. Paid accounts are reported to the credit reporting agency weekly. Payments are processed daily and deposited to the Customer's regular citation processing bank account. The TDS Customer Service Center will handle all ICS related calls through a special toll-free number dedicated to ICS accounts. Monthly reporting shows all accounts moved to the ICS system and all payments received due to ICS efforts.
- T. **Franchise Tax Board Offset Program** – TDS will combine citations by license number for total amount due, eliminate corporate names, retrieve SSN's by name from a 3rd party, combine accounts by SSN, mail required FTB letters in advance of placing accounts at FTB, process payments generated by the FTB process, receive phone calls generated by the FTB process, provide all systems and operational procedures required for the FTB process, and provide complete reporting and reconciliation for the FTB process. Customer will be required to complete required FTB paperwork and forms (with TDS' assistance), establish a SWIFT account with the FTB, and provide whatever assistance may be required to work with the FTB regarding the FTB process.



Staff Report

City of Manhattan Beach

TO: Honorable Mayor Ward and Members of the City Council

THROUGH: Geoff Dolan, City Manager

FROM: Bruce Moe, Finance Director
Russell Morreale, Assistant Finance Director
Sherry Morelan, Revenue Services Manager

DATE: March 21, 2006

SUBJECT: Authorization to Award a Three Year Contract to Turbo Data Systems Inc. for Parking Citation Payment and Notification Processing (Estimated Annual Value of \$65,000)

RECOMMENDATION:

Staff recommends that the City Council: A) accept the Finance Subcommittee recommendation to outsource parking citation processing; and B) approve the staff recommendation to authorize the City Manager to execute a three year contract with Turbo Data Systems, Inc. for an estimated value of \$65,000 per year.

FISCAL IMPLICATION:

Staff has estimated annual savings of at least \$29,000 over current costs of providing this service internally. Furthermore, outsourcing may result in increased revenue through the application of expanded collection techniques and internet and phone based e-commerce technology. The full cost comparison is included on Attachment "A." The cost of service is calculated on a per citation basis, therefore the actual annual cost is dependent upon citation volume.

BACKGROUND:

The City currently has a hybrid and non-integrated system of processing parking citations – some tasks are handled in-house while others are contracted out. For example, the City maintains the main database and receives and processes payments, while DMV services (registered owner information, holds on registration, etc.) and delinquent notices are handled by a third party (currently Phoenix Group). This arrangement has developed over time as contracting out DMV services and delinquent noticing became more efficient and cost effective.

The City's current in-house citation payment software is over twenty years old, and the platform on which it resides (Pick) is virtually unsupported in the industry. As a result, we have made its replacement a priority. When discussed during budget hearings last year, Council asked that as we look at replacement, we consider two approaches: 1) retaining the processing in-house by purchasing software and upgrading hardware, and 2) completing the outsourcing by contracting for the remaining services. Proposals have been received for both approaches and are discussed below.

DISCUSSION:

Before we discuss the specifics of the methods, an understanding of current citation billing processes will be beneficial:

1. A citation is issued by a Community Services Officer (CSO) within the Police Department using a ticketing (Autocite) handheld device that captures data such as license, make, model, color, and violation.
2. At the end of each shift, the CSO downloads the data into the City's parking citation software system within the Finance Department. The citation information is then sent electronically to the City's current DMV/delinquent notice provider (provider) where it is stored pending further action.
3. The person receiving the citation has twenty-one days from the issuance of the citation (or 14 days from the mailing date of the delinquent notice) to pay the fine without incurring a penalty. Approximately 50% of citations are paid prior to delinquent notices being mailed. Upon payment, the City posts the receipt on our in-house cashiering and citation systems and sends the provider the payment information.
4. Citations not paid by the twenty-first day of issuance prompt a delinquent notice issued to the registered owner of the vehicle. The registered owner has an additional 14 days to pay the citation before a penalty of \$31 is applied. If the citation remains unpaid at the end of that period, a DMV hold is placed upon the vehicle registration by the provider.
5. If and when the citation and penalty are paid through the hold process, the DMV sends the provider the citation data which is transferred to the City. This data is used to update customer records along with a monthly check received from the DMV.

The current process is complicated, redundant, and suffers from technology limitations. The current structure relies on maintenance of two separate databases – the City's and the current provider's, resulting in inherent inefficiencies. Mostly, this interim model impacts the quality of customer service. On occasion, because transactions are batch processed between the provider and the City, payments are not recognized in a timely manner. This sometimes leads to late notices going out even after payment has been received by the City. One objective of any new system is to tighten the processes and eliminate possible points of failure.

The DMV has since changed their processes to, among other things, accept electronic files. While we could begin processing of those files directly with DMV once again, the effort and staffing required to stay on top of the daily processing, as well as issuing delinquent notices, would be more cost intensive and may require added staffing above current levels. The cost of developing and maintaining a new web-based solution is also very expensive. In recent years we have learned that the use of an outside provider's expertise in dealing with the DMV registration hold processes has been quite beneficial. The extension of this concept to a full outsourcing solution, including receipt processing, noticing, banking, and systems maintenance has developed to a point where it results in both cost savings and improved, and expanded, customer service.

In-House Processing Vs. Outsourcing

The City has identified two possible operational models for performing parking citation processing: (1) In-house model – maintaining the service in-house while still outsourcing the DMV processes; (2) Outsource model – outsource billing, noticing, collections, systems, and DMV processing.

Sustaining the in-house model is clearly more expensive and does not allow for the rapid deployment of the latest customer service tools. Under this model, the City would need to purchase (license) new software, incur set up and training fees, and invest in a new server. On-going expenses would include continued contract services with a DMV intermediary, noticing materials- supplies-postage, and continued full time staffing levels. Additional on going costs to maintain this in-house supported model would include new software support fees and hardware depreciation. Most significantly, any of the desired web/internet and phone service solutions provided by third party vendors would have to be developed, maintained, and updated in house using the support of both Finance and Information Systems staff. The cost of keeping citation billings in-house easily exceeds \$135,000 per year; a number that can be expected to increase annually with labor & materials. Furthermore, research and development costs required to match current outsourcing service solutions (internet, voice support, ticketing) are likely to add on to this base operational cost. For all of these reasons, staff focused on the more service oriented and cost effective outsourcing solutions.

Outsourcing the entire function is cost effective and will result in superior citation processing service. Under this approach, the entire collection and DMV processes would be provided by an outside contractor. This includes receipt of mailed payments, posting of payments, depositing of receipts into a City bank account, delinquent notices, and DMV holds and releases. Impact on our City Hall customers would be seamless as the City would maintain the ability to receive citation payments over the counter and post them, real-time, to the contractor's system via the Internet. Additionally, the recommended outsourced solution dramatically expands our accessibility to our customers by providing an internet based credit card payment option (an enhancement to the City's E-Gov initiatives), 24 hour telephone payment options as another payment choice, and a well- staffed help desk to supplement City staff assistance.

The many advantages of this approach include:

- ❖ Greatly improved customer access and service options via established and tested internet and telephone payment processing options, providing us with instant E-Gov solutions;
- ❖ Maintenance of software, upgrades, environmental and security issues reside with the contractor under an efficient vendor hosted model;
- ❖ The possibility of increased collection rates through aligned associations with collection agency/citation vendor relationships;
- ❖ No capital cost associated with the purchase of software and hardware;
- ❖ Stronger ties between DMV processing and citation processing which will result in elimination of timing errors due to maintenance of dual databases (City's and DMV processing agent's);
- ❖ The savings of staff time results in the more rapid development of other internet and customer service enhancements including on-line business and animal licensing, expansion of cashiering solutions, business and community outreach, document imaging and electronic bill presentment.

Outsourcing also allows us to take advantage of additional capabilities which we inherit by virtue of

joining a vendor that services a large number of cities. These opportunities include:

Adjudication Services: The recommended vendor provides on-line scheduling, notification and tracking of administrative hearings. These hearings are provided when a citation recipient wishes to dispute a ticket by providing information to the hearing officer (contracted by the City), who then reviews and issues a ruling supporting or denying the request. This process is currently performed manually, but with outsourcing, can be streamlined and automated (requests can be made on-line with the date set, the ticket placed on hold automatically, and the notification letters issued at the beginning and end of the process). The Police Department, who is participating in the selection process, is very interested in this portion since the current process is labor intensive. The basic adjudication software capability and accessibility to Police staff is included in the contract cost. Should the Police Department want to take advantage of add on services, such as hearing scheduling and hearing performance, those costs can be easily identified and implemented in the future.

Integrated Ticketing Devices: The recommended vendor also provides an impressive array of handheld ticketing devices which integrate with their billing systems. These devices are only made available by the contracting vendor as part of the overall billing service and cannot be purchased and supported on a stand-alone basis. This solution provides the City with the potential to update these ticketing devices and to do so in a meaningful way resulting in more efficient parking reporting, enforcement and operations. CSO's currently use big, bulky handheld units (Autocites) built upon fifteen year old technology. New devices similar to Palm Pilots are now used to capture citation data, at a much lower cost (the old "Autocite" devices typically cost \$5,000 each, while the new devices are approximately \$3,500 when equipped as needed). These devices can be purchased with built-in cameras and license plate scanning capabilities which minimize data input and enhance data quality, while photographing evidence for maximum legal enforcement. Finally, these devices simplify the downloading process to the main servers, which has, at times, been difficult with our current system. These devices are not immediately needed to make the transition to the outsourced solution (the Autocites are supported) nor are they part of this contract costing, but would be an enhancement that would benefit the Police Department in the near future.

Lastly, outsourcing of the citation process is not new within local government. Many agencies throughout the State are currently contracting this function due to the cost effectiveness and expertise needed to perform this activity. A partial list of agencies that contract out includes:

- | | | |
|---------------|------------------|--------------------|
| Redondo Beach | Huntington Beach | Culver City |
| Fullerton | Seal Beach | San Clemente |
| Tustin | Del Mar | San Jose |
| Oxnard | County of L.A. | County of Monterey |

Staffing Levels

Current authorized staffing for parking citation processing consists of one dedicated full time Finance employee. Ancillary processes, such as receiving and opening payments, phone support, and cashiering, are covered in association with others within the department. During peak summer months, it is not uncommon to have other staff assisting with input of manually written parking citations, processing of payments and customer service issues.

In FY 2004-2005, Finance management considered and planned for the possibility of outsourcing the billing function and its impact on internal staffing levels. In that time period, one full time position was vacated within the unit through attrition and Finance considered it prudent to leave that position unfilled and maintain operations in the interim with a 3/4 time part-time staff member. Should City Council approve the outsourcing of citation billing tonight, Finance is confident it can support operations comfortably by retaining the existing part time position. This position will assist in the transition, support redesigned citation duties, and help bring our department forward in several key service initiatives listed below:

- Implementation of new business license solutions starting FY2007
- Development of other e-gov solutions for Finance, including on-line business and animal licensing
- Expanded cashiering
- Business License Enforcement (ex: field audits)
- Back-up on film permitting
- Back office administration of e-gov payments (Water Web – Citations – Business Licenses)

By completely outsourcing this function, payments will now be received, processed and deposited into the City's account by the contractor. While this reduced workload may make it possible to reassign the authorized unfilled full time position in the future, staff recommends no action at this time but rather allow such staffing discussions to take place normally in the budgeting process after we have had the opportunity to evaluate the full impact of outsourcing.

Duties such as Business License field audits, while desirable, are not possible due to time constraints. Outsourcing of the parking citation processing would allow us to expand our licensing compliance activities. Additionally, film permit activity, which is handled in Finance, has grown from 44 permits issued in 2003 to 61 permits in 2005. Administration of these revenue generating activities is requiring more staff time, particularly with more location filming needs by productions at the Raleigh Manhattan Beach Studios.

Maintaining a part time position provides the division and department flexibility while saving the expense of providing benefits for a full time employee. It also allows us to plan for continuity in operations as future expected attrition in the division is realized.

Proposals

Outsourcing proposals were received from four vendors: Phoenix Group (our current DMV and noticing provider); Turbo Data Systems, Inc; Reino Enforcement Technology; and Data Ticket, Inc. Proposals addressed a number of areas, including: costs; processing services; data entry; DMV communications and processing; delinquent mailings; payment processing; correspondence; reporting; internet connectivity; support; database backup and disaster recovery; off-site security; confidentiality of records; and administrative tracking of hearings. Staff eliminated the most expensive outsourcing proposal, moved beyond the less attractive more expensive in-house system solutions (ranging in cost from \$110,000 to \$68,000 for software and set up alone), and met individually with the remaining three outsourcing providers (Phoenix Group, Data Ticket and Turbo Data).

Finance staff also met with the Finance Subcommittee to present the case for outsourcing such operations. Many of the same arguments noted above were discussed and the Subcommittee

unanimously approved proceeding with the RFP review process and making a recommendation to City Council to outsource these functions.

With direction provided, City staff moved ahead to scrutinize the remaining outsourcing RFP's and selected three vendors for a more detailed, hands-on, evaluation. Turbo Data Systems, Phoenix Group, and Data Ticket were invited to make presentations at City Hall to a panel including Finance, Information Systems, and Police representatives. In a second presentation and review phase, Data Ticket was eliminated from consideration for several key reasons including: 1) the absence of a 24/7 Interactive Voice Response (IVR) customer service center; 2) fewer hand held ticket device options; and 3) a less preferred customer internet interface.

These City Hall presentations were followed up with on-site visits to the two top facilities, Turbo Data and Phoenix Group, where actual operations were viewed first-hand. Site review advantages and disadvantages were analyzed and reference checks were made of both vendors. Although both were highly rated, in the end result, Turbo Data Systems prevailed given a variety of preferred features including:

- The clean presentation and ease of customer based web pages;
- Well structured phone service & support systems;
- Availability of several flexible hand held ticket device options;
- Outstanding references;
- The existence of redundant systems and back up options;
- A strong technology culture promoting flexibility & best practices.

All participating disciplines (Police, Finance & Information Systems) were unanimous in their desire to engage Turbo Data Systems, Inc.

Internet Credit Card Convenience Fee

Although there is no net new cost to the City, the use of the internet citation payment option does entail the introduction of a convenience credit card fee which is added to the basic citation amount. Such fees cover the provider's merchant card and banking fees associated with credit card use and are commonly deployed in such applications. Turbo Data Systems, Inc. applies a \$3 per transaction fee and has successfully done so with its other clients. The City has the right to pass on such third party processing costs and the Finance Subcommittee supported this recommendation. It is important to note that the convenience fee is applied to remote internet and telephone transactions only and, as such, will not apply to customers paying citations in person at City Hall consistent with all other City Hall business.

Collection Agency Information

Several months ago, Council asked staff to look into using an agency to attempt collection of past due parking citations. This approach would be used for those citations which have not been paid even after submission to the DMV for registration hold. Although staff continues to review collection agencies and fee structures for such services, we are pleased to point out that Turbo Data offers just such a service which we can activate at any time. For the moment staff will concentrate on transitioning core systems and duties to Turbo Data after which time the implementation of these additional services can be entertained and compared with other available collection service options. It is important to note that such services would be implemented on a percentage of collections basis, resulting in no net- new budgetary costs.

CONCLUSION:

Agenda Item #: _____

Staff recommends that City Council authorize the City Manager to execute a three year contract with Turbo Data Systems, Inc. for the processing of citation payments and notifications. If approved, staff plans to implement the outsourced solution by the start of the new fiscal year commencing July 1, 2006.

Attachments: A. Cost analysis

**City of Manhattan Beach
Citations Costing Sheet
Exhibit A**

	Phoenix	Turbo	DataTkt
TRANSACTION FEES			
Per Citation	\$1.00	\$0.70	\$0.55
Manual Cites		\$0.82	
Out of State	30%	30%	25%
Delinquent Notices 1st	0	\$0.61	\$0.56
Delinquent Notices 2nd	\$0.60	\$0.61	\$1.50
Postage	0	0	0
NSF Checks	\$1.00	\$0.61	\$5.00
Partial Payment letters	\$0.60	\$0.61	\$1.50
Lessee notices	\$0.60	\$0.61	\$1.50
Customer Services	0	0	0
Payment processing	0	0	0
DMV interface	0	0	0
User Id's	web-based	web-based	2

SERVICE STATISTICS			
YR Cites _Auto	58,000	58,000	58,000
YR Cites _Manual	2,000	2,000	2,000
Yr Notices 1st	29,000	29,000	29,000
Yr Notices 2nd	5,000	5,000	5,000
NSF	180	180	180
PARTIAL	1,000	1,000	1,000
LESSEE NOTICES	2,000	2,000	2,000

COST OF SERVICE CONTRACT			
Annual cites 58,000	58,000	40,600	31,900
Manual Cites 2,000	2,000	1,640	1,100
Delinquent notices (1st) 29000	0	17,690	16,240
Delinquent notices (2nd) 5000	3,000	3,050	7,500
NSF checks 180	180	110	900
Partial Payments 1,000	600	610	1,500
Lessee Notices 2,000	1,200	1,220	3,000
6 additional users			50
Postage			
Total Outsource Contract	64,980	64,920	62,190

IN HOUSE COSTS			
Current Projected Process Fee	39,840	39,840	39,840
Net Labor (Full Time Less P/Time)	32,355	32,355	32,355
In House Users License (avg)	13,900	13,900	13,900
Annual Depreciation	8,400	8,400	8,400
Total In House Retention	94,495	94,495	94,495

SAVINGS	(29,515)	(29,575)	(32,305)
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Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Bruce Moe, Finance Director
Henry Mitzner, Controller

SUBJECT:

Resolution Ordering Plans, Specifications, Cost Estimates and Engineer's Report for Annual Street Lighting and Landscaping Assessments (Finance Director Moe).

ADOPT

RECOMMENDATION:

Staff recommends that the City Council adopt Resolution No. 16-0016 ordering the preparation of plans, specifications, cost estimates and the engineer's report for the annual renewal of the Landscaping and Lighting District for fiscal year 2016-2017 pursuant to the Landscaping and Lighting Act of 1972.

EXECUTIVE SUMMARY:

Not applicable.

FISCAL IMPLICATIONS:

The assessment engineering cost for the Landscaping and Lighting District is \$7,000 and is budgeted in the Public Works department.

It is important to note that because assessments have been fixed since 1995-1996, and costs have continued to rise and exceed the revenue generated by the assessments, the Street Lighting and Landscape Fund as of fiscal year 2006-2007 has depleted its fund balance. As a result, the General Fund continues to subsidize the fund. The preliminary estimate for the subsidy in the current fiscal year (2015-2016) is \$220,000. A Proposition 218 vote is required to raise the assessments (City Council reviewed the options for raising assessments but has deferred such action).

BACKGROUND:

The City provides for the operations and maintenance of Street Lighting and the Downtown

Streetscape via the Street Lighting and Landscaping Assessment District. The District, which was formed pursuant to the Landscaping and Lighting Act of 1972, is comprised of separate street lighting districts for the majority of the City, and the lighting and landscaping services provided for Downtown.

DISCUSSION:

The District must be renewed annually through a series of City Council resolutions, culminating with a public hearing. The public hearing and adoption of a final resolution are scheduled for the Council Meeting of June 21, 2016.

In order to renew the districts, an assessment engineer must review and develop the benefit assessments for each parcel. Those assessments are based on the proposed budget for the upcoming fiscal year commencing July 1 subject to the constraints of Proposition 218. For FY 2016-2017, the preliminary total assessment is \$397,000; \$378,000 from private property owners, plus a General Fund contribution toward Streetscape of \$19,000 for the City's property in the district. Based on preliminary analysis, the annual subsidy provided by the General Fund for Street Lighting in fiscal year 2016-2017 will be approximately \$220,000. The fiscal year 2016-2017 opening fund balance of the Street Lighting Fund will be \$0- and subsidies are required to match the excess of expenditures over revenues.

The first step in this annual process is for Council to pass a Resolution of Initiation tonight, which authorizes the preparation of an engineer's report on the District. Then, on May 3, 2016, the engineer's report will be submitted to Council, along with a Resolution of Intention, which authorizes proceedings for the annual levy and collection of assessments. Finally, on June 21, 2016, the public hearing will be held at which time City Council will be asked to adopt a resolution providing for the levy and collection of street lighting assessments for the fiscal year 2016-2017.

CONCLUSION:

Staff recommends that the City Council adopt Resolution No. 16-0016 ordering the preparation of plans, specifications, cost estimates and the engineer's report for the annual renewal of the Landscaping and Lighting District for fiscal year 2016-2017 pursuant to the Landscaping and Lighting Act of 1972.

Attachments:

1. Resolution No. 16-0016
2. Lighting and Landscape Assessment Districts Map

RESOLUTION NO. 16-0016

**A RESOLUTION OF THE MANHATTAN BEACH CITY COUNCIL
INITIATING PROCEEDINGS FOR THE LEVY AND COLLECTION OF
ASSESSMENTS WITHIN MANHATTAN BEACH LANDSCAPING AND
STREET LIGHTING MAINTENANCE DISTRICT NO. 99 FOR FISCAL
YEAR 2016-17 AND ORDERING THE PREPARATION OF AN
ENGINEER'S REPORT PURSUANT TO THE PROVISIONS OF PART 2
OF DIVISION 15 OF THE STREETS AND HIGHWAYS CODE**

**THE MANHATTAN BEACH CITY COUNCIL HEREBY FINDS, RESOLVES
AND ORDERS AS FOLLOWS:**

Section 1. Pursuant to the provisions of the Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code (commencing with Section 22500) (the "Act"), the Manhattan Beach City Council desires to initiate proceedings for the levy and collection of an assessment against parcels of property within an existing assessment district designated "Manhattan Beach Landscaping and Street Lighting Maintenance District No. 99" (the "District"), for fiscal year 2016-17, commencing July 1, 2016, and ending June 30, 2017, to pay for the costs and expenses of the improvements described below in Section 4.

Section 2. The boundaries of the District are coterminous with the boundaries of the City of Manhattan Beach, with the exception of the area commonly known as Manhattan Village.

Section 3. Reference is made to a map on file in the office of the City Clerk and open for public inspection for a description of the exterior boundaries of the District.

Section 4. The existing improvements may be briefly described as follows: Landscaping and appurtenant facilities generally include trees shrubs, plants, turf, irrigation systems, and necessary appurtenances including curbs, hardscape, monumentation, fencing, drainage detention facilities drainage structure (including percolation wells) located in public rights-of-way, medians, parkways, and/or easements adjacent to public rights-of-way, in and along major thoroughfares and certain designated primary and secondary arterials as defined in the General Plan's Infrastructure Element. Lighting and appurtenant facilities including poles, lighting fixtures, conduits and the necessary equipment to maintain, operate, service and replace a lighting system at designated intersections, in medians, parkways and adjacent to certain public facilities in and along certain streets, rights-of-way and designated lots.

Section 5. The City Council designates Harris and Associates as the engineer (the "Engineer") for the purpose of these proceedings and hereby authorizes and directs the Engineer to prepare and file with the City Clerk a written report in connection with these proceedings in accordance with Article 4 (commencing with Section 22565) of Chapter 1 of the Act, which report shall contain the following:

A. Plans and specifications for the improvements, which shall indicate the class and type of improvements to be provided for each zone.

B. An estimate of the costs of the improvements for the 2016-17 fiscal year, including all of the following:

1. the total cost of the improvements, including all incidental expenses;
2. the amount of any surplus or deficit in the Improvement Fund for the District to be carried over from the 2016-17 fiscal year;
3. the amount of any contributions to be made from sources other than the assessments levied pursuant to the Act; and
4. the net amount to be assessed upon assessable lands with the District, being the total cost of the improvements, increased or decreased as the case may be, by any surplus, deficit or contributions.

C. A diagram for the District showing all of the following:

1. the exterior boundaries of the District;
2. the boundaries of any zones within the District; and
3. the lines and dimensions of each lot or parcel of land within the District.

Each lot or parcel shall be identified by a distinctive number or letter. The lines and dimensions of each lot or parcel shown on the diagram shall conform to those shown on the County Assessor's Maps for the 2016-17 fiscal year. The diagram may refer to the County Assessor's Maps for a detailed description of the lines and dimensions of any lots or parcels, in which case those Maps shall govern for all details concerning the lines and dimensions of those lots or parcels.

D. An assessment of the estimated costs of the improvements for the 2016-17 fiscal year, which shall do all of the following:

1. state the net amount to be assessed upon assessable lands within the District;
2. describe each assessable lot or parcel of land within the District; and
3. assess the net amount upon all assessable lots or parcels of land within the District by apportioning the amount among the several

lots or parcels in proportion to the estimated benefits to be received by each lot or parcel from the improvements.

The assessment may refer to the County assessment roll for a description of the lots and parcels, in which case the roll shall govern for all details concerning the description of the lots or parcels.

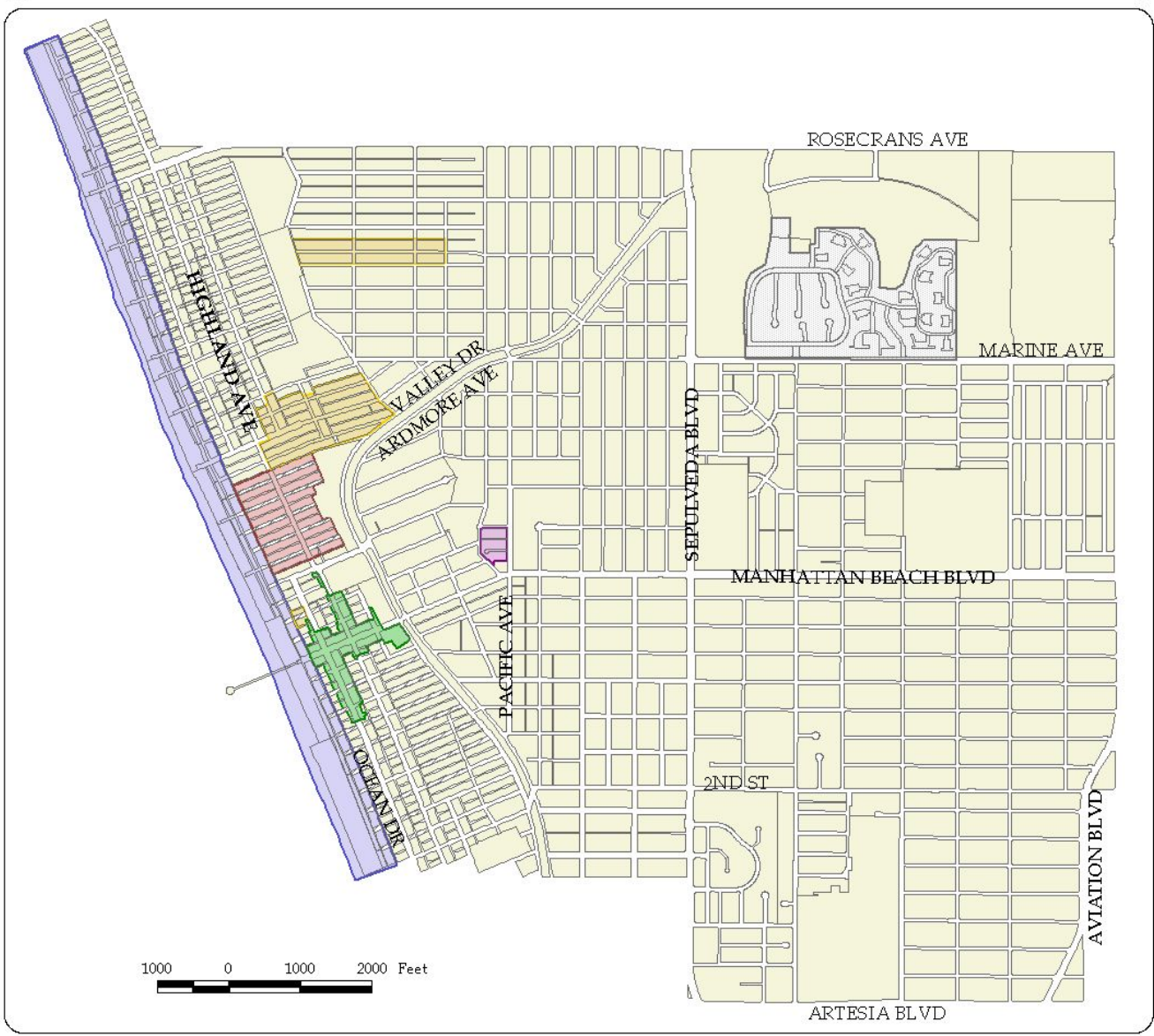
PASSED, APPROVED AND ADOPTED _____, 2016.

Mayor

ATTEST:

City Clerk

City of Manhattan Beach Lighting and Landscape Assessment Districts



August 2001

		Total Area (Acres)
Zone 1	General	2231.7
Zone 5	Gas Lights	39.0
Zone 6	The Strand	127.5
Zone 7	Walkway Streets	25.7
Zone 9	Arbolado Tract	2.9
Zone 10	Downtown Streetscape	15.4
	Excepted	82.5



Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Tony Olmos, Public Works Director
Gilbert Gamboa, Senior Civil Engineer

SUBJECT:

Approve Final Payment to Creative Home, Inc. DBA CHI Construction for the City Yard Cover Project in The Net Amount of \$156,875.80 and Release Retention in the Amount of \$33,975.16 (Public Works Director Olmos).

APPROVE

RECOMMENDATION:

Staff recommends that the City Council:

1. Approve final payment in the net amount of \$156,875.80 to Creative Home, Inc. DBA CHI Construction for the City Yard Cover Project;
2. Formally accept the City Yard Cover Project as complete and authorize filing of the appropriate Notice of Completion;
3. Approve release of retention in the amount of \$33,975.16

FISCAL IMPLICATIONS:

Five separate enterprise funds including Capital Improvement, Water, Stormwater, Wastewater and Refuse in the total amount of \$886,180 have been appropriated by City Council for this project. Total expenditures for the subject project are \$778,695. A summary of budget and expenditures is provided in Attachment 1.

BACKGROUND:

The upper level area of the City Yard maintenance facility is utilized as a bulk material storage area for temporary storage of construction, landscaping and waste disposal materials as shown in Attachment 2. Construction and landscaping materials are used for various, daily City maintenance projects and for emergency repair operations. In addition, this area serves as a temporary storage facility for the transfer of debris collected from street sweeping, catch basins and Continuous Deflective Separation (CDS) storm drain units; as well as, recycling bulk construction demolition materials. The waste disposal and

construction recycle materials are divided into separate bin areas then removed per truckload by the City's waste hauler on a routine daily basis. There is also a single bin area which is used for what is considered refuse.

On November 18, 2014, City Council authorized the City Manager to award a construction contract in the amount of \$672,262 (and additional construction work, if necessary, in an amount not-to-exceed \$67,738) to CHI Construction for the City Yard Cover Project. In addition, City Council authorized the City Manager to execute an agreement for professional inspection services with Hamilton and Associates, Inc. for construction management and inspection services.

This project qualified as an NPDES stormwater, pollution prevention Best Management Practices (BMP) in addition to those already in place at the City Yard.

DISCUSSION:

Construction started on January 26, 2015. The scope included construction of new canopy structures, pavement, sewer and storm drain improvements. The project was completed in January 2016. The canopy structures portion of the project involved the construction of two separate steel frame roof canopy structures over the designated material storage bin areas to prevent the bulk materials from polluting the localized storm water runoff for this site. New concrete divider wall partitions were constructed in place of the broken and ineffective block walls to keep materials separated.

The pavement portion of the project included the reconstruction of the fifty-year old cracked and failed pavement that previously covered the site to adequately provide the proper drainage and handle the heavy equipment traffic loading.

The sewer portion of the project involved the construction of a new sewer drain line which will collect water that is routinely captured with the collected solids from catch basin cleaning, CDS storm drain unit cleaning and street sweeping then convey the nuisance water into the City's existing sewer system; subsequently, reducing the amount of ponding water at the site.

The storm drain portion of the project included the reconstruction of the undersized and deteriorated stormwater catch basin and pipeline at the site. This catch basin was fitted with a Los Angeles County certified connector pipe screen (CPS) full capture device in order to prevent trash and debris from entering the storm drain. This full capture device added a third tier of storm drain pollution protection to the City maintenance facility in addition to the existing clarifier and CDS storm drain unit that exists on the lower level of the City's maintenance facility.

Change Orders

All contract line items have been accounted for in progress payments to date. The final payment for this project also includes one additional work item for asphalt concrete pavement restoration, and two extra work items for formwork reconstruction and a foundation modification. The additional pavement work was paid through added quantities in the Contract proposal. The extra work items were not included in the original Contract proposal but paid through a negotiated lump sum cost. The total cost of the change orders

for additional and extra work was \$19,298 and was within the approved contract contingency.

Liquidated Damages

Construction of the project was completed on January 15, 2016. Since the Contractor did not complete the work within the 120-working day contract time allotted, plus the time extensions granted in the Change Orders explained above, liquidated damages were assessed per the Contract Special Provisions. A total of \$50,000 was deducted from the final contract amount.

ENVIRONMENTAL REVIEW:

The California Environmental Quality Act (CEQA) requires public agencies to document and consider the environmental implications of their actions. Based on the scope of work, the City Yard Cover Project was categorically exempt pursuant to Section 15303, Class 3(e). A Notice of Exemption was filed with the Los Angeles County Clerk's office for the project.

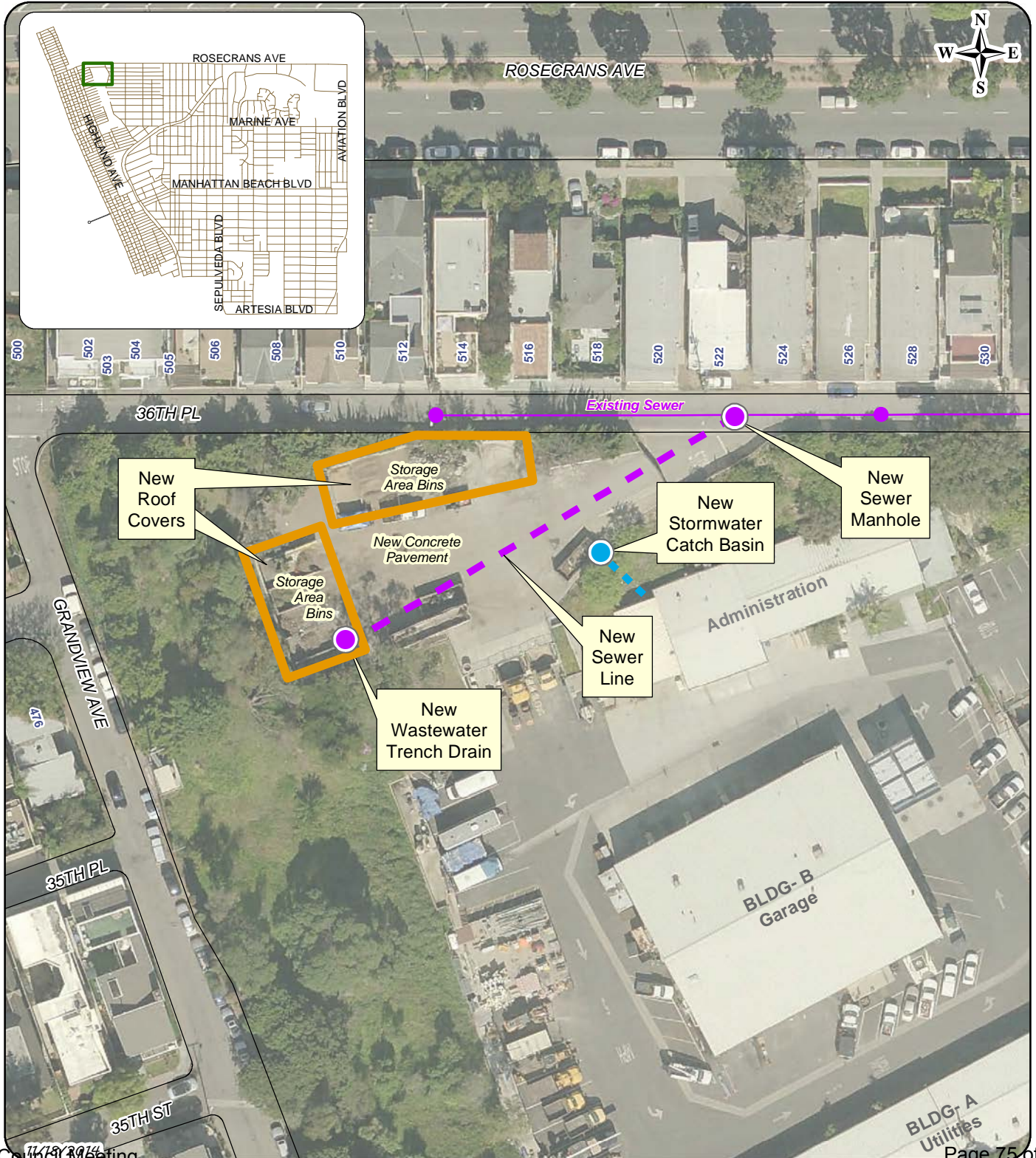
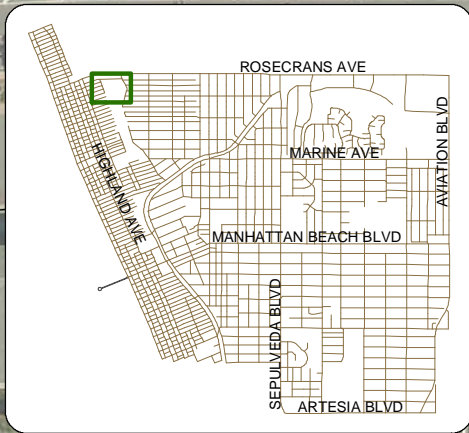
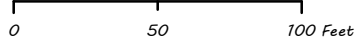
Attachments:

1. Budget and Expenditures
2. Project Location Map

Budget		
FY 2013-2014 CIP Fund	(CIP 10830E)	\$148,500
FY 2013-2014 Water Fund	(CIP 10834E)	\$232,750
FY 2013-2014 Stormwater Fund	(CIP 10839E)	\$116,180
FY 2013-2014 Wastewater Fund	(CIP 10841E)	\$220,000
FY 2013-2014 Refuse Fund	(CIP 10844E)	\$168,750
Total Budget		\$886,180

Expenditures	
Structural Design (IDS Group, Inc.)	\$ 17,520
Geotechnical Investigation Agreement (Hamilton & Associates, Inc.)	\$ 6,985
Construction (Creative Home Inc. DBA CHI Construction)	\$660,206
Construction Change Orders No. 1 through 3	\$ 19,298
Construction Inspection Contract (Hamilton & Associates, Inc.)	\$124,686
Less Liquidated Damages (credit)	-\$50,000
Total Expenditures	\$778,695
Balance	\$107,485

City of Manhattan Beach City Yard Cover Project



Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Tony Olmos, Director of Public Works
Keith Darling, Maintenance Manager

SUBJECT:

Approve Removal of Decorative Bollards on Pier (Public Works Director Olmos).

APPROVE

RECOMMENDATION:

Staff recommends that City Council approve the removal of the twelve existing decorative bollards on the Pier once the new crash-rated bollards are installed.

FISCAL IMPLICATIONS:

There is minor staff time involved in removal and disposal of the twelve decorative bollards.

BACKGROUND:

On March 5, 2015, City Council approved the award of RFP#1029-15 to Calpipe Security Bollards in the amount of \$80,577.14 for the purchase of sixteen crash-rated bollards. The bollards are made of cylindrical stainless steel and are eight inches in diameter and thirty-six inches tall. The new bollards have been delivered along with structural drawings and engineering calculations signed and stamped by a licensed Civil Engineer. City staff plans to install the new bollards by the Memorial Day holiday.

Per the structural calculations, the new bollards are to be placed at forty-eight inches on center in order to absorb the impact and stop a fifteen thousand pound vehicle travelling at twenty miles per hour. In addition, the three center bollards will be "removable" to allow for the passage of emergency vehicles, maintenance vehicles, and Roundhouse delivery trucks. The new bollards will essentially replace the existing decorative bollards currently located approximately twenty feet to the west of the proposed new bollard line (Attachment 1). The existing decorative bollards are not crash-rated and are not intended to serve as a protective barrier to vehicular traffic. Staff seeks direction as to the disposition of these twelve decorative bollards.

DISCUSSION:

Per Police and Fire, removal of the decorative bollards would facilitate emergency response. Currently, public safety staff only has to remove two of the decorative bollards when they need to access the pier. If the existing decorative bollards are to remain, they would now need to remove two existing decorative bollards and three of the new crash-rated bollards, which would increase their emergency response time.

Access to the Pier for daily maintenance is also expedited if the existing decorative bollards are removed for the same reasons cited for public safety. Although it's not a life or death situation, removing one set of bollards is much easier and much more efficient use of staff time.

Finally, having two rows of bollards increases the visual density at the entrance to the pier. Removing the decorative bollards will provide a cleaner and more streamlined look. Attachment 2 shows a rendering of the pier bollards with the decorative bollards removed.

Therefore, staff recommends removal of the twelve decorative bollards.

POLICY ALTERNATIVES:

1. Do not approve the removal of the twelve existing decorative bollards.

PROS: Decorative look to the entrance of the pier will be preserved.

CONS: Emergency response time will be increased for incidents on the Pier and water rescues made from the Pier. Daily and other pier maintenance will take longer depending on the activity and number of times vehicular access to the pier is required.

2. Permanently remove the two existing removable decorative bollards and the remaining ten fixed decorative bollards remain in place.

PROS: Emergency response time would not increase if the two existing removable decorative bollards are permanently removed.

CONS: Potential aesthetic issues remain if the ten existing fixed decorative bollards remain in place.

Attachments:

1. Pier - New Bollards & Existing Decorative Bollards Still in Place
2. Pier - New Bollards & Existing Decorative Bollards Removed





WATER FOR
BICYCLES
CROSSING
CROSSING
LOT CLOSSES
AT 9:30PM



LOT CLOSSES
AT 9:30PM

Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Bruce Moe, Finance Director

SUBJECT:

Financial Report:

Schedules of Demands: March 3, 2016 and March 17, 2016 (Finance Director Moe).

ACCEPT REPORT AND DEMANDS

RECOMMENDATION:

Staff recommends that the City Council accept the attached report and demands.

FISCAL IMPLICATIONS:

The financial report included herein is designed to communicate fiscal activity based upon adopted and approved budget appropriations. No further action of a fiscal nature is requested as part of this report.

The total value of the warrant registers for March 3, 2016 and March 17, 2016 is \$5,912,475.53.

BACKGROUND:

Finance staff prepares a variety of financial reports for City Council and the Finance Subcommittee. A brief discussion of the attached report follows.

DISCUSSION:

Schedule of Demands:

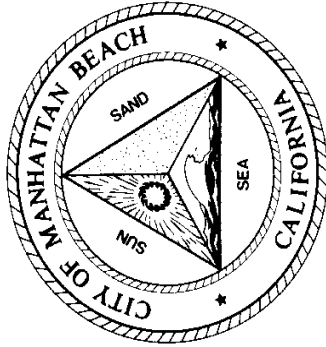
Every two weeks staff prepares a comprehensive listing of all disbursements with staff certification that the expenditure transactions listed have been reviewed and are within budgeted appropriations.

CONCLUSION:

Staff recommends that the City Council accept the attached report and demands.

Attachments:
Schedules of Demands for March 3, 2016 and March 17, 2016

City of Manhattan Beach

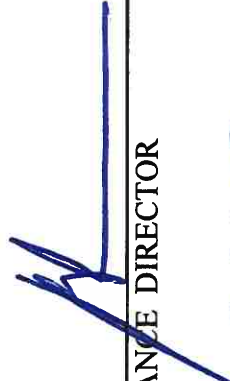


Schedule of Demands March 3, 2016 and March 17, 2016

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WARRANT(S) WR 19B & WR 20B
DATED: 03/3/2016 & 3/17/2016

I HEREBY CERTIFY THAT THE CLAIMS OR DEMANDS COVERED BY THE ABOVE WARRANT(S) IN THE AMOUNT OF \$5,912,475.53 HAVE BEEN REVIEWED AND THAT SAID CLAIMS OR DEMANDS ARE ACCURATE, ARE IN CONFORMANCE WITH THE ADOPTED BUDGET, AND THAT THE FUNDS ARE AVAILABLE THEREOF.



FINANCE DIRECTOR

THIS 5TH DAY OF APRIL



CITY MANAGER

WARRANT REGISTER (S)	WR 19B & WR 20B	WARRANT(S)	19B	20B
PREPAID / MANUAL CKS			361,140.40	543,265.00
VOIDS			(4,832.88)	0.00
PAYROLL	PE 02/19/2016			810,290.33
PAYROLL	PE 03/04/2016			845,065.89
TOTAL WARRANTS			<u>5,912,475.53</u>	

**CITY OF MANHATTAN BEACH
 WARRANT REGISTER**

WR 19b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
21916	2/19/2016	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL - WORKERS COMP	86,236.80
2192016	2/19/2016	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL - LIABILITY	34,253.27
2292016	2/29/2016	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	240,650.33
SUBTOTAL					361,140.40
523124	2/25/2016	N	ANIMAL EMERGENCY MEDICAL CTR	EMERGENCY VET SERVICES	150.00
523125	2/25/2016	N	AT&T	REVERSE 911 PHONE UPDATES	102.79
523126	2/25/2016	N	CA PUBLIC EMPLOYEES'	MEDICAL PREMIUMS	308,009.45
523127	2/25/2016	N	CALPERS	AMENDING PERS CONTRACT COST	300.00
523128	2/25/2016	N	BROOKE CASTOR	PARKS & RECREATION REFUND	300.00
523129	2/25/2016	N	RODOLFO CORTEZ	PARKS & RECREATION REFUND	146.00
523130	2/25/2016	N	JOE DELIA	POLYGRAPHS	200.00
523131	2/25/2016	N	DELTA DENTAL OF CALIFORNIA	DENTAL PREMIUMS	28,907.08
523132	2/25/2016	N	DEPARTMENT OF MOTOR VEHICLES	VEHICLE CODES	388.01
523133	2/25/2016	N	YARON DOTAN	ART LAB INSTRUCTOR	2,120.00
523134	2/25/2016	N	EDUCATIONAL CREDIT MGMT CORP	EARNINGS WITHHOLDING	435.10
523135	2/25/2016	N	ICMA RETIREMENT TRUST - 401	LOAN REPAY 401 - CITY MANAGER: PAYME	747.32
523136	2/25/2016	N	ICMA RETIREMENT TRUST - 401	LOAN REPAY 401 - 2.5%: PAYMENT	2,995.20
523137	2/25/2016	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	68,839.97
523138	2/25/2016	N	ICMA RETIREMENT TRUST 401	LOAN REPAY 401 - 4.5%: PAYMENT	5,470.42
523139	2/25/2016	N	IRON MOUNTAIN INFO MNGMT INC	RECORDS STORAGE	1,447.45
523140	2/25/2016	N	JENNIFER KALLOK	EARNINGS WITHHOLDING	184.62
523141	2/25/2016	N	KEYSER MARSTON ASSOCIATES INC	CONSULTING SERVICES	3,308.75
523142	2/25/2016	N	LA COUNTY SHERIFFS DEPT	POLICE DEPT JAIL SUPPLIES	269.80

**CITY OF MANHATTAN BEACH
 WARRANT REGISTER**

WR 19b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523143	2/25/2016	N	LA COUNTY CLERK/RECORDER	FILING FEE	75.00
523144	2/25/2016	N	ROSEMARY A LACKOW	RECORDING SERVICES	162.50
523145	2/25/2016	N	M B POLICE MGMT ASSC	DUES \$ (POL MGT ASSN): PAYMENT	399.00
523146	2/25/2016	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): PAYMENT	6,034.34
523147	2/25/2016	N	ARNOLD MARTIN	ART EXHIBITION PREPARER	513.00
523148	2/25/2016	N	MBPOA RETIREE	MD TRUST (MED TRUST): PAYMENT	2,475.00
523149	2/25/2016	N	MBUSD	BLUE SUEDE CHRISTMAS	100.00
523150	2/25/2016	N	MIHM INC	CONTRACT SERVICES	1,050.00
523151	2/25/2016	N	MUNICIPAL CODE CORPORATION	ANNUAL BILLING	900.00
523152	2/25/2016	N	NADINE NADER	NADER CONSTRUCTION LOAN	1,700.00
523153	2/25/2016	N	PUBLIC EMPLOYEES'	PENSION CONTRIBUTION SAFETY: PAYME	253,692.16
523154	2/25/2016	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	2,326.31
523155	2/25/2016	N	STATE OF CALIFORNIA	LIVE SCAN FINGERPRINTS	603.00
523156	2/25/2016	N	TOTAL ADMINISTRATION SVCS CORP	MONTHLY FEES	875.69
523157	2/25/2016	N	TOTAL ADMINISTRATIVE SVCS CORP	CHILD125 (CHILD 125 PLAN): PAYMENT	8,635.58
523158	2/25/2016	N	U.S. BANK	P/T EMP RETIREMENT CONTRIB: PAYMEN	3,520.92
523159	2/25/2016	N	VALVETEK UTILITY SERVICES INC	FLUSHING & DISINFECTION OF 101 MILES	67,900.00
523160	2/25/2016	N	VANTAGEPOINT TRANSFER AGENTS	RETMTN HLTH SAVINGS CONTRIB: PAYME	1,648.49
523161	2/25/2016	N	ROBIN L VARGAS	EARNINGS WITHHOLDING	553.85
523162	2/25/2016	N	VISION SERVICE PLAN - (CA)	VISION PREMIUMS	4,323.77
523163	2/25/2016	N	WEST PAYMENT CENTER	CONTRACT SERVICES	162.14
523164	2/25/2016	N	XEROX CORPORATION	MULTI MACHINES LEASE & BASE BUSINES	2,377.41

**CITY OF MANHATTAN BEACH
 WARRANT REGISTER**

WR 19b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523166	3/3/2016	N	ADMINSURE INC	CLAIMS ADMINISTRATION	10,273.15
523167	3/3/2016	N	ALL CITY MANAGEMENT SVCS	CROSSING GUARD SERVICES FIRST AMENI	13,404.72
523168	3/3/2016	N	ANTHONY'S READY MIX	CONCRETE	773.43
523169	3/3/2016	N	AQUA FLO	IRRIGATION SUPPLIES CONTRACT	418.58
523170	3/3/2016	N	ARAKELIAN ENTERPRISES INC	STREET SWEEPING SERVICES EXTRAS	92,788.28
523171	3/3/2016	N	ASSA ABLOY ENTRANCE SYSTEMS US	RFP# 738-08 AUTOMATIC DOOR MAINTEN/	2,253.30
523172	3/3/2016	N	AT&T	T1 LINE TO RCC	273.26
523173	3/3/2016	N	AT&T MOBILITY	CELLULAR CHARGES	419.95
523174	3/3/2016	N	BEAU BUREAUX INTERIORS INC	18-08813C ECONOMIC VITALITY MGR CHA	682.60
523175	3/3/2016	N	BERLITZ LANGUAGES INC	CONTRACT SERVICES	75.00
523176	3/3/2016	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	3,163.00
523177	3/3/2016	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	1,050.00
523178	3/3/2016	N	CA NEWSPAPER PARTNERSHIP	RECRUITMENT SERVICES	400.00
523179	3/3/2016	N	LISA M CANNON	18-08814C TRUCK SMOKE OPACITY TEST	100.00
523180	3/3/2016	N	CAROLYNA MESSINA & ASSOC INC	PROFESSIONAL SERVICES	2,100.00
523181	3/3/2016	N	ERNEST CASTILLO	DISC JOCKEY OLDER ADULT PROGRAM	350.00
523182	3/3/2016	N	CITY CLERKS ASSOC OF CA	RECRUITMENT SERVICES	200.00
523183	3/3/2016	N	CIVIL SOURCE INC	2013-14 WATER MAIN REPLACEMENT	22,475.50
523184	3/3/2016	N	CLE ELECTRIC INC	ON-CALL ELECTRICIAN	16,073.50
523185	3/3/2016	N	CLEANSSTREET	LANDSCAPE SERVICES EXTRAS	26,683.38
523186	3/3/2016	N	CLINICAL LAB OF SAN BERNARDINO	WATER QUALITY TESTING SERVICES CON'	2,035.85
523187	3/3/2016	N	COLICH BROS INC	EMERGENCY STORM DRAIN REPAIRS	45,300.67

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WR 19b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523188	3/3/2016	N	COM STRAT LLC	AMENDMENT TO TELEPHONE CONSULTIN	9,527.50
523189	3/3/2016	N	SCOTT COMBS	REFUND LOAN OVERPAYMENT	253.25
523190	3/3/2016	N	CONCEPT CONSULTANT INC	18-08817PF IMPROVE EXISTING MODULAR	2,782.00
523191	3/3/2016	N	JOHN W CROOKSTON	BEE REMOVAL	125.00
523192	3/3/2016	N	R CRAIG CROTTY	ARBORIST	1,687.50
523193	3/3/2016	N	CROWN BLDG MAINTENANCE CO INC	JANITORIAL SERVICES EXTRAS	27,787.37
523194	3/3/2016	N	DEKRA LITE INDUSTRIES INC	NEW HOLIDAY LIGHTING DECORATIONS	50,437.82
523195	3/3/2016	N	DEPT OF INDUSTRIAL RELATIONS	CONVEYANCE PERMITS	2,700.00
523196	3/3/2016	N	HARRY RICHARD FOSS	OLLI LECTURER	150.00
523197	3/3/2016	N	JOHN FOY	CITATION REFUND	25.00
523198	3/3/2016	N	ARMANDO GARCIA	PARKS & RECREATION REFUND	50.00
523199	3/3/2016	N	GARDA CL WEST INC	ARMORED SERVICE	132.00
523200	3/3/2016	N	GABRIEL GONZALES	PRINTING SERVICES	299.00
523201	3/3/2016	N	MARC GONZALEZ	CITATION REFUND	53.00
523202	3/3/2016	N	SCOTT HAFDELL	REIMBURSEMENT-TRAVEL EXPENSE	238.82
523203	3/3/2016	N	HALCORE GROUP INC	EMERGENCY VEHICLE MANUFACTURERS	120.61
523204	3/3/2016	N	HARRIS & ASSOCIATES INC	SEPULVEDA BRIDGE WIDENING CONSTRU	14,235.00
523205	3/3/2016	N	HARRIS & ASSOCIATES INC	UUAD #12	1,052.50
523206	3/3/2016	N	HDL COREN & CONE	CONTRACT SERVICES PROPERTY TAX	2,970.00
523207	3/3/2016	N	HDR ENGINEERING INC	SEPULVEDA BRIDGE WIDENING	19,680.17
523208	3/3/2016	N	HONEYWELL INTERNATIONAL INC	EXTRAS-HVAC MAINTENANCE & REPAIR	2,292.11
523209	3/3/2016	N	HUNTINGTON BCH MOTORSPORTS INC	MOTORCYCLE PARTS & SERVICE	2,664.37

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WR 19b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523210	3/3/2016	N	INCONTACT INC	LONG DISTANCE SERVICE	439.06
523211	3/3/2016	N	INFOSEND INC	UB BILL/WEB PORTAL	1,194.26
523212	3/3/2016	N	JOAN STEIN JENKINS	PROSECUTION SERVICES	5,778.00
523213	3/3/2016	N	JOBS AVAILABLE	RECRUITMENT SERVICES	2,453.10
523214	3/3/2016	N	KEVORK ENTERPRISES INC	AUTO BODY REPAIRS	899.71
523215	3/3/2016	N	ABDULREZ OR FARIBA KHAJAVI	CITATION REFUND	53.00
523216	3/3/2016	N	KING FENCE INC	FENCE RENTAL: 1/26/16 - 2/25/16	30.00
523217	3/3/2016	N	STEVE KITSIOS	REFUND LOAN OVERPAYMENT	380.80
523218	3/3/2016	N	TAYLOR KLOSOWSKI	REIMBURSEMENT-TRAVEL EXPENSE	265.50
523219	3/3/2016	N	JASON KNICKERBOCKER	REFUND LOAN OVERPAYMENT	211.04
523220	3/3/2016	N	KEVIN H KUROMI	RFP# 755-09 GRAPHIC DESIGN SERVICES	3,525.00
523221	3/3/2016	N	L3 COM MOBILE-VISION INC	15-03390C REPAIR MVS	2,030.60
523222	3/3/2016	N	LA AREA FIRE CHIEFS ASSN	LA AFCA BEAR PAW CONFERENCE	700.00
523223	3/3/2016	N	LACPCA	REGISTRATION-LACPCA 2016 SPRING CON	300.00
523224	3/3/2016	N	RONALD LAURSEN	REIMBURSEMENT-TRAVEL EXPENSE	147.50
523225	3/3/2016	N	LIEBERT CASSIDY WHITMORE	LEGAL SERVICES	20,162.50
523226	3/3/2016	N	TIM LILLIGREN	REIMBURSEMENT-TRAVEL EXPENSE	230.89
523227	3/3/2016	N	LOGIX SECURITY INC	SECURITY MONITORING	1,080.00
523228	3/3/2016	N	MICHAEL LYNCH	REIMBURSEMENT-TRAVEL EXPENSE	147.50
523229	3/3/2016	N	MANAGEMENT PARTNERS INC	COMMUNITY BUDGET WORKSHOP	5,650.00
523230	3/3/2016	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	7,487.52
523231	3/3/2016	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	941.44

**CITY OF MANHATTAN BEACH
 WARRANT REGISTER**

WR 19b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523232	3/3/2016	N	KATHLEEN C MCGOWAN	THREE YEAR MS4 NPDES PERMIT CONSUL	6,150.00
523233	3/3/2016	N	MEMA	ASSOCIATION DUES	275.00
523234	3/3/2016	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE SERVICES EXTRAS	44,623.81
523235	3/3/2016	N	MERRIMAC ENERGY GROUP	BULK FUEL DELIVERIES	11,548.49
523236	3/3/2016	N	IAN THOMAS MILLS	LACROSSE INSTRUCTOR	1,925.00
523237	3/3/2016	N	JUAN MORENO	PARKS & RECREATION REFUND	50.00
523238	3/3/2016	N	NADINE NADER	NADER CONSTRUCTION LOAN	700.00
523239	3/3/2016	N	CINDY L NESS	CONTRACT SERVICES	384.00
523240	3/3/2016	N	NET TRANSCRIPTS INC	POLYGRAPH EXAM	416.25
523241	3/3/2016	N	NORTHERN CA CORRECTIONS ASSOC	REIMBURSEMENT-TRAVEL EXPENSE	270.00
523242	3/3/2016	N	PACIFIC COAST ELEVATOR CORP	ELEVATOR MAINTENANCE - EXTRAS	60.00
523243	3/3/2016	N	PENCO ENGINEERING INC	STAFF AUGMENTATION-ROSS ANDERSON	12,480.00
523244	3/3/2016	N	PENCO ENGINEERING INC	LIVE OAK PARK TENNIS OFFICE INTERNET	7,840.50
523245	3/3/2016	N	PENCO ENGINEERING INC	MARINE AVE PARK BASEBALL SYNTHETIC	6,135.00
523246	3/3/2016	N	PROVIDENCE MEDICAL INSTITUTE	MEDICAL SERVICES	787.00
523247	3/3/2016	N	RALPH ANDERSON & ASSOCIATES	CONTRACT SERVICES	1,250.00
523248	3/3/2016	N	RELIANT IMMED CARE MED GRP INC	CONTRACT SERVICES	400.76
523249	3/3/2016	N	RICHARDS WATSON & GERSHON	PROFESSIONAL LEGAL SERVICES	44,797.42
523250	3/3/2016	N	ROADLINE PRODUCTS INC USA	GRAFFITI REMOVAL EQUIPMENT	550.19
523251	3/3/2016	N	SEAN ROBERTS	REIMBURSEMENT-TRAVEL EXPENSE	265.50
523252	3/3/2016	N	SAFETY KLEEN CORP	GARAGE SUPPLIES	755.15
523253	3/3/2016	N	RYAN B SMALL	REFUND OF LOAN OVERPAYMENT	422.08

**CITY OF MANHATTAN BEACH
 WARRANT REGISTER**

WR 19b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523254	3/3/2016	N	SMART SOURCE OF CALIFORNIA LLC	PRINTING AND DIRECT MAILING SERVICE	137.34
523255	3/3/2016	N	MARIE SOLYMOSI	BEE REMOVAL SERVICE	120.00
523256	3/3/2016	N	SOUTH BAY FORD INC	FORD REPAIRS AND SERVICES	3,755.83
523257	3/3/2016	N	SOUTH COAST E.V.A.	ANNUAL TEST AND REPAIRS TO E-22	6,123.19
523258	3/3/2016	N	STANDARD INSURANCE COMPANY	STD PREMIUMS	867.04
523259	3/3/2016	N	STANDARD INSURANCE COMPANY	INSURANCE PREMIUMS	11,813.08
523260	3/3/2016	N	JAMES STRAITTON	REIMBURSEMENT-TRAVEL EXPENSE	150.00
523261	3/3/2016	N	SULLY MILLER CONTRACTING CO	ASPHALT/EMULSION	532.87
523262	3/3/2016	N	CHAD SWANSON	REIMBURSEMENT-TRAVEL EXPENSE	147.50
523263	3/3/2016	N	TERI BLACK & COMPANY LLC	RECRUITMENT SERVICES	25,377.80
523264	3/3/2016	N	THE GAS COMPANY	GAS LIGHT MAINTENANCE	15,529.76
523265	3/3/2016	N	TERRELL LYNN THOMPSON	GYMNASTICS BIRTHDAY PARTIES	2,093.00
523266	3/3/2016	N	TIME WARNER CABLE INC	CABLE SERVICES	141.34
523267	3/3/2016	N	TRAFFIC MANAGEMENT INC	K-RAIL FENCING	885.00
523268	3/3/2016	N	UNDERGROUND SERVICE ALERT	UNDERGROUND SCHEMATIC NOTIFICATIC	168.00
523269	3/3/2016	N	UNISPEC CONSTRUCTION INC	18-08818PF CUMMINS/ONAN FUEL TANK	5,852.00
523270	3/3/2016	N	UNITED RENTALS NORTHWEST INC	AUXILIARY GENERATOR RENTAL	10,924.30
523271	3/3/2016	N	UNITED SITE SVCS OF CA INC	PORTABLE RESTROOMS/FENCING	294.32
523272	3/3/2016	N	US HEALTHWORKS MEDICAL GRP PC	MEDICAL SERVICES	121.00
523273	3/3/2016	N	VAN LINGEN BODY SHOP INC	TOWING AND VEHICLE STORAGE	79.50
523274	3/3/2016	N	VECTOR RESOURCES INC	PROFESSIONAL SERVICES	375.00
523275	3/3/2016	N	VERIZON CALIFORNIA INC	CABLE SERVICE	1,864.48

**CITY OF MANHATTAN BEACH
 WARRANT REGISTER**

WR 19b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523276	3/3/2016	N	VORTEX INDUSTRIES	INDUSTRIAL DOOR MAINTENANCE	4,092.07
523277	3/3/2016	N	WALLACE LABORATORIES LLC	SOIL ANALYSIS	80.00
523278	3/3/2016	N	WALTERS WHOLESALE ELECTRIC CO	ELECTRICAL SUPPLIES	14,148.72
523279	3/3/2016	N	WATER REPLENISHMENT DISTRICT	MONTHLY WATER PURCHASES	42,950.91
523280	3/3/2016	N	WEST BASIN MUNICIPAL WATER DIS	MONTHLY WATER PURCHASES	252,734.10
523281	3/3/2016	N	WESTCHESTER MEDICAL GROUP	MEDICAL SERVICES	315.00
523282	3/3/2016	N	WOODRUFF SPRADEIN AND SMART	LEGAL SERVICES	1,200.00
523283	3/3/2016	N	XEROX CORPORATION	MULTI MACHINES LEASE & BASE BUSINES	311.45
523284	3/3/2016	N	ZAP MANUFACTURING INC	TRAFFIC SIGNS	281.04
523285	3/3/2016	N	TIM ZINS	REIMBURSEMENT-TRAVEL EXPENSE	206.50

SUBTOTAL

1,764,773.02

COMBINED TOTAL

2,125,913.42

PAYMENT LEGEND:
 T = Wire Transfers
 N = System Printed Checks
 H = Hand Written Checks

CITY OF MANHATTAN BEACH
 WARRANT REGISTER
 CHECKS EQUAL TO OR ABOVE
 \$2,500.00

wr 19b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
21916	2/19/2016	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL - WORKERS COMP	86,236.80
2192016	2/19/2016	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL - LIABILITY	34,253.27
2292016	2/29/2016	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	240,650.33
SUBTOTAL					361,140.40
523126	2/25/2016	N	CA PUBLIC EMPLOYEES'	MEDICAL PREMIUMS	308,009.45
523131	2/25/2016	N	DELTA DENTAL OF CALIFORNIA	DENTAL PREMIUMS	28,907.08
523136	2/25/2016	N	ICMA RETIREMENT TRUST - 401	LOAN REPAY 401 - 2.5%: PAYMENT	2,995.20
523137	2/25/2016	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	68,839.97
523138	2/25/2016	N	ICMA RETIREMENT TRUST 401	LOAN REPAY 401 - 4.5%: PAYMENT	5,470.42
523141	2/25/2016	N	KEYSER MARSTON ASSOCIATES INC	CONSULTING SERVICES	3,308.75
523146	2/25/2016	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): PAYMENT	6,034.34
523153	2/25/2016	N	PUBLIC EMPLOYEES'	PENSION CONTRIBUTION SAFETY: PAYME	253,692.16
523157	2/25/2016	N	TOTAL ADMINISTRATIVE SVCS CORP	CHILD125 (CHILD 125 PLAN): PAYMENT	8,635.58
523158	2/25/2016	N	U.S. BANK	P/T EMP RETIREMENT CONTRIB: PAYMEN	3,520.92
523159	2/25/2016	N	VALVETEK UTILITY SERVICES INC	FLUSHING & DISINFECTION OF 101 MILES	67,900.00
523162	2/25/2016	N	VISION SERVICE PLAN - (CA)	VISION PREMIUMS	4,323.77
523166	3/3/2016	N	ADMINSURE INC	CLAIMS ADMINISTRATION	10,273.15
523167	3/3/2016	N	ALL CITY MANAGEMENT SVCS	CROSSING GUARD SERVICES FIRST AMENI	13,404.72
523170	3/3/2016	N	ARAKELIAN ENTERPRISES INC	STREET SWEEPING SERVICES EXTRAS	92,788.28
523176	3/3/2016	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	3,163.00
523183	3/3/2016	N	CIVIL SOURCE INC	2013-14 WATER MAIN REPLACEMENT	22,475.50
523184	3/3/2016	N	CLE ELECTRIC INC	ON-CALL ELECTRICIAN	16,073.50
523185	3/3/2016	N	CLEANSTREET	LANDSCAPE SERVICES EXTRAS	26,683.38

CITY OF MANHATTAN BEACH
 WARRANT REGISTER
 CHECKS EQUAL TO OR ABOVE
 \$2,500.00

wr 19b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523187	3/3/2016	N	COLICH BROS INC	EMERGENCY STORM DRAIN REPAIRS	45,300.67
523188	3/3/2016	N	COM STRAT LLC	AMENDMENT TO TELEPHONE CONSULTIN	9,527.50
523190	3/3/2016	N	CONCEPT CONSULTANT INC	18-08817PF IMPROVE EXISTING MODULAR	2,782.00
523193	3/3/2016	N	CROWN BLDG MAINTENANCE CO INC	JANITORIAL SERVICES EXTRAS	27,787.37
523194	3/3/2016	N	DEKRA LITE INDUSTRIES INC	NEW HOLIDAY LIGHTING DECORATIONS	50,437.82
523195	3/3/2016	N	DEPT OF INDUSTRIAL RELATIONS	CONVEYANCE PERMITS	2,700.00
523204	3/3/2016	N	HARRIS & ASSOCIATES INC	SEPULVEDA BRIDGE WIDENING CONSTRU	14,235.00
523206	3/3/2016	N	HDL COREN & CONE	CONTRACT SERVICES PROPERTY TAX	2,970.00
523207	3/3/2016	N	HDR ENGINEERING INC	SEPULVEDA BRIDGE WIDENING	19,680.17
523209	3/3/2016	N	HUNTINGTON BCH MOTORSPORTS IN	MOTORCYCLE PARTS & SERVICE	2,664.37
523212	3/3/2016	N	JOAN STEIN JENKINS	PROSECUTION SERVICES	5,778.00
523220	3/3/2016	N	KEVIN H KUROMI	RFP# 755-09 GRAPHIC DESIGN SERVICES	3,525.00
523225	3/3/2016	N	LIEBERT CASSIDY WHITMORE	LEGAL SERVICES	20,162.50
523229	3/3/2016	N	MANAGEMENT PARTNERS INC	COMMUNITY BUDGET WORKSHOP	5,650.00
523230	3/3/2016	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	7,487.52
523232	3/3/2016	N	KATHLEEN C MCGOWAN	THREE YEAR MS4 NPDES PERMIT CONSUL	6,150.00
523234	3/3/2016	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE SERVICES EXTRAS	44,623.81
523235	3/3/2016	N	MERRIMAC ENERGY GROUP	BULK FUEL DELIVERIES	11,548.49
523243	3/3/2016	N	PENCO ENGINEERING INC	STAFF AUGMENTATION-ROSS ANDERSON	12,480.00
523244	3/3/2016	N	PENCO ENGINEERING INC	LIVE OAK PARK TENNIS OFFICE INTERNET	7,840.50
523245	3/3/2016	N	PENCO ENGINEERING INC	MARINE AVE PARK BASEBALL SYNTHETIC	6,135.00
523249	3/3/2016	N	RICHARDS WATSON & GERSHON	PROFESSIONAL LEGAL SERVICES	44,797.42

CITY OF MANHATTAN BEACH
 WARRANT REGISTER
 CHECKS EQUAL TO OR ABOVE
 \$2,500.00

WARRANT BATCH NUMBER:

wr 19b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523256	3/3/2016	N	SOUTH BAY FORD INC	FORD REPAIRS AND SERVICES	3,755.83
523257	3/3/2016	N	SOUTH COAST E.V.A.	ANNUAL TEST AND REPAIRS TO E-22	6,123.19
523259	3/3/2016	N	STANDARD INSURANCE COMPANY	INSURANCE PREMIUMS	11,813.08
523263	3/3/2016	N	TERI BLACK & COMPANY LLC	RECRUITMENT SERVICES	25,377.80
523264	3/3/2016	N	THE GAS COMPANY	GAS LIGHT MAINTENANCE	15,529.76
523269	3/3/2016	N	UNISPEC CONSTRUCTION INC	18-08818PF CUMMINS/ONAN FUEL TANK	5,852.00
523270	3/3/2016	N	UNITED RENTALS NORTHWEST INC	AUXILIARY GENERATOR RENTAL	10,924.30
523276	3/3/2016	N	VORTEX INDUSTRIES	INDUSTRIAL DOOR MAINTENANCE	4,092.07
523278	3/3/2016	N	WALTERS WHOLESALE ELECTRIC CO	ELECTRICAL SUPPLIES	14,148.72
523279	3/3/2016	N	WATER REPLENISHMENT DISTRICT	MONTHLY WATER PURCHASES	42,950.91
523280	3/3/2016	N	WEST BASIN MUNICIPAL WATER DIS	MONTHLY WATER PURCHASES	252,734.10
SUBTOTAL					1,694,064.07
COMBINED TOTAL					2,055,204.47

PAYMENT LEGEND:
 T = Wire Transfers
 N = System Printed Checks
 H = Hand Written Checks

Report of Warrant Disbursements
 wr 19b

Description	Amount
General	1,252,337.56
Street Light	27,415.00
Streets & Highways	1,820.00
Prop C	34,175.17
	3,120.00
Capital Improvements	18,690.10
Water	404,220.88
Storm	136,383.06
Waste Water	276.13
Refuse	540.00
Parking	16,578.36
County Parking Lot	2,433.23
State Pier Lots	12,141.49
Insurance	130,831.03
Information Services	17,078.89
Vehicle Fleet	22,028.54
Building Maintenance	45,843.98
	<u>2,125,913.42</u>
	<u>2,125,913.42</u>

**CITY OF MANHATTAN BEACH PAYROLL
PAY PERIOD: 02/06/16 TO 02/19/16
PAY DATE: 02/26/16**

NET PAY 810,290.33

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WR 20b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
31616	3/16/2016	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL - WORKERS COMP FEB	204,803.12
3142016	3/14/2016	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	275,168.15
3162016	3/16/2016	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL - LIABILITY FEB	24,293.73
SUBTOTAL					504,265.00
523286	3/10/2016	N	CA TEAMSTERS LOCAL 911	DUES (MISC): PAYMENT	6,309.00
523287	3/10/2016	N	CAPITAL ONE NATIONAL ASSN	MISC SUPPLIES-COSTCO	1,329.93
523288	3/10/2016	N	ICMA RETIREMENT TRUST - 401	LOAN REPAY 401 - CITY MANAGER: PAYMENT	747.32
523289	3/10/2016	N	ICMA RETIREMENT TRUST - 401	LOAN REPAY 401 - 2.5%: PAYMENT	2,996.62
523290	3/10/2016	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	71,040.05
523291	3/10/2016	N	ICMA RETIREMENT TRUST 401	LOAN REPAY 401 - 4.5%: PAYMENT	5,677.10
523292	3/10/2016	N	JENNIFER KALLOK	EARNINGS WITHHOLDING	184.62
523293	3/10/2016	N	M B POLICE MGMT ASSC	DUES \$ (POL MGT ASSN): PAYMENT	399.00
523294	3/10/2016	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): PAYMENT	6,034.34
523295	3/10/2016	N	MBPOA RETIREE	MD TRUST (MED TRUST): PAYMENT	2,475.00
523296	3/10/2016	N	NADINE NADER	NADER CONSTRUCTION LOAN	3,431.67
523297	3/10/2016	N	PREPAID LEGAL SERVICES INC	PREPAID LEGAL: PAYMENT	94.70
523298	3/10/2016	N	PUBLIC EMPLOYEES'	PENSION CONTRIBUTION SAFETY: PAYMENT	255,832.06
523299	3/10/2016	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	1,236.00
523300	3/10/2016	N	STATE DISBURSEMENT UNIT	EARNINGS WITHHOLDING	138.46
523301	3/10/2016	N	TOTAL ADMINISTRATIVE SVCS CORP	CHILD125 (CHILD 125 PLAN): PAYMENT	8,785.58
523302	3/10/2016	N	U.S. BANK	P/T EMP RETIREMENT CONTRIB: PAYMENT	3,640.35
523303	3/10/2016	N	VANTAGEPOINT TRANSFER AGENTS	RETMT HLTH SAVINGS CONTRIB: PAYMENT	1,663.87
523304	3/10/2016	N	ROBIN L VARGAS	EARNINGS WITHHOLDING	553.85

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WARRANT BATCH NUMBER:

wr 20b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523305	3/17/2016	N	ACCELA INC	CITYWIDE PERMITTING SOFTWARE CONTRACT	34,832.11
523306	3/17/2016	N	ADAMSON POLICE PRODUCTS	POLICE EQUIPMENT	2,087.90
523307	3/17/2016	N	ADLERHORST INTERNATIONAL INC	REGISTRATION-CANINE AGITATOR SEMINAR	200.00
523308	3/17/2016	N	ADPI WEST INC	AMBULANCE BILLING SERVICE	8,986.12
523309	3/17/2016	N	FARSHAN ALI AKBAR	FIRE RESERVE	175.00
523310	3/17/2016	N	TOM ALLARD	PARKS & RECREATION REFUND	82.00
523311	3/17/2016	N	MARTHA ALVAREZ	REIMBURSEMENT-TRAVEL EXPENSE	108.82
523312	3/17/2016	N	ANDERSONPENNA PARTNERS INC	SEWER MAIN REHABILITATION PHASE 2	2,320.00
523313	3/17/2016	N	ANI ACQUISITION SUB DOCULYNX	CONTRACT SERVICES	2,438.80
523314	3/17/2016	N	ANIMAL EMERGENCY MEDICAL CTR	EMERGENCY VET SERVICES	150.00
523315	3/17/2016	N	AQUA FLO	IRRIGATION SUPPLIES CONTRACT	556.28
523316	3/17/2016	N	AT&T MOBILITY	CELLULAR CHARGES	724.84
523317	3/17/2016	N	JEANETTE AVERY	STREET SWEEPING REIMBURSEMENT	144.51
523318	3/17/2016	N	ANTONIO M BARASSI	FIRE RESERVE	175.00
523319	3/17/2016	N	DAWNYA BARTSCH	STREET SWEEPING REIMBURSEMENT	25.93
523320	3/17/2016	N	MARK BELL	PARKS & RECREATION REFUND	125.00
523321	3/17/2016	N	BETH BJORN	STREET SWEEPING REIMBURSEMENT	140.46
523322	3/17/2016	N	BODY & MIND COE DYNAMICS INC	FITNESS INSTRUCTOR	720.00
523323	3/17/2016	N	MICHAEL BOYD	REIMBURSEMENT-TRAVEL EXPENSE	275.52
523324	3/17/2016	N	CA NEWSPAPER PARTNERSHIP	ADVERTISING	1,120.00
523325	3/17/2016	N	CA WATER SERVICE COMPANY	WATER SERVICE	146.84
523326	3/17/2016	N	CALIFORNIA POLICE CHIEFS ASSOC	REGISTRATION-ROLE OF THE POLICE CHIEF	551.00

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WR 20b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523327	3/17/2016	N	CANNON CORPORATION	201314 WATER MAIN REPLACEMENT DESIGN	3,670.00
523328	3/17/2016	N	CELLCO PARTNERSHIP	CARDIAC MONITOR DATA LINES	35.10
523329	3/17/2016	N	CITY OF MANHATTAN BEACH	PETTY CASH REPLENISHMENT	461.49
523330	3/17/2016	N	CITY OF REDONDO BEACH	BCT COST SHARING	3,828.50
523331	3/17/2016	N	CITYGATE ASSOCIATES LLC	PREPARTION SERVICES	4,684.31
523332	3/17/2016	N	CIVIL SOURCE INC	CITY ENGINEER & CIP SVCS	17,880.00
523333	3/17/2016	N	CLE ELECTRIC INC	ON-CALL ELECTRICIAN	7,686.00
523334	3/17/2016	N	CLEANSTREET	LANDSCAPE SERVICES EXTRAS	29,535.88
523335	3/17/2016	N	COFFEE BEAN & TEA LEAF	PAID ALARM RENEWAL TWICE	125.00
523336	3/17/2016	N	CONTROL AUTOMATION DESIGN INC	SCADA COMPUTER REPAIRS	1,540.00
523337	3/17/2016	N	CORAL BAY HOME LOANS	SKATEBOARD BIRTHDAY PARTY	275.00
523338	3/17/2016	N	SANTIAGO A CORNEJO	TENNIS COURT MONTHLY WASHING	2,440.00
523339	3/17/2016	N	COUNTY SANITATION DISTRICTS	WASTEWATER USAGE FEE	3,481.40
523340	3/17/2016	N	R CRAIG CROTTY	ARBORIST SERVICES	1,000.00
523341	3/17/2016	N	CROWN BLDG MAINTENANCE CO INC	JANITORIAL SERVICES MAR 2016 CNT	18,768.87
523342	3/17/2016	N	CROWN BLDG MAINTENANCE CO INC	JANITORIAL SERVICES EXTRAS	2,310.00
523343	3/17/2016	N	MARK DANAJ	REIMBURSEMENT-TRAVEL EXPENSE	163.59
523344	3/17/2016	N	JOSEPH DE LA O	FIRE RESERVE	175.00
523345	3/17/2016	N	THOMAS DESMOND	REIMBURSEMENT-TRAVEL EXPENSE	112.50
523346	3/17/2016	N	KAREN DOMERCHIE	REIMBURSEMENT-TRAVEL EXPENSE	379.00
523347	3/17/2016	N	DOWNTOWN MB BUS & PROF ASSN	MB FIT INITIATIVE	200.00
523348	3/17/2016	N	ELYSE CONNOLLY INC	REFUND	388.70

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WT 20b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523349	3/17/2016	N	EXPERIAN INFO SOLUTIONS INC	APPLICANT CREDIT CHECKS	77.24
523350	3/17/2016	N	FEDERAL EXPRESS CORPORATION	DELIVERY SERVICE	151.69
523351	3/17/2016	N	ROBERT FEINMORE	PAID ALARM RENEWAL TWICE	25.00
523352	3/17/2016	N	FIRST CALL STAFFING INC	TEMPORARY EMPLOYEE SERVICES	5,497.50
523353	3/17/2016	N	KATHLENE FRANCIS	REFUND REPORT FEE	299.00
523354	3/17/2016	N	STEVE GAGE	PARKS & RECREATION REFUND	25.00
523355	3/17/2016	N	GARDA CL WEST INC	ARMORED SERVICE	502.64
523356	3/17/2016	N	JOSEPH DANE GIESREGEN	FIRE RESERVE	175.00
523357	3/17/2016	N	GLOBALSTAR INC	BATTALION 21 SATELLITE SERVICE	336.78
523358	3/17/2016	N	CHRISTOPHER JOSEPH GONZALEZ	FIRE RESERVE	175.00
523359	3/17/2016	N	GOVERNMENT STAFFING SERVICES	TEMPORARY EMPLOYEE SERVICES	4,891.25
523360	3/17/2016	N	LANAKILA KAMAKA GUERRERO	FIRE RESERVE	175.00
523361	3/17/2016	N	DIANA HARRIS	PARKS & RECREATION REFUND	300.00
523362	3/17/2016	N	FRED HERRMAN	CASH KEY REFUND	0.55
523363	3/17/2016	N	RON HOFMEISTER	STREET SWEEPING REIMBURSEMENT	142.47
523364	3/17/2016	N	STEPHEN ROSS HYDE	BEGG POOL MASTERS SWIM COACH	975.00
523365	3/17/2016	N	INTERNAP NETWORK SERVICES CORP	INTERNET SERVICES PROVIDER CONTRACT	7,868.16
523366	3/17/2016	N	IPS GROUP INC	PARKING METER CC FEES	22,017.80
523367	3/17/2016	N	IRON MOUNTAIN INFO MNGMT INC	OFF-SITE STORAGE	1,969.57
523368	3/17/2016	N	JEAN A SONNIER	COOKING INSTRUCTOR	945.00
523369	3/17/2016	N	JOAN STEIN JENKINS	PROSECUTION SERVICES	7,732.80
523370	3/17/2016	N	KING FENCE INC	FENCE RENTAL	30.00

CITY OF MANHATTAN BEACH
WARRANT REGISTER

WR 20b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523371	3/17/2016	N	ZACHARY KLING	FIRE RESERVE	175.00
523372	3/17/2016	N	KTB CONSTRUCTION INC	ROSECRANS WIDENING	89,050.49
523373	3/17/2016	N	KEVIN H KUROMI	RFP# 755-09 GRAPHIC DESIGN SERVICES	395.00
523374	3/17/2016	N	L A COUNTY ASSESSOR	PARCEL MAP	8.00
523375	3/17/2016	N	L A COUNTY DEPT OF P W	TRAFFIC SIGNAL MAINTENANCE	6,096.68
523376	3/17/2016	N	L A COUNTY TAX COLLECTOR	UAD LOAN PROGRAM-PROPERTY TAX	1,208.42
523377	3/17/2016	N	L A COUNTY CLERK/RECORDER	FILING FEE	75.00
523378	3/17/2016	N	L A COUNTY CLERK/RECORDER	FILING FEE	75.00
523379	3/17/2016	N	L A COUNTY CLERK/RECORDER	FILING FEE	75.00
523380	3/17/2016	N	ROSEMARY A LACKOW	RECORDING SERVICES	187.50
523381	3/17/2016	N	JACQUELINE LEON	LINE DANCING INSTRUCTOR	45.00
523382	3/17/2016	N	GINA LUTTENEGGER	REIMBURSEMENT	636.66
523383	3/17/2016	N	M B WATER DEPARTMENT	MONTHLY CHARGES	14,727.58
523384	3/17/2016	N	MAN BCH EDUCATION FOUNDATION	WINE AUCTION	7,000.00
523385	3/17/2016	N	MANAGEMENT PARTNERS INC	CONTRACT SERVICES	2,450.00
523386	3/17/2016	N	DAVID MANN	CITATION REFUND	53.00
523387	3/17/2016	N	SUZANNE MANNING	STREET SWEEPING REIMBURSEMENT	67.72
523388	3/17/2016	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	9,326.24
523389	3/17/2016	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	1,765.20
523390	3/17/2016	N	DANIEL MATUSZCZAK	FIRE RESERVE	175.00
523391	3/17/2016	N	MAUREEN KANE & ASSOCIATES INC	REGISTRATION-TECHNICAL TRAINING FOR CLI	1,600.00
523392	3/17/2016	N	MEDIANEWS GROUP INC	SUBSCRIPTION RENEWAL	430.99

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WT 20b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523393	3/17/2016	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE SERVICES: EXTRAS	44,726.21
523394	3/17/2016	N	BRUCE A MOE	REIMBURSEMENT-REFERENCE BOOKS/PERIOD	124.20
523395	3/17/2016	N	MOORE IACOFANO GOLTSMAN INC	CONTRACT SERVICES	405.00
523396	3/17/2016	N	MUNICIPAL MAINTENANCE EQUIP	PARTS FOR GO-4 AND VAC-CON (VEHICLES)	2,776.98
523397	3/17/2016	N	NADINE NADER	REIMBURSEMENT-TRAVEL EXPENSE	204.76
523398	3/17/2016	N	NATALIES CATERING	MEALS FOR SENIOR SERVICES	1,589.22
523399	3/17/2016	N	OPENGOV INC	OPENGOV ANNUAL SUBSCRIPTION	5,000.00
523400	3/17/2016	N	ORANGE COUNTY SHERIFF'S DEPT	REGISTRATION-PC 832 LAWS OF ARREST	80.00
523401	3/17/2016	N	PACIFIC COAST ELEVATOR CORP	ELEVATOR MAINTENANCE - EXTRAS	5,559.13
523402	3/17/2016	N	PACKET FUSION INC	NEW TELECOMMUNICATIONS PLATFORM	94,598.27
523403	3/17/2016	N	CYNTHIA PALM	PAID ALARM RENEWAL TWICE	25.00
523404	3/17/2016	N	PALP INC	DOWNTOWN CROSSWALK & SLURRY SEAL	114,575.64
523405	3/17/2016	N	PENCO ENGINEERING INC	STAFF AUGMENTATION-ROSS ANDERSON	14,560.00
523406	3/17/2016	N	PENCO ENGINEERING INC	STAFF AUGMENTATION-ROSS ANDERSON	4,030.00
523407	3/17/2016	N	PMW ASSOCIATES INC	REGISTRATION-MNG WORKERS COMP/DISBILI	434.00
523408	3/17/2016	N	SEAN MICHAEL POST	FIRE RESERVE	175.00
523409	3/17/2016	N	POSTMASTER	ANNUAL PO BOX RENTAL	348.00
523410	3/17/2016	N	FLORA LEE PRICE	ORGANIZATIONAL ASSESSMENT FOR CITY CLE	1,750.00
523411	3/17/2016	N	QUANTUM QUALITY CONSULTING INC	STORM DRAIN CATCH BASIN PIPE SCREENS	5,360.00
523412	3/17/2016	N	LORENA QUILLA-SOULES	CONTRACT SERVICES	1,867.50
523413	3/17/2016	N	SCOTT RACKETT MD	REFUND TEMP SIGN DEPOSIT	301.00
523414	3/17/2016	N	RESCUE ROOTER	PLUMBING SERVICES	835.00

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WR 20b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523415	3/17/2016	N	RIVERSIDE COUNTY SHERIFFS DEP	REGISTRATION-SEARCH ARREST WARRANT PR	120.00
523416	3/17/2016	N	JOHN RIZUTO	KILN REPAIR	1,504.93
523417	3/17/2016	N	ROUTEMATCH SOFTWARE INC	DIAL A RIDE SOFTWARE	787.50
523418	3/17/2016	N	SBRPCA	COMMUNICATIONS EQUIPMENT	274,703.00
523419	3/17/2016	N	SHERIE SHAFER	SERVIES FOR SMOKE-FREE MUH	1,765.00
523420	3/17/2016	N	SMART SOURCE OF CALIFORNIA LLC	PRINTING AND DIRECT MAILING SERVICES	720.16
523421	3/17/2016	N	SOUTHERN CALIFORNIA EDISON	MONTHLY ELECTRIC CHARGES	43,360.43
523422	3/17/2016	N	SPRINT SOLUTIONS INC	MOBILE CONNECTION	80.48
523423	3/17/2016	N	STETSON ENGINEERS INC	URBAN WATER MANAGEMENT PLAN 2015 UPDA	1,587.00
523424	3/17/2016	N	ERICK STRONG	REIMBURSEMENT-TRAVEL EXPENSE	82.40
523425	3/17/2016	N	SULLY MILLER CONTRACTING CO	ASPHALT/EMULSION	1,195.16
523426	3/17/2016	N	SUSAN SAXE CLIFFORD PHD	APPLICANT PSYCH EXAM	425.00
523427	3/17/2016	N	SWCA INCORPORATED	PROFFESIONAL SERVICES - HISTORIC PRESERV	517.50
523428	3/17/2016	N	T MOBILE USA	CONTRACT SERVICES	500.00
523429	3/17/2016	N	LIZA TAMURA	REIMBURSEMENT-TRAVEL EXPENSE	379.80
523430	3/17/2016	N	THE PITNEY BOWES BANK INC	POSTAGE FUND RESERVE ACCOUNT	7,000.00
523431	3/17/2016	N	THE STRIP JOINT INC	FURNITURE STRIPING & REFINISHING	525.00
523432	3/17/2016	N	TIME WARNER CABLE INC	CABLE SERVICES	3,381.51
523433	3/17/2016	N	DEREK TRAEGER	JR GUARD CLINIC INSTRUCTOR	800.00
523434	3/17/2016	N	TRAFFIC MANAGEMENT INC	K-RAIL BARRICADE RENTAL	460.00
523435	3/17/2016	N	TREMCO INC	WEATHERPROOFING TECHNOLOGIES	2,970.00
523436	3/17/2016	N	UNITED PARCEL SERVICE	DELIVERY SERVICE	236.02

**CITY OF MANHATTAN BEACH
WARRANT REGISTER**

WR 20b

WARRANT BATCH NUMBER:

City Council Meeting
April 5, 2016

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523437	3/17/2016	N	UNITED SITE SVCS OF CA INC	PORTABLE RESTROOMS/FENCING	157.96
523438	3/17/2016	N	US BANCORP CARD SERVICES INC	P-CARD CHARGES	152,922.73
523439	3/17/2016	N	US BANK	TRUSTEE FEES POLICE FIRE REFUNDING BOND	1,650.00
523440	3/17/2016	N	US BANK NA	FUEL PURCHASES-JAN 2016	1,774.96
523441	3/17/2016	N	VALVETEK UTILITY SERVICES INC	FLUSHING & DISINFECTION OF 101 MILES OF	37,012.00
523442	3/17/2016	N	DENNIS VELEZ II	FIRE RESERVE	175.00
523443	3/17/2016	N	BERNICE VITT	PARKS & RECREATION REFUND	10.00
523444	3/17/2016	N	VORTEX INDUSTRIES	INDUSTRIAL DOOR & ELECTRONIC GATE MAIN	1,533.36
523445	3/17/2016	N	WALTERS WHOLESAL ELECTRIC CO	ELECTRICAL SUPPLIES	11,934.65
523446	3/17/2016	N	WESTWOOD BUILDING MATERIALS	BUILDING MATERIALS	181.49
523447	3/17/2016	N	XEROX CORPORATION	MULTI MACHINES LEASE & BASE BUSINESS PR	6,353.49
523448	3/17/2016	N	XYLEM DEWATERING SOLUTIONS INC	PUMPS AND FITTINGS RENTAL FOR EL NINO PR	17,458.54
523449	3/17/2016	N	CRAIG YOUNGDALE	REIMBURSEMENT-TRAVEL EXPENSE	150.00
523450	3/17/2016	N	BRIAN YOUNT	REIMBURSEMENT	105.00
523451	3/17/2016	N	VALERIE OR GEORGE ZOGRAFOS	CITATION REFUND	53.00
523452	3/17/2016	N	ZUMAR INDUSTRIES INC	TRAFFIC SAFETY SIGNS	1,143.87
SUBTOTAL					1,592,773.77
10227	3/14/2016	H	MAGIC HAMMER DEVELOPMENT INC	NADER CONSTRUCTION LOAN	39,000.00
SUBTOTAL					39,000.00

WARRANT BATCH NUMBER:

WT 20b

CITY OF MANHATTAN BEACH
WARRANT REGISTER

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
COMBINED TOTAL					2,136,038.77

PAYMENT LEGEND:

- T = Wire Transfers
- N = System Printed Checks
- H = Hand Written Checks

[Redacted]

CITY OF MANHATTAN BEACH
 WARRANT REGISTER
 CHECKS EQUAL TO OR ABOVE
 \$2,500.00

wr 20b

WARRANT BATCH NUMBER:

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
31616	3/16/2016	T	CMB RISK MGMT WORKERS COMP	MONTHLY DISBURSAL - WORKERS COMP FEB	204,803.12
3142016	3/14/2016	T	UNION BANK	F.I.T./MEDICARE/S.I.T.	275,168.15
3162016	3/16/2016	T	CMB RISK MGMT LIABILITY	MONTHLY DISBURSAL - LIABILITY FEB	24,293.73
SUBTOTAL					504,265.00
523286	3/10/2016	N	CA TEAMSTERS LOCAL 911	DUES (MISC): PAYMENT	6,309.00
523289	3/10/2016	N	ICMA RETIREMENT TRUST - 401	LOAN REPAY 401 - 2.5%: PAYMENT	2,996.62
523290	3/10/2016	N	ICMA RETIREMENT TRUST - 457	DEFERRED COMP AND LOAN REPAY 457	71,040.05
523291	3/10/2016	N	ICMA RETIREMENT TRUST 401	LOAN REPAY 401 - 4.5%: PAYMENT	5,677.10
523294	3/10/2016	N	M B POLICE OFFICERS ASSOCIA	DUES \$ (POLICE FIXED): PAYMENT	6,034.34
523296	3/10/2016	N	NADINE NADER	NADER CONSTRUCTION LOAN	3,431.67
523298	3/10/2016	N	PUBLIC EMPLOYEES'	PENSION CONTRIBUTION SAFETY: PAYMENT	255,832.06
523301	3/10/2016	N	TOTAL ADMINISTRATIVE SVCS CORP	CHILD125 (CHILD 125 PLAN): PAYMENT	8,785.58
523302	3/10/2016	N	U.S. BANK	P/T EMP RETIREMENT CONTRIB: PAYMENT	3,640.35
523305	3/17/2016	N	ACCELA INC	CITYWIDE PERMITTING SOFTWARE CONTRACT	34,832.11
523308	3/17/2016	N	ADPI WEST INC	AMBULANCE BILLING SERVICE	8,986.12
523327	3/17/2016	N	CANNON CORPORATION	201314 WATER MAIN REPLACEMENT DESIGN	3,670.00
523330	3/17/2016	N	CITY OF REDONDO BEACH	BCT COST SHARING	3,828.50
523331	3/17/2016	N	CITYGATE ASSOCIATES LLC	PREPARTION SERVICES	4,684.31
523332	3/17/2016	N	CIVIL SOURCE INC	CITY ENGINEER & CIP SVCS	17,880.00
523333	3/17/2016	N	CLE ELECTRIC INC	ON-CALL ELECTRICIAN	7,686.00
523334	3/17/2016	N	CLEANSTREET	LANDSCAPE SERVICES EXTRAS	29,535.88
523339	3/17/2016	N	COUNTY SANITATION DISTRICTS	WASTEWATER USAGE FEE	3,481.40
523341	3/17/2016	N	CROWN BLDG MAINTENANCE CO INC	JANITORIAL SERVICES MAR 2016 CNT	18,768.87

CITY OF MANHATTAN BEACH
WARRANT REGISTER
CHECKS EQUAL TO OR ABOVE
\$2,500.00

WARRANT BATCH NUMBER:

wr 20b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523352	3/17/2016	N	FIRST CALL STAFFING INC	TEMPORARY EMPLOYEE SERVICES	5,497.50
523359	3/17/2016	N	GOVERNMENT STAFFING SERVICES	TEMPORARY EMPLOYEE SERVICES	4,891.25
523365	3/17/2016	N	INTERNAP NETWORK SERVICES CORP	INTERNET SERVICES PROVIDER CONTRACT	7,868.16
523366	3/17/2016	N	IPS GROUP INC	PARKING METER CC FEES	22,017.80
523369	3/17/2016	N	JOAN STEIN JENKINS	PROSECUTION SERVICES	7,732.80
523372	3/17/2016	N	KTB CONSTRUCTION INC	ROSECRANS WIDENING	89,050.49
523375	3/17/2016	N	L A COUNTY DEPT OF P W	TRAFFIC SIGNAL MAINTENANCE	6,096.68
523383	3/17/2016	N	M B WATER DEPARTMENT	MONTHLY CHARGES	14,727.58
523384	3/17/2016	N	MAN BCH EDUCATION FOUNDATION	WINE AUCTION	7,000.00
523388	3/17/2016	N	MARINE RESOURCES INC	TEMPORARY EMPLOYEE SERVICES	9,326.24
523393	3/17/2016	N	MERCHANTS LANDSCAPE SVCS INC	LANDSCAPE SERVICES: EXTRAS	44,726.21
523396	3/17/2016	N	MUNICIPAL MAINTENANCE EQUIP	PARTS FOR GO-4 AND VAC-CON (VEHICLES)	2,776.98
523399	3/17/2016	N	OPENGOV INC	OPENGOV ANNUAL SUBSCRIPTION	5,000.00
523401	3/17/2016	N	PACIFIC COAST ELEVATOR CORP	ELEVATOR MAINTENANCE - EXTRAS	5,559.13
523402	3/17/2016	N	PACKET FUSION INC	NEW TELECOMMUNICATIONS PLATFORM	94,598.27
523404	3/17/2016	N	PALP INC	DOWNTOWN CROSSWALK & SLURRY SEAL	114,575.64
523405	3/17/2016	N	PENCO ENGINEERING INC	STAFF AUGMENTATION-ROSS ANDERSON	14,560.00
523406	3/17/2016	N	PENCO ENGINEERING INC	STAFF AUGMENTATION-ROSS ANDERSON	4,030.00
523411	3/17/2016	N	QUANTUM QUALITY CONSULTING INC	STORM DRAIN CATCH BASIN PIPE SCREENS	5,360.00
523418	3/17/2016	N	SBRPCA	COMMUNICATIONS EQUIPMENT	274,703.00
523421	3/17/2016	N	SOUTHERN CALIFORNIA EDISON	MONTHLY ELECTRIC CHARGES	43,360.43
523430	3/17/2016	N	THE PITNEY BOWES BANK INC	POSTAGE FUND RESERVE ACCOUNT	7,000.00

CITY OF MANHATTAN BEACH
 WARRANT REGISTER
 CHECKS EQUAL TO OR ABOVE
 \$2,500.00

WARRANT BATCH NUMBER:
 wr 200b

CHECK NO.	DATE	TYPE	PAYEE NAME	PAYMENT DESCRIPTION	CHECK AMOUNT
523432	3/17/2016	N	TIME WARNER CABLE INC	CABLE SERVICES	3,381.51
523435	3/17/2016	N	TREMCO INC	WEATHERPROOFING TECHNOLOGIES	2,970.00
523438	3/17/2016	N	US BANCORP CARD SERVICES INC	P-CARD CHARGES	152,922.73
523441	3/17/2016	N	VALVETEK UTILITY SERVICES INC	FLUSHING & DISINFECTION OF 101 MILES OF	37,012.00
523445	3/17/2016	N	WALTERS WHOLESALE ELECTRIC CO	ELECTRICAL SUPPLIES	11,934.65
523447	3/17/2016	N	XEROX CORPORATION	MULTI MACHINES LEASE & BASE BUSINESS PR	6,353.49
523448	3/17/2016	N	XYLEM DEWATERING SOLUTIONS INC	PUMPS AND FITTINGS RENTAL FOR EL NINO PR	17,458.54
SUBTOTAL					1,519,591.04
10227	3/14/2016	H	MAGIC HAMMER DEVELOPMENT INC	NADER CONSTRUCTION LOAN	39,000.00
SUBTOTAL					39,000.00
COMBINED TOTAL					2,062,856.04

PAYMENT LEGEND:
 T = Wire Transfers
 N = System Printed Checks
 H = Hand Written Checks

**Report of Warrant Disbursements
wr 20b**

Description	Amount
General	1,354,241.59
Street Light	10,577.29
Streets & Highways	3,770.00
Prop A	4,976.83
Prop C	98,117.36
	3,900.00
Capital Improvements	131,198.37
Water	56,864.78
Storm	13,001.01
Waste Water	4,320.60
Refuse	1,061.09
Parking	43,882.83
County Parking Lot	2,371.58
State Pier Lots	16,284.36
Insurance	229,325.17
Information Services	110,866.81
Vehicle Fleet	9,062.78
Building Maintenance	42,216.32

2,136,038.77
2,136,038.77

**CITY OF MANHATTAN BEACH PAYROLL
PAY PERIOD: 02/20/16 TO 03/04/16
PAY DATE: 03/11/16**

NET PAY 845,065.89

3/4/2016 CITY OF MANHATTAN BEACH PAYROLL REPORT 3/4/2016
 PAYROLL PERIOD ENDING DATE

FUND	DESCRIPTION	AMOUNT
100	General Fund	1,181,308.94
210	Asset Forfeiture Fund	2,630.38
230	Prop. A Fund	20,530.85
232	AB 2766 Air Quality Fund	720.00
501	Water Fund	25,320.79
502	Stormwater Fund	3,143.23
503	Wastewater Fund	8,080.58
510	Refuse Fund	4,022.67
520	Parking Fund	2,173.10
521	County Parking Lots Fund	724.35
522	State Pier and Parking Lot Fund	724.37
601	Insurance Reserve Fund	8,031.13
605	Information Technology Fund	31,888.21
610	Fleet Management Fund	9,525.84
615	Building Maintenance & Operations Fund	10,875.49
801	Pension Trust Fund	9,506.60
	Gross Pay	1,319,206.53
	Deductions	474,140.64
	Net Pay	845,065.89

Report of D-Card Transactions

Account Date	Department Management Services	Amount
100-11-021-5205	Training	
12/10/2015	OLIVE GARDEN #00017236	265.85
100-11-021-5205	Training	<hr/> 265.85
11	Management Services	<hr/> <hr/> 265.85

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 13b, dated 12/10/2015; Check number 522481.

Report of D-Card Transactions

Account Date	Department Human Resources	Amount
601-13-021-5101	Contract Services	
12/10/2015	FITBIT, INC. AAT98Y2WE	213.10
12/10/2015	FITBIT, INC. GFMLGHP2H	4,714.32
12/10/2015	THE FLAME BROILER	282.26
601-13-021-5101	Contract Services	<u>5,209.68</u>
13	Human Resources	<u>5,209.68</u>

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-011-5101	Contract Services	
12/10/2015	ENPLUG, INC.	98.67
100-14-011-5101	Contract Services	98.67
100-14-011-5201	Office Supplies	
12/10/2015	OFFICE DEPOT #2740	33.65
12/10/2015	OFFICE DEPOT #5101	5.96
12/10/2015	OFFICE DEPOT #5101	8.80
12/10/2015	OFFICE DEPOT #5125	136.24
12/10/2015	OFFICE DEPOT #5125	172.23
12/10/2015	OFFICE DEPOT #5125	2.50
12/10/2015	OFFICE DEPOT #5125	231.18
12/10/2015	OFFICE DEPOT #5125	26.62
12/10/2015	OFFICE DEPOT #5125	54.48
12/10/2015	OFFICE DEPOT #5125	56.56
12/10/2015	OFFICE DEPOT #5125	64.27
12/10/2015	OFFICE DEPOT #5125	765.53
12/10/2015	OFFICE DEPOT #5125	81.44
12/10/2015	XEROX SUPPLY TEXAS	101.67
12/10/2015	XEROX SUPPLY TEXAS	223.64
12/10/2015	XEROX SUPPLY TEXAS	2,789.22
100-14-011-5201	Office Supplies	4,753.99
100-14-011-5204	Conferences & Meetings	
12/10/2015	PIT FIRE ARTISAN PIZZA	-94.09
12/10/2015	PIT FIRE ARTISAN PIZZA	94.09
100-14-011-5204	Conferences & Meetings	0.00
100-14-011-5205	Training	
12/10/2015	CALIFORNIA PARK & RECR	435.00
100-14-011-5205	Training	435.00
100-14-011-5207	Advertising	
12/10/2015	BIG GAME PROMOTIONS	600.00
100-14-011-5207	Advertising	600.00
100-14-011-5210	Computers, Supplies & Software	
12/10/2015	CANVA FOR WORK YEARLY	119.40
12/10/2015	SURVEYMONKEY.COM	300.00
100-14-011-5210	Computers, Supplies & Software	419.40

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-011-5217	Departmental Supplies	
12/10/2015	BIG LOTS STORES - #4111	19.62
12/10/2015	BIG LOTS STORES - #4111	330.61
12/10/2015	BIG LOTS STORES - #4111	-6.54
12/10/2015	BIG LOTS STORES - #4111	-70.85
12/10/2015	BIG LOTS STORES - #4111	-76.30
12/10/2015	JOANN ETC #1919	-284.14
12/10/2015	JOANN ETC #1919	369.99
12/10/2015	JOANN ETC #1919	6.52
12/10/2015	PARADISE AWARDS	246.09
12/10/2015	PARADISE AWARDS	25.51
12/10/2015	PARADISE AWARDS	6.54
12/10/2015	PIT FIRE ARTISAN PIZZA	50.77
12/10/2015	THE HOME DEPOT 618	118.09
12/10/2015	THE HOME DEPOT 618	-77.20
100-14-011-5217	Departmental Supplies	658.71
100-14-011-5225	Printing	
12/10/2015	SMARTSOURCE OF CALIF	28.34
100-14-011-5225	Printing	28.34
100-14-021-5101	Contract Services	
12/10/2015	TRAFFIC MANAGEMENT - SIG	657.00
100-14-021-5101	Contract Services	657.00
100-14-021-5217	Departmental Supplies	
12/10/2015	GROWING WILD	545.00
12/10/2015	ORCHARD SUPPLY #721	103.14
12/10/2015	PARADISE AWARDS	69.76
12/10/2015	PEPBOYS STORE 814	126.21
12/10/2015	SAM ASH MUSIC #62	228.58
12/10/2015	SIONS MEXICAN RESTAURANT	1,276.00
12/10/2015	THE HOME DEPOT 620	232.64
12/10/2015	THE HOME DEPOT 620	30.37
12/10/2015	THE HOME DEPOT 620	4.75
12/10/2015	THE HOME DEPOT 620	-6.47
12/10/2015	THE HOME DEPOT 620	6.47
12/10/2015	THE HOME DEPOT 620	897.50
12/10/2015	TIFFANY CLEANERS	117.00
12/10/2015	TIFFANY CLEANERS	302.25
12/10/2015	TRAFFIC MANAGEMENT - SIG	-198.00

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
12/10/2015	VONS STORE00022756	47.18
12/10/2015	VONS STORE00022756	74.55
100-14-021-5217	Departmental Supplies	<u>3,856.93</u>
100-14-024-5205	Training	
12/10/2015	CALIFORNIA PARK & RECR	435.00
100-14-024-5205	Training	<u>435.00</u>
100-14-024-5217	Departmental Supplies	
12/10/2015	BEST BUY MHT 00010116	217.93
12/10/2015	SP * BOLDFACE GEAR	87.11
12/10/2015	TARGET 00001990	28.99
12/10/2015	TARGET 00001990	5.44
12/10/2015	TARGET 00001990	74.73
100-14-024-5217	Departmental Supplies	<u>414.20</u>
100-14-025-5217	Departmental Supplies	
12/10/2015	SMARTNFINAL52910305290	396.76
100-14-025-5217	Departmental Supplies	<u>396.76</u>
100-14-026-5205	Training	
12/10/2015	CALIFORNIA PARK & RECR	435.00
100-14-026-5205	Training	<u>435.00</u>
100-14-026-5217	Departmental Supplies	
12/10/2015	BIG LOTS STORES - #4111	200.00
12/10/2015	BIG LOTS STORES - #4111	86.11
12/10/2015	DOLRTREE 5187 00051870	32.70
12/10/2015	DOMINO'S 7842	82.80
12/10/2015	HOT TOPIC #551	31.50
12/10/2015	KOHL'S #1376	-139.50
12/10/2015	KOHL'S #1376	204.88
12/10/2015	PANERA BREAD #204866	286.35
12/10/2015	RALPHS #0166	25.98
12/10/2015	SMARTNFINAL52910305290	260.00
12/10/2015	SMARTNFINAL52910305290	60.74
12/10/2015	SMARTNFINAL52910305290	701.73
12/10/2015	TARGET 00001990	114.20
12/10/2015	TARGET 00001990	39.48
12/10/2015	VONS STORE00022756	35.63

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-026-5217	Departmental Supplies	2,022.60
100-14-027-5101	Contract Services	
12/10/2015	COLLINS COMPANY	348.15
100-14-027-5101	Contract Services	348.15
100-14-028-5207	Advertising	
12/10/2015	ENPLUG, INC.	98.67
100-14-028-5207	Advertising	98.67
100-14-028-5217	Departmental Supplies	
12/10/2015	UNITED SITE SERVICE	221.80
12/10/2015	UNITED SITE SERVICE	256.60
12/10/2015	UNITED SITE SERVICE	256.60
12/10/2015	UNITED SITE SERVICE	90.02
12/10/2015	UNITED SITE SERVICE	90.02
100-14-028-5217	Departmental Supplies	915.04
100-14-031-5204	Conferences & Meetings	
12/10/2015	AMPCO PARKING FARMERS MAR	4.00
100-14-031-5204	Conferences & Meetings	4.00
100-14-031-5205	Training	
12/10/2015	CALIFORNIA PARK & RECR	435.00
12/10/2015	CALIFORNIA PARK & RECR	435.00
100-14-031-5205	Training	870.00
100-14-031-5207	Advertising	
12/10/2015	ENPLUG, INC.	98.67
100-14-031-5207	Advertising	98.67
100-14-031-5217	Departmental Supplies	
12/10/2015	AMERICAN SOLUTIONS4 BUS	121.59
12/10/2015	CALIFORNIA PIZZA 059	79.90
12/10/2015	CORNER BAKERY	43.17
12/10/2015	THE HOME DEPOT 620	35.90
12/10/2015	THE HOME DEPOT 620	86.44
12/10/2015	ULINE *SHIP SUPPLIES	1,723.62
12/10/2015	VONS STORE00022756	4.67

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-031-5217	Departmental Supplies	2,095.29
100-14-034-5217	Departmental Supplies	
12/10/2015	AARDVARK CLAY & SUPPLIES	1,069.19
12/10/2015	AARDVARK CLAY & SUPPLIES	75.19
12/10/2015	BOULEVARD FLORIST WHOLESA	48.79
12/10/2015	IKEA ORANGE COUNTY LLC	39.67
12/10/2015	LA NEWSPAPER GROUP	189.00
12/10/2015	MICHAELS STORES 3048	18.48
12/10/2015	MICHAELS STORES 3048	76.77
12/10/2015	OFFICE DEPOT #878	36.12
12/10/2015	PEET'S #03903	42.00
12/10/2015	PEET'S #03903	42.00
12/10/2015	SAFeway STORE00022731	28.67
12/10/2015	SIGNVERTISE	76.30
12/10/2015	SMART AND FINA11204344	47.75
12/10/2015	SPEEDPRO IMAGING	512.30
12/10/2015	TARGET 00001990	4.89
12/10/2015	TARGET 00001990	43.59
12/10/2015	TRADER JOE'S #121 QPS	42.90
12/10/2015	UTRECHT ART 8004471892	255.26
12/10/2015	UTRECHT ART 8004471892	276.93
100-14-034-5217	Departmental Supplies	2,925.80
100-14-041-5217	Departmental Supplies	
12/10/2015	AMERICAN SOLUTIONS4 BUS	1,096.33
12/10/2015	PARADISE AWARDS	148.24
12/10/2015	THE PROMOTIONS DEPT	1,388.54
100-14-041-5217	Departmental Supplies	2,633.11
100-14-043-5101	Contract Services	
12/10/2015	KNORR SYSTEMS, INC	2,493.25
12/10/2015	KNORR SYSTEMS, INC	300.00
12/10/2015	DS SERVICES STANDARD COFF	52.00
12/10/2015	WATERLINE TECHNOLOGIES IN	282.88
100-14-043-5101	Contract Services	3,128.13
100-14-043-5217	Departmental Supplies	
12/10/2015	AMERICAN SOLUTIONS4 BUS	632.95
12/10/2015	CELINA TENT INC	1,358.17
12/10/2015	LINCOLN AQUATICS	1,496.36
12/10/2015	LINCOLN AQUATICS	28.11

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
12/10/2015	THE HOME DEPOT 620	66.54
12/10/2015	THE LIFEGUARD STORE IN	2,857.00
100-14-043-5217	Departmental Supplies	6,439.13
100-14-043-5501	Telephone	
12/10/2015	VERIZON*RECURRING PAY	79.95
100-14-043-5501	Telephone	79.95
100-14-051-5217	Departmental Supplies	
12/10/2015	TARGET 00001990	45.96
100-14-051-5217	Departmental Supplies	45.96
100-14-061-5217	Departmental Supplies	
12/10/2015	LOMELIS ITALIAN RESTARNT	206.01
12/10/2015	PANERA BREAD #4866	345.46
12/10/2015	USS IOWA	207.00
100-14-061-5217	Departmental Supplies	758.47
100-14-062-5205	Training	
12/10/2015	CALIFORNIA PARK & RECR	235.00
100-14-062-5205	Training	235.00
100-14-062-5207	Advertising	
12/10/2015	AMERICAN SOLUTIONS4 BUS	660.01
100-14-062-5207	Advertising	660.01
100-14-062-5217	Departmental Supplies	
12/10/2015	99 CENTS ONLY STORES #310	28.34
12/10/2015	99-CENTS-ONLY #0006	10.90
12/10/2015	DICK'S CLOTHING&SPORTING	272.48
12/10/2015	DOLLARTREE.COM	287.76
12/10/2015	ORIENTAL TRADING CO	159.50
12/10/2015	PARTY CITY 0164	262.81
12/10/2015	RALPHS #0166	5.98
12/10/2015	REDBOX *DVD RENTAL	1.64
12/10/2015	REDBOX *DVD RENTAL	4.91
12/10/2015	SMARTNFINAL45810304582	136.11
12/10/2015	SMARTNFINAL52910305290	103.21
12/10/2015	SMARTNFINAL52910305290	224.09
12/10/2015	SMARTNFINAL52910305290	324.27
12/10/2015	TARGET 00001990	478.24

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-062-5217	Departmental Supplies	<u>2,300.24</u>
230-14-091-5202	Memberships & Dues	
12/10/2015	CALACT	435.00
230-14-091-5202	Memberships & Dues	<u>435.00</u>
230-14-091-5205	Training	
12/10/2015	CALIFORNIA PARK & RECR	235.00
12/10/2015	CALIFORNIA PARK & RECR	235.00
230-14-091-5205	Training	<u>470.00</u>
230-14-091-5217	Departmental Supplies	
12/10/2015	DIAMOND MFG HOT FIRE	138.25
12/10/2015	TARGET 00001990	25.00
230-14-091-5217	Departmental Supplies	<u>163.25</u>
14	Recreation	<u><u>39,915.47</u></u>

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Report of D-Card Transactions

Account Date	Department Police	Amount
100-15-011-5204	Conferences & Meetings	
12/10/2015	PAYPAL *FBINAA CALA	35.00
12/10/2015	LIDO DI MANHATTAN REST	90.00
100-15-011-5204	Conferences & Meetings	125.00
100-15-011-5205	Training	
12/10/2015	PAYPAL *FBINAA CALA	32.00
12/10/2015	PAYPAL *FBINAA CALA	32.00
12/10/2015	HAMPTON INN & SUITES D	403.41
12/10/2015	EMBASSY SUITES OUTDOOR	168.37
12/10/2015	CALIFORNIA PEACE OFFICERS	250.00
100-15-011-5205	Training	885.78
100-15-011-5206	Uniforms/Safety Equipment	
12/10/2015	GALLS	296.89
100-15-011-5206	Uniforms/Safety Equipment	296.89
100-15-011-5214	Employee Awards & Events	
12/10/2015	SQ *DIRECT APPLICATIONS,	228.90
100-15-011-5214	Employee Awards & Events	228.90
100-15-011-5217	Departmental Supplies	
12/10/2015	THE HOME DEPOT 620	65.38
12/10/2015	MIDWAYUSA COM	1,009.00
12/10/2015	AT&T S849 5708	43.60
12/10/2015	ADAMSON POLICE PRODUCTS	234.64
100-15-011-5217	Departmental Supplies	1,352.62
100-15-011-5219	STC Training	
12/10/2015	PSA TRNG	80.00
12/10/2015	PSA TRNG	80.00
12/10/2015	PSA TRNG	80.00
12/10/2015	PSA TRNG	-80.00
100-15-011-5219	STC Training	160.00
100-15-011-5220	POST Training	
12/10/2015	SOUTHWES 5262158698855	116.96
12/10/2015	PAYPAL *CHEROKEE	295.00
12/10/2015	MARRIOTT 337L1 SD MV	672.15
12/10/2015	HILTON HOTELS	667.62

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Report of D-Card Transactions

Account Date	Department Police	Amount
12/10/2015	ENTERPRISE RENT-A-CAR	199.09
12/10/2015	CROWNE PLAZA CONCORD H	203.76
12/10/2015	CALIFORNIA POLICE CHIEFS	1,250.00
100-15-011-5220	POST Training	3,404.58
100-15-021-5204	Conferences & Meetings	
12/10/2015	PAYPAL *FBINAA CALA	35.00
100-15-021-5204	Conferences & Meetings	35.00
100-15-021-5205	Training	
12/10/2015	CA ASSN OF TACTICAL OFFIC	355.00
12/10/2015	CA ASSN OF TACTICAL OFFIC	355.00
100-15-021-5205	Training	710.00
100-15-021-5217	Departmental Supplies	
12/10/2015	BED BATH & BEYOND #383	326.89
12/10/2015	STEVES LOCK&SAFE	356.60
12/10/2015	TARGET 00019802	217.98
12/10/2015	THE HOME DEPOT 620	48.95
100-15-021-5217	Departmental Supplies	950.42
100-15-031-5101	Contract Services	
12/10/2015	CALLYO	2,499.00
100-15-031-5101	Contract Services	2,499.00
100-15-031-5204	Conferences & Meetings	
12/10/2015	EXPEDIA*1118865288589	-35.00
12/10/2015	HOTEL INDIGO	459.81
100-15-031-5204	Conferences & Meetings	424.81
100-15-041-5101	Contract Services	
12/10/2015	PODS #49	200.56
100-15-041-5101	Contract Services	200.56
100-15-041-5202	Memberships & Dues	
12/10/2015	PAYPAL *CAPE	45.00
100-15-041-5202	Memberships & Dues	45.00
100-15-041-5204	Conferences & Meetings	
12/10/2015	PAYPAL *CAPE	110.00

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Report of D-Card Transactions

Account Date	Department Police	Amount
12/10/2015	PAYPAL *CAPE	15.00
12/10/2015	PAYPAL *CAPE	15.00
12/10/2015	PAYPAL *CAPE	15.00
12/10/2015	PAYPAL *CAPE	200.00
12/10/2015	PAYPAL *CAPE	200.00
100-15-041-5204	Conferences & Meetings	<u>555.00</u>
100-15-041-5217	Departmental Supplies	
12/10/2015	PARTY CITY 0164	49.37
12/10/2015	TARGET 00001990	87.19
100-15-041-5217	Departmental Supplies	<u>136.56</u>
100-15-061-5206	Uniforms/Safety Equipment	
12/10/2015	DELAMO MOTORSPORTS	75.00
12/10/2015	SPYDER BOARDS	75.00
100-15-061-5206	Uniforms/Safety Equipment	<u>150.00</u>
100-15-071-5217	Departmental Supplies	
12/10/2015	TARGET 00001990	54.49
100-15-071-5217	Departmental Supplies	<u>54.49</u>
100-15-081-5217	Departmental Supplies	
12/10/2015	CVS/PHARMACY #09496	3.71
100-15-081-5217	Departmental Supplies	<u>3.71</u>
15	Police	<u><u>12,218.32</u></u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 13b, dated 12/10/2015; Check number 522481.

Report of D-Card Transactions

Account Date	Department Fire	Amount
100-16-011-5206	Uniforms/Safety Equipment	
12/10/2015	ENTENMANN-ROVIN COMPANY	-380.07
12/10/2015	ENTENMANN-ROVIN COMPANY	380.07
12/10/2015	ENTENMANN-ROVIN COMPANY	380.07
100-16-011-5206	Uniforms/Safety Equipment	<u>380.07</u>
100-16-011-5217	Departmental Supplies	
12/10/2015	KB USA FITNESS PRODUCT	925.40
100-16-011-5217	Departmental Supplies	<u>925.40</u>
100-16-021-5203	Reference Books & Periodicals	
12/10/2015	BARCLAYS LAW PUBLISHER	290.00
12/10/2015	NFPA NATL FIRE PROTECT	1,450.00
100-16-021-5203	Reference Books & Periodicals	<u>1,740.00</u>
100-16-021-5205	Training	
12/10/2015	RESIDENCE INN SAN MARC	137.75
12/10/2015	TCA FASRAK R	7.48
100-16-021-5205	Training	<u>145.23</u>
100-16-023-5206	Uniforms/Safety Equipment	
12/10/2015	ALLSTAR FIRE EQUIPMENT	168.51
100-16-023-5206	Uniforms/Safety Equipment	<u>168.51</u>
100-16-031-5101	Contract Services	
12/10/2015	AIR EXCHANGE INC	808.48
12/10/2015	VALLEY POWER SYSTEMS	423.03
100-16-031-5101	Contract Services	<u>1,231.51</u>
100-16-031-5205	Training	
12/10/2015	THE HOME DEPOT 620	218.23
100-16-031-5205	Training	<u>218.23</u>
100-16-031-5209	Tools & Minor Equipment	
12/10/2015	THE HOME DEPOT 620	123.68
100-16-031-5209	Tools & Minor Equipment	<u>123.68</u>
100-16-031-5217	Departmental Supplies	
12/10/2015	THE HOME DEPOT 620	-49.02

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 13b, dated 12/10/2015; Check number 522481.

Report of D-Card Transactions

Account Date	Department Fire	Amount
12/10/2015	THE HOME DEPOT 620	49.02
12/10/2015	TOMBOY'S	33.32
100-16-031-5217	Departmental Supplies	<u>33.32</u>
100-16-041-5217	Departmental Supplies	
12/10/2015	AIR SOURCE INDUSTRIES	190.65
100-16-041-5217	Departmental Supplies	<u>190.65</u>
100-16-052-5205	Training	
12/10/2015	CA OES SVC (CSTI)	500.00
100-16-052-5205	Training	<u>500.00</u>
100-16-056-5217	Departmental Supplies	
12/10/2015	THE HOME DEPOT 620	1,089.35
100-16-056-5217	Departmental Supplies	<u>1,089.35</u>
16	Fire	<u>6,745.95</u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 13b, dated 12/10/2015; Check number 522481.

Report of D-Card Transactions

Account Date	Department Public Works	Amount
100-18-032-5101	Contract Services	
12/10/2015	AZTEC CONTAINERS	-1,226.25
100-18-032-5101	Contract Services	<u>-1,226.25</u>
100-18-032-5217	Departmental Supplies	
12/10/2015	FIREHOSEDIRECT	2,126.16
12/10/2015	IN *GRANITE ENVIRONMENTAL	1,230.35
12/10/2015	SAFEWAY SIGN CO	1,007.49
100-18-032-5217	Departmental Supplies	<u>4,364.00</u>
18	Public Works	<u><u>3,137.75</u></u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 13b, dated 12/10/2015; Check number 522481.

Report of D-Card Transactions

Account Date	Department	Amount
100-21590	Graux/Rotary Trust Fire	
12/10/2015	OSH.COM	963.19
100-21590	Graux/Rotary Trust Fire	<hr/> 963.19
21590		<hr/> <hr/> 963.19

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 13b, dated 12/10/2015; Check number 522481.

Report of D-Card Transactions

Account Date	Department	Amount
100-21617	Graux Trust Police	
12/10/2015	FITBIT, INC. AAT98Y2WE	609.82
12/10/2015	FITBIT, INC. GFMLGHP2H	22,075.15
100-21617	Graux Trust Police	<u>22,684.97</u>
21617		<u>22,684.97</u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 13b, dated 12/10/2015; Check number 522481.

Report of D-Card Transactions

Account Date	Department	Amount
100-21701	Recr-Customer Deposits	
12/10/2015	AMERICAN SOLUTIONS4 BUS	608.30
100-21701	Recr-Customer Deposits	<hr/> 608.30
21701		<hr/> <hr/> 608.30

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 13b, dated 12/10/2015; Check number 522481.

Report of D-Card Transactions

Account Date	Department	Amount
100-21727	Pumpkin Race	
12/10/2015	1 800 PACKRAT 5507	813.23
12/10/2015	SQ *TASH MANAGEMENT	2,091.61
12/10/2015	TRAFFIC MANAGEMENT - SIG	2,637.50
100-21727	Pumpkin Race	<hr/> 5,542.34
21727		<hr/> <hr/> 5,542.34

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 13b, dated 12/10/2015; Check number 522481.

Report of D-Card Transactions

Account Date	Department	Amount
100-21728	Mayor's Youth Council Trust	
12/10/2015	CHICKEN DIJON - REDOND	654.03
12/10/2015	TARGET 00001990	19.96
100-21728	Mayor's Youth Council Trust	<u>673.99</u>
21728		<u>673.99</u>
	Report Totals	<u><u>97,965.81</u></u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 13b, dated 12/10/2015; Check number 522481.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-011-5101	Contract Services	
01/11/2016	SESAC INC	755.00
01/11/2016	ENPLUG, INC.	98.67
100-14-011-5101	Contract Services	<u>853.67</u>
100-14-011-5201	Office Supplies	
01/11/2016	OFFICE DEPOT #5125	50.29
01/11/2016	OFFICE DEPOT #5125	32.69
01/11/2016	OFFICE DEPOT #5125	28.32
01/11/2016	OFFICE DEPOT #5125	26.37
01/11/2016	OFFICE DEPOT #5125	203.52
01/11/2016	OFFICE DEPOT #5125	20.59
01/11/2016	OFFICE DEPOT #5125	13.20
01/11/2016	OFFICE DEPOT #5125	121.19
01/11/2016	OFFICE DEPOT #5125	107.14
01/11/2016	OFFICE DEPOT #5101	7.62
01/11/2016	OFFICE DEPOT #1214	32.69
01/11/2016	OFFICE DEPOT #1078	52.25
01/11/2016	AMAZON.COM	47.64
01/11/2016	AMAZON SERVICES-KINDLE	1.99
01/11/2016	OFFICE DEPOT #5125	569.90
01/11/2016	OFFICE DEPOT #5125	61.02
01/11/2016	OFFICE DEPOT #5125	63.00
01/11/2016	OFFICE DEPOT #5125	76.25
01/11/2016	OFFICE DEPOT #5125	93.63
01/11/2016	PARADISE AWARDS	45.02
01/11/2016	PARADISE AWARDS	84.04
01/11/2016	SMARTSOURCE OF CALIF	28.34
01/11/2016	XEROX CORPORATION/RBO	980.97
01/11/2016	XEROX SUPPLY TEXAS	304.29
100-14-011-5201	Office Supplies	<u>3,051.96</u>
100-14-011-5202	Memberships & Dues	
01/11/2016	CALIFORNIA PARK & RECR	150.00
100-14-011-5202	Memberships & Dues	<u>150.00</u>
100-14-011-5204	Conferences & Meetings	
01/11/2016	CALIFORNIA PARK & RECR	235.00
100-14-011-5204	Conferences & Meetings	<u>235.00</u>
100-14-011-5207	Advertising	

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
01/11/2016	SQ *MEADOWS PTA	750.00
100-14-011-5207	Advertising	750.00
100-14-011-5217	Departmental Supplies	
01/11/2016	AMERICAN SOLUTIONS4 BUS	-14.86
01/11/2016	JDP PUBLISHING DBA DIG	38.00
01/11/2016	THE HOME DEPOT 620	28.99
100-14-011-5217	Departmental Supplies	52.13
100-14-011-5225	Printing	
01/11/2016	PARADISE AWARDS	25.51
01/11/2016	SMARTSOURCE OF CALIF	28.34
100-14-011-5225	Printing	53.85
100-14-021-5101	Contract Services	
01/11/2016	WHENTOWORK INC	330.00
100-14-021-5101	Contract Services	330.00
100-14-021-5205	Training	
01/11/2016	DOMINO'S 7842	64.61
01/11/2016	FREDPRYOR CAREERTRACK	445.00
100-14-021-5205	Training	509.61
100-14-021-5217	Departmental Supplies	
01/11/2016	AMAZON MKTPLACE PMTS	33.70
01/11/2016	AMAZON MKTPLACE PMTS	49.98
01/11/2016	AMAZON MKTPLACE PMTS	66.60
01/11/2016	AMAZON MKTPLACE PMTS	98.00
01/11/2016	BIG LOTS STORES - #4111	26.16
01/11/2016	BIG LOTS STORES - #4111	86.66
01/11/2016	CONTAINERSTOREELSEGUND	115.47
01/11/2016	NEOBITS INC	242.54
01/11/2016	ORCHARD SUPPLY #721	65.27
01/11/2016	PARTY CITY 0164	80.93
01/11/2016	STARBUCKS #00542 MANHATTA	44.85
01/11/2016	TARGET 00001990	17.42
01/11/2016	TARGET 00001990	24.84
01/11/2016	TARGET 00001990	29.41
01/11/2016	THE HOME DEPOT 620	24.63
01/11/2016	THE HOME DEPOT 620	38.65
01/11/2016	VONS STORE00022756	109.51

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-021-5217	Departmental Supplies	1,154.62
100-14-024-5205	Training	
01/11/2016	CALIFORNIA PARK & RECR	415.00
01/11/2016	ROOM ESCAPE LOS ANGELES	165.00
100-14-024-5205	Training	580.00
100-14-024-5217	Departmental Supplies	
01/11/2016	AMAZON.COM AMZN.COM/BILL	163.45
01/11/2016	AMIGOS TACOS	33.00
01/11/2016	MICHAELS STORES 3048	33.76
01/11/2016	MICHAELS STORES 3048	5.82
01/11/2016	RALPHS #0166	9.53
01/11/2016	TARGET 00001990	24.34
01/11/2016	TARGET 00001990	61.84
01/11/2016	TARGET 00001990	9.57
01/11/2016	VONS STORE00016238	93.74
100-14-024-5217	Departmental Supplies	435.05
100-14-025-5217	Departmental Supplies	
01/11/2016	BIG LOTS STORES - #4111	254.94
01/11/2016	DOMINO'S 7842	111.48
01/11/2016	TARGET 00001990	157.16
01/11/2016	TARGET 00001990	28.87
01/11/2016	TARGET 00001990	49.56
100-14-025-5217	Departmental Supplies	602.01
100-14-026-5217	Departmental Supplies	
01/11/2016	99-CENTS-ONLY #0006	25.36
01/11/2016	AMAZON.COM AMZN.COM/BILL	163.45
01/11/2016	DOLRTREE 5695 00056952	35.61
01/11/2016	IN *MANHATTAN STITCHING C	311.60
01/11/2016	LOMELIS ITALIAN RESTARNT	265.74
01/11/2016	MATHESON-308	11.20
01/11/2016	MICHAELS STORES 3048	59.92
01/11/2016	RALPHS #0166	21.75
01/11/2016	SMARTNFINAL52910305290	132.67
01/11/2016	SMARTNFINAL52910305290	318.80
01/11/2016	TARGET 00001990	110.91
01/11/2016	TARGET 00001990	146.22
01/11/2016	TARGET 00001990	241.08
01/11/2016	TARGET 00001990	40.63

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-026-5217	Departmental Supplies	<u>1,884.94</u>
100-14-027-5101	Contract Services	
01/11/2016	STEVES LOCK&SAFE	202.50
100-14-027-5101	Contract Services	<u>202.50</u>
100-14-027-5225	Printing	
01/11/2016	SMARTSOURCE OF CALIF	1,365.22
01/11/2016	SMARTSOURCE OF CALIF	910.15
100-14-027-5225	Printing	<u>2,275.37</u>
100-14-028-5207	Advertising	
01/11/2016	ENPLUG, INC.	98.67
100-14-028-5207	Advertising	<u>98.67</u>
100-14-028-5217	Departmental Supplies	
01/11/2016	HOOPS, INC.	378.00
01/11/2016	AMAZON MKTPLACE PMTS	39.44
01/11/2016	AMAZON MKTPLACE PMTS	-6.58
01/11/2016	AMERICAN SOLUTIONS4 BUS	1,087.27
01/11/2016	AMERICAN SOLUTIONS4 BUS	1,087.28
01/11/2016	UNITED SITE SERVICE	90.02
01/11/2016	UNITED SITE SERVICE	90.02
01/11/2016	UNITED SITE SERVICE	90.02
100-14-028-5217	Departmental Supplies	<u>2,855.47</u>
100-14-031-5204	Conferences & Meetings	
01/11/2016	SM CITY PARKING METERS	1.00
01/11/2016	SM CITY PARKING METERS	1.00
100-14-031-5204	Conferences & Meetings	<u>2.00</u>
100-14-031-5207	Advertising	
01/11/2016	ENPLUG, INC.	98.67
100-14-031-5207	Advertising	<u>98.67</u>
100-14-031-5217	Departmental Supplies	
01/11/2016	18TH STREET COFFEE HOUSE	9.86
01/11/2016	AMERICAN SOLUTIONS4 BUS	-1.50
01/11/2016	BIG LOTS STORES - #4319	3.22
01/11/2016	BIG LOTS STORES - #4319	-6.54

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
01/11/2016	BIG LOTS STORES - #4319	6.54
01/11/2016	IN-N-OUT BURGER #270	14.72
01/11/2016	JOANN ETC #1919	1.63
01/11/2016	PAPYRUS #2222	8.15
01/11/2016	RALPHS #0088	6.53
01/11/2016	RALPHS #0088	-9.52
01/11/2016	RALPHS #0166	102.02
01/11/2016	STAPLES 00113407	49.03
01/11/2016	TRADER JOE'S #034 QPS	9.77
01/11/2016	ULINE *SHIP SUPPLIES	-1,765.80
01/11/2016	ULINE *SHIP SUPPLIES	790.56
01/11/2016	WALGREENS #9685	13.08
100-14-031-5217	Departmental Supplies	<u>-768.25</u>
100-14-034-5217	Departmental Supplies	
01/11/2016	AARDVARK CLAY & SUPPLIES	737.20
01/11/2016	AMAZON MKTPLACE PMTS	105.70
01/11/2016	AMAZON MKTPLACE PMTS	43.98
01/11/2016	AMAZON.COM AMZN.COM/BILL	337.58
01/11/2016	AMAZON.COM	270.41
01/11/2016	LAGUNA CLAY CO CA	1,063.73
01/11/2016	SPEEDPRO IMAGING	153.35
01/11/2016	THE HOME DEPOT 648	11.43
100-14-034-5217	Departmental Supplies	<u>2,723.38</u>
100-14-034-5225	Printing	
01/11/2016	DRI*NEXTDAYFLYERS	38.10
100-14-034-5225	Printing	<u>38.10</u>
100-14-036-5217	Departmental Supplies	
01/11/2016	EL SOMBRERO	82.00
01/11/2016	THE HOME DEPOT 618	-50.08
100-14-036-5217	Departmental Supplies	<u>31.92</u>
100-14-042-5205	Training	
01/11/2016	CALIFORNIA PARK & RECR	235.00
100-14-042-5205	Training	<u>235.00</u>
100-14-042-5217	Departmental Supplies	
01/11/2016	AMERICAN SOLUTIONS4 BUS	1,087.28
01/11/2016	AMERICAN SOLUTIONS4 BUS	-15.20

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Report of D-Card Transactions

Account Date	Department Recreation	Amount
01/11/2016	L2G*LACOUNTY_BEACHES	250.00
100-14-042-5217	Departmental Supplies	1,322.08
100-14-043-5101	Contract Services	
01/11/2016	KNORR SYSTEMS, INC	566.09
01/11/2016	WATERLINE TECHNOLOGIES IN	687.83
100-14-043-5101	Contract Services	1,253.92
100-14-043-5205	Training	
01/11/2016	CALIFORNIA PARK & RECR	85.00
01/11/2016	SIONS MEXICAN RESTAURANT	80.17
100-14-043-5205	Training	165.17
100-14-043-5217	Departmental Supplies	
01/11/2016	AMERICAN SOLUTIONS4 BUS	1,087.27
01/11/2016	AMERICAN SOLUTIONS4 BUS	-2.99
01/11/2016	DS SERVICES STANDARD COFF	44.00
01/11/2016	EZ UP	590.78
01/11/2016	HASTY AWARDS	101.63
01/11/2016	HASTY AWARDS	3.54
01/11/2016	OFFICEWORLDCOM	523.98
01/11/2016	PANDA EXPRESS #356	910.15
01/11/2016	PARADISE AWARDS	103.06
01/11/2016	SMARTNFINAL52910305290	69.43
01/11/2016	THE HOME DEPOT 620	109.38
100-14-043-5217	Departmental Supplies	3,540.23
100-14-043-5501	Telephone	
01/11/2016	VERIZON*RECURRING PAY	79.95
100-14-043-5501	Telephone	79.95
100-14-061-5217	Departmental Supplies	
01/11/2016	COFFEE BEAN STORE	155.85
01/11/2016	JERSEY MIKES SUBS#20033	236.80
01/11/2016	LOMELIS ITALIAN RESTARNT	210.37
01/11/2016	PICK UP STIX - CATERING 0	142.79
100-14-061-5217	Departmental Supplies	745.81
100-14-062-5101	Contract Services	
01/11/2016	TWC*TIME WARNER CABLE	69.95
01/11/2016	TWC*TIME WARNER CABLE	69.95

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-062-5101	Contract Services	<u>139.90</u>
100-14-062-5203	Reference Books & Periodicals	
01/11/2016	LA TIMES SUBSCRIPTION	59.85
100-14-062-5203	Reference Books & Periodicals	<u>59.85</u>
100-14-062-5207	Advertising	
01/11/2016	AMERICAN SOLUTIONS4 BUS	-2.86
100-14-062-5207	Advertising	<u>-2.86</u>
100-14-062-5217	Departmental Supplies	
01/11/2016	CVS/PHARMACY #09496	6.52
01/11/2016	PARTY CITY 0164	26.03
01/11/2016	PARTY CITY	28.20
01/11/2016	RALPHS #0166	26.16
01/11/2016	REDBOX *DVD RENTAL	1.64
01/11/2016	REDBOX *DVD RENTAL	3.27
01/11/2016	REDBOX *DVD RENTAL	3.27
01/11/2016	SMARTNFINAL52910305290	138.00
01/11/2016	SMARTNFINAL52910305290	39.44
01/11/2016	TWC*TIME WARNER CABLE	88.93
01/11/2016	VONS STORE00022756	94.05
100-14-062-5217	Departmental Supplies	<u>455.51</u>
230-14-091-5217	Departmental Supplies	
01/11/2016	ADMINISTRATIVE SERVICES	300.00
01/11/2016	DIAMOND MFG HOT FIRE	98.50
230-14-091-5217	Departmental Supplies	<u>398.50</u>
14	Recreation	<u><u>26,593.73</u></u>

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Report of D-Card Transactions

Account Date	Department Police	Amount
100-15-011-5217	Departmental Supplies	
01/11/2016	FRY'S ELECTRONICS #5	47.18
01/11/2016	MICHAELS STORES 3008	30.27
01/11/2016	PARTY CITY	28.30
01/11/2016	ROYAL ARMS INTERNATIONAL	527.75
01/11/2016	THE FLAME BROILER	37.27
100-15-011-5217	Departmental Supplies	670.77
100-15-011-5220	POST Training	
01/11/2016	ADVANCED OFFICERS	75.00
01/11/2016	BUDGET RENT-A-CAR	184.14
01/11/2016	CALIFORNIA PEACE OFFICER	226.00
01/11/2016	CROWNE PLAZA CONCORD H	305.64
01/11/2016	MARRIOTT SD MISSION VL	672.15
01/11/2016	SOUTHWES 5262165612183	171.98
01/11/2016	STAYBRIDGE SUITES	422.64
100-15-011-5220	POST Training	2,057.55
100-15-021-5101	Contract Services	
01/11/2016	SQ *STRICTLY TINT	265.00
100-15-021-5101	Contract Services	265.00
100-15-021-5202	Memberships & Dues	
01/11/2016	PAYPAL *NTOA	150.00
100-15-021-5202	Memberships & Dues	150.00
100-15-021-5205	Training	
01/11/2016	AMERICAN RED CROSS	250.00
100-15-021-5205	Training	250.00
100-15-041-5101	Contract Services	
01/11/2016	PODS #49	200.56
100-15-041-5101	Contract Services	200.56
100-15-041-5202	Memberships & Dues	
01/11/2016	PAYPAL *CAPE	45.00
01/11/2016	PAYPAL *IAPE	50.00
100-15-041-5202	Memberships & Dues	95.00
100-15-041-5217	Departmental Supplies	

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Report of D-Card Transactions

Account Date	Department Police	Amount
01/11/2016	SMARTNFINAL52910305290	65.35
100-15-041-5217	Departmental Supplies	<u>65.35</u>
100-15-061-5101	Contract Services	
01/11/2016	IN *PVP COMMUNICATIONS, I	1,236.57
100-15-061-5101	Contract Services	<u>1,236.57</u>
100-15-061-5206	Uniforms/Safety Equipment	
01/11/2016	GALLS	252.95
01/11/2016	GALLS	335.90
01/11/2016	GALLS	400.38
100-15-061-5206	Uniforms/Safety Equipment	<u>989.23</u>
100-15-061-5217	Departmental Supplies	
01/11/2016	HARBOR FREIGHT TOOLS 27	152.58
100-15-061-5217	Departmental Supplies	<u>152.58</u>
100-15-071-5217	Departmental Supplies	
01/11/2016	FRY'S ELECTRONICS #5	106.80
01/11/2016	SMARTNFINAL52910305290	78.32
01/11/2016	WITMER PUBLIC SAFETY G	130.99
100-15-071-5217	Departmental Supplies	<u>316.11</u>
100-15-081-5205	Training	
01/11/2016	CSULB FOUNDATION CASHIER	-2.61
100-15-081-5205	Training	<u>-2.61</u>
100-15-081-5217	Departmental Supplies	
01/11/2016	AMER. COMMUNICATION SYSTE	491.47
01/11/2016	CVS/PHARMACY #09496	64.65
100-15-081-5217	Departmental Supplies	<u>556.12</u>
100-15-081-5225	Printing	
01/11/2016	ADVANTAGE GRAPHICS AND PR	4,810.60
100-15-081-5225	Printing	<u>4,810.60</u>
100-15-091-5205	Training	
01/11/2016	SPCA LA-INTERNET	111.00
01/11/2016	SPCA LA-INTERNET	259.00

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department Police	Amount
100-15-091-5205	Training	<u>370.00</u>
100-15-091-5217	Departmental Supplies	
01/11/2016	PETSMART INC 1316	112.79
100-15-091-5217	Departmental Supplies	<u>112.79</u>
15	Police	<u>12,295.62</u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department Fire	Amount
100-16-011-5201	Office Supplies	
01/11/2016	OFFICE DEPOT #2740	13.06
01/11/2016	OFFICE DEPOT #2740	31.60
100-16-011-5201	Office Supplies	44.66
100-16-011-5206	Uniforms/Safety Equipment	
01/11/2016	ENTENMANN-ROVIN COMPANY	120.45
100-16-011-5206	Uniforms/Safety Equipment	120.45
100-16-021-5203	Reference Books & Periodicals	
01/11/2016	BARCLAYS LAW PUBLISHER	145.00
100-16-021-5203	Reference Books & Periodicals	145.00
100-16-021-5205	Training	
01/11/2016	FOUR POINTS BY SHERATON	195.08
100-16-021-5205	Training	195.08
100-16-023-5206	Uniforms/Safety Equipment	
01/11/2016	ENTENMANN-ROVIN COMPANY	310.49
100-16-023-5206	Uniforms/Safety Equipment	310.49
100-16-031-5101	Contract Services	
01/11/2016	TURNOUT MAINTENANCE CO	224.23
01/11/2016	TURNOUT MAINTENANCE CO	543.89
01/11/2016	TURNOUT MAINTENANCE CO	98.10
100-16-031-5101	Contract Services	866.22
100-16-031-5205	Training	
01/11/2016	CMC RESCUE INC	218.87
01/11/2016	LONE OAK LODGE	309.80
100-16-031-5205	Training	528.67
100-16-031-5217	Departmental Supplies	
01/11/2016	DIAMONDBACK FIRE & RESCUE	812.57
01/11/2016	EDDINGS 0026741	-108.00
01/11/2016	EDDINGS 0026741	614.76
01/11/2016	SOUTH COAST E.V.S.	315.28
01/11/2016	THE HOME DEPOT 620	65.33
01/11/2016	WITMER PUBLIC SAFETY G	92.17
01/11/2016	WWW.SUPERBRIGHTLEDS.CO	487.04

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department Fire	Amount
100-16-031-5217	Departmental Supplies	2,279.15
100-16-041-5217	Departmental Supplies	
01/11/2016	AIR SOURCE INDUSTRIES	206.40
01/11/2016	AIR SOURCE INDUSTRIES	338.03
100-16-041-5217	Departmental Supplies	544.43
100-16-056-5205	Training	
01/11/2016	BEST WESTERN HOTELS	88.48
100-16-056-5205	Training	88.48
16	Fire	5,122.63

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department Public Works	Amount
100-18-032-5217	Departmental Supplies	
01/11/2016	LOMITA MOWER AND SAW SHOP	1,063.25
01/11/2016	MANERI SIGN CO	1,774.52
100-18-032-5217	Departmental Supplies	<hr/> 2,837.77
610-18-611-5217	Departmental Supplies	
01/11/2016	TUFFYSECURI	343.18
610-18-611-5217	Departmental Supplies	<hr/> 343.18
18	Public Works	<hr/> <hr/> 3,180.95

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department	Amount
100-21617	Graux Trust Police	
01/11/2016	FITBIT, INC. GFMLGHP2H	-463.26
100-21617	Graux Trust Police	<hr/> -463.26
21617		<hr/> <hr/> -463.26

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department	Amount
100-21701	Recr-Customer Deposits	
01/11/2016	AMERICAN SOLUTIONS4 BUS	-6.90
01/11/2016	AMERICAN SOLUTIONS4 BUS	553.20
100-21701	Recr-Customer Deposits	<hr/> 546.30
21701		<hr/> <hr/> 546.30

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department	Amount
100-21727	Pumpkin Race	
01/11/2016	AMERICAN SOLUTIONS4 BUS	588.53
01/11/2016	AMERICAN SOLUTIONS4 BUS	-1.70
100-21727	Pumpkin Race	<hr/> 586.83
21727		<hr/> <hr/> 586.83

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department	Amount
100-21728	Mayor's Youth Council Trust	
01/11/2016	TARGET 00001990	22.24
01/11/2016	FRESH BROTHERS MANHATTA	255.97
100-21728	Mayor's Youth Council Trust	<hr/> 278.21
21728		<hr/> <hr/> 278.21

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department	Amount
802-21907	Public Art Development Fees	
01/11/2016	SIGN SPECIALISTS CORP	870.70
802-21907	Public Art Development Fees	<u>870.70</u>
21907		<u>870.70</u>
	Report Totals	<u><u>49,011.71</u></u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 16b, dated 1/14/2016; Check number 522657.

Report of D-Card Transactions

Account Date	Department Human Resources	Amount
601-13-021-5101	Contract Services	
02/10/2016	THE FLAME BROILER	265.91
601-13-021-5101	Contract Services	<hr/> 265.91
13	Human Resources	<hr/> <hr/> 265.91

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-011-5101	Contract Services	
02/10/2016	ENPLUG, INC.	98.67
02/10/2016	SESAC INC	755.00
02/10/2016	SQ *HERMOSA CELEBRATIONS	388.03
100-14-011-5101	Contract Services	1,241.70
100-14-011-5201	Office Supplies	
02/10/2016	EVERYTHING2GO.COM, LLC	1,329.00
02/10/2016	OFFICE DEPOT #5101	4.16
02/10/2016	OFFICE DEPOT #5125	105.38
02/10/2016	OFFICE DEPOT #5125	115.21
02/10/2016	OFFICE DEPOT #5125	13.06
02/10/2016	OFFICE DEPOT #5125	-16.76
02/10/2016	OFFICE DEPOT #5125	160.11
02/10/2016	OFFICE DEPOT #5125	269.22
02/10/2016	OFFICE DEPOT #5125	306.42
02/10/2016	OFFICE DEPOT #5125	596.88
02/10/2016	OFFICE DEPOT #5125	-8.70
02/10/2016	XEROX CORPORATION/RBO	443.08
100-14-011-5201	Office Supplies	3,317.06
100-14-011-5202	Memberships & Dues	
02/10/2016	THE AMERICAN MARKETING AS	320.00
100-14-011-5202	Memberships & Dues	320.00
100-14-011-5205	Training	
02/10/2016	CALIFORNIA PARK & RECR	700.00
100-14-011-5205	Training	700.00
100-14-011-5217	Departmental Supplies	
02/10/2016	AMERICAN SOLUTIONS4 BUS	958.41
02/10/2016	NOAH'S BAGELS #2546	14.99
02/10/2016	UNION PIZZA COMPANY	147.34
02/10/2016	VONS STORE00022756	11.98
100-14-011-5217	Departmental Supplies	1,132.72
100-14-021-5101	Contract Services	
02/10/2016	ADVANCED ELECTRONICS INC	140.64
100-14-021-5101	Contract Services	140.64

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-021-5205	Training	
02/10/2016	CALIFORNIA PARK & RECR	140.00
100-14-021-5205	Training	140.00
100-14-021-5217	Departmental Supplies	
02/10/2016	NORMS REFRIGERATION AND I	88.66
02/10/2016	RALPHS #0166	19.98
02/10/2016	SMARTNFINAL52910305290	33.83
02/10/2016	TARGET 00001990	5.17
02/10/2016	THE HOME DEPOT 620	4.37
02/10/2016	THE HOME DEPOT 620	50.57
02/10/2016	THE HOME DEPOT 620	52.15
02/10/2016	TIFFANY CLEANERS	204.75
02/10/2016	TIFFANY CLEANERS	61.45
100-14-021-5217	Departmental Supplies	520.93
100-14-024-5217	Departmental Supplies	
02/10/2016	AMAZON MKTPLACE PMTS	64.95
02/10/2016	AMAZONPRIME MEMBERSHIP	107.91
02/10/2016	CONTAINERSTOREELSEGUND	43.58
02/10/2016	MICHAELS STORES 3048	76.74
02/10/2016	RALPHS #0166	16.81
02/10/2016	TARGET 00001990	37.70
100-14-024-5217	Departmental Supplies	347.69
100-14-026-5101	Contract Services	
02/10/2016	BEAR MOUNTAIN RENTALS	1,535.00
02/10/2016	BEAR MOUNTAIN TICKETS	1,080.00
02/10/2016	BEAR MOUNTAIN TICKETS	61.00
02/10/2016	RAL*CA PARKS/HEARST	156.00
02/10/2016	RAL*CA PARKS/HEARST	156.00
02/10/2016	RAL*CA PARKS/HEARST	78.00
100-14-026-5101	Contract Services	3,066.00
100-14-026-5217	Departmental Supplies	
02/10/2016	PARADISE AWARDS	111.18
02/10/2016	PARADISE AWARDS	58.86
02/10/2016	RALPHS #0111	44.90
02/10/2016	RALPHS #0166	48.30
02/10/2016	SMARTNFINAL52910305290	54.33
02/10/2016	TARGET 00001990	15.82

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
02/10/2016	TARGET 00001990	17.73
02/10/2016	TARGET 00001990	214.63
02/10/2016	TARGET 00001990	4.05
02/10/2016	TARGET 00001990	41.88
02/10/2016	TARGET 00019802	137.21
100-14-026-5217	Departmental Supplies	748.89
100-14-027-5217	Departmental Supplies	
02/10/2016	TENNIS COURT SUPPLY LLC	111.83
100-14-027-5217	Departmental Supplies	111.83
100-14-028-5101	Contract Services	
02/10/2016	IN *GLOBAL SPORTS SURFACI	150.00
02/10/2016	IN *GLOBAL SPORTS SURFACI	150.00
100-14-028-5101	Contract Services	300.00
100-14-028-5202	Memberships & Dues	
02/10/2016	LERN	395.00
100-14-028-5202	Memberships & Dues	395.00
100-14-028-5207	Advertising	
02/10/2016	ENPLUG, INC.	98.67
100-14-028-5207	Advertising	98.67
100-14-028-5217	Departmental Supplies	
02/10/2016	BEST BUY MHT 00010116	112.23
02/10/2016	PARADISE AWARDS	337.90
02/10/2016	UNITED SITE SERVICE	256.60
02/10/2016	UNITED SITE SERVICE	256.60
02/10/2016	UNITED SITE SERVICE	90.02
02/10/2016	UNITED SITE SERVICE	90.02
02/10/2016	WW GRAINGER	561.46
100-14-028-5217	Departmental Supplies	1,704.83
100-14-031-5207	Advertising	
02/10/2016	ENPLUG, INC.	98.67
100-14-031-5207	Advertising	98.67
100-14-031-5217	Departmental Supplies	
02/10/2016	HERITAGE SQUARE MUSEUM	1,050.00

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
02/10/2016	LEARNED LUMBER	193.86
02/10/2016	LOWES #01555*	159.65
02/10/2016	PRUDENTIAL OVERALL SUPPLY	14.00
02/10/2016	SALVATION ARMY 730 ST09	2.99
02/10/2016	SIGNARAMA	810.04
02/10/2016	THE HOME DEPOT 618	32.11
02/10/2016	THE HOME DEPOT 620	21.26
02/10/2016	THE KETTLE	53.30
02/10/2016	TRADER JOE'S #034 QPS	31.81
02/10/2016	UTRECHT ART 8004471892	132.84
02/10/2016	UTRECHT ART 8004471892	188.55
02/10/2016	UTRECHT ART 8004471892	37.21
02/10/2016	UTRECHT ART 8004471892	92.50
02/10/2016	UTRECHT ART 8004471892	96.75
02/10/2016	YUKO KITCHEN	28.18
100-14-031-5217	Departmental Supplies	2,945.05
100-14-034-5101	Contract Services	
02/10/2016	BROADCAST MUSIC INC	336.00
100-14-034-5101	Contract Services	336.00
100-14-034-5217	Departmental Supplies	
02/10/2016	IN *EASY READER, INC.	340.00
02/10/2016	AARDVARK CLAY & SUPPLIES	1,117.32
02/10/2016	AARDVARK CLAY & SUPPLIES	279.04
02/10/2016	AARDVARK CLAY & SUPPLIES	36.74
02/10/2016	ARTSCENE	335.00
02/10/2016	JOANN ETC #1919	137.31
02/10/2016	LOWES #01555*	149.25
02/10/2016	NOAH'S BAGELS #2546	33.97
02/10/2016	ORCHARD SUPPLY #721	48.32
02/10/2016	RIO GRANDE INC	146.45
02/10/2016	RIO GRANDE INC	28.94
02/10/2016	SQ *GOSQ.COM JOHN R	386.64
02/10/2016	SQ *GOSQ.COM JOHN R	465.00
02/10/2016	THE HOME DEPOT 620	20.21
02/10/2016	TRADER JOE'S #034 QPS	132.03
02/10/2016	WM SUPERCENTER #5874	54.37
100-14-034-5217	Departmental Supplies	3,710.59
100-14-041-5217	Departmental Supplies	
02/10/2016	THE HOME DEPOT 620	43.41

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
02/10/2016	THE PROMOTIONS DEPT	1,241.82
02/10/2016	THE PROMOTIONS DEPT	363.23
100-14-041-5217	Departmental Supplies	1,648.46
100-14-042-5205	Training	
02/10/2016	CALIFORNIA PARK & RECR	140.00
100-14-042-5205	Training	140.00
100-14-042-5217	Departmental Supplies	
02/10/2016	BSN*SPORT SUPPLY GROUP	405.39
100-14-042-5217	Departmental Supplies	405.39
100-14-043-5101	Contract Services	
02/10/2016	KNORR SYSTEMS, INC	548.36
100-14-043-5101	Contract Services	548.36
100-14-043-5202	Memberships & Dues	
02/10/2016	CALIFORNIA PARK & RECR	55.00
100-14-043-5202	Memberships & Dues	55.00
100-14-043-5205	Training	
02/10/2016	AMERICAN RED CROSS	2,000.00
02/10/2016	CALIFORNIA PARK & RECR	65.00
02/10/2016	US SWIMMING INC	15.00
100-14-043-5205	Training	2,080.00
100-14-043-5217	Departmental Supplies	
02/10/2016	CELINA TENT INC	2,993.48
02/10/2016	GETTY IMAGES	99.00
02/10/2016	HOME REPAIR PARTS	57.97
02/10/2016	LINCOLN AQUATICS	1,620.06
02/10/2016	PATTERSON CLEANERS PHOTO	25.75
02/10/2016	THE HOME DEPOT 620	388.49
02/10/2016	THE LIFEGUARD STORE IN	223.25
02/10/2016	THE LIFEGUARD STORE IN	267.00
02/10/2016	THE LIFEGUARD STORE IN	324.00
02/10/2016	WWW.ACXIOMICHECK.COM	18.00
02/10/2016	WWW.ACXIOMICHECK.COM	36.50
100-14-043-5217	Departmental Supplies	6,053.50

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department Recreation	Amount
100-14-043-5501	Telephone	
02/10/2016	VERIZON*RECURRING PAY	79.95
100-14-043-5501	Telephone	<u>79.95</u>
100-14-061-5217	Departmental Supplies	
02/10/2016	JERSEY MIKES SUBS#20033	333.00
02/10/2016	NORRIS CENTER	945.00
02/10/2016	PICK UP STIX - CATERING 0	362.07
100-14-061-5217	Departmental Supplies	<u>1,640.07</u>
100-14-062-5101	Contract Services	
02/10/2016	TWC*TIME WARNER CABLE	69.95
100-14-062-5101	Contract Services	<u>69.95</u>
100-14-062-5205	Training	
02/10/2016	CALIFORNIA PARK & RECR	280.00
100-14-062-5205	Training	<u>280.00</u>
100-14-062-5217	Departmental Supplies	
02/10/2016	AMAZON MKTPLACE PMTS	41.97
02/10/2016	LOMELIS ITALIAN RESTARNT	188.57
02/10/2016	PIZZA HUT 026181	240.54
02/10/2016	REDBOX *DVD RENTAL	1.64
02/10/2016	REDBOX *DVD RENTAL	1.64
02/10/2016	REDBOX *DVD RENTAL	3.27
02/10/2016	REDBOX *DVD RENTAL	8.18
02/10/2016	SMARTNFINAL32210303220	140.21
02/10/2016	SMARTNFINAL32210303220	21.34
02/10/2016	SMARTNFINAL45810304582	133.50
02/10/2016	SMARTNFINAL45810304582	87.71
02/10/2016	SMARTNFINAL52910305290	244.87
100-14-062-5217	Departmental Supplies	<u>1,113.44</u>
14	Recreation	<u><u>35,490.39</u></u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department Police	Amount
100-15-011-5202	Memberships & Dues	
02/10/2016	MUNICIPAL MANAGEMENT ASSO	85.00
02/10/2016	PAYPAL *SCCA	40.00
100-15-011-5202	Memberships & Dues	125.00
100-15-011-5204	Conferences & Meetings	
02/10/2016	DELTA AIR 0062334301521	176.20
02/10/2016	TRAVEL INSURANCE POLICY	21.00
100-15-011-5204	Conferences & Meetings	197.20
100-15-011-5217	Departmental Supplies	
02/10/2016	DOOLEY ENTERPRISES,INC	4,822.31
100-15-011-5217	Departmental Supplies	4,822.31
100-15-011-5219	STC Training	
02/10/2016	BUDGET.COM PREPAY RESERV	262.30
02/10/2016	PAYPAL *EMBASSYCONS	85.00
02/10/2016	PAYPAL *EMBASSYCONS	85.00
02/10/2016	SERRATO TRA	85.00
02/10/2016	SOUTHWES 5262179552784	171.96
02/10/2016	SOUTHWES 5262179563427	210.96
02/10/2016	TRAVELOCITY.COM	-12.00
02/10/2016	TRAVELOCITY.COM	19.00
100-15-011-5219	STC Training	907.22
100-15-011-5220	POST Training	
02/10/2016	BUDGET.COM PREPAY RESERV	291.99
02/10/2016	DOUBLETREE AIRPORT	218.98
02/10/2016	HILTON GARDEN INN MONTEBE	532.23
02/10/2016	SHERATON GATEWAY LOS ANG	416.49
02/10/2016	SOUTHWES 5262173600466	135.96
02/10/2016	SOUTHWES 5262173602337	189.96
02/10/2016	SOUTHWES 5262178019049	326.95
02/10/2016	SOUTHWES 5262178020497	263.96
02/10/2016	THE CLIFFS RESORT	623.80
100-15-011-5220	POST Training	3,000.32
100-15-021-5205	Training	
02/10/2016	COURTYARD SAN DIEGO	262.08
02/10/2016	COURTYARD SAN DIEGO	262.08

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department Police	Amount
100-15-021-5205	Training	<u>524.16</u>
100-15-031-5204	Conferences & Meetings	
02/10/2016	PSA TRNG	160.00
100-15-031-5204	Conferences & Meetings	<u>160.00</u>
100-15-041-5101	Contract Services	
02/10/2016	PODS #49	200.56
02/10/2016	UPS (800) 811-1648	16.81
100-15-041-5101	Contract Services	<u>217.37</u>
100-15-041-5204	Conferences & Meetings	
02/10/2016	NOAH'S-ONLINE CATERING	61.97
100-15-041-5204	Conferences & Meetings	<u>61.97</u>
100-15-051-5217	Departmental Supplies	
02/10/2016	RALPHS #0166	29.99
100-15-051-5217	Departmental Supplies	<u>29.99</u>
100-15-091-5205	Training	
02/10/2016	ANIMAL CARE CONFERENCE	300.00
100-15-091-5205	Training	<u>300.00</u>
100-15-091-5217	Departmental Supplies	
02/10/2016	TARGET 00001990	23.00
100-15-091-5217	Departmental Supplies	<u>23.00</u>
15	Police	<u>10,368.54</u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department Fire	Amount
100-16-011-5202	Memberships & Dues	
02/10/2016	INT'L ASSOC OF FIRE CH	279.00
02/10/2016	PERFECT FIREFIGHTER CANDI	110.00
100-16-011-5202	Memberships & Dues	<u>389.00</u>
100-16-021-5206	Uniforms/Safety Equipment	
02/10/2016	GALLS	515.72
100-16-021-5206	Uniforms/Safety Equipment	<u>515.72</u>
100-16-031-5101	Contract Services	
02/10/2016	SOUTH COAST E.V.S.	4,309.69
100-16-031-5101	Contract Services	<u>4,309.69</u>
100-16-031-5205	Training	
02/10/2016	ELITE COMMAND TRAINING	285.00
100-16-031-5205	Training	<u>285.00</u>
100-16-031-5217	Departmental Supplies	
02/10/2016	ALLSTAR FIRE EQUIPMENT	612.11
02/10/2016	EDDINGS 0026741	117.63
02/10/2016	SQ *STEVE CHUTE	372.45
02/10/2016	THE HOME DEPOT 620	136.60
02/10/2016	WWW.SUPERBRIGHTLEDS.CO	207.42
02/10/2016	WWW.SUPERBRIGHTLEDS.CO	49.90
100-16-031-5217	Departmental Supplies	<u>1,496.11</u>
100-16-056-5205	Training	
02/10/2016	BEST WESTERN HOTELS	176.96
100-16-056-5205	Training	<u>176.96</u>
100-16-056-5217	Departmental Supplies	
02/10/2016	THE HOME DEPOT 620	1,121.93
100-16-056-5217	Departmental Supplies	<u>1,121.93</u>
16	Fire	<u><u>8,294.41</u></u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department Public Works	Amount
100-18-032-5217	Departmental Supplies	
02/10/2016	LA COUNTY SANDBAGS	4,657.20
100-18-032-5217	Departmental Supplies	<u>4,657.20</u>
18	Public Works	<u>4,657.20</u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of D-Card Transactions

Account Date	Department	Amount
100-21728	Mayor's Youth Council Trust	
02/10/2016	TARGET 00001990	21.12
100-21728	Mayor's Youth Council Trust	<u>21.12</u>
21728		<u>21.12</u>
	Report Totals	<u><u>59,097.57</u></u>

To enable prompt payment, these DCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 2/18/2016; Check number 523115.

Report of P-Card Transactions

Account Date	Department Management Services	Amount
100-11-011-5101	Contract Services	
12/28/2015	1 800 PACKRAT 5507	323.70
12/28/2015	1 800 PACKRAT 5507	87.39
100-11-011-5101	Contract Services	<hr/> 411.09
100-11-011-5202	Memberships & Dues	
12/28/2015	CITY CLERKS ASSOCIATION O	130.00
12/28/2015	INTERNATIONAL INSTITUTE O	195.00
12/28/2015	INTERNATIONAL INSTITUTE O	220.00
100-11-011-5202	Memberships & Dues	<hr/> 545.00
100-11-011-5204	Conferences & Meetings	
12/28/2015	INDEPENDENT CITIES A	450.00
12/28/2015	NATIONAL LEAGUE OF CITIES	575.00
100-11-011-5204	Conferences & Meetings	<hr/> 1,025.00
100-11-011-5217	Departmental Supplies	
12/28/2015	COFFEE BEAN STORE	13.95
12/28/2015	DEEP ROOTS GARDEN CENTER	54.50
12/28/2015	EL POLLO LOCO RESTAURANT	243.04
12/28/2015	IN *MANHATTAN STITCHING C	400.91
12/28/2015	OLIVE GARDEN #00017236	218.97
12/28/2015	PARTY CITY 0164	39.11
12/28/2015	PARTY CITY	13.07
12/28/2015	PINNACLE SUPPLY INC	243.74
12/28/2015	SOUTH BAY VITAL SIGNS	65.40
12/28/2015	TRADER JOE'S #106 QPS	36.77
12/28/2015	VONS STORE00022756	1.26
100-11-011-5217	Departmental Supplies	<hr/> 1,330.72
100-11-011-5262	Public Service Events	
12/28/2015	LA NEWSPAPER GROUP	1,215.00
100-11-011-5262	Public Service Events	<hr/> 1,215.00
100-11-021-5201	Office Supplies	
12/28/2015	OFFICE DEPOT 1135	10.38
12/28/2015	OFFICE DEPOT 1135	16.33
12/28/2015	OFFICE DEPOT #1214	16.21
12/28/2015	OFFICE DEPOT #5125	118.03
12/28/2015	OFFICE DEPOT #5125	147.41
12/28/2015	OFFICE DEPOT #5125	16.21

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Management Services	Amount
12/28/2015	OFFICE DEPOT #5125	16.21
12/28/2015	OFFICE DEPOT #5125	40.41
12/28/2015	OFFICE DEPOT #5125	5.58
100-11-021-5201	Office Supplies	<u>386.77</u>
100-11-021-5203	Reference Books & Periodicals	
12/28/2015	APL* ITUNES.COM/BILL	22.99
100-11-021-5203	Reference Books & Periodicals	<u>22.99</u>
100-11-021-5204	Conferences & Meetings	
12/28/2015	INDEPENDENT CITIES A	450.00
12/28/2015	NATIONAL LEAGUE OF CITIES	575.00
100-11-021-5204	Conferences & Meetings	<u>1,025.00</u>
100-11-021-5205	Training	
12/28/2015	OCEANVIEW CAFE	142.66
100-11-021-5205	Training	<u>142.66</u>
100-11-021-5217	Departmental Supplies	
12/28/2015	99-CENTS-ONLY #0034	10.88
12/28/2015	AMAZON MKTPLACE PMTS	160.00
12/28/2015	AMAZON MKTPLACE PMTS	84.28
12/28/2015	APL* ITUNES.COM/BILL	0.99
12/28/2015	APL* ITUNES.COM/BILL	0.99
12/28/2015	APL* ITUNES.COM/BILL	9.99
12/28/2015	COFFEE BEAN STORE	139.90
12/28/2015	CVS/PHARMACY #09513	6.38
12/28/2015	CVS/PHARMACY #09513	7.98
12/28/2015	DEEP ROOTS GARDEN CENTER	54.50
12/28/2015	DICK'S CLOTHING&SPORTING	100.00
12/28/2015	IN *TABULA RASA ESSENTIAL	627.84
12/28/2015	MICHAELS STORES 3048	181.51
12/28/2015	MICHAELS STORES 3048	19.43
12/28/2015	MICHAELS STORES 3048	30.48
12/28/2015	NEW YORK FOOD CO/CWA	3,081.43
12/28/2015	NICKS MANHATTAN BEACH	-4.18
12/28/2015	ONLINE SALES - HOF	25.00
12/28/2015	ONLINE SALES - HOF	719.07
12/28/2015	RALPHS #0166	295.52
12/28/2015	SMARTNFINAL52910305290	17.35
12/28/2015	SMARTNFINAL52910305290	509.68
12/28/2015	TARGET 00001990	21.57

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Management Services	Amount
12/28/2015	TIFFANY CLEANERS	41.00
12/28/2015	TRADER JOE'S #106 QPS	100.00
12/28/2015	TRADER JOE'S #106 QPS	11.98
100-11-021-5217	Departmental Supplies	<u>6,253.57</u>
100-11-021-5225	Printing	
12/28/2015	SMARTSOURCE OF CALIF	56.68
100-11-021-5225	Printing	<u>56.68</u>
100-11-041-5101	Contract Services	
12/28/2015	FILE KEEPERS	3.75
100-11-041-5101	Contract Services	<u>3.75</u>
100-11-041-5225	Printing	
12/28/2015	SMARTSOURCE OF CALIF	28.34
100-11-041-5225	Printing	<u>28.34</u>
11	Management Services	<u><u>12,446.57</u></u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Finance	Amount
100-12-011-5101	Contract Services	
12/28/2015	APL* ITUNES.COM/BILL	0.99
12/28/2015	FILE KEEPERS	3.75
100-12-011-5101	Contract Services	4.74
100-12-011-5201	Office Supplies	
12/28/2015	AMAZON MKTPLACE PMTS	52.10
12/28/2015	OFFICE DEPOT #1127	21.19
12/28/2015	OFFICE DEPOT #5125	104.56
12/28/2015	OFFICE DEPOT #5125	22.74
12/28/2015	OFFICE DEPOT #5125	381.49
12/28/2015	OFFICE DEPOT #5125	42.32
12/28/2015	OFFICE DEPOT #5125	56.07
12/28/2015	OFFICE DEPOT #5125	67.66
12/28/2015	OFFICE DEPOT #5125	7.52
12/28/2015	RESTOCKIT ACQUISITIONS	42.99
100-12-011-5201	Office Supplies	798.64
100-12-021-5210	Computers, Supplies & Software	
12/28/2015	EN POINTE TECHNOLOGIES	905.64
100-12-021-5210	Computers, Supplies & Software	905.64
100-12-032-5217	Departmental Supplies	
12/28/2015	OFFICE DEPOT #5125	109.86
12/28/2015	PARADISE AWARDS	53.41
100-12-032-5217	Departmental Supplies	163.27
100-12-032-5225	Printing	
12/28/2015	RYDIN DECAL- MOTO	652.72
100-12-032-5225	Printing	652.72
615-12-042-5101	Contract Services	
12/28/2015	GOURMETCOFFEESERVICE,INC	1,342.11
12/28/2015	DS SERVICES STANDARD COFF	164.00
12/28/2015	DS SERVICES STANDARD COFF	740.00
615-12-042-5101	Contract Services	2,246.11
615-12-042-5211	Automotive Parts	
12/28/2015	EDDINGS 0026741	111.05
12/28/2015	MR GOMAS	620.00

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Finance	Amount
615-12-042-5211	Automotive Parts	<u>731.05</u>
615-12-042-5222	Warehouse Inventory Purchases	
12/28/2015	LIBERTY FLAGS INC	846.00
12/28/2015	OFFICE DEPOT #5125	1,973.06
12/28/2015	ORION SAFETY PRODUCTS	977.30
12/28/2015	SANDLER BROS	483.69
12/28/2015	SUPPLYWORKS	1,618.02
12/28/2015	SUPPLYWORKS	354.34
12/28/2015	SUPPLYWORKS	762.15
12/28/2015	WAXIE SANITARY SUPPLY	673.61
12/28/2015	WW GRAINGER	298.62
12/28/2015	ZERO WASTE USA	2,406.72
615-12-042-5222	Warehouse Inventory Purchases	<u>10,393.51</u>
12	Finance	<u><u>15,895.68</u></u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Human Resources	Amount
100-13-011-5101	Contract Services	
12/28/2015	FILE KEEPERS	3.75
100-13-011-5101	Contract Services	3.75
100-13-011-5201	Office Supplies	
12/28/2015	OFFICE DEPOT #1127	54.49
12/28/2015	OFFICE DEPOT #5125	103.34
12/28/2015	OFFICE DEPOT #5125	11.71
12/28/2015	OFFICE DEPOT #5125	16.01
12/28/2015	OFFICE DEPOT #5125	167.46
12/28/2015	OFFICE DEPOT #5125	22.29
100-13-011-5201	Office Supplies	375.30
100-13-011-5202	Memberships & Dues	
12/28/2015	PAYPAL *SCPMA HR	25.00
12/28/2015	PAYPAL *SCPMA HR	50.00
100-13-011-5202	Memberships & Dues	75.00
100-13-011-5210	Computers, Supplies & Software	
12/28/2015	DMI* DELL K-12/GOVT	29.36
100-13-011-5210	Computers, Supplies & Software	29.36
100-13-011-5218	Recruitment Costs	
12/28/2015	AMERICAN PUBLIC WORKS	295.00
12/28/2015	AMERICAN PUBLIC WORKS	295.00
12/28/2015	AWWA.ORG	349.00
12/28/2015	BROWN AND CALDWELL	200.00
12/28/2015	PIT FIRE ARTISAN PIZZA	140.72
12/28/2015	SOUTHWES 5262167844677	135.96
12/28/2015	WESTERN CITY MAGAZINE	250.00
12/28/2015	WESTERN CITY MAGAZINE	450.00
100-13-011-5218	Recruitment Costs	2,115.68
601-13-021-5101	Contract Services	
12/28/2015	THE ORIGINAL RINALD	25.00
12/28/2015	TIN ROOF BISTRO	25.00
601-13-021-5101	Contract Services	50.00
601-13-021-5202	Memberships & Dues	
12/28/2015	PAYPAL *COUNCILSELF	100.00

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Human Resources	Amount
601-13-021-5202	Memberships & Dues	<u>100.00</u>
601-13-022-5251	Claims Paid	
12/28/2015	76 00246090	450.00
601-13-022-5251	Claims Paid	<u>450.00</u>
13	Human Resources	<u>3,199.09</u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Police	Amount
100-15-011-5101	Contract Services	
12/28/2015	DTV*DIRECTV SERVICE	202.97
100-15-011-5101	Contract Services	<hr/> 202.97
100-15-011-5104	Computer Contract Services	
12/28/2015	LOCATEPLUS	104.95
100-15-011-5104	Computer Contract Services	<hr/> 104.95
100-15-011-5201	Office Supplies	
12/28/2015	FILINGSUPPLIES	16.34
12/28/2015	FILINGSUPPLIES	21.30
12/28/2015	OFFICE DEPOT #1214	124.83
12/28/2015	OFFICE DEPOT #5101	29.42
12/28/2015	OFFICE DEPOT #5101	37.17
12/28/2015	OFFICE DEPOT #5125	119.67
12/28/2015	OFFICE DEPOT #5125	162.19
12/28/2015	OFFICE DEPOT #5125	162.63
12/28/2015	OFFICE DEPOT #5125	174.39
12/28/2015	OFFICE DEPOT #5125	221.83
12/28/2015	OFFICE DEPOT #5125	31.71
12/28/2015	OFFICE DEPOT #5125	32.36
12/28/2015	OFFICE DEPOT #5125	365.81
12/28/2015	OFFICE DEPOT #5125	386.61
12/28/2015	OFFICE DEPOT #5125	41.03
12/28/2015	OFFICE DEPOT #5125	42.58
12/28/2015	OFFICE DEPOT #5125	58.54
12/28/2015	OFFICE DEPOT #5125	59.96
12/28/2015	OFFICE DEPOT #5125	79.95
12/28/2015	OFFICE DEPOT #5125	82.51
100-15-011-5201	Office Supplies	<hr/> 2,250.83
100-15-011-5202	Memberships & Dues	
12/28/2015	IACP	150.00
100-15-011-5202	Memberships & Dues	<hr/> 150.00
100-15-011-5204	Conferences & Meetings	
12/28/2015	NOAH'S-ONLINE CATERING	27.98
12/28/2015	VALENTINOS PIZZA - MAN	114.36
100-15-011-5204	Conferences & Meetings	<hr/> 142.34
100-15-011-5206	Uniforms/Safety Equipment	

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Police	Amount
12/28/2015	WESTWAY UNIFORMS INC	1,016.27
100-15-011-5206	Uniforms/Safety Equipment	<u>1,016.27</u>
100-15-011-5214	Employee Awards & Events	
12/28/2015	PARADISE AWARDS	180.18
12/28/2015	THE BEST DONUTS	16.98
100-15-011-5214	Employee Awards & Events	<u>197.16</u>
100-15-011-5217	Departmental Supplies	
12/28/2015	AMAZON MKTPLACE PMTS	77.42
12/28/2015	DOUGH BOY DONUT	16.75
12/28/2015	IN *INSTYLE FLOWERS	400.91
12/28/2015	OTTERBOX/LIFEPROOF	26.15
12/28/2015	PARADISE AWARDS	245.25
100-15-011-5217	Departmental Supplies	<u>766.48</u>
100-15-011-5220	POST Training	
12/28/2015	COURTYARD BY MARRIOTT-	222.66
100-15-011-5220	POST Training	<u>222.66</u>
100-15-021-5101	Contract Services	
12/28/2015	BUBBLES PET SPA MANHATTAN	65.00
12/28/2015	SQ *WEST COAST SERVICES	375.00
100-15-021-5101	Contract Services	<u>440.00</u>
100-15-021-5202	Memberships & Dues	
12/28/2015	IACP	150.00
100-15-021-5202	Memberships & Dues	<u>150.00</u>
100-15-021-5217	Departmental Supplies	
12/28/2015	HARBOR FREIGHT TOOLS 425	142.05
12/28/2015	PETSMART INC 2373	65.39
12/28/2015	SMARTNFINAL52910305290	99.89
12/28/2015	VALENTINOS PIZZA - MAN	876.36
12/28/2015	VONS STORE00022756	26.09
100-15-021-5217	Departmental Supplies	<u>1,209.78</u>
100-15-031-5101	Contract Services	
12/28/2015	LEXISNEXIS RISK DAT	442.57

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Police	Amount
100-15-031-5101	Contract Services	<u>442.57</u>
100-15-031-5204	Conferences & Meetings	
12/28/2015	NOAH'S-ONLINE CATERING	30.98
12/28/2015	VONS STORE00022756	14.99
100-15-031-5204	Conferences & Meetings	<u>45.97</u>
100-15-041-5101	Contract Services	
12/28/2015	FILE KEEPERS	37.75
12/28/2015	HP *HP HOME STORE	676.86
100-15-041-5101	Contract Services	<u>714.61</u>
100-15-041-5206	Uniforms/Safety Equipment	
12/28/2015	WESTWAY UNIFORMS INC	642.83
100-15-041-5206	Uniforms/Safety Equipment	<u>642.83</u>
100-15-041-5217	Departmental Supplies	
12/28/2015	AIR SOURCE INDUSTRIES	241.20
12/28/2015	HITT MARKING DEVICES	298.61
12/28/2015	ULINE *SHIP SUPPLIES	141.44
100-15-041-5217	Departmental Supplies	<u>681.25</u>
100-15-051-5217	Departmental Supplies	
12/28/2015	PARADISE AWARDS	19.62
12/28/2015	SMARTNFINAL52910305290	179.43
100-15-051-5217	Departmental Supplies	<u>199.05</u>
100-15-061-5205	Training	
12/28/2015	AMPCO PARKING SYMPHONY TO	3.50
12/28/2015	DECLAN SUITES	447.33
100-15-061-5205	Training	<u>450.83</u>
100-15-061-5217	Departmental Supplies	
12/28/2015	SLIDER STOP	27.11
100-15-061-5217	Departmental Supplies	<u>27.11</u>
100-15-071-5101	Contract Services	
12/28/2015	MISSION LINEN	359.76
100-15-071-5101	Contract Services	<u>359.76</u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Police	Amount
100-15-071-5217	Departmental Supplies	
12/28/2015	SOUTH BAY APPLIANC	574.90
100-15-071-5217	Departmental Supplies	<u>574.90</u>
100-15-081-5206	Uniforms/Safety Equipment	
12/28/2015	WESTWAY UNIFORMS INC	115.49
12/28/2015	WESTWAY UNIFORMS INC	342.05
12/28/2015	WESTWAY UNIFORMS INC	896.64
100-15-081-5206	Uniforms/Safety Equipment	<u>1,354.18</u>
100-15-081-5217	Departmental Supplies	
12/28/2015	AMAZON MKTPLACE PMTS	116.52
12/28/2015	THE HUMAN SOLUTION	753.60
100-15-081-5217	Departmental Supplies	<u>870.12</u>
100-15-091-5217	Departmental Supplies	
12/28/2015	THE HUMAN SOLUTION	753.60
100-15-091-5217	Departmental Supplies	<u>753.60</u>
15	Police	<u><u>13,970.22</u></u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Fire	Amount
100-16-011-5101	Contract Services	
12/28/2015	FILE KEEPERS	5.00
100-16-011-5101	Contract Services	5.00
100-16-011-5201	Office Supplies	
12/28/2015	OFFICE DEPOT #5125	359.26
12/28/2015	OFFICE DEPOT #5125	41.41
12/28/2015	TROPHYKITS	9.14
100-16-011-5201	Office Supplies	409.81
100-16-011-5203	Reference Books & Periodicals	
12/28/2015	HDS*FIRE ENGINEERING	34.00
100-16-011-5203	Reference Books & Periodicals	34.00
100-16-011-5204	Conferences & Meetings	
12/28/2015	SOUTHWES 5262168262984	151.96
100-16-011-5204	Conferences & Meetings	151.96
100-16-011-5214	Employee Awards & Events	
12/28/2015	TERRYBERRY COMPANY	324.48
12/28/2015	THE OFFICE EXPRESS	531.86
100-16-011-5214	Employee Awards & Events	856.34
100-16-011-5217	Departmental Supplies	
12/28/2015	SFI*PHOTOSBYSHUTTERFLY	139.47
100-16-011-5217	Departmental Supplies	139.47
100-16-011-6141	Computer Equipment & Software	
12/28/2015	AMAZON MKTPLACE PMTS	104.60
12/28/2015	AMAZON MKTPLACE PMTS	219.96
12/28/2015	APL* ITUNES.COM/BILL	26.97
12/28/2015	BEST BUY MHT 00001040	435.98
12/28/2015	BEST BUY MHT 00001198	88.52
12/28/2015	BESTBUYCOM773002008772	431.98
12/28/2015	EPSON *STORE	100.80
12/28/2015	EPSON *STORE	187.32
12/28/2015	EPSON *STORE	71.91
12/28/2015	FOAMERICA COM	448.49
12/28/2015	OFFICE DEPOT #1214	23.97
12/28/2015	OFFICE DEPOT #5125	47.94

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Fire	Amount
100-16-011-6141	Computer Equipment & Software	2,188.44
100-16-031-5101	Contract Services	
12/28/2015	ALLSTAR FIRE EQUIPMENT	309.81
100-16-031-5101	Contract Services	309.81
100-16-031-5205	Training	
12/28/2015	PAYPAL *FMC	555.00
12/28/2015	PAYPAL *LIEBERTCASS	475.00
100-16-031-5205	Training	1,030.00
100-16-031-5217	Departmental Supplies	
12/28/2015	TARGET 00001990	24.39
100-16-031-5217	Departmental Supplies	24.39
100-16-041-5205	Training	
12/28/2015	LEARNED LUMBER	209.27
12/28/2015	PAYPAL *LIEBERTCASS	475.00
12/28/2015	THE HOME DEPOT 620	274.69
100-16-041-5205	Training	958.96
100-16-041-5217	Departmental Supplies	
12/28/2015	AMAZON.COM	39.21
12/28/2015	ARROW INTERNATIONAL	1,891.28
12/28/2015	AT&T S849 5708	114.45
12/28/2015	BOUND TREE MEDICAL LLC	1,831.70
12/28/2015	BOUND TREE MEDICAL LLC	229.97
12/28/2015	BOUND TREE MEDICAL LLC	53.88
12/28/2015	BOUND TREE MEDICAL LLC	57.74
12/28/2015	LA POLICE GEAR INC	93.83
100-16-041-5217	Departmental Supplies	4,312.06
100-16-051-5205	Training	
12/28/2015	BEST WESTERN HOTELS	353.92
12/28/2015	PAYPAL *LIEBERTCASS	475.00
12/28/2015	SQ *RED HELMET TRAI	250.00
100-16-051-5205	Training	1,078.92
100-16-054-5205	Training	
12/28/2015	CRITICAL INFOMATION NETW	2,095.00

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Fire	Amount
100-16-054-5205	Training	<u>2,095.00</u>
16	Fire	<u>13,594.16</u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Community Development	Amount
100-17-011-5201	Office Supplies	
12/28/2015	OFFICE DEPOT #5125	102.81
100-17-011-5201	Office Supplies	<u>102.81</u>
100-17-011-5217	Departmental Supplies	
12/28/2015	NOAH'S BAGELS #2546	14.99
12/28/2015	SUBWAY 03146693	44.00
12/28/2015	VONS STORE00022756	7.67
100-17-011-5217	Departmental Supplies	<u>66.66</u>
100-17-021-5205	Training	
12/28/2015	UCLA EXTENSION CASHIER	-265.00
100-17-021-5205	Training	<u>-265.00</u>
100-17-021-5225	Printing	
12/28/2015	SMARTSOURCE OF CALIF	28.34
12/28/2015	SMARTSOURCE OF CALIF	73.04
100-17-021-5225	Printing	<u>101.38</u>
100-17-022-5205	Training	
12/28/2015	UCLA EXTENSION CASHIER	-265.00
100-17-022-5205	Training	<u>-265.00</u>
100-17-032-5205	Training	
12/28/2015	INT'L CODE COUNCIL INC	39.00
100-17-032-5205	Training	<u>39.00</u>
100-17-032-5206	Uniforms/Safety Equipment	
12/28/2015	IN *MANHATTAN STITCHING C	488.32
100-17-032-5206	Uniforms/Safety Equipment	<u>488.32</u>
100-17-032-5225	Printing	
12/28/2015	SMARTSOURCE OF CALIF	28.34
12/28/2015	SMARTSOURCE OF CALIF	28.34
100-17-032-5225	Printing	<u>56.68</u>
100-17-041-5202	Memberships & Dues	
12/28/2015	CA OF CODE ENFORCEMENT OF	85.00

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Report of P-Card Transactions

Account Date	Department Community Development	Amount
100-17-041-5202	Memberships & Dues	<u>85.00</u>
100-17-041-5206	Uniforms/Safety Equipment	
12/28/2015	IN *MANHATTAN STITCHING C	427.28
100-17-041-5206	Uniforms/Safety Equipment	<u>427.28</u>
100-17-041-5217	Departmental Supplies	
12/28/2015	AMAZON MKTPLACE PMTS	12.32
100-17-041-5217	Departmental Supplies	<u>12.32</u>
100-17-041-5225	Printing	
12/28/2015	SMARTSOURCE OF CALIF	235.68
100-17-041-5225	Printing	<u>235.68</u>
17	Community Development	<u><u>1,085.13</u></u>

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
100-18-011-5201	Office Supplies	
12/28/2015	OFFICE DEPOT #5125	42.67
12/28/2015	OFFICE DEPOT #5125	490.30
12/28/2015	OFFICE DEPOT #5125	54.48
12/28/2015	OFFICE DEPOT #5125	79.84
12/28/2015	SMARTSOURCE OF CALIF	44.69
100-18-011-5201	Office Supplies	711.98
100-18-011-5202	Memberships & Dues	
12/28/2015	AMER SOC CIVIL ENGINEERS	280.00
100-18-011-5202	Memberships & Dues	280.00
100-18-011-5203	Reference Books & Periodicals	
12/28/2015	AMAZON.COM AMZN.COM/BILL	52.65
100-18-011-5203	Reference Books & Periodicals	52.65
100-18-011-5204	Conferences & Meetings	
12/28/2015	EB APWA B.E.S.T.AWARD	627.95
100-18-011-5204	Conferences & Meetings	627.95
100-18-011-5217	Departmental Supplies	
12/28/2015	AMERICAN SOLUTIONS4 BUS	-8.35
12/28/2015	AMERICAN SOLUTIONS4 BUS	986.34
12/28/2015	PARTY CITY 0164	43.88
12/28/2015	VALENTINO'S PIZZA	461.72
100-18-011-5217	Departmental Supplies	1,483.59
100-18-011-5225	Printing	
12/28/2015	SMARTSOURCE OF CALIF	28.34
100-18-011-5225	Printing	28.34
100-18-021-5217	Departmental Supplies	
12/28/2015	OFFICE DEPOT #5125	358.12
12/28/2015	OFFICE DEPOT #5125	392.61
12/28/2015	PAYPAL *NAYEEM78611	15.99
100-18-021-5217	Departmental Supplies	766.72
100-18-032-5217	Departmental Supplies	
12/28/2015	HOMEDEPOT.COM	-1,299.22
12/28/2015	HOMEDEPOT.COM	-2,249.88

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
12/28/2015	HOMEDEPOT.COM	3,940.80
12/28/2015	I C COMPOUND	1,606.66
12/28/2015	THE HOME DEPOT 620	105.12
12/28/2015	THE HOME DEPOT 620	158.99
12/28/2015	WINZER USA	-867.54
12/28/2015	WINZER USA	867.54
12/28/2015	WW GRAINGER	2,147.85
12/28/2015	WW GRAINGER	613.68
100-18-032-5217	Departmental Supplies	<u>5,024.00</u>
100-18-034-5217	Departmental Supplies	
12/28/2015	MANERI SIGN CO	485.06
12/28/2015	SIMPLIFIED SAF BLDG	1,020.28
100-18-034-5217	Departmental Supplies	<u>1,505.34</u>
100-18-042-5206	Uniforms/Safety Equipment	
12/28/2015	RED WING SHOE STORE 0	335.00
100-18-042-5206	Uniforms/Safety Equipment	<u>335.00</u>
100-18-042-5217	Departmental Supplies	
12/28/2015	B.D. WHITE TOPSOIL CO INC	560.26
12/28/2015	B.D. WHITE TOPSOIL CO INC	560.26
12/28/2015	B.D. WHITE TOPSOIL CO INC	560.26
12/28/2015	B.D. WHITE TOPSOIL CO INC	806.60
12/28/2015	B.D. WHITE TOPSOIL CO INC	806.60
12/28/2015	B.D. WHITE TOPSOIL CO INC	806.60
12/28/2015	COLLINS COMPANY	1,105.05
12/28/2015	IMPERIAL PRODUCTS INC	334.10
12/28/2015	PEPBOYS STORE 969	125.26
12/28/2015	PEPBOYS STORE 969	37.03
12/28/2015	S AND J SUPPLY CO SFS	240.12
12/28/2015	STOVER SEED COMPANY	2,016.50
12/28/2015	STOVER SEED COMPANY	604.96
12/28/2015	STOVER SEED COMPANY	735.76
12/28/2015	THE HOME DEPOT 620	107.91
12/28/2015	THE HOME DEPOT 620	384.73
100-18-042-5217	Departmental Supplies	<u>9,792.00</u>
201-18-121-5217	Departmental Supplies	
12/28/2015	NORIBACHI CORPORATI	1,859.54
12/28/2015	NORIBACHI CORPORATI	2,549.04

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Report of P-Card Transactions

Account	Department	Amount
Date	Public Works	
201-18-121-5217	Departmental Supplies	4,408.58
501-18-221-5101	Contract Services	
12/28/2015	AMERICAN SOLUTIONS4 BUS	-11.87
501-18-221-5101	Contract Services	-11.87
501-18-231-5101	Contract Services	
12/28/2015	IN *CLE ELECTRIC, INC.	1,515.24
12/28/2015	IN *CLE ELECTRIC, INC.	378.45
12/28/2015	THERMOTRONICS	1,060.30
501-18-231-5101	Contract Services	2,953.99
501-18-241-5217	Departmental Supplies	
12/28/2015	WATERLINE TECHNOLOGIES IN	1,530.58
12/28/2015	WATERLINE TECHNOLOGIES IN	556.92
12/28/2015	WATERLINE TECHNOLOGIES IN	594.22
12/28/2015	WATERLINE TECHNOLOGIES IN	896.48
501-18-241-5217	Departmental Supplies	3,578.20
501-18-251-5203	Reference Books & Periodicals	
12/28/2015	AWWA.ORG	134.45
501-18-251-5203	Reference Books & Periodicals	134.45
501-18-251-5209	Tools & Minor Equipment	
12/28/2015	THE HOME DEPOT 620	102.20
501-18-251-5209	Tools & Minor Equipment	102.20
501-18-251-5217	Departmental Supplies	
12/28/2015	HAJOCA	734.27
12/28/2015	JW DANGELO CO	3,000.28
12/28/2015	LOCATION - BN6	189.38
12/28/2015	MATHESON-308	337.71
12/28/2015	THE HOME DEPOT 6611	302.81
12/28/2015	WESTWOOD BUILDING MATERIA	161.87
12/28/2015	WESTWOOD BUILDING MATERIA	165.36
501-18-251-5217	Departmental Supplies	4,891.68
502-18-311-5217	Departmental Supplies	
12/28/2015	LA COUNTY SANDBAGS	2,328.60
12/28/2015	THE HOME DEPOT 620	198.90

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
502-18-311-5217	Departmental Supplies	<u>2,527.50</u>
510-18-411-5217	Departmental Supplies	
12/28/2015	THE HOME DEPOT 620	25.14
510-18-411-5217	Departmental Supplies	<u>25.14</u>
520-18-511-5217	Departmental Supplies	
12/28/2015	HARBOR FREIGHT TOOLS 425	24.95
12/28/2015	JOHNSTONE SUPPLY	45.78
12/28/2015	THE HOME DEPOT 620	163.34
12/28/2015	THE HOME DEPOT 620	200.79
520-18-511-5217	Departmental Supplies	<u>434.86</u>
522-18-512-5101	Contract Services	
12/28/2015	UNTD RNTLS 180214	2,912.58
522-18-512-5101	Contract Services	<u>2,912.58</u>
522-18-512-5217	Departmental Supplies	
12/28/2015	UNTD RNTLS 180214	770.66
522-18-512-5217	Departmental Supplies	<u>770.66</u>
522-18-512-5501	Telephone	
12/28/2015	PACIFIC TELEMAGEMENT	70.00
522-18-512-5501	Telephone	<u>70.00</u>
610-18-611-5101	Contract Services	
12/28/2015	FLEMING ENVIRONMENTAL	231.34
12/28/2015	MATHESON-308	56.60
12/28/2015	TMS*SOUTHERN CALIFORNI	454.50
12/28/2015	TRANS-1 TRANSMISSION PART	2,200.00
610-18-611-5101	Contract Services	<u>2,942.44</u>
610-18-611-5217	Departmental Supplies	
12/28/2015	BAY CITIES RADIATOR INC	214.00
12/28/2015	EDDINGS 0026741	11.26
12/28/2015	EDDINGS 0026741	12.18
12/28/2015	EDDINGS 0026741	16.76
12/28/2015	EDDINGS 0026741	17.40
12/28/2015	EDDINGS 0026741	20.18
12/28/2015	EDDINGS 0026741	25.00

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
12/28/2015	EDDINGS 0026741	3.08
12/28/2015	EDDINGS 0026741	33.13
12/28/2015	EDDINGS 0026741	35.16
12/28/2015	EDDINGS 0026741	39.22
12/28/2015	EDDINGS 0026741	4.72
12/28/2015	EDDINGS 0026741	44.68
12/28/2015	EDDINGS 0026741	44.94
12/28/2015	EDDINGS 0026741	48.90
12/28/2015	EDDINGS 0026741	76.90
12/28/2015	EDDINGS 0026741	85.65
12/28/2015	EDDINGS 0026741	9.41
12/28/2015	EDDINGS 0026741	90.48
12/28/2015	FIRESTONE 011819	144.30
12/28/2015	LOMITA MOWER AND SAW SHOP	46.95
12/28/2015	LOMITA MOWER AND SAW SHOP	69.65
12/28/2015	MUNICIPAL MAINTENANCE EQU	128.73
12/28/2015	PACIFIC TRUCK EQUIPMENT	294.30
12/28/2015	PAYPAL *MOUNTAINSAL	210.00
12/28/2015	SONSRAY MACHINERY LLC	1,091.66
12/28/2015	SONSRAY MACHINERY LLC	187.54
12/28/2015	SONSRAY MACHINERY LLC	490.35
12/28/2015	SOUTH BAY FORD	78.51
12/28/2015	THE HOME DEPOT 620	49.97
12/28/2015	THE HOME DEPOT 620	8.25
12/28/2015	UNIVERSAL COMPONENTS	151.18
12/28/2015	VERMEER PACIFIC	36.48
12/28/2015	WINZER USA	206.94
610-18-611-5217	Departmental Supplies	<u>4,027.86</u>
610-18-611-5226	Automotive Fuel	
12/28/2015	ROSEMEAD OIL PRODUCTS INC	1,264.61
610-18-611-5226	Automotive Fuel	<u>1,264.61</u>
615-18-041-5101	Contract Services	
12/28/2015	COUTS HEATING AND COOLING	950.04
615-18-041-5101	Contract Services	<u>950.04</u>
615-18-041-5203	Reference Books & Periodicals	
12/28/2015	MIKE HOLT ENTERPRISE OF L	313.22
615-18-041-5203	Reference Books & Periodicals	<u>313.22</u>
615-18-041-5217	Departmental Supplies	

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 15b, dated 01/07/2016; Check number 522621.

Report of P-Card Transactions

Account Date	Department Public Works	Amount
12/28/2015	ANDERSON PLYWOOD	277.67
12/28/2015	EL SEGUNDO DOOR COMPANY	2,663.94
12/28/2015	GIH*GLOBALINDUSTRIALEQ	277.10
12/28/2015	LIBERTY FLAGS INC	252.00
12/28/2015	LOWES #01555*	380.41
12/28/2015	MCMASTER-CARR	19.19
12/28/2015	MCMASTER-CARR	96.91
12/28/2015	PARADISE AWARDS	78.04
12/28/2015	SOUTH BAY APPLIANC	212.44
12/28/2015	SUPERIOR PLASTIC FABRI	87.20
12/28/2015	SUPREME PAINT (MANHATT	163.60
12/28/2015	SUPREME PAINT (MANHATT	164.54
12/28/2015	SUPREME PAINT (MANHATT	194.02
12/28/2015	SUPREME PAINT (MANHATT	194.02
12/28/2015	SUPREME PAINT (MANHATT	206.81
12/28/2015	SUPREME PAINT (MANHATT	52.53
12/28/2015	TARGET 00001990	24.49
12/28/2015	THE HOME DEPOT 620	114.70
12/28/2015	THE HOME DEPOT 620	163.24
12/28/2015	THE HOME DEPOT 620	23.30
12/28/2015	THE HOME DEPOT 620	23.86
12/28/2015	THE HOME DEPOT 620	26.06
12/28/2015	THE HOME DEPOT 620	29.27
12/28/2015	THE HOME DEPOT 620	31.47
12/28/2015	THE HOME DEPOT 620	35.84
12/28/2015	THE HOME DEPOT 620	69.72
12/28/2015	THE HOME DEPOT 620	83.58
12/28/2015	THE HOME DEPOT 620	88.49
12/28/2015	WW GRAINGER	354.39
615-18-041-5217	Departmental Supplies	<hr/> 6,388.83
615-18-041-5225	Printing	
12/28/2015	SMARTSOURCE OF CALIF	28.34
615-18-041-5225	Printing	<hr/> 28.34
18	Public Works	<hr/> <hr/> 59,320.88

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Report of P-Card Transactions

Account Date	Department	Amount
100-19-052-5104	Computer Contract Services	
12/28/2015	AMAZON WEB SERVICES	454.00
100-19-052-5104	Computer Contract Services	<u>454.00</u>
605-19-051-5104	Computer Contract Services	
12/28/2015	STK*SHUTTERSTOCK, INC.	199.00
605-19-051-5104	Computer Contract Services	<u>199.00</u>
605-19-051-5201	Office Supplies	
12/28/2015	OFFICE DEPOT #5125	163.46
605-19-051-5201	Office Supplies	<u>163.46</u>
605-19-051-5210	Computers, Supplies & Software	
12/28/2015	FRY'S ELECTRONICS #5	357.36
12/28/2015	GBH COMMUNICATIONS 1	208.97
12/28/2015	GBH COMMUNICATIONS 1	650.69
12/28/2015	IDU*INSIGHT PUBLIC SEC	1,146.30
12/28/2015	PSS/CCS PRESENTATION SYST	59.98
12/28/2015	SOUTHERN COMPUTER WAREHOU	211.14
12/28/2015	SQ *NTH GENERATION COMPUT	650.13
12/28/2015	XEROX CORPORATION/RBO	1,304.74
605-19-051-5210	Computers, Supplies & Software	<u>4,589.31</u>
605-19-051-5213	Computer Maintenance & Repairs	
12/28/2015	LASERZONE 1 INC	299.00
605-19-051-5213	Computer Maintenance & Repairs	<u>299.00</u>
605-19-051-5217	Departmental Supplies	
12/28/2015	MODERN PARKING INC 975	11.00
605-19-051-5217	Departmental Supplies	<u>11.00</u>
19		<u><u>5,715.77</u></u>
	Report Totals	<u><u>125,227.50</u></u>

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Report of P-Card Transactions

Account Date	Department Management Services	Amount
100-11-011-5204	Conferences & Meetings	
01/25/2016	MANHATTAN BEACH CHAMBER O	2,000.00
100-11-011-5204	Conferences & Meetings	<u>2,000.00</u>
100-11-011-5217	Departmental Supplies	
01/25/2016	BEVERAGES & MORE #111	17.08
01/25/2016	COFFEE BEAN STORE	69.95
01/25/2016	CORNER BAKERY	438.00
01/25/2016	FRESH BROTHERS MANHATTA	152.41
01/25/2016	MICHAELS STORES 3048	24.17
01/25/2016	NOAH'S BAGELS #2546	12.98
01/25/2016	OFFICE DEPOT #2740	12.51
01/25/2016	RALPHS #0166	35.32
01/25/2016	TARGET 00001990	27.24
01/25/2016	TARGET 00001990	52.18
01/25/2016	VONS STORE00022756	1.99
100-11-011-5217	Departmental Supplies	<u>843.83</u>
100-11-011-5225	Printing	
01/25/2016	SMARTSOURCE OF CALIF	44.70
01/25/2016	SMARTSOURCE OF CALIF	56.68
100-11-011-5225	Printing	<u>101.38</u>
100-11-021-5101	Contract Services	
01/25/2016	TIFFANY CLEANERS	78.00
100-11-021-5101	Contract Services	<u>78.00</u>
100-11-021-5104	Computer Contract Services	
01/25/2016	AVANGATE*KEEP&SHARE	9.00
100-11-021-5104	Computer Contract Services	<u>9.00</u>
100-11-021-5201	Office Supplies	
01/25/2016	OFFICE DEPOT #5125	175.86
01/25/2016	OFFICE DEPOT #5125	237.78
01/25/2016	OFFICE DEPOT #5125	54.81
01/25/2016	OFFICE DEPOT #5125	55.88
01/25/2016	OFFICE DEPOT #5125	64.95
01/25/2016	OFFICE DEPOT #5125	74.61
100-11-021-5201	Office Supplies	<u>663.89</u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 02/11/2016; Check number 522971.

Report of P-Card Transactions

Account Date	Department Management Services	Amount
100-11-021-5202	Memberships & Dues	
01/25/2016	ICMA ONLINE PURCHASES	1,400.00
100-11-021-5202	Memberships & Dues	<u>1,400.00</u>
100-11-021-5203	Reference Books & Periodicals	
01/25/2016	APL* ITUNES.COM/BILL	22.99
100-11-021-5203	Reference Books & Periodicals	<u>22.99</u>
100-11-021-5217	Departmental Supplies	
01/25/2016	APL* ITUNES.COM/BILL	0.99
01/25/2016	APL* ITUNES.COM/BILL	2.99
01/25/2016	APL* ITUNES.COM/BILL	9.99
01/25/2016	FEDEX 782096124727	60.25
01/25/2016	FEDEX 860170158890	4.39
01/25/2016	INFLIGHT WI-FI - LTV	15.96
01/25/2016	INFLIGHT WI-FI - LTV	7.98
01/25/2016	MANHATTAN BEACH POST	151.35
01/25/2016	NICKS MANHATTAN BEACH	202.95
01/25/2016	OFFICE DEPOT #2740	32.63
01/25/2016	TARGET 00001990	11.43
01/25/2016	THE ORIGINAL RINALD	333.54
01/25/2016	THE STRAND HOUSE	76.49
01/25/2016	TLF ENGLEWOOD FLORIST IN	162.41
01/25/2016	UBER TECHNOLOGIES INC	7.10
01/25/2016	UBER TECHNOLOGIES INC	7.48
01/25/2016	UNITED 0162923745438	6.99
100-11-021-5217	Departmental Supplies	<u>1,094.92</u>
100-11-041-5205	Training	
01/25/2016	SOUTHWES 5260681606435	12.50
01/25/2016	SOUTHWES 5260681606436	12.50
01/25/2016	SOUTHWES 5260681606437	12.50
01/25/2016	SOUTHWES 5260681606438	12.50
01/25/2016	SOUTHWES 5262174011436	117.96
01/25/2016	SOUTHWES 5262174011437	117.96
01/25/2016	SOUTHWES 5262175446928	22.00
01/25/2016	SOUTHWES 5262175446932	22.00
100-11-041-5205	Training	<u>329.92</u>
11	Management Services	<u>6,543.93</u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 02/11/2016; Check number 522971.

Report of P-Card Transactions

Account Date	Department Finance	Amount
100-12-011-5101	Contract Services	
01/25/2016	APL* ITUNES.COM/BILL	0.99
100-12-011-5101	Contract Services	0.99
100-12-011-5201	Office Supplies	
01/25/2016	OFFICE DEPOT #5101	2.71
01/25/2016	OFFICE DEPOT #5125	114.89
01/25/2016	OFFICE DEPOT #5125	-120.10
01/25/2016	OFFICE DEPOT #5125	120.10
01/25/2016	OFFICE DEPOT #5125	266.83
01/25/2016	OFFICE DEPOT #5125	337.44
01/25/2016	OFFICE DEPOT #5125	-35.96
01/25/2016	OFFICE DEPOT #5125	54.90
01/25/2016	OFFICE DEPOT #5125	56.67
01/25/2016	OFFICE DEPOT #5125	63.37
01/25/2016	OFFICE DEPOT #5125	71.17
01/25/2016	OFFICE DEPOT #5125	72.96
01/25/2016	STAPLES DIRECT	93.72
100-12-011-5201	Office Supplies	1,098.70
100-12-011-5202	Memberships & Dues	
01/25/2016	CALIFORNIA SOCIETY OF MUN	110.00
01/25/2016	CALIFORNIA SOCIETY OF MUN	110.00
100-12-011-5202	Memberships & Dues	220.00
100-12-011-5204	Conferences & Meetings	
01/25/2016	CALIFORNIA SOCIETY OF MUN	370.00
01/25/2016	CALIFORNIA SOCIETY OF MUN	370.00
100-12-011-5204	Conferences & Meetings	740.00
100-12-021-5217	Departmental Supplies	
01/25/2016	PDF-FILLER 5083191231	29.99
100-12-021-5217	Departmental Supplies	29.99
615-12-042-5101	Contract Services	
01/25/2016	GOURMETCOFFEESERVICE,INC	1,340.01
01/25/2016	DS SERVICES STANDARD COFF	740.00
01/25/2016	G2 REVOLUTION LLC	299.25
01/25/2016	PITNEY BOWES PI	306.36
615-12-042-5101	Contract Services	2,685.62

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 02/11/2016; Check number 522971.

Report of P-Card Transactions

Account Date	Department Finance	Amount
615-12-042-5211	Automotive Parts	
01/25/2016	COMPLETES PLUS CPL	370.88
01/25/2016	EDDINGS 0026741	111.62
01/25/2016	EDDINGS 0026741	95.99
01/25/2016	GOODYEAR TIRE&RUBBER CO	1,377.64
01/25/2016	MUNICIPAL MAINTENANCE EQU	275.94
615-12-042-5211	Automotive Parts	<hr/> 2,232.07
615-12-042-5222	Warehouse Inventory Purchases	
01/25/2016	HODGE PRODUCTS INC	590.95
01/25/2016	MORTON SAFETY CO	685.99
01/25/2016	OFFICE DEPOT #5125	207.10
01/25/2016	SUPPLYWORKS	1,055.53
01/25/2016	SUPPLYWORKS	1,417.98
01/25/2016	WESTSIDE BUILDING MATERI	449.95
01/25/2016	WESTSIDE BUILDING MATERI	932.93
01/25/2016	WW GRAINGER	265.57
615-12-042-5222	Warehouse Inventory Purchases	<hr/> 5,606.00
12	Finance	<hr/> <hr/> 12,613.37

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Report of P-Card Transactions

Account Date	Department Human Resources	Amount
100-13-011-5201	Office Supplies	
01/25/2016	OFFICE DEPOT #5125	74.77
100-13-011-5201	Office Supplies	74.77
100-13-011-5214	Employee Awards & Events	
01/25/2016	AWARDS NETWORK	125.00
01/25/2016	AWARDS NETWORK	16.43
01/25/2016	AWARDS NETWORK	25.00
01/25/2016	AWARDS NETWORK	25.00
01/25/2016	AWARDS NETWORK	250.00
01/25/2016	AWARDS NETWORK	750.00
100-13-011-5214	Employee Awards & Events	1,191.43
100-13-011-5218	Recruitment Costs	
01/25/2016	BREWCO	113.83
01/25/2016	COFFEE BEAN STORE	17.39
01/25/2016	LE PAIN QUOTIDIEN	30.30
01/25/2016	MANHATTAN INN OPERATIN	252.13
01/25/2016	MENDOCINO FARMS	101.97
01/25/2016	NICKS MANHATTAN BEACH	162.43
01/25/2016	NOAH'S BAGELS #2546	10.41
01/25/2016	NOAH'S BAGELS #2546	8.09
01/25/2016	NOAH'S BAGELS #2546	9.01
01/25/2016	TRADER JOE'S #106 QPS	69.73
01/25/2016	VONS STORE00022756	11.17
100-13-011-5218	Recruitment Costs	786.46
13	Human Resources	2,052.66

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Report of P-Card Transactions

Account Date	Department Police	Amount
100-15-011-5101	Contract Services	
01/25/2016	DTV*DIRECTV SERVICE	235.97
100-15-011-5101	Contract Services	<u>235.97</u>
100-15-011-5104	Computer Contract Services	
01/25/2016	LOCATEPLUS	104.95
100-15-011-5104	Computer Contract Services	<u>104.95</u>
100-15-011-5201	Office Supplies	
01/25/2016	OFFICE DEPOT #1127	9.80
01/25/2016	OFFICE DEPOT #5101	14.67
01/25/2016	OFFICE DEPOT #5125	104.24
01/25/2016	OFFICE DEPOT #5125	121.30
01/25/2016	OFFICE DEPOT #5125	145.08
01/25/2016	OFFICE DEPOT #5125	154.39
01/25/2016	OFFICE DEPOT #5125	170.07
01/25/2016	OFFICE DEPOT #5125	205.44
01/25/2016	OFFICE DEPOT #5125	21.46
01/25/2016	OFFICE DEPOT #5125	283.25
01/25/2016	OFFICE DEPOT #5125	46.15
01/25/2016	OFFICE DEPOT #5125	497.12
01/25/2016	OFFICE DEPOT #5125	79.65
01/25/2016	OFFICE DEPOT #5125	801.85
100-15-011-5201	Office Supplies	<u>2,654.47</u>
100-15-011-5202	Memberships & Dues	
01/25/2016	FBI NATIONAL ACADEMY ASSO	100.00
01/25/2016	IACP	150.00
100-15-011-5202	Memberships & Dues	<u>250.00</u>
100-15-011-5203	Reference Books & Periodicals	
01/25/2016	CAL COURTS DIRECTOR	96.00
100-15-011-5203	Reference Books & Periodicals	<u>96.00</u>
100-15-011-5204	Conferences & Meetings	
01/25/2016	NOAH'S-ONLINE CATERING	71.97
100-15-011-5204	Conferences & Meetings	<u>71.97</u>
100-15-011-5205	Training	
01/25/2016	NOAH'S-ONLINE CATERING	61.96

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Report of P-Card Transactions

Account Date	Department Police	Amount
01/25/2016	NOAH'S-ONLINE CATERING	61.97
01/25/2016	NOAH'S-ONLINE CATERING	89.96
100-15-011-5205	Training	<u>213.89</u>
100-15-011-5217	Departmental Supplies	
01/25/2016	TLF BLOSSOM HEATH GARDENS	128.12
100-15-011-5217	Departmental Supplies	<u>128.12</u>
100-15-011-5220	POST Training	
01/25/2016	HILTON SAN DIEGO DEL M	704.36
100-15-011-5220	POST Training	<u>704.36</u>
100-15-021-5101	Contract Services	
01/25/2016	METRO EXPRESS LANES	40.00
100-15-021-5101	Contract Services	<u>40.00</u>
100-15-021-5202	Memberships & Dues	
01/25/2016	FBI NATIONAL ACADEMY ASSO	100.00
100-15-021-5202	Memberships & Dues	<u>100.00</u>
100-15-021-5217	Departmental Supplies	
01/25/2016	FRIENDS FUR-EVER	13.07
01/25/2016	FRIENDS FUR-EVER	57.76
01/25/2016	PET FOODS MARKET & SUPPLI	33.78
100-15-021-5217	Departmental Supplies	<u>104.61</u>
100-15-031-5101	Contract Services	
01/25/2016	LEXISNEXIS RISK DAT	451.97
100-15-031-5101	Contract Services	<u>451.97</u>
100-15-031-5217	Departmental Supplies	
01/25/2016	BEST BUY MHT 00010116	370.56
100-15-031-5217	Departmental Supplies	<u>370.56</u>
100-15-041-5206	Uniforms/Safety Equipment	
01/25/2016	WESTWAY UNIFORMS INC	147.05
100-15-041-5206	Uniforms/Safety Equipment	<u>147.05</u>
100-15-051-5217	Departmental Supplies	

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Report of P-Card Transactions

Account Date	Department Police	Amount
01/25/2016	BECKERS BAKERY	30.00
01/25/2016	CHICKEN DIJON - REDOND	302.77
01/25/2016	GIULIANOS REDONDO BEACH	119.64
01/25/2016	PANDA EXPRESS #356	201.65
01/25/2016	SMARTNFINAL52910305290	56.61
01/25/2016	VONS STORE00022756	14.98
01/25/2016	VONS STORE00022756	6.99
100-15-051-5217	Departmental Supplies	<hr/> 732.64
100-15-061-5206	Uniforms/Safety Equipment	
01/25/2016	WESTWAY UNIFORMS INC	85.84
100-15-061-5206	Uniforms/Safety Equipment	<hr/> 85.84
100-15-071-5101	Contract Services	
01/25/2016	MISSION LINEN	461.53
100-15-071-5101	Contract Services	<hr/> 461.53
100-15-081-5206	Uniforms/Safety Equipment	
01/25/2016	GALLS	152.06
01/25/2016	WESTWAY UNIFORMS INC	116.53
01/25/2016	WESTWAY UNIFORMS INC	130.75
01/25/2016	WESTWAY UNIFORMS INC	21.54
100-15-081-5206	Uniforms/Safety Equipment	<hr/> 420.88
100-15-081-5217	Departmental Supplies	
01/25/2016	IN *CALIFORNIA PUBLIC PAR	135.00
100-15-081-5217	Departmental Supplies	<hr/> 135.00
100-15-091-5101	Contract Services	
01/25/2016	ANIMAL EMERGENCY REFRRAL	75.00
01/25/2016	EL SEGUNDO ANIMAL HOSPITA	196.05
100-15-091-5101	Contract Services	<hr/> 271.05
15	Police	<hr/> <hr/> 7,780.86

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Report of P-Card Transactions

Account Date	Department Fire	Amount
100-16-011-5101	Contract Services	
01/25/2016	1 800 PACKRAT 5507	-1.00
01/25/2016	AARON BROTHERS269	340.98
100-16-011-5101	Contract Services	<hr/> 339.98
100-16-011-5201	Office Supplies	
01/25/2016	OFFICE DEPOT #5125	190.74
01/25/2016	OFFICE DEPOT #5125	248.78
100-16-011-5201	Office Supplies	<hr/> 439.52
100-16-011-5204	Conferences & Meetings	
01/25/2016	ACE PARKING 3109	22.00
01/25/2016	AIRPORT PARKING	16.00
01/25/2016	ALAMO RENT-A-CAR	14.82
100-16-011-5204	Conferences & Meetings	<hr/> 52.82
100-16-011-5217	Departmental Supplies	
01/25/2016	AARON BROTHERS269	28.30
100-16-011-5217	Departmental Supplies	<hr/> 28.30
100-16-031-5205	Training	
01/25/2016	ACT*CAFIREMECHANICS	540.00
01/25/2016	PAYPAL *REDHELMETTR	100.00
01/25/2016	SOUTHWES 5262171599776	180.96
100-16-031-5205	Training	<hr/> 820.96
100-16-031-5217	Departmental Supplies	
01/25/2016	AMAZON.COM AMZN.COM/BILL	108.35
01/25/2016	TARGET 00001990	9.40
100-16-031-5217	Departmental Supplies	<hr/> 117.75
100-16-031-5225	Printing	
01/25/2016	SMARTSOURCE OF CALIF	28.34
01/25/2016	SMARTSOURCE OF CALIF	56.68
100-16-031-5225	Printing	<hr/> 85.02
100-16-041-5205	Training	
01/25/2016	SOUTHWES 5262171600206	180.96
100-16-041-5205	Training	<hr/> 180.96

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Report of P-Card Transactions

Account Date	Department Fire	Amount
100-16-041-5217	Departmental Supplies	
01/25/2016	AMAZON MKTPLACE PMTS	119.56
01/25/2016	BOUND TREE MEDICAL LLC	1,407.71
01/25/2016	BOUND TREE MEDICAL LLC	1,701.81
01/25/2016	BOUND TREE MEDICAL LLC	187.47
01/25/2016	BOUND TREE MEDICAL LLC	229.97
01/25/2016	BOUND TREE MEDICAL LLC	23.96
01/25/2016	BOUND TREE MEDICAL LLC	2,385.27
01/25/2016	BOUND TREE MEDICAL LLC	29.98
01/25/2016	BOUND TREE MEDICAL LLC	423.98
01/25/2016	BOUND TREE MEDICAL LLC	459.95
01/25/2016	BOUND TREE MEDICAL LLC	695.77
01/25/2016	BOUND TREE MEDICAL LLC	899.00
01/25/2016	DXE MEDICAL INC	660.05
100-16-041-5217	Departmental Supplies	<u>9,224.48</u>
100-16-052-5205	Training	
01/25/2016	CA OES SVC (CSTI)	600.00
01/25/2016	CA OES SVC (CSTI)	600.00
01/25/2016	HOLIDAY INN EXPRESS SLO 4	203.40
100-16-052-5205	Training	<u>1,403.40</u>
100-16-052-5217	Departmental Supplies	
01/25/2016	THE HOME DEPOT 620	420.18
100-16-052-5217	Departmental Supplies	<u>420.18</u>
100-16-056-5205	Training	
01/25/2016	PAYPAL *REDHELMETTR	350.00
100-16-056-5205	Training	<u>350.00</u>
16	Fire	<u><u>13,463.37</u></u>

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Report of P-Card Transactions

Account Date	Department Community Development	Amount
100-17-011-5201	Office Supplies	
01/25/2016	OFFICE DEPOT #5125	259.93
100-17-011-5201	Office Supplies	<u>259.93</u>
100-17-011-5202	Memberships & Dues	
01/25/2016	APA-MEMBERSHIP ONLINE	150.00
01/25/2016	APA-MEMBERSHIP ONLINE	350.00
100-17-011-5202	Memberships & Dues	<u>500.00</u>
100-17-011-5203	Reference Books & Periodicals	
01/25/2016	TORRANCE DAILY BREEZE	533.05
100-17-011-5203	Reference Books & Periodicals	<u>533.05</u>
100-17-021-5202	Memberships & Dues	
01/25/2016	APA-MEMBERSHIP ONLINE	325.00
01/25/2016	APA-MEMBERSHIP ONLINE	325.00
100-17-021-5202	Memberships & Dues	<u>650.00</u>
100-17-022-5225	Printing	
01/25/2016	SMARTSOURCE OF CALIF	73.04
100-17-022-5225	Printing	<u>73.04</u>
100-17-032-5225	Printing	
01/25/2016	PELICAN BANNERS AND SIGNS	1,929.30
100-17-032-5225	Printing	<u>1,929.30</u>
100-17-051-5204	Conferences & Meetings	
01/25/2016	BRICEPAC E-SHOW	595.00
01/25/2016	WESTGATE LV ADV DEPOSIT	127.68
100-17-051-5204	Conferences & Meetings	<u>722.68</u>
17	Community Development	<u><u>4,668.00</u></u>

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
100-18-011-5201	Office Supplies	
01/25/2016	FRANKLINCOVEYPRODUCTS	211.14
01/25/2016	OFFICE DEPOT #5125	112.41
01/25/2016	OFFICE DEPOT #5125	236.39
01/25/2016	OFFICE DEPOT #5125	44.86
01/25/2016	OFFICE DEPOT #5125	56.09
01/25/2016	OFFICE DEPOT #5125	63.62
01/25/2016	OFFICE DEPOT #5125	64.60
01/25/2016	OFFICE DEPOT #5125	99.19
100-18-011-5201	Office Supplies	<u>888.30</u>
100-18-011-5204	Conferences & Meetings	
01/25/2016	AIRPORTPARKINGRES	35.63
01/25/2016	CSU SACRAMENTO CCEWEB	25.00
01/25/2016	HOTEL*RESERVATIONS.COM	223.80
01/25/2016	UNITED 0162477620596	101.10
01/25/2016	WWW.RESERVATIONS.COM	7.49
100-18-011-5204	Conferences & Meetings	<u>393.02</u>
100-18-011-5217	Departmental Supplies	
01/25/2016	CHICOBAG	4,358.36
100-18-011-5217	Departmental Supplies	<u>4,358.36</u>
100-18-011-5225	Printing	
01/25/2016	FEDEXOFFICE 00010165	922.14
100-18-011-5225	Printing	<u>922.14</u>
100-18-021-5204	Conferences & Meetings	
01/25/2016	AIRPORTPARKINGRES	35.64
01/25/2016	AMERICAN AI 0012319637995	101.10
01/25/2016	CSU SACRAMENTO CCEWEB	25.00
01/25/2016	HOTEL*RESERVATIONS.COM	223.80
01/25/2016	WWW.RESERVATIONS.COM	7.50
100-18-021-5204	Conferences & Meetings	<u>393.04</u>
100-18-021-5206	Uniforms/Safety Equipment	
01/25/2016	RED WING SHOE STORE 0	335.00
100-18-021-5206	Uniforms/Safety Equipment	<u>335.00</u>
100-18-021-5207	Advertising	

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
01/25/2016	THE RAFU SHIMPO	1,140.00
100-18-021-5207	Advertising	<u>1,140.00</u>
100-18-032-5101	Contract Services	
01/25/2016	SPOK INC	5.88
100-18-032-5101	Contract Services	<u>5.88</u>
100-18-032-5205	Training	
01/25/2016	FREDPRYOR CAREERTRACK	298.00
100-18-032-5205	Training	<u>298.00</u>
100-18-032-5206	Uniforms/Safety Equipment	
01/25/2016	RED WING SHOE STORE 0	504.58
100-18-032-5206	Uniforms/Safety Equipment	<u>504.58</u>
100-18-032-5217	Departmental Supplies	
01/25/2016	B.D. WHITE TOPSOIL CO INC	17.17
01/25/2016	EASY RACK	599.00
01/25/2016	HOMEDEPOT.COM	3,471.43
01/25/2016	OFFICE DEPOT #5125	30.63
01/25/2016	ROSEBURROUGH TOOL IN	375.25
01/25/2016	SHAMROCK SUPPLY CO	1,090.00
01/25/2016	SHAMROCK SUPPLY CO	148.62
01/25/2016	SHAMROCK SUPPLY CO	76.58
01/25/2016	THE HOME DEPOT 620	226.69
01/25/2016	THE HOME DEPOT 620	321.39
01/25/2016	THE HOME DEPOT 620	697.89
01/25/2016	THE HOME DEPOT 620	-76.26
100-18-032-5217	Departmental Supplies	<u>6,978.39</u>
100-18-034-5206	Uniforms/Safety Equipment	
01/25/2016	RED WING SHOE STORE 0	256.08
100-18-034-5206	Uniforms/Safety Equipment	<u>256.08</u>
100-18-034-5217	Departmental Supplies	
01/25/2016	MANERI SIGN CO	58.86
01/25/2016	MANERI SIGN CO	87.20
100-18-034-5217	Departmental Supplies	<u>146.06</u>
100-18-042-5217	Departmental Supplies	

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
01/25/2016	B.D. WHITE TOPSOIL CO INC	560.26
01/25/2016	B.D. WHITE TOPSOIL CO INC	806.60
01/25/2016	BSN*SPORT SUPPLY GROUP	2,007.16
01/25/2016	COLLINS COMPANY	142.61
01/25/2016	THE HOME DEPOT 620	117.75
01/25/2016	THE HOME DEPOT 620	41.08
01/25/2016	THE HOME DEPOT 620	500.35
01/25/2016	THE HOME DEPOT 620	88.06
01/25/2016	THE HOME DEPOT 620	97.94
01/25/2016	USA BLUE BOOK	164.60
100-18-042-5217	Departmental Supplies	<hr/> 4,526.41
501-18-231-5101	Contract Services	
01/25/2016	IN *CLE ELECTRIC, INC.	757.62
01/25/2016	ABC - AMEGA INC	791.55
01/25/2016	SPOK INC	14.67
501-18-231-5101	Contract Services	<hr/> 1,563.84
501-18-241-5217	Departmental Supplies	
01/25/2016	WATERLINE TECHNOLOGIES IN	1,104.85
01/25/2016	WATERLINE TECHNOLOGIES IN	567.21
501-18-241-5217	Departmental Supplies	<hr/> 1,672.06
501-18-251-5101	Contract Services	
01/25/2016	SPOK INC	5.88
501-18-251-5101	Contract Services	<hr/> 5.88
501-18-251-5206	Uniforms/Safety Equipment	
01/25/2016	RED WING SHOE STORE 0	297.39
501-18-251-5206	Uniforms/Safety Equipment	<hr/> 297.39
501-18-251-5217	Departmental Supplies	
01/25/2016	CCP INDUSTRIES	271.98
01/25/2016	FERGUSON ENTERPRISES 2916	755.82
01/25/2016	OFFICE DEPOT #5125	102.77
01/25/2016	WESTERN WATER WORKS SUPPL	528.87
501-18-251-5217	Departmental Supplies	<hr/> 1,659.44
501-18-251-5225	Printing	
01/25/2016	SMARTSOURCE OF CALIF	28.34

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Report of P-Card Transactions

Account	Department	Amount
Date	Public Works	
501-18-251-5225	Printing	<u>28.34</u>
503-18-321-5101	Contract Services	
01/25/2016	SPOK INC	11.76
503-18-321-5101	Contract Services	<u>11.76</u>
503-18-321-5217	Departmental Supplies	
01/25/2016	RLS INDUSTRIES	105.24
01/25/2016	WATERLINE TECHNOLOGIES IN	248.52
503-18-321-5217	Departmental Supplies	<u>353.76</u>
520-18-511-5101	Contract Services	
01/25/2016	SPOK INC	5.88
520-18-511-5101	Contract Services	<u>5.88</u>
520-18-511-5206	Uniforms/Safety Equipment	
01/25/2016	EMPIRE SAFETY AND SUPPLY	83.94
520-18-511-5206	Uniforms/Safety Equipment	<u>83.94</u>
522-18-512-5501	Telephone	
01/25/2016	PACIFIC TELEMAGEMENT	70.00
522-18-512-5501	Telephone	<u>70.00</u>
610-18-611-5101	Contract Services	
01/25/2016	IN *RON TURLEY ASSOCIATES	1,500.00
01/25/2016	MATHESON-308	58.22
01/25/2016	TRIMLINE & EUROPEAN UPHOL	239.39
610-18-611-5101	Contract Services	<u>1,797.61</u>
610-18-611-5206	Uniforms/Safety Equipment	
01/25/2016	RED WING SHOE STORE 0	293.46
01/25/2016	RED WING SHOE STORE 0	293.97
610-18-611-5206	Uniforms/Safety Equipment	<u>587.43</u>
610-18-611-5217	Departmental Supplies	
01/25/2016	ALLBOATPRODUCTS.COM	329.00
01/25/2016	A-Z BUS SALES	282.68
01/25/2016	BATTERIES PLUS 304	192.30
01/25/2016	BAY CITIES RADIATOR INC	19.26
01/25/2016	COMPLETES PLUS CPL	258.02

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 02/11/2016; Check number 522971.

Report of P-Card Transactions

Account Date	Department Public Works	Amount
01/25/2016	COMPLETES PLUS CPL	46.78
01/25/2016	COMPLETES PLUS CPL	46.78
01/25/2016	DISCOUNT RAMPS.COM	91.99
01/25/2016	EDDINGS 0026741	10.45
01/25/2016	EDDINGS 0026741	-108.00
01/25/2016	EDDINGS 0026741	125.24
01/25/2016	EDDINGS 0026741	47.95
01/25/2016	EDDINGS 0026741	608.22
01/25/2016	EDDINGS 0026741	66.35
01/25/2016	EDDINGS 0026741	9.17
01/25/2016	EDDINGS 0026741	91.90
01/25/2016	MARTIN CHEVROLET	398.87
01/25/2016	MARTIN CHEVROLET	82.84
01/25/2016	SHOPTRN*OPTIMABATTERY	269.99
01/25/2016	SOUTH BAY FORD	115.02
01/25/2016	SOUTH BAY FORD	80.97
01/25/2016	SOUTH BAY FORD	96.93
01/25/2016	STEVES LOCK&SAFE	21.80
01/25/2016	T3 MOTION	2,408.40
01/25/2016	TARGET.COM *	68.66
01/25/2016	THE HOME DEPOT 620	5.67
01/25/2016	TRI-ELECTRONICS	49.39
01/25/2016	WEST MARINE 1244	43.58
01/25/2016	EDDINGS 0026741	15.48
01/25/2016	EDDINGS 0026741	180.11
01/25/2016	EDDINGS 0026741	4.89
610-18-611-5217	Departmental Supplies	<hr/> 5,960.69
615-18-041-5101	Contract Services	
01/25/2016	FORENSIC ANALYTIC	2,874.30
615-18-041-5101	Contract Services	<hr/> 2,874.30
615-18-041-5206	Uniforms/Safety Equipment	
01/25/2016	RED WING SHOE STORE 0	259.55
615-18-041-5206	Uniforms/Safety Equipment	<hr/> 259.55
615-18-041-5217	Departmental Supplies	
01/25/2016	FRY'S ELECTRONICS #5	10.20
01/25/2016	IMPERIAL PRODUCTS INC	669.78
01/25/2016	INTERMOUNTAIN LOCK AND SE	98.63
01/25/2016	LIBERTY FLAGS INC	817.84
01/25/2016	M & K METAL COMPANY	169.14

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 02/11/2016; Check number 522971.

Report of P-Card Transactions

Account Date	Department Public Works	Amount
01/25/2016	M & K METAL COMPANY	418.64
01/25/2016	MCMASTER-CARR	198.51
01/25/2016	MCMASTER-CARR	43.87
01/25/2016	MCMASTER-CARR	541.59
01/25/2016	NICKS MANHATTAN BEACH	135.54
01/25/2016	NORIBACHI CORPORATI	-90.00
01/25/2016	SQ *ENVIRONMENTAL SAFETY	697.50
01/25/2016	SUPREME PAINT (MANHATT	48.50
01/25/2016	SUPREME PAINT (MANHATT	49.81
01/25/2016	SUPREME PAINT (MANHATT	72.55
01/25/2016	SUPREME PAINT (REDONDO	149.48
01/25/2016	TARGET 00001990	198.26
01/25/2016	TARGET 00001990	5.94
01/25/2016	THE HOME DEPOT 620	113.06
01/25/2016	THE HOME DEPOT 620	136.04
01/25/2016	THE HOME DEPOT 620	156.51
01/25/2016	THE HOME DEPOT 620	215.45
01/25/2016	THE HOME DEPOT 620	667.01
01/25/2016	TODD PIPE AND SUPPLY HAWT	478.94
01/25/2016	TODD PIPE AND SUPPLY	16.98
01/25/2016	TODD PIPE AND SUPPLY	32.94
01/25/2016	TODD PIPE AND SUPPLY	61.78
01/25/2016	TR TRADING COMPANY	272.50
01/25/2016	WW GRAINGER	11.82
01/25/2016	WW GRAINGER	42.39
615-18-041-5217	Departmental Supplies	<u>6,441.20</u>
18	Public Works	<u>44,818.33</u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 02/11/2016; Check number 522971.

Report of P-Card Transactions

Account Date	Department	Amount
100-19-052-5104	Computer Contract Services	
01/25/2016	AMAZON WEB SERVICES	465.64
100-19-052-5104	Computer Contract Services	465.64
100-19-052-5210	Computers, Supplies & Software	
01/25/2016	SOURCE GRAPHICS	188.22
100-19-052-5210	Computers, Supplies & Software	188.22
605-19-051-5104	Computer Contract Services	
01/25/2016	STK*SHUTTERSTOCK, INC.	199.00
605-19-051-5104	Computer Contract Services	199.00
605-19-051-5204	Conferences & Meetings	
01/25/2016	ESRI INC	740.00
605-19-051-5204	Conferences & Meetings	740.00
605-19-051-5210	Computers, Supplies & Software	
01/25/2016	BEST BUY MHT 00001073	294.26
01/25/2016	DMI* DELL K-12/GOVT	29.36
01/25/2016	DMI* DELL K-12/GOVT	505.02
01/25/2016	DYN*DYN.COM/CHARGE	108.00
01/25/2016	FRY'S ELECTRONICS #5	1,616.18
01/25/2016	IDU*INSIGHT PUBLIC SEC	1,146.30
01/25/2016	IDU*INSIGHT PUBLIC SEC	76.73
01/25/2016	IDU*INSIGHT PUBLIC SEC	76.73
01/25/2016	LASERZONE 1 INC	272.49
01/25/2016	LASERZONE 1 INC	299.99
01/25/2016	RACK SOLUTIONS INC	93.37
01/25/2016	SOUTHERN COMPUTER WAREHOU	1,196.21
01/25/2016	SOUTHERN COMPUTER WAREHOU	-15.64
01/25/2016	SOUTHERN COMPUTER WAREHOU	756.81
01/25/2016	SOUTHERN COMPUTER WAREHOU	954.99
605-19-051-5210	Computers, Supplies & Software	7,410.80
605-19-051-5217	Departmental Supplies	
01/25/2016	BIG LOTS STORES - #4319	136.25
01/25/2016	MICHAELS STORES 3008	88.78
01/25/2016	SUBWAY 03146693	15.15
605-19-051-5217	Departmental Supplies	240.18

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 02/11/2016; Check number 522971.

Report of P-Card Transactions

Account Date	Department	Amount
19		<u>9,243.84</u>
	Report Totals	<u><u>101,184.36</u></u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 18b, dated 02/11/2016; Check number 522971.

Report of P-Card Transactions

Account Date	Department Management Services	Amount
100-11-011-5202	Memberships & Dues	
02/25/2016	INTERNATIONAL INSTITUTE O	-100.00
100-11-011-5202	Memberships & Dues	<u>-100.00</u>
100-11-011-5204	Conferences & Meetings	
02/25/2016	BAHIA HOTEL	190.55
02/25/2016	DOUBLETREE FESS PARKER	-52.00
02/25/2016	DOUBLETREE FESS PARKER	597.96
02/25/2016	NATIONAL LEAGUE OF CITIES	-475.00
100-11-011-5204	Conferences & Meetings	<u>261.51</u>
100-11-011-5217	Departmental Supplies	
02/25/2016	COFFEE BEAN STORE	15.95
02/25/2016	COFFEE BEAN STORE	47.85
02/25/2016	CORNER BAKERY	279.00
02/25/2016	EAST COAST BAGEL MANHATTA	6.89
02/25/2016	MANHATTAN BREAD & BAGEL	20.60
02/25/2016	NOAH'S BAGELS #2546	13.49
02/25/2016	PARADISE AWARDS	1,924.95
02/25/2016	RALPHS #0166	17.05
02/25/2016	RALPHS #0166	22.00
02/25/2016	RALPHS #0166	82.15
02/25/2016	STARBUCKS #00542 MANHATTA	16.35
02/25/2016	THAI DISHES - ECOMMERC	67.79
02/25/2016	THE KETTLE	30.00
02/25/2016	THE OFFICE EXPRESS	341.05
02/25/2016	TRADER JOE'S #106 QPS	25.45
100-11-011-5217	Departmental Supplies	<u>2,910.57</u>
100-11-021-5101	Contract Services	
02/25/2016	THE BELAMAR HOTEL 364	1,101.28
02/25/2016	THE BELAMAR HOTEL 364	197.25
100-11-021-5101	Contract Services	<u>1,298.53</u>
100-11-021-5104	Computer Contract Services	
02/25/2016	AVANGATE*KEEP&SHARE	9.00
100-11-021-5104	Computer Contract Services	<u>9.00</u>
100-11-021-5201	Office Supplies	
02/25/2016	OFFICE DEPOT #2740	-4.36
02/25/2016	OFFICE DEPOT #2740	59.57

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Report of P-Card Transactions

Account	Department	Amount
Date	Management Services	
02/25/2016	OFFICE DEPOT #5101	14.92
02/25/2016	OFFICE DEPOT #5125	110.46
02/25/2016	OFFICE DEPOT #5125	14.38
02/25/2016	OFFICE DEPOT #5125	148.22
02/25/2016	OFFICE DEPOT #5125	32.83
100-11-021-5201	Office Supplies	<u>376.02</u>
100-11-021-5202	Memberships & Dues	
02/25/2016	PAYPAL *IAP2 USA	475.00
100-11-021-5202	Memberships & Dues	<u>475.00</u>
100-11-021-5204	Conferences & Meetings	
02/25/2016	DOUBLETREE FESS PARKER	305.54
02/25/2016	DOUBLETREE FESS PARKER	7.84
02/25/2016	ICMA ONLINE PURCHASES	295.00
02/25/2016	NATIONAL LEAGUE OF CITIES	-475.00
02/25/2016	RENAISSANCE HOTELS PAL	261.97
02/25/2016	RENAISSANCE HOTELS PAL	467.94
100-11-021-5204	Conferences & Meetings	<u>863.29</u>
100-11-021-5205	Training	
02/25/2016	BRISTOL FARMS # 03	9.98
02/25/2016	MENDOCINO FARMS	456.00
100-11-021-5205	Training	<u>465.98</u>
100-11-021-5210	Computers, Supplies & Software	
02/25/2016	DMI* DELL K-12/GOVT	1,183.07
02/25/2016	DMI* DELL K-12/GOVT	252.51
100-11-021-5210	Computers, Supplies & Software	<u>1,435.58</u>
100-11-021-5217	Departmental Supplies	
02/25/2016	PETROS GREEK CUISINE AND	234.00
02/25/2016	SHADE HOTEL RESTAURANT	77.13
100-11-021-5217	Departmental Supplies	<u>311.13</u>
100-11-031-5204	Conferences & Meetings	
02/25/2016	CALIFORNIA MUNICIPAL TREA	250.00
100-11-031-5204	Conferences & Meetings	<u>250.00</u>
100-11-041-5101	Contract Services	

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Report of P-Card Transactions

Account Date	Department Management Services	Amount
02/25/2016	FILE KEEPERS	3.75
100-11-041-5101	Contract Services	<u>3.75</u>
100-11-041-5204	Conferences & Meetings	
02/25/2016	MUNICIPAL MANAGEMENT ASSO	85.00
100-11-041-5204	Conferences & Meetings	<u>85.00</u>
100-11-041-5205	Training	
02/25/2016	CURB	31.15
02/25/2016	HYATT PLACE SACRAMENTO RA	224.76
02/25/2016	HYATT PLACE SACRAMENTO RA	224.76
02/25/2016	NNA*SERVICES LLC	497.94
100-11-041-5205	Training	<u>978.61</u>
11	Management Services	<u><u>9,623.97</u></u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Report of P-Card Transactions

Account Date	Department Finance	Amount
100-12-011-5101	Contract Services	
02/25/2016	APL* ITUNES.COM/BILL	0.99
02/25/2016	FILE KEEPERS	3.75
100-12-011-5101	Contract Services	<u>4.74</u>
100-12-011-5201	Office Supplies	
02/25/2016	OFFICE DEPOT 1135	9.79
02/25/2016	OFFICE DEPOT #5125	104.53
02/25/2016	OFFICE DEPOT #5125	125.51
02/25/2016	OFFICE DEPOT #5125	15.25
02/25/2016	OFFICE DEPOT #5125	166.76
02/25/2016	OFFICE DEPOT #5125	245.17
02/25/2016	OFFICE DEPOT #5125	71.70
02/25/2016	OFFICE DEPOT #5125	80.20
02/25/2016	OFFICE DEPOT #5125	81.72
02/25/2016	OFFICE DEPOT #5125	96.13
100-12-011-5201	Office Supplies	<u>996.76</u>
100-12-011-5204	Conferences & Meetings	
02/25/2016	PRJ CHARGE	200.00
100-12-011-5204	Conferences & Meetings	<u>200.00</u>
100-12-021-5217	Departmental Supplies	
02/25/2016	TCN*NOWDOCS INT'L	212.56
100-12-021-5217	Departmental Supplies	<u>212.56</u>
100-12-032-5204	Conferences & Meetings	
02/25/2016	TYLER USER CONFERENCE	800.00
100-12-032-5204	Conferences & Meetings	<u>800.00</u>
615-12-042-5101	Contract Services	
02/25/2016	GOURMETCOFFEESERVICE,INC	1,356.92
02/25/2016	DS SERVICES STANDARD COFF	614.00
02/25/2016	PITNEY BOWES CREDIT	913.41
02/25/2016	SUPERIOR PLANT SCAPES	247.00
02/25/2016	SUPERIOR PLANT SCAPES	247.00
02/25/2016	SUPERIOR PLANT SCAPES	247.00
615-12-042-5101	Contract Services	<u>3,625.33</u>
615-12-042-5211	Automotive Parts	

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Report of P-Card Transactions

Account Date	Department Finance	Amount
02/25/2016	COMPLETES PLUS CPL	207.08
02/25/2016	COMPLETES PLUS CPL	-207.80
02/25/2016	COMPLETES PLUS CPL	-271.36
02/25/2016	COMPLETES PLUS CPL	271.36
02/25/2016	EDDINGS 0026741	247.75
02/25/2016	EDDINGS 0026741	565.75
02/25/2016	EDDINGS 0026741	748.79
615-12-042-5211	Automotive Parts	<u>1,561.57</u>
615-12-042-5222	Warehouse Inventory Purchases	
02/25/2016	HODGE PRODUCTS INC	295.48
02/25/2016	LIBERTY FLAGS INC	453.00
02/25/2016	OFFICE DEPOT #5125	1,777.03
02/25/2016	SUPPLYWORKS	1,252.85
02/25/2016	SUPPLYWORKS	38.70
02/25/2016	WW GRAINGER	253.88
02/25/2016	WW GRAINGER	609.94
615-12-042-5222	Warehouse Inventory Purchases	<u>4,680.88</u>
12	Finance	<u><u>12,081.84</u></u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Report of P-Card Transactions

Account Date	Department Human Resources	Amount
100-13-011-5101	Contract Services	
02/25/2016	FILE KEEPERS	3.75
100-13-011-5101	Contract Services	3.75
100-13-011-5204	Conferences & Meetings	
02/25/2016	IWCF	400.00
02/25/2016	IWCF	400.00
02/25/2016	PAYPAL *SCPMA HR	99.00
02/25/2016	PAYPAL *SCPMA HR	99.00
02/25/2016	PAYPAL *WESTERNREGI	175.00
02/25/2016	PAYPAL *WESTERNREGI	175.00
02/25/2016	PRJ CHARGE	200.00
02/25/2016	SQ *SOUTHERN CALIFORNIA P	220.00
100-13-011-5204	Conferences & Meetings	1,768.00
100-13-011-5205	Training	
02/25/2016	PAYPAL *LIEBERTCASS	60.00
100-13-011-5205	Training	60.00
100-13-011-5218	Recruitment Costs	
02/25/2016	NOAH'S-ONLINE CATERING	99.95
02/25/2016	PAYPAL *CALPELRA	311.00
02/25/2016	WESTERN CITY MAGAZINE	450.00
02/25/2016	WESTERN CITY MAGAZINE	450.00
100-13-011-5218	Recruitment Costs	1,310.95
100-13-011-5225	Printing	
02/25/2016	SMARTSOURCE OF CALIF	28.34
100-13-011-5225	Printing	28.34
13	Human Resources	3,171.04

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Report of P-Card Transactions

Account Date	Department Police	Amount
100-15-011-5101	Contract Services	
02/25/2016	DTV*DIRECTV SERVICE	244.97
100-15-011-5101	Contract Services	<hr/> 244.97
100-15-011-5104	Computer Contract Services	
02/25/2016	LOCATEPLUS	104.95
100-15-011-5104	Computer Contract Services	<hr/> 104.95
100-15-011-5201	Office Supplies	
02/25/2016	CALIFORNIA MARKING	163.50
02/25/2016	OFFICE DEPOT #5125	133.76
02/25/2016	OFFICE DEPOT #5125	146.80
02/25/2016	OFFICE DEPOT #5125	1,512.65
02/25/2016	OFFICE DEPOT #5125	152.58
02/25/2016	OFFICE DEPOT #5125	24.30
02/25/2016	OFFICE DEPOT #5125	266.83
02/25/2016	OFFICE DEPOT #5125	350.85
02/25/2016	OFFICE DEPOT #5125	55.64
02/25/2016	OFFICE DEPOT #5125	60.65
02/25/2016	OFFICE DEPOT #5125	62.11
02/25/2016	OFFICE DEPOT #5125	62.28
02/25/2016	OFFICE DEPOT #5125	72.93
02/25/2016	OFFICE DEPOT #5125	87.19
02/25/2016	OFFICE DEPOT #5125	97.95
100-15-011-5201	Office Supplies	<hr/> 3,250.02
100-15-011-5202	Memberships & Dues	
02/25/2016	FBI LEEDA INC	50.00
100-15-011-5202	Memberships & Dues	<hr/> 50.00
100-15-011-5203	Reference Books & Periodicals	
02/25/2016	BARNES & NOBLE #2986	9.80
02/25/2016	DRIVERS LICENSE GUIDE CO	151.12
100-15-011-5203	Reference Books & Periodicals	<hr/> 160.92
100-15-011-5204	Conferences & Meetings	
02/25/2016	VALENTINOS PIZZA - MAN	25.00
100-15-011-5204	Conferences & Meetings	<hr/> 25.00
100-15-011-5206	Uniforms/Safety Equipment	

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Report of P-Card Transactions

Account Date	Department Police	Amount
02/25/2016	5.11 TACTICAL.COM	4,547.91
02/25/2016	5.11 TACTICAL.COM	4,835.25
02/25/2016	WESTWAY UNIFORMS INC	802.35
100-15-011-5206	Uniforms/Safety Equipment	<u>10,185.51</u>
100-15-011-5214	Employee Awards & Events	
02/25/2016	PARTY CITY 0164	35.66
100-15-011-5214	Employee Awards & Events	<u>35.66</u>
100-15-011-5217	Departmental Supplies	
02/25/2016	ADAMSON POLICE PRODUCTS	562.53
02/25/2016	MERCHANT	302.00
100-15-011-5217	Departmental Supplies	<u>864.53</u>
100-15-011-5220	POST Training	
02/25/2016	DOUBLETREE AIRPORT	218.98
100-15-011-5220	POST Training	<u>218.98</u>
100-15-021-5101	Contract Services	
02/25/2016	METRO EXPRESS LANES	40.00
100-15-021-5101	Contract Services	<u>40.00</u>
100-15-021-5217	Departmental Supplies	
02/25/2016	ECO DIVE CENTER	150.00
02/25/2016	FRIENDS FUR-EVER	115.52
02/25/2016	RESUE TECH 1	392.80
100-15-021-5217	Departmental Supplies	<u>658.32</u>
100-15-031-5101	Contract Services	
02/25/2016	LEXISNEXIS RISK DAT	447.37
02/25/2016	SUNDOWN WOOD PRODUCTS	2,435.00
100-15-031-5101	Contract Services	<u>2,882.37</u>
100-15-031-5202	Memberships & Dues	
02/25/2016	IACA	25.00
100-15-031-5202	Memberships & Dues	<u>25.00</u>
100-15-031-5217	Departmental Supplies	
02/25/2016	TARGET 00020263	8.71

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Report of P-Card Transactions

Account Date	Department Police	Amount
100-15-031-5217	Departmental Supplies	8.71
100-15-041-5101	Contract Services	
02/25/2016	FILE KEEPERS	37.75
100-15-041-5101	Contract Services	37.75
100-15-041-5206	Uniforms/Safety Equipment	
02/25/2016	WESTWAY UNIFORMS INC	51.18
100-15-041-5206	Uniforms/Safety Equipment	51.18
100-15-041-5217	Departmental Supplies	
02/25/2016	AMAZON MKTPLACE PMTS	269.01
02/25/2016	AMAZON MKTPLACE PMTS	269.01
02/25/2016	AMAZON MKTPLACE PMTS	59.78
100-15-041-5217	Departmental Supplies	597.80
100-15-051-5202	Memberships & Dues	
02/25/2016	NATIONAL NIGHT OUT	35.00
100-15-051-5202	Memberships & Dues	35.00
100-15-051-5217	Departmental Supplies	
02/25/2016	AMERICAN SOLUTIONS4 BUS	247.60
02/25/2016	AMERICAN SOLUTIONS4 BUS	650.25
02/25/2016	CVS/PHARMACY #09496	14.56
02/25/2016	PACHANGA MEXICAN G	141.70
02/25/2016	RALPHS #0166	119.96
02/25/2016	RALPHS #0166	25.06
02/25/2016	RALPHS #0166	33.73
02/25/2016	RALPHS #0166	85.57
02/25/2016	SMARTNFINAL52910305290	26.08
02/25/2016	THE HUMMUS FACTORY	218.34
02/25/2016	VONS STORE00016238	8.99
02/25/2016	VONS STORE00022756	24.97
100-15-051-5217	Departmental Supplies	1,596.81
100-15-061-5101	Contract Services	
02/25/2016	UNITED SITE SERVICE	59.26
100-15-061-5101	Contract Services	59.26
100-15-061-5206	Uniforms/Safety Equipment	

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Report of P-Card Transactions

Account Date	Department Police	Amount
02/25/2016	GALLS	400.78
100-15-061-5206	Uniforms/Safety Equipment	<u>400.78</u>
100-15-071-5217	Departmental Supplies	
02/25/2016	MERCHANT	187.15
100-15-071-5217	Departmental Supplies	<u>187.15</u>
100-15-081-5205	Training	
02/25/2016	IN *CALIFORNIA PUBLIC PAR	175.00
100-15-081-5205	Training	<u>175.00</u>
100-15-081-5206	Uniforms/Safety Equipment	
02/25/2016	GALLS	152.06
100-15-081-5206	Uniforms/Safety Equipment	<u>152.06</u>
100-15-091-5101	Contract Services	
02/25/2016	EL SEGUNDO ANIMAL HOSPITA	444.67
100-15-091-5101	Contract Services	<u>444.67</u>
15	Police	<u><u>22,492.40</u></u>

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Report of P-Card Transactions

Account Date	Department Fire	Amount
100-16-011-5101	Contract Services	
02/25/2016	FILE KEEPERS	5.00
100-16-011-5101	Contract Services	<hr/> 5.00
100-16-011-5201	Office Supplies	
02/25/2016	CVS/PHARMACY #09496	32.22
02/25/2016	OFFICE DEPOT #2740	77.76
02/25/2016	OFFICE DEPOT #5101	23.96
02/25/2016	OFFICE DEPOT #5125	104.29
02/25/2016	OFFICE DEPOT #5125	25.59
02/25/2016	OFFICE DEPOT #5125	74.70
02/25/2016	OFFICE DEPOT #5125	80.65
100-16-011-5201	Office Supplies	<hr/> 419.17
100-16-011-5204	Conferences & Meetings	
02/25/2016	BART SFIA	40.00
02/25/2016	CYGNUS EXPOSITIONS	475.00
02/25/2016	OWW*ORBITZ.COM	108.98
100-16-011-5204	Conferences & Meetings	<hr/> 623.98
100-16-011-5217	Departmental Supplies	
02/25/2016	ZAZZLE.COM	42.19
100-16-011-5217	Departmental Supplies	<hr/> 42.19
100-16-021-5206	Uniforms/Safety Equipment	
02/25/2016	GALLS	430.26
100-16-021-5206	Uniforms/Safety Equipment	<hr/> 430.26
100-16-021-5225	Printing	
02/25/2016	SMARTSOURCE OF CALIF	96.54
100-16-021-5225	Printing	<hr/> 96.54
100-16-023-5202	Memberships & Dues	
02/25/2016	C.C.A.I.	65.00
100-16-023-5202	Memberships & Dues	<hr/> 65.00
100-16-023-5205	Training	
02/25/2016	C.C.A.I.	375.00
02/25/2016	C.C.A.I.	375.00

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Report of P-Card Transactions

Account Date	Department Fire	Amount
100-16-023-5205	Training	<u>750.00</u>
100-16-031-5204	Conferences & Meetings	
02/25/2016	OMNI SAN DIEGO	624.54
100-16-031-5204	Conferences & Meetings	<u>624.54</u>
100-16-031-5205	Training	
02/25/2016	FUTURE MEDIA CONCEPTS	1,395.00
02/25/2016	FUTURE MEDIA CONCEPTS	-240.64
02/25/2016	MANHATTAN BREAD & BAGEL	48.60
02/25/2016	PAYPAL *LIEBERTCASS	250.00
02/25/2016	PAYPAL *REDHELMETTR	250.00
02/25/2016	PAYPAL *REDHELMETTR	250.00
100-16-031-5205	Training	<u>1,952.96</u>
100-16-031-5206	Uniforms/Safety Equipment	
02/25/2016	ALLSTAR FIRE EQUIPMENT	1,938.33
100-16-031-5206	Uniforms/Safety Equipment	<u>1,938.33</u>
100-16-031-5217	Departmental Supplies	
02/25/2016	IN *SAFE-ENTRY TECHNICAL,	621.98
02/25/2016	ALLSTAR FIRE EQUIPMENT	263.94
02/25/2016	PCH LOCK AND KEY	36.79
02/25/2016	THE HOME DEPOT 620	43.53
02/25/2016	THE LIGHTHOUSE	160.99
02/25/2016	WWW.SUPERBRIGHTLEDS.CO	950.64
100-16-031-5217	Departmental Supplies	<u>2,077.87</u>
100-16-041-5205	Training	
02/25/2016	CYGNUS EXPOSITIONS	299.00
02/25/2016	OMNI SAN DIEGO	42.00
02/25/2016	SOUTHWES 5262180787193	245.96
100-16-041-5205	Training	<u>586.96</u>
100-16-041-5217	Departmental Supplies	
02/25/2016	BOUND TREE MEDICAL LLC	1,167.30
02/25/2016	BOUND TREE MEDICAL LLC	1,729.77
02/25/2016	BOUND TREE MEDICAL LLC	1,826.19
02/25/2016	BOUND TREE MEDICAL LLC	44.97
02/25/2016	BOUND TREE MEDICAL LLC	44.97
02/25/2016	BOUND TREE MEDICAL LLC	50.15

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Report of P-Card Transactions

Account Date	Department Fire	Amount
02/25/2016	BOUND TREE MEDICAL LLC	59.96
02/25/2016	BOUND TREE MEDICAL LLC	635.97
02/25/2016	BOUND TREE MEDICAL LLC	98.97
02/25/2016	L N CURTIS & SONS	1,464.99
02/25/2016	NOAH'S BAGELS #2546	41.37
02/25/2016	PACIFIC PRODUX INC	73.50
100-16-041-5217	Departmental Supplies	<u>7,238.11</u>
100-16-052-5205	Training	
02/25/2016	EMBASSY SUITES SAN LUIS	455.04
02/25/2016	THE CLIFFS RESORT	493.68
100-16-052-5205	Training	<u>948.72</u>
100-16-052-5217	Departmental Supplies	
02/25/2016	ALLSTAR FIRE EQUIPMENT	794.05
02/25/2016	SOS SURVIVAL PRODUCTS	188.07
02/25/2016	SOS SURVIVAL PRODUCTS	939.99
100-16-052-5217	Departmental Supplies	<u>1,922.11</u>
16	Fire	<u><u>19,721.74</u></u>

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Report of P-Card Transactions

Account Date	Department Community Development	Amount
100-17-011-5201	Office Supplies	
02/25/2016	OFFICE DEPOT 1135	13.51
02/25/2016	OFFICE DEPOT #5101	44.67
02/25/2016	OFFICE DEPOT #5125	11.45
02/25/2016	OFFICE DEPOT #5125	13.17
02/25/2016	OFFICE DEPOT #5125	172.72
100-17-011-5201	Office Supplies	<hr/> 255.52
100-17-011-5217	Departmental Supplies	
02/25/2016	FEDEX 782254035341	47.67
02/25/2016	FEDEX 870175298241	25.06
02/25/2016	SUBWAY 03146693	50.00
100-17-011-5217	Departmental Supplies	<hr/> 122.73
100-17-022-5205	Training	
02/25/2016	UCLA EXTENSION CASHIER	295.00
100-17-022-5205	Training	<hr/> 295.00
100-17-032-5205	Training	
02/25/2016	INT'L CODE COUNCIL INC	840.00
100-17-032-5205	Training	<hr/> 840.00
100-17-032-5225	Printing	
02/25/2016	SMARTSOURCE OF CALIF	424.71
100-17-032-5225	Printing	<hr/> 424.71
100-17-041-5225	Printing	
02/25/2016	SMARTSOURCE OF CALIF	44.69
100-17-041-5225	Printing	<hr/> 44.69
100-17-051-5204	Conferences & Meetings	
02/25/2016	JETBLUE 2792147117342	219.20
100-17-051-5204	Conferences & Meetings	<hr/> 219.20
17	Community Development	<hr/> <hr/> 2,201.85

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
100-18-011-5201	Office Supplies	
02/25/2016	AMERICAN PUBLIC WORKS	26.00
02/25/2016	OFFICE DEPOT #2740	17.88
02/25/2016	OFFICE DEPOT #5125	130.68
02/25/2016	OFFICE DEPOT #5125	131.01
02/25/2016	OFFICE DEPOT #5125	50.74
02/25/2016	OFFICE DEPOT #5125	58.66
02/25/2016	OFFICE DEPOT #5125	80.52
02/25/2016	OFFICE DEPOT #5125	85.12
02/25/2016	SCHOOLOUTLET.COM	241.54
100-18-011-5201	Office Supplies	822.15
100-18-011-5204	Conferences & Meetings	
02/25/2016	AMERICAN PUBLIC WORKS	217.50
02/25/2016	IN *SOUTHERN CALIFORNIA W	25.00
02/25/2016	MUNICIPAL MANAGEMENT ASSO	85.00
100-18-011-5204	Conferences & Meetings	327.50
100-18-011-5205	Training	
02/25/2016	BAHIA HOTEL	30.73
02/25/2016	HOTELS.COM127844114298	146.11
100-18-011-5205	Training	176.84
100-18-011-5217	Departmental Supplies	
02/25/2016	KAESER & BLAIR	2,200.26
100-18-011-5217	Departmental Supplies	2,200.26
100-18-021-5204	Conferences & Meetings	
02/25/2016	AMERICAN PUBLIC WORKS	362.50
02/25/2016	IN *SOUTHERN CALIFORNIA W	75.00
100-18-021-5204	Conferences & Meetings	437.50
100-18-021-5217	Departmental Supplies	
02/25/2016	OFFICE DEPOT #5125	70.57
100-18-021-5217	Departmental Supplies	70.57
100-18-032-5101	Contract Services	
02/25/2016	A&K POWER EQUIPMENT	77.55
02/25/2016	SPOK INC	1.96

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
100-18-032-5101	Contract Services	<u>79.51</u>
100-18-032-5203	Reference Books & Periodicals	
02/25/2016	STREET TREE SEMINAR INC	76.00
100-18-032-5203	Reference Books & Periodicals	<u>76.00</u>
100-18-032-5204	Conferences & Meetings	
02/25/2016	AMERICAN PUBLIC WORKS	165.00
02/25/2016	AMERICAN PUBLIC WORKS	290.00
100-18-032-5204	Conferences & Meetings	<u>455.00</u>
100-18-032-5205	Training	
02/25/2016	FREDPRYOR CAREERTRACK	49.00
100-18-032-5205	Training	<u>49.00</u>
100-18-032-5206	Uniforms/Safety Equipment	
02/25/2016	RED WING SHOE STORE 0	288.23
100-18-032-5206	Uniforms/Safety Equipment	<u>288.23</u>
100-18-032-5217	Departmental Supplies	
02/25/2016	HILTI INC	564.95
02/25/2016	LEARNED LUMBER	380.92
02/25/2016	LOMITA MOWER AND SAW SHOP	18.70
02/25/2016	LOMITA MOWER AND SAW SHOP	2,001.63
02/25/2016	PRO LINE INDUSTRIAL PRODU	937.46
02/25/2016	RJS CONSTRUCTION SUPPLIES	113.05
02/25/2016	SHAMROCK SUPPLY CO	38.16
02/25/2016	SHAMROCK SUPPLY CO	62.57
02/25/2016	SPORTS AUTHORITY 0631	83.86
02/25/2016	THE HOME DEPOT 611	434.48
02/25/2016	THE HOME DEPOT 620	141.57
02/25/2016	THE HOME DEPOT 620	302.26
100-18-032-5217	Departmental Supplies	<u>5,079.61</u>
100-18-034-5204	Conferences & Meetings	
02/25/2016	AMERICAN PUBLIC WORKS	165.00
100-18-034-5204	Conferences & Meetings	<u>165.00</u>
100-18-034-5217	Departmental Supplies	
02/25/2016	MANERI SIGN CO	1,463.88

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Account Date	Department Public Works	Amount
02/25/2016	MANERI SIGN CO	239.80
02/25/2016	THE HOME DEPOT 620	59.78
02/25/2016	ZUMAR IND INC - CA	1,143.87
100-18-034-5217	Departmental Supplies	<u>2,907.33</u>
100-18-042-5204	Conferences & Meetings	
02/25/2016	AMERICAN PUBLIC WORKS	165.00
100-18-042-5204	Conferences & Meetings	<u>165.00</u>
100-18-042-5217	Departmental Supplies	
02/25/2016	BSN*SPORT SUPPLY GROUP	786.53
02/25/2016	CALIFORNIA FENCE&SUPPLY	817.12
02/25/2016	GAIL MATERIALS/BUILDING M	1,276.12
02/25/2016	PRO LINE INDUSTRIAL PRODU	1,333.84
02/25/2016	THE HOME DEPOT 620	1,142.31
02/25/2016	THE HOME DEPOT 620	166.16
02/25/2016	THE HOME DEPOT 620	543.32
02/25/2016	THE HOME DEPOT 620	618.69
02/25/2016	THE HOME DEPOT 620	81.65
02/25/2016	TODD PIPE AND SUPPLY HAWT	4,909.09
02/25/2016	VONS STORE00022756	18.14
100-18-042-5217	Departmental Supplies	<u>11,692.97</u>
201-18-111-5217	Departmental Supplies	
02/25/2016	CAPITAL WHOLESALE LIGHT A	606.91
201-18-111-5217	Departmental Supplies	<u>606.91</u>
501-18-231-5101	Contract Services	
02/25/2016	IN *CLE ELECTRIC, INC.	725.02
02/25/2016	SPOK INC	4.89
501-18-231-5101	Contract Services	<u>729.91</u>
501-18-231-5217	Departmental Supplies	
02/25/2016	EAR PLUG SUPERSTORE	15.01
02/25/2016	MCMaster-CARR	42.01
02/25/2016	MCMaster-CARR	52.71
501-18-231-5217	Departmental Supplies	<u>109.73</u>
501-18-241-5217	Departmental Supplies	
02/25/2016	WATERLINE TECHNOLOGIES IN	1,620.61
02/25/2016	WATERLINE TECHNOLOGIES IN	475.89

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Report of P-Card Transactions

Account	Department	Amount
Date	Public Works	
02/25/2016	WATERLINE TECHNOLOGIES IN	581.36
501-18-241-5217	Departmental Supplies	<u>2,677.86</u>
501-18-251-5101	Contract Services	
02/25/2016	SPOK INC	1.96
501-18-251-5101	Contract Services	<u>1.96</u>
501-18-251-5217	Departmental Supplies	
02/25/2016	AIS SPECIALTY PRODUCTS	1,134.61
02/25/2016	FERGUSON ENTERPRISES 1078	1,683.40
02/25/2016	FERGUSON ENTERPRISES 2916	508.42
02/25/2016	HAJOCA	232.28
02/25/2016	MOST DEPENDABLE FOUNTAINS	303.03
02/25/2016	RED WING SHOES #417	201.96
02/25/2016	S AND J SUPPLY CO SFS	270.32
02/25/2016	S AND J SUPPLY CO SFS	773.69
02/25/2016	TARGET 00001990	37.46
02/25/2016	TARGET 00001990	47.70
02/25/2016	THE HOME DEPOT 620	16.11
02/25/2016	THE HOME DEPOT 620	17.15
02/25/2016	THE HOME DEPOT 620	423.67
02/25/2016	WESTERN WATER WORKS SUPPL	2,792.58
501-18-251-5217	Departmental Supplies	<u>8,442.38</u>
502-18-311-5101	Contract Services	
02/25/2016	COASTLINE SUPPLIES	170.00
02/25/2016	RLS INDUSTRIES	2,427.29
02/25/2016	SQ *ENVIRO-FLOW	1,788.48
502-18-311-5101	Contract Services	<u>4,385.77</u>
503-18-321-5101	Contract Services	
02/25/2016	COASTLINE SUPPLIES	170.00
02/25/2016	COASTLINE SUPPLIES	510.00
02/25/2016	SPOK INC	3.92
503-18-321-5101	Contract Services	<u>683.92</u>
503-18-321-5217	Departmental Supplies	
02/25/2016	PLUMBERS DEPOT INC	540.64
503-18-321-5217	Departmental Supplies	<u>540.64</u>
520-18-511-5101	Contract Services	

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Report of P-Card Transactions

Account	Department	Amount
Date	Public Works	
02/25/2016	SPOK INC	1.96
520-18-511-5101	Contract Services	<u>1.96</u>
522-18-512-5206	Uniforms/Safety Equipment	
02/25/2016	MCMASTER-CARR	103.52
522-18-512-5206	Uniforms/Safety Equipment	<u>103.52</u>
522-18-512-5217	Departmental Supplies	
02/25/2016	NCH CORPORATION	756.07
02/25/2016	UNTD RNTLS 180214	653.38
522-18-512-5217	Departmental Supplies	<u>1,409.45</u>
610-18-611-5101	Contract Services	
02/25/2016	E.J. WARD, INC	4,716.00
02/25/2016	FEDERAL SIGNAL SAFETY AND	0.94
02/25/2016	FEDERAL SIGNAL SAFETY AND	333.69
02/25/2016	TMS*SOUTHERN CALIFORNI	224.50
02/25/2016	WALLSTRONG TRAILERS INC	397.23
610-18-611-5101	Contract Services	<u>5,672.36</u>
610-18-611-5217	Departmental Supplies	
02/25/2016	HOSE MAN,THE	7.29
02/25/2016	IN *D & S SALES, INC.	736.66
02/25/2016	AMAZON MKTPLACE PMTS	45.22
02/25/2016	A-Z BUS SALES	5.97
02/25/2016	BATTERYSTUFF COM	345.60
02/25/2016	BOBCAT OF CERRITOS INC	450.03
02/25/2016	CARBURETORS UNLIMITED 4	93.10
02/25/2016	COMPLETES PLUS CPL	11.72
02/25/2016	COMPLETES PLUS CPL	112.19
02/25/2016	COMPLETES PLUS CPL	162.39
02/25/2016	COMPLETES PLUS CPL	207.80
02/25/2016	COMPLETES PLUS CPL	254.75
02/25/2016	COMPLETES PLUS CPL	71.75
02/25/2016	EDDINGS 0026741	10.34
02/25/2016	EDDINGS 0026741	10.86
02/25/2016	EDDINGS 0026741	10.86
02/25/2016	EDDINGS 0026741	102.74
02/25/2016	EDDINGS 0026741	117.12
02/25/2016	EDDINGS 0026741	129.30
02/25/2016	EDDINGS 0026741	1,360.32
02/25/2016	EDDINGS 0026741	14.83

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
02/25/2016	EDDINGS 0026741	14.83
02/25/2016	EDDINGS 0026741	141.35
02/25/2016	EDDINGS 0026741	16.52
02/25/2016	EDDINGS 0026741	17.47
02/25/2016	EDDINGS 0026741	172.35
02/25/2016	EDDINGS 0026741	18.72
02/25/2016	EDDINGS 0026741	192.93
02/25/2016	EDDINGS 0026741	20.28
02/25/2016	EDDINGS 0026741	20.32
02/25/2016	EDDINGS 0026741	-20.71
02/25/2016	EDDINGS 0026741	20.71
02/25/2016	EDDINGS 0026741	-216.00
02/25/2016	EDDINGS 0026741	-226.79
02/25/2016	EDDINGS 0026741	246.32
02/25/2016	EDDINGS 0026741	272.57
02/25/2016	EDDINGS 0026741	291.37
02/25/2016	EDDINGS 0026741	31.35
02/25/2016	EDDINGS 0026741	-328.89
02/25/2016	EDDINGS 0026741	33.21
02/25/2016	EDDINGS 0026741	-337.51
02/25/2016	EDDINGS 0026741	347.68
02/25/2016	EDDINGS 0026741	37.03
02/25/2016	EDDINGS 0026741	385.86
02/25/2016	EDDINGS 0026741	385.86
02/25/2016	EDDINGS 0026741	39.70
02/25/2016	EDDINGS 0026741	40.11
02/25/2016	EDDINGS 0026741	-40.17
02/25/2016	EDDINGS 0026741	40.17
02/25/2016	EDDINGS 0026741	44.57
02/25/2016	EDDINGS 0026741	46.85
02/25/2016	EDDINGS 0026741	47.22
02/25/2016	EDDINGS 0026741	47.81
02/25/2016	EDDINGS 0026741	48.00
02/25/2016	EDDINGS 0026741	51.03
02/25/2016	EDDINGS 0026741	52.31
02/25/2016	EDDINGS 0026741	527.56
02/25/2016	EDDINGS 0026741	-573.33
02/25/2016	EDDINGS 0026741	66.39
02/25/2016	EDDINGS 0026741	70.00
02/25/2016	EDDINGS 0026741	70.16
02/25/2016	EDDINGS 0026741	70.16
02/25/2016	EDDINGS 0026741	-72.00
02/25/2016	EDDINGS 0026741	75.80

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Report of P-Card Transactions

Account Date	Department Public Works	Amount
02/25/2016	EDDINGS 0026741	80.79
02/25/2016	EDDINGS 0026741	85.84
02/25/2016	EDDINGS 0026741	9.89
02/25/2016	EDDINGS 0026741	-90.00
02/25/2016	ETRAILER	62.77
02/25/2016	FIRESTONE 011819	463.56
02/25/2016	IN *REFLECTIVE APPAREL	254.71
02/25/2016	IN *REFLECTIVE APPAREL	66.98
02/25/2016	LA FRGHTLNR WHTTR PART	209.06
02/25/2016	MARTIN CHEVROLET	27.05
02/25/2016	MARTIN CHEVROLET	43.84
02/25/2016	MATHESON-308	58.22
02/25/2016	MIKESFUELPARTS	32.91
02/25/2016	PRO LINE INDUSTRIAL PRODU	200.66
02/25/2016	SAFETY GEAR CORPORATION	54.07
02/25/2016	SCOTT ROBINSON CHRYSLER D	88.07
02/25/2016	SIGLER 67	37.09
02/25/2016	SIGLER 67	71.34
02/25/2016	SOUTH BAY FORD	131.05
02/25/2016	THE HOME DEPOT 620	24.85
02/25/2016	WW GRAINGER	28.59
610-18-611-5217	Departmental Supplies	8,391.35
615-18-041-5101	Contract Services	
02/25/2016	B & M GLASS	146.00
02/25/2016	EL SEGUNDO DOOR COMPANY	2,946.65
615-18-041-5101	Contract Services	3,092.65
615-18-041-5205	Training	
02/25/2016	AMERICAN TRAINCO	1,980.00
02/25/2016	FREDPRYOR CAREERTRACK	399.00
02/25/2016	INTERMOUNTAIN LOCK & SECU	40.00
615-18-041-5205	Training	2,419.00
615-18-041-5209	Tools & Minor Equipment	
02/25/2016	CHARLES G HARDY INC	16.35
02/25/2016	HD SUPPLY WHITE CAP #019	98.08
02/25/2016	THE HOME DEPOT 620	21.77
02/25/2016	THE HOME DEPOT 620	29.36
02/25/2016	THE HOME DEPOT 620	49.45
615-18-041-5209	Tools & Minor Equipment	215.01

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Report of P-Card Transactions

Account	Department	Amount
Date	Public Works	
615-18-041-5217	Departmental Supplies	
02/25/2016	B & M GLASS	1,625.00
02/25/2016	BEACH PIZZA	297.93
02/25/2016	BOB BRUTON SCR N SVC	63.22
02/25/2016	CAPITAL WHOLESALE LIGHT A	100.28
02/25/2016	CAPITAL WHOLESALE LIGHT A	784.80
02/25/2016	FRED'S CARPETS PLUS	218.00
02/25/2016	IMPERIAL PRODUCTS INC	-11.54
02/25/2016	IMPERIAL PRODUCTS INC	134.60
02/25/2016	IMPERIAL PRODUCTS INC	134.60
02/25/2016	IMPERIAL PRODUCTS INC	199.55
02/25/2016	IMPERIAL PRODUCTS INC	305.18
02/25/2016	IMPERIAL PRODUCTS INC	54.22
02/25/2016	IMPERIAL PRODUCTS INC	84.34
02/25/2016	LOWES #01555*	1,846.68
02/25/2016	M & K METAL COMPANY	17.70
02/25/2016	MOLDINGS UNLIMITED	212.21
02/25/2016	PACIFIC TELEMAGEMENT	70.00
02/25/2016	PRO LINE INDUSTRIAL PRODU	602.03
02/25/2016	SUPERIOR PLASTIC FABRI	141.70
02/25/2016	SUPREME PAINT (MANHATT	104.26
02/25/2016	SUPREME PAINT (MANHATT	123.39
02/25/2016	SUPREME PAINT (MANHATT	123.69
02/25/2016	SUPREME PAINT (MANHATT	132.70
02/25/2016	SUPREME PAINT (MANHATT	145.86
02/25/2016	SUPREME PAINT (MANHATT	69.76
02/25/2016	THE HOME DEPOT 620	-108.97
02/25/2016	THE HOME DEPOT 620	113.26
02/25/2016	THE HOME DEPOT 620	12.11
02/25/2016	THE HOME DEPOT 620	128.64
02/25/2016	THE HOME DEPOT 620	133.86
02/25/2016	THE HOME DEPOT 620	171.82
02/25/2016	THE HOME DEPOT 620	186.23
02/25/2016	THE HOME DEPOT 620	19.49
02/25/2016	THE HOME DEPOT 620	246.08
02/25/2016	THE HOME DEPOT 620	26.06
02/25/2016	THE HOME DEPOT 620	413.06
02/25/2016	THE HOME DEPOT 620	45.67
02/25/2016	THE HOME DEPOT 620	6.47
02/25/2016	THE HOME DEPOT 620	64.03
02/25/2016	THE HOME DEPOT 620	7.36
02/25/2016	THE HOME DEPOT 620	78.80
02/25/2016	TODD PIPE AND SUPPLY HAWT	150.15

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Report of P-Card Transactions

Account Date	Department Public Works	Amount
02/25/2016	TODD PIPE AND SUPPLY HAWT	17.60
02/25/2016	TODD PIPE AND SUPPLY HAWT	306.56
02/25/2016	TODD PIPE AND SUPPLY HAWT	44.34
02/25/2016	WW GRAINGER	10.84
02/25/2016	WW GRAINGER	23.43
02/25/2016	WW GRAINGER	8.61
615-18-041-5217	Departmental Supplies	<hr/> 9,685.66
18	Public Works	<hr/> <hr/> 74,162.51

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Report of P-Card Transactions

Account Date	Department	Amount
100-19-052-5104	Computer Contract Services	
02/25/2016	AMAZON WEB SERVICES	469.30
100-19-052-5104	Computer Contract Services	469.30
605-19-051-5104	Computer Contract Services	
02/25/2016	STK*SHUTTERSTOCK, INC.	199.00
605-19-051-5104	Computer Contract Services	199.00
605-19-051-5201	Office Supplies	
02/25/2016	BIG LOTS STORES - #4111	11.01
02/25/2016	OFFICE DEPOT #5125	12.23
02/25/2016	OFFICE DEPOT #5125	15.46
02/25/2016	OFFICE DEPOT #5125	240.82
02/25/2016	OFFICE DEPOT #5125	5.43
02/25/2016	OFFICE DEPOT #916	65.33
605-19-051-5201	Office Supplies	350.28
605-19-051-5210	Computers, Supplies & Software	
02/25/2016	AMAZON MKTPLACE PMTS	23.16
02/25/2016	AMAZON MKTPLACE PMTS	29.95
02/25/2016	AMAZON MKTPLACE PMTS	34.74
02/25/2016	AMAZON MKTPLACE PMTS	35.98
02/25/2016	AMAZON MKTPLACE PMTS	64.94
02/25/2016	AMAZON MKTPLACE PMTS	719.97
02/25/2016	AMAZON MKTPLACE PMTS	904.94
02/25/2016	AMAZON.COM AMZN.COM/BILL	286.23
02/25/2016	APL* ITUNES.COM/BILL	44.99
02/25/2016	BEST BUY MHT 00010116	332.38
02/25/2016	DUOCIRCLE	49.95
02/25/2016	EXCLAIMER	405.00
02/25/2016	K&F ASSOCIATES	1,839.38
02/25/2016	SOUTHERN COMPUTER WAREHOU	8.84
02/25/2016	WEB*NETWORKSOLUTIONS	53.98
605-19-051-5210	Computers, Supplies & Software	4,834.43
605-19-051-5217	Departmental Supplies	
02/25/2016	LUSTRE CAL CORPORATION	252.88
02/25/2016	PAPA JOHN'S #02296.COM	87.18
02/25/2016	TR TRADING COMPANY	3,255.83
02/25/2016	VONS STORE00022756	18.48

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Report of P-Card Transactions

Account Date	Department	Amount
605-19-051-5217	Departmental Supplies	<u>3,614.37</u>
19		<u>9,467.38</u>
	Report Totals	<u><u>152,922.73</u></u>

To enable prompt payment, these PCard expenditures were paid to US Bancorp on Warrant Register wr 20b, dated 03/17/2016; Check number 523438.

Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Liza Tamura, City Clerk

SUBJECT:

City Council Minutes:

This Item Contains Minutes of the following City Council Meeting: City Council Regular Meeting of March 15, 2016 (City Clerk Tamura).

APPROVE

RECOMMENDATION:

The attached minutes are for information only:

Attachments:

City Council Regular Meeting Minutes of March 15, 2016

City of Manhattan Beach

1400 Highland Avenue
Manhattan Beach, CA 90266



Meeting Minutes - Draft

Tuesday, March 15, 2016

6:00 PM

Regular Meeting

City Council Chambers
AMENDED AGENDA

City Council Regular Meeting

Mayor Mark Burton
Mayor Pro Tem Tony D'Errico
Councilmember David Lesser
Councilmember Amy Howorth
Councilmember Wayne Powell

PLEASE NOTE THAT THE CITY ARCHIVES THE VIDEO RECORDINGS OF ALL REGULAR CITY COUNCIL MEETINGS AND THE VIDEO FOR THIS MEETING IS HEREBY INCORPORATED BY THIS REFERENCE. ALSO IN SUPPORT OF MORE TRANSPARENCY AND THE AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE, THE CITY OFFERS CLOSED CAPTIONING FOR REGULAR CITY COUNCIL MEETINGS. FOR A COMPLETE RECORD OF THIS CITY COUNCIL MEETING, GO TO: www.citymb.info/city-officials/city-clerk/city-council-meetings-agendas-and-minutes

A. PLEDGE TO THE FLAG

City Attorney Quinn Barrow led the pledge of allegiance.

B. ROLL CALL

Present: 5 - Mayor Burton, Mayor Pro Tem D'Errico, Councilmember Lesser, Councilmember Howorth and Councilmember Powell

C. CEREMONIAL CALENDAR

Mayor Burton indicated that Agenda Item F, Costa2Carnegie, will be taken out of order and heard first regarding the fundraising efforts for the high school.

Mr Park from Mira Costa High School introduced three students Zane Kalifa, Shubalu Bartaria and Dylan Neibu, who performed a musical piece for the meeting.

Mr. Park provided background information regarding Mira Costa's fundraising efforts. He stated that students have currently raised approximately \$47,000 and that their goal is \$60,000. Mr. Park asked the City Council and the community for help to reach their goal.

1. Presentation of the Distinguished Service Award to Steve Napolitano, Walt Dougher, Portia Cohen and Michael Greenberg. [16-0102](#)

PRESENT

Mayor Burton, on behalf of the City Council, presented Distinguished Service Awards to Steve Napolitano, Walt Dougher, Portia Cohen and Michael Greenberg for their years of service and contributions made to the City of Manhattan Beach.

2. Presentation of a Certificate of Recognition to Larry Kosmont for Relocating his Business to the City of Manhattan Beach. [16-0103](#)

PRESENT

Mayor Burton, on behalf of the City Council, presented Larry Kosmont with a Certificate of Recognition for the relocation of Kosmont Companies to Manhattan Beach and the benefits it will provide to the City.

D. CERTIFICATION OF MEETING NOTICE AND AGENDA POSTING

City Clerk Liza Tamura confirmed the meeting was properly posted.

E. APPROVAL OF AGENDA AND WAIVER OF FULL READING OF ORDINANCES

Mayor Burton announced that the previous Agenda Item No. 15 has been removed and will be set for a future study session date. Mayor Burton also announced that Consent Item No. 3 will be continued to a future Consent Calendar. He also requested that the City Attorney provide a brief memo (on the litigation background and reason for settling the cases) to accompany the Agenda Item.

**A motion was made to approve agenda, as amended, and waive full reading.
The motion carried by the following vote:**

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

F. CITY COUNCIL AND COMMUNITY ORGANIZATION ANNOUNCEMENTS OF UPCOMING EVENTS (1 MINUTE PER PERSON)

Item F, Costa2Carnegie, was taken out of order and heard under Item C Ceremonial Calendar.

Melissa McCollum, Manhattan Beach County Library - Provided an update on new programs and events being provided by the library.

John Corvales, Roundhouse Aquarium - Spoke about 5K Run for the aquarium on Saturday, May 14, 2016, and provided the website to register.

Chuck Milam, Roundhouse Aquarium - Spoke about the summer camp that the aquarium hosts for students and kids, and the activities during the summer camp.

Patrick McBride - Announced a community interactive forum to be held at the library regarding the history of trains in Manhattan Beach.

Tony Choueke - Announced that his neighbor and good friend Richard Walker passed away.

Councilmember Powell - On behalf of the Board of Directors, announced that the Manhattan Beach Student Coordinating Council will have a recognition ceremony this Thursday at the Belamar hotel.

Mayor Burton - Announced the upcoming International Day of Happiness and a "happiness wall" that will be hosted from 10:00 AM - 4:00 PM at the Manhattan Beach Middle School on March 19, 2016.

G. CITY MANAGER REPORT

City Manager Mark Danaj - Announced the new City hall hours and where residents can go for more information. He also announced the release of the draft Specific Plan for Downtown and provided the dates for upcoming community workshops to provide input on the plan. He also stated that hard copies of the draft are available at the Community Development counter, the Police Department and the Library.

H. CITY ATTORNEY REPORT

City Attorney Quinn Barrow provided an update on the Mall CEQA lawsuit and stated the trial has been scheduled for April 6, 2016.

I. MAYOR'S REPORT ON MEETING MANAGEMENT

Mayor Burton indicated he will continue this item to the next meeting prior to the City Council retreat.

J. PUBLIC COMMENTS (2 MINUTES PER PERSON FOR ONE ITEM, A MAXIMUM OF 5 MINUTES IF A SPEAKER WANTS TO COMMENT ON MORE THAN ONE ITEM)

Mayor Burton opened the floor to public comments.

The following individuals provided public comments:

Patrick McBride - Spoke about a prior City Council meeting and the hotel study on Parkview Avenue, the increase in fees and the need for money to address infrastructure needs, and Agenda Item Nos. 13 and 14.

Janet Murphy - Thanked Councilmembers Powell and Lesser for voting "No" regarding the hotel at the Parkview site, traffic safety issues near Manhattan Village parking lot, and the Downtown planning process and potential conflict of interest.

Jill Gottesman - Regarding Agenda Item No. 7, and suggested some additional language to minimize changes for the exterior of the Roundhouse.

Lynne Gross - Regarding Agenda Item No. 7, noted the donation was for the exterior of the building only and urged the community to continue to support the aquarium and its daily operations.

Phil Reimert - Urged City Council to make up the funding difference for the Mira Costa band to attend Carnegie2Costa and spoke about the potential demolition of city hall and suggested alternative underground parking garage options.

Bill Victor - Objected to demolishing city hall, Agenda Item No. 7 objecting to any removal of the café, and the Downtown Specific Plan draft workshop suggesting that hard copies be provided to the public for review.

Viet Ngo - Spoke about alleged violations of business licenses, the alleged misuse of public funds, and alleged violations of the Brown Act regarding Agenda Item No. 3.

Andrew Stanisich - Expressed his excitement about the new aquarium and looking to incorporate some type of coffee service into the design.

Robert Bush - spoke about his love for the City of Manhattan Beach, the Historic Preservation ordinance and its potential affect on property rights and home sales, and alleged police brutality case.

Mayor Burton closed the floor to public comment.

Councilmember Howorth stated that the comments provided by Mr. Ngo are untrue but appreciates his continued participation in the democratic process.

Mayor Burton also affirmed the comments by Councilmember Howorth and noted that Mr. Ngo still needs to comport with the Rules of Decorum. Mayor Burton also noted that many Councilmembers own businesses and get legal advice from the City Attorney and the Fair Political Practices Commission prior to a vote to prevent a conflict of interest.

K. PLANNING COMMISSION QUASI-JUDICIAL DECISIONS (RECEIVE AND FILE)

None.

L. CONSENT CALENDAR (APPROVE)

A motion was made by Councilmember Powell, seconded by Mayor Pro Tem D'Errico, to approve the Consent Calendar Items Nos. 4, 5, and 6. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

3. Litigation Settlements : [16-0112](#)

a) Kayter v. City of Manhattan Beach - Los Angeles County Superior Court, Case Number: BC539719

b) Otope, Leon v. City of Manhattan Beach - Los Angeles County Superior Court, Case Number : BC 578791 (City Attorney Barrow).

APPROVE

This item was removed from the Consent Calendar and continued to a future meeting.

4. Resolution Approving the Human Resources Department Authorization To Access Federal Level Summary Criminal History Information for Employment/Volunteer Purposes (Human Resources Director Zadroga-Haase). [RES 16-0020](#)**ADOPT RESOLUTION NO. 16-0020**

The recommendation for this item was approved on the Consent Calendar.

5. Financial Report: [16-0028](#)

a) Schedule of Demands: February 18, 2016

b) Investment Portfolio for the Month Ending January 31, 2016

c) Month End Report for January 31, 2016

(Finance Director Moe).

ACCEPT REPORT AND DEMANDS

The recommendation for this item was approved on the Consent Calendar.

6. City Council Minutes: [16-0104](#)
This Item Contains Minutes of the Following City Council Meetings Presented for Approval:
- a) City Council Regular Meeting Minutes of February 2, 2016
(Continued from the March 1, 2016 City Council Regular Meeting)
APPROVE
 - b) City Council Regular Meeting Minutes of February 16, 2016
(Continued from the March 1, 2016 City Council Regular Meeting)
APPROVE
 - c) City Council Regular Meeting Minutes of March 1, 2016
APPROVE
(City Clerk Tamura).

The recommendation for this item was approved on the Consent Calendar.

M. PUBLIC HEARINGS (2 MINUTES PER PERSON)

None.

N. OLD BUSINESS

7. Review Conceptual Roundhouse Aquarium Design (Continued from the March 1, 2016 City Council Meeting) (Public Works Director Olmos).

[16-0080](#)

REVIEW AND PROVIDE DIRECTION

City Clerk Liza Tamura introduced the item.

Mayor Burton provided some historical context on the item.

Public Works Director Tony Olmos showed two videos on the project.

Lynne Gross stated the aquarium is excited about the concept and is going to enhance the fun and bring in more technology to do so. As well as the intimacy the aquarium offers visitors to get up close and personal with the sea animals. She urged the City Council to support the concept.

Michael Greenberg spoke about the outpouring of support from the community for the project. He also spoke about the excitement regarding the project and the experience that visitors from around the globe will have at the new aquarium. He also thanked the various individuals who were involved in this project.

Public Works Director Tony Olmos requested City Council feedback on the project and presented additional options available to City Council.

City Council asked additional follow up questions regarding the project and City Staff responded.

Mayor Burton made a motion to support the design and prepare a cooperative agreement between the OTC, the City and the Harrison Greenberg Foundation, hire a project manager to oversee management of contracts, and designate an Ad Hoc Subcommittee and include the Mayor and Mayor Pro Tem on the project.

Councilmember Howorth seconded that motion and sought clarification regarding potential branding on the exterior of the building as well as a potential café and would like to have a future discussion on those issues and indicated that tonight City Council is just stating their official support for the project.

All Councilmembers expressed their support for this project and thanked the Harrison Greenberg Foundation for their generous gift.

A motion was made by Mayor Burton, seconded by Councilmember Howorth, that this item be approved. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

At 7:47 PM the City Council recessed and reconvened at 8:00 PM with all Councilmembers present.

8. Resolution Approving the Side Letter Agreement with the California Teamsters, Local 911 modifying Article 19 Overtime/Compensatory Time/Work Schedule of the Memorandum of Understanding (Zadroga-Haase, Human Resources Director).

[RES 16-0021](#)

ADOPT RESOLUTION NO. 16-0021

City Clerk Liza Tamura introduced the item and Human Resources Director Teresia Zadroga-Haase provided the staff presentation.

Human Resources Director Zadroga-Haase responded to City Council questions.

Councilmember Powell stated he fully supports all city employees but is not in favor of the Friday closures of City Hall.

Councilmember Lesser shared Councilmember Powell's position and supports city employees but not the closure of city hall on Fridays.

Mayor Burton stated he supports the new 9/80 schedule and the 80 hours of full city staff that will be provided as a result to serve the residents.

Councilmember Howorth thanked all the employees for their hard work and believes the new schedule will give the best service to all residents.

Mayor Pro Tem D'Errico stated that this is the only way to effectively implement a 9/80 schedule.

A motion was made by Councilmember Howorth, seconded by Mayor Pro Tem D'Errico, that this item be adopted. The motion carried by the following vote:

Aye: 3 - Burton, D'Errico and Howorth

Nay: 2 - Lesser and Powell

9. Approve Continued Use of As-Needed Engineering Services Agreement with Harris & Associates, Inc. for Design Engineering Services (Public Works Director Olmos).

[16-0077](#)

APPROVE

City Clerk Liza Tamura introduced the item. Public Works Director Tony Olmos provided the staff presentation.

Public Works Director Olmos and City Manager Danaj responded to City Council questions.

Mayor Pro Tem D'Errico stated he would like to have a full discussion about the system put in place.

Mayor Burton confirmed that this issue will be addressed at the May 3 City Council meeting.

A motion was made by Councilmember Howorth, seconded by Councilmember Powell, that this item be approved. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

O. NEW BUSINESS

10. Discuss Formation of a Manhattan Beach Economic Development Advisory Council (EDAC) and Report Back to City Council (Assistant City Manager Nader/Economic Vitality Manager Sywak). [16-0106](#)

DISCUSS AND PROVIDE DIRECTION

City Clerk Tamura introduced the item and City Manager Mark Danaj provided introductory remarks regarding the Economic Development Advisory Council.

Economic Development Manager Andy Sywak provided brief comments on the formation of the City's Economic Development Advisory Council.

Councilmember Powell was concerned about some of the bylaws and requested changes. Also, he noted the sections regarding meetings and requested that they bylaws state that all meetings are public meetings.

Further discussion ensued amongst the City Council regarding the role of the Economic Development Advisory Council.

Councilmember Howorth expressed her enthusiasm for this board and that she would like to see some women on this advisory group.

Mayor Burton indicated that the City Council can add two more positions that could be women bringing the total to 9 members.

Mayor Burton recited the changes to the bylaws as requested by Councilmember Powell, including:

Deleting the second sentence in Article 2

Striking the note on page 125, Article 4, Section 3

Changing the titles from "Officers" to "Chair" and "Vice Chair" on page 125, Article 5

Councilmember Lesser also requested revising the sentence in Article 7 so the Economic Development Advisory Council does not speak on behalf of the City.

City Manager Danaj clarified that the intention is for the Economic Development Advisory Council to meet periodically with City Council, and add in Article 2 strategies pertaining to economic development, retaining existing business, and attracting key new tenants.

Larry Kosmont read the new sentence with the revised purpose.

Councilmember Powell asked if the title can be changed on the top to include the City Seal.

City Manager Danaj indicated that change would be made.

A motion was made by Mayor Burton, seconded by Councilmember Powell, that this item be accepted with the proposed changes to the bylaws. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

A motion was made by Mayor Burton, seconded by Councilmember Powell, to appoint the members to the Economic Development Advisory Council, provide a list to Larry Kosmont and add additional two members to promote more diversity. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

11. Fiscal Year 2014-2015 Comprehensive Annual Financial Report
RECEIVE REPORT

[16-0063](#)

City Clerk Liza Tamura introduced the item and Finance Director Bruce Moe provided the staff presentation.

Auditor Richard Kikuchi, Lance Soll and Lunghard, provided a summary of the comprehensive annual financial audit, and noted that his company issued an Unmodified Opinion which is the ideal designation the City should seek to receive.

Councilmember Powell commended staff for their efforts and inquired about some of the key revenue variances, as well as an incorrect organizational chart and a lengthy footnote.

Mayor Pro Tem D'Errico inquired about the Unmodified Opinion and its meaning.

Mayor Burton asked about the unfunded pension liability per rule 68, the discount rate regarding unfunded pension liabilities and additional supplemental and notation sections located in the 2014-2015 Comprehensive Annual Financial Report.

Mayor Burton asked if an additional consultant could be present at the May 3 City Council Meeting to answer questions on all the supplemental information sections of the 2014-2015 Comprehensive Annual Finance Report.

City Staff and Auditor Richard Kikuchi responded to City Council questions.

All Councilmembers expressed their thanks to the Finance Department staff for their hard work in preparing the Fiscal Year 2014-2015 Comprehensive Annual Financial Report.

A motion was made by Councilmember Howorth, seconded by Councilmember Powell, that this item be received and filed. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

12. Reorganization of the Human Resources Department, Restoration of Authorized Full-Time Support Positions, Upgrading the Senior Human Resources Analyst Position (Human Resources Director Zadroga-Haase).

[16-0118](#)

APPROVE

City Clerk Liza Tamura introduced the item and Human Resources Director Teresia Zadroga-Haase provided the staff presentation.

Councilmember Powell stated he normally loathes adding additional positions but he stated in this case it was needed, and by having the proposed positions it will save in workers compensation, liability, lead to the training of staff to be more efficient and effective, and assist with complexities of labor laws where needed.

Councilmember Lesser expressed his thanks and support regarding this agenda item.

Mayor Pro Tem D'Errico commented that some may oppose funding for support services but they do not see the value and the asset that a full class Human Resources Department can bring regarding services to the community.

A motion was made by Councilmember Powell, seconded by Mayor Pro Tem D'Errico, that this item be approved. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

13. Site Assessment Findings for Fire Station No.2 (Public Works Director Olmos).

[16-0098](#)

REVIEW AND PROVIDE DIRECTION

City Clerk Liza Tamura introduced the item, and Public Works Director Tony Olmos provided the staff presentation using the document reader to project proposed sites as identified in the staff report.

City Council asked questions regarding the proposed site locations, seismic integrity of the current facility, acquiring potential properties, rezoning parcels and notifying surrounding residents.

Public Works Director Tony Olmos and Fire Chief Robert Espinosa responded to City Council questions.

Councilmember Howorth stated that it should be made clear to the community that City Council's attention tonight is to focus on the current site.

Councilmember Lesser stated that this was direction given by City Council to consider potential sites and not something staff undertook on their own. Councilmember Lesser commented that these alternative sites were very problematic to proceed with further review, and again clarified that staff was simply doing their job.

Mayor Burton reiterated this was done under City Council direction, and that City Council is limited on the potential options.

A motion was made by Mayor Burton, seconded by Councilmember Howorth, to direct staff to evaluate existing site only and potential expansion to the south and east, comeback with data on the site, cost estimates, and notifying surrounding residents of the site assessment. The motion carried by the following vote:

Aye: 5 - Burton, D'Errico, Lesser, Howorth and Powell

14. Presentation of Community Paramedicine and Status of Pilot Programs in Southern California (Fire Chief Espinosa).

[16-0068](#)

REPORT

This item was not introduced and Fire Chief Robert Espinosa provided the presentation.

Mayor Burton requested the Fire Chief to return in the future with potential options to participate in pilot programs.

By order of the Chair the report was received.

P. CITY COUNCIL REPORTS, OTHER COUNCIL BUSINESS, AND COMMITTEE AND TRAVEL REPORTS

Councilmember Powell brought up the Rite Aid site and the continued blight occurring there. He spoke about the City of San Diego's 'Statement of Intent' ordinance to address blight and would like to study the ordinance and see it as a future agenda item.

Councilmember Lesser stated he is in support of this item but recommended considering this issue after the Downtown Specific plan process.

Mayor Burton indicated he would like the claim filed by Brian Sweeney regarding undergrounding to be discussed at a future meeting.

Councilmember Lesser inquired if a City Council meeting was the appropriate venue for such an issue and indicated he would like to flush out the process.

Councilmember Powell requested City Attorney Quinn Barrow to provide the statute of limitations.

Mayor Burton stated that since the City Council is the governing body they should consider the claim.

Q. FORECAST AGENDA AND FUTURE DISCUSSION ITEMS

15. Agenda Forecast (City Clerk Tamura).

[16-0105](#)

DISCUSS AND PROVIDE DIRECTION

Mayor Burton stated he will be giving his closing remarks as Mayor at the April 5 City Council meeting with the installation of the new Mayor on April 19, 2016.

Mayor Burton inquired about adding on Neighborhood Watch as a separate agenda item for the April 5 meeting.

Assistant City Manager Nadine Nader confirmed that it will be presented as a separate agenda item.

Councilmember Howorth indicated she would like to agendize as a ceremonial item recognition for Go Red for Women Heart Disease for Women Month. She also wanted to confirm that the meeting on April 12, 2016, is a joint City Council/Planning Commission meeting.

Assistant City Manager Nadine Nader provided clarification on the upcoming meetings and the topics that will be addressed at each one, as well as an upcoming City Council Retreat.

Councilmember Lesser asked for a report regarding electrical outages and if a representative from Southern California Edison will be available to answer City Council questions at an upcoming City Council meeting with regard to the installation of the new Mayor.

Public Works Director Tony Olmos answered a representative will be available at the upcoming May 17 City Council meeting.

R. INFORMATIONAL ITEMS

None.

S. CLOSED SESSION

None.

T. ADJOURNMENT

At 9:47 PM Mayor Burton adjourned the meeting.

Matthew Cuevas
Recording Secretary

Mark Burton
Mayor

ATTEST:

Liza Tamura
City Clerk

Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Eve R. Irvine, Chief of Police
Tim Hageman, Police Captain
Julie Dahlgren, Sr. Management Analyst

SUBJECT:

Report on the Manhattan Beach Police Department Neighborhood Watch Program (Police Chief Irvine).

RECEIVE REPORT

RECOMMENDATION:

Receive the report regarding the Manhattan Beach Police Department Neighborhood Watch Program.

FISCAL IMPLICATIONS:

There is no fiscal impact associated with the recommended action.

BACKGROUND:

Neighborhood Watch is a crime prevention program which enlists the active participation of residents, in cooperation with law enforcement, to reduce crime in the community. It involves neighbors getting to know each other and being trained to recognize and report suspicious activities in their neighborhood, and to take preventative measures to protect their homes and property.

Neighborhood Watch has been active in Manhattan Beach since 1980, prompted by a significant increase in property crime in Manhattan Beach - over 100 residential burglaries a month. Now, the program is more than 400 block captains strong and residential burglaries have been reduced to less than 15 a month on average, an 85% decrease - a credit to the value of this outstanding partnership with the community. These block captains act as liaisons between the Police Department and the block, sending out weekly crime information and coordinating block meetings.

DISCUSSION:

Manhattan Beach's Neighborhood Watch Program epitomizes the best in community policing. Citizen involvement is key to preserving and protecting the quality of life in Manhattan Beach, and the Neighborhood Watch Program allows the community to work together in partnership with the Police Department at achieving this important goal. The Police Department's dedicated Neighborhood Watch volunteers donate over 10,000 volunteer hours each year to the Manhattan Beach community.

The Neighborhood Watch program also partners with the Fire Department in bringing disaster preparedness and response to the neighborhood level with the "Map Your Neighborhood Training," which builds and strengthens disaster readiness among neighbors. Once their block is trained, they have an opportunity to practice their drill in the annual ShakeOut in October.

Neighborhood Watch hosts two Town Hall style informational meetings a year, which are open to the Manhattan Beach community. The next meeting is scheduled for April 14, 2016, at 6:30 p.m. and will focus entirely on Neighborhood Emergency Preparedness. Neighborhood Watch also holds an Annual National Night Out campaign, encouraging block captains to host neighborhood gatherings, block parties, barbecues, etc. National Night Out brings neighbors together and encourages citizen involvement in crime prevention activities. This year's event will be on Tuesday, August 2, 2016.

The Police Department is constantly recruiting and training new block captains for the Neighborhood Watch program and seeking dedicated volunteers. To this end, the Police Department recently launched the "Paint the Town Orange" campaign with a goal of 100% of blocks in Manhattan Beach covered by block captains, and therefore, "painted orange." Residents are encouraged to call the Neighborhood Watch office at (310) 802-5184 or fill out a Neighborhood Watch interest card on the City website if they are interested in participating.

PUBLIC OUTREACH/INTEREST:

The Police Department promotes the Neighborhood Watch program and Neighborhood Watch events through press releases, Nixle messages, Facebook posts, and on the City website.

ENVIRONMENTAL REVIEW

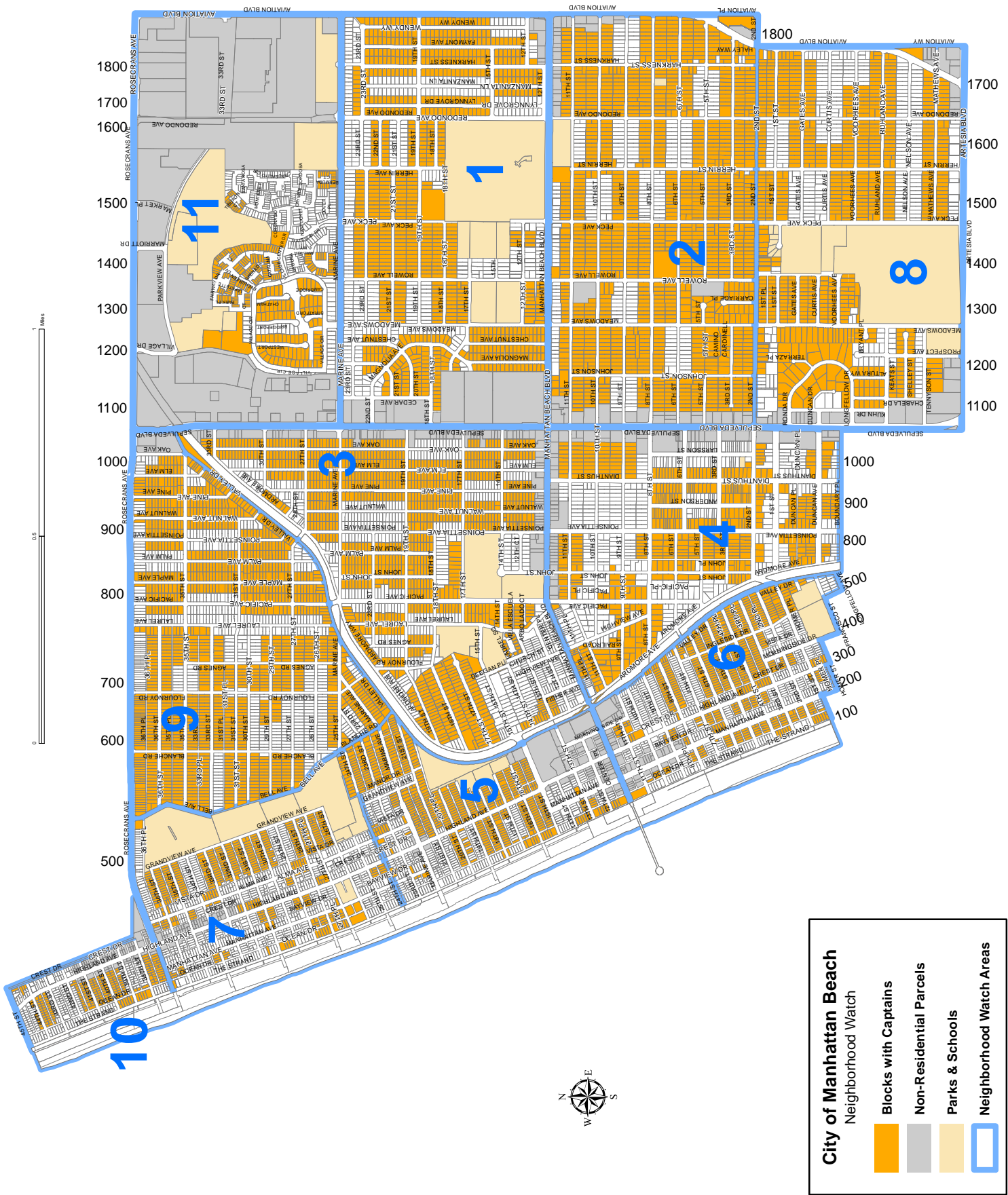
Not applicable.

LEGAL REVIEW

Not applicable.

Attachment:

Neighborhood Watch Block Captain Map



Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Eve R. Irvine, Chief of Police
Sanford Taylor, Information Technology Director
Derrick Abell, Police Captain
Julie Dahlgren, Sr. Management Analyst

SUBJECT:

Report on Feasibility of Community Cameras and License Plate Readers at Points of Ingress and Egress to Manhattan Beach (Police Chief Irvine).

APPROVE, DISCUSS AND PROVIDE DIRECTION

RECOMMENDATION:

Staff recommends that the City Council approve the project, discuss the report, and provide direction.

FISCAL IMPLICATIONS:

There is no immediate fiscal impact associated with the recommended action. If City Council determines that they wish to move forward with the project, monies will be appropriated in the Fiscal Year 2016/2017 Police Department budget. Cost will depend on the level of license plate reader and camera coverage. In preliminary cost studies, basic coverage (monitoring traffic in one direction at each intersection) can be achieved for approximately \$300,000.

BACKGROUND:

At the November 3, 2015, City Council meeting, staff was directed to report back to City Council regarding the feasibility of installing community cameras at critical points of ingress and egress to the City.

The presence of community cameras in public areas has been a growing trend in the United States. Video cameras alone can generate an overwhelming amount of evidence for investigators to review; however, a combination of cameras and automated license plate reader (LPR) technology has proven to be an efficient way for law enforcement to generate

investigative leads and locate suspects.

Fixed LPRs scan the license plates of vehicles coming into our community. The plate information is then automatically checked against a database for existing unresolved violations, wants/warrants, etc. LPRs also allow law enforcement to search for the license plates of suspicious vehicles (based on descriptions) in certain intersections at specified time frames. High definition video cameras directed at the roadways can help to identify additional characteristics of a suspect vehicle, such as make, model, color, and identifying features, as well as a physical description of the occupants.

Arrest statistics show the majority of offenders who commit burglaries in Manhattan Beach are not Manhattan Beach residents. Installation of LPRs at high-traffic intersections on the City's borders can potentially expedite the identification and apprehension of criminals, helping to preserve and enhance safety in the City.

DISCUSSION:

One of the challenges Manhattan Beach faces is that there are approximately 50 points of entry into Manhattan Beach. Staff has selected the proposed locations strategically in order to capture the maximum number of vehicles, but it would be cost prohibitive to achieve full coverage.

Staff worked with the Traffic Engineer to evaluate traffic flow at various major thoroughfares and identified seven (7) intersections for installation of community cameras and LPRs (see Attachment 1, Map of Proposed Locations). Each of these locations carries an average daily traffic flow of at least 15,000 cars:

1. Rosecrans and Aviation
2. Rosecrans and Sepulveda
3. Artesia and Sepulveda
4. Artesia and Aviation
5. Aviation and Marine
6. Aviation and Manhattan Beach Blvd
7. Highland and 45th

If City Council directs staff to move forward, staff anticipates a six to eight month timeline for full implementation.

Proposed Timeline:

- April/May - Invite resident comment on Open City Hall
- May - Conduct a community meeting
- June/July - Conduct a formal bid process (if needed)
- July/August - Return to City Council with Vendor Recommendation
- August/September - Information Technology Department to upgrade network and infrastructure, as needed, to support the project
- September/October - Installation of cameras and LPRs; System Testing
- November - Public Awareness Campaign

Agencies currently utilizing fixed LPRs and cameras in the greater Los Angeles area include

Long Beach, Chino, La Verne, Claremont, and Beverly Hills. In December 2015, Rancho Palos Verdes City Council approved the installation of fixed cameras and LPRs at two locations. Peninsula area Cities (Rancho Palos Verdes, Palos Verdes Estates, Rolling Hills, and Rolling Hills Estates) are also in discussion with the Los Angeles County Sheriff's Department regarding installation of LPRs at 8 strategic locations throughout the Peninsula area.

Los Angeles County Sheriff's Department is in the process of finalizing negotiations with LPR vendor, Vigilant Solutions. The Sheriff's Department has prepared the technical specifications including management, extended warranties, data access and management, hosted data solutions, and other security and legal requirements for the purchase of LPR cameras. Based on their evaluation of LPR vendors, the Sheriff's Department has determined that only Vigilant Solutions meets the criteria. The County is in the process of preparing a sole source agreement. When approved, the Sheriff's Department agreement will ultimately allow other governmental agencies to purchase cameras for the same price with the same terms.

Under Manhattan Beach Municipal Code Section 2.36.150, Cooperative Purchasing, when purchases are made in concert with or through agreements executed by other government agencies, formal bid requirements may be waived with City Council approval. The Manhattan Beach Police Department will be closely monitoring the progress on the Sheriff's Department's agreement with Vigilant Solutions and will look for opportunities for cost savings and regionalization to maximize the efficiency and effectiveness of project.

If the project is approved, it should be noted that this is not a surveillance system that will be monitored 24/7. However, video may provide investigators an additional tool in their toolbox to solve crime. The presence of cameras and LPRs may also serve as a deterrent to criminals.

PUBLIC OUTREACH/INTEREST:

If City Council directs staff to move forward with implementation of the Community Camera and LPR Project, staff will conduct a community meeting to share information and answer questions about the project. Staff will also solicit feedback through Open City Hall on the City's website.

To maximize the effectiveness of the cameras and/or LPRs as a crime deterrent and crime prevention tool, the Police Department will coordinate a public awareness campaign, including press releases, social media postings, and Nixle messages.

ENVIRONMENTAL REVIEW

Not applicable.

LEGAL REVIEW

Cameras and LPRs are designed to enhance public safety. The Police Department understands that privacy is a concern for many residents, and we will operate the program in a manner that is respectful of that concern. Recently adopted state law (effective January 1, 2016) discussed below requires the Police Department to make certain public disclosures and enact privacy and security measures related to the use of LPRs.

Federal law allows video monitoring and recording to take place in public roadways and right of ways. The cameras and LPRs would only be focused on public roadways, in accordance with Federal guidelines, and not into private homes or businesses. There will also be no audio recordings.

In 2015, three California bills were signed into law that impact how public agencies manage, store, and use LPR data. These bills were enacted on January 1, 2016.

- SB 34 classifies license plate information as personal data, which affords it protections under the law. SB 34 mandates that LPR operators and end-users adopt a usage and privacy policy for the purpose of ensuring that LPR technology is used in a manner that is consistent with individuals' privacy interests and civil liberties. The policy must be available to the public in writing and posted conspicuously on the City's website. If the license plate data is compromised, law enforcement is required to notify of the public of the breach. The bill also requires agencies to have specific policies regarding the collection, storage, and use of this data, as well as policies regarding access for agency employees. Agencies are prohibited from transferring the data to an outside entity, except another law enforcement agency, as permitted by law.
- SB 570 updates the existing template for notifying citizens of security breaches related to their personal data. In conjunction with SB 34, this now includes license plate information read by LPRs.
- AB 964 updates the definition for encryption as related to personal data. This will require an agency to constantly monitor industry standards to ensure encryption technology is up-to-date and the data is secure.

The Police Department will adhere to all federal, state, and local laws pertaining to the project. Video recordings will likely be stored on a secure server at the Manhattan Beach Police Department, where the data will be saved for 30 days before being purged. License plate data will be stored for one year, and likely be made available to other local law enforcement agencies through data sharing agreements. Video and LPR data will be stored longer if it pertains to a specific criminal investigation. Law enforcement officers will only be authorized to conduct license plate searches for legitimate criminal investigative purposes. In addition to internal oversight of data retrieval, there is an audit process in place which is managed at the state level by the California Law Enforcement Telecommunication System. Images captured by City-owned cameras will not be released to a private entity, unless required by law.

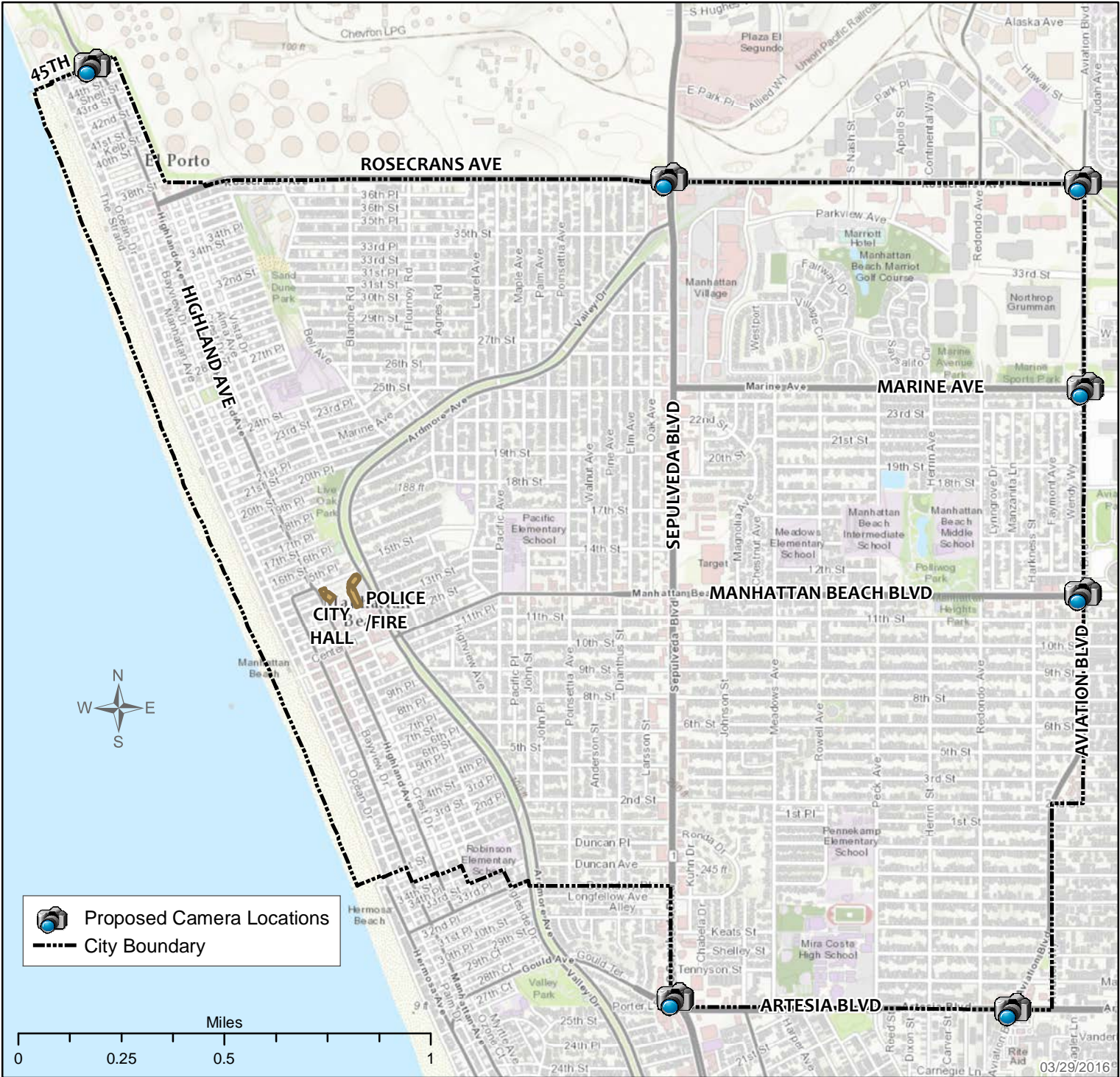
CONCLUSION

The Manhattan Beach Police Department's priority is to maintain public safety within the community. If the project is approved, the addition of community cameras and LPRs may deter criminals from entering our City and will aid in solving crime.

Attachment:
Map of Proposed Locations

Proposed Security Camera Locations

City of Manhattan Beach



Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Eve R. Irvine, Chief of Police
Tim Hageman, Police Captain
Julie Dahlgren, Senior Management Analyst

SUBJECT:

Report on the Police Department's Residential and Commercial Security Camera
Registration Program (Police Chief Irvine).

RECEIVE REPORT AND DISCUSS

RECOMMENDATION:

Receive the report on Police Department residential and commercial Security Camera
Registration Program.

FISCAL IMPLICATIONS:

There is no fiscal impact associated with the recommended action.

BACKGROUND:

At the November 3, 2015, City Council meeting, staff was directed to report back to City
Council regarding the feasibility of implementing a Security Camera Registration Program.

The purpose of a Security Camera Registration Program is to provide the Police Department
with locations of privately-owned surveillance cameras that view public spaces (such as
streets, parking lots, alleys, or sidewalks) to assist officers and investigators in developing
leads during an investigation. Registration does not give direct access private video feeds.

The Police Department evaluated similar programs implemented by other California police
agencies (including Hermosa Beach and El Segundo Police Department) and determined
that it was both viable and beneficial for the Manhattan Beach community.

DISCUSSION:

The Manhattan Beach Police Department launched their Security Camera Registration

Program on February 18, 2016. The Police Department's Community Affairs Office administers the program, with support from the Geographic Information Systems (GIS) Division of Information Technology. In addition to providing the Police Department with another opportunity to partner with the community in crime fighting efforts, the program also complements the Police Department's 2016-2018 Strategic Plan objective to enhance usage of crime reduction technologies.

When a crime occurs in the vicinity of a registered camera, a representative from the Manhattan Beach Police Department may contact the registered owner of the camera and request to review the recorded footage relevant to the date and time of the incident. The Manhattan Beach Police Department will not have direct access to camera systems. Participation in the program is voluntary; to register, complete the Security Camera Registration Form on the City website, www.citymb.info/MBPDCams <<http://www.citymb.info/MBPDCams>>.

The Camera Registration program will not replace the current practice of officers and detectives walking the neighborhood and contacting locations for video evidence. However, it will allow the Police Department to expedite our investigations in a collaborative effort with our community.

PUBLIC OUTREACH/INTEREST:

Since the program was launched on February 18, 2016, the Police Department has received approximately 50 registrations, primarily from residential addresses. The Police Department distributed a press release about the program via media contacts, the City website, City e-notification, Nixle, and the Neighborhood Watch e-blast. The program has also been promoted on the Police Department's new Facebook page, www.facebook.com/manhattanbchpd <<http://www.facebook.com/manhattanbchpd>>.

ENVIRONMENTAL REVIEW:

Not applicable.

LEGAL REVIEW:

Not applicable.

CONCLUSION:

Residents and business owners are encouraged to register their video surveillance systems with the Police Department. The Police Department is committed to partnering with the community to enhance crime prevention efforts and solve crime.

Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Eve R. Irvine, Chief of Police

Derrick Abell, Police Captain

Julie Dahlgren, Senior Management Analyst

SUBJECT:

Report on The Deployment Plan for Random and Regular Footbeat Patrols in Downtown Manhattan Beach, North Manhattan Beach and the Manhattan Village Mall (Police Chief Irvine).

RECEIVE REPORT, DISCUSS AND PROVIDE DIRECTION

RECOMMENDATION:

Receive the report, discuss and provide direction regarding the Police Department deployment plan and proactive policing initiatives by the Police Department.

FISCAL IMPLICATIONS:

Sufficient funds are budgeted in the Fiscal Year 2015-2016 Police Department budget. Additional funds may be requested in the upcoming Fiscal Year 2016-2018 budget process and will be presented to City Council at the upcoming budget study session in May.

BACKGROUND:

At the November 3, 2015, City Council meeting, staff was directed to report back to City Council regarding the deployment plan for foot patrols in the Downtown, North Manhattan Beach, and Mall areas.

It has been the Police Department's continued goal to proactively engage our community and businesses by conducting high visibility foot patrols, security checks, and special enforcement details. These are important tools to deter criminal activity and build upon our strong partnership with the community. The Police Department conducts these types of activities whenever staffing permits, and in response to specific crime trends. Over the past year, we have deployed more than 2,000 footbeats and conducted more than 4,000 security checks throughout the City, with approximately half taking place in the Downtown, North

Manhattan Beach, and Mall areas.

In December 2015, holiday patrol teams were deployed. These teams focused their shift on conducting footbeats and security checks in commercial areas (such as the Downtown, North Manhattan Beach, Manhattan Village Mall, Sepulveda corridor, and Rosecrans corridor). Officers made contact with businesses, which helped the Police Department and business owners to work together to address concerns such as fraud, shoplifting, and identity theft, as well as parking issues, while providing a visible police presence in an effort to deter crime.

The Police Department is committed to addressing quality of life issues that the community identifies as its priorities, including Bike Path and Strand safety, pedestrian safety, enforcement of the smoking ban, traffic education and enforcement around schools, speeding in residential neighborhoods, cell phone use/texting while driving, and residential and commercial area parking enforcement. Several times a year, the Police Department holds directed enforcement details and saturation patrols (many of which have taken place in the Downtown area) to address these concerns.

DISCUSSION:

The Manhattan Beach Police Department is committed to providing the highest level of police services to our community through proactive policing and community partnerships.

Foot patrols are the cornerstone of community policing and have innumerable positive effects in our community, including increasing police visibility, enhancing the community's feeling of safety, and strengthening the connection between the Police Department and the community. The Manhattan Beach Police Department deploys foot patrols on a daily basis, 365 days a year, primarily in commercial areas such as the Downtown, North Manhattan/El Porto, Mall, Sepulveda, and Rosecrans corridor. They are also conducted in areas around parks and schools and during special events. Attachment 1 provides statistics on foot patrols conducted in 2015.

As part of the Police Department's 2016-2018 Strategic Plan, which took effect on January 1, 2016, the Police Department restated its commitment to enhancing quality of life for our community and businesses over the next three years through increased visibility in the community. These efforts will include an increase in foot beat patrols throughout the community; including enhancing foot patrols along the Strand, Pier, Downtown, and North End.

The Police Department will also continue to conduct year-around bike patrols throughout the community, including in residential areas (as a part of our burglary suppression efforts). In the summer months, the Police Department will ramp up bike patrol efforts and bring back beach patrols on busy summer days. Bike patrols are a highly effective tool for community policing because they provide a visible police presence and allow officers to make face to face contact with residents.

The Police Department has a history of building strong relationships with our community and we will continue to deploy available resources to proactive policing and high visibility patrols.

PUBLIC OUTREACH/INTEREST:

There is strong support for high visibility patrols within the community. Foot patrols, bike patrols, and directed enforcement details are often deployed in response to specific community requests. In the Community-wide Survey, although 95% of residents feel safe, crime was noted as the top concern; high visibility patrols are an effective tool to reduce crime. The Police Department also received support from residents in attendance at both Strategic Planning Community Workshops for additional high visibility patrols.

ENVIRONMENTAL REVIEW:

Not applicable.

LEGAL REVIEW:

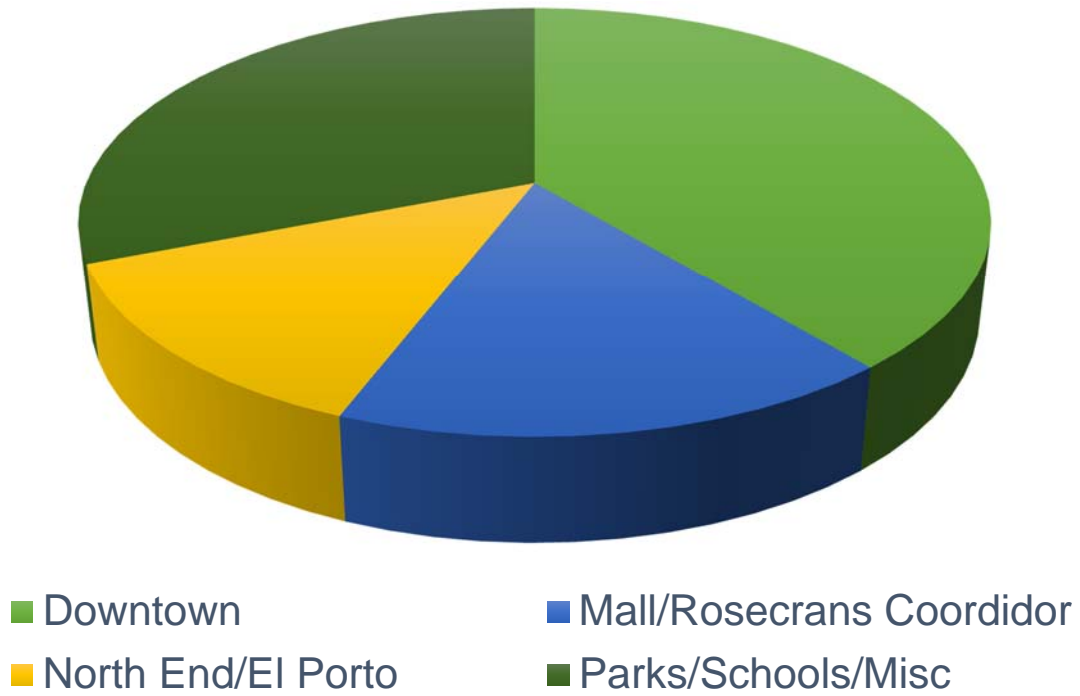
Not applicable.

CONCLUSION:

The Police Department is committed to proactively engaging our community and businesses by conducting high visibility patrols to enhance crime fighting efforts and ensure the highest level of service.

Attachment:
2015 Footbeat Statistics

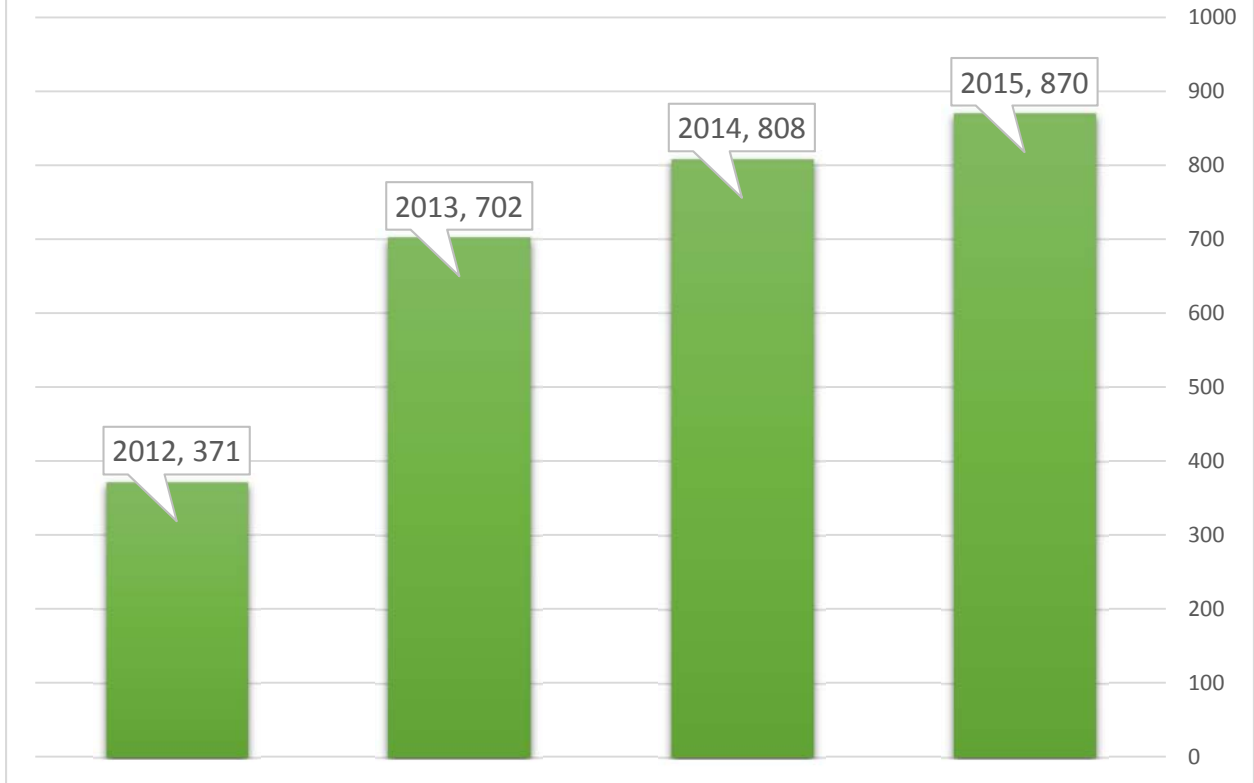
Police Foot Patrols in 2015



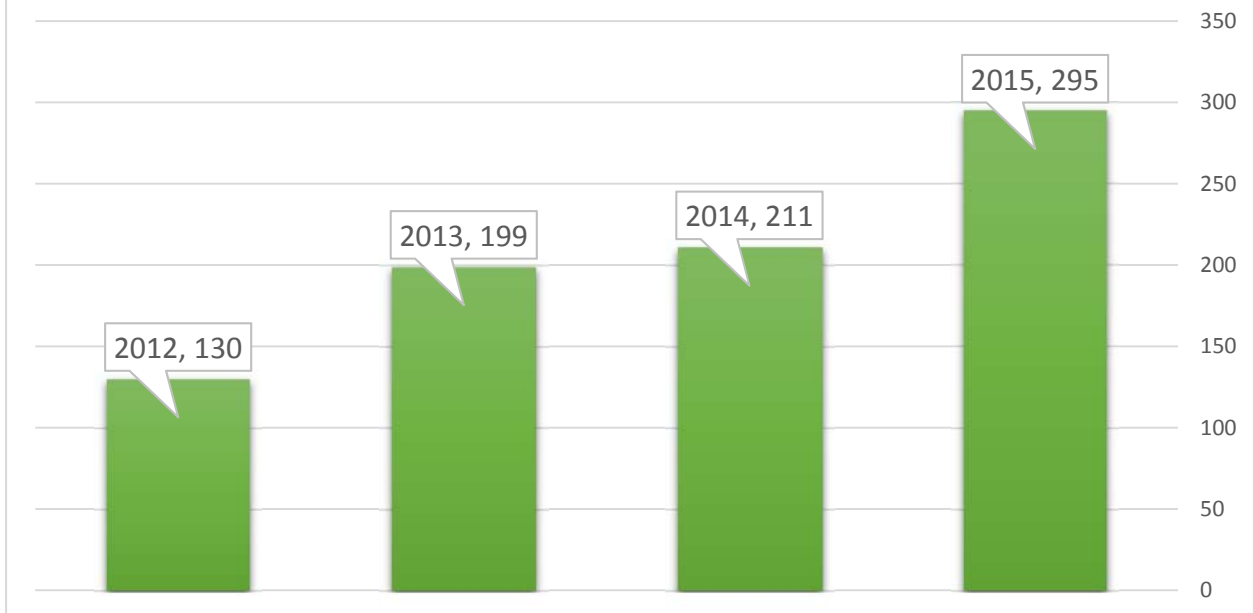
2015 Foot Patrol Statistics

Total number of Footbeats: 2,236

Downtown Footbeats



North End/El Porto Footbeats



Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Tony Olmos, Public Works Director

Raul Saenz, Utilities Manager

SUBJECT:

Approve a Three-year Professional Services Agreement with Geosyntec Consultants, Inc. in the amount of \$1,010,497 for Implementation of the Coordinated Integrated Monitoring Program on behalf of the Beach Cities Watershed Management Group (Public Works Director Olmos).

APPROVE

RECOMMENDATION:

Staff recommends that the City Council:

1. Approve a three-year professional services agreement with Geosyntec Consultants, Inc. in the amount of \$1,010,497 with an option for City Manager to extend up to an additional two years in the amount of \$290,612 per year (Attachment 1), and
2. Authorize the City Manager to execute the agreement.

FISCAL IMPLICATIONS:

The Beach Cities Management Group is a partnership between the Cities of Manhattan Beach, Redondo Beach, Torrance, Hermosa Beach, and the County of Los Angeles (Beach Cities). The total Geosyntec Consultants' fee of \$1,010,497 to implement the Coordinated Integrated Monitoring Program (CIMP) would be paid on a cost-share basis by the Beach Cities as a function of the percentage of total CIMP area that each agency covers. The City of Manhattan Beach's cost-share is \$56,547 in FY15/16, \$47,073 in FY16/17, and \$49,015 in FY17/18 (Attachment 2).

Funds to cover the initial \$56,547 are budgeted in the FY15/16 Public Works Department's Storm Drain Maintenance operating budget. Funds for the remaining fiscal years will be budgeted in the applicable future years.

BACKGROUND:

The National Pollutant Discharge Elimination System permit (Permit) identifies conditions, requirements and programs that municipalities must meet to protect regional water resources from adverse impacts associated with pollutants in stormwater and urban runoff as mandated by the Federal Clean Water Act and the California Porter-Cologne Act. The Permit requirements include a monitoring and reporting program for Municipal Separate Storm Sewer System Discharges within the Coastal Watersheds of Los Angeles County, which apply to the Beach Cities. The monitoring program requirements provide the flexibility for Permittees to coordinate monitoring efforts on a watershed or subwatershed basis to increase cost-efficiency and effectiveness and to align the CIMP with the Enhanced Watershed Management Program (EWMP).

With the approval of the Los Angeles Regional Water Quality Control Board (Regional Board), the Beach Cities have been working cooperatively to develop a CIMP and EWMP for the Beach Cities Watersheds. On November 12, 2015, the final CIMP satisfying all Permit conditions was approved by the Regional Board.

For implementation of the CIMP, the Beach Cities need to procure the services of a professional consultant. In an effort to facilitate the administration of the agreement, the Beach Cities unanimously agreed to have the City of Manhattan Beach execute and administer the agreement on their collective behalf.

DISCUSSION:

On October 9, 2015, the City of Manhattan Beach issued a Request-for-Proposals (RFP) on behalf of the Beach Cities for implementing the stormwater monitoring program described in the approved Beach Cities' CIMP, *RFP #1055-16 - Watershed Monitoring Services*. Five proposals were received on November 10, 2015 as follows:

- | | |
|--------------------------------|-------------|
| 1. Geosyntec Consultants, Inc. | \$1,010,496 |
| 2. Northgate Environmental | \$1,275,013 |
| 3. ALTA Environmental | \$1,391,530 |
| 4. CWE | \$1,431,048 |
| 5. MWH Global | \$1,596,209 |

Copies of the proposals were distributed to each of the Beach Cities' representatives for review. The representatives met on December 1, 2015 to discuss the proposals. The proposals were evaluated by the Beach Cities' representatives based on the following six CIMP Implementation scope-of-work tasks identified in the RFP:

1. Project Management, Communications and Meetings
2. Health and Safety Plan, Traffic Control Plan and Encroachment Permits
3. Receiving Water Monitoring
4. Stormwater Outfall Monitoring
5. Non-Stormwater Outfall Monitoring
6. Data Assessment and Reporting

The Beach Cities' representatives identified the Geosyntec's proposal as the one that represented the best content and economic value. Additionally, Geosyntec has been the

prime consultant for the development of the Beach Cities' CIMP and EWMP. Under this role, Geosyntec has developed an in-depth understanding of the watershed and has worked effectively on the Beach Cities' behalf under an extremely difficult schedule to develop and deliver the EWMP and CIMP draft and final documents for the Beach Cities on time and within budget.

CIMP implementation and compliance monitoring are henceforth required on an on-going basis, with reporting of findings to the Regional Board on an annual basis. The first three years of the CIMP implementation require the purchase of equipment and other direct costs that will not be needed in years four and five, which is the reason years four and five will not require as much funding as each of the first three years.

PUBLIC OUTREACH:

To date, the Beach Cities has hosted two public outreach workshops to inform the community on the Permit requirements. The first workshop, which addressed the planned approach for the EWMP development was held in May, 2014 in the City of Manhattan Beach. The second workshop, which presented the Draft EWMP, was held in May, 2015 in the City of Redondo Beach.

ENVIRONMENTAL REVIEW:

An environmental review will be conducted at the time of implementation of each individual project within the CIMP and EWMP tributary areas.

LEGAL REVIEW:

The professional services agreement has been reviewed by each respective Beach Cities' attorneys and has been signed as-to-form.

ATTACHMENTS:

1. Geosyntec Consultants Professional Services Agreement
2. Beach Cities Watershed Management Group Cost Sharing Distribution
3. Power Point Presentation

PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is dated March 2, 2016 (“Effective Date”) and is between the City of Manhattan Beach, a California municipal corporation (“City”) and Geosyntec Consultants, Inc., a Florida corporation (“Contractor”). City and Contractor are sometimes referred to herein as the “Parties”, and individually as a “Party”.

RECITALS

- A. City issued Request for Proposals (RFP) No. 1055-16 on October 9, 2015, seeking proposals for implementing the Coordinated Integrated Monitoring Program as required by the National Pollution Discharge and Elimination System Permit.
- B. Contractor submitted a proposal dated November 10, 2015 in response to the RFP.
- C. Contractor represents that it is fully qualified to perform such services by virtue of its experience and the training, education and expertise of its principals and employees.
- D. City desires to retain Contractor and Contractor desires to serve City to perform these services in accordance with the terms and conditions of this Agreement.

The Parties therefore agree as follows:

1. Contractor’s Services.

A. Scope of Services. Contractor shall perform the services described in the Scope of Services (the “Services”), attached as **Exhibit A**. City may request, in writing, changes in the Scope of Services to be performed. Any changes mutually agreed upon by the Parties, and any increase or decrease in compensation, shall be incorporated by written amendments to this Agreement.

B. Party Representatives. For the purposes of this Agreement, the City Representative shall be the City Manager, or such other person designated in writing by the City Manager (the “City Representative”). For the purposes of this Agreement, the Contractor Representative shall be Ken Susilo, Project Director (the “Contractor Representative”). The Contractor Representative shall directly manage Contractor’s Services under this Agreement. Contractor shall not change the Contractor Representative without City’s prior written consent.

C. Time for Performance. Contractor shall commence the Services on the Effective Date and shall perform all Services in conformance with the project timeline, attached hereto as **Exhibit A**.

D. Standard of Performance. Contractor shall perform all Services under this Agreement in accordance with the standard of care generally exercised by like professionals under similar circumstances and in a manner reasonably satisfactory to City.

E. Personnel. Contractor has, or will secure at its own expense, all personnel required to perform the Services required under this Agreement. All of the Services required under this Agreement shall be performed by Contractor or under its supervision, and all personnel engaged in the work shall be qualified to perform such Services.

F. Compliance with Laws. Contractor shall comply with all applicable federal, state and local laws, ordinances, codes, regulations and requirements.

G. Permits and Licenses. Contractor shall obtain and maintain during the Agreement term all necessary licenses, permits and certificates required by law for the provision of Services under this Agreement, including a business license.

2. Term of Agreement. The term of this Agreement shall be from the Effective Date through June 30, 2018, unless sooner terminated as provided in Section 13 of this Agreement or extended.

3. Compensation.

A. Compensation. As full compensation for Contractor's Services provided under this Agreement, City shall pay Contractor the total sum of One Million Ten Thousand Four Hundred and Ninety Six Dollars (\$1,010,496) (the "Maximum Compensation"), as set forth in the Approved Fee Schedule attached hereto as **Exhibit A**.

The City Manager shall have authority to increase the Maximum Compensation by up to twenty percent (20%); any further increase requires City Council approval.

B. Expenses. The amount set forth in paragraph 3.A. above shall include reimbursement for all actual and necessary expenditures reasonably incurred in the performance of this Agreement.

A. Additional Services. City shall not allow any claims for additional Services performed by Contractor, unless the City Council or City Representative, if applicable, and the Contractor Representative authorize the additional Services in writing prior to Contractor's performance of the additional Services or incurrence of additional expenses. Any additional Services or expenses authorized by the City Council or City Representative shall be compensated at the rates set forth in **Exhibit A**, or, if not specified, at a rate mutually agreed to by the Parties. City shall make payment for additional Services and expenses in accordance with Section 4 of this Agreement.

4. Method of Payment.

A. Invoices. Contractor shall submit to City an invoice, on a monthly basis for the Services performed pursuant to this Agreement. Each invoice shall itemize the

Services rendered during the billing period, hourly rates charged, if applicable, and the amount due. City shall review each invoice and notify Contractor in writing within ten (10) business days of receipt of any disputed invoice amounts.

B. Payment. City shall pay all undisputed invoice amounts within thirty (30) calendar days after receipt up to the maximum compensation set forth in Section 3 of this Agreement. City shall not withhold federal payroll, state payroll or other taxes, or other similar deductions, from payments made to Contractor.

C. Audit of Records. Contractor shall make all records, invoices, time cards, cost control sheets and other records maintained by Contractor in connection with this Agreement available during Contractor's regular working hours to City for review and audit by City.

5. Independent Contractor. Contractor is, and shall at all times remain as to City, a wholly independent contractor. Contractor shall have no power to incur any debt, obligation, or liability on behalf of City. Neither City nor any of its agents shall have control over the conduct of Contractor or any of Contractor's employees, except as set forth in this Agreement. Contractor shall not, at any time, or in any manner, represent that it or any of its officers, agents or employees are in any manner employees of City.

6. Information and Documents.

A. Contractor covenants that all data, reports, documents, discussion, or other information (collectively "Data") developed or received by Contractor or provided for performance of this Agreement are deemed confidential and shall not be disclosed or released by Contractor without prior written authorization by City. City shall grant such authorization if applicable law requires disclosure. Contractor, its officers, employees, agents, or subcontractors shall not without written authorization from the City Manager or unless requested in writing by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary," provided Contractor gives City notice of such court order or subpoena.

B. Contractor shall promptly notify City should Contractor, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder or with respect to any project or property located within the City. City may, but has no obligation to, represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, City's right to review any such response does not imply or mean the right by City to control, direct or rewrite the response.

C. All Data required to be furnished to City in connection with this Agreement shall become City's property, and City may use all or any portion of the Data submitted by Contractor as City deems appropriate. Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files containing data generated for the Services, surveys, notes, and other documents prepared in the course of providing the Services shall become City's sole property and may be used, reused or otherwise disposed of by City without Contractor's permission. Contractor may take and retain copies of the written products as desired, but the written products shall not be the subject of a copyright application by Contractor.

D. Contractor's covenants under this Section 6 shall survive the expiration or termination of this Agreement.

7. Conflicts of Interest. Contractor and its officers, employees, associates and subcontractors, if any, shall comply with all conflict of interest statutes of the State of California applicable to Contractor's Services under this Agreement, including the Political Reform Act (Gov. Code § 81000, *et seq.*) and Government Code Section 1090. During the term of this Agreement, Contractor may perform similar Services for other clients, but Contractor and its officers, employees, associates and subcontractors shall not, without the City Representative's prior written approval, perform work for another person or entity for whom Contractor is not currently performing work that would require Contractor or one of its officers, employees, associates or subcontractors to abstain from a decision under this Agreement pursuant to a conflict of interest statute. Contractor shall incorporate a clause substantially similar to this Section 7 into any subcontract that Contractor executes in connection with the performance of this Agreement.

8. Indemnification.

A. Indemnity for Design Professional Services. To the fullest extent permitted by law, Contractor shall, at its sole cost and expense, protect, indemnify, and hold harmless City and its elected officials, officers, attorneys, agents, employees, designated volunteers, successors, assigns and those City agents serving as independent contractors in the role of City officials (collectively "Indemnitees"), from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith, and reimbursement of attorney's fees and costs of defense (collectively "Liabilities"), whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to, in whole or in part, the negligence, recklessness or willful misconduct of Contractor, its officers, agents, servants, employees, subcontractors, material men, contractors or their officers, agents, servants or employees (or any entity or individual that Contractor shall bear the legal liability thereof) in the performance of design professional services under this Agreement by a "design professional," as the term is defined under California Civil Code Section 2782.8(c)(2).

B. Other Indemnities.

1) Other than in the performance of design professional services, and to the fullest extent permitted by law, Contractor shall, at its sole cost and expense, defend, hold harmless and indemnify the Indemnitees from and against any and all damages, costs, expenses, liabilities, claims, demands, causes of action, proceedings, judgments, penalties, liens, and losses of any nature whatsoever, including fees of accountants, attorneys, or other professionals and all costs associated therewith and the payment of all consequential damages (collectively "Claims"), in law or equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of Contractor, its officers, agents, servants, employees, subcontractors, materialmen, contractors or their officers, agents, servants or employees (or any entity or individual that Contractor shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitees' active or passive negligence, except for Claims arising from the sole negligence or willful misconduct of the Indemnitees, as determined by final arbitration or court decision or by the agreement of the Parties. Contractor shall defend the Indemnitees in any action or actions filed in connection with any Claim with counsel of the Indemnitees' choice, and shall pay all costs and expenses, including all attorneys' fees and experts' costs actually incurred in connection with such defense. Contractor shall reimburse the Indemnitees for any and all legal expenses and costs incurred by the Indemnitees in connection therewith.

2) Contractor shall pay all required taxes on amounts paid to Contractor under this Agreement, and indemnify and hold City harmless from any and all taxes, assessments, penalties, and interest asserted against City by reason of the independent contractor relationship created by this Agreement. Contractor shall fully comply with the workers' compensation law regarding Contractor and Contractor's employees. Contractor shall indemnify and hold City harmless from any failure of Contractor to comply with applicable workers' compensation laws. City may offset against the amount of any fees due to Contractor under this Agreement any amount due to City from Contractor as a result of Contractor's failure to promptly pay to City any reimbursement or indemnification arising under this Subparagraph B. 2).

3) Contractor shall obtain executed indemnity agreements with provisions identical to those in this Section 8 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Contractor in the performance of this Agreement. If Contractor fails to obtain such indemnities, Contractor shall be fully responsible and indemnify, hold harmless and defend the Indemnitees from and against any and all Claims in law or equity, whether actual, alleged or threatened, which arise out of, are claimed to arise out of, pertain to, or relate to the acts or omissions of Contractor's subcontractor, its officers, agents, servants, employees, subcontractors, materialmen, contractors or their officers, agents, servants or employees (or any entity or individual that Contractor's subcontractor shall bear the legal liability thereof) in the performance of this Agreement, including the Indemnitees' active or passive negligence, except for Claims arising from the sole negligence or willful misconduct of the Indemnitees, as determined by final arbitration or court decision or by the agreement of the Parties.

C. Workers' Compensation Acts not Limiting. Contractor's obligations under this Section 8, or any other provision of this Agreement, shall not be limited by the

provisions of any workers' compensation act or similar act. Contractor expressly waives its statutory immunity under such statutes or laws as to City, its officers, agents, employees and volunteers.

D. Insurance Requirements not Limiting. City does not, and shall not, waive any rights that it may possess against Contractor because of the acceptance by City, or the deposit with City, of any insurance policy or certificate required pursuant to this Agreement. This hold harmless and indemnification provisions in this Section 8 shall apply regardless of whether or not any insurance policies are determined to be applicable to the Liabilities, Claims, tax, assessment, penalty or interest asserted against City.

E. Survival of Terms. The indemnification in this Section 8 shall survive the expiration or termination of this Agreement.

9. Insurance.

A. Minimum Scope and Limits of Insurance. Contractor shall procure and at all times during the term of this Agreement carry, maintain, and keep in full force and effect, insurance as follows:

1) Commercial General Liability Insurance with a minimum limit of Two Million Dollars (\$2,000,000) per occurrence for bodily injury, personal injury and property damage and a general aggregate limit of Two Million Dollars (\$2,000,000) per project or location. If Contractor is a limited liability company, the commercial general liability coverage shall be amended so that Contractor and its managers, affiliates, employees, agents and other persons necessary or incidental to its operation are insureds.

2) Automobile Liability Insurance for any owned, non-owned or hired vehicle used in connection with the performance of this Agreement with a combined single limit of Two Million Dollars (\$2,000,000) per accident for bodily injury and property damage. If Contractor does not use any owned, non-owned or hired vehicles in the performance of Services under this Agreement, Contractor shall obtain a non-owned auto endorsement to the Commercial General Liability policy required under subparagraph A. 1) of this Section 9.

3) Workers' Compensation Insurance as required by the State of California and Employer's Liability Insurance with a minimum limit of One Million Dollars (\$1,000,000) per accident for bodily injury or disease. If Contractor has no employees while performing Services under this Agreement, workers' compensation policy is not required, but Contractor shall execute a declaration that it has no employees.

4) Professional Liability Insurance with minimum limits of Two Million Dollars (\$2,000,000) per claim and in aggregate.

B. Acceptability of Insurers. The insurance policies required under this Section 9 shall be issued by an insurer admitted to write insurance in the State of California with a rating of A:VII or better in the latest edition of the A.M. Best Insurance Rating Guide. Self insurance shall not be considered to comply with the insurance requirements under this Section 9.

C. Additional Insured. The commercial general and automobile liability policies shall contain an endorsement naming City, its officers, employees, agents and volunteers as additional insureds.

D. Primary and Non-Contributing. The insurance policies required under this Section 9 shall apply on a primary non-contributing basis in relation to any other insurance or self-insurance available to City. Any insurance or self-insurance maintained by City, its officers, employees, agents or volunteers, shall be in excess of Contractor's insurance and shall not contribute with it.

E. Contractor's Waiver of Subrogation. The insurance policies required under this Section 9 shall not prohibit Contractor and Contractor's employees, agents or subcontractors from waiving the right of subrogation prior to a loss. Contractor hereby waives all rights of subrogation against City.

F. Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by City. At City's option, Contractor shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Contractor shall procure a bond guaranteeing payment of losses and expenses.

G. Cancellations or Modifications to Coverage. Contractor shall not cancel, reduce or otherwise modify the insurance policies required by this Section 9 during the term of this Agreement. The commercial general and automobile liability policies required under this Agreement shall be endorsed to state that should the issuing insurer cancel the policy before the expiration date, the issuing insurer will endeavor to mail thirty (30) days' prior written notice to City. If any insurance policy required under this Section 9 is canceled or reduced in coverage or limits, Contractor shall, within two (2) business days of notice from the insurer, phone, fax or notify City via certified mail, return receipt requested, of the cancellation of or changes to the policy.

H. City Remedy for Noncompliance. If Contractor does not maintain the policies of insurance required under this Section 9 in full force and effect during the term of this Agreement, or in the event any of Contractor's policies do not comply with the requirements under this Section 9, City may either immediately terminate this Agreement or, if insurance is available at a reasonable cost, City may, but has no duty to, take out the necessary insurance and pay, at Contractor's expense, the premium thereon. Contractor shall promptly reimburse City for any premium paid by City or City may withhold amounts sufficient to pay the premiums from payments due to Contractor.

I. Evidence of Insurance. Prior to the performance of Services under this Agreement, Contractor shall furnish City's Risk Manager with a certificate or certificates

of insurance and all original endorsements evidencing and effecting the coverages required under this Section 9. The endorsements are subject to City's approval. Contractor may provide complete, certified copies of all required insurance policies to City. Contractor shall maintain current endorsements on file with City's Risk Manager. Contractor shall provide proof to City's Risk Manager that insurance policies expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Contractor shall furnish such proof at least two (2) weeks prior to the expiration of the coverages.

J. Indemnity Requirements not Limiting. Procurement of insurance by Contractor shall not be construed as a limitation of Contractor's liability or as full performance of Contractor's duty to indemnify City under Section 8 of this Agreement.

K. Subcontractor Insurance Requirements. Contractor shall require each of its subcontractors that perform Services under this Agreement to maintain insurance coverage that meets all of the requirements of this Section 9.

10. Mutual Cooperation.

A. City's Cooperation. City shall provide Contractor with all pertinent Data, documents and other requested information as is reasonably available for Contractor's proper performance of the Services required under this Agreement.

B. Contractor's Cooperation. In the event any claim or action is brought against City relating to Contractor's performance of Services rendered under this Agreement, Contractor shall render any reasonable assistance that City requires.

11. Records and Inspections. Contractor shall maintain complete and accurate records with respect to costs, expenses, receipts and other such information required by City that relate to the performance of the Services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Contractor shall provide free access to City, its designees and representatives at reasonable times, and shall allow City to examine and audit the books and records, to make transcripts therefrom as necessary, and to inspect all work, data, documents, proceedings and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

12. Termination of Agreement.

A. Right to Terminate. City may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to Contractor at least five (5) calendar days before the termination is to be effective. Contractor may terminate this Agreement at any time, at will, for any reason or no reason, after giving written notice to City at least sixty (60) calendar days before the termination is to be effective.

B. Obligations upon Termination. Contractor shall cease all work under this Agreement on or before the effective date of termination specified in the notice of

termination. In the event of City's termination of this Agreement due to no fault or failure of performance by Contractor, City shall pay Contractor based on the percentage of work satisfactorily performed up to the effective date of termination. In no event shall Contractor be entitled to receive more than the amount that would be paid to Contractor for the full performance of the Services required by this Agreement. Contractor shall have no other claim against City by reason of such termination, including any claim for compensation.

13. Force Majeure. Contractor shall not be liable for any failure to perform its obligations under this Agreement if Contractor presents acceptable evidence, in City's sole judgment, that such failure was due to strikes, lockouts, labor disputes, embargoes, acts of God, inability to obtain labor or materials or reasonable substitutes for labor or materials, governmental restrictions, governmental regulations, governmental controls, judicial orders, enemy or hostile governmental action, civil commotion, fire or other casualty, or other causes beyond Contractor's reasonable control and not due to any act by Contractor.

14. Default.

A. Contractor's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Contractor is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating Contractor for any work performed after the date of default.

B. If the City Manager or his delegate determines that Contractor is in default in the performance of any of the terms or conditions of this Agreement, City shall serve Contractor with written notice of the default. Contractor shall have ten (10) calendar days after service upon it of the notice in which to cure the default by rendering a satisfactory performance. In the event that Contractor fails to cure its default within such period of time, City may, notwithstanding any other provision of this Agreement, terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

15. Notices. Any notice, consent, request, demand, bill, invoice, report or other communication required or permitted under this Agreement shall be in writing and conclusively deemed effective: (a) on personal delivery, (b) on confirmed delivery by courier service during Contractor's and City's regular business hours, or (c) three business days after deposit in the United States mail, by first class mail, postage prepaid, and addressed to the Party to be notified as set forth below:

If to City:
Attn: Raul Saenz
City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, California 90266
Telephone (310) 802-5315
Email: rsaenz@citymb.info

If to Contractor:
Attn: Ken Susilo
Geosyntec Consultants, Inc.
3415 Sepulveda Boulevard, Suite 500
Los Angeles, California 90034
(310) 975-6111
ksusilo@geosyntec.com

With a courtesy copy to:

Quinn M. Barrow, City Attorney
1400 Highland Avenue
Manhattan Beach, CA 90266
Telephone: (213) 626-8484
Email: qbarrow@citymb.info

16. Non-Discrimination and Equal Employment Opportunity. In the performance of this Agreement, Contractor shall not discriminate against any employee, subcontractor or applicant for employment because of race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information, sexual orientation or other basis prohibited by law. Contractor will take affirmative action to ensure that subcontractors and applicants are employed, and that employees are treated during employment, without regard to their race, color, religious creed, sex, gender, gender identity, gender expression, marital status, national origin, ancestry, age, physical disability, mental disability, medical condition, genetic information or sexual orientation.

17. Prohibition of Assignment and Delegation. Contractor shall not assign any of its rights or delegate any of its duties under this Agreement, either in whole or in part, without City's prior written consent. City's consent to an assignment of rights under this Agreement shall not release Contractor from any of its obligations or alter any of its primary obligations to be performed under this Agreement. Any attempted assignment or delegation in violation of this Section 17 shall be void and of no effect and shall entitle City to terminate this Agreement. As used in this Section 17, "assignment" and "delegation" means any sale, gift, pledge, hypothecation, encumbrance or other transfer of all or any portion of the rights, obligations, or liabilities in or arising from this Agreement to any person or entity, whether by operation of law or otherwise, and regardless of the legal form of the transaction in which the attempted transfer occurs.

18. No Third Party Beneficiaries Intended. This Agreement is made solely for the benefit of the Parties to this Agreement and their respective successors and assigns, and no other person or entity may have or acquire a right by virtue of this Agreement.

19. Waiver. No delay or omission to exercise any right, power or remedy accruing to City under this Agreement shall impair any right, power or remedy of City, nor shall it be construed as a waiver of, or consent to, any breach or default. No waiver of any breach, any failure of a condition, or any right or remedy under this Agreement shall be (1) effective unless it is in writing and signed by the Party making the waiver, (2) deemed to be a waiver of, or consent to, any other breach, failure of a condition, or right or remedy, or (3) deemed to constitute a continuing waiver unless the writing expressly so states.

20. Final Payment Acceptance Constitutes Release. The acceptance by Consultant of the final payment made under this Agreement shall operate as and be a release of City from all claims and liabilities for compensation to Consultant for anything done, furnished or relating to Consultant's work or services. Acceptance of payment shall

be any negotiation of City's check or the failure to make a written extra compensation claim within ten (10) calendar days of the receipt of that check. However, approval or payment by City shall not constitute, nor be deemed, a release of the responsibility and liability of Consultant, its employees, sub-consultants and agents for the accuracy and competency of the information provided and/or work performed; nor shall such approval or payment be deemed to be an assumption of such responsibility or liability by City for any defect or error in the work prepared by Consultant, its employees, sub-consultants and agents.

21. Corrections. In addition to the above indemnification obligations, Consultant shall correct, at its expense, all errors in the work which may be disclosed during City's review of Consultant's report or plans. Should Consultant fail to make such correction in a reasonably timely manner, such correction may be made by City, and the cost thereof shall be charged to Consultant. In addition to all other available remedies, City may deduct the cost of such correction from any retention amount held by City or may withhold payment otherwise owed Consultant under this Agreement up to the amount of the cost of correction.

22. Non-Appropriation of Funds. Payments to be made to Consultant by City for services performed within the current fiscal year are within the current fiscal budget and within an available, unexhausted fund. In the event that City does not appropriate sufficient funds for payment of Consultant's services beyond the current fiscal year, the Agreement shall cover payment for Consultant's services only to the conclusion of the last fiscal year in which City appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

23. Exhibits. Exhibit A constitutes a part of this Agreement and is incorporated into this Agreement by this reference. If any inconsistency exists or arises between a provision of this Agreement and a provision of any exhibit, or between a provision of this Agreement and a provision of Contractor's proposal, the provisions of this Agreement shall control.

24. Entire Agreement and Modification of Agreement. This Agreement and all exhibits referred to in this Agreement constitute the final, complete and exclusive statement of the terms of the agreement between the Parties pertaining to the subject matter of this Agreement and supersede all other prior or contemporaneous oral or written understandings and agreements of the Parties. No Party has been induced to enter into this Agreement by, nor is any Party relying on, any representation or warranty except those expressly set forth in this Agreement. This Agreement may not be amended, nor any provision or breach hereof waived, except in a writing signed by both Parties.

25. Headings. The headings in this Agreement are included solely for convenience of reference and shall not affect the interpretation of any provision of this Agreement or any of the rights or obligations of the Parties to this Agreement.

26. Word Usage. Unless the context clearly requires otherwise, (a) the words “shall,” “will” and “agrees” are mandatory and “may” is permissive; (b) “or” is not exclusive; and (c) “includes” or “including” are not limiting.

27. Time of the Essence. Time is of the essence in respect to all provisions of this Agreement that specify a time for performance; provided, however, that the foregoing shall not be construed to limit or deprive a Party of the benefits of any grace or use period allowed in this Agreement.

28. Governing Law and Choice of Forum. This Agreement, and any dispute arising from the relationship between the Parties to this Agreement, shall be governed by and construed in accordance with the laws of the State of California, except that any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not be applied in interpreting this Agreement. Any dispute that arises under or relates to this Agreement (whether contract, tort or both) shall be resolved in a municipal, superior or federal court with geographic jurisdiction over the City of Manhattan Beach.

29. Attorneys’ Fees. In any litigation or other proceeding by which a Party seeks to enforce its rights under this Agreement (whether in contract, tort or both) or seeks a declaration of any rights or obligations under this Agreement, the prevailing Party shall be awarded actual attorneys’ fees together with any costs and expenses in addition to all other relief to which that Party may be entitled.

30. Severability. If a court of competent jurisdiction holds any provision of this Agreement to be illegal, invalid or unenforceable for any reason, the validity of and enforceability of the remaining provisions of this Agreement shall not be affected and continue in full force and effect.

31. Counterparts. This Agreement may be executed in multiple counterparts, all of which shall be deemed an original, and all of which will constitute one and the same instrument.

32. Corporate Authority. The persons executing this Agreement on behalf of the Parties warrant that they are duly authorized to execute this Agreement on behalf of the Parties and that by their execution, the Parties are formally bound to the provision of this Agreement.

[SIGNATURE PAGE FOLLOWS]

The Parties, through their duly authorized representatives are signing this Agreement on the date stated in the introductory clause.

City:
City of Manhattan Beach,
a California municipal corporation

Contractor:
Geosyntec Consultants, Inc.,
a Florida Corporation

By: _____
Name: Mark Danaj
Title: City Manager

By:  _____
Name: Ken Susilo
Title: Project Director

ATTEST:

By: _____
Name: Liza Tamura
Title: City Clerk

APPROVED AS TO FORM:

By:  _____
Name: Quinn M. Barrow
Title: City Attorney

APPROVED AS TO CONTENT:

By: _____
Name: Bruce Moe
Title: Finance Director

EXHIBIT A
SCOPE OF SERVICES
PROJECT TIMELINE
APPROVED FEE SCHEDULE

Section 1: Letter of Transmittal



3415 S. Sepulveda Blvd., Suite 500
Los Angeles, California 90034
PH 310.957.6100
FAX 310.957.6101
www.geosyntec.com

10 November 2015

Ms. Gwen Eng
Purchasing Manager
City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, CA 90266

Subject: Response to RFP #1055-16 – Implementation of the Coordinated Integrated Monitoring Program for the Beach Cities Watershed Management Group

Dear Ms. Eng:

On behalf of Geosyntec Consultants, Inc. (Geosyntec) and EcoKai Environmental, Inc. (EcoKai), we respectfully submit this proposal to the Beach Cities Watershed Management Group (Beach Cities WMG) in response to RFP #1055-16, "Implementation of the Coordinated Integrated Monitoring Program (CIMP) for the Beach Cities Watershed Management Group" and acknowledge the receipt of all associated addenda.

Geosyntec and EcoKai, along with the assistance of Dr. John Dorsey and his team of environmental scientists at Loyola Marymount University, (the Geosyntec Team) offer the Beach Cities WMG a proven team of local experts committed to successful implementation of the approved Beach Cities CIMP. Earlier this year, Geosyntec collaborated successfully with the Beach Cities to finalize the CIMP. As a result, the Geosyntec Team is intimately familiar with the existing details of the monitoring program, the necessary steps to successfully implement the CIMP, and the process required to revise the CIMP and gain Los Angeles Regional Water Quality Control Board (Regional Board) approval. Returning Geosyntec staff members – Ken Susilo, Chris Wessel, Brandon Steets, and Megan Otto, among others – provide unparalleled continuity and expertise to the Beach Cities WMG.

In addition to breadth of experience, the Geosyntec Team supplies the Beach Cities WMG with a group of local experts whose life work is bound up in the water quality of Santa Monica Bay and Dominguez Channel. The local offices of Geosyntec and EcoKai are both located within the Santa Monica Bay Watershed. In addition, Ken Susilo, the team's Project Director (and Geosyntec's authorized representative), and Jim Burton, President of EcoKai, both make their homes in Manhattan Beach. As professionals and residents, they are committed to the well-being and environmental health of the Beach Cities WMG CIMP Area.

Finally, the Geosyntec Team proffers an undivided commitment to the Beach Cities WMG CIMP Implementation. While Geosyntec participated widely in the development of local Enhanced Watershed Management Programs (EWMPs) and CIMPs, our team is focused on one CIMP implementation project exclusively – CIMP Implementation for the Beach Cities WMG. Consequently, we offer singular focus, time, and attention.

Ms. Gwen Eng
10 November 2015
Page 2

Geosyntec welcomes the opportunity to be a consultant and partner once again to the Beach Cities WMG. If you have any questions regarding our proposal, please do not hesitate to contact us.

Very truly yours,

Geosyntec Consultants



Ken Susilo, P.E., D.WRE, CPSWQ
Project Director, Principal, Vice President
310.957.6111
ksusilo@geosyntec.com



Chris Wessel, P.E., QSD
Project Manager
310.957.6117
cwessel@geosyntec.com

engineers | scientists | innovators

Section 2: Qualifications & Experience

The Geosyntec Team is poised to offer the Beach Cities Watershed Management Group economical expedited solutions through longstanding relationships, existing data and effective tools, and regional expertise.

Geosyntec Consultants, Inc. (Geosyntec) is a multidisciplinary engineering and consulting firm, composed of 1200 employees in 50 offices worldwide, that works with public and private sector clients to address complex problems involving the environment, natural resources, and civil infrastructure. Geosyntec understands the business of local government and its demands - strict accountability, tight budgets, hard deadlines, and responsibility to a diverse range of constituents. Since 1983, Geosyntec has served municipalities and government agencies throughout the United States, providing services in stormwater quality planning, water resources, environmental consulting, and engineering design and construction management.

Geosyntec is known for its innovative work in stormwater and surface water quality management, including Total Maximum Daily Load (TMDL) studies and Implementation Planning; watershed and stormwater quality modeling; Best Management Practice (BMP) design and assessment; water quality monitoring planning, implementation, and reporting; and development of construction, industrial, and municipal National Pollutant Discharge Elimination System (NPDES) compliance programs. Within the California stormwater practice, Geosyntec frequently leads state-of-the-practice workshops on stormwater management, NPDES requirements, and bacteria compliance strategies, studies, and modeling. Geosyntec has maintained a strong presence in Santa Monica Bay for stormwater services for over ten years.

Geosyntec Consultants is financially stable and has the necessary financial and personnel resources to provide services at the level

required by the Beach Cities Watershed Management Group (WMG). Over the past five years, Geosyntec averaged \$226 million in annual gross revenues and remains virtually debt-free. As a result of steady growth and stability, Engineering News-Record consistently ranks Geosyntec as one of the nation's top environmental design firms. Geosyntec has had a positive relationship with Citibank since 1992, and currently has a \$10 million untapped line of credit with the bank. Geosyntec's Dun & Bradstreet rating is IR3 ("good credit approval").

The following projects illustrate Geosyntec's recent experience in successfully performing services similar to those required for Coordinated Integrated Monitoring Program (CIMP) Implementation in the Beach Cities CIMP Area.

Newhall Land Monitoring and Reporting

Lead Staff: Brandon Steets, PM; Avery Blackwell, Technical Support
Duration: 2004-present
Location: Newhall, California
Budget: \$1.6M

Geosyntec provides The Newhall Land and Farming Company (Newhall) with Clean Water Act regulatory support and water quality monitoring services related to their planned 12,000-acre Newhall Ranch development in Los Angeles County, California.

Geosyntec manages and implements a comprehensive NPDES surface and groundwater monitoring and reporting program, including receiving water sampling for chemical and microbiological parameters, toxicity, algae

(macroalgae biomass and percent cover, and chlorophyll a), and benthic macroinvertebrates and physical habitat and quarterly compliance reporting.

Geosyntec's stormwater-related scope includes development and implementation of a Water Quality Monitoring Plan (WQMP) – including a Sampling and Analysis Plan and Quality Assurance Plan based on Surface Water Ambient Monitoring Program (SWAMP) protocol – to evaluate potential impacts of the overall development on surface water and groundwater quality and to satisfy the storm drain and receiving water quality monitoring requirements of the Clean Water Act Section 401 Certification and Waste Discharge Requirements (Order No. R4-2012-0139). The WQMP is consistent with the Los Angeles County Municipal Separate Storm Sewer System (MS4) Permit monitoring requirements, including outfall monitoring and use of Numeric Action Levels. Geosyntec continues to interface with Los Angeles Regional Water Quality Control Board (Regional Board) staff regarding WQMP requirements, and

performs semiannual compliance reporting as required by the Order.

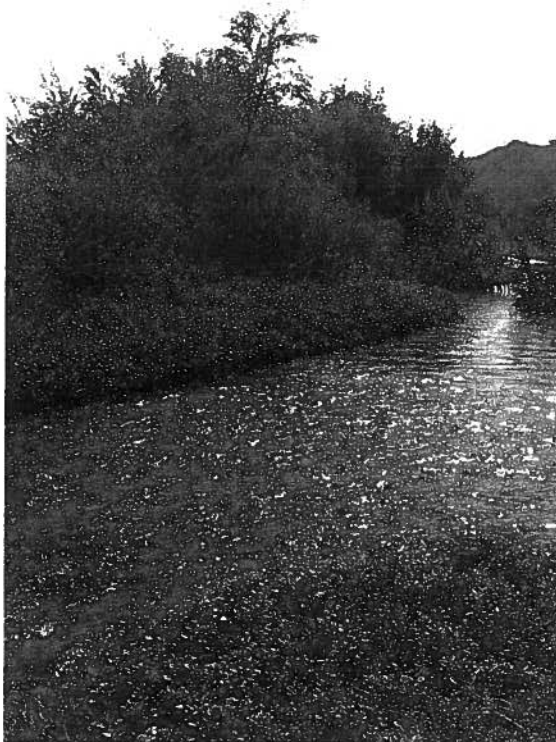
With Geosyntec's assistance, Newhall continues to meet multiple permits' compliance monitoring and reporting requirements through a highly cost efficient program, including successful negotiation of a streamlined monitoring approach with Regional Board staff. And Geosyntec's comments on draft 303(d) lists resulted in the removal of proposed listings for benthic macroinvertebrates, polychlorinated biphenyls (PCBs), and other pollutants, resulting in significant anticipated long-term cost savings.

South Bay Beach Cities EWMP and CIMP

Lead Staff: Ken Susilo, PM; Brandon Steets, Task Lead; Julie Stephenson, Task Lead; Chris Wessel, Technical Support
Duration: December 2013 - present
Location: Los Angeles, California
Budget: \$927,000

The 2012 Los Angeles MS4 Permit includes provisions that allow flexibility to achieve compliance with receiving water limitations (RWLs) and water quality based effluent limits (WQBELs) over time, Enhanced Watershed Management Programs (EWMPs) in the region. Geosyntec Consultants is leading and/or supporting EWMP development for a number of WMGs, including the South Bay Beach Cities Watersheds (as Prime Consultant).

The EWMP includes prioritization of water-quality issues, and identification of implementation strategies and BMPs that meet pertinent standards, integrate water-quality monitoring, and provide opportunities for stakeholder input. The objective is to integrate efforts to evaluate opportunities to implement multi-benefit regional projects. EWMP describes projects to improve water quality, but also regional projects that achieve benefits such as flood protection, water supply, recreation, and wildlife habitat enhancement.



Project tasks included the development of a comprehensive Work Plan, which involved a) identification of water quality priorities, b) summarizing of existing and potential control measures (structural and nonstructural BMPs), c) development of Reasonable Assurance Analysis (RAA) approach, and d) preparation of work plans. Work Plan development required analysis of monitoring data, an inventory of current practices, and the development of a numerical modeling approach that utilized the Permit-approved models Structural BMP Prioritization and Analysis Tool (SBPAT) (developed by Geosyntec) and Loading Simulation Program in C++ (LSPC).

In support of the CIMP, Geosyntec developed and/or reviewed CIMP drafts and associated technical memos. The CIMP addresses TMDL and non-TMDL monitoring elements of the MS4 Permit within the EWMP area including monitoring for: receiving waters, stormwater outfalls, non-stormwater outfalls, new development/redevelopment effectiveness tracking, and regional studies.

As part of this work, Geosyntec participated in (and presented methods to) Technical Advisory Committee (TAC)/RAA Subcommittee, EWMP Coordinators Meetings, CIMP meetings, public workshops, and a special meeting with the Regional Board on behalf of EWMP groups. Upon completion of the EWMP Work Plan and CIMP, a final EWMP will be developed.

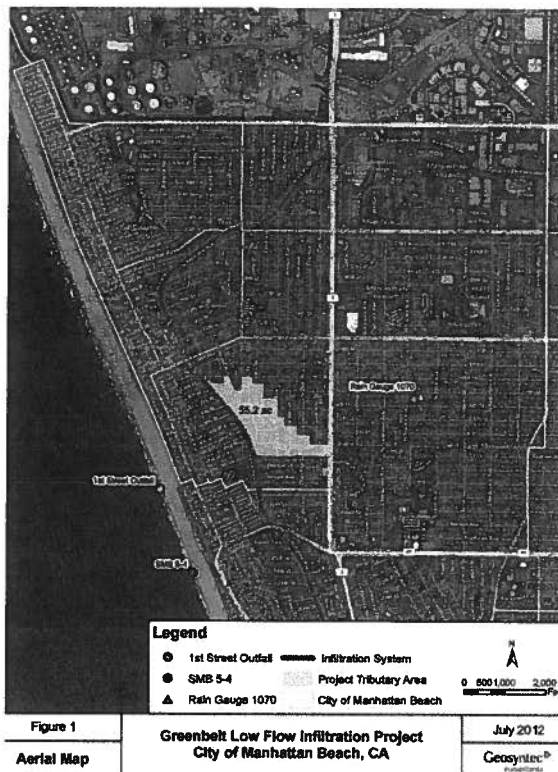
Manhattan Beach Greenbelt Monitoring

Lead Staff: Chris Wessel, PM; Megan Otto
Duration: June 2012-September 2014
Location: Manhattan Beach, California
Budget: \$85,000

The Greenbelt Low Flow Infiltration Project is located in the City of Manhattan Beach, California and is supported by Proposition 84 as part of the Agricultural Water Quality Grant Program for the purpose of matching grants for protecting beaches and coastal waters from



pollution and toxic contamination. The beaches along the City of Manhattan Beach were listed as impaired for REC-1 beneficial uses and included on the State's 303(d) list. The Greenbelt Low Flow Infiltration Project intercepted low flows and allowed them to infiltrate into the ground, thereby reducing discharge to the beach and reducing associated exceedances of the REC-1 bacteria objectives under the Santa Monica Bay Beaches Bacteria (SMBBB) Total Maximum Daily Load (TMDL). The project utilized the linear greenbelt parkland which runs through the City of Manhattan Beach to intercept and infiltrate dry weather and wet weather low flows from existing storm drains that intersect the parkway. The project served to reduce the downstream peak flow and runoff volume from the upper 55.2 acres of developed residential land uses, while also increasing groundwater recharge, and subsequently increasing the effective permeability of the developed area. Infiltrated runoff was considered a 100% reduction in bacteria load to the downstream receiving storm drain line,



which ultimately discharges at 1st Street at the Santa Monica Bay shoreline.

Geosyntec was retained by the City of Manhattan Beach to develop a detailed Monitoring Plan, stating hypotheses to be tested, desired statistical power to be achieved, number of sampling sites required, and appropriate sample timing, as well as a SWAMP compliant Quality Assurance Project Plan (QAPP) linking project objectives with data quality objectives. Geosyntec conducted wet and dry weather water quality and flow monitoring and data analysis to assess project effectiveness as compared to the project outcomes specified in the Project Assessment and Evaluation Plan. Results will be summarized in a Final Project Report for the State Water Resources Control Board.

Geosyntec has incorporated an advanced monitoring system that will allow for remote, real-time flow monitoring, thus reducing labor hours and necessary site visits.

Hermosa Pier Avenue Monitoring

Lead Staff: Megan Otto, PM; Chris Wessel
 Duration: January 2010-September 2014
 Location: Hermosa Beach, CA
 Budget: \$112,000

The Pier Avenue Improvement Project is a streetscape improvement (Green Street) designed to improve water quality at the two outfall locations along Hermosa Beach by capturing and treating stormwater and urban runoff from the Pier Avenue commercial corridor in downtown Hermosa Beach, CA. The Pier Avenue commercial corridor drains approximately 32.4 acres of urban runoff and discharges to the Santa Monica Bay. The State's 303(d) list cites the beaches adjacent to the City of Hermosa Beach as impaired due to indicator bacteria exceedances of the AB411 standards and lists Santa Monica Bay offshore/nearshore areas as impaired for debris and other pollutants. Additionally, a dry and wet weather bacteria TMDL was approved in 2002 for the Santa Monica Bay Beaches and a nearshore debris TMDL is currently in development.

To reduce downstream flooding and pollutant loading at the beach, drainage improvements were completed for the treatment and infiltration of dry-weather and wet-weather baseline flows. Baseline runoff was intercepted via a series of grate inlets along the gutter located upstream of each of the traditional side-opening storm drain inlets. Primary filtration of low flows occurred via removable fabric filter socks designed to remove trash, gross solids, and sediment. Following filtration, low flows proceed to a subsurface infiltration system where percolation into underlying sandy soil occurs, thus removing bacteria that would otherwise flow to the storm drain. Additional subsurface percolation was provided by a secondary infiltration drain and perforated pipe, located under the new landscaped bulb-outs and the median along Pier Avenue. Flows exceeding the infiltration capacity of both the primary and secondary infiltration systems bypass the grate inlets and discharge

into the new storm drain collection system via standard side opening catch basin inlets. The project was designed to treat the 1-year, 1-hour design storm to qualify as a full capture system for trash in accordance with the procedures and requirements of the Regional Board.

Geosyntec developed a Project Assessment and Evaluation Plan (PAEP) for the Regional Board and Flow Monitoring Plan to assess the performance of the drainage improvements. Continuous flow monitoring was performed over a period one year period at the end of which Geosyntec will evaluate the results from the year-long study and prepare a Final Trash TMDL Certification Report to be submitted by the City to the Regional Board.

Geosyntec coordinated with the City throughout the construction period to confirm that the selected monitoring locations and equipment would work within the confines of the final constructed configuration while also accurately characterizing project performance by targeting the most representative drainage areas. Moreover, Geosyntec developed an innovative approach to monitoring dry weather and stormflow runoff through grate inlets.

Santa Monica Bay Beaches Source Investigation, Jurisdictions 5/6

Lead Staff: Julie Stephenson, PM; Megan Otto; Ken Susilo
Duration: May 2009-May2012
Location: Los Angeles, California
Budget: \$329,000

The Santa Monica Bay Beaches Bacteria (SMBBB) TMDL Jurisdictions 5/6 (J 5/6) Source Identification and Control Project is funded and managed by agencies having jurisdiction within the J 5/6 territory. The objectives of the project were to implement the Source Control and Structural BMP aspects of Phase 1 of the J 5/6 SMBBB TMDL Implementation Plan, which focuses on High Priority Drainage Areas #1 (tributary area to 28th Street outfall) and #2 (tributary area to Herondo outfall).

Geosyntec conducted the following efforts: 1) identification and control of dry-weather bacteria sources, 2) siting and design of structural BMPs, 3) evaluation of the potential for sewer infrastructure to contribute to pollution levels, and 4) development of project concepts and evaluation of potential effectiveness using advanced hydrologic modeling. Sources of dry-weather bacteria were investigated through a comprehensive dry-weather flow reconnaissance and sampling procedure that involved the sampling of over three dry-weather periods. The first round of sampling was a comprehensive evaluation of both watersheds, whereas the second and third events were designed to focus on hot-spots identified during previous events. Geosyntec also used dry-weather monitoring results to inform source control recommendations and implementation. Geosyntec ruled out sanitary sewer infrastructure near the outfalls as a source of bacteria and worked collaboratively with key staff from multiple agencies in a workshop environment to screen potential BMP opportunity sites for constraints.



San Diego County Microbial Source Tracking

Lead Staff: Brandon Steets, PM
Duration: December 2012-November 2013
Location: San Diego County, CA
Budget: \$105,000

In response to the Bacteria TMDL for Twenty Beaches and Creeks in the San Diego Region (Resolution R9-2010-0001), the County of San Diego required TMDL special study and strategic regulatory services. The objective of the project was to develop and implement a work plan to identify County of San Diego MS4 outfalls that may be conveying human and/or other anthropogenic wastes in dry weather discharges, and to prescribe targeted remedies to abate these sources of bacteria and flow.

Geosyntec developed and implemented a first-of-its-kind MS4 Microbial Source Tracking (MST) Special Study Work Plan (Work Plan) and Quality Assurance Project Plan to: (a) identify sources of human and non-human waste to the County's MS4 in the San Diego River (SDR) and



San Luis Rey (SLR) watersheds, and (b) accumulate data to support a Natural Source Exclusion (NSE) and/or Quantitative Microbial Risk Assessment (QMRA)-based TMDL modification. The Work Plan was designed based on a hypothesis-driven and tiered investigation approach, and implements the recommended DNA markers from the United States Environmental Protection Agency (USEPA)-recognized California Microbial Source Identification Manual. An initial validation study was conducted to evaluate the proposed MST labs' comparative performance with the markers, and to evaluate cheaper chemical indicators for use as alternative surrogates or supportive lines of evidence. An iPad app was also developed to reduce time required to collect, record, and transcribe data from the field.

As a result, over 250 outfalls and 19 miles of storm drain were investigated, 4 miles of storm drain were observed via closed-circuit television (CCTV), and three homeless encampments were identified in channels above the human marker-positive outfalls. A dry weather TMDL compliance strategy was then developed, including targeted source control and structural BMP recommendations. Geosyntec was also retained to analyze the results of a San Diego reference stream study, resulting in new recommended allowed exceedance rates for consideration in the pending TMDL reopener.

Geosyntec's value-added strategic planning services are expected to result in public health protection, regulatory modification, and compliance cost savings. As a result of the project, illicit connections and leaking sewers were confirmed to be absent from the County's MS4, and the County's dry weather TMDL compliance efforts have been narrowed to a limited set of outfalls, thereby reducing program costs. This MS4 MST study has been highlighted in nationwide webcasts and reports as an "advanced case study" setting new precedent on how to design and implement such investigations.

Hermosa Beach Climate Change Study

Lead Staff: Al Preston, PM; Ken Susilo
Duration: November 2014-November 2015
Location: Hermosa Beach, CA
Budget: \$95,000

This focused infrastructure vulnerability assessment is funded in part by a Climate Ready Grant from the California Coastal Conservancy. The project will forecast how coastal shallow groundwater elevation and salinity may respond to projected increases in sea level rise in sandy, low-lying coastal soils in order to evaluate the vulnerability of existing sanitary sewer and storm drain infrastructure.

The assessment is focused on three infrastructure elements: storm drain outfalls that could be inundated at high tide and cause localized flooding; sanitary sewer collection and conveyance system; and existing and planned stormwater infiltration systems and low flow diversions designed to meet stormwater quality standards.

The potential impact of projected ranges in sea-level rise projections on drainage in the existing storm drain system will be evaluated, focusing on ocean outfalls that are currently or will be inundated at high tide. A series of six Storm Water Management Model (SWMM) model scenarios will be parameterized to reflect: existing conditions for a 10-year design storm event with and without tidal influence (the Federal Emergency Management Agency's 10-year spring tide); projected low bound sea level rise of 0.39 feet under a 10-year design storm event with and without tidal influence; and, projected upper bound of sea level rise of 2.0 under a 10 year-design storm event with and without tidal influence. Vulnerability of stormwater dry weather diversion pump wells with respect to future risk of sea water inundation will be evaluated under these scenarios.

The extent and magnitude of increases in shallow groundwater elevation and related salinity intrusion in the shallow groundwater table will be forecast utilizing groundwater monitoring and soil boring data and various sea-level rise scenarios. Sewer infrastructure in the coastal zone will be evaluated with respect to how the projected changes in groundwater elevation and salinity intrusion may affect sewer infrastructure.

Forecast groundwater level increase projections in combination with projected changes in beach width based on California Coastal Conservancy's coastal LiDAR dataset will be utilized to assess potential for diminished storage capacity in the vadose zone. This assessment will inform the long-term feasibility of stormwater infiltration in the coastal zone as a means for stormwater quality mitigation and protection of beach/ocean water quality.

Geosyntec assisted the City of Hermosa Beach in conceiving, developing and submitting a grant proposal to the California Coastal



Conservancy's competitive Climate-Ready Grant program. The proposal was customized and tailored the grant proposal to meet the City's needs, yet presented a compelling, unique project concept that demonstrated relevance on

a statewide basis consistent with the grant criteria. The Coastal Conservancy selected this project for funding along with 19 others statewide.

Section 3: Project Approach

Because the Beach Cities EWMP relies heavily on accurate and representative monitoring results to support both adaptive management and model recalibration, the Geosyntec Team understands the importance of successful implementation of the CIMP. The Geosyntec Team, which is committed to no other CIMP implementation projects, is especially well qualified to fulfill the scope of work.

The Geosyntec Team's previous work experience leading watershed monitoring and analysis projects, both in the South Bay Beach Cities and throughout Southern California, has equipped us with the knowledge, tools, and expertise to fulfill the objectives of the provided Scope of Work at the highest level. We have developed an exceptional Team of highly qualified individuals whose familiarity with local conditions in the Santa Monica Bay and Dominguez Channel watersheds will enable us to efficiently perform the services required by the Scope of Work.

Our Team is led by Ken Susilo, Project Director, and Chris Wessel, Project Manager, whose leadership during the development of the Beach Cities CIMP and EWMP helped implement thorough yet cost-effective solutions to accomplish the specific watershed objectives as required by the Regional Water Quality Control Board. Building off this previous work, the Geosyntec Team will bring this same leadership approach to the Beach Cities Watershed Monitoring Services Project.

Geosyntec has teamed with local South Bay firm EcoKai to assist in the completion of field activities for water quality monitoring in near-

shore receiving water, storm water outfall, and non-stormwater outfall locations. EcoKai understands the complex nature of sampling during storm events and having multiple sample sites where strict EPA sampling protocol must be achieved. In addition, EcoKai personnel have worked closely with local organizations like Heal the Bay, Santa Monica Bay Foundation, and Loyola Marymount University's Center for Santa Monica Bay Studies, such that they have a detailed understanding of water quality issues facing the South Bay. EcoKai will utilize those relationships and existing knowledge within the water quality community to conduct cost effective monitoring.

For the past ten years, the Beach Cities WMG has utilized the services of Michelson Laboratories to conduct the Santa Monica Bay Beaches Bacteria TMDL weekly shoreline monitoring. Geosyntec is pleased that Michelson Laboratories will continue to complete this aspect of our scope and provide a seamless transition with this task.

Collectively, the Geosyntec Team is completely and fully committed to the successful implementation of the Beach Cities CIMP. The Team members are not committed to any other WMG CIMP monitoring activities, meaning that our entire monitoring and reporting resources will be committed to the implementation of the Beach Cities CIMP alone.

"Under the project management efforts of Ken Susilo (from kick-off to final deliverable phases)...Geosyntec not only met budget requirements, but was often able to add additional value during project execution through regulatory insights and updates on the state of the practice throughout California." - Todd Snyder, County of San Diego, Watershed Protection Program Manager

Task 1: Project Management, Communications, and Meetings

Systematic, diligent, and proactive communications are essential to managing project quality, schedule, and costs. This is particularly critical for projects like the Beach Cities CIMP Implementation, which requires significant coordination to manage numerous team members for short-notice sampling events at multiple sample locations. The Geosyntec Team, led by Ken Susilo and Chris Wessel, who led the Beach Cities CIMP and EWMP and has managed multi-million dollar water resources contracts, will provide project management services so that work deliverables are provided on or ahead of schedule and within budget.

Task 1.1: The Geosyntec Team will provide a detailed schedule to the Beach Cities WMG that outlines task deliverables to be completed and the date by which they will be completed. Due to the fact that some planned deliverables will be based on regulatory compliance deadlines, the Geosyntec Team will complete these deliverables with sufficient time for Beach Cities WMG review and subsequent revision.

The Geosyntec Team recognizes that multiple deliverables are required to be drafted immediately upon the initiation of the Project. For example, in order to complete proper source identification for significant non-stormwater discharges for designated outfalls by December 28, 2015, the outfall prioritization will need to be finalized as soon as possible. Based on our work on the Beach Cities CIMP, the Geosyntec Team is prepared to provide this prioritization within one week of Project initiation.

A draft Project schedule is included as Attachment A to this proposal.

Task 1.2: The Geosyntec Team will perform project management duties, including regular communication with the City on the state of the scope, schedule, and budget; coordination of the Project Team, WMG, and Watershed Coordination Consultant; and organization of Team coordination calls. Clear lines of

“[Geosyntec] epitomized professional dedication and the commitment to project success. Through a concerted effort to keep communication lines open and active, the Geosyntec team effectively balanced the needs and perspectives of multiple stakeholders, which was essential to a smooth process and resulted in an excellent work product” - Wing Tam, City of Los Angeles, Watershed Protection Division)

communication between the Team’s Project Manager and the single designated point of contact at the City will be important to project success, efficiency, and cost control. For cost control purposes, the Geosyntec project manager will track earned value relative to budget spent on a weekly basis throughout the Project duration to confirm that the Project stays on schedule and budget and that deviations are identified, communicated, and mitigated early. A project management plan will also be developed at project kick-off to formalize staff organization, contact information, and lines of communication; quality management procedures; and detailed scope, schedule, and budget.

Task 1.3: The Geosyntec Team will prepare for and attend quarterly meetings of the Beach Cities WMG. For quarterly meetings, Geosyntec will provide: a PowerPoint presentation, as necessary, or other relevant material; an agenda, and; meeting minutes, to be distributed to the WMG after the meeting. Since Geosyntec has been attending and leading meetings with the Beach Cities WMG for the past two years as part of the Beach Cities CIMP and EWMP Project, the Geosyntec Team is well prepared to efficiently lead these meetings.

Task 1.4: The Geosyntec Team will attend, participate in, and/or support the Beach Cities WMG in meetings with other watershed management program groups, Regional Board staff, City Councils, County staff, stakeholders, and/or other consultants as necessary to deliver the Project.

Task 1.5: The Geosyntec Team will obtain the necessary permits for access to the various

sampling locations. Based on the CIMP, it is anticipated that one encroachment/access Permit from the Los Angeles County Flood Control District (LACFCD) will be required for monitoring at outfall location OF-BCEG-7. The Geosyntec Project Manager has obtained such permits before, and is intimately familiar with not only the process required to obtain the permit, but also the notification protocol required to be followed by LACFCD. Since other monitoring locations are not expected to require entry of personnel, permitting and access requirements are expected to be minimal. Geosyntec will coordinate with respective cities to confirm that appropriate protocol is adhered to when sampling at locations within that city.

Task 1.6: The Geosyntec Team will provide a memorandum detailing activation procedures for the sampling team, which will consist of at least the following:

- A list of team members and their contact information, as well as other important contact information (e.g. traffic control, laboratory, etc.);
- Decision criteria, detailing exactly what will trigger a wet weather sampling event. This will include links to appropriate rainfall gauges and weather forecasts;
- An equipment checklist, to be used by the sampling team leader to confirm that equipment is ready to be mobilized;
- Directions to sampling points, including maps;
- Procedures to be followed by sampling team members; and
- Report forms.

Knowing how critical it will be to sample the first rain event following Project initiation, Geosyntec is prepared to deliver this memorandum within two weeks of Project initiation.

As part of this subtask, the Geosyntec Project Manager or representative will also notify the City Contact and Watershed Coordination Consultant as early as feasible prior to the

arrival of a qualifying storm event. The Geosyntec Team understands that, if possible, this notification should be made 48 hours prior to the arrival of a qualifying storm. However, the Team also recognizes that storm forecasting and prediction is an inexact science, and qualifying events can occur with little to no warning. As a result, the Geosyntec Team will implement a two-phased approach to sample mobilization and communication:

1. Any time a storm is forecasted to occur within two to seven days with a depth greater than 0.25 inches and a 50 percent or greater probability, the Geosyntec Project Manager will notify the Team, City Contact, and Watershed Coordination Consultant of the potential sampling event.
2. A "Go" or "No-Go" decision will be made between 12 and 48 hours of the potential storm event, based on the Project sampling trigger. Communication with the City Contact and Watershed Coordination Consultant during this time will be regular and timely.

Task 1.7: The Geosyntec Team will prepare a memorandum detailing the various options for monitoring equipment that may be installed or used at CIMP monitoring sites. The memorandum will include at least the following:

- An overview of potentially applicable monitoring options, including automated equipment;
- Pros and cons associated with various monitoring options;
- Timeline for installation/use of various monitoring options;
- Associated costs with various monitoring options, including permits, installation, and operations and maintenance;
- Recommendations for monitoring options at each selected site, based on the information provide.

Geosyntec has previously investigated the benefits and drawbacks of automated samplers

- Altering monitoring frequencies; or
- Relocating monitoring sites.

As the consultant ultimately responsible for preparing the Approved Beach Cities CIMP, which included meetings with the Regional Board to address their comments, Geosyntec is perfectly prepared to continue to support the development of the Beach Cities CIMP.

Task 1 Deliverables

- One detailed schedule. If the schedule is altered during the course of the Project, an updated version of the schedule will also be provided, as necessary.
- Material for up to four Beach Cities WMG meetings per year.
- Material for up to four additional meetings per year.
- One monitoring mobilization plan.
- One monitoring equipment memorandum.
- All requested laboratory information, including ELAP certification and letter from lab manager certifying that protocols will be met.
- One exceedance notification and action plan.
- One outfall prioritization memorandum.
- One letter to Regional Board, at direction of City Staff, requesting approval for modifying the Approved Beach Cities CIMP.

Task 2: Health and Safety Plan, Traffic Control Plan and Encroachment Permits

Safety is a core value for Geosyntec. The Project Manager, Chris Wessel, has completed 40-hour Hazardous Waste Operations and Emergency Response (HAZWOPER) training, supervisor's training, and additional internal field safety training. Professionals on the Geosyntec Team are committed to the safety of team members, subcontractors, and visitors. We require that subcontractors and visitors to the

project adopt the same commitment to safety. Project subcontractors will comply with the Geosyntec Safety Program. To enforce this policy, subcontractor agreements contain flow-down provisions of the contract requirements. Additionally, our Team will hold daily safety meetings prior to field work in addition to a project kickoff safety meeting covering various phase of field work. These meetings, combined with random safety audits and continuous evaluations, assure that the entire team maintains project safety as their top priority.

We have consistently received outstanding ratings for safety from our clients. Through a proactive approach, Geosyntec has successfully implemented a "safety-first" culture, with no major accidents occurring over the last five years. The Health & Safety Department conducts a root cause analysis of individual incidents and disseminates "lessons learned" throughout the company. This proactive approach is reflected in an Experience Modification Rate (EMR) and Recordable Incident Rate (RIR) well below the national average of 1.0 (EMR) and 2.5 (RIR), respectively. Implementing a large scale monitoring program raises a number of challenges related to the protection of employee health and safety, and the safety of Project personnel will be a top priority for the Geosyntec Team. Considering that a variety of sampling locations (including ocean locations, open channels, and manholes) will need to be accessed during wet weather, a detailed health and safety plan is absolutely critical to the success of the Project and the protection of personnel working on the Project.

Implementing a large scale monitoring program raises a number of challenges related to the protection of employee health and safety, and the safety of Project personnel on the Project will be a top priority for the Geosyntec Team. Considering that a variety of sampling locations (including ocean locations, open channels, and manholes) will need to be accessed during wet weather, a detailed health and safety plan is absolutely critical to the success of the Project

and the protection of personnel working on the Project.

Geosyntec, who requires health and safety plans for projects that include field work, will draft a Site Health and Safety Plan (SHSP), drawing upon the experiences learned from our numerous wet weather sampling events, including ongoing wet weather sampling at a project site with 24 locations. The SHSP will include information such as:

- The location of the nearest hospital and urgent care facility relative to sample sites;
- An emergency contact list;
- Safe sample procedures, including acceptable entry conditions for sample sites;
- Open water sample protocol and boat safety;
- A list of potential Project hazards (e.g. slips, trips, and falls; lifting of heavy objects; cold and heat stress; etc.) and means by which to protect against these hazards;
- As appropriate, procedures and practices for: testing, monitoring, communications, and lighting equipment; barriers and shields; ladders; and retrieval of devices;
- Additional information to confirm that work is performed in accordance with the requirements of California Occupational Health & Safety (Cal-OSHA).

The SHSP will be a "living" document, to be updated as often as is necessary to provide the most helpful and accurate information for field personnel. The Geosyntec Project Manager, who is also the Geosyntec Los Angeles Health and Safety Coordinator, will confirm that field personnel communicate any and health and safety related issues directly to him so that the SHSP can be amended promptly.

The Geosyntec Team will also prepare and submit a traffic control plan that details the

measures that will be taken to prevent sampling conducted in roadways from causing hazardous conditions for both the sampling team and automobile drivers. Geosyntec will rely on California Barricade for this traffic control plan, as well as for traffic control during sampling events. California Barricade has been providing traffic control services for over 30 years, and relies on highly trained ATSSA certified traffic control technicians to provide professional, efficient, and safe traffic control. As previously mentioned, the safety of Project personnel will be a top priority for the Geosyntec Team. California Barricade is well qualified to see that this is the case with respect to traffic hazards.

As part of this task, Geosyntec will obtain an encroachment permit and purchase a business license, if required, as a condition of the encroachment permit.

Task 2 Deliverables

- Three hard copies plus electronic copy of the Site Health and Safety Plan;
- Electronic copy of the traffic control plan.

Task 3: Receiving Water Monitoring

As described in the Permit, the primary objective of receiving water monitoring is to determine whether receiving water limitations are being achieved, to assess trends in pollutant concentrations over time (or during specified conditions), and to determine whether the designated beneficial uses are fully supported as determined by water quality analysis. According to the approved Beach Cities CIMP, sampling will be conducted for the MRP-required suite of analytical parameters to assess the impact of storm drain discharges on water quality in the Santa Monica Bay. Receiving water monitoring locations will include two (2) near-shore locations, sampled during three wet-weather events per year, and seven (7) shoreline locations, sampled weekly.

*Task 3.1: Santa Monica Bay Near-Shore
Receiving Water Monitoring*

Near-shore wet-weather monitoring in the Santa Monica Bay will be conducted at a distance of 1000 feet away from shoreline, in line with the two largest outfalls from the Beach Cities WMG. Using manual grab sampling methods, samples will be collected via boat at the point of initial dilution of the stormwater plume. Geosyntec will utilize the services of The Bay Foundation for sampling via boat, and activities will be conducted in accordance with applicable City of Los Angeles Environmental Monitoring Division (EMD) standard operating procedures. A Team Project Scientist will collect water samples at both locations during a single trip and make decisions where to sample based on surface indications of plume dispersion.

Mobilization for wet-weather monitoring will be triggered by forecasts of at least 0.25 inches of rainfall at a 70% probability at least 24 hours prior to the event and will be conducted three times per reporting year. This monitoring will target the first significant rain event of the storm year and two additional storms during the same season, sampling for parameters shown in Table 6 of the Beach Cities CIMP, including parameters in Table E-2 of the Permit during the first monitored event. Geosyntec understands that for pollutants detected above the lowest applicable water quality objective, future monitoring will be conducted at the frequency specified in the CIMP. In addition, toxicity will be monitored during the first two wet weather events; such that if an additional toxicity sample is needed it would be completed during the third sample event during each year.

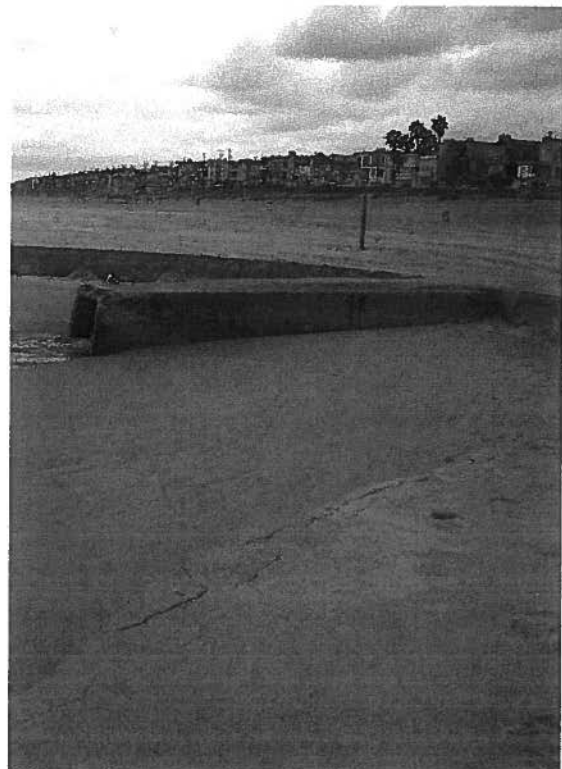
Successful wet-weather sampling is contingent on early identification of and mobilization for storms matching the criteria outlined in the Beach Cities CIMP. The Geosyntec Team will suitably identify such events in advance based on NOAA weather forecasts and will mobilize required equipment and personnel for sampling. To confirm the safety of the samplers, two members of the Geosyntec Team will be mobilized to conduct the receiving water

monitoring. The Geosyntec Team will also mobilize at the same time for stormwater outfall monitoring (Task 4) to confirm that outfall monitoring and receiving water monitoring are conducted contemporaneously.

Based on our close proximity to the Beach Cities, the Geosyntec Team can mobilize rapidly, reducing the potential for (or duration of) a false start.

*Task 3.2: Santa Monica Bay Bacteria TMDL
Shoreline Monitoring*

As per the approved Beach Cities CIMP, weekly monitoring for fecal indicator bacteria (FIB) consistent with the SMBBB TMDL will continue to be conducted at seven (7) coordinated shoreline monitoring locations. The Geosyntec Team will perform weekly bacteria monitoring at these seven sample locations on Monday mornings. Additional accelerated monitoring will be conducted on subsequent days when triggered in response to exceedance of the single-sample bacteria objectives, as described in the SMBBB TMDL Coordinated Shoreline Monitoring Plan



(CSMP). Bacterial parameters analyzed will include Total Coliform, Fecal Coliform, and Enterococcus.

Michelson Laboratories, which has been conducting this monitoring for the past ten years, will continue to provide both sample collection and analysis services as part of the Geosyntec Team. Sampling results, including the field data form, will be provided to Geosyntec by Michelson Laboratories on a weekly basis via and electronic spreadsheet.

Task 3 Deliverables

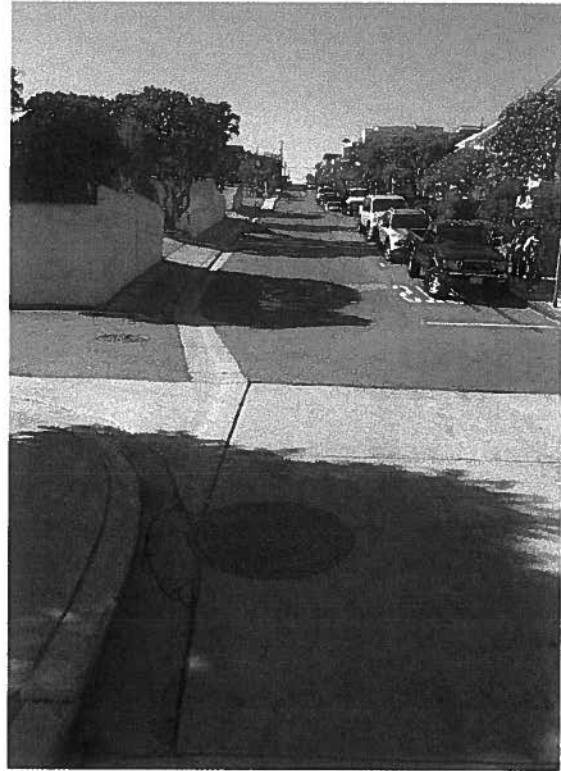
- No Task 3 deliverables, as reporting is handled under Task 6.

Task 4: Stormwater Outfall Monitoring

In addition to receiving water monitoring, stormwater outfall monitoring is a Permit requirement to assess MS4 water quality relative to receiving water quality. Results from stormwater outfall monitoring will be used not only to demonstrate compliance with water quality based effluent limitations, but also to support adaptive management and provide critical information in support of the RAA recalibration.

Seven (7) stormwater outfall monitoring sites have been selected in the CIMP, including four (4) Santa Monica Bay and three (3) Dominguez Channel locations, each representing an individual city that discharges to that watershed. The stormwater outfall monitoring site located at the Torrance Carson Lateral (OF-BCEG-7) will be monitored during the three required wet-weather events on an annual basis, while the remaining six (6) stormwater outfall monitoring sites will be monitored on an alternating annual basis, per Table 9 of the CIMP.

The Geosyntec Team will perform stormwater outfall sampling procedures as discussed in Section 4.3 of the CIMP. To guard the safety of the samplers and the sampling of four outfalls per wet weather event, four teams of two will be



mobilized to conduct manual composite sampling during events. Samples will be collected twenty minutes apart for a total of three hours at each selected monitoring site, resulting in a total of ten discrete samples per site. These ten samples will be combined into a single composite sample for lab analysis.

Monitored constituents at each selected outfall will include those prescribed in Table 17 of the CIMP, as well as additional parameters identified in the paired downstream receiving water sample site. The Geosyntec Team will also monitor for aquatic toxicity, as necessary, in accordance with the Memorandum from Samuel Unger, Executive Officer, Los Angeles Regional Water Quality Control Board, dated August 7, 2015. Five in-situ measurements will also be taken by the sample teams: flow, pH, dissolved oxygen, temperature, and specific conductivity.

Task 4 Deliverables

- No Task 4 deliverables, as reporting is handled under Task 6.

Task 5: Non-Stormwater Outfall Monitoring

Non-stormwater outfall monitoring is critical to dry weather compliance, and the effective demonstration of the elimination of non-stormwater discharges could save significant money related to the implementation of costly BMPs/diversions at some locations. A successful non-stormwater outfall screening, source identification, and monitoring program is therefore a critically important part of the Beach Cities watershed management program.

Non-stormwater outfall monitoring sites that are found to have significant discharges as determined by the Beach Cities WMG screening effort will be investigated for source identification following the CIMP procedures. Outfalls with significant non-stormwater discharge will be prioritized for source identification (as outlined in section 5.4 of the Approved Beach Cities CIMP and described below). Source identification will then be conducted (in accordance with Section 5.5 of the Approved Beach Cities CIMP and described below). Results of the source identification will be interpreted based on the non-stormwater source types outlined in the CIMP, and recommendations will be made accordingly. Significant non-stormwater discharges of unknown origin will be sampled by collection of manual grab samples for two events per year in coordination with downstream receiving water dry-weather monitoring.

The Geosyntec Team will develop a protocol prioritizing outfalls identified as having significant non-stormwater discharge. Outfalls will be ranked for further source investigations based on the following criteria:

- Outfalls discharging directly to a receiving waterbody with water quality based effluent limitations or receiving water limitations for which final compliance deadlines have passed (e.g. Santa Monica Bay Beaches Bacteria TMDL for Dry Weather).

- Major outfalls and other outfalls that discharge to a receiving water subject to a TMDL will be prioritized according to TMDL compliance schedules.
- Outfalls for which monitoring data exist and indicate recurring exceedances of one or more of the Action Levels identified in Attachment G of the Permit
- All other major outfalls identified to have significant non-stormwater discharges.
- Additional criteria that may be incorporated:
 - Rate of discharge based on visual flow observation;
 - Drainage area to outfall and/or size of outfall;
 - Tributary land uses and subcatchment prioritization results from the EWMP;
 - Odor, color, and clarity of discharge;
 - Results of field measurements of pH, temperature, dissolved oxygen, and electrical conductivity;
 - Presence of flow in the receiving water.

This prioritization protocol will be developed and implemented immediately to confirm time remains to implement the source identification protocol. In order to speed this process forward as quickly as possible, the Geosyntec Team will prioritize outfalls within one week of receiving results. Since Geosyntec previously analyzed and prioritized subcatchments in the Beach Cities CIMP Area based on many of the factors above, the Team has a head start on the outfall prioritization.

5.1.1: Conduct Source Investigation of Outfalls with Significant Discharge

Geosyntec will conduct a source investigation of outfalls with significant non-stormwater discharge in accordance with the procedures and schedule approved by the Beach Cities WMG. A successful source investigation program is important since results from the investigation could reduce costs related to implementation and monitoring.



The source investigation will include a desktop screening and field assessments in order to attempt to identify the source(s) of non-stormwater flows.

- The desktop screening will determine the catchment area for each selected outfall and related tributary land uses. Manholes will be identified for potential video investigation.
- The desktop screening will look at previously collected field data, if available, to support the characterization of flow.
- The field component will consist of a visual assessment for outfalls discharging to Dominguez Channel to determine if flows originate within the boundaries of the EWMP group. If an outfall in Dominguez Channel is observed to be discharging but visual observation shows that flows are not present within the Beach Cities WMG, no further investigation should be required.

If this initial screening is inconclusive, additional source identification will be conducted using video investigation tools or other appropriate techniques to track the dry-weather flow upstream until the source can be identified.

Upon completion of the source investigation, flows will be classified into the following types:

- IC/IDs: if the source is determined to be an illicit connection or discharge.
- Authorized or conditionally exempt non-stormwater discharges
- Natural flows
- Unknown sources.

A memorandum identifying the source(s) of the discharge and recommendations for the next step(s) will be submitted by the Geosyntec Team within thirty days of completion of the source investigation. The memorandum will summarize the results of the field screening and source investigation for each selected significant non-stormwater discharge outfall, categorizing the discharge per the categories outlined above. The memorandum will make follow-up action recommendations for the Beach Cities WMG based on the results.

Task 5.1.2: Source Investigation, Phase 1

Geosyntec will complete the first phase of the source investigation for 25% of the outfalls with significant discharge no later than December 28, 2015 (as required by the MS4 Permit). This will include the outfall associated with Observation Site O-7. The memorandum will be submitted to the Beach Cities WMG within 30 calendar days after completion of the source investigation (i.e. January 27, 2016).

Task 5.1.3: Source Investigation, Phase 2

Geosyntec will complete the second phase of the source investigation for 25% of the outfalls with significant non-stormwater discharge no later than December 28, 2016 (as required by the MS4 Permit). The associated memorandum will be submitted to the Beach Cities WMG within 30 calendar days after completion of the source investigation (i.e. January 27, 2017).

Task 5.1.4: Source Investigation, Phase 3

Geosyntec will complete the third phase of the source investigation for the remaining 50% of the outfalls with significant non-stormwater discharge no later than December 28, 2017 (as required by the MS4 Permit). The associated memorandum will be submitted to the Beach Cities WMG within 30 calendar days after completion of the source investigation (i.e. January 27, 2018).

Task 5.1.5: Outfall Site Monitoring

Outfalls with significant non-stormwater discharges that remain unaddressed after the source investigation will be monitored, unless the flow is determined to be authorized or conditionally exempt. Monitoring will seek to begin within 90 days of completing the source identification, but may begin at a later time in order to be coordinated with dry weather receiving water monitoring.

The Geosyntec Team will collect and analyze monitoring data at those non-stormwater outfall sites determined to require monitoring. The monitoring parameters and procedures will follow the Approved Beach Cities CIMP. Geosyntec will submit a post-event memorandum within 30 calendar days of a non-stormwater outfall monitoring event. Significant non-stormwater outfall monitoring sites will be sampled by collection of grab samples for two events per year in coordination with downstream receiving water dry-weather monitoring. Non-stormwater outfalls with significant flow will be monitored for required constituents, per receiving water bodies, as outlined in Part IX.G.1.a-e of Attachment E of the Permit, except toxicity. A summary of the constituents to be monitored by watershed is listed in Table 19 of the CIMP.

Since grab samples are considered sufficient to characterize non-stormwater flows, it is assumed that a single team of two personnel will be able to monitor outfalls required to be monitored.

Task 5.2: Toxicity Monitoring

The Geosyntec Team will conduct toxicity monitoring for non-stormwater outfalls when triggered by external receiving water monitoring data in conformance with the guidance provided by the Regional Board. Toxicity monitoring is only required when triggered by recent receiving water toxicity monitoring where a Toxic Identification Evaluation (TIE) on the observed receiving water toxicity test was inconclusive.

Task 5.3: Database Updating

The Geosyntec Team will incorporate the inventory of MS4 Outfalls with non-stormwater discharges into the GIS database of MS4 storm drains, channels, and outfalls that was prepared as part of the CIMP. Geosyntec helped develop this database and can therefore readily and efficiently maintain the required updates. Updates to this database are required to occur at least annually, prior to June 30th, for reporting purposes. However, Geosyntec will update the database as often as new data, including completed field data sheets from initial outfall screening events along with photographs of outfall conditions at the time of screenings, is received.

Task 5 Deliverables

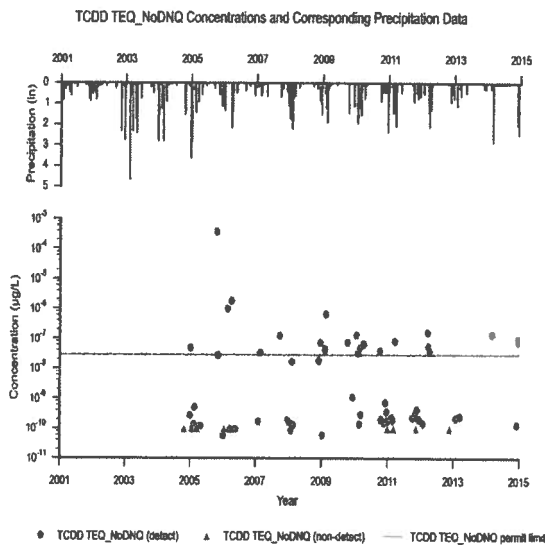
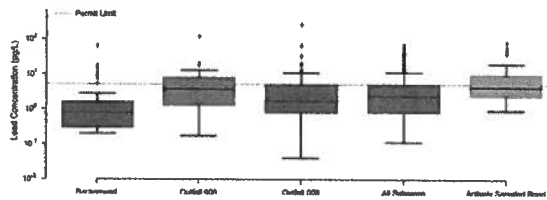
- Three source identification technical memoranda, one per phase of source identification.
- Six post-event sampling memoranda (two per year) summarizing the results of the non-stormwater monitoring.
- Annual updates of the MS4 Outfall GIS database.

Task 6: Data Assessment and Reporting

Task 6.1: Monitoring Records

Through previous and ongoing TMDL monitoring plan implementation projects, Geosyntec has accumulated significant expertise developing automated data management and visualization toolboxes to expedite monitoring record submission processes. These toolboxes will help Geosyntec efficiently generate monitoring records summarizing the chains of custody, monitoring event background information, field measurements, laboratory analyses and associated QA/QC data, and narrative on corrective actions, if deemed necessary.

The Geosyntec Project Manager will keep track of monitoring records, confirming that records are sent to the City Contact within 14 days following the end of a wet-weather sample event. To meet this requested turnaround, lab analyses will be expedited.



Task 6.2: SMBB TMDL Shoreline Monitoring Weekly and Monthly Data Submittal

Geosyntec will take the responsibility of summarizing SMBBB TMDL Shoreline monitoring data received from Michelson Laboratory. Upon receiving the existing Access database from the City of Redondo Beach, Geosyntec will continue importing received data and generating weekly and monthly reports with the same format as the examples provided in Attachments 8 and 9 of the RFP.

Task 6.3: Semi-Annual Data Submission

Geosyntec will lead the effort of preparing a Semi-Annual Data Report in compliance with requirements specified in the Permit. Given our leading role in preparing the Beach Cities CIMP and EWMP, Geosyntec is familiar with applicable water quality objectives associated with the Beach Cities WMG. Consequently, Geosyntec will focus on evaluating monitoring data against municipal and regional water quality objectives for applicable pollutants. Exceedances will be readily identified in semi-annual reports.

Data will be provided in both Stormwater Monitoring Coalition (SMC) and California Environmental Data Exchange Network (CEDEN) formats. Geosyntec is familiar with these data formats, having used them on previous projects.

Task 6.4: External Data Assessment

Three external data sources have been identified in the RFP. The Geosyntec Team will incorporate received data into the existing database for Task 6.2. External data will be analyzed to evaluate the overall water quality of the various receiving water bodies in question, but also to help shed light on the Beach Cities impact on receiving water quality.

External data will be analyzed to evaluate the overall water quality of the various receiving water bodies in question, but also to help shed light on the Beach Cities impact on receiving water quality.

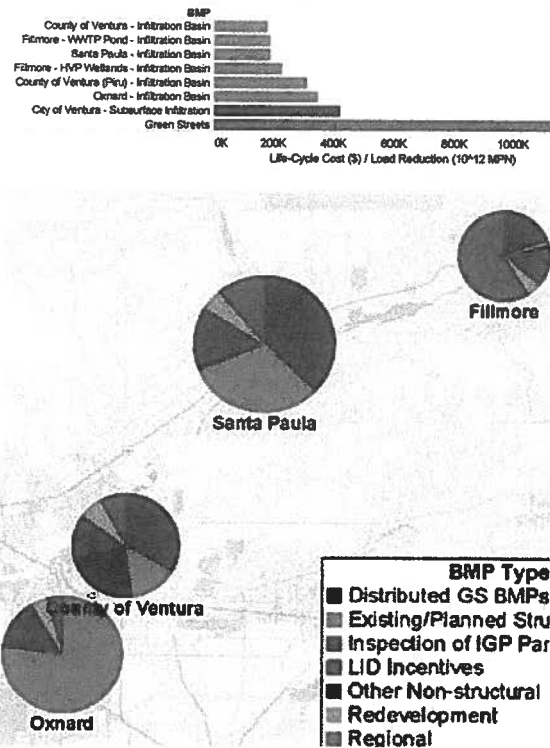
Since receiving water sample results will be used to establish what parameters will be analyzed at the upstream outfalls, coordination with the various external agencies will be required. The Geosyntec Project Manager will initiate this coordination to confirm that sample results are provided to Geosyntec as soon as possible.

Task 6.5: Annual Integrated Monitoring Compliance Report

Geosyntec will lead the effort of preparing the Annual Integrated Monitoring Compliance Report (IMCR) in compliance with requirements specified in the Beach Cities CIMP. An Excel spreadsheet will be prepared to summarize internal and external monitoring analyses and associated meta data collected over the past reporting year. The IMCR will summarize monitoring data and identify exceedances against applicable monthly average permit limitations (MALs), receiving water limitations, WQBELs, non-stormwater action levels, and aquatic toxicity thresholds for dry- and wet-weather receiving water monitoring, and stormwater and non-stormwater outfall monitoring. For any identified exceedance, Geosyntec will recommend corrective actions to control discharges causing exceedances. Given our expertise in implementing monitoring plans and our familiarity with the Beach Cities CIMP and EWMP, Geosyntec will select appropriate corrective actions to address pollutants of concern, and verify the remediation's effectiveness with follow-up monitoring, as necessary. If aquatic toxicity is confirmed based on monitoring data, Geosyntec will conduct a TIE to identify the toxic chemicals, and include relevant data for the Regional Board to review the adequacy and findings of the TIE.

Task 6 Deliverables

- Three wet-weather monitoring record summaries, per year (Note: dry-weather monitoring records are covered by the dry-weather monitoring memorandum detailed in Task 5).

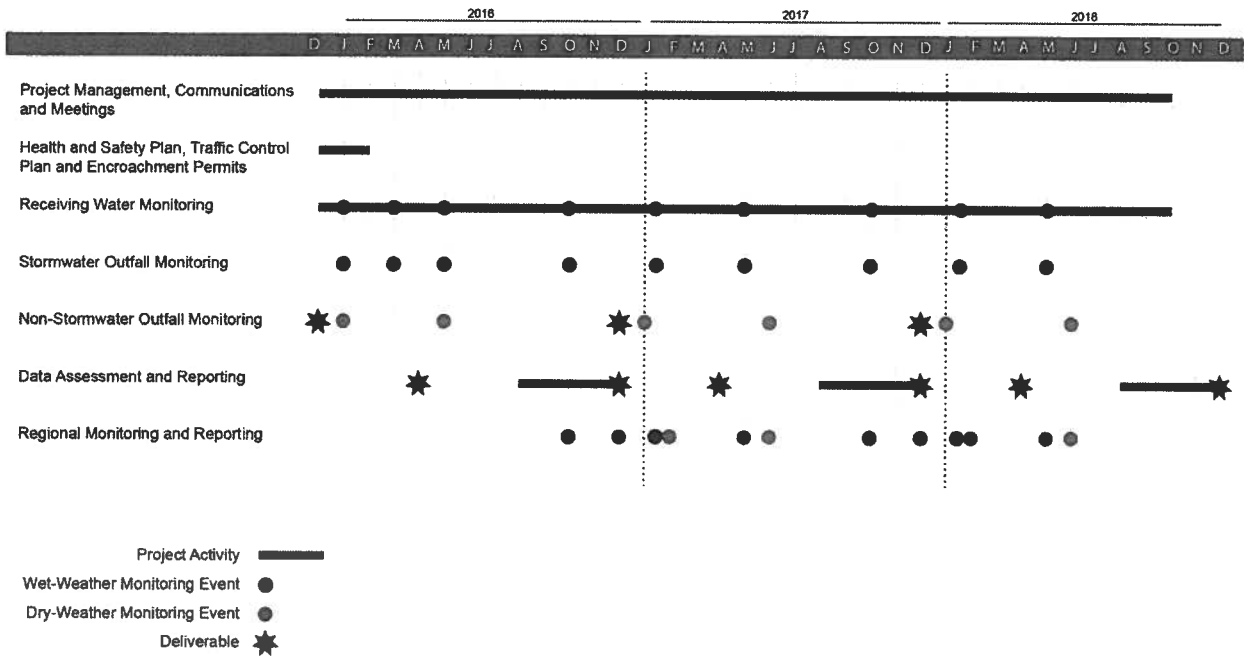


- 52 weekly SMBBB TMDL shoreline monitoring data submittals, per year.
- 12 monthly SMBBB TMDL shoreline monitoring data submittals, per year.
- Two Semi-Annual Data Reports, per year.
- One (draft and final) Annual Integrated Monitoring Compliance Report, including a Municipal Action Level Assessment Report and data summary spreadsheet.

Section 4: Project Timeline

The following schedule assumes project initiation by the end of November 2015 and duration of three years of service. The same schedule has the capability to be extended for an additional two years.

Monitoring events depicted in the schedule should not be interpreted as occurring on the exact date shown. Rather, individual monitoring events shown signify the existence of a monitoring event during the span of months to which it is attached.



Section 5: Assumptions

General

All memoranda and reports, unless otherwise specified, include one round of review from the Beach Cities WMG, with consolidated electronic comments provided to Geosyntec to be incorporated into the final version.

All sampling is assumed to be conducted during daylight hours, Monday – Friday.

Direct costs related to permitting - including permit fees, lane closure fees, traffic plan check fees, and business license fees – are assumed to not exceed \$1,500 per year.

For cost estimation purposes, it is assumed that zero false starts will occur for wet weather monitoring.

Receiving Water Monitoring

Two (2) near-shore receiving water monitoring sites are assumed to be monitored during three (3) wet-weather events, per year.

All Table E-2 parameters are assumed to be analyzed during the first wet-weather monitoring event at each selected near-shore receiving water monitoring location. Following this first event, it is assumed that the Table E-2 parameters analyzed at each selected location will result in a lab cost equivalent to 25% of the cost to analyze Table E-2 parameters.

Three (3) wet-weather aquatic toxicity samples are assumed per year at each selected near-shore receiving water monitoring location.

Two (2) toxicity identification evaluations (TIEs) are assumed per year at each selected near-shore receiving water monitoring location.

Boat captain will be responsible for assessing open ocean water conditions to guard the safety

of Geosyntec Team personnel prior to mobilization from the harbor.

SMBBB TMDL Shoreline Monitoring is assumed at seven (7) sample locations. Labor includes site observations at sample locations as well as eight (8) storm drain outfalls. Collection includes use of a 4x4 vehicle and a trained technician based on City requirements for access and driving on City beach property. No weekend or holiday surcharges are included in the cost proposal.

A total of sixteen (16) repeat sample events are assumed for the SMBBB TMDL Shoreline Monitoring per year.

No permitting is assumed to be required for receiving water monitoring.

Stormwater Outfall Monitoring

Four (4) outfalls are assumed to be monitored during three (3) wet-weather events, per year.

It is assumed that the Table E-2 parameters analyzed at each selected outfall monitoring location during wet-weather will result in a lab cost equivalent to 25% of the cost to analyze Table E-2 parameters.

Three (3) wet-weather aquatic toxicity samples are assumed per year at each of two (2) selected outfall monitoring locations.

No TIE analyses are assumed for outfalls.

Traffic control from California Barricade is assumed at three locations (OF-BCEG-2, OF-BCEG-5, and OF-BCEG-6). Other traffic control is assumed to be minor (i.e., not requiring lane closure), and will be provided by the Geosyntec Team.

A LACFCD encroachment/access permit is assumed to be necessary for monitoring at OF-

BCEG-7. The cost for obtaining this permit assumes a single submittal of relevant data to LACFCD; a re-submittal of data based on LACFCD comments; a single trip to LACFCD field offices; and a permitting fee of \$250. It is assumed that an access key will be provided by LACFCD.

Non-Stormwater Outfall Monitoring

Three (3) outfalls are assumed to require monitoring twice per year due significant non-stormwater discharges.

Of the three outfalls, two (2) are assumed to be within the Santa Monica Bay Watershed and one (1) is assumed to be within the Dominguez Channel Watershed.

It is assumed that the Table E-2 parameters analyzed at each selected outfall monitoring location during dry-weather will result in a lab cost equivalent to 25% of the cost to analyze Table E-2 parameters.

Two (2) dry-weather aquatic toxicity samples are assumed per year at each of two (2) selected outfall monitoring locations.

Due to the numerous unknown variables related to source tracking (e.g. length of storm drain, number of storm drain branches, number of flow sources, etc.), no direct costs related to vendor services for this task have been included in this cost proposal. Given the importance of locating the source(s) of significant non-stormwater discharges, available methodologies will be discussed with the Beach Cities WMG following the desktop screening and initial field screening.

Traffic control by California Barricade is assumed to not be required for non-stormwater outfall monitoring and source investigation.

Section 6: References

1

The Newhall Land and Farming Company
Matt Carpenter, Director of Environmental Resources
661.255.4259
mcarpenter@newhall.com
Newhall Land Monitoring and Reporting
2004-Present
Brandon Steets, PM

2

City of Lawndale
Frank Senteno, Director of Public Works
310.973.3260
N/A
Hermosa Pier Avenue Monitoring
January 2010-September 2014
Megan Otto, PM

3

McGowan Consulting
Kathleen McGowan
310.213.4979
kathleen.enve@verizon.net
South Bay Beach Cities EWMP and CIMP*
December 2013 - Present
Ken Susilo, PM

*Ms. McGowan contributed to the South Bay Beach Cities EWMP and CIMP while an employee of Geosyntec. She now runs a private consulting business.

Geosyntec Consultants has been supporting Newhall on TMDL, monitoring, and NPDES issues since 2003. Under the leadership of Brandon Steets, they have provided high value services that are prompt, within budget, and at an exceptional level of quality. Their work has included strategic regulatory guidance, TMDL and 303(d) review and comment, surface water monitoring planning, water quality sample collection, NPDES permitting, and watershed modeling of the Upper Santa Clara River. We have been extremely satisfied by their technical performance, project management, and professionalism. -Matt Carpenter, Director, Environmental Resources, Newhall Land

Section 7: Management Structure

Geosyntec is an employee owned corporation with over 250 shareholders. Geosyntec's current top shareholders and corporate officers are as follows:

President/CEO and Chairman of the Board

Rudy Bonaparte
2002 Summit Blvd. NE, Suite 885
Atlanta, GA 30319
Phone: 404.267.1101
Fax: 404.267.1102

Executive Vice President

Thierry Sanglerat
2100 Main Street, Suite 150
Huntington Beach, CA 92648
Phone: 714.969.0800
Fax: 714.969.0820

Chief Financial Officer

Jon Dickinson
900 Broken Sound Pkwy NW, Suite 200
Boca Raton, FL 33487
Phone: 561.995.0900
Fax: 561.995.0925

Since its inception in 1983, Geosyntec has employed a classic business management structure organized around a Board of Directors, a President/Chief Executive Officer, a Chief Financial Officer, an Executive Committee, and regional and satellite offices. Each region of the firm is led by a responsible Principal who reports to a member of the Executive Committee. Corporate business support services, including accounting, human resources, and information technology, are primarily concentrated in Boca Raton, Florida.

Board of Directors

Geosyntec's Board of Directors is comprised of eight employee shareholders from within the firm, six of whom are elected by the

shareholders for three-year terms. Elections to the Board occur at the annual Shareholders Meeting each August. In addition, there are two one-year term positions appointed by the Board. Two full term positions are elected each year. The Board also elects its chairman from within its membership annually. The principal functions of the Board are to represent the approximately 250 employee-shareholders of Geosyntec, establish the strategic direction of the firm (through preparation of the firm's strategic plan), appoint the President/CEO, and monitor the performance of the President/CEO and Executive Committee in implementing the strategic plan.

CEO

Each year, the Board of Directors appoints a President/CEO at the Board's annual meeting in August. The President/CEO in turn appoints members of the Executive Committee.

Executive Committee

The Executive Committee, appointed by the CEO, is responsible for implementing the firm's strategic plan, running the day-to-day operations of the business, and achieving the firm's performance goals

Project Management

During each phase of the Beach Cities CIMP, Geosyntec will apply project management and technical skills to control cost and meet schedule milestones. To facilitate effective scheduling and cost control, Geosyntec has an internal project management training program led by a registered project management professional to confirm that project managers have the specialized training required to effectively manage projects, control costs, meet schedule milestones, and to ultimately provide customer satisfaction.

The success of a project rises and falls with communication. Geosyntec prides itself on its ability to maintain effective communication with our clients. Projects rarely run exactly as planned, but effective communication can help to avoid those issues from derailing schedule or budget. Regular status reports during the course of the project (e.g. weekly email, monthly memo, etc.) will be critical to keeping the Beach Cities WMG up to date on project progress and identifying any issues or constraints. The

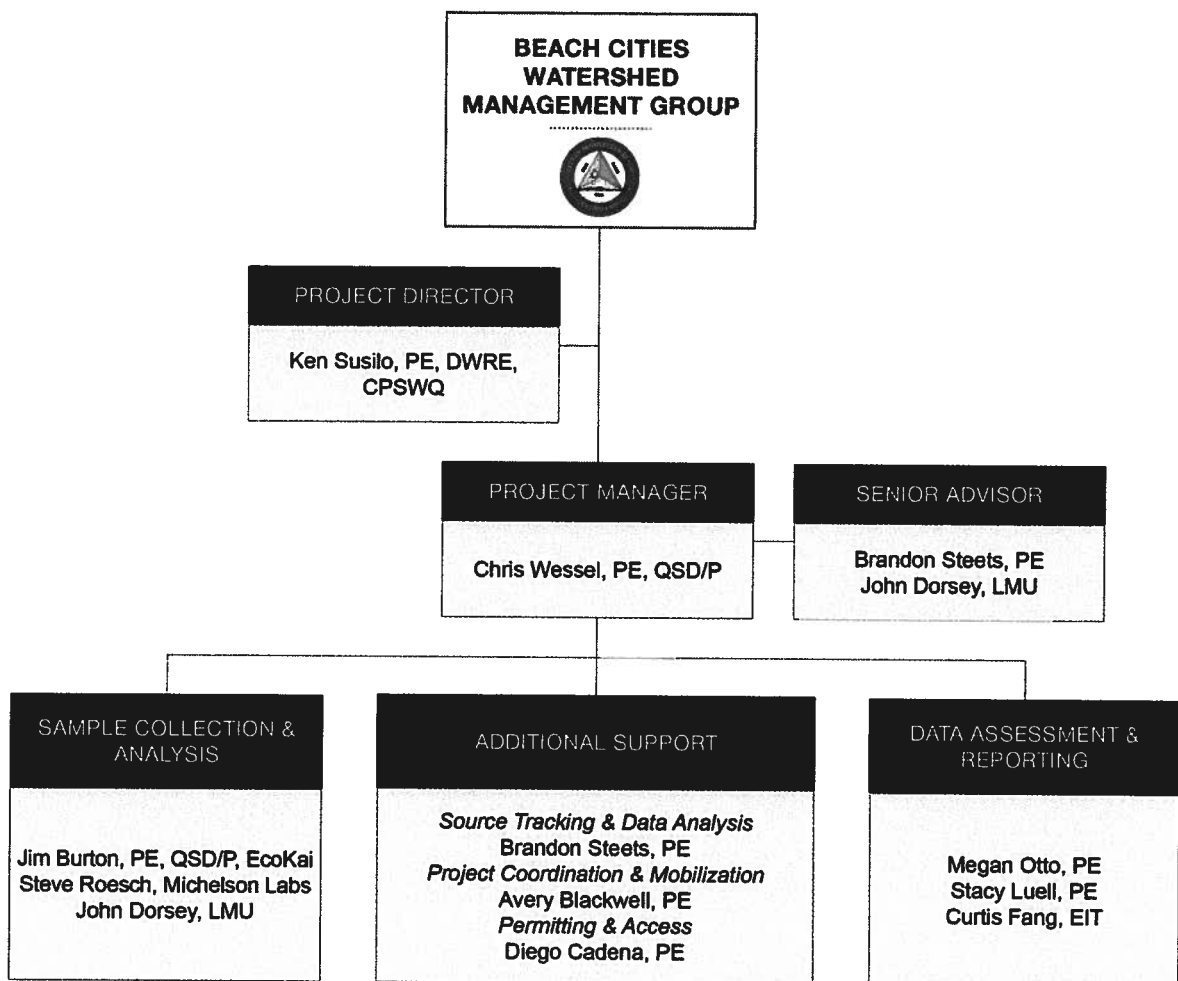
Geosyntec Team will endeavor to provide open communication channels so that the Beach Cities WMG is continuously up to date with project information or updates. Our Project Manager, Chris Wessel, will be the focal point for project communication, coordination, and administration for each component of the contract work. This will give the Beach Cities WMG a consistent contact representing the Geosyntec Team.

Section 8: Consultant Team

The Geosyntec Team is structured to provide the City with unparalleled local leadership and superior expertise in water quality monitoring, sampling, and analysis.

As Project Manager, Chris Wessel, P.E., will act as the primary point of contact for the City. Mr. Wessel will manage personnel on the Geosyntec Team. In order to move the project forward in an expeditious manner, he will personally work to implement the City's project goals, project schedule, and budget. Finally, Mr. Wessel will oversee project scope completion and quality.

Mr. Wessel played a vital role in drafting the Beach Cities EWMP as well as reviewing and finalizing the South Bay Beach Cities CIMP. His project experience also includes dry and wet weather field sampling. As a result, Mr. Wessel is well equipped to provide the City with outstanding leadership.



Availability

The Geosyntec Team brings an undivided commitment to the Beach Cities WMG CIMP Implementation. Geosyntec participated widely in the development of local Enhanced Watershed Management Programs (EWMPs) and CIMPs but has elected to focus exclusively on one CIMP implementation project – the Beach Cities WMG CIMP Implementation. Geosyntec Team members are fully committed to making themselves available to the Beach Cities WMG for the duration of implementation of the CIMP, including the two optional one-year renewal terms. Thus, the Geosyntec Team offers singular focus, flexibility, time, and attention to the Beach Cities WMG.



KEN J. SUSILO, P.E., D.WRE, CPSWQ

**Integrated water resources
watershed management and water quality**

EDUCATION

M.S., Civil Engineering, University of California, Berkeley, CA 1991

B.S., Civil Engineering, University of California, Berkeley, CA 1990

REGISTRATIONS AND CERTIFICATIONS

Professional Civil Engineer, California, No. C51194

Certified Professional in Storm Water Quality, No. 0086

Diplomate, Water Resources Engineer, No. 00281

CAREER SUMMARY

Ken Susilo, PE, D.WRE, CPSWQ is a Professional Engineer, Diplomate Water Resources Engineer, and Certified Professional in Water Quality. He has over 24 years of experience in planning, permitting, engineering design, hydraulics, hydrology, computer modeling, storm water management, and integrated water resources.. He has also served as an Expert Witness in cases involving storm water, hydrology, flooding, sediment fate and transport, and water quality. He served on ASCE Report Card committees for Orange County, Los Angeles County, and the State of California. In 2006, Susilo was recognized as the ASCE Outstanding Civil Engineer in the Private Sector by the Los Angeles Section and ASCE Region 9 (State of California). In addition to his technical and managerial leadership of a wide range of public and private water resources projects, Mr. Susilo has served as a technical reviewer (in progress) for the *Design of Urban Stormwater Controls* (multiple chapters) Manual of Practice MOP 23, 2nd edition Water Environment Federation; is a Peer Reviewer for the *Journal of Irrigation and Drainage* ASCE; and has over 40 technical papers and/or conference presentations/workshops. He recently served on the Water Environment Federation Stormwater Steering Committee, co-chairing the subcommittee for Technical Excellence. Mr. Susilo is the Managing Principal of Geosyntec's Los Angeles office and recently served on Geosyntec Consultants' Board of Directors.

Litigation/Forensic Support

Expert Witness and Litigation Support, Los Angeles County, CA. Principal Investigator and Expert for case involving alleged Clean Water Act and NPDES permit violations (Santa Monica Baykeeper and Natural Resources Defense Council, v. City of

Malibu; US District Court Case No. CV 08-1465; settled). Provided deposition testimony and participated in settlement negotiations.

Watershed Management and Water Quality

Southbay Beach Cities Enhanced Watershed Management Program (EWMP & CIMP). Los Angeles County, CA. Project Manager for the Enhanced Watershed Management Program (EWMP) for the Cities of Redondo Beach, Manhattan Beach, Hermosa Beach, Torrance, and the Los Angeles County Flood Control District. Tasks include identification of priorities and approaches, development of EWMP Work Plan, Comprehensive Integrated Monitoring Plan (CIMP), and final EWMP including a Reasonable Assurance Analysis, in conformance with the December 2012 Los Angeles MS4 Permit and RWQCB technical guidance.

Santa Monica Bay Beaches TMDL Jurisdictional Groups 5&6, Implementation and Monitoring Studies, for Cities of Redondo Beach, Manhattan Beach, Hermosa Beach, and Torrance, CA. Project Director for the Structural BMP Siting and Conceptual Design Study; Dry Weather Source Characterization and Control Summary; and Influence of Sewer Infrastructure on Bacteria Concentrations at SMB-5-2 and SMB-6-1.

Santa Monica Bay Enhanced Watershed Management Program (EWMP). Los Angeles County, CA. Technical Project Manager/Director for the EWMP for the Cities of Los Angeles, El Segundo, and Santa Monica; County of Los Angeles, and Los Angeles County Flood Control District (Jurisdictional Groups 2, 3, and 7). Tasks include identification of priorities and approaches, development of EWMP Work Plan, and final EWMP including an RAA.

North Santa Monica Bay Coastal Watersheds Enhanced Watershed Management Program (EWMP & CIMP). Los Angeles County, CA. Project Manager/Director for the EWMP for the City of Malibu, County of Los Angeles, and Los Angeles County Flood Control District. Tasks include identification of priorities and approaches, development of EWMP Work Plan, CIMP, and final EWMP including RAA.

Peninsula Cities Enhanced Watershed Management Program (EWMP). Los Angeles County, CA. Geosyntec Project Director for the RAA for the EWMP for the Cities of Rancho Palos Verdes, Palos Verdes Estates, Rolling Hills, Rolling Hills Estates, County of Los Angeles, and Los Angeles County Flood Control District. Tasks include CIMP and RAA in conformance with the December 2012 Los Angeles MS4 Permit.

Santa Monica Bay Beaches Bacteria TMDL Implementation Plan, Jurisdictions 1 and 4 Los Angeles, CA. Project Manager for Malibu, Los Angeles County, and Caltrans 18-year TMDL Implementation Plan, which addresses integrated water resources,

Susilo, Ken, P.E. D.WRE, CPSWQ
Page 3

Geosyntec[®]
consultants

source controls, structural BMPs, limited monitoring, and implementation cost and budgets.

PROFESSIONAL EXPERIENCE

Geosyntec Consultants, Los Angeles, CA, October 2004-present

Psomas, Los Angeles, CA August 1999-October 2004

URS/Woodward-Clyde Consultants, Oakland, CA, 1991-1999

University of California Berkeley, Expert Witness Support, Berkeley, CA, 1990

AWARDS

Outstanding Civil Engineer, Private Sector, ASCE Region 9 (State of California) – 2006

Outstanding Civil Engineer, Private Sector, ASCE Los Angeles Section – 2006

Outstanding Civil Engineer, Private Sector, ASCE Metro LA Branch – 2006

Legacy Park Project Awards:

Water Quality Improvement Award, Water Environment Federation 2012

Outstanding Sustainable Project – Metropolitan Los Angeles Branch, ASCE, 2011

Project of the Year – Los Angeles Section & Region 9 (California) ASCE, 2011

Outstanding Stormwater Regional BMP Project – California Stormwater Quality Association (CASQA), 2011

Engineering Achievement Award– CA Water Environment Association LABS 2011

Project of the Year, APWA , Southern California Chapter, 2011

Mill Creek Wetlands Awards:

Outstanding Stormwater Regional BMP Project – CASQA , 2014

Outstanding Public Civil Engineering Proj., San Bernardino & Riverside, ASCE
2014

Outstanding Stormwater BMP Program – *OCTA Measure M2 Environmental Cleanup Program*, CASQA, 2014

Outstanding Public/Private Civil Engineering Project – Metro LA Branch – Los Angeles County-wide Structural BMP Prioritization Methodology, ASCE, 2006

Outstanding Research Project – Cienega Filtration Project, CASQA, 2007

CHRISTOPHER WESSEL, P.E., QSD/QSP

environmental planning
NPDES permitting
surface water management and monitoring
stormwater BMPs

EDUCATION

M.S., Hydrology and Water Resources Engineering, University of California, Los Angeles, 2009

B.S., Civil and Environmental Engineering, University of California, Los Angeles, 2007

REGISTRATIONS AND CERTIFICATIONS

Registered Professional Engineer, Civil, State of California, No. C78522
California Construction General Permit Qualified SWPPP Developer/Practitioner,
California, No. 20321

CAREER SUMMARY

Chris Wessel, PE, QSD/QSP, is a Professional Engineer and Qualified SWPPP Developer and Practitioner. He has over six years' experience in stormwater management, best management practice (BMP) design and implementation, and hydrologic and hydraulic computer modeling. In his five-plus years at Geosyntec, Chris has been involved in a variety of projects. His project experience has included topics such as environmental planning for MS4 Permit compliance; stormwater pollution prevention plan development and NPDES permitting under the California Construction General Permit; compliance with water quality objectives including Total Maximum Daily Loads (TMDLs), Basin Plan Objectives, and NPDES effluent limits; stormwater planning and BMP design; hydraulic and hydrologic modeling, with an emphasis on BMP design and evaluation; and dry and wet weather field sampling. He is also a QSD/QSP training instructor for various clients in both the private and public sector.

Southbay Beach Cities Enhanced Watershed Management Program (EWMP) and Coordinated Integrated Monitoring Program (CIMP) Development, Cities of Manhattan Beach, Hermosa Beach, Redondo Beach, Torrance, and County of Los Angeles, CA. Responsible for the drafting of the Southbay Beach Cities (Beach Cities) EWMP to meet requirements set forth in the Los Angeles Phase I MS4 Permit. Project work included data compilation and analysis to prioritize water body-pollutant combinations within the watershed; water quality and quantity modeling using the Structural BMP Prioritization and Analysis Tool (SBPAT) in support of performing a reasonable assurance analysis for the identified water quality priorities; writing of

Christopher Wessel, P.E., QSP/QSD
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numerous technical reports; and project management tasks. Additionally, Mr. Wessel was responsible for reviewing and finalizing the Beach Cities CIMP, which established a large-scale coordinated monitoring program throughout the entire watershed to meet MS4 Permit requirements.

Environmental Consulting Services for MS4 Permit Compliance, Various Clients. Providing on-call environmental consulting services to assist eight different cities with the implementation of the requirements of the Los Angeles County MS4 Permit. Ongoing Municipal Stormwater Permit assistance has included: revisions of city's municipal codes to reflect requirements of the MS4 Permit, training presentations to city staff on the Planning and Land Development requirements set forth in the Permit, implementation planning, commercial facility inspections, and illicit connection and illicit discharge program planning. Cities served include El Segundo (project manager), Hermosa Beach, Manhattan Beach, Rolling Hills, Rolling Hills Estates, Palos Verdes Estates, and Monrovia.

Jurisdictional Groups 5 and 6, Santa Monica Bay Beaches Bacteria TMDL Implementation Plan, Cities of Torrance, Redondo Beach, Hermosa Beach, and Manhattan Beach, California. Responsible for EPA SWMM modeling of the Herondo and 28th St. watersheds. The modeling was used as part of the quantitative assessment for the project, which analyzed the impact of various BMPs on meeting the Bacteria TMDL. Modeling was also conducted for the design of a large infiltration BMP at the Herondo watershed outfall to meet the Bacteria TMDL discharge requirements while seeking to minimize costs.

Manhattan Beach Greenbelt Infiltration System Monitoring, City of Manhattan Beach, California. Assistant project manager overseeing the drafting of the monitoring plan and project effectiveness report for the Greenbelt Infiltration System in Manhattan Beach. Both the monitoring report and effectiveness report were submitted to the State Water Resources Control Board in support of the project being funded by the Prop 84 Grant Program. Also conducted the field monitoring, which consisted of water quality sampling and high-resolution flow monitoring.

Pier Avenue Storm Drain and Infiltration Basin Monitoring, City of Hermosa Beach, California. Responsible for writing draft monitoring plan for storm drain and infiltration basin monitoring, intended to assist with LARWQCB designation as full capture system for trash. Content included recommendations on sampling frequency, equipment and procedures, and quality control/assurance procedures. Assisted with equipment design and vendor coordination. Also led effort for the collection of field data and the analysis of retrieved flow data, and helped draft the final certification report for the project.

City of Los Angeles Argo Drain Stormwater BMP Project, Los Angeles, CA. Assistant Project Manager (as subconsultant to AECOM) for the Stormwater BMP Project (Proposition O) involving stormwater diversion, treatment, and infiltration for compliance with the Santa Monica Bay Bacteria TMDL, Enhanced Watershed Management Program, and Los Angeles Phase I MS4 Permit. Project scope includes concept design validation, pre-design, geotechnical investigations, survey, environmental clearance, permitting, final design, and construction-phase support.

NPDES Monitoring and Reporting, Newhall Land and Farming Company Water Reclamation Plant, Newhall, California. Assists with on-going NPDES baseline receiving water monitoring program to satisfy the requirements of the Regional Water Quality Control Board. Duties include field sampling, data compilation, and technical writing of the required NPDES reports.

Los Angeles River Real-Time Conditions Monitoring and Reporting, Arts District Community Council of Los Angeles, Los Angeles County, California. Project manager and civil engineer installing a pilot network of real-time monitoring stations along the LA River in support of the Los Angeles River In-Channel Bikeway Project. The wireless monitoring network is currently being installed along strategic locations in the Los Angeles River and its tributaries, and will also be collecting real-time weather forecasts, rain gages, and existing stream gage data to provide a decision support system for automatically controlled notifications and operations.

Los Angeles World Airports (LAWA) CGP SWPPP Review, Los Angeles, California. Mr. Wessel is providing third party review of SWPPPs prepared by others for construction projects at LAX. SWPPP comments are submitted to the Los Angeles World Airports Environmental staff.



BRANDON STEETS, P.E.

**water quality monitoring
strategic regulatory support
TMDL implementation planning and special studies
microbial source investigation**

EDUCATION

M.S., Environmental Engineering, University of California, Santa Barbara, 2000
B.S., Environmental Engineering, Rensselaer Polytechnic Institute, Troy, New York,
1998

REGISTRATIONS AND CERTIFICATIONS

Registered Professional Engineer, Chemical, State of California, No. CH6132

CAREER SUMMARY

Mr. Steets has significant experience in conducting and managing large water quality monitoring and modeling projects to support NPDES permit compliance, TMDL implementation, and stormwater quality management planning. His experience includes bacteria source investigations; MS4 Water Quality Improvement Plans and Reasonable Assurance Analysis modeling; bacteria fate and transport modeling in coastal lagoons; water quality monitoring plan development, implementation, data analysis, and reporting; and BMP selection, performance evaluation, and design. He was a lead developer of the ASCE-award winning model, the Los Angeles County-wide Structural BMP Prioritization and Analysis Tool (SBPAT), and he manages the Stormwater Expert Panel for the Boeing Santa Susana Field Laboratory, including design of an innovative biofilter that won the 2013 CASQA award for outstanding BMP implementation project.

He is an expert on bacteria issues, being a member of the State Board's Clean Beaches Task Force and Beach Water Quality Workgroup, co-editor of the 2014 EWRI report *Pathogens in Urban Stormwater Systems*, Technical Advisory Committee member for the Stanford predictive beach modeling project, reviewer for the 2010 WERF/ASCE International Stormwater BMP Database performance summary for bacteria, and peer reviewer on coastal bacteria topics for the journal *Water Research*. He has published articles in *Stormwater* magazine and the journal *Water Research* on topics of bacteria treatment and modeling. His project specific management and technical experience includes the following:

Santa Monica Bay (SMB) Enhanced Watershed Management Plans (EWMPs), Multiple Cities, Los Angeles County, California. Development of Coordinated

Integrated Monitoring Plans (CIMPs), for compliance with new MS4 Permit receiving water and outfall monitoring requirements, and development of Work Plans and EWMPs, including BMP identification and Reasonable Assurance Analysis modeling to demonstrate compliance with TMDL-based limits and other Water Quality Standards, using the SBPAT and WMMS/LSPC models. The four SMB EWMP Groups include North Santa Monica Bay (led by City of Malibu), Santa Monica Bay J2/3 (led by City of Los Angeles), Southbay Beach Cities (led by Redondo Beach), and Peninsula Cities (led by Rancho Palos Verdes).

Microbial Source Tracking, Santa Monica Bay (SMB) Beaches, Cities of J5/6, California. Senior review of design and implementation of a dry weather urban MS4 MST investigation for the jurisdictional group 5 and 6 (J5/6) cities, to support TMDL implementation planning. Included work with UC Irvine researchers on sampling and analyses for FIB and human markers, and siting, prioritization, modeling, and conceptual design of treatment BMPs.

WDR and NPDES Water Quality Monitoring and Reporting for Newhall Ranch, Valencia, California. Development and implementation of a receiving water and stormdrain outfall Water Quality Monitoring Plan to comply with the Newhall Ranch Specific Plan and Waste Discharge Requirements (WDR) Order/401 Certification. Also monitoring and reporting for the Newhall Ranch Wastewater Reclamation Plant (WRP) NPDES permit, which includes groundwater and receiving surface water sampling, quarterly compliance reporting, and coordination with Regional Board NPDES permit staff.

Microbial Source Tracking Investigation, San Diego County, California. Design and implementation of a study plan to investigate human waste contamination of MS4 outfalls and networks in two watersheds using novel DNA markers from the USEPA-recognized California Microbial Source Identification Manual (Manual), CCTV, field observations, GIS, a new tablet app, and other forensic tools. This was the first plan in the country to implement the Manual-recommended methodology in a MS4 network.

Microbial Source Tracking Investigation, Santa Barbara, California. In collaboration with UC Santa Barbara researchers, investigation of bacteria and human fecal sources at three high-use beaches and their watersheds and MS4 outfalls. Includes dye testing, MST sampling support, study planning, review of results, and remedial recommendations.

Dry Weather Pathogen Source Tracking and Load Estimation, City of Santa Barbara, California. Project included: (1) survey of MS4 networks to identify sources of dry weather flow and continuously measure flows; (2) coordination with UC Santa Barbara researchers for monitoring of bacteria and human waste markers, and quantification of loads within the watershed; and (3) evaluation and feasibility assessment of dry weather treatment system alternatives, including diversion to sewer

Brandon Steets, P.E.
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and disinfection. This was the first published, peer reviewed study in the country to document the linkage between leaking sewers and stormdrain contamination.

Malibu Creek Bacteria and Nutrient TMDL Implementation and Monitoring Plans, Ventura County, California. Development of Implementation Plans for unincorporated County portions of Malibu Creek watershed, including identification and prioritization of structural and non-structural BMPs, and recommendations for future special studies. In addition: presentation to Regional Water Board staff, comment on the draft Malibu Creek Bacteria TMDL reopener, 30% design and modeling of an innovative biofilter to treat for bacteria, grant application support (resulting in a \$1.5M state grant), development of bacteria-specific filter media specifications and review of 60%/90% design plan sets, development of a TMDL Outfall Compliance Monitoring Plan, and (ongoing) design and implementation of a special monitoring study for FIB and MST markers in MS4 outfalls.

San Luis Rey and San Diego River Combined Load Reduction Plans (CLRPs) and TMDL Monitoring Plans, San Diego County, California. Development of MS4 CLRPs and TMDL Compliance Monitoring Plans for the San Luis Rey and San Diego River watersheds, including collaboration with multiple co-permittees. CLRPs include prioritization, cost, and quantitative evaluation of both nonstructural and structural (retrofit) BMPs, to comply with the San Diego Region Bacteria TMDL for 20 Creeks and Beaches.

Bacteria TMDL Implementation Planning and Source Tracking Support, Denver Metropolitan Agencies. Guidance on MST study design and implementation, strategic regulatory planning for TMDL modification, and development of bacteria-focused BMP fact sheets, including source controls and state of the art treatment options for bacteria, to guide municipal agency decision-making and implementation.

Stormwater Monitoring Plan for Redevelopment Project, Orange County, California. Implemented a wet and dry weather post-development monitoring program for a confidential coastal redevelopment project, as required by the California Coastal Commission (CCC). Includes water quality and aquatic toxicity monitoring at ocean sampling locations near stormdrain outfalls; BMP implementation site inspections; development of annual monitoring reports; and interface with CCC staff.

AVERY BLACKWELL, P.E.

**water quality monitoring
pollutant source investigations
TMDL implementation/compliance
planning and reporting**

EDUCATION

M.S., Water Resources Engineering, Colorado State University, Fort Collins, 2015

B.S., Civil Engineering, California State Polytechnic University, San Luis Obispo, 2002

REGISTRATIONS AND CERTIFICATIONS

Registered Professional Engineer, Civil, State of California, No. 83,866

CAREER SUMMARY

Avery Blackwell has diverse water related experience in California's public and private sectors and internationally in England. Extensive planning, monitoring, analysis, design and drafting experience in municipal and private stormwater quality, residential development, and recycled water. He has significant management and field experience, while being detailed orientated with strong computer skills and excellent verbal and written communication. Experienced with ArcGIS, Microsoft Access, SWMM, SBPAT, CEDEN, and CIWQS.

Water Quality Monitoring and Pollutant Source Investigations

WDR and NPDES Water Quality Monitoring and Reporting for Newhall Ranch, Valencia, California. Assistant Project Manager (2011-Present). Development and implementation of a receiving water and stormdrain outfall Water Quality Monitoring Plan to comply with the Newhall Ranch Specific Plan and Waste Discharge Requirements (WDR) Order/401 Certification. Also monitoring and reporting for the Newhall Ranch Wastewater Reclamation Plant (WRP) NPDES permit, which includes groundwater and receiving surface water monitoring, quarterly compliance reporting, and coordination with Regional Board NPDES permit writing staff. Preparation and submission of monitoring data to the Stormwater Monitoring Coalition (SMC), the California Environmental Data Exchange Network (CEDEN), and the California Integrated Water Quality System (CIWQS). Conducted receiving water Reasonable Potential Analysis for monitoring data from 2008 to 2011 in order to renew NPDES Permit.

Microbial Source Tracking Investigation, San Diego County, California. Assistant Project Manager (2013-2015). Design and implementation of a novel study plan to investigate human waste contamination of MS4 outfalls and networks in within the unincorporated County portions of the San Luis Rey and San Diego River watersheds using latest DNA markers from the California Microbial Source Identification Manual, CCTV, field observations, GIS, a custom developed tablet app, and other forensic tools.

Avery Blackwell, P.E.
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Confidential Litigation Monitoring Support, Southern California. Assistant Project Manager (2013-Present). Development and implementation of a Water Quality Monitoring Plan capable of detecting project site influences on water quality between 22 upstream and downstream monitoring locations. Tasks include wet weather event planning, equipment preparation, storm tracking, staff and lab coordination, health and safety oversight, and in-field training and guidance of up to fourteen field staff per event.

Malibu Creek Watershed Bacteria TMDL Source Investigation, Ventura County, California. Assistant Project Manager (2015). Development and implementation of a study plan for dry weather monitoring and storm drain network investigations to identify sources of flow and bacteria to Malibu Creek, using latest DNA markers from the California Microbial Source Identification Manual, CCTV, field observations, and GIS.

Malibu Creek Watershed Bacteria TMDL Outfall Monitoring Plan, Ventura County, California. Assistant Project Manager (2014). Development of an outfall monitoring plan capable of assessing Waste Load Allocations in accordance with the Malibu Creek watershed Bacteria TMDL.

TMDL Implementation/Compliance Planning And Reporting

San Luis Rey and San Diego River Water Quality Improvement Plans (WQIPs), San Diego County, California. Senior Staff Engineer (2014). Development of WQIPs for the San Luis Rey and San Diego River watersheds according to the San Diego regional MS4 permit; tasks including setting interim and final numeric goals, identification of non-structural strategies based on reasonable assurance analysis modeling (including load reduction quantification and costs), and collaboration with multiple co-permittees.

INVITED PRESENTATIONS

CASQA Stormwater Conference, 2015. San Diego County, Quantitatively tracking and assessing BMP implementation. Monterey, CA. October 20.

DIEGO CADENA, P.E.
Senior Consultant

**operations & maintenance
federal & state agency coordination
integrated watershed planning**

EDUCATION

B.S., Civil Engineering, Cal State University Los Angeles, Los Angeles, CA, 1981

REGISTRATIONS AND CERTIFICATIONS

Professional Civil Engineer, California, No. CE039440

CAREER SUMMARY

During Diego Cadena's 30-year professional career at the Los Angeles County Department of Public Works (LACDPW), his exposure and responsibilities have touched virtually every departmental function within land development, flood, road, capital projects, sewers, and solid waste. As the original Project Manager for the LA River Master Plan, Mr. Cadena helped lead the Department to a new environmental approach to public works. He led cooperative efforts with multiple local, state, and federal agencies to obtain funding, deliver multiple purpose projects, and garner beneficial partnering. Mr. Cadena managed the Los Angeles County Drainage Area (LACDA) Project during feasibility and design phases. Finally, he served as Chair of the Leadership Committee for the adoption of the Integrated Regional Water Management Plan (IRWMP) that will lead the entire region to a new approach in integrated watershed planning.

REPRESENTATIVE EXPERIENCE

Los Angeles County Flood Control District Direction, Management & Administration, Los Angeles County, CA. As Deputy Director, managed the planning, operation, and maintenance of the LACDA Project for the Los Angeles County Flood Control District. Prepared and administered the District's \$229M budget, as well as the Los Angeles County Waterworks Districts' \$121.4M budget. Represented LACDPW at public meetings, conferences, committee meetings, and negotiations with local, regional, State, and Federal agencies. Formulated plans, policies, and procedures for the Districts and directed special studies, investigations, and reports concerning departmental activities. Oversaw a staff of ± 750 employees.

Diego Cadena, P.E.
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Stormwater Capture Master Plan, LADWP, Los Angeles, California. Senior review and coordination for the comprehensive planning and modeling process using the Los Angeles County LSPC hydrology model where hundreds of alternatives can be analyzed in the preparation of a Stormwater Capture Master Plan.

Flood Maintenance Division Operations & Maintenance, Los Angeles County, CA. Managed the operation and maintenance of the LACDPW's flood control system and water conservation facilities, including stormwater BMPs, dams, storm drains, spreading grounds, and channels. Coordinated multiple and diverse project activities, such as Sun Valley Percolation Basin and Dominguez Gap Wetlands. Regularly negotiated with environmental regulatory agencies, including negotiating permits with the LA Regional Water Quality Control Board, California Department of Fish and Game, and United States Army Corps of Engineers for the operation and maintenance of the flood control system.

Road Maintenance Division Operations & Maintenance, Los Angeles County, CA. Oversaw the operation and maintenance of the LACDPW's highways, roads, and bridges. Directed the recovery from over \$100M in damages caused by the 2005 storms, including construction repairs to damaged roads as well as the construction of the new San Francisquito Canyon Road.

Operational Services Division Operations & Maintenance, Los Angeles County, CA. Managed the operation and maintenance of the LACDPW's traffic lighting and signs. Responsible for LACDPW trades. Directed the competitive procurement of quality supplies for all divisions of LACDPW.

South Area Flood Control and Water Conservation Operations & Maintenance, LACDPW Flood Maintenance Division, Los Angeles County, CA. Coordinated the operations and maintenance of the South area flood control and water conservation system, including the Rio Hondo and San Gabriel Coastal Spreading Grounds, seawater barriers, channels, drains, and 44 pump plants.

Los Angeles County Drainage Area Project, Los Angeles County, CA. Acted as project manager for the \$364M Los Angeles County Drainage Area Project to enhance the hydraulic capacity of the Lower Los Angeles River and Rio Hondo Channel.

Jim Burton, P.E.
 Principal Environmental Engineer
 EcoKai Environmental, Inc.

(424) 241-3524
jburton@ecokai.com

EDUCATION

University of California at Irvine B.S. Civil Engineering 1989
 University of Southern California Environmental Engineering 1992-1994

PROFESSIONAL LICENSES

Professional Civil Engineer	No. 53976	(California)
Certified Stormwater QSD/P	No. 23633	(California)
Professional Civil Engineer	No. 14313	(Hawaii)
Professional Civil Engineer	No. 47317	(Washington)
Professional Civil Engineer	No. 108092	(Texas)

PROFESSIONAL HISTORY

Organization and Location(s)	Position	Dates
EcoKai Environmental, Inc. Playa del Rey, CA	Senior Water Resource Specialist / EcoKai President & CEO	2009 – Present
Psomas Los Angeles, CA	Vice President / Group Manager	2007 – 2009
	Associate / Team Leader	2005 – 2007
	Senior Project Manager	2001 – 2005
Metropolitan Water District Los Angeles, CA	Associate Engineer	1996 – 2001
	Assistant Engineer	1994 - 1996
	Junior Engineer	1991 - 1994
Willdan Associates Anaheim, CA	Assistant Civil Engineer	1988 – 1990
	Intern	1988 - 1988

BACKGROUND

Mr. Burton has over 25 years of experience in water resource evaluation, water sampling and analysis, regulatory compliance and environmental permitting, and hydrogeologic investigations. He has extensive field experience with the collection of scientific data in sensitive environmental areas and within pristine ecosystems. He has managed multi regulatory compliance projects with large volumes of water quality data and directed the development of weekly and monthly reports.

Mr. Burton has participated in the evaluation, planning, and implementation of projects balancing hydrologic and biologic resources in compliance with local, State and Federal regulatory permit requirements and has field experience on large groundwater and surface water monitoring programs, groundwater control for underground construction, and hydrologic assessments in several US Forests and marine coastal locations. These include the installation of dozens of automatic dataloggers and the evaluation of hundreds of springs, mountain streams, monitoring wells, and urban river channels.

Jim Burton, P.E.

Mr. Burton's regulatory experiences include the development and review of CEQA/NEPA documentation, Clean Water Act and State Fish & Wildlife Code (ACOE §404, RWQCB §401 & 402, and CDFW §1600.). In addition, he has worked with the Federal Energy Regulatory Commission requirements regarding and US Forest 4(e) conditions.

SELECTED EXPERIENCE

Southern California Edison – Bishop Creek

Mr. Burton is responsible for hydrologic data collection as part of a larger biologic resource management program for several locations along Bishop Creek, Birch Creek, and McGee Creek in the Inyo National Forest. This mitigation, monitoring and reporting program for both hydrological and biological data is a requirement of the U.S. Forest Service and the Federal Energy Regulatory Commission (FERC) permits and a condition of licenses issued for various local power generating facilities and applicable stream diversions. Mr. Burton has designed, programmed, and installed automated data monitoring equipment at over 17 locations that collect information such as flow, stream stage, soil moisture and climatic data.

Southern California Edison – Rush Meadow / Ansel Adams Wilderness:

This remote mountain meadow in the within the Ansel Adams Wilderness of the Eastern Sierra Nevada Mountains supports a variety of vegetation and wildlife. As part of a larger ecological monitoring and reporting program, Mr. Burton is the responsible for the collection of hydrologic data and has installed, programmed, and maintained several automated data loggers that record groundwater levels, stream stage, soil moisture and climatic data. This solar and battery powered equipment has been in operation since the late 1990's and, as of October 2015, continues to operate providing data for technical studies for evaluation of regulatory compliance the project's environmental documentation and operating permits.

Val Verde County / Del Rio - Hydrologic Data Collection and Groundwater Model

Mr. Burton was responsible for the installation of automated data logging equipment for client consideration of the potential development of a larger comprehensive groundwater monitoring program.

Kinney County Groundwater Conservation District – Groundwater Monitoring Network

Mr. Burton completed the design and implementation a comprehensive groundwater monitoring network across the County that record depth to water in wells and include surface water streams. Automated equipment is installed at each of the 14 stations on this network.

Southern California Edison – Lee Vining Creek

This hydrologic resource management and regulatory permit compliance project is located approximately one mile east of the Yosemite National Park boundary. Mr. Burton is responsible for the collection of hydrologic data, including installation and programming of remote Campbell Scientific data logging equipment for soil moisture, depth to groundwater, and stream flow. The effort is being completed in compliance of the project's U.S. Forest Service and Federal Energy Regulatory Commission's (FERC) requirements for hydroelectric generating facilities.

Jim Burton, P.E.

Metropolitan Water District - Arrowhead Tunnels Groundwater Monitoring Program

Mr. Burton was the responsible for the initial design and implementation of a comprehensive groundwater monitoring program for Metropolitan's billion-dollar Inland Feeder Project Tunnels. The program collected monthly hydrologic data from almost 150 sites in the San Bernardino Mountains, many only accessible by helicopter. As part of this program, Mr. Burton completed a comprehensive water quality sampling program to evaluate the tunnel excavation water quality water quality. Mr. Burton's responsibility was to ensure compliance with regulatory agencies sampling and reporting requirements including public/client relationships, legal positions, executive management briefings, and project technical criteria. He was responsible for the preparation of monthly reports related to tunnel groundwater infiltration and its potential to impact groundwater levels, spring flow rates, and/or threatened or endangered species within the San Bernardino National Forest. Mr. Burton also reviewed the merits of contractor claims related to ground water and reported all RWQCB NPDES discharge exceedances, if any. Project data was stored in a Microsoft Access Database that was developed under Mr. Burton's direction.

Dominguez Channel Water Quality Sampling Program, Carson, CA:

Mr. Burton was the project manager of a water quality and sediment sampling program along a portion of the Dominguez Channel that required sampling of approximately 112 water samples per day that needed were then transported to an analytical laboratory following strict Chain-of-Custody procedures. These daily water samples were analyzed for a variety of water quality parameters including semi-volatile organic compounds, pesticides, PCB's, heavy metals, bacteriological organisms and BOD. Additional water quality field parameters (including temperature, pH, electrical conductivity, oxidation-reduction potential, DO) were measured daily by a field team directed by Mr. Burton. In addition, Mr. Burton directed the development of a customized MS Access data base with a project specific statistical analysis tool and graphing application program (developed in Visual Basic) for ease of presenting and reporting water quality trends.

Ahmanson Ranch Water Monitoring Project

Mr. Burton directed the design, installation, and development of a sensitive water quality sampling program for a proposed residential development project near the Santa Susanna Field Laboratory. Because of concerns about potential perchlorate levels in the groundwater, monthly static water level measurements, water quality samples, and field parameters were tested in six well locations and monthly surface water measurements of streamflow, stream depth and width, temperature, pH, and electrical conductivity were collected at various locations along Las Virgenes and East Las Virgenes Creeks. In addition there was an additional bi-annual collection of water samples for laboratory analysis in general accordance with U.S. Environmental Protection Agency (EPA) methodology, including the strict use of Chain-of-Custody forms and procedures, labeled containers, and appropriate preservatives. Mr. Burton developed and implementation of customized groundwater monitoring program Microsoft Access database and the preparation of quarterly and annual summary reports

John H. Dorsey, Ph.D.

Professor at Loyola Marymount University
Co-Director Center for Santa Monica Bay Studies
Dept. Of Civil Engineering & Environmental Science
SENIOR SCIENTIST & FIELD QA/QC
(310) 338-7817
jdorsey@lmu.edu

EDUCATION

Ph.D. 1982. Zoology, University of Melbourne (Australia).
MA 1975. Biology, California State University, Long Beach.
B.S. 1972. Marine Biology, California State University, Long Beach.

SUMMARY OF QUALIFICATIONS

- Professor at Loyola Marymount University since 2002 (part-time since 1985); teaches courses in environmental and marine science, laboratory wastewater and environmental analyses.
- Senior Fellow, Center for Urban Resilience at LMU.
- Co-Director of the Center for the Study of Santa Monica Bay
- Present research on wetland and coastal water quality.
- Board Certified Environmental Scientist (by eminence) by the American Academy of Environmental Engineers & Scientists.
- Experience with monitoring and research of coastal marine habitats, water quality, monitoring and control of polluted runoff.
- Experience with development of marine monitoring programs, regulatory policy.
- Extensive working relationships with scientific, academic, regulatory, and environmental communities.

SELECTED EXPERIENCE

Teaching

- Developed and implemented new environmental and ocean science courses.
- Established new Environmental Science major at LMU.
- Focuses on effectively communicating technical information and issues to students, agency personnel, environmental activists, and the general public.

Research

- Post-graduate research on effects of sewage disposal on rocky subtidal polychaete assemblages (MA) and synecology of nereid polychaetes in soft sediments exposed to wastewater effluents (Ph.D.).
- Impacts of wastewater disposal on marine benthic communities.
- Bacterial contamination of urban runoff entering coastal waters.
- Transport and fate of fecal bacteria in wetland systems.

Technical

- Board Certified Environmental Scientist (American Academy of Environmental Engineers & Scientists)

J. Dorsey Resume
Revised July 8, 2015

- Assisted in developing a comprehensive Bay monitoring plan for the Santa Monica Bay Restoration Project.
- Developed statistical and graphical assessment techniques and reporting formats for City of Los Angeles' marine monitoring programs.
- Worked with City of LA, EPA Region 9, and State regulatory staffs to develop a comprehensive NPDES marine monitoring program for the Hyperion Treatment Plant.
- Worked with municipal, health, regulatory and environmental activist scientists in developing a microbiological shoreline monitoring program for Santa Monica Bay.
- Worked with regulatory scientists (EPA, RWQCB, SWRCB) on revamping marine monitoring techniques around marine outfalls.
- Designed and implemented storm water studies to determine pollution "hot spots"; wrote technical reports recommending mitigating actions.
- Assessed effectiveness of pollution removal strategies done by municipalities so shoreline marine waters meet State bathing water standards (for the California state Water Resources Control Board).
- Now conducting water quality research in the Ballona Wetlands and Estuary, Del Rey Lagoon.

Policy Development

- Chaired technical committees in developing flexible monitoring strategies for the Santa Monica Bay Restoration Project.
- Key player in developing a regional shoreline monitoring program; chaired the Microbiology subcommittee for the Bight'98 Regional Shoreline survey.
- Used data from technical assessments to implement policy of diverting polluted runoff from storm drains into the sanitary sewers.

Communication

- Numerous technical articles in peer-reviewed journals; other reports.
- Training in media relations and interviews – with Jack Popejoy (KFWB News), Gail Choice (Gail Choice Productions, Channel 35).
- Numerous presentations to community, environmental, technical and scientific groups, government officials, and the media (radio, television, newspaper).

Peer-Review of Manuscripts for Journals

- Environmental Monitoring & Assessment
- Bulletin of the Southern California Academy of Sciences
- Marine Pollution Bulletin
- Water Research
- Journal of Regional Studies in Marine Science

PROFESSIONAL AFFILIATIONS

- American Academy of Environmental Engineers & Scientists (2012-present)
- American Association for the Advancement of Science.
- Santa Monica Bay Restoration Commission, Technical Advisory Committee (Past Chair, 2011-present).
- Southern California Academy of Sciences (Board of Directors, 2000-present; Secretary, 2002-04; President, 2004-2006; Mentor, HS Research Training Program).

J. Dorsey Resume
Revised July 8, 2015

- USC Sea Grant Advisory committee
- Science Advisory Committee (SAC) for the Ballona Wetlands Restoration Project
- Sigma Xi
- Southern California Society of Environmental Toxicologists and Chemists (Bd. Directors, 2009-Present)
- Aquarium of the Pacific, Marine Conservation and Research Institute (Board of Directors, 2013-present).
- King Harbor Boating Foundation, Waterfront Education Program (Board member, Advisory Committee; 2014).

RECENT WORK HISTORY

2002 – Present

Loyola Marymount University, Los Angeles

- Professor, Department of Civil Engineering & Environmental Science
- Chair -- Department of Natural Science (2007-2011)
- Teaches courses in environmental science, wastewater testing, oceanography, honors science.
- Research focus on wetland and beach water quality associated with fecal indicator bacteria.

1985-2002 – Part-time Lecturer

Loyola-Marymount University, Los Angeles

- Taught one night class per semester.
- Courses included Survey of Marine Pollution (Sp, Fall), Environmental Science (two semesters only), Environmental Laboratory (Summer semesters).

1997-2002 -- Wastewater Treatment Laboratory Manager II

City of LA, Bureau of Sanitation, Watershed Protection Division

- Assistant Division Manager planning and directing operations of the Enforcement, Stormwater Assessment, and Public Outreach sections.
- Works with regulatory, environmental, and city staff in developing, implementing, and meeting storm water regulations and requirements.
- Development of science and regulatory policy.

1992-1997 -- Wastewater Treatment Laboratory Manager II

City of LA, Bureau of Sanitation, Environmental Monitoring Division

- Assistant Division Manager overseeing Chemistry operations.
- Coordinated and managed projects among biology and chemistry sections.
- Developed, implemented marine monitoring programs.

1988-1992 -- Wastewater Treatment Laboratory Manager I

City of LA, Bureau of Sanitation, Environmental Monitoring Division

- Managed wastewater biological testing, marine monitoring, some chemical testing operations.
- Produced marine monitoring assessments of Santa Monica Bay.

MEGAN M. OTTO, P.E., QSD/QSP

**NPDES permit compliance
stormwater engineering feasibility studies
surface water management and monitoring**

EDUCATION

M.S., Environmental Engineering, University of Massachusetts, Amherst, MA, 2007
B.S., Environmental Engineering, California Polytechnic State University, San Luis Obispo, CA, 2005

REGISTRATIONS AND CERTIFICATIONS

Professional Civil Engineer, State of California, No. C74745
California Construction General Permit Qualified SWPPP Developer/Practitioner, No. 22153

CAREER SUMMARY

Megan Otto has eight years of experience in stormwater planning, municipal and industrial NPDES permit compliance, hydrologic and water quality monitoring and reporting, engineering feasibility studies, hydrologic and hydraulic modeling, and litigation support. Ms. Otto has managed or assisted with several large-scale water quality monitoring projects which have required significant inter-agency cooperation and logistical planning. Notable project work includes the development of multiple Enhanced Watershed Management Programs (EWMPs) under the Los Angeles County Municipal Separate Storm Sewer System (MS4) Permit, including the Santa Monica Bay EWMP and the Beach Cities EWMP, development of large-scale regional project concepts for the City of Los Angeles, and various stormwater quality monitoring projects throughout the Santa Monica Bay region. Ms. Otto is also a certified Qualified Storm Water Pollution Prevention Plan (SWPPP) Practitioner (QSP) and Qualified SWPPP Developer (QSD).

Santa Monica Bay (SMB) Enhanced Watershed Management Program (EWMP). Los Angeles County, California. Project Manager/Assistant Project Manager for the EWMP for the Cities of Los Angeles, El Segundo, and Santa Monica; County of Los Angeles, and Los Angeles County Flood Control District (Jurisdictional Groups 2, 3, and 7). Tasks included identification of priorities and approaches, public workshops, development of EWMP Work Plan, final EWMP including a reasonable assurance analysis (RAA), and assistance with the development of the Coordinated Integrated

Megan M. Otto, P.E.
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Monitoring Program (CIMP) (2012 Los Angeles MS4 Permit).

Beach Cities EWMP. Los Angeles County, CA. Assistant Project Manager for EWMP for the Cities of Redondo Beach, Manhattan Beach, Hermosa Beach, Torrance, and the Los Angeles County Flood Control District (Santa Monica Bay and Dominguez Channel Watersheds). Tasks included identification of priorities and approaches, public workshops, development of EWMP Work Plan, final EWMP including an RAA, and development of the CIMP (2012 Los Angeles MS4 Permit).

City of Los Angeles Stormwater BMP Concept Design, Los Angeles, CA. Project Manager for development of four stormwater BMP concepts, supporting EWMP implementation in Ballona Creek, Marina Del Rey, and Santa Monica Bay watersheds.

Pier Avenue Improvement Project, City of Hermosa Beach, Hermosa Beach, California. Project Manager for activities related to wet and dry weather monitoring of a low-flow green streets stormwater treatment system. Scope included preparation of a Monitoring and Reporting Plan, monitoring equipment procurement, installation coordination, periodic inspection and maintenance, and summarizing monitoring results in a Project Report for review by the State Board.

Manhattan Greenway Infiltration Project, City of Manhattan Beach, Manhattan Beach, California. Project Manager for the flow and water quality monitoring of an infiltration trench constructed under the existing City Greenway. Responsible for the Monitoring and Reporting Plan, Quality Assurance Project Plan, procuring monitoring equipment and coordinating installation, remote monitoring of the flow rate webcast, and summarizing monitoring results in a Project Report for review by the State Board.

Jurisdictional Groups 5 and 6, Santa Monica Bay Beaches Bacteria TMDL Implementation Plan, Cities of Torrance, Redondo Beach, Hermosa Beach, and Manhattan Beach, California. Task Manager for field reconnaissance and storm drain sampling of selected high priority drainage areas. This includes a drainage area study to identify the most critical sampling locations based on land use, business types, storm drain configuration, and past evidence of dry weather flows and contamination based on interviews with NPDES inspectors. Sampling results served as basis for selection of the most effective locations for stormwater capture and treatment.

Jurisdictional Groups 1 and 4, Santa Monica Bay Beaches Bacteria TMDL Implementation Plan, Los Angeles County, California. Analyzed bacterial shoreline monitoring data to re-evaluate, based on recent data, previously identified high priority watersheds. Produced technical memorandum summarizing analysis methodology and

prioritization recommendations, which will guide the source control and BMP siting and selection recommendations.

Proposition O, Westchester Stormwater Best Management Practices (BMP) Project, City of Los Angeles, Los Angeles, California. Project objective was to meet the Santa Monica Bay Beaches Wet-Weather Bacteria TMDL, while also removing other pollutants such as trash, oil, and grease from stormwater runoff. Provided technical assistance and support in the assessment of several project design alternatives, as well as a significant level of vendor coordination with respect to trash-capture devices. Also evaluated system hydraulics using Los Angeles County's hydraulic modeling program, Water Surface Profile Gradient (WSPG).

Low-Flow Infiltration Trench Monitoring for Dry-Weather TMDL Compliance, City of Hermosa Beach, California. Responsible for writing draft monitoring plan for proposed dry-weather infiltration trench, intended to assist in compliance with the Santa Monica Bay Beaches Bacteria TMDL. Content included recommendations on sampling frequency, monitoring points, equipment and procedures, constituents of concern, and quality control/assurance procedures.

NPDES Monitoring and Reporting, Newhall Land and Farming Company Water Reclamation Plant, Newhall, California. Assists with on-going NPDES baseline receiving water monitoring program to satisfy the requirements of the Regional Water Quality Control Board. Responsibilities include field sampling support, data management, and preparation of annual NPDES reports for the Regional Board.

Engineered Natural Treatment Systems for NPDES Water Quality Compliance for Confidential Client, Ventura County, California. Project involves the use of natural treatment systems designed to improve receiving water quality to meet NPDES effluent limits. Responsible for managing the hydraulic model MODRAT to simulate existing and proposed watershed conditions incorporating water quality improvement BMPs. Technical lead on Hydrology Report for CEQA evaluating potential project-related impacts to flood control, long-term water balance, and hydromodification. On-going support of conceptual BMP designs, water quality monitoring and reporting, and prioritization of monitoring locations for future BMP implementation based on a statistical comparison of monitoring results and compliance thresholds.



STACY K. LUELL, P.E.

**surface water management & monitoring
watershed & stormwater management
hydraulic and hydrologic modeling
industrial & municipal NPDES permit compliance**

EDUCATION

M.S., Biological and Agricultural Engineering, North Carolina State University,
Raleigh, North Carolina, 2011
B.S. (summa cum laude), Biosystems Engineering, Clemson University, Clemson,
South Carolina, 2009

REGISTRATIONS AND CERTIFICATIONS

Registered Professional Engineer, Civil, State of California, No. 82919
OSHA 40-Hour Hazardous Waste Operations Worker, No 31715

CAREER SUMMARY

Stacy Luell, P.E. has over six years of experience in hydrology, stormwater management, and surface water and BMP modeling. Stacy's graduate research work focused extensively on bioretention cells and swales, particularly in the linear highway environment. Her experience also includes conceptual BMP design and monitoring design development, synthesis of stormwater quality and hydrology data, technical report writing and QAPP development, dry and wet weather field sampling, and stormwater BMP performance evaluation. Her project experience has included topics such as environmental planning and municipal code revisions for MS4 Permit compliance; compliance with water quality objectives including Total Maximum Daily Loads (TMDLs), Basin Plan Objectives, and NPDES effluent limits; BMP design and evaluation; hydraulic and hydrologic modeling; industrial and commercial facility inspections; and dry and wet weather field sampling. Recent, relevant project experience is presented below.

Surface Water Management and Monitoring

Pier Avenue Improvement Project, Hermosa Beach, California. Periodically conducted in-field flow monitoring and maintenance tasks to assess the hydrologic benefits of a streetscape improvement project with the goal of capturing and treating stormwater/urban runoff from residential and commercial areas along Pier Avenue. Also assisted in data processing for monthly delivery to the client and helped create GIS figures and analyze data for the final certification report to the client.

Watershed and Stormwater Management

Southbay Beach Cities Enhanced Watershed Management Program (EWMP), Cities of Manhattan Beach, Hermosa Beach, Redondo Beach, Torrance, and County of Los Angeles, CA. Helped co-author and prepare the Southbay Beach Cities (Beach Cities) EWMP to meet requirements set forth in the Los Angeles Phase I MS4 Permit. Project work included data compilation and analysis to prioritize water body-pollutant combinations within the watershed; spatial analysis using GIS; data preparation for water quality and quantity modeling using the Structural BMP Prioritization and Analysis Tool (SBPAT) in support of performing a reasonable assurance analysis for the identified water quality priorities; co-authoring and preparing the Reasonable Assurance Analysis technical memorandum; and project management tasks.

OCTA Measure M Environmental Cleanup Program, Orange County Transit Authority, Orange County, California. Assisted in data management and data preparation for use in the Structural BMP Prioritization and Analysis Tool (SBPAT), a GIS application used to prioritize potential regional and multi-jurisdictional BMP siting locations to improve water quality throughout Orange County. Helped manage and perform the SBPAT analyses to obtain site ranking results and performed BMP evaluations for each grant program applicant. Created the monitoring plan approach for trash capture systems (Tier 1 funding) and regional, structural BMPs (Tier 2 funding) to assess the water quality benefits provided by the funded projects, per the requirements of Measure M Ordinance 3. Performed quantitative analyses to estimate expected trash load removal and water savings achieved by funded Tier 1 and Tier 2 projects, per funding year. Made numerous field visits to meet with grant program applicants, discuss their project designs and costs, provide an expert opinion about their proposed project, and make recommendations for project improvement. Serves as the point of contact for the client and grant applicants to provide project support and task management. Revised the Tier 2 Grant Program Planning Study in accordance with applicable water quality standards.

San Diego Green BMP Feasibility Study, San Diego County, California. Performed initial desktop characterization of a candidate catchment selected for the study. Characterization included gather source data and screening for soil types, slopes, land uses, right-of-ways, and potential site infrastructure interference. Developed thematic BMP concepts and created a spreadsheet model to preliminarily size these BMPs based on the site characterization and available right-of-way. This study is part of an effort to estimate bacteria and TSS load reduction performance in wet weather of various Green BMP concepts implemented in urbanized areas of San Diego County to address the Bacteria TMDL WQBELs.

Stacy K. Luell
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Hydraulic and Hydrologic Modeling

Los Angeles River Bike Path Feasibility Study, Los Angeles, California. Responsible for determining the number of usable days of a proposed bike path within a section of the Los Angeles River by performing hydrologic analyses on alternative bike path designs. Co-authored the subsequent technical memorandum which discussed hydrologic analyses, hydraulic analyses, and potential permitting issues for the project.

Industrial and Municipal NPDES Permit Compliance

Los Angeles Unified School District Stormwater Technical Manual Revisions, Los Angeles, California. Worked with the District to collectively develop a revised Stormwater Technical Manual based on updated County of Los Angeles LID standards and driven by the Los Angeles Phase 1 MS4 Permit standards. The Manual guides design architects, engineers, and the District's supervising design management staff during planning and design stages of new and redevelopment school planning to ensure appropriate stormwater reduction and treatment elements are included. Revisions included updates to the chapters and technical appendices of the Manual, as well as incorporation of LAUSD's existing BMP Selection White Paper, on which the District heavily relies.

NPDES Support for Field Laboratory Testing Facility, Southern California. Performed data analyses and generated analytical figures for a complex, high profile industrial stormwater NPDES permit. Data analyses were performed in contribution to an annual report and several memos to rank the effectiveness of various BMPs and potential BMP locations. Managed, and was lead author of, the 2013 and 2014 BMP ranking analysis memo. Performed multiple site visits to analyze stream stability and BMP performance and to conduct pebble counts and Facies mapping. Co-managed the SQL Server water quality database. Currently helping to manage and coordinate staff for a special monitoring study and synthesize input from the client and an independent Expert Panel to create the study's monitoring plan.

PROFESSIONAL EXPERIENCE

Geosyntec, Los Angeles, California, June 2011 – Present
Graduate Research Assistant, NC State University, Raleigh, NC, 2009 – 2011
McGill Associates, Greenville, South Carolina, 2008

CURTIS FANG, E.I.T

stormwater management
watershed management planning
water quality modeling
hydrologic and hydraulic analysis
data processing and assessment

EDUCATION

M.S., Environmental Engineering, University of Illinois at Urbana-Champaign, Urbana, IL. 2014
B.S., Environmental Engineering, University of Waterloo, Waterloo, ON, Canada. 2013

REGISTRATIONS AND CERTIFICATIONS

Engineer in Training, California Board for Professional Engineers, Land Surveyors, and Geologists, 154870

CAREER SUMMARY

Curtis Fang has two years of professional experience in industrial wastewater treatment design and stormwater BMP design. Curtis' graduate research work focused on the application of biological treatment to recover energy from industrial wastewater. Prior to graduate school, Curtis had internship experiences in various civil and environmental engineering public agency and consulting firms. He has working experience in SBPAT, ArcGIS, AutoCAD, HEC-RAS, SWMM, and EPANET.

Watershed Management Planning

Enhanced Watershed Management Program (EWMP) for Beach Cities Watershed Management Area, Beach Cities EWMP Group, City of Manhattan Beach, CA. Technical assistant for the completion of the Beach Cities EWMP to meet requirements set forth in the Los Angeles Phase I MS4 Permit. Project work included data compilation and analysis to prioritize water body-pollutant combinations within the watershed; water quality and quantity modeling using the Structural BMP Prioritization and Analysis Tool (SBPAT) in support of performing a reasonable assurance analysis for the identified water quality priorities; and conducting preliminary BMP design.

Hydromodification and Water Quality Data Analysis

Centennial Project Water Quality and Hydromodification Impact Analysis, Los Angeles County, CA. GIS data analyst supporting water quality and hydromodification impact analysis of a private land development site in Unincorporated Los Angeles County, CA. The objective of the project is to conduct project level impact analysis in support of preparing Project Environmental Impact Report. Primary responsibilities include performing field reconnaissance to characterize channel morphology and sediment supply, validating external data source, conducting GIS desktop analysis to acquire model input and quantify sediment supply, hydromodification model

Curtis, Fang, E.I.T
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development and execution, and technical report preparation

Stormwater Management

Malibu Sycamore Village Stormwater Capture System Design, Malibu Bay Company, Malibu, CA. Layout designer, modeler, and report writer for a stormwater capture system at a private redevelopment project site in Malibu, CA. The project is being designed to capture and re-use stormwater runoff for irrigation while demonstrating compliance with the Los Angeles Phase I MS4 Permit and the City of Malibu Local Coastal Program. Primary responsibility includes developing event-based SWMM v5.1 hydrological model to identify a preferred design alternative. Design elements include diversion, pumping, treatment, equalization and storage, and infiltration. Additional responsibilities include preparing site layout drawing, integrating design elements with landscaping design, and report writing.

Hydraulic and Hydrologic Modeling

City of Los Angeles Argo Drain Stormwater BMP Project, Los Angeles, CA. Hydraulic and hydrologic modeler for the Stormwater BMP Project (Proposition O) involving stormwater diversion, treatment, pumping, and infiltration for compliance with the Santa Monica Bay Bacteria TMDL, Enhanced Watershed Management Program, and Los Angeles Phase I MS4 Permit. Continuous simulations were performed using SWMM v5.1 to evaluate the design and long-term performance of the Project. Project scope included concept design validation, pre-design, geotechnical investigations, survey, environmental clearance, permitting, final design, and construction-phase support.

AWARDS AND RECOGNITIONS

Sandford Fleming Foundation Co-op Proficiency Award, University of Waterloo, 2013

TEACHING EXPERIENCE

University of Waterloo – 2011 – 2012. Teaching assistant and laboratory supervisor for: 1) *Introduction to Civil Engineering* - Responsible for designing and organizing topography field surveying lab on total station operation, and AutoCAD tutorial that introduced students to the dimensioning and plotting requirements for professional civil engineering drawings; 2) *Digital Computation in Civil Engineering* - Prepared and taught lectures on data processing and visualization techniques using Microsoft macros and Matlab.

Section 9: Sub-Consultants

Geosyntec is teaming with EcoKai Environmental, Inc. to provide the Beach Cities WMG with a proven team of local experts committed to successful implementation of the approved CIMP.

EcoKai Environmental, Inc. (EcoKai) is a southern California based environmental consulting firm dedicated to the conservation and responsible management of natural ecosystems. EcoKai specializes in the study and assessment of hydrological and biological resources and the application of solutions to environmental challenges. EcoKai's expertise includes water quality sampling and analyses, resource mitigation monitoring and reporting, aquatic and biological impact assessments, vegetation management, native habitat restoration, and regulatory permitting for the Clean Water Act and State Fish & Wildlife Code (ACOE §404, RWQCB §401 & 402, and CDFW §1600). The foundation of EcoKai's experience



is in southern California and the Santa Monica Bay. EcoKai is a certified small business enterprise (SBE), Regional Business Enterprise (RBE), and a state and federally recognized Small Business Set-Aside registered to practice professional engineering in California, Texas, Hawaii, and Washington.

EcoKai will lead the team's sample collection and analysis efforts, including Subtask 3.1, Santa Monica Bay Near-Shore Receiving Water Monitoring, and Task 4, Stormwater Outfall Monitoring. To accomplish these goals, EcoKai will utilize the services of the Center for Santa Monica Bay Studies, a joint program of Loyola Marymount University and The Bay Foundation.

EcoKai is not facing any financial condition that will impede its ability to complete the City's work.

Dominguez Channel Water Quality Sampling

Lead Staff: Jim Burton, Water Sampling Manager
Duration: March 2003
Location: Los Angeles, California
Budget: \$500,000

The Dominguez Channel Water Quality Sampling project was a water quality and sediment sampling program in a portion of the Dominguez Channel mandated by the Los Angeles Regional Water Quality Control Board. Over a five week period, EcoKai's sampling team collected approximately 112 water samples per day and transported them to an analytical laboratory following strict Chain-of-Custody procedures. These water samples were

analyzed for a variety of water quality parameters including semi-volatile organic compounds, pesticides, PCB's, heavy metals, bacteriological organisms and BOD. Additional water quality parameters (including temperature, pH, electrical conductivity, oxidation-reduction potential, DO) were measured during each daily sample event utilizing a multi-parameter water quality monitoring equipment. In addition,

Project Manager Jim Burton directed and participated in the development of a customized Microsoft Access data base with a project specific statistical analysis tool and graphing application program for ease of presenting and reporting water quality trends. The database was essential in the preparation of a final report that was prepared for RWQCB mitigation requirements.

Section 10: Contract Comments

8(A)(1): Indemnification. Please add the word "negligent" in front of "acts or omissions," and remove the words "active or" in front of "passive" and replace the word "sole" with "active".

This revision is intended to align these terms with California Civil Code Section 2782, and the risks and liabilities normally undertaken for consulting, engineering or similar professional services.

Section 11: Cost Proposal

The following tables detail a breakdown of cost by task and labor class using the provided Excel spreadsheet.

Prime Consultant: Geosyntec

Beach Cities CIMP Implementation Annual Cost Breakdown

Task #	Description	PRIME CONSULTANT LABOR										Total Prime Consultant Hours	Prime Consultant Labor Cost	Sub-Consultant(s) Cost	Analytical Laboratory Cost	Equipment & Other Direct Costs	FY 2016 Total Cost	FY 2017 Total Cost	FY 2018 Total Cost	FY 2019 Total Cost	FY 2020 Total Cost				
		Rate	Principal	Assistant	Project Engineer	Professional	Senior Professional	Staff Professional	Technician	Admin. Staff	Clerical														
Project Management, Communications, Meetings																									
1.1	Schedule				2							18	\$	2,514	\$	990		\$0	\$3,504	\$0	\$0	\$0			
1.2	Project Kickstart	36			180						36	752	\$	42,480	\$	23,024		\$0	\$21,838	\$21,838	\$21,838	\$21,838			
1.3	1.3.1 Meeting Preparation and Attendance	24			120						24	350	\$	19,056	\$	5,413		\$0	\$24,922	\$24,922	\$24,922	\$24,922			
1.3	1.3.2 Meeting Preparation and Attendance											48	\$	8,388	\$	27,456	\$0	\$4,959	\$33,798	\$33,798	\$33,798	\$33,798			
1.5	Permitting											17	\$	2,563	\$	693		\$0	\$3,256	\$0	\$0	\$0			
1.6	Sampling Team Activation Memo	1			4						1	0	\$	0	\$	0		\$0	\$0	\$0	\$0	\$0			
1.7	Monitoring Equipment and DDT/PCBs Sampling Memo	1			8						1	25	\$	3,811	\$	1,640		\$0	\$5,351	\$0	\$0	\$0			
1.8	Laboratory Documentation											0	\$	0	\$	0		\$0	\$0	\$0	\$0	\$0			
1.8	Exceedance Notification and Action Plan	1			4						1	17	\$	2,563	\$	1,034		\$0	\$3,597	\$0	\$0	\$0			
1.9	Source Investigation Memo	1			4						1	17	\$	2,563	\$	1,034		\$0	\$3,597	\$0	\$0	\$0			
1.11	CIMP Modification Letter (if needed)	1			4						1	4	\$	708	\$	-		\$0	\$708	\$0	\$0	\$0			
SUBTOTAL TASK 1:		64	17	0	434	0	180	0	0	0	30	758	\$	125,254	\$	60,159	\$	\$6,270	\$76,547	\$57,568	\$57,568	\$57,568			
Health and Safety Plan/Traffic Control Plan/Encroachment Permits																									
2.1	Health and Safety Plan/Traffic Control Plan/Encroachment Permits	0	10	0	60	72	0	0	0	0	0	142	\$	23,960	\$	7,832		\$719	\$17,891	\$7,288	\$7,288	\$7,288			
Beach/Water Monitoring																									
3.1	SWM Near Shore RW Monitoring	0	0	0	0	0	0	0	0	0	0	0	\$	-	\$	11,786	\$	113,111	\$9,216	\$45,084	\$44,718	\$44,718	\$44,718		
3.2	SWM TRM Shoreline Monitoring	0	0	0	0	0	0	0	0	0	0	0	\$	-	\$	137,670	\$	0	\$45,897	\$45,897	\$45,897	\$45,897			
SUBTOTAL TASK 3:		0	0	0	0	0	0	0	0	0	0	0	\$	-	\$	148,856	\$	113,111	\$9,216	\$91,171	\$90,841	\$90,841	\$90,841		
Beach/Stormwater Outfall Monitoring																									
4.1 & 4.2	Outfall Monitoring	0	0	0	0	0	0	0	0	0	0	1	\$	93,595	\$	74,874	\$27,488	\$73,181	\$33,640	\$43,109	\$43,109	\$43,109			
4.3	Toxicity Monitoring	0	0	0	0	0	0	0	0	0	0	0	\$	-	\$	2,925	\$	19,888	\$0	\$4,929	\$4,929	\$4,929	\$4,929		
SUBTOTAL TASK 4:		0	0	0	0	0	0	0	0	0	0	1	\$	93,595	\$	74,874	\$27,488	\$73,181	\$33,640	\$43,109	\$43,109	\$43,109			
Beach/Stormwater Outfall Monitoring																									
5.1	Source Investigations	12			54							208	\$	31,672	\$	29,326		\$0	\$330	\$17,394	\$17,394	\$26,598	\$26,598		
5.2	Monitoring of Significant Outfalls	0			18							158	\$	23,916	\$	8,838		\$48,801	\$1,628	\$28,964	\$27,484	\$27,484	\$27,484		
5.3	Toxicity Monitoring	0			18							0	\$	-	\$	3,113		\$7,324	\$0	\$3,146	\$3,146	\$3,146	\$3,146		
5.4	Prepare/update a GIS database				48							48	\$	7,440	\$	-		\$0	\$2,480	\$2,480	\$2,480	\$2,480	\$2,480		
SUBTOTAL TASK 5:		12	0	0	104	48	244	0	0	0	0	414	\$	63,018	\$	41,952	\$56,627	\$1,980	\$51,524	\$50,444	\$58,708	\$58,110	\$58,110		
Data Assessment and Reporting																									
6.1	Monitoring Records				30							102	\$	15,030	\$	4,642		\$0	\$0	\$6,726	\$6,483	\$6,483	\$6,483		
6.2	SWM TRM Shoreline Monitoring Weekly and Monthly Data Submittal				84							84	\$	11,610	\$	-		\$0	\$5,130	\$3,240	\$3,240	\$3,240	\$3,240		
6.3	Semi-annual Data Submission	5			24							185	\$	26,963	\$	-		\$0	\$15,491	\$5,796	\$5,796	\$5,796	\$5,796		
6.4	External Data Assessment				24							148	\$	20,888	\$	-		\$0	\$8,236	\$6,276	\$6,276	\$6,276	\$6,276		
6.5	Annual INCR	24			84							328	\$	50,712	\$	16,928		\$0	\$23,738	\$20,516	\$20,516	\$20,516	\$20,516		
SUBTOTAL TASK 6:		29	0	0	174	24	622	0	0	0	0	649	\$	125,302	\$	18,700	\$0	\$38,501	\$44,251	\$42,251	\$42,251	\$42,251			
Total Annual Monitoring Cost (Tasks 1 thru 6)													\$	337,635	\$	97,678	\$	254,400	\$	48,881	\$74,363	\$311,637	\$294,488	\$296,612	\$296,612
																		Total 5 Years		Total 5 Years		Total 5 Years			
																		\$1,053,498		\$1,053,498		\$1,053,498			

* Adjust labor classes to fit firm's classes and utilization on the project
 ** This reflects labor effort. Sub-consultant direct costs are included in column "3"
 *** Roll up laboratory cost from detail on one or more Lab Cost sheets

Sub-Consultant: EcoKai

Sub-Consultant Cost Breakdown

Task #	Description	SUB-CONSULTANT LABOR										Total Sub-Consultant Hours	Sub-Consultant Labor Cost	Equipment & Other Direct Costs	FY 15/16 Total Cost	FY 16/17 Total Cost	FY 17/18 Total Cost	
		Class #:	Principal Engineer	Senior Scientist & QA/QC	Project Scientist	Senior Field Coordinator	Field Leaders (City 2-5)	Field Technicians (City 4-6)	Admin. Staff	Buy Foundation Scientist								
		Rate	\$125	\$115	\$95	\$75	\$65	\$55	\$45	\$35								
Project Management, Communications, Meetings																		
1.1	Schedule	2	4	2								8	\$900		\$900	\$0	\$0	
1.2	Project Management	40	12		8							60	\$6,980		\$6,980	\$6,980	\$6,980	
1.3 & 1.4	Meeting Preparation and Attendance	8	4									16	\$1,640	\$250	\$1,890	\$1,890	\$1,890	
1.5	Permitting	8	8	32	40							96	\$8,320	\$1,500	\$9,820	\$9,820	\$9,820	
1.6	Sampling Team Activation Memo	2		4								6	\$630		\$630	\$0	\$0	
1.7	Monitoring Equipment and DDT/PCBs Sampling Memo	2	10									12	\$1,400		\$1,400	\$0	\$0	
1.8	Laboratory Documentation											0	\$0		\$0	\$0	\$0	
1.9	Exceedance Notification and Action Plan	2	6									8	\$940		\$940	\$0	\$0	
1.10	Source Investigation Memo											0	\$0		\$0	\$0	\$0	
1.11	CMP Modification Letter (if needed)											0	\$0		\$0	\$0	\$0	
SUBTOTAL TASK 1:		64	44	38	48	0	0	12	0			206	\$20,810	\$1,750	\$22,560	\$18,680	\$18,680	
Health and Safety Plan/Traffic Control Plan/Encroachment Permits																		
2.1	Health and Safety Plan/Traffic Control Plan/Encroachment Permits	8	12	12	4							36	\$4,720	\$650	\$5,370	\$1,200	\$1,200	
Receiving Water Monitoring																		
3.1	SMB Near Shore RW Monitoring		3		3							30	\$3,420	\$3,500	\$6,920	\$5,800	\$6,000	
3.2	SMB TMDL Shoreline Monitoring											0	\$0		\$0	\$0	\$0	
SUBTOTAL TASK 3:		0	3	0	3	0	0	0	0	0	0	30	\$3,420	\$3,500	\$6,920	\$5,800	\$6,000	
Summer Outfall Monitoring																		
4.1 & 4.2	Outfall Monitoring (3 events, 4 sites; safety meetings, mob-demob, & coordination)	24	24	24	30	90	120	8				320	\$23,100	\$14,500	\$37,600	\$28,440	\$28,000	
4.3	Toxicity Monitoring				4	4						8	\$640	\$125	\$765	\$765	\$765	
SUBTOTAL TASK 4:		24	24	28	30	94	120	8	0			328	\$23,740	\$14,625	\$38,365	\$29,205	\$28,765	
Non-Summer Outfall Monitoring																		
5.1	Source Investigations		24	24								24	\$7,320	\$100	\$7,420	\$7,420	\$12,000	
5.2	Monitoring of Significant Outfalls		4	4	16		16					40	\$2,920	\$900	\$3,820	\$3,500	\$3,500	
5.3	Toxicity Monitoring			4		4						8	\$640	\$125	\$765	\$765	\$765	
5.4	Prepare/Update GIS database											0	\$0		\$0	\$0	\$0	
SUBTOTAL TASK 5:		0	28	32	16	4	16	0	24			48	\$10,880	\$1,125	\$12,005	\$11,685	\$16,265	
Data Assessment and Reporting																		
6.1	Monitoring Records			4	8							12	\$1,220		\$1,220	\$1,500	\$1,500	
6.2	SMBBS TMDL Shoreline Monitoring Weekly and Monthly Data Submittal											0	\$0		\$0	\$0	\$0	
6.3	Semi-annual Data Submission											0	\$0		\$0	\$0	\$0	
6.4	External Data Assessment											0	\$0		\$0	\$0	\$0	
6.5	Annual IMCA	12	24									36	\$4,260		\$4,260	\$4,260	\$4,260	
SUBTOTAL TASK 6:		12	28	8	0	0	0	0	0			36	\$4,260		\$4,260	\$4,260	\$4,260	
Total Annual Monitoring Costs (Tasks 1 thru 6)															\$90,000	\$72,340	\$162,340	\$128,320

* Adjust labor classes to fit firm's classes and utilization on the project

Lab Cost

Task #	Description	Parameter/Constituent Groups by Analysis*													
		Hardness	Alkalinity (as CaCO3)	Ammonia-N	Dissolved Oxygen (Dissolved)	Chemical Oxygen Demand	Oxides, Nitrites	Chloride, Nitrate, Sulfate	Cyanide Total	Dissolved Oxygen (40000 G)	Calcium by Electrode (80001 F)	Enterococci, E. coli	EPA 825 - 200 Metals - Cyanide	EPA 825 - Organophosphorus Pesticides	EPA 827 - Organics
	Unit Price	\$16.00	\$16.30	\$45.00	\$40.00	\$70.00	\$75.00	\$100.00	\$35.00	\$0.00	\$20.00	\$35.00	\$160.00	\$193.00	\$100.00
	Quantity**	75.00	1.50	15.50	9.50	9.50	9.50	15.50	24.00	15.50	17.00	1.50	24.00	9.50	
Receiving Water Monitoring															
3	3.1 SMB Near Shore RW Monitoring		3	3	3	3	3	3	6	3	3	3	3	3	
	QA/QC	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	SUBTOTAL TASK 3	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	6.67	3.67	3.67	3.67	3.67	
Shorewater Outfall Monitoring															
4	4.1 & 4.2 Outfall Monitoring	12.00	3.00	7.50	3.00	3.00	3.00	3.00	7.50	12.00	7.50	7.50	3.00	3.00	
	QA/QC	3.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	3.00	0.67	
	4.3 Toxicity Monitoring														
	SUBTOTAL TASK 4	12.67	3.67	8.17	3.67	3.67	3.67	3.67	8.17	12.67	8.17	8.17	3.67	3.67	
Non-Shorewater Outfall Monitoring															
5	5.2 Monitoring of Significant Outfalls	6.00	1.50	3.00	1.50	1.50	1.50	3.00	6.00	3.00	4.50	1.50	4.50	1.50	
	QA/QC	3.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	3.00	0.67	
	5.3 Toxicity Monitoring														
	SUBTOTAL TASK 5	6.67	2.17	3.67	2.17	2.17	2.17	3.67	6.67	3.67	5.17	2.17	7.50	2.17	
Total Annual Monitoring Cost (Tasks 3 thru 6)															

* Expand or Adjust to meet all required analyses as per OMP, may provide additional roll-up sheets as needed
 ** include QA/QC samples, e.g., duplicates, field blanks, etc. in the number of samples

Notes:
 The cost of analytical procedures for Task 3.2 (Shoreline monitoring) is included in the total cost for Michelson labs to conduct the sampling, analysis, and reporting. Laboratory costs for this task have not been provided.
 The quantity of analytes cannot be accurately known in most cases, since the sample analyses will depend on the initial receiving water sample results.
 Total analytical costs are based on the assumption that, following the first receiving water sample event, the cost of constituents will be 25% of the total cost to analyze all of Permit Table E-2

Assumptions:
 3 ww toxicity samples per year at 2 outfalls
 3 dr outfalls monitored twice per year (assume 2 in SMB, one in DC)
 two dr toxicity samples per year at two outfalls
 2 RW sites
 WW outfalls: 2 in SMB each-year + 2 in DC each year

		LABORATORY ANALYTICAL COSTS from CBMP Table E-1														
Task #	Description	Unit Price	Parameters/ Consultant Groups to Analyze**													
		Quantity**	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Shoreline Water Monitoring																
3	3.1 18MB Year Shorg RW Monitoring		7	3	3	3	3	3	3	3	3	3	3	3	3	3
	QA/QC		0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67
	SUBTOTAL TASK 3		3.67	2.01	2.01	2.01	2.01	2.01	2.01	2.01	2.01	2.01	2.01	2.01	2.01	2.01
Shorewater Outfall Monitoring																
4	4.1 & 4.2 Outfall Monitoring		3.00	7.00	3.25	3.25	7.50	3.20	7.50	3.20	7.50	3.20	7.50	3.20	7.50	7.50
	QA/QC		0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67
	4.1 Toxicity Monitoring															
	SUBTOTAL TASK 4		3.67	16.17	3.67	3.67	6.17	3.67	11.20	3.67	10.83	10.83	0.67	0.67	13.83	10.83
Shore Stormwater Outfall Monitoring																
5	5.1 Monitoring of Significant Outfalls		1.50	4.50	1.50	1.50	3.00	1.50	4.50	1.50	3.00	3.00	0.00	0.00	3.00	3.00
	QA/QC		0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67
	5.3 Toxicity Monitoring															
	SUBTOTAL TASK 5		2.17	13.17	2.17	2.17	3.67	2.17	8.50	2.17	6.33	6.33	0.67	0.67	6.33	6.33
Total Annual Monitoring Costs (Table E show 6)																

* Equal or Equal to most of required analyses as per CBMP, may provide additional roll-up sites
 ** include QA/QC samples, e.g., duplicates, field blanks, etc. in the number of samples

Notes:
 The cost of analytical procedures for Task 3.2 (Shoreline monitoring) is included in the
 The quantity of analyses cannot be accurately known in most cases, since the sample a
 Total analytical costs are based on the assumption that, following the first receiving an

- Assumptions
 3 ww toxicity samples per year at 2 outfalls
 3 ww outfalls monitored twice per year (assume 2 in 18MB, one in DC)
 1ww toxicity samples per year at two outfalls
 2 RW sites
 WW outfalls: 2 in 18MB each year + 2 in DC each year

Task #	Description	Unit Price	Parameter/Constituent Groups by Analysis*															
			PHOS	THURS	AMON	AMON	AMON	AMON	AMON	AMON	AMON	AMON	AMON	AMON	AMON	AMON	AMON	AMON
3	Monitoring Water Monitoring	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	3.1 5488 Near Shore 876 Monitoring	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	
	QA/QC	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	
	SUBTOTAL TASK 3	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	3.67	
4	Monitoring Outfall Monitoring	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	4.1 8 4.2 Outfall Monitoring	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	QA/QC	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	4.3 Toxicity Monitoring	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	SUBTOTAL TASK 4	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
5	Monitoring of Significant Outfalls	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	5.1 Monitoring of Significant Outfalls	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	QA/QC	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	5.3 Toxicity Monitoring	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	SUBTOTAL TASK 5	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	0.67	
	Total Annual Monitoring Cost (Costs 1 thru 5)																	

* Expand or Adjust to meet all required analyses as per CMAP, may provide additional roll-up price
 ** include QA/QC samples, e.g., duplicate, field blanks, etc. in the number of samples

Notes:
 The cost of analytical procedures for Task 3.2 (Shoreline monitoring) is included in the
 The quantity of analyses cannot be accurately known in most cases, since the sample
 Total analytical costs are based on the assumption that, following the first receding sea

- Assumptions
 3 low toxicity samples per year at 2 outfalls
 3 low toxicity monitoring values per year (assume 2 in 5488, one in DC)
 1 low toxicity samples per year at two outfalls
 2 FW sites
 WW outfalls: 2 in 5488 each year + 2 in DC each year

Task #	Description	Unit Price	Quantity**	Parameter/Constituent Groups by Analyte**						Total Analytical Cost	Other Direct Laboratory Costs	Sub-total	10% fee contingency	Annual Total
				100000	000000	000000	100000	100000	100000					
Monitoring Water Monitoring														
3	3.1 SAM near shore site monitoring		0	0	0	0	0	0	\$113,111		\$28,524	\$1,852	\$37,704	
	QA/QC										\$6,317		\$6,317	
	SUBTOTAL TASK 3	0.00	6.00	6.00	6.00	6.00	4.00	0.00	113,111		\$34,841	\$2,852	\$37,704	
Shorewater Outfall Monitoring														
4	4.1 & 4.3 Outfall monitoring								\$74,674		\$16,877	\$1,688	\$24,891	
	QA/QC										\$6,317		\$6,317	
	4.3 Toxicity Monitoring								\$12,989		\$3,336	\$333	\$3,660	
	SUBTOTAL TASK 4	3.00	0.00	6.00	0.00	0.00	0.00	0.00	\$87,663		\$23,217	\$2,021	\$28,554	
Non-Streamwater Outfall Monitoring														
5	5.2 Monitoring of Significant Outlets								\$48,891		\$8,694.50	\$888.45	\$16,100.28	
	QA/QC										\$6,317.50		\$6,317.50	
	5.3 Toxicity Monitoring								\$7,925		\$2,220.00	\$222.00	\$2,442.00	
	SUB TOTAL TASK 5								\$56,816		\$14,932	\$1,110.45	\$18,542.28	
Total Annual Monitoring Cost (Tasks 3 thru 5)														

* Exposed or equal to meet all required analyses as per CMAA, may provide additional roll-up data
 ** include QA/QC samples, e.g., replicates, field blanks, etc. in the number of samples

Notes:
 The cost of analytical procedures for Task 3.2 (Shoreline monitoring) is included in the
 The quantity of analytes cannot be accurately known in most cases, since the sample &
 Total analytical costs are based on the assumption that, following the first receiving use

- Assumptions
 3 ww toxicity samples per year at 2 outfalls
 3 cw outfalls monitored twice per year (assume 2 in SAM, one in OQ)
 two cw toxicity samples per year at two outfalls
 2 RW sites
 WW outfalls: 2 in SAM each year + 2 in OQ each year

Task #	Description	Unit Price Quantity **	Parameter/ Consultant Groups by Analysis*:				
			PY 1836 Total Cost	PY 1837 Total Cost	PY 1738 Total Cost	PY 1838 Total Cost	PY 1839 Total Cost
Beachline Water Monitoring							
3	3.1 SAM Year One (6) Monitoring		\$37,704	\$37,704	\$37,704	\$37,704	\$37,704
	QA/QC		\$37,704	\$37,704	\$37,704	\$37,704	\$37,704
			SUBTOTAL TASK 3				
Beachline Outfall Monitoring							
4	4.1 & 4.2 Outfall Monitoring		\$24,891	\$24,891	\$24,891	\$24,891	\$24,891
	QA/QC		\$3,663	\$3,663	\$3,663	\$3,663	\$3,663
	4.3 Toxicity Monitoring		\$28,154	\$28,154	\$28,154	\$28,154	\$28,154
			SUBTOTAL TASK 4				
Non-Beachline Outfall Monitoring							
5	5.2 Monitoring of Significant Outfalls		\$16,120.28	\$16,120.28	\$16,120.28	\$16,120.28	\$16,120.28
	QA/QC		\$2,442.00	\$2,442.00	\$2,442.00	\$2,442.00	\$2,442.00
	5.3 Toxicity Monitoring		\$18,542.28	\$18,542.28	\$18,542.28	\$18,542.28	\$18,542.28
			SUBTOTAL TASK 5				
	Total Annual Monitoring Cost (Tasks 3 thru 5)		\$84,000	\$84,000	\$84,000	\$84,000	\$84,000
			Total first 3 years	\$252,000	Total 5 years	\$446,218	

* Expanded or Adjusted to meet all required samples as per CMAA, may include additional set-up after
 ** include QA/QC samples, e.g., duplicates, field blanks, etc. in the number of samples

Notes:
 The cost of analytical procedures for Task 3.2 (Shoreline monitoring) is included in the
 The quantity of analyses cannot be accurately known in most cases, since the sample
 Total analytical costs are based on the assumption that, following the first receiving wa

- Assumptions**
- 1 low toxicity samples per year at 2 outfalls
 - 3 low outfalls monitored twice per year (assume 2 in SAM, one in OC)
 - 1 low toxicity samples per year at two outfalls
 - 2 RW sites
 - WW outfalls: 2 in SAM each year + 2 in OC each year

Fee Schedules

Geosyntec

CONFIDENTIAL

**GEOSYNTEC CONSULTANTS
2015 RATE SCHEDULE**

Staff Professional	\$115
Senior Staff Professional	\$135
Professional	\$155
Project Professional	\$177
Senior Professional	\$198
Associate	\$218
Principal	\$235
Engineering Technician I	\$ 59
Engineering Technician II	\$ 66
Senior Engineering Technician I	\$ 72
Senior Engineering Technician II	\$ 76
Site Manager I	\$ 84
Site Manager II	\$ 93
Construction Manager	\$106
Designer	\$127
Senior Drafter/Senior CADD Operator	\$ 112
Drafter/CADD Operator/Artist	\$ 98
Project Administrator	\$ 60
Clerical	\$ 50

Rates are provided on a confidential basis and are client and project specific.

Unless otherwise agreed, rates will be adjusted annually based on a minimum of the applicable Consumer Price Index (CPI).

Rates for field equipment, health and safety equipment, and graphical supplies presented upon request.

EcoKai

CONFIDENTIAL

**EcoKai
2015 RATE SCHEDULE**

Field Technician	\$ 55
Field Leader	\$ 65
Senior Field Coordinator	\$ 75
Project Scientist	\$ 95
Senior Scientist & QA/QC	\$115
Principal Engineer	\$125
Bay Foundation Scientist	\$ 95
Administrator	\$ 45

Percentages

Contractor	Annual average of labor cost	Relative % contribution of labor	Percent contribution of average total scope of service cost*
Geosyntec	115143.6667	42.3589643	32
EcoKai	86646.66667	31.87550967	24
Michelson	41688	15.33614965	12
Barricade	28350	10.42937638	8
total (labor)	271828.3333		
average total scope of service	\$354,877.33		

*These are percentages of the total scope of service which includes additional items such as direct expenses.

Attachment A: Draft Schedule

December 2015

- Initiate process to obtain required permits.
- Submit detailed schedule and outfall prioritization memorandum within one week of Project initiation.
- Geosyntec to begin weekly SMBBB TMDL Shoreline Monitoring reporting. To continue weekly throughout duration of Project.
- Submit monitoring mobilization plan, exceedance notification and action plan, and requested laboratory information within two weeks of Project initiation.
- Initiate desktop assessment and field (manhole) screening for Phase I prioritized outfalls with significant non-stormwater discharge within two weeks of Project initiation.
- Complete investigation of Phase 1 outfalls by December 28.
- Submit Site Health and Safety Plan and Traffic Control Plan by end of month.
- Geosyntec to begin monthly SMBBB TMDL Shoreline Monitoring reporting. To continue monthly throughout duration of Project.

January 2016

- Submit the Phase 1 source investigation memorandum by January 27.
- Submit the monitoring equipment memorandum by end of month.

January 2016 – May 2016

- Three wet weather monitoring events (weather dependent).
- Monitoring records (within 14 days of each selected monitoring event).

February 2016 – June 2016

- Two dry weather outfall monitoring events (to be coordinated with receiving water monitoring by other agencies, to the maximum extent practicable).

April 2016

- Semi-annual data report submitted by April 15 (Note: the reporting period for this report is July 1 to December 31, 2015. It is likely no data will be available for this submission).

June 2016

- GIS data updated prior to June 30
- Submit annual health and safety plan prior to new fiscal year

July 2016 – June 2017

- Two dry weather outfall monitoring events (to be coordinated with receiving water monitoring by other agencies, to the maximum extent practicable).

September 2016

- Draft annual monitoring data spreadsheet by September 1.
- Initiate desktop assessment and field (manhole) screening for Phase 2 prioritized outfalls with significant non-stormwater discharge.

October 2016

- Draft annual IMCR by October 1.
- Semi-annual data report for period January 1 to June 30, 2016 will be submitted.

October 2016 – May 2017

- Three wet weather monitoring events (weather dependent).
- Monitoring records (within 14 days of each selected monitoring event).

December 2016

- Complete investigation of Phase 2 outfalls by December 28.
- Final annual IMCR by December 1.

January 2017

- Submit the Phase 2 source investigation memorandum by January 27.

April 2017

- Semi-annual data report submitted by April 15, covering period July 1 to December 31, 2016.

June 2017

- GIS data updated prior to June 30
- Submit annual health and safety plan prior to new fiscal year

July 2017 – June 2018

- Two dry weather outfall monitoring events (to be coordinated with receiving water monitoring by other agencies, to the maximum extent practicable).

September 2017

- Draft annual monitoring data spreadsheet by September 1.
- Initiate desktop assessment and field (manhole) screening for Phase 3 prioritized outfalls with significant non-stormwater discharge.

October 2017

- Draft annual IMCR by October 1
- Semi-annual data report for period January 1 to June 30, 2017 will be submitted.

October 2017 – May 2018

- Three wet weather monitoring events (weather dependent).
- Monitoring records (within 14 days of each selected monitoring event).

December 2017

- Complete investigation of Phase 3 outfalls by December 28.
- Final annual IMCR by December 1.

January 2018

- Submit the Phase 3 source investigation memorandum by January 27.

April 2018

- Semi-annual data report submitted by April 15, covering period July 1 to December 31, 2017.

June 2018

- GIS data updated prior to June 30
- Submit annual health and safety plan prior to new fiscal year

September 2018

- Draft annual monitoring data spreadsheet by September 1.

October 2018

- Draft annual IMCR by October 1
- Semi-annual data report for period January 1 to June 30, 2018 will be submitted.

December 2018

- Final annual IMCR by December 1


Attachment B: Signature Page

SIGNATURE PAGE

The undersigned has checked carefully the entire Request for Proposal (RFP) #1055-16, Monitoring and Reporting Services for the Implementation of the Coordinated Integrated Monitoring Program for the Beach Cities Watershed Management Group. By signing this document, I attest that I am authorized to contractually bind the company listed, and will meet the Proposal requirements if awarded a contract.

Dated this 10th day of November 2015

Name Printed: Ken Susilo, P.E., D.WRE, CPSWQ

Signature: 

Title: Project Director, Principal, Vice President

Company Name: Geosyntec Consultants, Inc.

Business Address: 3415 S. Sepulveda Blvd., Suite 500

City, State, Zip Code: Los Angeles, CA 90034

Telephone Number: 310.975.6111

Fax Number: 310.957.6101

E-mail: ksusilo@geosyntec.com

ATTACHMENT 2
Beach Cities Watershed Management Group Cost Sharing Distribution

Agency	% of Total CIMP Area	FY 15/16 Costs	FY 16/17 Costs	FY 17/18 Costs	Total
City of Redondo Beach	25.20%	\$ 89,622	\$ 74,606	\$ 77,685	\$ 241,913
City of Manhattan Beach	15.90%	\$ 56,547	\$ 47,073	\$ 49,015	\$ 152,636
City of Hermosa Beach	5.50%	\$ 19,560	\$ 16,283	\$ 16,955	\$ 52,798
City of Torrance	53.40%	\$ 189,914	\$ 158,093	\$ 164,618	\$ 512,625
Los Angeles County Flood Control District	N/A	\$ 18,718	\$ 15,582	\$ 16,225	\$ 50,525
Total	100%	\$ 374,362	\$ 311,637	\$ 324,498	\$ 1,010,497

Item 16-0007

**Approve 3 year PSA with Geosyntec in the amount
of \$1,010,497 for Implementation of the
Coordinated Integrated Monitoring Program
(CIMP) on behalf of the Beach Cities Watershed
Management Group (Group)**

April 5, 2016



Background

NPDES Permit Requirements

- Requires protection of water resources from pollutants associated with stormwater/urban run-off through implementation of a Regional Board approved CIMP
- On 12/3/13, Council authorized staff to enter into an MOU with the Group (Manhattan Beach, Hermosa Beach, Torrance, Redondo Beach) to develop a CIMP to reduce costs of implementation
- CIMP was developed by the Group and approved by the Board on 11/12/15



Consultant Services Required For CIMP Implementation

- Project Management, Communications and Meetings
- Health and Safety Plan, Traffic Control Plan and Encroachment Permits
- Receiving Water Monitoring
- Stormwater Outfall Monitoring
- Non-Stormwater Outfall Monitoring
- Data Assessment and Reporting



CIMP Implementation Proposals

10/09/2015 – Redondo Beach Issued RFP on Group’s behalf soliciting CIMP implementation services

11/10/2015 – Received proposals from:

- **Geosyntec Consultants.....\$1,010,496**
- Northgate Environmental.....\$1,275,013
- ALTA Environmental.....\$1,391,530
- CWE.....\$1,431,048
- MWH Global.....\$1,596,209



Group Cost Sharing Distribution for Geosyntec Contract

Agency	% of CIMP Area	FY 15/16 Costs	FY 16/17 Costs	FY 17/18 Costs	Total
City of Redondo Beach	25.20%	\$89,622	\$74,606	\$77,685	\$241,913
City of Manhattan Beach	15.90%	\$56,547	\$47,073	\$49,015	\$152,636
City of Hermosa Beach	5.50%	\$19,560	\$16,283	\$6,955	\$52,798
City of Torrance	53.40%	\$189,914	\$158,093	\$164,618	\$512,625
LACo Flood Control District	N/A	\$18,718	\$15,582	\$16,224	\$50,524
Total	100%	\$374,362	\$311,637	\$324,497	\$1,010,496



Recommendation

Approve 3 year PSA with Geosyntec in the amount of \$1,010,497 for Implementation of the Coordinated Integrated Monitoring Program on behalf of the Group

- Proposal with the best content and economic value
- Acted as prime consultant for development of the Group's CIMP and EWMP
- Has in-depth understanding of the watershed
- Has worked effectively on the Beach Cities' behalf



Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Tony Olmos, Public Works Director
Raul Saenz, Utilities Manager

SUBJECT:

Approve a Three-year Memorandum-Of-Understanding Between the Beach Cities Watershed Management Group for Implementation of the Coordinated Integrated Monitoring Program (Public Works Director Olmos).

APPROVE

RECOMMENDATION:

Staff recommends that the City Council:

1. Approve a three-year Memorandum-Of-Understanding (MOU) between the Beach Cities Watershed Management Group (Beach Cities) for implementation of the Coordinated Integrated Monitoring Program (CIMP) with the option to extend for an additional two years, and
2. Authorize the City Manager to execute the MOU.

FISCAL IMPLICATIONS:

On August 4, 2015, City Council approved a professional services agreement with McGowan Consulting in the amount of \$121,360. This fee included professional services specific to the City of Manhattan Beach's storm water program (\$61,300), and also included services to be performed on behalf of the Beach Cities (\$60,060). The services to the Beach Cities included the development of this MOU, coordinating the procurement of professional services for CIMP Implementation services, and providing CIMP Coordination services through FY17/18.

The proposed McGowan Consulting's fee for CIP Coordination for the Beach Cities is \$240,000 over the next three years (Task 7 of Attachment 1). Per this MOU, the Beach Cities would split the cost of these services as a function of the percentage of total CIMP area that each agency covers. In addition, the Beach Cities would also pay the City of Manhattan Beach a 5% fee for administration of the contract. Since the existing McGowan

Consulting agreement does not have sufficient authority to fully provide the required services for all three years, staff will prepare an amendment to their agreement for consideration by City Council at a subsequent City Council meeting.

On April 5, 2016, the City Council will also consider approving an agreement with Geosyntec Consultants, Inc. for CIMP Implementation in the amount of \$1,010,497 for the next three years under a separate City Council item.

In summary, the Total cost-share calculated for the City of Manhattan Beach per this MOU is the sum of the mentioned cost-share towards the cost of the CIMP Coordination (McGowan Consulting) and CIMP Implementation (Geosyntec Consultants) plus a 10% contingency. The Total amount will not exceed \$73,877 in FY15/16, \$68,326 in FY16/17 and \$70,570 in FY17/18 (Table 2 of Exhibit A of the MOU).

Funds to cover the initial \$73,877 are budgeted in the FY15/16 Public Works Department's Storm Drain Maintenance Operating Budget. Funds for the remaining fiscal years, will be budgeted in the applicable future fiscal years.

BACKGROUND:

The National Pollutant Discharge Elimination System permit (Permit) identifies conditions, requirements and programs that municipalities must meet to protect regional water resources from adverse impacts associated with pollutants in stormwater and urban runoff as mandated by the Federal Clean Water Act and the California Porter-Cologne Act. The Permit requirements include a monitoring and reporting program for Municipal Separate Storm Sewer System Discharges within the Coastal Watersheds of Los Angeles County, which apply to the Beach Cities. The monitoring program requirements provide the flexibility for Permittees to coordinate monitoring efforts on a watershed or sub-watershed basis to increase cost-efficiency and effectiveness and to align the CIMP with the Enhanced Watershed Management Program (EWMP).

With the approval of the Los Angeles Regional Water Quality Control Board (Regional Board), the Beach Cities have been working cooperatively through an MOU approved by Council on December 12, 2013 to develop a CIMP for the Beach Cities. On September 24, 2015, a final CIMP satisfying Regional Board approval conditions was submitted. The CIMP implementation will lead to the Beach Cities' Permit compliance through the sampling, monitoring and data analysis of stormwater impacts on ocean waters from stormwater events and dry weather non-stormwater discharges.

DISCUSSION:

This MOU outlines the roles and responsibilities for the Beach Cities as related to the coordination and implementation of CIMP. In particular, the MOU addresses the need and cost-share for professional services to be provided by McGowan Consulting and Geosyntec Consultants, Inc. McGowan Consulting would be used as the CIMP Coordination Consultant to assist the Beach Cities in watershed planning and coordination. Geosyntec Consultants, Inc. would be used as the CIMP Implementation Consultant to actually implement the sampling, monitoring and data analysis of stormwater impacts on ocean waters from stormwater events and dry weather non-stormwater discharges as required by CIMP.

This MOU requires Beach Cities to contribute funds to the City of Manhattan Beach, who will act on behalf of the Beach Cities to contract with the CIMP Coordination Consultant and CIMP Implementation Consultant. An administration fee of 5% will be paid to the City of Manhattan Beach by the Beach Cities to compensate the City for the cost of administering the contracts. The City of Manhattan Beach is also being credited for the upfront cost of developing the CIMP Implementation Request-for-Proposals and this MOU.

The basis for cost sharing of CIMP Implementation and Coordination is illustrated in Tables 1 and 2 of Exhibit A of the MOU. Having no jurisdiction over land use, but in consideration of its role as a co-Permittee and its responsibility for operation of significant portions of the storm drain system, the Los Angeles County Flood Control District (LACFCD) has agreed to assume a 5% share of the CIMP Implementation and Coordination Total Cost. This is consistent with LACFCD's CIMP cost-sharing agreements with other watershed management groups under the Permit. Each of the Beach Cities is allocated a percentage share of the remaining Total Cost, after subtraction of the LACFCD 5% cost share, based on each city's respective land area within the CIMP area.

For the City of Manhattan Beach, this share is 16% of the Distributed Total Costs, as shown in Table 2 of Exhibit A of the MOU. The costs to the City will not exceed \$73,877 in FY15/16, \$68,326 in FY16/17 and \$70,570 in FY17/18.

In a separate agenda item tonight (CON 0007), Council will be asked to approve a contract with Geosyntec Consultants, Inc. for CIMP Implementation that will address Tasks 1 through 6 in Exhibit A of this MOU.

PUBLIC OUTREACH:

To date, the Beach Cities has hosted two public outreach workshops to inform the community on the Permit requirements. The first workshop, which addressed the planned approach for the EWMP development was held in May, 2014 in the City of Manhattan Beach. The second workshop, which presented the Draft EWMP, was held in May, 2015 in the City of Redondo Beach.

ENVIRONMENTAL REVIEW:

An environmental review will be conducted at the time of implementation of each individual project within the CIMP and EWMP tributary areas

LEGAL REVIEW

The CIMP Implementation MOU was reviewed by the Beach Cities' respective attorneys and was approved as to form.

ATTACHMENT:

1. MOU Beach Cities WSMG Re Admin Cost Sharing for Watershed Coordination & Implementation of CIMP
2. Power Point Presentation

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE CITY OF MANHATTAN BEACH, THE CITY OF TORRANCE, THE CITY OF REDONDO BEACH,
THE CITY OF HERMOSA BEACH, AND THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT**

**REGARDING THE ADMINISTRATION AND COST SHARING FOR COORDINATION AND
IMPLEMENTATION OF THE COORDINATED INTEGRATED MONITORING PROGRAM (CIMP)
FOR THE BEACH CITIES WATERSHED MANAGEMENT GROUP**

This Memorandum of Understanding (MOU), is made and entered into as of the date set forth below by and between the CITY OF MANHATTAN BEACH, a California municipal corporation, the CITY OF TORRANCE, a California municipal corporation, the CITY OF REDONDO BEACH, a chartered municipal corporation, the CITY OF HERMOSA BEACH, a California municipal corporation, and THE LOS ANGELES COUNTY FLOOD CONTROL DISTRICT (LACFCD), a body corporate and politic. Collectively, these entities shall be known herein as "PARTIES" or individually as "PARTY".

WITNESSETH

WHEREAS, the Regional Water Quality Control Board, Los Angeles Region (REGIONAL BOARD) adopted the National Pollutant Discharge Elimination System Municipal Separate Storm Sewer System Permit Order No. R4-2012-0175 (MS4 Permit); and

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

WHEREAS, the MS4 Permit identified the PARTIES as permittees that are responsible for compliance with the MS4 Permit requirements pertaining to the Beach Cities Watershed Management Area(s); and

WHEREAS, the PARTIES, entered into a Memorandum of Understanding (MOU) on December 26, 2013 to collaborate in the development of Phase I plans including a Draft and Final Enhanced Watershed Management Program (EWMP) Work Plan and a Draft and Final Coordinated Integrated Monitoring Program (CIMP), and Phase II Plans including a Draft and Final EWMP Plan for the Beach Cities Watersheds; and

WHEREAS, a draft CIMP was submitted to the REGIONAL BOARD by the PARTIES on June 28, 2014 and the REGIONAL BOARD provided a comment letter on May 22, 2015 identifying revisions needed to be addressed prior to approval of the CIMP; and

WHEREAS, a revised CIMP was submitted to the REGIONAL BOARD by the PARTIES on July 21, 2015 and was conditionally approved by the REGIONAL BOARD on August 25, 2015; and

WHEREAS, a final CIMP satisfying REGIONAL BOARD conditions was submitted to the REGIONAL BOARD by the PARTIES on September 24, 2015; and

WHEREAS, the draft EWMP was submitted to the REGIONAL BOARD by the PARTIES on June 28, 2015 and is anticipated to be approved by the REGIONAL BOARD; and

WHEREAS, monitoring pursuant to the approved CIMP must commence within 90 days of the REGIONAL BOARD'S approval of the CIMP; and

WHEREAS, the PARTIES collaboratively prepared a final Scope of Work (CIMP Implementation Scope of Work) to obtain a consultant to assist the PARTIES with implementing the CIMP and complying with certain other elements of the MS4 Permit (CIMP IMPLEMENTATION CONSULTANT), as specified in the CIMP Implementation Scope of Work attached hereto as Exhibit C, which is incorporated into this MOU by reference; and

WHEREAS, the PARTIES collaboratively agreed upon a final Scope of Work (CIMP Coordination Scope of Work) to obtain a consultant to assist the PARTIES in watershed planning and coordination (CIMP COORDINATION CONSULTANT), as specified in the CIMP Coordination Scope of Work attached hereto as Exhibit D, which is incorporated into this MOU by reference; and

WHEREAS, the PARTIES propose to hire a CIMP IMPLEMENTATION CONSULTANT as set forth in Section 6(a), below, to implement the CIMP and prepare CIMP Annual Reports and periodic data submittals in compliance with the MS4 Permit; and

WHEREAS, the PARTIES propose to hire a CIMP COORDINATION CONSULTANT as set forth in Section 6(a), below, to coordinate watershed activities and prepare the Watershed Joint Annual Reports for submittal to the REGIONAL BOARD; and

WHEREAS, the PARTIES have determined that hiring a CIMP COORDINATION CONSULTANT to coordinate watershed activities and a CIMP IMPLEMENTATION CONSULTANT to jointly implement the CIMP will be beneficial to the PARTIES, and they have agreed to contribute funds to THE CITY OF MANHATTAN BEACH, who will act on behalf of the PARTIES to contract with the respective CIMP COORDINATION CONSULTANT and CIMP IMPLEMENTATION CONSULTANT for watershed coordination and CIMP implementation; and

WHEREAS, the PARTIES have agreed to cooperatively share and fully fund the actual costs of CIMP coordination and/or CIMP implementation, as estimated in Table 1 of Exhibit A; based on the cost allocation formula contained in Table 2 of Exhibit A of this MOU; and

WHEREAS, the PARTIES have agreed that the total cost for CIMP coordination and the total cost for CIMP implementation shall not exceed the costs set forth in Table 1 of Exhibit A, which include a five percent (5%) contract administration cost and a ten percent (10%) contingency; and

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

WHEREAS, individual NPDES permit holders that are not MS4 Permittees may wish to participate in CIMP implementation for their individual permit compliance; and

WHEREAS, the PARTIES agree to allow other individual NPDES permit holders to participate in CIMP implementation without being a party to this MOU, in order to minimize the costs of CIMP implementation to the PARTIES; and

WHEREAS, the PARTIES authorize the CITY OF MANHATTAN BEACH to enter into individual separate agreements with such individual NPDES permit holders (which shall not become parties to this MOU) for CIMP implementation cost sharing purposes only.

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

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

Section 2. Purpose. The purpose of this MOU is to cooperatively fund CIMP coordination and CIMP implementation and to coordinate the payment and performance of CIMP coordination and reporting services and CIMP monitoring and reporting services.

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

Section 4. Voluntary. This MOU is voluntarily entered into for CIMP coordination and CIMP implementation.

Section 5. Term. This MOU shall become effective on the date of execution by all of the PARTIES (EFFECTIVE DATE), and shall remain in effect until December 31, 2018, with the option to extend the term by unanimous written concurrence of all PARTIES. If the MOU term is extended, the total annual cost to the PARTIES under this MOU shall not exceed Fiscal Year 2017-2018 costs as estimated in Table 1 of Exhibit A, adjusted May to May by the Consumer Price Index, Urban Wage Earners and Clerical Workers' for Los Angeles County per cost of living adjustment. The PARTIES may exercise the option to extend this MOU by one calendar year, up

to three years, and upon exercise of the option, the term of the MOU shall be automatically extended.

Section 6. The CITY OF MANHATTAN BEACH agrees:

- a. Consultant Services. To contract with a CIMP COORDINATION CONSULTANT to perform the CIMP Coordination Scope of Work and any subsequent changes agreed upon by the PARTIES; and to contract with a CIMP IMPLEMENTATION CONSULTANT to perform the CIMP Implementation Scope of Work, and any subsequent changes to the CIMP that may be agreed upon by the PARTIES and approved by the REGIONAL BOARD. The CITY OF MANHATTAN BEACH will follow all of its applicable procurement requirements in the selection of the consultants.
- b. LACFCD Facilities/Mass Emissions Station. To ensure that the CIMP IMPLEMENTATION CONSULTANT obtains any necessary permits from LACFCD for access to and construction within LACFCD storm drains, channels, catch basins, and similar properties (FACILITIES) and provides written notice 72 hours in advance of the first entry into LACFCD's FACILITIES.
- c. Report. To submit reports to the REGIONAL BOARD as required by the MS4 Permit and/or described in the CIMP Implementation Scope of Work and to distribute copies of the reports to the PARTIES for review and comment prior to submittal to the REGIONAL BOARD. The CITY OF MANHATTAN BEACH will provide the PARTIES with an electronic copy of the draft and completed reports within seven (7) business days after receipt from the CIMP COORDINATION CONSULTANT and a draft and completed CIMP Integrated Monitoring Compliance Report within seven (7) business days after receipt from the CIMP IMPLEMENTATION CONSULTANT. In addition, the CITY OF MANHATTAN BEACH will submit to the PARTIES the data used to prepare the reports. This data will be transmitted electronically in a Microsoft Excel format that contains the table structure and syntax agreed upon by the PARTIES.
- d. Invoice. To invoice the PARTIES in amounts not exceeding the invoice amounts shown in Table 2 of Exhibit A. The annual payments for the fiscal year period of July 1 through June 30 will be invoiced in July of that fiscal year, except for the first invoice, which will be issued upon the execution of this MOU by all PARTIES. At the end of each fiscal year, any unused funds will be rolled over and used towards future years for CIMP coordination and/or CIMP implementation.
- e. Administration. To administer the consultant contracts and contracted services including, but not limited to, the collection and distribution of funds under this MOU.
- f. Expenditure. To utilize the funds deposited by the PARTIES only for the administration of the CIMP COORDINATION CONSULTANT and CIMP IMPLEMENTATION CONSULTANT

contracts and for CIMP coordination and CIMP implementation activities. The CITY OF MANHATTAN BEACH will provide an accounting of funds expended and remaining at the end of each fiscal year.

- g. Termination. To provide an accounting upon termination of this MOU. At the completion of the accounting, the CITY OF MANHATTAN BEACH shall return any unused portion of all funds deposited with the CITY OF MANHATTAN BEACH in accordance with the cost allocation formula set forth in Table 2 of Exhibit A. In the event of a shortfall, the CITY OF MANHATTAN BEACH will invoice the PARTIES in accordance with the same formula.
- h. Permit. To make a full-faith effort to work with the CIMP IMPLEMENTATION CONSULTANT to obtain all necessary permits at no cost for installation of permanent infrastructure or modifications to monitoring sites, and subsequent access during monitoring events and maintenance.

Section 7. The LACFCD agrees:

- a. Contribution to CIMP Implementation. To contribute 5% of the CIMP Implementation costs (including a 10% contingency and 5% administrative fee) in accordance with the cost allocation formula set forth in Table 2 of Exhibit A.
- b. LACFCD Mass Emissions Station (MES) Monitoring. To provide available monitoring data from the existing MES owned and operated by the LACFCD within the Beach Cities Watershed Management Area.
- c. Additional Monitoring at LACFCD Mass Emissions Station. To coordinate with the CITY OF MANHATTAN BEACH to provide monitoring data required by the CIMP collected at its MES and other monitoring locations outside the Beach Cities Watershed Management Area.
- d. Access to LACFCD Facilities/Mass Emissions Stations. To permit and grant access to the CITY OF MANHATTAN BEACH and the CIMP IMPLEMENTATION CONSULTANT to LACFCD FACILITIES, including the LACFCD MES, within the Beach Cities Watershed Management Area to achieve the purposes of this MOU, provided the CIMP IMPLEMENTATION CONSULTANT obtains a permit and provides written notice 72 hours in advance of first entry into LACFCD's FACILITIES.

Section 8. The PARTIES further agree:

- a. Payment. To fund the cost of CIMP coordination and CIMP implementation and to pay the CITY OF MANHATTAN BEACH a 5% Administration Fee as described in Table 1 of Exhibit A, which shall not exceed the invoice amounts as shown in Table 2 of Exhibit A,

within sixty (60) days of receipt of the invoice from the CITY OF MANHATTAN BEACH. The cost estimates presented in Exhibit A have been agreed upon by the PARTIES. The PARTIES agree that Manhattan Beach may amend consultant contracts not to exceed MOU costs; provided however, Manhattan Beach notifies the PARTIES of the proposed changes and obtains written approval of the PARTIES. Changes in the CIMP may be required pursuant to new REGIONAL BOARD requirements and/or unforeseen challenges in the field. Any such changes proposed will require written approval of the PARTIES.

- b. Documentation. To make a full-faith effort to cooperate with one another to achieve the purposes of this MOU by providing all requested information and documentation in their possession and available for release to the CIMP COORDINATION CONSULTANT and the CIMP IMPLEMENTATION CONSULTANT that is deemed necessary by the PARTIES for CIMP coordination and CIMP implementation.
- c. Access. Each PARTY will allow reasonable access and entry to the CIMP IMPLEMENTATION CONSULTANT, on an as needed basis during the term of this MOU, to each PARTY'S storm drain system facilities to achieve the purposes of this MOU, provided, however, that prior to entering any of the PARTY'S facilities, the CIMP IMPLEMENTATION CONSULTANT shall obtain any required permits or any other approval from such PARTY and provide notice in advance of entry to the applicable PARTY (in accordance with the applicable PARTY's notification policy).
- d. Permit. Each PARTY will make a full-faith effort to work with the CIMP IMPLEMENTATION CONSULTANT to obtain all necessary permits for installation of permanent infrastructure or modifications to stormwater monitoring sites within each PARTY's jurisdiction.
- e. Data Sharing. The PARTIES agree to share all pertinent monitoring data collected outside of the scope of this MOU with all other PARTIES to this MOU.

Section 9. Indemnification

In contemplation of the provisions of Section 895.2 of the California Government Code imposing certain tort liability jointly upon public entities solely by reason of such entities being parties to an agreement as defined by Section 895 of the Government Code, each PARTY to this MOU, pursuant to the authorization contained in Sections 895.4 and 895.6 of the Government Code, hereby agrees to and shall indemnify and hold harmless the other PARTIES, and their elected officials, officers, agents, and employees from and against any and all losses, liability, damages, claims, suits, actions, and administrative proceedings or demands (including reasonable attorney's fees) relating to acts or omissions of the indemnitor, its officers, agents, or employees arising out of or incidental to the performance of any of the provisions of this MOU. Neither PARTY assumes liability for the acts or

omissions of persons other than each PARTY's respective officers, agents, or employees. In the event judgment is entered against the PARTIES because of joint or concurrent negligence of the PARTIES, or their officers, agents, or employees, an apportionment of liability to pay such judgment shall be made by a Court of competent jurisdiction. This section shall survive termination of the MOU.

Section 10. Termination and Withdrawal

- a. This MOU may be terminated upon the express written agreement of all PARTIES. If this MOU is terminated, then all PARTIES must agree on the equitable redistribution of remaining funds deposited, if there are any, or payment of invoices due at the time of termination. Completed work shall be owned by the PARTY or PARTIES who fund the completion of such work. Rights to uncompleted work by the CIMP COORDINATION CONSULTANT and the CIMP IMPLEMENTATION CONSULTANT still under contract will be held by the PARTY or PARTIES who fund the completion of such work.
- b. If a PARTY wishes to withdraw from this MOU for any reason, that PARTY must give the other PARTIES and the REGIONAL BOARD prior written notice thereof. The withdrawing PARTY shall be responsible for its share of the CIMP coordination and CIMP implementation costs through the end of the then current reporting year (July 1 through June 30), including costs for reporting of data and results during the reporting year in which the PARTY withdraws. The withdrawing PARTY will be invoiced during the subsequent fiscal year for its proportional share of any reporting costs incurred for the reporting year in which the withdrawal took place. Moreover, unless the withdrawing PARTY provides written notice of withdrawal to the other PARTIES by March 1, the withdrawing PARTY shall also be responsible for its share of the CIMP coordination and CIMP implementation costs through the end of the following fiscal year (e.g., if a PARTY withdraws on March 2, 2016, the withdrawing PARTY is responsible for its share of costs for both fiscal year 2015-2016 and fiscal year 2016-2017; if the withdrawing PARTY withdraws on or before March 1, 2016, it is responsible for costs only for fiscal year 2015-2016, not for fiscal year 2016-2017). Such CIMP coordination and CIMP implementation costs shall include the remaining fees of the CIMP COORDINATION CONSULTANT and CIMP IMPLEMENTATION CONSULTANT retained by the CITY OF MANHATTAN BEACH through the end of the applicable fiscal year(s). The effective date of withdrawal shall be the sixtieth day after the CITY OF MANHATTAN BEACH receives written notice of a PARTY'S intent to withdraw. Should any PARTY withdraw from this MOU, the remaining PARTIES will work with the CIMP IMPLEMENTATION CONSULTANT to adjust CONSULTANT fees for the reduced scope of work and will work in good faith to amend this MOU to produce a revised cost allocation formula consistent with the revised CIMP area.
- c. Each PARTY shall be responsible for its proportional share of the CIMP coordination and CIMP implementation costs incurred through the completion of all requirements of the

fiscal year (e.g., completion of the annual report due December 15, 2016, covering the monitoring period from July 1, 2015 to June 30, 2016). Each PARTY shall also be responsible for the payment of its own fines, penalties and costs incurred as a result of the non-performance of the CIMP.

- d. If a PARTY fails to substantially comply with any of the terms or conditions of this MOU, then that PARTY shall forfeit its rights to work completed through this MOU and funding already provided, but no such forfeiture shall occur unless and until the defaulting PARTY has first been given notice of its default and 60 days to cure the alleged default.
- e. THE CITY OF MANHATTAN BEACH shall notify in writing all PARTIES, and may notify the REGIONAL BOARD, within fourteen (14) days of any PARTY failing to cure an alleged default in compliance with the terms or conditions of this MOU. The non-delinquent PARTIES will determine the next course of action. Should the default be failure to provide funding, then the defaulting PARTY will be withdrawn from the MOU and costs will be adjusted pursuant to Section 10(b) above.

Section 11. General Provisions

- a. Notices. Any notices, bills, invoices, or reports relating to this MOU, and any request, demand, statement, or other communication required or permitted hereunder shall be in writing and shall be delivered to the representatives of the PARTIES at the addresses set forth in Exhibit B attached hereto and incorporated herein by reference. The PARTIES shall promptly notify each other of any change of contact information, including personnel changes, provided in Exhibit B. Written notice shall include notice delivered via e-mail or fax. A notice shall be deemed to have been received on (a) the date of delivery, if delivered by hand during regular business hours, or by confirmed facsimile or by e-mail; or (b) on the third (3rd) business day following mailing by registered or certified mail (return receipt requested) to the addresses set forth in Exhibit B.
- b. Administration. For the purposes of this MOU, the PARTIES hereby designate as their respective PARTY representatives the persons named in Exhibit B. The designated PARTY representatives, or their respective designees, shall administer the terms and conditions of this MOU on behalf of their respective PARTY. Each of the persons signing below on behalf of a PARTY represents and warrants that he or she is authorized to sign this MOU on behalf of such PARTY.
- c. Relationship of the PARTIES. The PARTIES are, and shall at all times remain as to each other, wholly independent entities. No PARTY to this MOU shall have power to incur any debt, obligation, or liability on behalf of any other PARTY unless expressly provided to the contrary by this MOU. No employee, agent, or officer of a PARTY shall be

deemed for any purpose whatsoever to be an agent, employee, or officer of another PARTY.

- d. Binding Effect. This MOU shall be binding upon, and shall be to the benefit of the respective successors, heirs, and assigns of each PARTY; provided, however, no PARTY may assign its respective rights or obligations under this MOU without prior written consent of the other PARTIES.
- e. Amendment. The terms and provisions of this MOU may not be amended, modified, or waived, except by an instrument in writing signed by all non-delinquent PARTIES. For purposes of this subsection, a PARTY shall be considered delinquent if that PARTY fails to timely pay an invoice as required by Section 8(a) or withdraws pursuant to Section 10(b) or fails to substantially comply with the terms and/or conditions of this MOU pursuant to Section 10(d).
- f. Law to Govern. This MOU is governed by, interpreted under, and construed and enforced in accordance with the laws of the State of California.
- g. Severability. If any provision of this MOU shall be determined by any court to be invalid, illegal, or unenforceable to any extent, then the remainder of this MOU shall not be affected, and this MOU shall be construed as if the invalid, illegal, or unenforceable provision had never been contained in this MOU.
- h. Entire Agreement. This MOU constitutes the entire agreement of the PARTIES with respect to the subject matter hereof.
- i. Waiver. Waiver by any PARTY to this MOU of any term, condition, or covenant of this MOU shall not constitute a waiver of any other term, condition, or covenant. Waiver by any PARTY to any breach of the provisions of this MOU shall not constitute a waiver of any other provision, nor a waiver of any subsequent breach or violation of any provision of this MOU.
- j. Counterparts. This MOU may be executed in any number of counterparts, each of which shall be an original, but all of which taken together shall constitute one and the same instrument, provided, however, that such counterparts shall have been delivered to all PARTIES to this MOU.
- k. All PARTIES have been represented by counsel in the preparation and negotiation of this MOU. Accordingly, this MOU shall be construed according to its fair language. Any ambiguities shall be resolved in a collaborative manner by the PARTIES and shall be rectified by amending this MOU as described in Section 11(e).

Section 12. Non-PARTY participants

- a. Other NPDES Permit Holders. Individual or general NPDES permit holders who are not PARTIES to this MOU, but wish to participate in CIMP implementation in order to utilize the CIMP monitoring data to satisfy all or part of the monitoring and reporting requirements in their NPDES permits, may become participants by executing an agreement with the CITY OF MANHATTAN BEACH to participate in CIMP implementation. The agreement, at a minimum, shall contain a commitment to pay annually an amount agreed to by the PARTIES. Payment must be received within sixty (60) days of receipt of the invoice from THE CITY OF MANHATTAN BEACH.
- b. Participant Status. An NPDES permit holder accepted as a participant shall not be a party to this MOU and shall not be entitled to appoint a representative or to vote or participate in any way in decisions assigned to the PARTIES of this MOU. Participant status entitles an NPDES permit holder only to be listed as a participant in required reports and to receive the monitoring data collected as part of the CIMP implementation for the monitoring year in which the NPDES permit holder has paid its annual payment.

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

[SIGNATURE PAGES FOLLOW]

LOS ANGELES COUNTY FLOOD CONTROL DISTRICT

By: *Christopher Stone*
for GAIL FARBER, Chief Engineer

Date: 3-14-16

APPROVED AS TO FORM:

MARY C. WICKHAM
County Counsel

By: *Eric Caud*
Deputy

CITY OF MANHATTAN BEACH

By: _____

Mark Danaj
City Manager

Date: _____

ATTEST:

By: _____

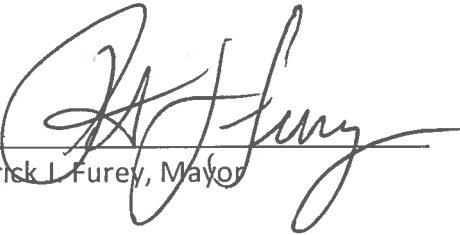
Liz Tamura
City Clerk

APPROVED AS TO FORM:

By: _____

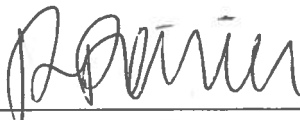

Special Counsel

CITY OF TORRANCE

By: 
Patrick L. Furey, Mayor

Date: 3/11/16

ATTEST:

By: 
Rebecca Poirier
City Clerk

APPROVED AS TO FORM:

By: 
John Fellows, City Attorney

CITY OF REDONDO BEACH

By: 
Steve Aspel, Mayor

Date: 02/16/2016


ATTEST:

By: 
Eleanor Manzano
City Clerk

APPROVED AS TO FORM: .

By: L. N. Webb
Mike Webb, City Attorney

CITY OF HERMOSA BEACH

By: 

Carolyn Petty
Mayor

Date: 2/9/16

ATTEST:

By: 

Elaine Doerfling
City Clerk

APPROVED AS TO FORM:

By: 

Michael Jenkins, City Attorney

EXHIBIT A
 Beach Cities Watershed
 Funding Contributions for CIMP Implementation and Coordination

Table 1. CIMP Implementation and Coordination Total Costs

Task # ^(a)	Description	FY 15/16 Cost	FY 16/17 Cost	FY 17/18 Cost
1	Project Management, Communications, Meetings	\$76,547	\$57,568	\$57,568
2	Health and Safety Plan/Traffic Control Plan/Permits	\$17,931	\$7,288	\$7,288
3	Receiving Water Monitoring	\$91,173	\$89,941	\$90,073
4	Stormwater Outfall Monitoring	\$77,686	\$64,145	\$67,610
5	Non-Stormwater Outfall Monitoring	\$51,524	\$50,444	\$59,708
6	Data Assessment and Reporting	\$59,501	\$42,251	\$42,251
7 ^(b)	CIMP Coordination	\$80,000	\$80,000 ^(c)	\$80,000 ^(c)
CIMP Implementation Subtotal		\$454,362	\$391,637	\$404,498
Administrative Cost^(d)		\$22,718	\$19,582	\$20,225
Contingency Factor		1.1	1.1	1.1
CIMP Implementation Total Cost		\$524,788	\$452,341	\$467,195
LACFCD Allocation (5%)^(e)		\$26,239	\$22,617	\$23,360
Total Cost (to be distributed among remaining agencies)^{(f)(g)}		\$498,549	\$429,724	\$443,835

- (a) Except where noted, "Task #" refers to the CIMP Implementation Consultant's scope of work.
- (b) CIMP Coordination costs based on Task 7 of the executed contract between The City of Manhattan Beach and McGowan Consulting.
- (c) Costs may increase annually by CPI, subject to written agreement by all parties to this MOU.
- (d) Administrative costs are 5% of the CIMP Implementation Subtotal
- (e) LACFCD allocation is 5% of the CIMP Implementation Total Cost
- (f) Total Cost to be distributed among remaining agencies includes CIMP Implementation Total Cost less LACFCD allocation
- (g) Remaining agencies include the Cities of Manhattan Beach, Redondo Beach, Hermosa Beach, and Torrance

Table 2. Distributed Total Costs^(a)

Participating Agency	Area		Distributed Total Cost		
	Total CIMP Area	% of Total CIMP Area	FY1516	FY1617	FY1718
City of Redondo Beach	3,831	25%	\$125,634	\$108,290	\$111,847
City of Manhattan Beach	2,428	16%	\$73,877 ^(c)	\$68,326	\$70,570
City of Hermosa Beach	832	5%	\$27,420	\$23,635	\$24,411
City of Torrance	8,126	53%	\$266,225	\$229,472	\$237,008
LACFCD ^(b)	N/A	N/A	\$26,239	\$22,617	\$23,360
Total	15,217	100%	\$519,395	\$452,340	\$467,196

(a) Distributed Total Cost is based on percentage of CIMP area and includes CIMP Implementation Total Cost (including contingency and administration) less LACFCD for all agencies except LACFCD.

(b) LACFCD allocation is 5% of the CIMP Implementation Total Cost (including contingency and administration).

(c) The City of Manhattan Beach paid upfront for the development of the CIMP Implementation RFP and MOU, in addition to other CIMP coordination activities. Therefore, they have been credited with their share of CIMP coordination expenditures through December 2015.

EXHIBIT B

BEACH CITIES WMG
EWMP/CIMP GROUP
Responsible Agencies Representative

1	City of Redondo Beach Department of Public Works, Engineering Division 415 Diamond Street Redondo Beach, CA 90266	Geraldine Trivedi E-mail: Geraldine.Trivedi@redondo.org Phone: (310) 318-0661 x2036 Fax: (310) 374-4828
2	City of Hermosa Beach Department of Public Works 1315 Valley Drive Hermosa Beach, CA 90254	Kristy Morris E-mail: kmorris@hermosabch.org Phone: (310) 750-3603 Fax: (310) 372-6186
3	City of Manhattan Beach Department of Public Works 1400 Highland Avenue Manhattan Beach, CA 90266	Raul Saenz E-mail: rsaenz@citymb.info Phone: (310) 802-5315 Fax: (310) 802-5314
4	City of Torrance Department of Public Works 20500 Madronna Avenue Torrance, CA 90503	John C. Dettle, P.E. E-mail: jdettle@TorranceCA.gov Phone: (310) 618-3059 Fax: (310) 781-6902
5	Los Angeles County Flood Control District Department of Public Works Watershed Management Division, 11 th Floor 900 South Fremont Avenue Alhambra, CA 91803	Angela George E-mail: ageorge@dpw.lacounty.gov Phone: (626) 458-4300 Fax: (626) 457-1526

EXHIBIT C

COORDINATED INTEGRATED MONITORING PROGRAM (CIMP) IMPLEMENTATION SCOPE OF SERVICES

Task 1 Project Management, Communications and Meetings

The Consultant will provide project management services to ensure the project is delivered on schedule and within budget. The Consultant shall:

- 1.1.** Provide a detailed schedule to complete all the tasks of this Scope of Services to be approved by the Beach Cities Watershed Management Group (WMG). This schedule may be updated as necessary and as approved by Beach Cities WMG. Due dates will be determined based upon regulatory compliance deadlines.
- 1.2.** Perform project management duties including coordinating with CIMP Coordination Consultant, coordination calls, and providing an explanation of the work completed, work to be done, and work that was not completed according to the Scope of Services and why.
- 1.3.** Prepare for and attend meetings of the Beach Cities WMG. Consultant shall attend meetings quarterly, unless otherwise instructed by the City of Manhattan Beach.
- 1.4.** Attend, participate, or support the Beach Cities WMG in meetings with other watershed management program groups, Los Angeles Regional Water Quality Control Board (Regional Board) staff, City Councils, County staff, stakeholders, and/or other consultants as necessary to deliver the project. Consultant shall attend at least four meetings, unless otherwise instructed by the City of Manhattan Beach.
- 1.5.** The Consultant will be responsible for obtaining any necessary permits including encroachment permits from the Los Angeles County Flood Control District (LACFCD), or the applicable agency, for access to and monitoring within LACFCD or agency-owned storm drains, channels, catch basins and similar properties (FACILITIES). The Consultant shall provide notice in advance of entry to LACFCD's or applicable agency's FACILITIES in accordance with LACFCD or applicable agency's notification policy.
- 1.6.** Provide a memorandum detailing sampling team activation procedures with decision criteria, rain gauge or website information, field reports forms, identified staff supporting sampling, and contact information to the Beach Cities WMG for review. The Consultant will notify the City Contact by telephone and the CIMP Coordination Consultant by email 48 hours prior to the arrival of a qualifying storm.
- 1.7.** Prepare a memorandum with options of the type of monitoring equipment to be installed or used at each TMDL receiving water site and stormwater outfall site. The memorandum shall include pros and cons of the options, timeline, and costs associated with acquiring permits, installation, and operation and maintenance. The memorandum shall also discuss the method to be used for sampling to assess sediment borne loading of DDT and PCBs through stormwater outfall monitoring.
- 1.8.** Prior to the first monitoring event Consultant shall submit information indicating that the selected testing laboratory is ELAP certified and will be capable of performing the water quality analysis meeting the approved/modified laboratory detection and reporting limits and QA/QC requirements described in the Approved Beach Cities CIMP, and the Santa

Monica Bay Beaches Bacteria TMDL Coordinated Shoreline Monitoring Program (SMBBB TMDL CSMP).

- 1.9. Prior to the first monitoring event Consultant shall prepare and submit an exceedance notification and action plan describing the procedures and time frame the Consultant will follow in notifying the Beach Cities agencies of water quality exceedances as well as follow up actions to be taken. For example, dry-weather receiving water exceedances of the REC-1 standards under the SMBBB TMDL require resampling on subsequent days until the fecal indicator bacteria results are no longer above the REC-1 standards.
- 1.10. Develop a memorandum that prioritizes source investigation of outfalls with significant discharge based on the Beach Cities WMG's determination of outfalls with significant discharge. The memorandum will include the Consultant's recommendation on the procedures and schedule for source investigation.
- 1.11. As directed by the City staff, prepare a letter requesting the Regional Board's approval for modifying the Approved Beach Cities CIMP, such as removing constituents, modifying sampling methods, reducing monitoring frequencies, or relocating monitoring sites.

Task 2 Health and Safety Plan, Traffic Control Plan and Encroachment Permits

The proposed work shall be performed by the Consultant and its sub-contractor(s) in accordance with the requirements of California Occupational Health & Safety (Cal-OSHA). Although accessibility was considered when selecting the monitoring locations, it is the responsibility of selected Consultant to take all appropriate measures with respect to health and safety considerations and access conditions including, if necessary to protect health and safety, relocation of monitoring locations. The Consultant shall provide the City Contact with three (3) copies of a Site Health and Safety Plan (SHSP) prior to the start of any fieldwork in the beginning of each fiscal year. The SHSP shall address site-specific safety concerns at all monitoring sites including, but not limited to, permit required confined-space entry safety requirements, potential for vandalism, sites' accessibility, lane closures, storm drain laterals, etc. The SHSP will also address procedures and practices for:

- Acceptable entry conditions;
- Testing, monitoring, communications and lighting equipment;
- Barriers and shields;
- Ladders; and
- Retrieval of devices.

The Consultant is responsible for preparing and submitting traffic control plans to the agency with jurisdiction over each monitoring site within the public rights-of-way. Consultant is also responsible for obtaining a no-fee encroachment permit and purchasing a business license, if required, as a condition of the encroachment permit.

Task 3 Receiving Water Monitoring

Receiving water monitoring is intended to assess water quality relative to water quality objectives, impacts to beneficial uses, and trends in pollutant concentrations. The objectives of the receiving water monitoring include the following from Attachment E, Part II.E.1 of the Los Angeles County Municipal Separate Storm Sewer System (MS4) Permit Order No. R4-2012-0175 (Permit):

- determine whether the receiving water limitations are being achieved;
- assess trends in pollutant concentrations over time, or during specified conditions; and
- determine whether the designated beneficial uses are fully supported as determined by water chemistry, as well as aquatic toxicity and bioassessment monitoring.

The shoreline monitoring sites will be used specifically to assess attainment of REC-1 beneficial uses, while the nearshore monitoring locations will be used to assess all other beneficial uses of Santa Monica Bay as described in the Los Angeles Regional Water Quality Control Board Basin Plan.

3.1 Santa Monica Bay Near-Shore Receiving Water Monitoring.

Two (2) new near-shore monitoring locations in the Santa Monica Bay (approximately 1,000 feet from the shoreline at the 30-foot depth contour) are to be sampled from a boat placed in line with the 28th Street storm drain in Manhattan Beach and with the Herondo storm drain at the Hermosa Beach/Redondo Beach city line. A fact sheet for each monitoring location is provided in Appendix C of the Approved Beach Cities CIMP. These receiving water monitoring locations will be sampled and analyzed for the Permit-required suite of analytical parameters (listed in Table 6 of the Approved Beach Cities CIMP) designed to assess the impacts from the storm drain discharges on water quality in marine receiving waters.

Receiving water monitoring site RW-BCEG-1 will be located in the nearshore zone in line with outfall OF-BCEG-1 in the jurisdiction of the City of Manhattan Beach, while RW-BCEG-2 will be located in the nearshore zone in line with the major storm drain outfall at Herondo Street and SMB 6-1 shoreline monitoring location at the boundary line between the jurisdictions of Hermosa Beach and Redondo Beach. Samples will be collected at the point of initial dilution of a stormwater plume from the relevant outfall which will be dependent on the intensity of a qualifying storm event and of the current velocity and wave mixing action. Samples will be collected via boat in accordance with the City of Los Angeles Environmental Monitoring Division (EMD) standard operating procedures. Per Los Angeles County ordinance, no hard bottom boats can be in operation within 300 yards (900 feet) of the beach due to safety concerns. Therefore, the sampling will be conducted 1,000 feet away from the shoreline (approximately the 30 foot bathometric contour), and will be conducted using manual grab sampling methods. Table 3 of the Approved Beach Cities CIMP identifies the receiving water monitoring locations by latitude and longitude and Figure 6 of the Approved Beach Cities CIMP presents the site locations.

Wet-weather monitoring will be conducted three times per year for all parameters listed in Table 6 of the Approved Beach Cities CIMP except for aquatic toxicity, which will be performed twice per year consistent with Part VI.C.1.a of Attachment E of the Permit. However, Consultant shall provide for up to three (3) aquatic toxicity samples per year in the receiving water in case a resample is needed to verify a failed toxicity test. The Permit Appendix E, Table E-2 parameters will be monitored during the first significant rain event of the storm year. For pollutants identified in Table E-2 of the Monitoring and Reporting Program (MRP) that are not detected at the Method Detection Limit (MDL) or the result is below the lowest applicable water quality objective, additional monitoring will not be conducted. For pollutants detected above the lowest applicable

water quality objective, future monitoring will be conducted at the frequency specified in the MRP (i.e., the monitoring frequency will become 3 wet weather events per year).

Wet-weather monitoring will target the first significant rain event of the storm year following the criteria outlined in Part VI.C.b.iii of Attachment E of the Permit, and at least two additional wet-weather events within the same wet-weather season. Although wet-weather is defined as a storm event of greater than or equal to 0.1 inches of precipitation, as measured from at least 50 percent of the Los Angeles County controlled rain gauges within the watershed, mobilization for wet-weather monitoring will be triggered by forecasts of at least 0.25 inches of rainfall at a 70% probability at least 24 hours prior to the event start time per Part VI.C.b.iii of Attachment E of the Permit. Sampling events shall be separated by a minimum of 3 days of dry conditions per VI.C.b.iii of Attachment E of the Permit. Consultant shall document the predicted rainfall amount that triggered mobilization for the event. Wet-weather receiving water monitoring will be performed contemporaneously with stormwater outfall monitoring to be reflective of potential impacts from MS4 discharges. Parameters to be collected and sampling frequencies to address the receiving water monitoring requirements of the MRP are summarized in Table 6 of the Approved Beach Cities CIMP.

Dry-weather Santa Monica Bay Near-shore Receiving Water Monitoring for Santa Monica Bay is not in the Approved Beach Cities CIMP except for the weekly fecal indicator bacteria monitoring described below.

3.2 Santa Monica Bay Bacteria TMDL Shoreline Monitoring.

Monitoring will be conducted at seven (7) coordinated shoreline monitoring locations for fecal indicator bacteria (FIB) consistent with the SMBBB TMDL. Samples will be collected at ankle-depth, in the wave wash zone, at the same frequency and at the same locations as specified in the approved SMBBB TMDL CSMP consistent with the SMBBB TMDL. These locations are listed along with latitude and longitude coordinates in Table 5 of the Approved Beach Cities CIMP as:

- SMB 5-1 40th Street in Manhattan Beach
- SMB 5-3 Manhattan Beach Pier point zero (in alignment with storm drain outlet)
- SMB 5-5 Hermosa Beach Pier
- SMB 6-2 Redondo Beach Pier
- SMB 6-3 Sapphire Street in Redondo Beach point zero (in alignment with storm drain outlet)
- SMB 6-5 Avenue I in Redondo Beach point zero (in alignment with storm drain outlet)
- SMB 6-6 Malaga Cove in Torrance

Weekly monitoring is conducted on Monday mornings with additional accelerated monitoring conducted on subsequent days when triggered in response to exceedances of the single-sample objectives on dry-weather days as described in the SMBBB TMDL CSMP. Additional information regarding these monitoring locations is found in the SMBBB TMDL CSMP.

A field data sheet specified in the SMBBB TMDL CSMP is also to be completed which includes observation of field conditions and outfall flow conditions for applicable zero point sites.

Michelson Laboratories has been performing this sampling and analysis for the past ten years-- Consultant is free to engage the services of Michelson Laboratories [562-928-0553, Steve Roesch] for both the sample collection and analysis or to provide these scope elements using alternate field personnel and/or laboratory services.

Task 4 Stormwater Outfall Monitoring

Four (4) Santa Monica Bay and three (3) Dominguez Channel stormwater outfall based monitoring locations have been chosen for the Beach Cities WMG. These monitoring locations were chosen in order to provide a representative outfall monitoring location from each city area discharging to each watershed. One stormwater outfall monitoring site located at the Torrance Carson Lateral (OF-BCEG-7) will be monitored during each of three required wet-weather events on an annual basis, while the remaining six (6) stormwater outfall monitoring sites will be monitored on an alternating annual basis. The stormwater outfall monitoring program is discussed in Section 4 of the Beach Cities CIMP. Monitoring locations are described in Table 8 of the CIMP and a fact sheet for each monitoring location is provided in Appendix C of the CIMP. Figure 8 of the CIMP is a map of the stormwater outfall monitoring locations.

As discussed in Section 4.3 of the CIMP, stormwater outfall water quality samples will be manually collected and composited at 20-minute increments over a three-hour period during a storm event, however an automated sampler programmed to collect flow-weighted composite samples may replace manual collection based on a determination of cost effectiveness and improved safety. Analytes with short holding times, such as bacteria, cyanide, oxygen demand, or oil and grease, along with field parameters, will always be collected as grab samples, typically late in the storm event, although not necessarily as the last sample collected. Stormwater outfall monitoring sites will be monitored for three storm events per year, in coordination with receiving water monitoring, for all required constituents except aquatic toxicity. The requirements for monitored constituents at each outfall are described in Attachment E to the Permit Part VIII.B.1.c. and summarized in Table 17 of the CIMP. Additional screening parameters will be analyzed at an outfall monitoring location if an exceedance of a parameter's lowest applicable water quality objective is found at the paired downstream receiving water monitoring location. Monitoring for these additional parameters will continue until the paired receiving water monitoring results demonstrate the samples are below applicable criteria, or when the monitoring data analysis sufficiently shows that the outfall discharge is not contributing to the receiving water exceedance. Field measurements will include flow, pH, dissolved oxygen, temperature and specific conductivity.

- 4.1** In the first year of monitoring, three stormwater outfall monitoring sites in Group 1, two within Santa Monica Bay and one in Dominguez Channel watershed, will be monitored for the required wet-weather events. During the following year the remaining three stormwater outfall monitoring sites in Group 2 will be monitored. Each group of monitoring sites will be monitored in alternating years. Table 9 of the CIMP presents a rotation schedule for the six stormwater outfall monitoring sites, however due to delay in review and approval of the CIMP, the first year of monitoring will be storm year 2015-16, so the rotation schedule shall be shifted accordingly.
- 4.2** Outfall monitoring site OF-BCEG-7 (Torrance Carson Lateral) will be monitored during each of the three (3) required wet-weather events on an annual basis.
- 4.3** Aquatic toxicity will be monitored when triggered by observed receiving water toxicity—

specific guidance for determining when to conduct follow-up outfall toxicity monitoring is provided in the Memorandum from Samuel Unger, Executive Officer, Los Angeles Regional Water Quality Control Board – August 7, 2015. Consultant shall provide for up to two (2) stormwater outfall monitoring locations will require toxicity monitoring each year. Aquatic toxicity analysis shall be conducted by an accredited laboratory with up-to-date accreditation for the analytical test.

Task 5 Non-Stormwater Outfall Monitoring

Non-stormwater outfall monitoring sites will be determined at the conclusion of outfall screening conducted by the Beach Cities WMG and source identification investigations of significant non-stormwater discharges following the process outlined in the flow chart in Figure 16 of the CIMP. The Beach Cities WMG individual agencies are conducting screening of Santa Monica Bay outfalls and direct outfalls on the Dominguez Channel as described in Section 5.2 of the Approved Beach Cities CIMP. The Beach Cities WMG will rely on results of screening by down stream agencies to identify potential significant indirect non-stormwater discharges to Dominguez Channel.

Outfalls with significant non-stormwater discharge will be prioritized for source identification as discussed in Section 5.4 of the Approved Beach Cities CIMP. Source identification will be conducted in accordance with Section 5.5 of the Approved Beach Cities CIMP.

Significant non-stormwater outfall monitoring sites will be sampled by collection of grab samples for two events per year in coordination with downstream receiving water dry-weather monitoring. Sampling will occur during days when precipitation is <0.1 inch and not less than 3 days following a rain day (those days with ≥ 0.1 inches of rain). Non-stormwater outfalls with significant flow will be monitored for all required constituents, per receiving water bodies, as outlined in Part IX.G.1.a-e of Attachment E of the Permit, except toxicity. A summary of the constituents to be monitored by watershed is listed in Table 19 of the CIMP. Toxicity monitoring is only required when triggered by recent receiving water toxicity monitoring where a TIE on the observed receiving water toxicity test was inconclusive—specific guidance for determining when to conduct follow-up outfall toxicity monitoring is provided in the Memorandum from Samuel Unger, Executive Officer, Los Angeles Regional Water Quality Control Board – August 7, 2015.

- 5.1.1** Conduct source investigation of outfalls with significant discharge as discussed in Section 5.5 of Approved Beach Cities CIMP in accordance with the procedures and schedule approved by the Beach Cities WMG. The Consultant shall submit a memorandum identifying the source(s) of the discharge and recommendations for the next step.
- 5.1.2** The first phase of the source investigation shall be completed for 25% of the outfalls with significant discharge as soon as possible following notice to proceed and shall include the outfall associated with Observation Site O-7. The memorandum shall be submitted to Beach Cities WMG within 30 calendar days after completion of the source investigation. Consultant shall provide for up to two (2) outfalls including the outfall at O-7.
- 5.1.3** The second phase of the source investigation shall be completed for 25% of the outfalls with significant discharge no later than December 28, 2016, and the

memorandum shall be submitted to Beach Cities WMG within 30 calendar days after completion of the source investigation. Consultant shall provide for up to two (2) outfalls will require source identification by December 28, 2016.

5.1.4 The third and last phase of the source investigation shall be completed for the remaining 50% of the outfalls with significant discharge no later than December 28, 2017, and the memorandum shall be submitted to Beach Cities WMG within 30 calendar days after completion of the source investigation. Consultant shall provide for up to four (4) outfalls will require source identification by December 28, 2017.

5.1.5 Collect and analyze monitoring data at those non-stormwater outfall sites determined by Beach Cities WMG to require monitoring. The monitoring parameters and procedures shall follow the Approved Beach Cities CIMP. The Consultant shall submit a post-event memorandum within 30 calendar days after each non-stormwater outfall monitoring event. Consultant shall provide for up to three (3) significant non-stormwater monitoring sites will need to be monitored consistent with Attachment E of the Permit, Part IX.G.

5.2 Conduct toxicity monitoring for non-stormwater outfalls when triggered by external receiving water monitoring data at the downstream Dominguez Channel or Torrance Lateral receiving water monitoring locations. Consultant shall provide for up to two (2) non-stormwater outfall monitoring locations will require toxicity monitoring.

5.3 Incorporate the inventory of MS4 Outfalls with non-stormwater discharges into the GIS database of MS4 storm drains, channels and outfalls that was prepared as part of the CIMP. Annually update prior to June 30th the inventory of MS4 Outfalls with non-stormwater discharges with characterization data as described in Section 5.3 of the Approved Beach Cities CIMP and in Attachment E Part IX.D of the Permit. The Consultant will be provided completed field data sheets from initial outfall screening events along with photographs of outfall condition at the time of screenings to be incorporated into the GIS database. The Consultant will also be provided an electronic copy of the GIS data files of MS4 storm drains, channels and outfalls that was prepared as part of the CIMP as discussed in Section 3.2 of the CIMP.

Task 6 Data Assessment and Reporting

6.1 Monitoring records must be provided to the City Contact within 14 days of a sampling event. Records of monitoring information will include:

- Chain of custody record sheet showing date/time samples were delivered to the laboratory
- Field sampling sheet with date, time of sampling or measurements, exact location in GPS coordinates, weather conditions, and rainfall amount for relevant storm event
- Individual(s) performing the field sampling or measurements
- Results of laboratory analyses including QA/QC data
- A narrative describing samples that did not meet QA/QC requirements and remediation actions
- Data sheets showing toxicity test results, if applicable

6.2 SMBBB TMDL Shoreline Monitoring Weekly and Monthly Data Submittal

Shoreline monitoring data shall be sent to the Regional Board following each sample event. Currently the procedure is that City of Redondo Beach staff receives the raw data from Michelson Laboratory and saves it in an Excel spreadsheet. The data is then imported into a Microsoft Access database. From the Access database, a summary report is generated and sent out weekly (including to the Regional Board). Responsibility for this reporting is to be assumed by the Consultant--City of Redondo Beach will provide the existing Access database to facilitate this transition.

Monthly data reports shall also be submitted to the Regional Board as well as other recipients via email by the last day of the month for data collected during the previous month. The monthly report will include all the weekly data reported with additional information on the monitoring (i.e., time of collection, person who sampled).

6.3 Semi-annual data submission

The Consultant shall prepare Semi-Annual Data Reports as described in the Approved Beach Cities CIMP that meet the requirements of the MRP (Attachment E of the Permit). Provide data in both Stormwater Monitoring Coalition (SMC) and California Environmental Data Exchange Network (CEDEN) formats. The transmitted data will be in the most recent update of the Southern California Municipal Stormwater Monitoring Coalition's (SMC) Standardized Data Transfer Formats (SDTFs) and sent electronically to the Regional Board at losangeles@waterboards.ca.gov with the subject line "LA County MS4 Permit – Beach Cities WMG Monitoring Data". The SMC SDTFs can be found at the Southern California Coastal Water Research Project (SCCWRP) web page <http://www.sccwrp.org/data/DataSubmission.aspx>. If exceedances are present, the monitoring data shall highlight exceedances of the following: Applicable WQBELs, RWLs, Action Levels, Municipal Action Levels (MALs), and/or Aquatic toxicity thresholds for all test results, with corresponding sampling dates per receiving water monitoring station. All sample results that exceeded one or more applicable thresholds shall be readily identified. The Consultant shall:

6.3.1 Submit the Semi-Annual Data Report for the CIMP Implementation period from July 1 to December 31 no later than April 15 of each year.

6.3.2 Submit the Semi-Annual Data Report for the CIMP Implementation period from January 1 to June 30 no later than October 15 of each year.

6.4 External Data Assessment

The Consultant will be responsible for assembling and assessing the suitability of externally generated data and for incorporating the data described below along with internally generated data into the annual Integrated Monitoring Compliance Report (IMCR).

6.4.1 SMBBB TMDL monitoring for FIB is conducted by Los Angeles County Department of Health Services on Mondays at four (4) shoreline monitoring locations within the Beach Cities WMG: SMB 5-2, SMB 5-4, SMB 6-1 and SMB

6-4. City of Los Angeles Environmental Monitoring Divisions conducts shoreline monitoring for FIB consistent with the SMBBB TMDL CSMP within the Beach Cities WMG at SMB 5-2 and SMB 6-1 on Tuesdays, Wednesdays, Thursdays and Fridays. This data is currently received by staff at City of Redondo Beach and stored in a Microsoft Access database – these data files will be provided to the Consultant and the Consultant will be added to the City of Los Angeles and LA County Department of Health Services email distribution for future receipt of the data so that Consultant can assume the data management duties from City of Redondo Beach. The Consultant will be responsible for reviewing and incorporating this external data into the annual IMCR for the Beach Cities WMG.

6.4.2 As summarized and presented in Appendix A and Appendix B of the Approved Beach Cities CIMP, an existing mass emissions station along the Dominguez Channel (S28), at the intersection of the Dominguez Channel and Artesia Boulevard in northeast Torrance, will serve as the receiving water monitoring location for the Beach Cities WMG on the Dominguez Channel. The Los Angeles County Flood Control District (LACFCD) has committed to maintaining this monitoring station, conducting flow-weighted composite receiving water monitoring and TMDL monitoring, and providing this data to the Beach Cities WMG. The Consultant will be responsible for reviewing and incorporating this external data into the annual IMCR for the Beach Cities WMG.

6.4.3 The City of Los Angeles, as lead agency for other nearby WMGs, has agreed to share their CIMP monitoring data from the Torrance Lateral, Dominguez Channel, and Dominguez Channel Estuary with the Beach Cities WMG. The Consultant will be responsible for reviewing and incorporating this external data into the annual IMCR for the Beach Cities WMG.

6.5 Annual Integrated Monitoring Compliance Report

An IMCR shall be prepared for submittal to the Regional Board as part of the Annual Report, covering the reporting year, which extends from July 1 through June 30th. Parts XVIII.A.5 and A.7 of the Permit Attachment A present the requirements of the IMCR.

6.5.1 A draft Excel spreadsheet file(s) summarizing all annual monitoring data and associated meta data consistent with the requirements of Part XVIII.A.7.a. of Attachment E of the Permit shall be provided to the Beach Cities WMG by September 1st of each year for review.

6.5.2 A draft Annual IMCR shall be prepared for review by the Beach Cities WMG by October 1st of each year. This shall include a Municipal Action Level Assessment Report consistent with Attachment G of the Permit. The MAL Assessment Report shall present the stormwater outfall monitoring data in comparison to the applicable MALs, and identify those subwatersheds with a running average of twenty (20)% or greater of exceedances of the MALs in MS4 discharges. Based on a comprehensive set of comments received from the Beach Cities WMG, Consultant shall prepare the final IMCR and supporting spreadsheet data summary by December 1st of each year for final review and approval by the City of Manhattan Beach City Contact.

EXHIBIT D

COORDINATED INTEGRATED MONITORING PROGRAM (CIMP) COORDINATION SCOPE OF SERVICES FOR FISCAL YEAR 2015-16¹

Task 7 CIMP Coordination Activities

- 7.1. Planning and preparation of Beach Cities Watershed Management Group (WMG) meeting agendas and meeting minutes for 12 monthly meetings;
- 7.2. Beach Cities WMG meeting attendance;
- 7.3. Preparation of a Memorandum of Understanding (MOU) for implementing the CIMP and Watershed Planning & Coordination;
- 7.4. Preparation of quarterly draft invoices under the CIMP MOU;
- 7.5. Preparation of a Request for Proposals (RFP) for CIMP Implementation;
- 7.6. Management of CIMP implementation consultant/contractor;
- 7.7. Review and preparation of comments on CIMP and EWMP consultant/contractor reports;
- 7.8. Preparation of plan for Beach Cities WMG joint public outreach activities;
- 7.9. Participation in CIMP and EWMP Coordinator Meetings (6 meetings assumed); and participation in Regional Board meetings, workshops and hearings related to CIMP and EWMP implementation (2 meetings assumed);
- 7.10. Participation in South Bay Steering Committee meetings of the Integrated Water Resources Management Plan (IRWMP) (up to 6 meetings assumed);
- 7.11. Submission of up to four (4) project concepts into the LA IRWMP database to align the Beach Cities' EWMP projects for Prop 1 grant opportunities;
- 7.12. Preparation of Watershed Joint Annual Report narrative and summary.

¹ This list of scope items is specific to fiscal year 2015-16, in which a number of the tasks will be completed. A modified list of scope items will be prepared in subsequent fiscal years for written approval by the Beach Cities WMG. The total cost for these services shall not exceed the respective fiscal year 2016-17 and 2017-2018 costs for CIMP Coordination as estimated in Table 1 of Exhibit A of the Beach Cities CIMP Implementation MOU.

Item No. 16-0006

Approve 3-year Memorandum–Of-Understanding Between the Beach Cities Watershed Management Group (Group) for Implementation of the Coordinated Integrated Monitoring Program (CIMP)

April, 2016



Background

NPDES Permit

- Requires protection of water resources from pollutants associated with stormwater/urban run-off through implementation of a Regional Board approved CIMP
- 12/03/13 - Council authorized staff enter into an MOU with the Group (Manhattan Beach, Hermosa Beach, Torrance, Redondo Beach and LACFC) to jointly develop a CIMP
- CIMP was developed by the Group and approved by the Board on 11/12/15



CIMP Implementation and Coordination

Implementation by Geosyntec Consultants, Inc.

- Receiving water monitoring
- Stormwater outfall monitoring
- Non-stormwater outfall monitoring
- Data assessment and reporting

Coordination by McGowan Consulting, LLC.

- Facilitate/manage the Group's joint efforts in compliance/monitoring activities related to CIMP
- Assist Group with watershed planning and coordination
- Coordinate approach to public information/programs
- Council approved a 1 year contract on 8/4/15 in the amount of \$60,060. An amendment will be prepared extending the contract to 3 years and increasing amount to \$80k per year



Contract Administration

- The City of Manhattan Beach will administer the Geosyntec/McGowan contracts on Group's behalf
- Each year Group members will deposit their respective cost share as a lump sum to an MB trust account
- MB will pay Consultants out of the trust account



Total Cost CIMP Implementation/Coordination

Task	Description	FY15/16	FY16/17	FY17/18
1	Project Management, Communications, Meetings	\$76,547	\$57,568	\$57,568
2	Health and Safety Plan/Traffic Control Plan/Permits	\$17,931	\$7,288	\$7,288
3	Receiving Water Monitoring	\$91,173	\$89,941	\$90,073
4	Stormwater Outfall Monitoring	\$77,686*	\$64,145	\$67,610
5	Non-Stormwater Outfall Monitoring	\$51,524	\$50,444	\$59,708
6	Data Assessment and Reporting	\$59,501	\$42,251	\$42,251
7	CIMP Coordination	\$80,000	\$80,000	\$80,000
Implementation/Coordination Subtotal		\$454,362	\$391,637	\$404,498
5% Administrative Cost to Manhattan Beach		\$22,718	\$19,582	\$20,225
Contingency Factor		1.1	1.1	1.1
Implementation/Coordination Total		\$524,788	\$452,341	\$467,195
LACFCD Allocation (5%)		-\$26,239	-\$22,617	-\$23,360
Total Cost to Group		\$498,549	\$429,724	\$443,835

Geosyntec
\$1,010,497

McGowan
\$240,000



*MB credited for preparation of CIMP RFP and MOU

Group Distributed Cost CIMP Implementation/Coordination

Group	Area		Distributed Total Cost		
	CIMP Area (Acres)	% of CIMP Area	FY1516	FY1617	FY1718
Redondo Beach	3,831	25%	\$125,634	\$108,290	\$111,847
Manhattan Beach	2,428	16%	\$73,877	\$68,326	\$70,570
Hermosa Beach	832	5%	\$27,420	\$23,635	\$24,411
Torrance	8,126	53%	\$266,225	\$229,472	\$237,008
LACFCD	N/A	N/A	\$26,239	\$22,617	\$23,360
Total	15,217	100%	\$519,395	\$452,340	\$467,196



Recommendation

Approve 3-year Memorandum–Of-Understanding
Between the Beach Cities Watershed Management
Group for Implementation of the Coordinated
Integrated Monitoring Program



Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Liza Tamura, City Clerk

Matthew Cuevas, Management Analyst

Martha Alvarez, Administrative Clerk

SUBJECT:

Agenda Forecast (City Clerk Tamura).

DISCUSS AND PROVIDE DIRECTION

RECOMMENDATION:

Attached is the most recent Agenda Forecast for City Council Review

Agenda Forecast - March 30, 2016

4/7/2016	<i>City Council Retreat – 10:00 AM Thursday</i>
	1.
4/12/2016	<i>Joint City Council and Planning Commissions Meeting – 6:00 PM Tuesday</i>
	2. Downtown Specific Plan
4/19/2016	<i>Regular Meeting – 6:00 PM – City Council Reorganization Tuesday Mayor D’Errico/Mayor Pro Tem Lesser</i>
	Pledge -
	1. Boards and Commissions (City Clerk Tamura) (New Business)
	2. Discussion of Parks Free Wi-Fi (Information Technology Director) (New Business)
	3. Proposed CIP (Public Works Director Olmos) (New Business)
	4. Marriott Sale and Ground Lease Amendments (Finance Director Moe) (New Business)
	5. Capital Improvements Corporation (New Business)
4/26/2016	<i>Boards and Commissions Interviews – Police/Fire Conference Room – 5:00 PM Tuesday</i>

5/3/2016	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge – Grand View Elementary School
	1. Recognition of School Achievements (Ceremonial)
	2. Proclamation Declaring May, 2016 as “Donate For Life” Month (Ceremonial)
	3. Annual Street Lighting & Landscaping Assessments (Phase 2A) (Approve Engineer’s Report) (Finance Director Moe) (Consent)
	4. Award Professional Services Agreement to ---- in the Amount of \$xxx,xxx for the Preparation of an Energy Audit for City Facilities (Public Works Director Olmos) (Consent)
	5. Annual Street Lighting & Landscaping Assessments (Phase 2B) (Set Public Hearing) (Finance Director Moe) (Consent)
	6. Conduct Public Hearing to Consider Resolution No. 16- xxxx Regarding a Coastal Development Permit for the 2016 Manhattan Beach Open Volleyball Tournament; Request from International Merchandising Company for Special Permit: Limited Alcoholic Beverage Use on Public Property for the Manhattan Beach Open Event, July 15-17, 2016 in the Lower South Pier Parking Lot. (Parks and Recreation Director Leyman) (Public Hearing)
	7. Award Professional Services Agreement to ---- in the Amount of \$ xxx,xxx for the Design of the Peck Reservoir Replacement Project (Public Works Director Olmos) (New Business)
	8. Gas Lines at Highland and Rosecrans (Public Works Director Olmos) (New Business)
	9. CIP Report on Existing Projects and Engineering Contracts Update (Public Works Director Olmos) (New Business)
	10. Annual Appointment of Board members & Commissioners (City Clerk Tamura) (New Business)
	11. Q3 Budget and Fiscal Year 2016-2017 Proposed Budget Including Presentation By John Bartel, Pension Actuary(Finance Director Moe) (New Business)
	12. Sunscreen Dispenser Program (Parks and Recreation Director Leyman) (New Business)
	13. Approve a Contract Amendment to Accela, Inc. in the Amount of \$ xxxx for Citywide Permitting Software and Appropriate Funds from ---- (Community Development Director Lundstedt) (New Business)
	14. Amendment of Master Agreement with Manhattan Beach Unified School District Regarding Use and Maintenance of School District Fields and Facilities and Authorization for the City Manager to Execute the Agreement (Parks and Recreation Director Leyman) (New Business)
5/5/2016	<i>Budget Study Session #1 – Time TBD Thursday</i>
	Pledge -
5/10/2016	<i>Budget Study Session #2 – Time TBD Tuesday</i>
	Pledge -
5/12/2016	<i>Budget Study Session #3 – Time TBD Thursday (Tentative)</i>
	Pledge -

5/17/2016	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge -
	1. Approve Continued Use of As-Needed Engineering Services Agreement with Transtech Engineers, Inc. for Design Engineering Services (Public Works Director Olmos) (Consent)
	2. Six Month Update on Enforcement of Bike Path Hazards and Report on Accident/Injury Data (Police Chief Irvine/Fire Chief Espinosa) (Old Business)
	3. Administrative Citation Ordinance (Addressing Construction Rules and Neighborhood Bill of Rights) (Community Development Director Lundstedt) (Old Business)
	4. Annual Appointment of Board members & Commissioners (If-Needed) (City Clerk Tamura) (New Business)
	5. Update on SCE Power Outages from SCE Representative (Public Works Director Olmos) (New Business)
5/19/2016	<i>Budget Study Session #4 – Time TBD Thursday (Tentative)</i>
	Pledge -
6/7/2016	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge – Meadows Elementary School
	1. Resolution of Intention to Provide for Annual Levy and Collection of Assessments for the Downtown Business Improvement District (Finance Director Moe) (Consent)
	2. El Porto Beach Traffic Circulation Study Update (Community Development Director Lundstedt) (Old Business)
	3. Gas Lines at Highland and Rosecrans (Public Works Director Olmos) (New Business)
6/21/2016	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge -
	1. Annual Street Lighting & Landscaping Assessments (Finance Director Moe) (Phase 3) (Public Hearing)
	2. Fiscal Year 2016-2017 Budget Adoption & Gann Limit (Finance Director Moe) (Public Hearing)
7/5/2016	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge -
	1. Renewal of Downtown Business Improvement District for Fiscal Year 2016-2017 (Finance Director Moe) (Public Hearing)
	2. Six Month Update – Strategic Plan/Work Plan (Assistant to City Manager Nadine) (Old Business)
7/19/2016	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge -
	1. Develop RFP for Sepulveda Corridor (Community Development Director Lundstedt) (New Business)
8/2/2016	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge -
8/16/2016	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge -
	1. Q4 Budget/CIP Report (Finance Director Moe) (New Business)

9/6/2016	<i>Regular Meeting – 6:00 PM Tuesday</i>
	Pledge -
9/20/2016	<i>Regular Meeting – 6:00 PM Tuesday</i>

INFORMATIONAL MEMOS

Memo	City Council Date Requested
1. Facility Strategic Planning	9-1-15
2. Update on Mediation Data	11-17-15

FUTURE AGENDA ITEMS (Date TBD)

Item	City Council Date Requested
1. Revenue Enhancements	1-19-16
2. Presentation on Gas Company Loop Project (Tentative Hold)	
3. New Appointment Process for Boards and Commission Members	2-2-16
4. Role and Value of Deferred Compensation Program	
5. Discuss Statement of Intent Process to Address Blight (Post Downtown Specific Plan process)	3-15-16
6. Brian Sweeney Claim	3-15-16
7. Commercial Free Zone at the Manhattan Beach Pier	
8. Water and Waste Water Rate Study Update	

FUTURE MEETINGS TO BE SCHEDULED

Item
1. Joint City Council/Beach Cities Health District Meeting
2. City Council Meeting Study Session Regarding Revenue Streams for Finding CIP and Enterprise Funds, Including Issuance of Bonds, Creation of a Parking Authority and Review of Reserve Policy
3. Mall Litigation Closed Session (March/April 2016 – Tentative)
4. Joint City Council/Manhattan Beach Unified School District Meeting
5. Joint City Council/Planning Committee Meeting - Mobility
6. Study Session on Fire Department Joint Operational Analysis Study for the Cities of Hermosa Beach and Manhattan Beach Deployment
7. Joint City Council/Planning Commission Meeting - Mansionization

Agenda Date: 4/5/2016

TO:

Honorable Mayor and Members of the City Council

THROUGH:

Mark Danaj, City Manager

FROM:

Bruce Moe, Finance Department Director

SUBJECT:

Commission Minutes:

This Item Contains Minutes of the following City Commission Meetings:

- a) Finance Subcommittee Action Minutes of February 10, 2016 (Finance Director Moe).
- b) Finance Subcommittee Action Minutes of February 25, 2016 (Finance Director Moe).
- c) Finance Subcommittee Action Minutes of March 17, 2016 (Finance Director Moe).
- d) Planning Commission Action Minutes of March 23, 2016 (Community Development Director Lundstedt).

INFORMATION ITEM ONLY

The attached minutes are for information only:

- a) Finance Subcommittee Action Minutes of February 10, 2016 (Finance Director Moe).
- b) Finance Subcommittee Action Minutes of February 25, 2016 (Finance Director Moe).
- c) Finance Subcommittee Action Minutes of March 17, 2016 (Finance Director Moe).
- d) Planning Commission Action Minutes of March 23, 2016 (Community Development Director Lundstedt).

Finance Subcommittee Meeting Draft Action Minutes

Meeting Date: February 10, 2016

Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer
Tony D’Errico, Mayor Pro Tem
David Lesser, Councilmember
Mark Danaj, City Manager
Bruce Moe, Finance Director
Henry Mitzner, Controller
Libby Bretthauer, Financial Analyst

Called to Order: 3:33 PM by Tim Lilligren, City Treasurer

Tim Lilligren informed the Finance Subcommittee that he attended the 2016 CDIAC & CMTA Advanced Public Funds Investing Conference, January 27-28, 2016 in Riverside per Assembly Bill 1234 (AB 1234).

Agenda Item #1 – Approval of Minutes from December 17, 2015 Finance Subcommittee Meeting

The Finance Subcommittee unanimously approved the minutes of December 17, 2015.

Agenda Item #2 – Review of Results of Fiscal Year 2014-2015 Financial Audit

Finance Director Moe presented the overall audit results. General Fund revenue and expenditure variations to budget show revenues exceeding the Final Adjusted Budget by 5.18%, while expenditures came in 1.1% below the Final Adjusted Budget.

Audit partner Richard Kikuchi from the firm of Lance, Soll and Lunghard provided the Subcommittee with an overview of the audit process.

The Subcommittee discussed the audit, and requested the meeting be continued at a future date.

Agenda Item #3 – Public Comments

None.

Agenda Item #4 - Adjournment

The meeting was adjourned at approximately 4:15 PM

Finance Subcommittee Meeting Draft Action Minutes

Meeting Date: February 25, 2016

Recording Secretary: Helga Foushanes

In Attendance: Tim Lilligren, Treasurer
Tony D’Errico, Mayor Pro Tem
David Lesser, Councilmember
Mark Danaj, City Manager
Bruce Moe, Finance Director
Henry Mitzner, Controller

Called to Order: 2:30 PM by Tim Lilligren, City Treasurer

Agenda Item #1 – Public Comments – None

Agenda Item #2 – Review of Results of Fiscal Year 2014-2015 Financial Audit

The meeting reconvened from February 10, 2016. Audit partner Richard Kikuchi from the firm of Lance, Soll and Lunghard was present to clarify some issues that came up during the audit which were brought to the attention of the Finance Subcommittee at the February 10, 2016 meeting. After a thorough explanation by the auditor, by Finance Department staff and the City Manager, the Finance Subcommittee members received the report and recommended the audit results be presented to the full Council.

Agenda Item #3 - Adjournment

The meeting was adjourned at 3:00 PM

Finance Subcommittee Meeting Action Minutes

Meeting Date: March 17, 2016
Recording Secretary: Helga Foushanes

In Attendance: Tony D'Errico, Mayor Pro Tem
David Lesser, Councilmember
Mark Danaj, City Manager
Bruce Moe, Finance Director
Henry Mitzner, Controller
Steve Charelian, Revenue Services Manager
Libby Bretthauer, Financial Analyst

Called to Order: 8:30 A.M. by Tony D'Errico, Mayor Pro Tem

Agenda Item #1 – Public Comments

None.

Agenda Item #2 - Approval of Minutes from February 10, 2016 and February 25, 2016 Finance Subcommittee Meetings

The Finance Subcommittee approved the minutes of the February 10, 2016 and February 25, 2016 meetings (2-0).

Agenda Item #3 – Consideration of Bad Debt Write-Off's for Referral to Collections from July 1, 2015 through September 30, 2015

Subcommittee members directed staff to report back at the next meeting on the success rate of the outside collection agency, including comparisons of total amount referred to collection and total amount collected.

The Finance Subcommittee received and filed the report.

Agenda Item #4 – Fiscal Year 2015/2016 Monthly Schedule of Transient Occupancy Tax and Lease Payments and Miscellaneous Accounts Receivables

Subcommittee members directed staff to add a trend percentage column to the TOT Monthly Revenues report; and to follow up on Manhattan Beach Studios revenue to ensure appropriateness and adequacy for services provided to the Studios by the City.

The Finance Subcommittee received and filed the report.

Agenda Item #5 – January Month-End Financial Reports – Fiscal Year 2015-2016

Subcommittee members inquired on how staff selects various banking service suppliers, and directed staff to report back at a future meeting.

The Finance Subcommittee received and filed the report.

Agenda Item #6 Investment Portfolio for January 2016

The Finance Subcommittee received and filed the report.

Agenda Item #7 – Adjournment

The meeting adjourned at 9:15 A.M.

**CITY OF MANHATTAN BEACH
PLANNING COMMISSION MEETING ACTION MINUTES**

March 23, 2016

Council Chambers – 1400 Highland Avenue

6:30 P.M.

Final Decisions Made Tonight Will be Scheduled for City Council Review at a Later Date
(Unless otherwise stated at the meeting)

1. CALL MEETING TO ORDER **6:35 p.m.**
2. PLEDGE TO FLAG
3. ROLL CALL **Chairperson Hersman, Bordokas, Conaway,
Apostol; Ortmann absent**

***** Order of agenda items were rearranged to accommodate
public wishing to comment on Director's Items *****

4. DIRECTOR'S ITEMS
 - a. *Historic Preservation-Working through budget, Request for Proposals, implementation, Commission and inventory.*
 - b. *Skechers Update-Reviewing revised plans. New technical work underway.*
 - c. *Gelson's-In process, revised submittal received 3/23/16, under review, California Environmental Act (CEQA) determination and schedule to be determined.*
 - d. *Joint meetings with City Council-Downtown Specific Plan on 4/12/16; Mobility and Mansionization to be determined.*
 - e. *Parkview Hotel-Request for proposals has been distributed.*
5. AUDIENCE PARTICIPATION **(3-Minute Limitation)**

The public may address the Commission regarding any item of City business not on the agenda.

 - a. **Comments on Gelson's-Neighbors in opposition, and applicant**
 - b. **Comments on Downtown Specific Plan distributed by Downtown Property Owners Association**
6. APPROVAL OF MINUTES

03/23/16-1. Regular meeting – January 27, 2016
Approved with no corrections (4:0)
7. PUBLIC HEARING

03/23/16-2. Variance for Construction of a New Single Family Residence with a Reduced Front Yard Setback and a Reduced Supplemental Second Story Setback at 3017 Elm Avenue (Cunha)
Conducted the public hearing, approved and adopted resolution (4:0)
8. GENERAL BUSINESS

03/23/16-3. Informational Overview of the Draft Downtown Specific Plan
Accept the presentation (4:0)
9. PLANNING COMMISSION ITEMS

None

10. TENTATIVE AGENDA April 13, 2016
None
11. ADJOURNMENT TO April 13, 2016
Meeting adjourned at 8:30 p.m.

April 13, 2016 April 27, 2016 May 11, 2016 May 25, 2016

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