CITY OF SOUTH PASADENA
CITY COUNCIL

AGENDA

REGULAR COUNCIL MEETING
WEDNESDAY, JULY 16, 2025, AT 7:00 PM

AMEDEE O. "DICK" RICHARDS JR. COUNCIL CHAMBERS
1424 MISSION STREET, SOUTH PASADENA, CALIFORNIA 91030

NOTICE ON PUBLIC PARTICIPATION & ACCESSIBILITY

The South Pasadena City Council Meeting will be conducted in-person from the Amedee O. "Dick" Richards, Jr. Council Chambers, located at 1424 Mission Street, South Pasadena, CA 91030.

Public participation may be made as follows:

- In-Person – Council Chambers, 1424 Mission Street, South Pasadena, CA 91030
- Live Broadcast via the City website – http://www.spectrumstream.com/streaming/south_pasadena/live.cfm
- Via Zoom – Meeting ID: **825 9999 2830**
- Written Public Comment – written comment must be submitted by 12:00 p.m. the day of the meeting by emailing to ccpubliccomment@southpasadenaca.gov
- Via Phone–+1-669-900-6833 and entering the Zoom Meeting ID listed above.

Meeting may be viewed at:

1. Go to the Zoom website, https://zoom.us/join and enter the Zoom Meeting information; or
2. Click on the following unique Zoom meeting link: https://us06web.zoom.us/j/82599992830 or
3. By calling: +1-669-900-6833 and entering the Zoom Meeting ID listed above; and viewing the meeting via http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

CALL TO ORDER:	Mayor	Janet Braun
ROLL CALL:	Mayor	Janet Braun
	Mayor Pro Tem	Sheila Rossi
	Councilmember	Michael A. Cacciotti
	Councilmember	Jon Primuth
	Councilmember	Omari Ferguson
PLEDGE OF ALLEGIANCE:	Councilmember	Michael A. Cacciotti

CLOSED SESSION ANNOUNCEMENTS

1. CLOSED SESSION ANNOUNCEMENTS

PUBLIC COMMENT GUIDELINES

The City Council welcomes public input. Members of the public may comment on a non-agenda subject under the jurisdiction of the City Council or on an agenda item. Members of the public will have three minutes to address the City Council, however, the Mayor and City Council may adjust the time allotted, as needed.

Public Comments received in writing will not be read aloud at the meeting, but will be part of the meeting record. Written public comments will be uploaded to the City website for public viewing under Additional Documents. When submitting a public comment, please make sure to include the following:
1) Name (optional), and
2) Agenda item you are submitting public comment on.
3) Submit by no later than 12:00 p.m., on the day of the City Council meeting. Correspondence received after this time will be distributed the following business day.

PLEASE NOTE: The Mayor may exercise the Chair's discretion, subject to the approval of the majority of the City Council, to adjust public comment time limit to less than three minutes, as needed.

Pursuant to State law, the City Council may not discuss or take action on issues not on the meeting agenda, except that members of the City Council or staff may briefly respond to statements made or questions posed by persons exercising public testimony rights (Government Code Section 54954.2). Staff may be asked to follow up on such items.

PUBLIC COMMENT

2. PUBLIC COMMENT - GENERAL (NON-AGENDA ITEMS)

General Public Comment will be limited to 30 minutes at the beginning of the agenda. If there are speakers remaining in the queue, they will be heard at the end of the meeting. Only Speakers who submit a Public Comment card within the first 30 minutes of Public Comment period will be queued up to speak.

PRESENTATIONS

3. MERCHANT MINUTE - CHUCK'S APPLIANCES

CHANGES TO THE AGENDA

4. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

CONSENT CALENDAR

OPPORTUNITY TO COMMENT ON CONSENT CALENDAR

Items listed under the Consent Calendar are considered by the City Manager to be routine in nature and will be enacted by one motion unless a public comment has been received or Councilmember requests otherwise, in which case the item will be removed for separate consideration. Any motion relating to an ordinance or a resolution shall also waive the reading of the ordinance or resolution and include its introduction or adoption as appropriate.

5. **CONSIDERATION OF THE APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF $1,058,251.45; GENERAL CITY WARRANTS IN THE AMOUNT OF $2,592,932.37; ONLINE PAYMENTS IN THE AMOUNT OF $145,780.06; VOIDS IN THE AMOUNT OF ($196,386.25); PAYROLL IN THE AMOUNT OF $849,496.63.**

   Recommendation
   It is recommended that the City Council approve the Warrants as presented.

6. **CONSIDERATION OF APPROVAL OF THE CITY COUNCIL REGULAR CITY COUNCIL MEETING MINUTES FOR MAY 7, 2025 AND MAY 21, 2025**

   Recommendation
   It is recommended that the City Council approve the minutes from the Regular City Council Meetings held on May 7, 2025 and May 21, 2025.

7. **ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING ARTICLE 7 (DEFINITIONS) OF CHAPTER 36 (ZONING) OF THE SOUTH PASADENA MUNICIPAL CODE TO AMEND THE DEFINITION OF "CITY ENGINEER"**

   Recommendation
   It is recommended that the City Council adopt the ordinance amending Title 7 (Definitions) of Chapter 36 (Zoning) of the South Pasadena Municipal Code to amend the definition of "City Engineer."

8. **CONSIDERATION TO APPROVE THE SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH LAKEVIEW CONSULTING, LLC., FOR TEMPORARY STAFFING SERVICES, AT A COST OF $78,000, FOR A NEW TOTAL NOT-TO-EXCEED AMOUNT OF $126,000, AND EXTENDING THE AGREEMENT THROUGH SEPTEMBER 31, 2025**

   Recommendation
   It is recommended that the City Council consider approving the proposed second Amendment to the Professional Services Agreement with Lakeview Consulting, LLC., in the amount of $78,000, for continued temporary staffing services and amending the scope of work to include Senior Consultant services for a payroll system audit, for a new total not-to-exceed compensation amount of $126,000, and extending the agreement through September 31, 2025.

9. **CONSIDERATION OF APPROVAL OF AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH WBCP INC., FOR RECRUITMENT SEARCH SERVICES, IN THE AMOUNT NOT TO EXCEED OF $10,400, FOR A NEW TOTAL CONTRACT AMOUNT OF $56,000**

   Recommendation
   It is recommended that the City Council consider approval of the proposed amendment to the professional services agreement with WBCP Inc., to amend the compensation for recruitment search services and add the recruitment services for a Chief City Clerk, in an amount not to exceed of $10,400, for a new total contract amount of $56,000.

10. CONSIDERATION OF ADOPTION OF A RESOLUTION AUTHORIZING SIGNATORIES ON CITY BANKING ACCOUNTS AND RELATED BANKING DOCUMENTS AND ADOPTION OF A RESOLUTION AUTHORIZING SIGNATORIES ON THE CITY'S LOCAL AGENCY INVESTMENT FUND ACCOUNT

Recommendation

It is recommended that the City Council consider:

1. Adopting the proposed resolution authorizing signatures on the City's bank accounts; and
2. Adopting the proposed resolution authorizing signatures on the City's Local Agency Investment Fund (LAIF) account.

11. CONSIDERATION OF ENTERING INTO AND APPROVING THE EXECUTION OF PURCHASE AND SALE AGREEMENTS WITH THE STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION FOR THE PURCHASE OF TWELVE SR 710 SURPLUS RESIDENTIAL PROPERTIES LOCATED IN THE CITY OF SOUTH PASADENA AND AUTHORIZE THE CITY MANAGER TO TAKE ALL NECESSARY ACTIONS RELATED THERETO

Recommendation

It is recommended that the City Council consider entering into and approving the execution of purchase and sale agreements with the State of California, Department of Transportation for the purchase of 12 unoccupied properties in the form negotiated and finalized by the City Attorney and the City Manager, and authorize the City Manager to execute the purchase and sale agreements and take all actions necessary thereto for the purchase, including but not limited to, the opening of escrow and the payment of the deposit required under the agreements.

12. CONSIDERATION OF APPOINTMENT TO PUBLIC WORKS INFRASTRUCTURE COMMISSION FOR PARTIAL TERM

Recommendation

It is recommended by Mayor Braun that the City Council appoint Ryan Jones to the Public Works Infrastructure Commission for a partial-term ending on December 31, 2026.

13. CONSIDERATION OF APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH ITERIS, INC., FOR TRAFFIC ENGINEERING AND ITS SUPPORT SERVICES RELATED TO THE NORTH-SOUTH CORRIDOR INTELLIGENT TRANSPORTATION SYSTEM (ITS) DEPLOYMENT PROJECT IN A NOT TO EXCEED AMOUNT OF $73,787.00

Recommendation

It is recommended that the City Council consider approval of a Professional Services Agreement (PSA) with Iteris, Inc., to provide traffic engineering and ITS support services to support the City's North-South Corridor Intelligent Transportation System (ITS) Deployment Project, Project No. 002002 (2020-02), Federal Project No. RABA01-5071(024), in a not-to-exceed amount of $73,787.00

14. CONSIDERATION TO THE PURCHASE OF A 2025 CHEVROLET TAHOE AS A POLICE DEPARTMENT COMMAND AND RESPONSE VEHICLE AND APPROVE

CONTRACTS RELATED TO THE UPFITTING OF THE VEHICLE FOR A TOTAL NOT TO EXCEED $111,118.00

Recommendation

It is recommended that the City Council:

1. Award a contract to Chevrolet of Montebello for the purchase of a new 2025 Chevrolet Tahoe to be used as a command and response vehicle in the amount of $60,063.37; and
2. Award a contract to Hom Communications in the amount of $28,948.43 for the purchase and installation of emergency equipment; and
3. Award a contract to Motorola Solutions Inc in the amount of $21,102.80 for the purchase of 2 Motorola APX8500 police radios.

PUBLIC HEARING

15. CONSIDERATION OF ADOPTION OF A RESOLUTION CONFIRMING AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR THE LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT (LLMD) FOR FISCAL YEAR 2025-2026

Recommendation

It is recommended that the City Council, after receiving Public Hearing testimony, adopt the attached resolution confirming the annual levy and collection of assessments for the Lighting and Landscaping Maintenance District (LLMD) for Fiscal Year (FY) 2025-2026.

16. CONSIDERATION OF THE PROPOSED AMENDMENT TO THE CITY'S LAND USE AND OPEN SPACE ELEMENTS OF THE GENERAL PLAN, THE 2021-2029 (6TH CYCLE) HOUSING ELEMENT OF THE GENERAL PLAN AND THE DOWNTOWN SPECIFIC PLAN; AND INTRODUCTION OF AN ORDINANCE TO AMEND SOUTH PASADENA MUNICIPAL CODE (SPMC) CHAPTER 36 (ZONING) AND SOUTH PASADENA ZONING MAP TO PROPOSE NEW HEIGHT LIMITS, DENSITY ADJUSTMENTS, AND OTHER DEVELOPMENT STANDARD ADJUSTMENTS TO FACILITATE HOUSING AND IMPLEMENT HOUSING ELEMENT PROGRAMS

Recommendation

It is recommended that the City Council conduct a public hearing and take the following actions:

1. Adopt a resolution amending the Land Use and Open Space Elements of the General Plan (Attachment 1),
2. Adopt a resolution conditionally amending the 2021-2029 (6th Cycle) Housing Element of the General Plan (Attachment 2),
3. Adopt a resolution amending the Downtown Specific Plan (Attachment 3),
4. Introduce and waive full reading of an ordinance amending Chapter 36 of the South Pasadena Municipal Code (Zoning Code) and the Zoning Map and request the City Attorney read the ordinance by title only (Attachment 4), and
5. Finding the actions in compliance with the California Environmental Quality Act (CEQA) via an Addendum to the General Plan's Program Environmental Impact Report (PEIR) and as statutorily exempt.

17. PUBLIC HEARING ON THE PROPOSED SOLID WASTE RATES AND ADOPTION OF

A RESOLUTION ESTABLISHING A NEW SOLID WASTE RATE ADJUSTMENT FORMULA AND APPROVING THE SOLID WASTE RATES FOR THE COLLECTION, TRANSFER, TRANSPORTATION, RECYCLING, PROCESSING, AND DISPOSAL OF SOLID WASTE, INCLUDING ORGANIC WASTE, COMMENCING AUGUST 1, 2025, AND MAKING A DETERMINATION OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Recommendation

It is recommended that the City Council conduct a public hearing on the proposed solid waste rate adjustment changes and determine whether there is a majority protest against the proposed changes and if no majority protest exists, adopt a resolution establishing the new solid waste rate adjustment formula and maximum service rates effective August 1, 2025. If a majority protest exists, the City Council should discuss and direct staff on how to proceed with the next steps.

ACTION/ DISCUSSION

18. CONSIDERATION OF AUTHORIZATION TO ISSUE A REQUEST FOR QUALIFICATIONS TO SEEK A PUBLIC-PRIVATE PARTNERSHIP P3 MODEL FOR THE REDEVELOPMENT, OPERATION AND MAINTENANCE OF THE ARROYO SECO GOLF COURSE

Recommendation

Staff recommends that the City Council review and provide direction regarding the proposed Request for Qualifications (RFQ) process for identifying a private partner to redevelop, operate and maintain the Arroyo Seco Golf Course (ASGC). Specifically, staff seeks City Council input on whether to proceed with a formal release of the RFQ.

19. DISCUSSION AND DIRECTION RELATED TO A PROPOSAL FOR A VINTAGE AND CRAFT MARKET BY SOUTH PAS VINTAGE AND HODGSON'S ANTIQUES IN THE PUBLIC RIGHT OF WAY ON MERIDIAN AVENUE, BETWEEN MISSION AND EL CENTRO STREETS

Recommendation

Staff is requesting that the City Council review the proposal from South Pas Vintage and Hodgson's Antiques (Vintage) regarding a monthly Vintage and Craft Market (Market) and provide direction to staff.

20. STATUS REPORT OF THE CITY'S ACTIVE MILLS ACT CONTRACTS AND DISCUSSION AND DIRECTION ON THE REPORT'S RECOMMENDATIONS

Recommendation

Staff recommends the City Council receive and file the report and provide direction.

Group 1:

Staff recommends that the property owners submit a new Rehabilitation & Restoration Plan that outlines potential new work items to be carried out for the property over the next 10 years. The new work plan would be brought to the Cultural Heritage Commission for review, comment, and recommendation to City Council on whether to continue to renew the contracts or issue a notice of nonrenewal.

Group 2:
Staff recommends that these contracts be brought to the Cultural Heritage Commission as an update for review and comment.

Group 3:
Staff recommends that these properties be given 1 year to provide an updated Rehabilitation & Restoration Plan that identifies when the remaining tasks will be completed. These updated work plans shall then be brought to the Cultural Heritage Commission for review, comment, and a recommendation to City Council on whether to continue to renew the contracts or issue a notice of nonrenewal. If a property owner does not provide an updated work plan within the year provided, then Staff will recommend to the City Council the Mills Act Contract associated with such property be cancelled pursuant to SPMC Section 2.68(b)(1)(D)(ix).

21. CONSIDERATION OF AN APPROPRIATION OF $23,188.78 FROM THE ARROYO SECO GOLF COURSE RESERVE FUNDS FOR THE PURCHASE OF AN EVO 74" REAR DISCHARGE ZERO TURN MOWER

Recommendation
It is recommended that the City Council consider an appropriation of $23,188.78 from the Arroyo Seco Golf Course Reserve Funds to the Arroyo Seco Golf Course, Account No. 295-8040-8043-8520-000 to be used for the purchase of a 74" Rear Discharge Zero Turn Mower (Mower) with a Battery Charger. The total cost of the Mower will be partially offset by a $15,000 trade-in voucher provided to the City of South Pasadena by the South Coast Air Quality Management District (AQMD).

22. REVIEW AND DISCUSSION OF RECOMMENDATIONS OF REVISIONS TO THE CITY'S TREE ORDINANCE IN CHAPTER 34 OF THE SOUTH PASADENA MUNICIPAL CODE

Recommendation
It is recommended that City Council review and provide feedback on recommended revisions to the South Pasadena Municipal Code Chapter 34 Trees and Shrubs (Tree Ordinance) and direct staff to draft an updated tree ordinance to be presented to City Council at a future meeting.

23. CONSIDERATION OF A RESOLUTION ESTABLISHING TWO NEW EMPLOYEE CLASSIFICATIONS, JOB DESCRIPTIONS AND SALARY RANGES; APPROVING THE RECLASSIFICATION OF AN EXISTING POSITION; APPROVING SALARY RANGE ADJUSTMENT FOR ONE POSITION; AND APPROVING THE ALLOCATION OF FUNDS FROM MULTIPLE FUNDS AND VACANT POSITIONS TO SUPPORT THE PERSONNEL REQUESTS

Recommendation
It is recommended that the City Council consider adoption of the proposed Resolution to:
1. Approve and establish the job classification and salary range for the Procurement Contracts Administrator;
2. Approve and establish the job classification and salary range for the Information Technology and Systems Manager;

3. Approve the updated salary range for the Chief City Clerk position;
4. Approve the reclassification of the Administrative Secretary position in the City Manager's Office to an Executive Assistant;
5. Approve the allocation of funds from the vacant Management Analyst position to the Information Technology and Systems Manager;
6. Approve the allocation of funds from the vacant Permit Technician to the Information Technology and Systems Manager;
7. Approve the allocation of funds from vacant Maintenance Worker II position as an offset to the Special/Enterprise Funds contribution to these positions to support the changes.

24. CONSIDERATION OF THE AWARD OF A SIX YEAR MAINTENANCE CONTRACT TO PIPE TEC, INC. FOR SANTIARY SEWER CLEANING AND CLOSED-CIRCUIT TELEVISION (CCTV) INSPECTION SERVICES IN THE AMOUNT NOT-TO-EXCEED OF $4,600,000 BETWEEN FISCAL YEARS 2025-2026 AND FISCAL YEARS 2030-2031, WITH THE OPTION TO EXTEND THE CONTRACT FOR TWO ADDITIONAL TWO-YEAR EXTENSIONS

Recommendation

It is recommended that the City Council:

1. Award a six year maintenance contract to Pipe Tec, Inc. (Contractor) to provide sanitary sewer cleaning and closed-circuit television (CCTV) inspection services to the City for a not-to-exceed amount of $4,600,000 between Fiscal Years 2025-2026 and Fiscal Year 2030-2031, with the option to extend the contract twice for an additional two fiscal years per extension, subject to a Consumer Price Index (CPI) increase to the rates and contract value in each fiscal year;
2. Authorize the City Manager to finalize and enter into a maintenance agreement with Pipe Tec, Inc. in the form approved by the City Attorney and City Manager and execute any related documents; and
3. Reject all other proposals received.

25. CONSIDERATION TO REVIEW PROPOSED LOCATION OPTIONS FOR THE PLACEMENT OF A THRONE LAB RESTROOM AND PROVIDE DIRECTION TO STAFF REGARDING THE PREFERRED SITE

Recommendation

It is recommended that the City Council review the proposed location options for the placement of a Throne Lab restroom and provide direction to staff regarding the preferred site.

26. PRESENTATION AND DISCUSSION REGARDING SOUTH PASADENA POLICE DEPARTMENT'S USE AND COMPLIANCE REVIEW OF FLOCK SAFETY AUTOMATED LICENSE PLATE READER (ALPR) SYSTEM

Recommendation

It is recommended that the City Council receive an informational presentation regarding the South Pasadena Police Department's use of Flock Safety Automated License Plate Reader technology and discuss the continued deployment of the system in support of regional public safety efforts

PUBLIC COMMENT - CONTINUED

27. CONTINUED PUBLIC COMMENT - GENERAL

This time is reserved for speakers in the Public Comment queue not heard during the first 30 minutes of Item No. 2. No new speakers will be accepted at this time.

COMMUNICATIONS

28. COUNCILMEMBER COMMUNICATIONS

The time allotted to speak per Councilmember is three minutes. Additional time will be allotted at the end of the City Council meeting agenda, if necessary.

29. CITY MANAGER COMMUNICATIONS

ADJOURNMENT

FOR YOUR INFORMATION

FUTURE CITY COUNCIL MEETINGS

August 20, 2025	Regular City Council Meeting	7:00 PM
September 3, 2025	Regular City Council Meeting	7:00 PM
September 17, 2025	Regular City Council Meeting	7:00 PM

PUBLIC ACCESS TO AGENDA DOCUMENTS AND BROADCASTING OF MEETINGS

City Council meeting agenda packets, any agenda related documents, and additional documents are available at City Hall and online for public viewing on the City's website: https://www.southpasadenaca.gov/Your-Government/Your-City-Council/City-Council-Agendas

Regular meetings are live streamed via the internet at: http://www.spectrumstream.com/streaming/south_pasadena/live.cfm

AGENDA NOTIFICATION SUBSCRIPTION

If you wish to receive an agenda email notification please contact the City Clerk's Division via email at CityClerk@southpasadenaca.gov or call (626) 403-7230.

ACCOMMODATIONS

The City of South Pasadena wishes to make all of its public meetings accessible to the public. If special assistance is needed to participate in this meeting, please contact the City Clerk's Division at (626) 403-7230 or cityclerk@southpasadenaca.gov. Upon request, this agenda will be made available in appropriate alternative formats to persons with disabilities. Notification at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting (28 CFR 35.102-35.104 ADA Title II).

CERTIFICATION OF POSTING

I declare under penalty of perjury that I posted this notice of agenda for the meeting to be held on July 16, 2025, on the bulletin board in the courtyard of City Hall located at 1414 Mission Street, South Pasadena, CA 91030, and on the City, website as required by law, on the date listed below.

07/10/2025	/S/
Date	Alma Medina , Assistant to the City Manager

City Council Agenda Report

ITEM NO. 3

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Mark Perez, Deputy City Clerk

SUBJECT: **MERCHANT MINUTE - CHUCK'S APPLIANCES**

Attachment:
Attachment No. 1 - Chuck's Appliances PowerPoint


CHUCK'S
APPLIANCE & SERVICE
SALES · PARTS · REPAIRS
917 FAIR OAKS AVENUE


Chuck's Appliance
Service Inc.
SALES · SERVICE · PARTS
917 Fair Oaks Ave. · So. Pasadena, CA 91030
PHONE: 626.792.1231 · 626.796.3986 FAX: 626.441.1675
Email: caspas1@gmail.com

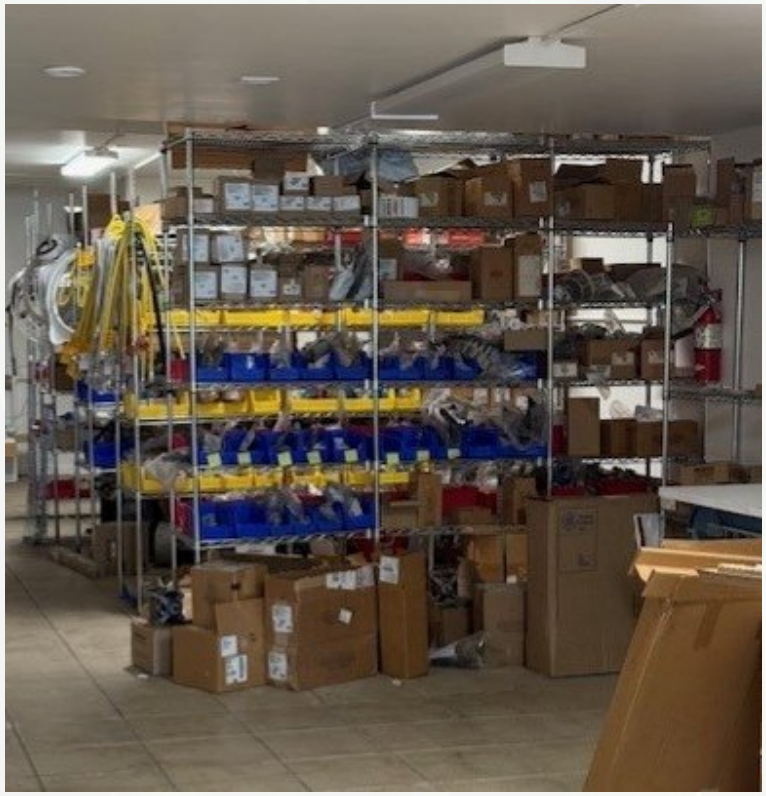












Repairs and Parts

City Council Agenda Report

ITEM NO. 5

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: William Castrillon, Budget & Purchasing Manager
Tatiana Fernandez, Management Analyst

SUBJECT: **CONSIDERATION OF THE APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF $1,058,251.45; GENERAL CITY WARRANTS IN THE AMOUNT OF $2,592,932.37; ONLINE PAYMENTS IN THE AMOUNT OF $145,780.06; VOIDS IN THE AMOUNT OF ($196,386.25); PAYROLL IN THE AMOUNT OF $849,496.63.**

Recommendation
It is recommended that the City Council approve the Warrants as presented.

Executive Summary

Prepaid Warrants:

Warrant # 321491-321524: **$489,202.14**

ACH: **$569,049.31**

Voids: **($0)**

General City Warrants

Warrant # 321525-321690: **$1,932,917.03**

ACH: **$660,015.34**

Voids: **($196,386.25)**

Payroll Period Ending 06/20/2025: **$849,496.63**

Online Payments: **$145,780.06**

Total: $4,450,074.26

Key Performance Indicators and Strategic Plan
This item is in line with the Finance Department's Key Performance Indicators identified in the Fiscal Year 2024-2025 Budget. The Accounts Payable process is completely digital and routed via a workflow process. This cuts down staff time significantly, as well as streamlines a previously strenuous process. This process also falls in line with the City's environmental strategies by reducing the amount of paper used.

Explanation of Terms
Warrant – Directs the Finance Department to pay a sum of money out of the City's funds to bearer of claim/invoice (named individual, company) also known as a payable. The warrants (payments) are only released after City Council approval.

Warrant Summary – Summarizes all of the payments prepared during a specific cycle. The beginning of the cycle is the period after the last set of warrants were approved by Council and released as payment. The end of the cycle is the last date of invoice processing. All the warrants for the current cycle are summarized and the detail of warrants provided to Council for review and approval.

Prepaid Warrant List - A Prepaid Warrant directs the Finance Department to pay a sum of money out of the City's funds to bearer of claim/invoice (named individual, company) also known as a payable. The Prepaid Warrants (payments) are released prior to City Council approval, however reported to City Council as a Prepaid. Prepayments are generally time sensitive and would incur additional charges if not paid within a specific time frame.

General City Warrant List – Detailed listing of all payments made for a specific cycle. The beginning of the cycle is the period after the last set of warrants were approved by Council and released as payment. The end of the cycle is the last date of invoice processing.
Online Payments – Payments made online. These are typically for time sensitive utilities, credit card payments, and sometimes require the use of the payee's portal (SCE, So Cal Gas, Amazon, etc.).

Voids – Checks that were issued and voided. Examples of such instances would be lost checks that were mailed out. Checks that were on a warrant that did not get approved by Council.

Payroll – All payments made related to payroll, such as payroll taxes, retirement benefits, CalPERS, Garnishments, payroll etc.

Attachment:
Attachment No. 1 - Warrant Summary.pdf
Attachment No. 2 - Prepayment Warrant Summary.pdf
Attachment No. 3 - General Warrant Summary.pdf
Attachment No. 4 - Online Payment Report.pdf
Attachment No. 5 - Payroll Report.pdf
Attachment No. 6 - Voids.pdf

City of South Pasadena
Demand/Warrant Register

Recap by fund	**Fund No.**	**Date** 7/16/2025 **Amounts**	
		Prepaid	**Written**
General Fund	101	232,063.92	531,275.79
Insurance Fund	103	-	16,235.10
Street Improvement Program	104	-	-
Technology Surcharge Fund	106	-	-
Facilities & Equip.Cap. Fund	105	25,519.69	-
Programs and Projects	107	-	-
Special Projects Fund	116	293,082.29	-
Local Transit Return "A"	205	1,745.06	6,240.00
SLFRF Fund	206	-	-
Local Transit Return "C"	207	-	-
TEA/Metro	208	-	-
Sewer Fund	210	20.01	11,711.02
CTC Traffic Improvement	211	-	-
SB2 Planning Grant	213	-	-
Rogan HR5294 Grant	214	-	-
Street Lighting Fund	215	9,785.01	76,337.34
Public, Education & Govt Fund	217	-	-
Clean Air Act Fund	218	-	-
Business Improvement Tax	220	-	-
Gold Line Mitigation Fund	223	-	-
Mission Meridian Public Garage	226	-	-
Housing Authority Fund	228	-	-
State Gas Tax	230	20.04	8,726.05
County Park Bond Fund	232	-	-
Measure R	233	-	5,070.00
Measure M	236	-	56,551.50
Road Maint & Rehab (SB1)	237	-	-
MSRC Grant Fund	238	-	-
Measure W	239	-	1,455.75
Measure H	241	-	-
Prop C Exchange Fund	242	-	-
Bike & Pedestrian Paths	245	-	-
BTA Grants	248	-	-
Golden Street Grant	249	-	-
Capital Growth Fund	255	-	-
CDBG	260	-	-
OTS Grant	269	-	575.05
Asset Forfeiture	270	-	-
Police Grants - State	272	-	270,999.86
Homeland Security Grant	274	-	-
Park Impact Fees	275	-	-
Historic Preservation Grant	276	-	-
HSIP Grant	277	-	-
Arroyo Seco Golf Course	295	-	-
Sewer Capital Projects Fund	310	-	-
400 Capital Improvement Program	400	195,676.25	960,687.51
Water Fund	500	19,525.06	646,152.40
Water Efficiency Fund	503	-	915.00
2016 Water Revenue Bonds Fund	505	-	-
SRF Loan - Water	506	266,265.60	-
Water & Sewer Impact Fee	510	-	-
Public Financing Authority	550	-	-
Payroll Clearing Fund	700	14,548.52	-
			-
	Column Totals:	1,058,251.45	2,592,932.37
	City Report Totals:		3,651,183.82
	Payroll Period Ending: 06/20/2025		849,496.63
	Online Payments		145,780.06
	Voids - General Warrant		(196,386.25)
	Grand Report Total:		**4,450,074.26**

Janet Braun, Mayor

William Castrillon, Budget and Purchasing Manager

Hector Gomez, Chief City Clerk

Accounts Payable

Check Detail

User: tfernandez
Printed: 07/10/2025 - 7:50AM

Check Number	Check Date	Amount
AMJCD803 - Cordero, Ambison J		
321512	07/02/2025	
Inv 1146B		1,884.00
321512 Total:		1,884.00
AMJCD803 - Cordero, Ambison J Total:		1,884.00
ATCN9011 - AT&T		
321507	07/02/2025	
Inv 000023677328		299.26
321507 Total:		299.26
ATCN9011 - AT&T Total:		299.26
CANCHOLA - Canchola, Jared		
321511	07/02/2025	
Inv 9		1,500.00
321511 Total:		1,500.00
CANCHOLA - Canchola, Jared Total:		1,500.00
CAVA8031 - Avalos, Celsa		
321508	07/02/2025	
Inv 070425		650.00
321508 Total:		650.00
CAVA8031 - Avalos, Celsa Total:		650.00
CLA3030 - County of Los Angeles		
321513	07/02/2025	
Inv FY2025-26		1,766.24
321513 Total:		1,766.24
CLA3030 - County of Los Angeles Total:		1,766.24
CRHY8067 - Hartney, Corey P.		

Check Number	Check Date	Amount
0	07/02/2025	
Inv INVJUN25		364.00
Inv INVMAY225		273.00
0 Total:		637.00
CRHY8067 - Hartney, Corey P. Total:		637.00
CSD3014 - Ca. State Disbursement Unit		
321510	07/02/2025	
Inv PR 06.20.2025		903.69
321510 Total:		903.69
CSD3014 - Ca. State Disbursement Unit Total:		903.69
DTV5012 - DIRECTV		
321514	07/02/2025	
Inv 68653046X250629		104.98
321514 Total:		104.98
DTV5012 - DIRECTV Total:		104.98
GRWR4010 - Grant Writing USA		
321517	07/02/2025	
Inv FAMAW0620251912		495.00
321517 Total:		495.00
GRWR4010 - Grant Writing USA Total:		495.00
MJRI2950 - Magic Jump Rentals, Inc.		
321518	07/02/2025	
Inv 423572		957.80
Inv 425593		956.60
321518 Total:		1,914.40
MJRI2950 - Magic Jump Rentals, Inc. Total:		1,914.40
POIN8032 - Behtereva, Elena		
321509	07/02/2025	
Inv PBP-APR225		180.00
321509 Total:		180.00
POIN8032 - Behtereva, Elena Total:		180.00
PYROSPEC - Pyro Spectaculars, Inc.		

Check Number	Check Date	Amount
321520	07/02/2025	
Inv INV310531		18,000.00
321520 Total:		18,000.00
PYROSPEC - Pyro Spectaculars, Inc. Total:		18,000.00
RBTMCIN - McClain, Robert W		
321519	07/02/2025	
Inv 250704-00		1,300.00
321519 Total:		1,300.00
RBTMCIN - McClain, Robert W Total:		1,300.00
SAVGTRN - Savage, Scott		
321521	07/02/2025	
Inv 3189		1,211.00
321521 Total:		1,211.00
SAVGTRN - Savage, Scott Total:		1,211.00
SCFT0000 - Franchise Tax Board		
321515	07/02/2025	
Inv PR 06.20.2025		134.98
321515 Total:		134.98
SCFT0000 - Franchise Tax Board Total:		134.98
SCFT0001 - Franchise Tax Board		
321516	07/02/2025	
Inv PR 06.20.2025		90.00
321516 Total:		90.00
SCFT0001 - Franchise Tax Board Total:		90.00
SPARKSLA - Sparks LA Sports, LLC		
0	07/02/2025	
Inv 35823662		1,480.00
0 Total:		1,480.00
SPARKSLA - Sparks LA Sports, LLC Total:		1,480.00
SPBK - Springbrook Holding Company, LLC		
0	07/02/2025	
Inv INV-020694		38,109.57

Check Number	Check Date	Amount
0 Total:		38,109.57
SPBK - Springbrook Holding Company, LLC Total:		38,109.57
SPUSDD - South Pasadena Unified School District		
321522	07/02/2025	
Inv 11709781		4,937.26
321522 Total:		4,937.26
SPUSDD - South Pasadena Unified School District Total:		4,937.26
SSDV2018 - Sandoval, Sheila		
0	07/02/2025	
Inv PR 06.20.2025		1,057.61
0 Total:		1,057.61
SSDV2018 - Sandoval, Sheila Total:		1,057.61
SWA2992 - Swank Motion Pictures, Inc		
321523	07/02/2025	
Inv BO 2505735		1,570.00
321523 Total:		1,570.00
SWA2992 - Swank Motion Pictures, Inc Total:		1,570.00
TIM4011 - Charter Communications Holdings, LLC		
0	07/02/2025	
Inv 187633501062125		3,918.72
Inv 188598501062125		266.32
0 Total:		4,185.04
TIM4011 - Charter Communications Holdings, LLC Total:		4,185.04
TMOB4010 - T-Mobile		
321524	07/02/2025	
Inv 988212311-62025		465.13
321524 Total:		465.13
TMOB4010 - T-Mobile Total:		465.13
Total:		82,875.16

Accounts Payable

Check Detail

User: tfernandez
Printed: 07/10/2025 - 7:30AM

Check Number	Check Date	Amount
CEAP7000 - S.P. Public Service Employees Association-PT 700-0000-0000-2249-000		
0	06/12/2025	
Inv PR 06.06.2025		136.00
0 Total:		136.00
CEAP7000 - S.P. Public Service Employees Association-PT Total:		136.00
CSD3014 - Ca. State Disbursement Unit		
321491	06/12/2025	
Inv PR 06.06.2025		903.69
321491 Total:		903.69
CSD3014 - Ca. State Disbursement Unit Total:		903.69
REPBEV - Republic EVS, LLC		
321494	06/12/2025	
Inv 12756v2		293,082.29
Inv 12757		2,513.70
321494 Total:		295,595.99
REPBEV - Republic EVS, LLC Total:		295,595.99
SCFT0000 - Franchise Tax Board		
321492	06/12/2025	
Inv PR 06.06.2025		134.98
321492 Total:		134.98
SCFT0000 - Franchise Tax Board Total:		134.98
SCFT0001 - Franchise Tax Board		
321493	06/12/2025	
Inv PR 06.06.2025		90.00
321493 Total:		90.00
SCFT0001 - Franchise Tax Board Total:		90.00

Check Number	Check Date	Amount
SCO3311 - State Controller		
321495	06/12/2025	
Inv FTB-00008141		90.97
321495 Total:		90.97
SCO3311 - State Controller Total:		90.97
SOU5230 - S.P.Firefighters L-3657		
0	06/12/2025	
Inv PR 06.06.2025		2,132.42
0 Total:		2,132.42
SOU5230 - S.P.Firefighters L-3657 Total:		2,132.42
SOU5435 - S.P. Police Officers Association 700-0000-0000-2246-000		
0	06/12/2025	
Inv PR 06.06.2025		6,352.68
0 Total:		6,352.68
SOU5435 - S.P. Police Officers Association Total:		6,352.68
SOU5451 - S.P. Public Service Employees Association 700-0000-0000-2248-000		
0	06/12/2025	
Inv PR 06.06.2025		1,598.00
0 Total:		1,598.00
SOU5451 - S.P. Public Service Employees Association Total:		1,598.00
SSDV2018 - Sandoval, Sheila		
0	06/12/2025	
Inv PR 06.06.2025		1,014.47
0 Total:		1,014.47
SSDV2018 - Sandoval, Sheila Total:		1,014.47
Total:		308,049.20

Accounts Payable

Check Detail

User: tfernandez
Printed: 07/10/2025 - 7:39AM

Check Number	Check Date	Amount
ENTERPRI - Enterprise FM Trust		
0	06/16/2025	
Inv FBN5351277		25,519.69
0 Total:		25,519.69
ENTERPRI - Enterprise FM Trust Total:		25,519.69
Total:		25,519.69

Accounts Payable

Check Detail

User: tfernandez
Printed: 07/10/2025 - 7:43AM

Check Number	Check Date	Amount
ACCOEG - ACCO Engineered Systems, Inc.		
321496	06/24/2025	
Inv 20611691		7,345.00
Inv 20627617		11,287.00
Inv 20633352		420.00
Inv 20644213		420.00
Inv 20652143		6,807.00
Inv 20655229		420.00
Inv 20660171		2,207.42
Inv 20660858		4,668.00
Inv 20660859		1,488.00
Inv 20661947		2,913.00
Inv 20661948		1,018.00
Inv 20661949		813.00
Inv 20661950		868.00
Inv 20661951		370.50
Inv 20663881		1,085.00
Inv 20664348		996.03
Inv 20664349		542.50
Inv 20664350		454.00
Inv 20664749		631.00
Inv 20666507		3,413.11
Inv 20667482		420.00
Inv 20670556		4,010.70
Inv 20674197		365.50
Inv 20674789		1,741.77
Inv 20675001		2,126.00
Inv 20676598		420.00
Inv 20678568		7,345.00
Inv 20681271		808.00
Inv 20685957		1,162.00
Inv 20692813		7,842.00
321496 Total:		74,407.53
ACCOEG - ACCO Engineered Systems, Inc. Total:		74,407.53
AT&T5011 - AT&T		
321497	06/24/2025	
Inv 24813461002105		8.85
Inv 33184107563432		31.54
321497 Total:		40.39

Check Number	Check Date	Amount
AT&T5011 - AT&T Total:		40.39
CIN4011 - AT&T Mobility		
321498	06/24/2025	
Inv 287288006612		3,580.06
Inv 287312118886		2,713.07
321498 Total:		6,293.13
CIN4011 - AT&T Mobility Total:		6,293.13
COMMDOOR - Commercial Door Company, Inc.		
0	06/24/2025	
Inv P01-25-286		195,676.25
0 Total:		195,676.25
COMMDOOR - Commercial Door Company, Inc. Total:		195,676.25
DTATAUSS - David Taussig and Associates, Inc.		
321499	06/24/2025	
Inv 2409211		3,255.00
Inv 2412022		3,255.00
Inv 2502030		3,255.00
321499 Total:		9,765.00
DTATAUSS - David Taussig and Associates, Inc. Total:		9,765.00
EURO6710 - Eurofins Environment Testing America Holdings, Inc		
0	06/24/2025	
Inv 3800072242		450.00
Inv 3800072247		3,330.00
Inv 3800074442		2,003.35
Inv 3800074443		523.24
Inv 3800077421		3,453.59
Inv 3800080443		2,647.10
Inv 3800080445		523.24
Inv 3800083406		2,990.09
Inv 3800086383		3,584.40
0 Total:		19,505.01
EURO6710 - Eurofins Environment Testing America Holdings, Inc Total:		19,505.01
EVANSONA - Evanson, Bradley		
321500	06/24/2025	
Inv 2511		29,000.00
Inv 2521		15,000.00
321500 Total:		44,000.00

Check Number	Check Date	Amount
EVANSONA - Evanson, Bradley Total:		44,000.00
GRTE2011 - Granite Telecommunications, LLC		
0	06/24/2025	
Inv 698788583		4,798.17
0 Total:		4,798.17
GRTE2011 - Granite Telecommunications, LLC Total:		4,798.17
HIRNADA - Nada Bus, Inc.		
321501	06/24/2025	
Inv 52468		1,725.00
321501 Total:		1,725.00
HIRNADA - Nada Bus, Inc. Total:		1,725.00
LAKEVIEW - Sharma, Nitish		
321503	06/24/2025	
Inv 35		14,350.00
321503 Total:		14,350.00
LAKEVIEW - Sharma, Nitish Total:		14,350.00
PBGF8031 - Pitney Bowes Global Financial Services LLC		
321502	06/24/2025	
Inv 3106958360		219.60
Inv 3107136146		219.60
Inv 3107243680		1,149.17
321502 Total:		1,588.37
PBGF8031 - Pitney Bowes Global Financial Services LLC Total:		1,588.37
SOGA6501 - SoCalGAS		
321504	06/24/2025	
Inv 5/1/2025-6/1/20		100.17
321504 Total:		100.17
SOGA6501 - SoCalGAS Total:		100.17
TIM4011 - Charter Communications Holdings, LLC		
0	06/24/2025	
Inv 188597901060125		436.53
Inv 188598001060125		83.95
Inv 188598901060125		61.32

Check Number	Check Date	Amount
0 Total:		581.80
TIM4011 - Charter Communications Holdings, LLC Total:		581.80
VERW6711 - Verizon Wireless		
321505	06/24/2025	
Inv 6114502866		501.52
321505 Total:		501.52
VERW6711 - Verizon Wireless Total:		501.52
XRXF5010 - Xerox Financial Services		
321506	06/24/2025	
Inv 40569246		2,209.46
321506 Total:		2,209.46
XRXF5010 - Xerox Financial Services Total:		2,209.46
Total:		375,541.80

Accounts Payable

Check Detail

User: tfernandez
Printed: 07/10/2025 - 7:47AM

Check Number	Check Date	Amount
SWRCB833 - State Water Resources Control Board		
0	06/27/2025	
Inv D1702066		266,265.60
0 Total:		266,265.60
SWRCB833 - State Water Resources Control Board Total:		266,265.60
Total:		266,265.60

Accounts Payable

Checks for Approval

User: tfernandez
Printed: 7/10/2025 - 8:00 AM

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	07/16/2025	500 Water	Special Department Expense	Crestline Software, LLC		3,103.53
0	07/16/2025	500 Water	Postage	Crestline Software, LLC		2,869.90
0	07/16/2025	101 General Fund	Special Department Expense	Hollis Erdmann		250.00
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		-4.42
0	07/16/2025	101 General Fund	Camp Services	Amazon Capital Services, Inc.		978.97
0	07/16/2025	101 General Fund	Professional Service	CU Technology		25,225.00
0	07/16/2025	101 General Fund	Building Maintenance	Westlake Hardware		174.87
0	07/16/2025	101 General Fund	Building Maintenance	Westlake Hardware		186.15
0	07/16/2025	101 General Fund	Building Maintenance	Westlake Hardware		57.43
0	07/16/2025	101 General Fund	Building Maintenance	Westlake Hardware		-29.16
0	07/16/2025	101 General Fund	Building Maintenance	Westlake Hardware		84.58
0	07/16/2025	101 General Fund	Building Maintenance	Westlake Hardware		67.58
0	07/16/2025	101 General Fund	Building Maintenance	Westlake Hardware		-25.86
0	07/16/2025	101 General Fund	Building Maintenance	Westlake Hardware		-7.28
0	07/16/2025	101 General Fund	Building Maintenance	Westlake Hardware		-16.56
0	07/16/2025	101 General Fund	Special Department Expense	Westlake Hardware		203.11
0	07/16/2025	101 General Fund	Special Department Expense	Westlake Hardware		38.66
0	07/16/2025	101 General Fund	Camp Services	Amazon Capital Services, Inc.		91.36
0	07/16/2025	101 General Fund	Special Department Expense	Amazon Capital Services, Inc.		250.85
0	07/16/2025	101 General Fund	Contract Services	Post Alarm Systems		61.85
0	07/16/2025	101 General Fund	Building Maintenance	Post Alarm Systems		61.85
0	07/16/2025	101 General Fund	Retiree Health Insurance	The Advantage Group		282.00
0	07/16/2025	101 General Fund	Office Supplies	Uline, Inc.		300.00
0	07/16/2025	101 General Fund	Equipment Maintenance	Uline, Inc.		1,233.07
0	07/16/2025	101 General Fund	Camp Services	Uline, Inc.		561.00
0	07/16/2025	101 General Fund	Special Department Expense	Uline, Inc.		575.57
0	07/16/2025	101 General Fund	Camp Services	Uline, Inc.		482.08
0	07/16/2025	101 General Fund	Camp Services	Amazon Capital Services, Inc.		358.69
0	07/16/2025	101 General Fund	Office Supplies	Amazon Capital Services, Inc.		101.60
0	07/16/2025	101 General Fund	Equipment Maintenance	Amazon Capital Services, Inc.		124.74
0	07/16/2025	101 General Fund	Camp Services	Amazon Capital Services, Inc.		1,459.90
0	07/16/2025	101 General Fund	Special Events	Amazon Capital Services, Inc.		27.57
0	07/16/2025	101 General Fund	Equipment Maintenance	Amazon Capital Services, Inc.		189.62

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	07/16/2025	101 General Fund	Office Supplies	Amazon Capital Services, Inc.		45.70
0	07/16/2025	101 General Fund	Office Supplies	Amazon Capital Services, Inc.		491.94
0	07/16/2025	101 General Fund	Camp Services	Amazon Capital Services, Inc.		57.44
0	07/16/2025	101 General Fund	Special Department Expense	Amazon Capital Services, Inc.		178.61
0	07/16/2025	101 General Fund	Special Department Expense	Amazon Capital Services, Inc.		58.79
0	07/16/2025	101 General Fund	Special Events	Amazon Capital Services, Inc.		220.34
0	07/16/2025	101 General Fund	Office Supplies	Amazon Capital Services, Inc.		198.36
0	07/16/2025	101 General Fund	Camp Services	Amazon Capital Services, Inc.		89.41
0	07/16/2025	101 General Fund	Special Department Expense	Amazon Capital Services, Inc.		23.86
0	07/16/2025	101 General Fund	Special Events	Amazon Capital Services, Inc.		285.56
0	07/16/2025	400 Capital Improvement Program	Citywide Facility Repair	Astro Painting Company Inc		6,500.00
0	07/16/2025	101 General Fund	Contract Services	Transtech Engineers, Inc.		2,601.30
0	07/16/2025	101 General Fund	Contract Services	Transtech Engineers, Inc.		2,601.30
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		608.30
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		257.48
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		1,011.57
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		162.22
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		122.07
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		907.35
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		399.60
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		53.95
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		122.10
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		124.69
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		461.21
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		614.48
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		413.34
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		1,071.15
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		65.38
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		1,114.23
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		370.53
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		389.34
0	07/16/2025	101 General Fund	Books/DVDs/CDs	BTAC UNITED ACQUISITION HOLDING COMP		189.07
0	07/16/2025	101 General Fund	Contract Services	Granicus, LLC		9,617.16
0	07/16/2025	101 General Fund	Special Department Expense	Pure Water		66.24
0	07/16/2025	101 General Fund	Books/DVDs/CDs	Blackstone Publishing		549.35
0	07/16/2025	101 General Fund	Contract Services	West Coast Arborists, Inc.		2,850.00
0	07/16/2025	215 Street Light & Landscape	Contract Services	West Coast Arborists, Inc.		150.00
0	07/16/2025	215 Street Light & Landscape	Annual Tree Planting	West Coast Arborists, Inc.		13,110.00
0	07/16/2025	215 Street Light & Landscape	Annual Tree Planting	West Coast Arborists, Inc.		900.00
0	07/16/2025	215 Street Light & Landscape	Annual Tree Planting	West Coast Arborists, Inc.		1,620.00
0	07/16/2025	101 General Fund	Contract Services	West Coast Arborists, Inc.		4,245.00
0	07/16/2025	215 Street Light & Landscape	Contracted Tree Planting	West Coast Arborists, Inc.		1,696.00
0	07/16/2025	215 Street Light & Landscape	Annual Tree Planting	West Coast Arborists, Inc.		540.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	07/16/2025	101 General Fund	Professional Service	West Coast Arborists, Inc.		680.00
0	07/16/2025	101 General Fund	Contract Services	West Coast Arborists, Inc.		21,705.00
0	07/16/2025	215 Street Light & Landscape	Contracted Tree Planting	West Coast Arborists, Inc.		424.00
0	07/16/2025	215 Street Light & Landscape	Annual Tree Planting	West Coast Arborists, Inc.		2,450.00
0	07/16/2025	215 Street Light & Landscape	Annual Tree Planting	West Coast Arborists, Inc.		10,275.00
0	07/16/2025	500 Water	Special Department Expense	Matt Chlor, Inc.		570.23
0	07/16/2025	500 Water	Special Department Expense	Matt Chlor, Inc.		467.76
0	07/16/2025	500 Water	Special Department Expense	Matt Chlor, Inc.		1,290.47
0	07/16/2025	500 Water	Special Department Expense	Matt Chlor, Inc.		1,090.47
0	07/16/2025	500 Water	Special Department Expense	Matt Chlor, Inc.		1,140.47
0	07/16/2025	500 Water	Special Department Expense	Matt Chlor, Inc.		1,542.80
0	07/16/2025	101 General Fund	Camp Services	Dr. Detail Ph.D LLC		275.00
0	07/16/2025	500 Water	Special Department Expense	Vulcan Materials Company		728.55
0	07/16/2025	500 Water	Special Department Expense	Vulcan Materials Company		943.51
0	07/16/2025	230 State Gas Tax	Special Department Expense	Vulcan Materials Company		2,637.58
0	07/16/2025	500 Water	Special Department Expense	Vulcan Materials Company		183.08
0	07/16/2025	101 General Fund	Special Department Expense	JHM Supply Inc		569.98
0	07/16/2025	215 Street Light & Landscape	Special Department Expense	JHM Supply Inc		2,132.94
0	07/16/2025	101 General Fund	Contract Services	California Maintenance & Environmental		1,305.31
0	07/16/2025	101 General Fund	Contract Services	California Maintenance & Environmental		125.00
0	07/16/2025	101 General Fund	Contract Services	California Maintenance & Environmental		125.00
0	07/16/2025	400 Capital Improvement Program	Grevalia&Berkshire Pocket Park	David Volz Landscape Architects, Inc.		2,487.50
0	07/16/2025	400 Capital Improvement Program	Grevalia&Berkshire Pocket Park	David Volz Landscape Architects, Inc.		1,835.00
0	07/16/2025	101 General Fund	Special Events	Roderick Davis		-600.00
0	07/16/2025	400 Capital Improvement Program	Grevalia&Berkshire Pocket Park	NV5		34,632.00
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		112.51
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		44.76
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		44.76
0	07/16/2025	210 Sewer	Special Department Expense	Staples Business Advantage		44.76
0	07/16/2025	215 Street Light & Landscape	Special Department Expense	Staples Business Advantage		44.76
0	07/16/2025	215 Street Light & Landscape	Special Department Expense	Staples Business Advantage		44.77
0	07/16/2025	230 State Gas Tax	Special Department Expense	Staples Business Advantage		44.77
0	07/16/2025	500 Water	Office Supplies	Staples Business Advantage		119.95
0	07/16/2025	500 Water	Office Supplies	Staples Business Advantage		29.38
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		10.67
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		38.54
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		13.56
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		30.49
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		149.57
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		61.89
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		25.26
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		493.20
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		43.78

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		186.17
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		73.51
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		89.84
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		278.67
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		327.83
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		130.91
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		83.08
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		276.25
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		9.65
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		9.65
0	07/16/2025	210 Sewer	Special Department Expense	Staples Business Advantage		9.65
0	07/16/2025	215 Street Light & Landscape	Special Department Expense	Staples Business Advantage		9.65
0	07/16/2025	215 Street Light & Landscape	Special Department Expense	Staples Business Advantage		9.65
0	07/16/2025	230 State Gas Tax	Special Department Expense	Staples Business Advantage		9.64
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		74.65
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		239.73
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		47.83
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		259.92
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		154.25
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		46.57
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		99.57
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		49.35
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		176.79
0	07/16/2025	101 General Fund	Office Supplies	Staples Business Advantage		232.04
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		53.78
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		31.68
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		19.98
0	07/16/2025	500 Water	Office Supplies	Staples Business Advantage		247.79
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		89.65
0	07/16/2025	101 General Fund	Special Department Expense	Staples Business Advantage		89.65
0	07/16/2025	210 Sewer	Special Department Expense	Staples Business Advantage		89.65
0	07/16/2025	215 Street Light & Landscape	Special Department Expense	Staples Business Advantage		89.66
0	07/16/2025	215 Street Light & Landscape	Special Department Expense	Staples Business Advantage		89.66
0	07/16/2025	230 State Gas Tax	Special Department Expense	Staples Business Advantage		89.66
0	07/16/2025	101 General Fund	Contract Services	Unique Management Services, Inc.		337.85
0	07/16/2025	101 General Fund	Professional Service	Robert Half International, Inc.		855.00
0	07/16/2025	210 Sewer	Professional Service	Robert Half International, Inc.		71.25
0	07/16/2025	500 Water	Professional Services	Robert Half International, Inc.		498.75
0	07/16/2025	101 General Fund	Professional Service	Robert Half International, Inc.		1,140.00
0	07/16/2025	210 Sewer	Professional Service	Robert Half International, Inc.		95.00
0	07/16/2025	500 Water	Professional Services	Robert Half International, Inc.		665.00
0	07/16/2025	101 General Fund	Professional Service	Robert Half International, Inc.		1,140.00
0	07/16/2025	210 Sewer	Professional Service	Robert Half International, Inc.		95.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
0	07/16/2025	500 Water	Professional Services	Robert Half International, Inc.		665.00
0	07/16/2025	101 General Fund	Professional Service	Robert Half International, Inc.		855.00
0	07/16/2025	210 Sewer	Professional Service	Robert Half International, Inc.		71.25
0	07/16/2025	500 Water	Professional Services	Robert Half International, Inc.		498.75
0	07/16/2025	101 General Fund	Equipment Maintenance	AMPM Door, Inc.		541.97
0	07/16/2025	101 General Fund	Special Events	Roderick Davis		600.00
0	07/16/2025	101 General Fund	Legal Service	Atkinson, Andelson, Loya, Rudd & Romo		18,965.08
0	07/16/2025	101 General Fund	Legal Service	Atkinson, Andelson, Loya, Rudd & Romo		29,425.73
0	07/16/2025	101 General Fund	Legal Service	Atkinson, Andelson, Loya, Rudd & Romo		11,065.03
0	07/16/2025	103 Insurance Fund	Professional Services	Intercare Holdings Insurance Services		15,295.50
0	07/16/2025	215 Street Light & Landscape	Contract Services	Yunex LLC		29,575.00
0	07/16/2025	215 Street Light & Landscape	Contract Services	Yunex LLC		3,435.00
0	07/16/2025	101 General Fund	Professional Service	Revenue & Cost Specialist, LLC		4,284.00
0	07/16/2025	210 Sewer	Professional Service	Revenue & Cost Specialist, LLC		756.00
0	07/16/2025	500 Water	Professional Services	Revenue & Cost Specialist, LLC		1,260.00
0	07/16/2025	101 General Fund	Contract Services	Glen John Apramian		2,615.00
0	07/16/2025	400 Capital Improvement Program	Westside Reservoir	Ashok Kumar Dhingra		46,498.25
0	07/16/2025	101 General Fund	Contract Services	Corodata Shredding Inc.		247.58
0	07/16/2025	500 Water	Professional Service	Carollo Engineers, Inc.		6,348.00
0	07/16/2025	101 General Fund	Camp Services	Amazon Capital Services, Inc.		706.47
0	07/16/2025	101 General Fund	Special Department Expense	North American Rescue Holdings LLC		2,517.98
0	07/16/2025	500 Water	Equipment Maintenance	PSI Water Technologies, Inc.		10,174.06
0	07/16/2025	500 Water	Equipment Maintenance	PSI Water Technologies, Inc.		921.39
0	07/16/2025	101 General Fund	Contract Services	Glen John Apramian		1,840.00
0	07/16/2025	103 Insurance Fund	Professional Services	Carl Warren & Company		939.60
0	07/16/2025	272 Police Grants - State	Equipment - AB 3229 00	Motorola Solutions, Inc.		270,999.86
0	07/16/2025	101 General Fund	Classes	Michele Pusateri		2,369.25
0	07/16/2025	101 General Fund	Contract Services	Corodata Records Management, Inc.		565.43
0	07/16/2025	101 General Fund	Classes	Douglas A. Macdonald		418.60
321525	07/16/2025	101 General Fund	Building Maintenance	ACCO Engineered Systems, Inc.		8,970.00
321525	07/16/2025	101 General Fund	Building Maintenance	ACCO Engineered Systems, Inc.		6,856.00
321525	07/16/2025	101 General Fund	Building Maintenance	ACCO Engineered Systems, Inc.		546.19
321525	07/16/2025	101 General Fund	Building Maintenance	ACCO Engineered Systems, Inc.		420.00
321526	07/16/2025	101 General Fund	Dep. Payable - Tree Replacemnt	David Adelstein		1,272.00
321527	07/16/2025	236 Measure M	Professional Services	Agency Artifact, Inc		4,000.00
321528	07/16/2025	101 General Fund	Building Maintenance	Air-Tro Inc.		240.00
321528	07/16/2025	101 General Fund	Building Maintenance	Air-Tro Inc.		2,282.84
321528	07/16/2025	101 General Fund	Building Maintenance	Air-Tro Inc.		240.00
321528	07/16/2025	400 Capital Improvement Program	Citywide Facility Repair	Air-Tro Inc.		24,150.00
321528	07/16/2025	101 General Fund	Building Maintenance	Air-Tro Inc.		280.00
321528	07/16/2025	101 General Fund	Building Maintenance	Air-Tro Inc.		320.00
321529	07/16/2025	101 General Fund	Special Department Expense	Alert-All Corp.		2,396.19
321530	07/16/2025	101 General Fund	Vehicle Maintenance	Alhambra Car Wash		280.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
321531	07/16/2025	101 General Fund	Contract Services	All City Management Services, Inc.		12,667.16
321531	07/16/2025	101 General Fund	Contract Services	All City Management Services, Inc.		8,893.82
321532	07/16/2025	101 General Fund	Deposits Payable - Misc.	Alliant Insurance Services, Inc.		103.53
321532	07/16/2025	101 General Fund	Deposits Payable - Misc.	Alliant Insurance Services, Inc.		145.18
321532	07/16/2025	101 General Fund	Deposits Payable - Misc.	Alliant Insurance Services, Inc.		103.53
321533	07/16/2025	101 General Fund	Professional Service	Annealta Group		2,026.25
321533	07/16/2025	400 Capital Improvement Program	Sewer Sys Rep, Rehab&Replace	Annealta Group		3,665.00
321533	07/16/2025	400 Capital Improvement Program	Ann.Water Main Repairs	Annealta Group		6,547.50
321533	07/16/2025	400 Capital Improvement Program	Street Repairs - 2023	Annealta Group		6,357.50
321533	07/16/2025	101 General Fund	Professional Service	Annealta Group		1,595.00
321533	07/16/2025	400 Capital Improvement Program	Sewer Sys Rep, Rehab&Replace	Annealta Group		3,497.50
321533	07/16/2025	400 Capital Improvement Program	Ann.Water Main Repairs	Annealta Group		5,822.50
321533	07/16/2025	400 Capital Improvement Program	Street Repairs - 2023	Annealta Group		5,208.75
321533	07/16/2025	101 General Fund	Professional Service	Annealta Group		3,315.00
321533	07/16/2025	400 Capital Improvement Program	Sewer Sys Rep, Rehab&Replace	Annealta Group		7,588.75
321533	07/16/2025	400 Capital Improvement Program	Ann.Water Main Repairs	Annealta Group		3,888.75
321533	07/16/2025	400 Capital Improvement Program	Street Repairs - 2023	Annealta Group		3,596.25
321534	07/16/2025	101 General Fund	Special Department Expense	ARAMSCO INC		674.30
321534	07/16/2025	101 General Fund	Special Department Expense	ARAMSCO INC		60.29
321534	07/16/2025	101 General Fund	Special Department Expense	ARAMSCO INC		-34.74
321534	07/16/2025	101 General Fund	Special Department Expense	ARAMSCO INC		13.02
321535	07/16/2025	500 Water	Printing and Duplication	ARC Document Solutions, LLC		96.19
321536	07/16/2025	101 General Fund	Equipment Maintenance	Arizona Machinery LLC		5,000.00
321536	07/16/2025	215 Street Light & Landscape	Equipment Maintenance	Arizona Machinery LLC		1,570.51
321537	07/16/2025	210 Sewer	Mileage/Auto Allowance	Richard Arriola		18.62
321537	07/16/2025	210 Sewer	Safety Equipment & Supplies	Richard Arriola		250.00
321538	07/16/2025	101 General Fund	Professional Service	Eric Arroyo		1,500.00
321538	07/16/2025	101 General Fund	Professional Service	Eric Arroyo		1,500.00
321539	07/16/2025	500 Water	Watermaster Charges	Azusa Valley Water Company		456,750.00
321540	07/16/2025	101 General Fund	Mileage/Auto Allowance	Alejandro Barrera		25.20
321540	07/16/2025	101 General Fund	Mileage/Auto Allowance	Alejandro Barrera		25.20
321540	07/16/2025	101 General Fund	Mileage/Auto Allowance	Alejandro Barrera		25.20
321540	07/16/2025	101 General Fund	Mileage/Auto Allowance	Alejandro Barrera		25.20
321541	07/16/2025	101 General Fund	Classes	Elena Behtereva		135.20
321542	07/16/2025	101 General Fund	Deposits Payable - Recreation	Nathan Bennett		590.00
321543	07/16/2025	101 General Fund	Classes	Lemar Betts		2,436.00
321544	07/16/2025	101 General Fund	Professional Service	Tyler Borrello		18.77
321545	07/16/2025	101 General Fund	Classes	BRIT West Soccer		711.75
321546	07/16/2025	101 General Fund	Special Department Expense	BSN Sports Inc.		1,331.49
321547	07/16/2025	101 General Fund	Professional Service	Peter Joseph Bucknam		467.72
321547	07/16/2025	500 Water	Professional Service	Peter Joseph Bucknam		762.28
321547	07/16/2025	101 General Fund	Professional Service	Peter Joseph Bucknam		889.82
321547	07/16/2025	500 Water	Professional Service	Peter Joseph Bucknam		1,450.18

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
321548	07/16/2025	101 General Fund	Dep. Payable - Tree Replacemnt	Leah Bunch		2,968.00
321549	07/16/2025	101 General Fund	Special Events	Jill M. Burke		1,600.00
321550	07/16/2025	215 Street Light & Landscape	Professional Service	Pablo Bustillo		2,673.96
321551	07/16/2025	101 General Fund	Special Department Expense	CA Department of Justice		32.00
321552	07/16/2025	215 Street Light & Landscape	Contract Services	CA Dept of Transportation		1,628.29
321553	07/16/2025	101 General Fund	Sales Tax Payable	David Calderon		-9.45
321553	07/16/2025	101 General Fund	Special Department Expense	David Calderon		99.85
321553	07/16/2025	101 General Fund	Special Department Expense	David Calderon		9.45
321554	07/16/2025	500 Water	Water Purchases - Resale	California American Water		42.62
321555	07/16/2025	101 General Fund	Special Department Expense	California Department of Tax & Fee Administration		336.62
321556	07/16/2025	101 General Fund	Contract Services	California Metro Patrol & EMS, Inc.		2,425.49
321556	07/16/2025	101 General Fund	Contract Services	California Metro Patrol & EMS, Inc.		3,042.14
321556	07/16/2025	101 General Fund	Contract Services	California Metro Patrol & EMS, Inc.		3,309.36
321557	07/16/2025	400 Capital Improvement Program	Citywide Facility Repair	Ernest M. Camacho		10,730.00
321557	07/16/2025	400 Capital Improvement Program	Rec. Facilities Key System	Ernest M. Camacho		1,110.00
321557	07/16/2025	400 Capital Improvement Program	Library ADA Ramp, Light & Imp,	Ernest M. Camacho		925.00
321557	07/16/2025	400 Capital Improvement Program	Library Security Camera System	Ernest M. Camacho		4,440.00
321557	07/16/2025	400 Capital Improvement Program	Senior Center Flooring	Ernest M. Camacho		370.00
321557	07/16/2025	400 Capital Improvement Program	Citywide Fac Assessmnt/Sec Enh	Ernest M. Camacho		5,735.00
321557	07/16/2025	400 Capital Improvement Program	Library Facility Improvements	Ernest M. Camacho		1,110.00
321557	07/16/2025	400 Capital Improvement Program	Library Roof	Ernest M. Camacho		7,030.00
321557	07/16/2025	400 Capital Improvement Program	Citywide Facility Repair	Ernest M. Camacho		14,615.00
321557	07/16/2025	400 Capital Improvement Program	Rec. Facilities Key System	Ernest M. Camacho		1,295.00
321557	07/16/2025	400 Capital Improvement Program	Senior Center Flooring	Ernest M. Camacho		370.00
321557	07/16/2025	400 Capital Improvement Program	Citywide Fac Assessmnt/Sec Enh	Ernest M. Camacho		6,475.00
321557	07/16/2025	400 Capital Improvement Program	Library ADA Ramp, Light & Imp,	Ernest M. Camacho		185.00
321557	07/16/2025	400 Capital Improvement Program	Library Facility Improvements	Ernest M. Camacho		370.00
321557	07/16/2025	400 Capital Improvement Program	Library Roof	Ernest M. Camacho		5,735.00
321557	07/16/2025	400 Capital Improvement Program	Library Security Camera System	Ernest M. Camacho		2,405.00
321557	07/16/2025	400 Capital Improvement Program	Citywide Facility Repair	Ernest M. Camacho		9,435.00
321557	07/16/2025	400 Capital Improvement Program	Rec. Facilities Key System	Ernest M. Camacho		1,295.00
321557	07/16/2025	400 Capital Improvement Program	Senior Center Flooring	Ernest M. Camacho		185.00
321557	07/16/2025	400 Capital Improvement Program	Citywide Fac Assessmnt/Sec Enh	Ernest M. Camacho		5,735.00
321557	07/16/2025	400 Capital Improvement Program	Library ADA Ramp, Light & Imp,	Ernest M. Camacho		555.00
321557	07/16/2025	400 Capital Improvement Program	Library Facility Improvements	Ernest M. Camacho		185.00
321557	07/16/2025	400 Capital Improvement Program	Library Roof	Ernest M. Camacho		7,400.00
321557	07/16/2025	400 Capital Improvement Program	Library Security Camera System	Ernest M. Camacho		1,110.00
321558	07/16/2025	101 General Fund	Printing/Duplicating	Cantu Graphics Inc.		44.04
321558	07/16/2025	101 General Fund	Printing/Duplicating	Cantu Graphics Inc.		44.04
321558	07/16/2025	101 General Fund	Printing/Duplicating	Cantu Graphics Inc.		44.04
321558	07/16/2025	101 General Fund	Special Department Expense	Cantu Graphics Inc.		77.35
321559	07/16/2025	101 General Fund	Training Expense	Gilbert Carrillo		548.24
321560	07/16/2025	400 Capital Improvement Program	City/Civic EV Charging System	Ken Chawkins		1,072.50

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
321561	07/16/2025	101 General Fund	Uniform Expense	Cintas Corporation		33.28
321561	07/16/2025	210 Sewer	Uniform Expense - Cleaning	Cintas Corporation		33.25
321561	07/16/2025	215 Street Light & Landscape	Uniforms and Equipment	Cintas Corporation		99.61
321561	07/16/2025	215 Street Light & Landscape	Uniforms & Equipment	Cintas Corporation		43.60
321561	07/16/2025	230 State Gas Tax	Uniform and Equipment	Cintas Corporation		49.50
321561	07/16/2025	500 Water	Uniform and Equipment	Cintas Corporation		76.53
321561	07/16/2025	500 Water	Uniforms and Equipment	Cintas Corporation		39.15
321561	07/16/2025	101 General Fund	Uniform Expense	Cintas Corporation		32.75
321561	07/16/2025	210 Sewer	Uniform Expense - Cleaning	Cintas Corporation		32.75
321561	07/16/2025	215 Street Light & Landscape	Uniforms and Equipment	Cintas Corporation		99.11
321561	07/16/2025	215 Street Light & Landscape	Uniforms & Equipment	Cintas Corporation		43.10
321561	07/16/2025	230 State Gas Tax	Uniform and Equipment	Cintas Corporation		65.85
321561	07/16/2025	500 Water	Uniform and Equipment	Cintas Corporation		76.03
321561	07/16/2025	500 Water	Uniforms and Equipment	Cintas Corporation		38.65
321561	07/16/2025	101 General Fund	Uniform Expense	Cintas Corporation		32.75
321561	07/16/2025	210 Sewer	Uniform Expense - Cleaning	Cintas Corporation		56.83
321561	07/16/2025	215 Street Light & Landscape	Uniforms and Equipment	Cintas Corporation		99.11
321561	07/16/2025	215 Street Light & Landscape	Uniforms & Equipment	Cintas Corporation		43.10
321561	07/16/2025	230 State Gas Tax	Uniform and Equipment	Cintas Corporation		65.85
321561	07/16/2025	500 Water	Uniform and Equipment	Cintas Corporation		76.03
321561	07/16/2025	500 Water	Uniforms and Equipment	Cintas Corporation		38.65
321561	07/16/2025	101 General Fund	Uniform Expense	Cintas Corporation		78.52
321561	07/16/2025	210 Sewer	Uniform Expense - Cleaning	Cintas Corporation		32.75
321561	07/16/2025	215 Street Light & Landscape	Uniforms and Equipment	Cintas Corporation		99.11
321561	07/16/2025	215 Street Light & Landscape	Uniforms & Equipment	Cintas Corporation		43.10
321561	07/16/2025	230 State Gas Tax	Uniform and Equipment	Cintas Corporation		41.77
321561	07/16/2025	500 Water	Uniform and Equipment	Cintas Corporation		76.03
321561	07/16/2025	500 Water	Uniforms and Equipment	Cintas Corporation		38.65
321562	07/16/2025	101 General Fund	Contract Services	Cintas Corporation		608.46
321562	07/16/2025	101 General Fund	Contract Services	Cintas Corporation		81.03
321562	07/16/2025	101 General Fund	Contract Services	Cintas Corporation		1,306.59
321562	07/16/2025	101 General Fund	Contract Services	Cintas Corporation		144.20
321562	07/16/2025	101 General Fund	Contract Services	Cintas Corporation		66.56
321562	07/16/2025	101 General Fund	Contract Services	Cintas Corporation		43.61
321562	07/16/2025	101 General Fund	Contract Services	Cintas Corporation		8.32
321562	07/16/2025	101 General Fund	Safety Equipment & Supplies	Cintas Corporation		438.38
321562	07/16/2025	101 General Fund	Contract Services	Cintas Corporation		144.20
321562	07/16/2025	101 General Fund	Contract Services	Cintas Corporation		144.76
321563	07/16/2025	101 General Fund	Safety Equipment & Supplies	Cintas Corporation No. 2		695.66
321564	07/16/2025	215 Street Light & Landscape	Special Department Expense	City Electric Supply Company		1,005.52
321564	07/16/2025	215 Street Light & Landscape	Special Department Expense	City Electric Supply Company		557.16
321564	07/16/2025	215 Street Light & Landscape	Special Department Expense	City Electric Supply Company		248.63
321565	07/16/2025	101 General Fund	Camp Services	City of Los Angeles - Los Angeles Zoo Department		1,596.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
321566	07/16/2025	101 General Fund	Convention & Meeting Expense	City of South Pasadena Finance Petty Cash		360.33
321566	07/16/2025	101 General Fund	Office Supplies	City of South Pasadena Finance Petty Cash		19.67
321566	07/16/2025	101 General Fund	Postage	City of South Pasadena Finance Petty Cash		30.45
321566	07/16/2025	101 General Fund	Special Department Expense	City of South Pasadena Finance Petty Cash		62.74
321566	07/16/2025	101 General Fund	Special Department Expense	City of South Pasadena Finance Petty Cash		23.00
321566	07/16/2025	101 General Fund	Mileage/Auto Allowance	City of South Pasadena Finance Petty Cash		7.86
321566	07/16/2025	101 General Fund	Postage	City of South Pasadena Finance Petty Cash		28.75
321566	07/16/2025	101 General Fund	Fuel	City of South Pasadena Finance Petty Cash		97.17
321567	07/16/2025	101 General Fund	Office Supplies	City of South Pasadena Fire Department Petty Cash		13.21
321567	07/16/2025	101 General Fund	Postage	City of South Pasadena Fire Department Petty Cash		9.85
321567	07/16/2025	101 General Fund	Special Department Expense	City of South Pasadena Fire Department Petty Cash		9.57
321567	07/16/2025	101 General Fund	Special Department Expense	City of South Pasadena Fire Department Petty Cash		13.87
321567	07/16/2025	101 General Fund	Special Department Expense	City of South Pasadena Fire Department Petty Cash		88.07
321567	07/16/2025	101 General Fund	Special Department Expense	City of South Pasadena Fire Department Petty Cash		14.37
321567	07/16/2025	101 General Fund	Vehicle Maintenance	City of South Pasadena Fire Department Petty Cash		25.14
321567	07/16/2025	101 General Fund	Contract Svcs-Command Sharing	City of South Pasadena Fire Department Petty Cash		128.96
321568	07/16/2025	101 General Fund	Professional Services	CliftonLarsonAllen LLP		8,102.64
321568	07/16/2025	500 Water	Professional Services	CliftonLarsonAllen LLP		6,366.36
321569	07/16/2025	500 Water	Professional Service	Control Automation Design Inc		450.00
321570	07/16/2025	500 Water	Special Department Expense	Core & Main LP		98.20
321570	07/16/2025	500 Water	Special Department Expense	Core & Main LP		13,118.56
321571	07/16/2025	101 General Fund	Contract Services	County of Los Angeles, Agricultural Commissioner		272.82
321571	07/16/2025	101 General Fund	Contract Services	County of Los Angeles, Agricultural Commissioner		761.00
321572	07/16/2025	101 General Fund	Professional Services	CPS HR Consulting		10,000.00
321573	07/16/2025	400 Capital Improvement Program	ArroyoSeco SanRafael & SanPasc	Craftwater Engineering, Inc.		4,307.75
321573	07/16/2025	400 Capital Improvement Program	ArroyoSeco SanRafael & SanPasc	Craftwater Engineering, Inc.		4,621.44
321574	07/16/2025	101 General Fund	Sales Tax Payable	Crime Scene Inc		-73.50
321574	07/16/2025	101 General Fund	Professional Service	Crime Scene Inc		792.95
321575	07/16/2025	400 Capital Improvement Program	ADA Sidewalk Repairs	CT&T Concrete Paving, Inc.		449,547.45
321576	07/16/2025	101 General Fund	Contract Services	Dewey Services Inc		120.00
321576	07/16/2025	101 General Fund	Contract Services	Dewey Services Inc		120.00
321576	07/16/2025	101 General Fund	Contract Services	Dewey Services Inc		120.00
321576	07/16/2025	101 General Fund	Contract Services	Dewey Services Inc		120.00
321576	07/16/2025	101 General Fund	Contract Services	Dewey Services Inc		120.00
321576	07/16/2025	101 General Fund	Contract Services	Dewey Services Inc		120.00
321576	07/16/2025	101 General Fund	Contract Services	Dewey Services Inc		135.50
321576	07/16/2025	101 General Fund	Contract Services	Dewey Services Inc		120.00
321576	07/16/2025	101 General Fund	Contract Services	Dewey Services Inc		120.00
321576	07/16/2025	101 General Fund	Contract Services	Dewey Services Inc		299.00
321577	07/16/2025	500 Water	Equipment Maintenance	DXP ENTERPRISES, INC.		2,745.19
321577	07/16/2025	500 Water	Equipment Maintenance	DXP ENTERPRISES, INC.		1,161.95
321578	07/16/2025	101 General Fund	Special Department Expense	Dy-Dee Services of Pasadena, Inc.		103.03
321578	07/16/2025	101 General Fund	Special Department Expense	Dy-Dee Services of Pasadena, Inc.		102.59

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
321578	07/16/2025	101 General Fund	Special Department Expense	Dy-Dee Services of Pasadena, Inc.		101.45
321578	07/16/2025	101 General Fund	Special Department Expense	Dy-Dee Services of Pasadena, Inc.		96.62
321579	07/16/2025	101 General Fund	Contract Services	Eco-Quality Analysis Inc.		1,200.00
321580	07/16/2025	101 General Fund	Special Department Expense	Ellen's Silkscreening		138.01
321580	07/16/2025	101 General Fund	Special Department Expense	Ellen's Silkscreening		146.96
321580	07/16/2025	101 General Fund	Special Department Expense	Ellen's Silkscreening		900.58
321581	07/16/2025	233 Measure R	Professional Services	Engineering Consulting Services, Inc.		1,365.00
321581	07/16/2025	236 Measure M	Professional Services	Engineering Consulting Services, Inc.		1,365.00
321581	07/16/2025	233 Measure R	Professional Services	Engineering Consulting Services, Inc.		2,340.00
321581	07/16/2025	236 Measure M	Professional Services	Engineering Consulting Services, Inc.		2,340.00
321581	07/16/2025	233 Measure R	Professional Services	Engineering Consulting Services, Inc.		1,365.00
321581	07/16/2025	236 Measure M	Professional Services	Engineering Consulting Services, Inc.		1,365.00
321582	07/16/2025	215 Street Light & Landscape	Mileage/Auto Allowance	Lance Escalera		31.36
321582	07/16/2025	101 General Fund	Mileage/Auto Allowance	Lance Escalera		31.36
321582	07/16/2025	101 General Fund	Mileage/Auto Allowance	Lance Escalera		31.36
321583	07/16/2025	101 General Fund	Postage	FedEx		16.75
321583	07/16/2025	101 General Fund	Postage	FedEx		14.50
321584	07/16/2025	500 Water	Special Department Expense	Ferguson Waterworks #1083		3,206.16
321584	07/16/2025	500 Water	Special Department Expense	Ferguson Waterworks #1083		11,507.55
321584	07/16/2025	500 Water	Special Department Expense	Ferguson Waterworks #1083		19,425.66
321584	07/16/2025	500 Water	Special Department Expense	Ferguson Waterworks #1083		4,517.55
321584	07/16/2025	500 Water	Special Department Expense	Ferguson Waterworks #1083		2,499.51
321585	07/16/2025	101 General Fund	Professional Services	Dean Flores		75.00
321586	07/16/2025	101 General Fund	Building Maintenance	Foothill Lock & Key		376.25
321586	07/16/2025	101 General Fund	Building Maintenance	Foothill Lock & Key		1,888.08
321586	07/16/2025	101 General Fund	Building Maintenance	Foothill Lock & Key		959.97
321587	07/16/2025	101 General Fund	Sales Tax Payable	Fox Press, LLC		-12.60
321587	07/16/2025	101 General Fund	Special Department Expense	Fox Press, LLC		120.00
321587	07/16/2025	101 General Fund	Special Department Expense	Fox Press, LLC		12.60
321588	07/16/2025	101 General Fund	Sales Tax Payable	Galls, LLC		-1.24
321588	07/16/2025	101 General Fund	Safety Clothing/Equipment	Galls, LLC		180.62
321588	07/16/2025	101 General Fund	Safety Clothing/Equipment	Galls, LLC		1.24
321589	07/16/2025	230 State Gas Tax	Special Department Expense	Ganahl Lumber Company		121.15
321589	07/16/2025	230 State Gas Tax	Small Tools	Ganahl Lumber Company		411.47
321590	07/16/2025	101 General Fund	Deposits Payable - Recreation	Maria Garcia		590.00
321591	07/16/2025	500 Water	Mileage/Auto Allowance	Ryan Garcia		14.28
321591	07/16/2025	500 Water	Mileage/Auto Allowance	Ryan Garcia		14.28
321591	07/16/2025	500 Water	Mileage/Auto Allowance	Ryan Garcia		14.28
321592	07/16/2025	101 General Fund	Training Expense	Ederson Gramajo		117.37
321593	07/16/2025	400 Capital Improvement Program	Library/ Comm Ctr Site Plan	Group 4 Architecture Research + Planning, Inc.		14,120.00
321594	07/16/2025	101 General Fund	Training Expense	Issac Gutierrez		346.39
321595	07/16/2025	101 General Fund	Vehicle Maintenance	H & H Wholesale Parts		57.91
321596	07/16/2025	101 General Fund	Building Maintenance	Harry's Glass Shop Inc.		2,670.76

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
321596	07/16/2025	101 General Fund	Building Maintenance	Harry's Glass Shop Inc.		497.67
321597	07/16/2025	269 OTS Grant	Training Expense	Javier Hernandez		575.05
321598	07/16/2025	210 Sewer	Mileage/Auto Allowance	Adam Herrera		39.76
321598	07/16/2025	210 Sewer	Mileage/Auto Allowance	Adam Herrera		39.76
321598	07/16/2025	210 Sewer	Mileage/Auto Allowance	Adam Herrera		39.76
321598	07/16/2025	210 Sewer	Mileage/Auto Allowance	Adam Herrera		39.76
321598	07/16/2025	215 Street Light & Landscape	Mileage/Auto Allowance	Adam Herrera		39.76
321598	07/16/2025	230 State Gas Tax	Mileage/Auto Allowance	Adam Herrera		39.76
321599	07/16/2025	101 General Fund	Building Maintenance	Hexagon Roofing Inc.		10,470.00
321600	07/16/2025	101 General Fund	Professional Service	Hinderliter deLlamas & Associates		300.00
321600	07/16/2025	101 General Fund	Professional Service	Hinderliter deLlamas & Associates		1,475.10
321601	07/16/2025	101 General Fund	Postage	Tim Hogan		3,333.72
321601	07/16/2025	101 General Fund	Printing/Duplicating	Tim Hogan		6,230.21
321602	07/16/2025	101 General Fund	Medical Supplies	Reagan Hom		1,548.50
321603	07/16/2025	101 General Fund	Equipment Maintenance	Hood Doctors, Inc		495.00
321604	07/16/2025	101 General Fund	Safety Equipment & Supplies	Stephen Houlemard		250.00
321605	07/16/2025	101 General Fund	Dues & Memberships	ICMA		1,200.00
321606	07/16/2025	101 General Fund	CENIC WiFi Expenses	Imperial County Office of Education		2,309.33
321607	07/16/2025	101 General Fund	Professional Service	Internal Association for Property and Evidence Inc		65.00
321608	07/16/2025	101 General Fund	Training Expense	Jeff Holland		134.68
321609	07/16/2025	210 Sewer	Professional Service	John L. Hunter & Associates		140.00
321609	07/16/2025	239 Measure W	Professional Service	John L. Hunter & Associates		1,455.75
321610	07/16/2025	101 General Fund	Training Expense - POST Reimb.	Timothy Kim		62.74
321611	07/16/2025	236 Measure M	Professional Services	KOA Corporation, a Lochner Company		7,534.25
321611	07/16/2025	236 Measure M	Contract Services	KOA Corporation, a Lochner Company		7,534.25
321611	07/16/2025	400 Capital Improvement Program	Street Repairs - 2023	KOA Corporation, a Lochner Company		3,232.93
321612	07/16/2025	101 General Fund	Equipment Maintenance	L.N. Curtis & Sons		1,087.33
321613	07/16/2025	101 General Fund	Professional Service	Lance, Soll & Lunghard LLP		24,317.50
321613	07/16/2025	101 General Fund	Professional Service	Lance, Soll & Lunghard LLP		3,707.50
321613	07/16/2025	101 General Fund	Professional Service	Lance, Soll & Lunghard LLP		4,865.00
321613	07/16/2025	101 General Fund	Professional Service	Lance, Soll & Lunghard LLP		4,845.00
321613	07/16/2025	101 General Fund	Professional Service	Lance, Soll & Lunghard LLP		2,475.00
321614	07/16/2025	101 General Fund	Advertising	LCM-NEWS, Inc.		960.00
321614	07/16/2025	101 General Fund	Advertising	LCM-NEWS, Inc.		1,092.00
321614	07/16/2025	101 General Fund	Advertising	LCM-NEWS, Inc.		1,932.00
321615	07/16/2025	101 General Fund	Dues & Memberships	League of California Cities		1,244.25
321616	07/16/2025	101 General Fund	Professional Service	Leo Web Protect Inc.		166.66
321617	07/16/2025	101 General Fund	Medical Supplies	Life-Assist Inc.		4,036.08
321617	07/16/2025	101 General Fund	Medical Supplies	Life-Assist Inc.		541.45
321617	07/16/2025	101 General Fund	Medical Supplies	Life-Assist Inc.		2,587.55
321617	07/16/2025	101 General Fund	Medical Supplies	Life-Assist Inc.		695.00
321618	07/16/2025	101 General Fund	Training Expenses	Lifesaver Team		420.00
321618	07/16/2025	101 General Fund	Camp Services	Lifesaver Team		910.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
321618	07/16/2025	205 Local Transit Return "A"	Training Expense	Lifesaver Team		210.00
321619	07/16/2025	101 General Fund	Training Expense - POST Reimb.	Frank Litterini		54.32
321620	07/16/2025	500 Water	Safety & Equipment Supplies	Victor Magana		250.00
321620	07/16/2025	500 Water	Safety & Equipment Supplies	Victor Magana		243.63
321620	07/16/2025	500 Water	Safety & Equipment Supplies	Victor Magana		250.00
321621	07/16/2025	101 General Fund	Training Expense - POST Reimb.	David Maldonado		220.50
321621	07/16/2025	101 General Fund	Training Expense - POST Reimb.	David Maldonado		89.74
321621	07/16/2025	101 General Fund	Training Expense - POST Reimb.	David Maldonado		14.07
321622	07/16/2025	101 General Fund	Deposits Payable - Recreation	Ebony McConico – Garcia		590.00
321623	07/16/2025	101 General Fund	Fuel	Merit Oil Company		7,543.72
321624	07/16/2025	101 General Fund	Books/DVDs/CDs	Midwest Tape LLC		187.21
321624	07/16/2025	101 General Fund	Books/DVDs/CDs	Midwest Tape LLC		113.47
321624	07/16/2025	101 General Fund	Books/DVDs/CDs	Midwest Tape LLC		24.85
321624	07/16/2025	101 General Fund	Books/DVDs/CDs	Midwest Tape LLC		96.93
321625	07/16/2025	101 General Fund	Classes	Alessia Minaeva		136.50
321626	07/16/2025	236 Measure M	Professional Services	Minagar & Associates Inc.		29,977.00
321627	07/16/2025	400 Capital Improvement Program	Grevalia&Berkshire Pocket Park	Monet Construction, Inc		183,316.94
321628	07/16/2025	230 State Gas Tax	Mileage/Auto Allowance	David Montalvo		42.00
321628	07/16/2025	230 State Gas Tax	Mileage/Auto Allowance	David Montalvo		42.00
321628	07/16/2025	230 State Gas Tax	Mileage/Auto Allowance	David Montalvo		42.00
321629	07/16/2025	101 General Fund	Special Events	Morpheon Corporation		1,750.00
321630	07/16/2025	101 General Fund	Building Maintenance	Morrow & Holman Plumbing Inc		311.25
321630	07/16/2025	101 General Fund	Building Maintenance	Morrow & Holman Plumbing Inc		457.50
321630	07/16/2025	101 General Fund	Building Maintenance	Morrow & Holman Plumbing Inc		360.00
321631	07/16/2025	101 General Fund	Professional Service	Mosaic Public Partners LLC		2,750.00
321631	07/16/2025	101 General Fund	Contract Services	Mosaic Public Partners LLC		2,062.50
321631	07/16/2025	101 General Fund	Professional Services	Mosaic Public Partners LLC		2,062.50
321631	07/16/2025	500 Water	Contract Services	Mosaic Public Partners LLC		2,062.50
321631	07/16/2025	500 Water	Contract Services	Mosaic Public Partners LLC		2,062.50
321632	07/16/2025	101 General Fund	Convention & Meeting Expense	Mothers Against Drunk Driving		165.00
321633	07/16/2025	101 General Fund	Professional Services	MSW Consultants, Inc.		2,185.00
321634	07/16/2025	400 Capital Improvement Program	Golf Course Netting Replacemnt	MV Cheng & Associates Inc.		362.50
321634	07/16/2025	101 General Fund	Professional Service	MV Cheng & Associates Inc.		4,014.00
321634	07/16/2025	210 Sewer	Professional Service	MV Cheng & Associates Inc.		446.00
321634	07/16/2025	500 Water	Professional Services	MV Cheng & Associates Inc.		4,460.00
321634	07/16/2025	400 Capital Improvement Program	Golf Course Netting Replacemnt	MV Cheng & Associates Inc.		580.00
321634	07/16/2025	101 General Fund	Professional Service	MV Cheng & Associates Inc.		519.18
321634	07/16/2025	210 Sewer	Professional Service	MV Cheng & Associates Inc.		57.69
321634	07/16/2025	500 Water	Professional Services	MV Cheng & Associates Inc.		576.88
321634	07/16/2025	101 General Fund	Professional Service	MV Cheng & Associates Inc.		4,953.38
321634	07/16/2025	210 Sewer	Professional Service	MV Cheng & Associates Inc.		550.37
321634	07/16/2025	500 Water	Professional Services	MV Cheng & Associates Inc.		5,503.75
321635	07/16/2025	205 Local Transit Return "A"	Contract Services	Nada Bus, Inc.		2,530.00

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
321636	07/16/2025	230 State Gas Tax	Special Department Expense	National Ready Mix Concrete Sales, LLC		1,516.07
321636	07/16/2025	230 State Gas Tax	Special Department Expense	National Ready Mix Concrete Sales, LLC		2,596.77
321636	07/16/2025	230 State Gas Tax	Special Department Expense	National Ready Mix Concrete Sales, LLC		910.21
321637	07/16/2025	101 General Fund	Special Department Expense	Nick Boswell Photography, Inc.		230.00
321638	07/16/2025	400 Capital Improvement Program	Grevalia&Berkshire Pocket Park	Ninyo & Moore		3,716.75
321639	07/16/2025	101 General Fund	Special Events	Evan Osborne		2,000.00
321640	07/16/2025	500 Water	Sales Tax Payable	Pacific Truck Equipment Inc		-28.14
321640	07/16/2025	500 Water	Vehicle Maintenance	Pacific Truck Equipment Inc		10,776.96
321641	07/16/2025	500 Water	Safety Equipment & Supplies	Lorenzo Palmieri		250.00
321642	07/16/2025	101 General Fund	Dep. Payable - Tree Replacemnt	Margarethe Pappademos		1,272.00
321643	07/16/2025	101 General Fund	Camp Med Fees	Rose Park		399.00
321644	07/16/2025	101 General Fund	Contract Services	Parkwood Landscape Maintenance, Inc.		47,878.00
321644	07/16/2025	215 Street Light & Landscape	Contract Services	Parkwood Landscape Maintenance, Inc.		1,416.22
321644	07/16/2025	500 Water	Contract Services	Parkwood Landscape Maintenance, Inc.		2,600.00
321645	07/16/2025	101 General Fund	Contract Services	Pasadena Humane Society		15,337.33
321646	07/16/2025	500 Water	Water Purchases - Resale	Pasadena Water & Power		3,187.76
321647	07/16/2025	101 General Fund	Training Expense - POST Reimb.	Craig Phillips		76.40
321647	07/16/2025	101 General Fund	Training Expense - POST Reimb.	Craig Phillips		487.63
321648	07/16/2025	101 General Fund	Professional Service	Phoenix Group Information Systems		5,807.18
321649	07/16/2025	210 Sewer	Special Department Expense	Plumbers Depot Inc.		2,478.38
321650	07/16/2025	101 General Fund	Special Department Expense	Anthony Porraz		194.71
321651	07/16/2025	101 General Fund	Training Expense	PRI Management Group		279.00
321652	07/16/2025	101 General Fund	Dep. Payable - Tree Replacemnt	Hang Qian		1,696.00
321653	07/16/2025	101 General Fund	Special Department Expense	Raptor Events LLC		250.00
321654	07/16/2025	101 General Fund	Park/Field Reservations	Kimberly Rayos		190.00
321655	07/16/2025	400 Capital Improvement Program	Parks Master Plan	RHA Landscape Architects-Planners		1,400.00
321656	07/16/2025	236 Measure M	Contract Services	Right of Way Inc.		1,218.00
321656	07/16/2025	236 Measure M	Contract Services	Right of Way Inc.		1,218.00
321657	07/16/2025	400 Capital Improvement Program	Street Repairs - 2023	RKA Consulting Group		862.50
321657	07/16/2025	400 Capital Improvement Program	Street Repairs - 2023	RKA Consulting Group		7,109.00
321657	07/16/2025	400 Capital Improvement Program	Street Repairs - 2023	RKA Consulting Group		17,212.50
321657	07/16/2025	400 Capital Improvement Program	Street Repairs - 2023	RKA Consulting Group		7,375.00
321657	07/16/2025	400 Capital Improvement Program	Street Repairs - 2023	RKA Consulting Group		5,225.00
321657	07/16/2025	400 Capital Improvement Program	Street Repairs - 2023	RKA Consulting Group		5,550.00
321658	07/16/2025	101 General Fund	Special Department Expense	Ruff Ruff Pet Products		1,156.47
321658	07/16/2025	101 General Fund	Special Department Expense	Ruff Ruff Pet Products		328.00
321659	07/16/2025	500 Water	Special Department Expense	San Gabriel Basin Water Quality Authority		21,406.20
321660	07/16/2025	101 General Fund	Dues & Memberships	San Gabriel Valley Council of Governments		13,569.97
321660	07/16/2025	205 Local Transit Return "A"	Dues & Memberships	San Gabriel Valley Council of Governments		3,500.00
321661	07/16/2025	101 General Fund	Professional Service	San Gabriel Valley Medical Center		48.00
321661	07/16/2025	101 General Fund	Professional Service	San Gabriel Valley Medical Center		48.00
321662	07/16/2025	101 General Fund	Training Expense	Michael Sanchez		135.96
321662	07/16/2025	101 General Fund	Training Expense - POST Reimb.	Michael Sanchez		787.04

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
321662	07/16/2025	101 General Fund	Fuel	Michael Sanchez		29.73
321663	07/16/2025	101 General Fund	Professional Service	Susan Saxe-Clifford PH.D		450.00
321664	07/16/2025	101 General Fund	Contract Services	SDS Security Design Systems		101.71
321664	07/16/2025	101 General Fund	Contract Services	SDS Security Design Systems		101.71
321665	07/16/2025	500 Water	Mileage/Auto Allowance	Ronnie Segura		29.26
321665	07/16/2025	500 Water	Safety & Equipment Supplies	Ronnie Segura		250.00
321666	07/16/2025	101 General Fund	Professional Service	Sincerus Solutions, Inc.		567.00
321666	07/16/2025	210 Sewer	Professional Service	Sincerus Solutions, Inc.		63.00
321666	07/16/2025	500 Water	Professional Services	Sincerus Solutions, Inc.		630.00
321667	07/16/2025	210 Sewer	Vehicle Maintenance	SoCal Mobile Maintenance		3,079.89
321667	07/16/2025	210 Sewer	Vehicle Maintenance	SoCal Mobile Maintenance		3,079.89
321667	07/16/2025	101 General Fund	Vehicle Maintenance	SoCal Mobile Maintenance		3,079.89
321668	07/16/2025	101 General Fund	Medical Supplies	Spectrum Gas Products		105.00
321668	07/16/2025	101 General Fund	Medical Supplies	Spectrum Gas Products		95.00
321668	07/16/2025	101 General Fund	Medical Supplies	Spectrum Gas Products		54.00
321669	07/16/2025	101 General Fund	Contract Services	Sterling Infosystems Inc.		461.67
321670	07/16/2025	101 General Fund	Parking Citations	Superior Court of California, County of LA		3,953.00
321671	07/16/2025	101 General Fund	Dep. Payable - Tree Replacemnt	Steven Tepe		1,272.00
321672	07/16/2025	101 General Fund	Special Department Expense	The Library Store		535.50
321673	07/16/2025	101 General Fund	Vehicle Maintenance	The Reinalt-Thomas Corporation DBA		1,373.33
321674	07/16/2025	500 Water	Sales Tax Payable	Top Tarp Canvas Inc.		-13.75
321674	07/16/2025	500 Water	Building Maintenance	Top Tarp Canvas Inc.		13.75
321674	07/16/2025	500 Water	Building Maintenance	Top Tarp Canvas Inc.		7,451.47
321675	07/16/2025	101 General Fund	Training Expense - POST Reimb.	Francisco Torres		89.74
321675	07/16/2025	101 General Fund	Training Expense - POST Reimb.	Francisco Torres		14.07
321676	07/16/2025	500 Water	Building Maintenance	Total Access Elevator Corp		1,580.00
321676	07/16/2025	500 Water	Building Maintenance	Total Access Elevator Corp		1,580.00
321676	07/16/2025	500 Water	Building Maintenance	Total Access Elevator Corp		1,580.00
321677	07/16/2025	500 Water	Special Department Expense	Underground Service Alert/SC		55.40
321677	07/16/2025	500 Water	Special Department Expense	Underground Service Alert/SC		183.90
321678	07/16/2025	101 General Fund	Camp Services	Underwood Family Farms		1,328.00
321679	07/16/2025	500 Water	Water Purchases - Resale	Upper San Gabriel Valley MWD		108.33
321679	07/16/2025	503 Water Efficiency Fund	Water Efficiency Fee Projects	Upper San Gabriel Valley MWD		415.00
321680	07/16/2025	101 General Fund	Special Department Expense	Luis Vazquez		189.88
321681	07/16/2025	101 General Fund	Professional Service	Veritone, Inc.		3,600.00
321682	07/16/2025	500 Water	Mileage/Auto Allowance	Edgar Villalobos		23.38
321683	07/16/2025	101 General Fund	Professional Service	Vital Medical Services, LLC		337.00
321684	07/16/2025	500 Water	Special Department Expense	Western Water Works Supply Company		19,019.26
321685	07/16/2025	101 General Fund	Special Department Expense	Wick & Dennis Inc		2,350.00
321686	07/16/2025	101 General Fund	Contract Services	Wittman Enterprises LLC		5,449.25
321687	07/16/2025	101 General Fund	Deposits Payable - Recreation	Aviva Wolfson		590.00
321688	07/16/2025	503 Water Efficiency Fund	Water Efficiency Fee Projects	Samantha Wong		500.00
321689	07/16/2025	101 General Fund	Building Maintenance	Woods Maintenance Services, Inc.		422.21

Check Number	Check Date	Fund	Account Name	Vendor Name	Void	Amount
321689	07/16/2025	101 General Fund	Graffitti Removal	Woods Maintenance Services, Inc.		1,943.70
321690	07/16/2025	101 General Fund	Special Department Expense	Jeanette Zavala		15.00
				Report Total:		2,592,932.37

City of
SOUTH PASADENA

Online Payment Log			
Date	**Vendor**	**Amount**	**Description**
6/11/2025	Pitney Bowes	$2,000.00	Postage Meter Pre-Paid Funds (04/12/2025-06/11/2025).
6/25/2025	So Cal Edison	$23,621.52	Online Payment for City Owned Electric Account # 3859.
6/25/2025	UMPQUA Bank	$15,061.14	Online Payment for May 2025 Citywide Credit Card Expenses.
6/29/2025	So Cal Edison	$83,187.06	Online Payment for City Owned Electric Account # 1581.
7/8/2025	So Cal Gas	$859.79	Online Payment for City Owned Natural Gas Accounts.
7/10/2025	So Cal Edison	$21,050.55	Online Payment for Various City Owned Electric Accounts.
Total:		***$145,780.06***	

Payroll

Payroll Summary Report

Payroll Date: **06.20.2025** **Regular**

Checks	$	828.05
Direct Deposits	$	553,753.33
IRS Payments	$	104,927.89
EDD - State of CA	$	32,206.81
PERS Pension	$	127,153.08
Deferred Comp	$	30,627.47
PERS Health	$	-
Subtotal:	**$**	**849,496.63**
Grand Total:	**$**	**849,496.63**

Accounts Payable

Void Check Distribution List

User: hlin
Printed: 6/23/2025 - 5:20 PM
Batch: 00002.06.2025 - VOID 321320

	DR Amount	CR Amount	Acct Number	Description	Vendor
Section 1:400Capital Improvement Program					
	195,676.25	0.00	400-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	195,676.25	400-9000-9001-9226-000	FD Front Bay Door Replacement	COMMDOOR
Total for Section 1:400	195,676.25	195,676.25			
Grand Total:	195,676.25	195,676.25			

Accounts Payable

Void Check Proof List

User: hlin
Printed: 06/23/2025 - 5:19PM
Batch: 00002.06.2025 - VOID 321320

Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: COMMDOOR	Commercial Door Company, In									
Check No: 321320	Check Date: 06/04/2025									
	195,676.25	P01-25-286	04/29/2025	Firestation Bay Apparatus Door Repla				25335	No	1
400-9000-9001-9226-000										
Check Total:	195,676.25									
Vendor Total:	195,676.25									
Report Total:	195,676.25									

BMO

Create Stop Payment Confirmation

Generated On: 2025-05-20 12:32 p.m. ET by TFERNANDEZ

Enter Details 1 — Verify Details 2 — Complete 3

Your stop has been successfully created. Please print this page for your record.

Transaction Details

Stop Type	Stop Status	Reference Number
Single	Confirmed	20250520222726628

Account

41533688 - CITY OF SOUTH PASADENA OPERATING - USD

Finance Dept VOID Check 321320 by mistake - HL 6/23/25

Check Number

321320

Payee	Amount
IACP	270.00

Expiry Date

2030-05-20

Reason for Stop

Other

Term

60 Months

Accounts Payable

Void Check Proof List

User: hlin
Printed: 06/25/2025 - 3:07PM
Batch: 00003.06.2025 - VOID 321474

Account Number	Amount	Invoice No	Inv Date	Description	Reference	Task Label	Type	PONumber	Close PO?	Line Item
Vendor: SAVGTRN	Scott Savage									
Check No: 321474	Check Date:	06/18/2025								
	710.00	3150	05/28/2025	ANDREW DUBOIS FIELD TRAINI					No	0
101-4010-4011-8200-000										
Check Total:	710.00									
Vendor Total:	710.00									
Report Total:	710.00									

Accounts Payable

Void Check Distribution List

User: hlin
Printed: 6/25/2025 - 3:09 PM
Batch: 00003.06.2025 - VOID 321474

	DR Amount	CR Amount	Acct Number	Description	Vendor
Section 1:101General Fund					
	710.00	0.00	101-0000-0000-1000-000	Cash & Cash Equivalents	
	0.00	710.00	101-4010-4011-8200-000	Training Expense	SAVGTRN
Total for Section 1:101	710.00	710.00			
Grand Total:	710.00	710.00			

Outlook

VOID CHECK

From Jeanette Zavala <jzavala@southpasadenaca.gov>
Date Wed 6/25/2025 1:58 PM
To Wendy Liu <wliu@southpasadenaca.gov>; Herman Lin <hlin@southpasadenaca.gov>

Good afternoon,

The presenter cancelled the class and we would like to void the check. The check was issued to Savage training group, check # 321474, in the amount of $710.00. I will return the check via interoffice mail.

Thank you,

Jeanette

City Council Agenda Report

ITEM NO. 6

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Hector Gomez, Chief City Clerk

SUBJECT: **CONSIDERATION OF APPROVAL OF THE CITY COUNCIL REGULAR CITY COUNCIL MEETING MINUTES FOR MAY 7, 2025 AND MAY 21, 2025**

Recommendation
It is recommended that the City Council approve the minutes from the Regular City Council Meetings held on May 7, 2025 and May 21, 2025.

Executive Summary
Attached for the City Council's consideration and approval are meeting minutes, and hereby included as attachments to this staff report.

Background
The City Clerk's Division is responsible for producing meeting minutes for the City Council meetings. Meeting minutes serve as the official record of actions taken by the City at the direction of the City Council.

Fiscal Impact
There is no fiscal impact; budgeted staff completes this work.

Key Performance Indicators and Strategic Plan
This item aligns with the Management Services Department's Key Performance Indicator to provide quick access to information and accountability, ensuring public transparency.

Attachment:
Attachment No. 1 - May 7, 2025 Regular City Council Meeting Minutes
Attachment No. 2 - May 21, 2025 Regular City Council Meeting Minutes

CITY OF SOUTH PASADENA
CITY COUNCIL - REGULAR MEETING

M I N U T E S
WEDNESDAY, MAY 7, 2025, AT 7:00 P.M.

CALL TO ORDER:

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Braun on Wednesday, May 7, 2025, at 7:02 P.M. The City Council Chambers are located at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT	Mayor	Janet Braun
	Mayor Pro Tem	Sheila Rossi
	Councilmember	Michael A. Cacciotti
	Councilmember	Omari Ferguson
	Councilmember	Jon Primuth
ABSENT		

Hector Gomez, Chief City Clerk announced a quorum.

CITY STAFF PRESENT:

Todd Hileman, City Manager; Roxanne Diaz, City Attorney; Hector Gomez, Chief City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

PLEDGE OF ALLEGIANCE

The Flag Salute was led by Councilmember Primuth.

CLOSED SESSION ANNOUNCEMENTS

1. CLOSED SESSION ANNOUNCEMENTS

A. <u>CONFERENCE WITH LEGAL COUNSEL: EXISTING LITIGATION</u>
Government Code Section 54956.9 (d)(1)

1. Frida Barrera Bejarano v. City of South Pasadena (Los Angeles Superior Case No. 23AHCV02111)

B. <u>REAL PROPERTY NEGOTIATIONS</u>
Government Code Section 54956.8

Housing Authority Property Addresses: 1503 El Centro Street, APN: 5315-003-903; 1507 El Centro Street, APN: 5493-038-904 and APN: 5315-003-902
Agency Negotiator: Todd Hileman, Executive Director/City Manager
Negotiating Party: Related SoCal Development, LLC
Under Negotiation: Price and Terms of Payment

City Attorney Roxanne Diaz stated that no reportable action was taken during the closed session.

PUBLIC COMMENT

2. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

<u>In Person Public Comments</u>

Kris M. spoke regarding walking and school drop-offs.

Colin C. spoke regarding a potential Fire technologies upgrade.

Jasmine B. spoke with her girl scouts troop and gave a brief presentation.

Yvonne L. spoke regarding her attendance at the “Prayer Breakfast.”

Sam B. spoke regarding a proclamation for Percival Everett.

Becky C. spoke regarding “Earth Month” and the Athens Services’ actions to be more ecofriendly.

Sadie J. spoke regarding the dangers at the intersection of Hawthorne Street and Cawston Avenue.

Charley L. spoke regarding “Asian American and Pacific Islander Heritage Month.

PRESENTATIONS

3. A PROCLAMATION DECLARING MAY 4 – MAY 10, 2025, AS "MUNICIPAL CLERKS WEEK" IN THE CITY OF SOUTH PASADENA

Hector Gomez, Chief City Clerk, read and accepted the proclamation.

4. A PROCLAMATION DECLARING MAY AS "ASIAN AMERICAN AND PACIFIC ISLANDER HERITAGE MONTH" IN THE CITY OF SOUTH PASADENA

Hector Gomez, Chief City Clerk read the proclamation and Julie Wong, VP of Culture for the South Pasadena Chinese American Club Executive Board accepted the proclamation.

CHANGES TO THE AGENDA

5. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

None.

CONSENT CALENDAR

Item Nos. 8 and 9 were pulled for separate discussion via public comment. A motion was made by Councilmember Cacciotti and seconded by Mayor Pro Tem Rossi to approve Item Nos. 6, 7 and 10 of the consent calendar, as presented. The motion carried 5-0, by the following vote:

AYES: Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun
NOES: None.
ABSENT: None.
ABSTAINED: None.

6. CONSIDERATION OF THE APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF $93,756.99; GENERAL CITY WARRANTS IN THE AMOUNT OF $621,607.23; ONLINE PAYMENTS IN THE AMOUNT OF $117,978.80; VOIDS IN THE AMOUNT OF ($2,197.13); PAYROLL IN THE AMOUNT OF $1,077,453.65.

Recommendation
It is recommended that the City Council approve the Warrants as presented.

A motion was made to approve the recommendation on the Consent Calendar.

7. CONSIDERATION OF APPROVAL OF THE SPECIAL CITY COUNCIL MEETING MINUTES FOR APRIL 28, 2025 AND MARCH 26, 2025

Recommendation
It is recommended that the City Council consider the approval of the minutes for the Special City Council Meeting for April 28, 2025 and March 26, 2025.

A motion was made to approve the recommendation on the Consent Calendar.

8. CONSIDERATION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING ARTICLE XI (PURCHASING) AND ARTICLE XIII (AWARDING PUBLIC WORKS CONTRACTS) OF CHAPTER 2 (ADMINISTRATION) OF THE SOUTH PASADENA MUNICIPAL CODE TO UPDATE PROCUREMENT PROVISIONS, INCLUDING REMOVING INCONSISTENCIES AND ADOPTING PROVISIONS FOR EMERGENCY SITUATIONS AND MAINTENANCE WORK

Recommendation
It is recommended that the City Council introduce by title only and waive full reading of an Ordinance amending Article XI (Purchasing) and Article XIII (Awarding Public Works Contracts) of Chapter 2 of the South Pasadena Municipal Code updating the procurement provisions, removing inconsistencies and adopting provisions for contracting in emergencies and maintenance work.

In Person Public Comments
Josh B. spoke regarding the item.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Councilmember Ferguson to approve Item No. 8, as presented. The motion carried 5-0, by the following vote:

AYES: Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun
NOES: None.
ABSENT: None.
ABSTAINED: None.

9. CONSIDERATION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 34 (TREES AND SHRUBS) RELATED TO THE PROCESS FOR OBTAINING TREE REMOVAL PERMITS FOR DEAD OR DYING TREES AND THE TREE REPLACEMENT REQUIREMENT

Recommendation
It is recommended that the City Council introduce for first reading and waive full reading of the Ordinance amending Chapter 34 (Trees and Shrubs) related to the process for tree removal permits and the replacement requirement for trees that are

no longer viable, such as dead or dying trees.

In Person Public Comments
Alex R. and Angelo G. spoke regarding the item.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Councilmember Primuth to approve Item No. 9, as presented. The motion carried 4-0-0-1, by the following vote:

AYES: Cacciotti, Primuth, Rossi, Mayor Braun
NOES: None.
ABSENT: None.
ABSTAINED: Ferguson

10. CONSIDERATION OF APPROVAL OF AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH THE ARROYO GROUP FOR SERVICES RELATED TO THE HOUSING ELEMENT, IN THE AMOUNT OF $49,873

Recommendation
It is recommended that the City Council consider approval of an amendment to the professional services agreement with the Arroyo Group, for services related to the Housing Element, in the amount of $49, 873, for a new total contract amount not to exceed of $189,043.

A motion was made to approve the recommendation on the Consent Calendar.

PUBLIC HEARING

11. CONSIDERATION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 36 (ZONING) OF THE CITY CODE OF THE CITY OF SOUTH PASADENA TO ADD SECTION 36.250.060 ADOPTING A CAMINO DEL CIELO OVERLAY ZONING DISTRICT, MAKING FINDINGS TO SUPPORT THE ZONING CODE AND MAP AMENDMENT, AND FINDING THE ORDINANCE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

Recommendation
Staff recommends that the City Council introduce the ordinance amending Chapter 36 (Zoning) of the South Pasadena Municipal Code to add Section 36.250.060 adopting the Camino del Cielo Overlay Zoning District by title only and waive full reading and find that the ordinance is exempt from the California Environmental Quality Act as set forth in the staff report.

Dave Snow, Assistant City Attorney, gave a presentation and responded to questions from the City Council.

The Mayor opened the Public Hearing at 8:20 P.M.

In Person Public Comment

Tom A., Jennifer A., Alma R., and Gabriel R. spoke regarding the item.

Zoom Public Comment

George K., Josh A. spoke regarding the item.

The Mayor closed the Public Hearing at 8:36 P.M.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Councilmember Primuth to approve Item No. 11, as presented. The motion carried 4-1, by the following vote:

AYES: Cacciotti, Primuth, Rossi, Mayor Braun
NOES: Ferguson
ABSENT: None.
ABSTAINED: None.

ACTION/DISCUSSION

12. CONSIDERATION TO PARTNER WITH THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY (METRO) FOR THE DELIVERY AND USE OF A THRONE LABS RESTROOM FACILITY AS PART OF METRO'S INITIATIVES FOR THE 2026 WORLD CUP AND 2028 OLYMPIC AND PARALYMPIC GAMES

Recommendation
It is recommended that the City Council consider partnering with the Los Angeles County Metropolitan Transportation Authority for the delivery and use of a Throne Labs restroom facility as part of an initiative for the 2026 World Cup and 2028 Olympic and Paralympic Games and authorize the City Manager to execute any documents or agreements related thereto.

Lucy Hakobian, Community Services Director, gave a presentation and responded to questions from the City Council.

In Person Public Comment
Yvonne L., and Josh B. spoke regarding the item.

Zoom Public Comment
Josh A. spoke regarding the item.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Mayor Pro Tem Rossi to approve Item No. 12, as presented. Staff is further directed to bring back the site plan before council to determine the location and to beautify the throne. The motion carried 5-0, by the following vote:

AYES:	Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun
NOES:	None.
ABSENT:	None.
ABSTAINED:	None.

13. CONSIDERATION OF A RESOLUTION ESTABLISHING THREE NEW EMPLOYEE CLASSIFICATIONS, JOB DESCRIPTIONS AND SALARY RANGES; APPROVING SALARY RANGE ADJUSTMENTS FOR FOUR CURRENT POSITIONS; AND APPROVING THE ALLOCATION OF FUNDS FROM MULTIPLE FUNDS AND VACANT POSITIONS TO SUPPORT THE PERSONNEL REQUESTS

Recommendation
It is recommended that the City Council consider adoption of the proposed Resolution to:

1. Approve and establish the job classification and salary range for the CIP Program Manager;
2. Approve and establish the job classification and salary range for the CIP Project Manager;
3. Approve and establish the job classification and salary range for the CIP Analyst;
4. Approve the salary adjustment and updated salary range for the Principal Engineer position;
5. Approve the salary adjustment and updated salary range for the Accounting Manager-Controller position;
6. Approve the salary adjustment and updated salary range for the Community Development Director position;
7. Approve the salary adjustment and updated salary range for the Planning Manager;
8. Approve the salary adjustment and updated salary range for the Public Affairs Manager position;
9. Approve the salary adjustment and updated salary range for the Public Works Director position;
10. Approve the allocation of funds from the Public Works Inspector position to the

CIP Project Manager; and

11. Approve the allocation of funds from the Special/Enterprise Funds and General Fund support the changes.

Tina Lopez, Human Resources and Risk Manager, gave a presentation and responded to questions from the City Council.

In Person Public Comment
Josh B. spoke regarding the item.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Councilmember Ferguson to approve Item No. 13, as presented. The motion carried 5-0, by the following vote:

AYES:	Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun
NOES:	None.
ABSENT:	None.
ABSTAINED:	None.

Resolution No. 7901 was adopted.

PUBLIC COMMENT – CONTINUED

14. CONTINUED PUBLIC COMMENT - GENERAL

None.

COMMUNICATIONS

15. COUNCILMEMBERS COMMUNICATIONS

Councilmember Primuth spoke regarding his time as a chaperone to a group of students on a trip to China.

Councilmember Ferguson thanked staff for their work. He spoke regarding his attendance at the recent Southern California Association of Governments and Clean Power Alliance meetings.

Mayor Pro Tem Rossi spoke regarding her recent attendance at the Cal Cities Legislative Conference in Sacramento last month.

Councilmember Cacciotti spoke about his recent activities, including attending the "Prayer Breakfast," the last Design Review Board meeting, a meeting of the San Gabriel Council of Governments, and participating in a ride/run event at the park with local children and Mayor Braun.

Mayor Braun expressed her gratitude for city staff, the council and the community.

16. CITY MANAGER COMMUNICATIONS

None.

ADJOURNMENT

There being no further matters, Mayor Braun adjourned the meeting at 9:30 P.M. to Wednesday, May 21, 2025 at 7:00 P.M. in the City Council Chambers.

Respectfully submitted:

_____
Hector Gomez
Chief City Clerk

APPROVED

_____
Janet Braun
Mayor

ATTEST:

_____
Hector Gomez
Chief City Clerk

CITY OF SOUTH PASADENA
CITY COUNCIL - REGULAR MEETING

M I N U T E S
WEDNESDAY, MAY 21, 2025, AT 7:00 P.M.

CALL TO ORDER:

The Regular Meeting of the South Pasadena City Council was called to order by Mayor Braun on Wednesday, May 21, 2025, at 7:00 P.M. The City Council Chambers are located at 1424 Mission Street, South Pasadena, California.

ROLL CALL:

PRESENT	Mayor	Janet Braun
	Mayor Pro Tem	Sheila Rossi
	Councilmember	Michael A. Cacciotti
	Councilmember	Omari Ferguson
	Councilmember	Jon Primuth
ABSENT		

Hector Gomez, Chief City Clerk announced a quorum.

CITY STAFF PRESENT:

Todd Hileman, City Manager; Roxanne Diaz, City Attorney; Hector Gomez, Chief City Clerk were present at Roll Call. Other staff members presented reports or responded to questions as indicated in the minutes.

PLEDGE OF ALLEGIANCE

The Flag Salute was led by Mayor Braun

CLOSED SESSION ANNOUNCEMENTS

1. CLOSED SESSION ANNOUNCEMENTS

A. <u>CONFERENCE WITH LABOR NEGOTIATORS</u>
Government Code Section 54957.6

City Negotiator: Todd Hileman, City Manager
Unrepresented Management Employees: Community Development Director

City Attorney Roxanne Diaz stated that no reportable action was taken during the closed session.

PUBLIC COMMENT

2. PUBLIC COMMENT – GENERAL (NON-AGENDA ITEMS)

<u>In Person Public Comments</u>

David B. spoke regarding Christianity and his recent publication in the South Pasadena Review.

Josh B. spoke regarding the Finance Commission.

Bryan S. spoke regarding the toilet installation at the Metro station.

PRESENTATIONS

3. A PROCLAMATION DECLARING MAY 18-24, 2025 AS "PUBLIC WORKS WEEK" IN THE CITY OF SOUTH PASADENA

Anteneh Tesfaye, Deputy Public Works Director, read and accepted the proclamation.

4. AN UPDATE FOR THE SOUTH PASADENA HISTORICAL MUSEUM FROM THE SOUTH PASADENA PRESERVATION FOUNDATION

Jennifer Trotoux from the South Pasadena Preservation Foundation gave an update on the South Pasadena Historical Museum.

INFORMATIONAL REPORTS

5. INFORMATIONAL REPORT ON RENTER PROTECTION MEASURES AND POTENTIAL EXTERNAL FUNDING SOURCES TO SUPPORT RENTERS AND PRESERVATION OF AFFORDABLE HOUSING

Recommendation
It is recommended that the City Council receive and file this report.

In Person Public Comments
Deborah L. spoke regarding the item.
Josh B. spoke regarding the item.
Anne B. spoke regarding the item.

Eduardo Lizarraga, Senior Management Analyst, gave a presentation and responded to questions from the City Council.

CHANGES TO THE AGENDA

6. REORDERING OF, ADDITIONS, OR DELETIONS TO THE AGENDA

None.

CONSENT CALENDAR

Item Nos. 10 and 18 were pulled for separate discussion via public comment. Item No. 16 was pulled for separate discussion by Mayor Pro Tem Rossi. A motion was made by Councilmember Cacciotti and seconded by Councilmember Primuth to approve Item Nos. 7-9, 11-15 and 17 of the consent calendar, as presented. The motion carried 5-0, by the following vote:

AYES: Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun
NOES: None.
ABSENT: None.
ABSTAINED: None.

7. CONSIDERATION OF THE APPROVAL OF PREPAID WARRANTS IN THE AMOUNT OF $112,153.53; GENERAL CITY WARRANTS IN THE AMOUNT OF $762,837.56; ONLINE PAYMENTS IN THE AMOUNT OF $ 18,135.56; VOIDS IN THE AMOUNT OF ($0); PAYROLL IN THE AMOUNT OF $865,507.41.

Recommendation
It is recommended that the City Council approve the Warrants as presented.

A motion was made to approve the recommendation on the Consent Calendar.

8. **ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING ARTICLE XI (PURCHASING) AND ARTICLE XIII (AWARDING PUBLIC WORKS CONTRACTS) OF CHAPTER 2 (ADMINISTRATION) OF THE SOUTH PASADENA MUNICIPAL CODE TO UPDATE PROCUREMENT PROVISIONS, INCLUDING REMOVING INCONSISTENCIES AND ADOPTING PROVISIONS FOR EMERGENCY SITUATIONS AND MAINTENANCE WORK**

   Recommendation

   Staff recommends the City Council adopt the Ordinance amending Article XI (Purchasing) and Article XIII (Awarding Public Works Contracts) of Title 2 (Administration) of the South Pasadena Municipal Code updating the procurement provisions.

   A motion was made to approve the recommendation on the Consent Calendar.

   Ordinance No. 2397 was adopted.

9. **ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 34 (TREES AND SHRUBS) RELATED TO THE PROCESS FOR OBTAINING TREE REMOVAL PERMITS FOR DEAD OR DYING TREES AND THE TREE REPLACEMENT REQUIREMENT**

   Recommendation

   Staff recommends the City Council adopt the Ordinance amending Chapter 34 (Trees and Shrubs) related to the process for tree removal permits and the replacement requirement for trees that are no longer viable, such as dead or dying trees.

   A motion was made to approve the recommendation on the Consent Calendar.

   Ordinance No. 2398 was adopted.

10. **ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 36 (ZONING) OF THE CITY CODE OF THE CITY OF SOUTH PASADENA TO ADD SECTION 36.350.060 ADOPTING A CAMINO DEL CIELO OVERLAY ZONING DISTRICT, MAKING FINDINGS TO SUPPORT THE ZONING CODE AND MAP AMENDMENT**

    Recommendation

    Adopt the the Ordinance amending Chapter 36 (Zoning) of the South Pasadena Municipal Code to add Section 36.250.060 adopting the Camino del Cielo Overlay Zoning District.

In Person Public Comments
Jennifer A. spoke regarding the item.

Zoom Public Comments
Josh A. spoke regarding the item.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Mayor Braun to approve Item No. 10, as presented. The motion carried 5-0, by the following vote:

AYES: Cacciotti, Primuth, Rossi, Mayor Braun
NOES: Ferguson
ABSENT: None.
ABSTAINED: None.

Ordinance No. 2399 was adopted.

11. CONSIDERATION OF APPROVAL OF A SUBDIVISION IMPROVEMENT AGREEMENT WITH FSM SOPAS, LLC AND ACCEPTING THE PERFORMANCE AND LABOR/MATERIALS BONDS FOR PUBLIC IMPROVEMENTS FOR THE 1020 EL CENTRO SUBDIVISION FINAL MAP 84122

Recommendation
It is recommended that the City Council approve a Subdivision Improvement Agreement, in the final form approved by the City Attorney, and accept the performance and labor/material bonds for public improvements as part of Final Map No. 84122 for 1020 El Centro Street.

A motion was made to approve the recommendation on the Consent Calendar.

12. CONSIDERATION OF APPROVAL OF AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH MOSAIC PUBLIC PARTNERS, LLC FOR EXECUTIVE RECRUITMENT SEARCH SERVICES, IN THE AMOUNT NOT TO EXCEED OF $27,500, FOR A NEW TOTAL CONTRACT AMOUNT OF $55,000

Recommendation
It is recommended that the City Council consider approval of the proposed amendment to the professional services agreement with Mosaic Public Partners, LLC, for executive recruitment search services, in an amount not to exceed of $27,500, for a new total contract amount of $55,000.

A motion was made to approve the recommendation on the Consent Calendar.

13. CONSIDERATION OF A PROFESSIONAL SERVICES AGREEMENT WITH EUROFINS EATON ANALYTICAL, LLC IN THE AMOUNT OF $65,000 PER FISCAL YEAR, TO PROVIDE POTABLE WATER QUALITY LABORATORY TESTING AND REPORTING SERVICES FOR FISCAL YEAR 2024-25 THROUGH 2026-27

Recommendation

It is recommended that the City Council consider entering into and approving a Professional Services Agreement with Eurofins Eaton Analytical, LLC to provide potable water quality laboratory testing and reporting services for Fiscal Year 2024-25 through 2026-27 for a not-to-exceed amount of $65,000 per Fiscal Year in the final form approved by the City Attorney.

A motion was made to approve the recommendation on the Consent Calendar.

14. RECEIVE AND FILE THE ANNUAL ADJUSTMENT FOR FISCAL YEAR 2025-2026 WATER AND SEWER CAPACITY CHARGES

Recommendation

It is recommended that the City Council receive and file information related to the annual adjustment of Water and Sewer Development Impact Fees, also referred to as Water and Sewer Capacity Charges, for Fiscal Year (FY) 2025-2026.

A motion was made to approve the recommendation on the Consent Calendar.

15. ACCEPT PROJECT COMPLETION, AUTHORIZE FILING OF THE NOTICE OF COMPLETION FOR THE FIRE STATION BAY APPARATUS DOOR REPLACEMENT PROJECT NO. 005178, AND AUTHORIZE RELEASE OF THE RETENTION PAYMENT TO COMMERCIAL DOOR COMPANY, INC. IN THE AMOUNT OF $10,298.75.

Recommendation

It is recommended that the City Council consider:

1. Accepting the Fire Station Bay Apparatus Door Replacement Project No. 005178 (Project) as complete; and
2. Authorizing the recordation of the Notice of Completion (NOC) with the Los Angeles County Registrar-Recorder County Clerk; and
3. Authorizing release of retention payment to Commercial Door Company, Inc. (Contractor) in the amount of $10,298.75.

A motion was made to approve the recommendation on the Consent Calendar.

16. ADOPTION OF A RESOLUTION INITIATING THE PROCEEDINGS AND ORDERING OF THE PREPARATION OF THE ENGINEER'S REPORT FOR FISCAL YEAR 2025-2026 LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

Recommendation

It is recommended that the City Council:

1. Adopt the attached Resolution initiating the proceedings for the Fiscal Year (FY) 2025-2026 Lighting and Landscaping Maintenance District (LLMD); and
2. Authorize the preparation of the Engineer's Report for the annual levy and collection of assessments.

Ted Gerber, Public Works Director, gave a presentation and responded to questions from the City Council.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Councilmember Primuth to approve Item No. 16, as presented. The motion carried 5-0, by the following vote:

AYES: Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun
NOES: None.
ABSENT: None.
ABSTAINED: None.

Resolution No. 7902 was adopted.

17. CONSIDERATION OF APPROVING AMENDMENTS TO MASTER ON-CALL PROFESSIONAL SERVICES AGREEMENTS FOR PUBLIC WORKS PROJECTS & PROGRAMS TO EXTEND THE TERMINATION DATE UNTIL JUNE 30, 2028 AND UPDATE THE FEES AND RATES DURING THE EXTENDED PERIOD AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE AMENDMENTS

Recommendation

It is recommended that the City Council approve the amendments to the existing master on-call professional services agreement with multiple vendors that are currently providing services to the City in order to extend the termination date of the agreement to June 30, 2028 and update the fees and rates for the extended period and authorize the City Manager to execute the amendments in the final form approved by the City Attorney, in order to continue the services of these on-call professional services across twenty-nine disciplines for Public Works projects and programs.

A motion was made to approve the recommendation on the Consent Calendar.

18. CONSIDERATION OF A RESOLUTION ESTABLISHING TWO NEW EMPLOYEE CLASSIFICATIONS, JOB DESCRIPTIONS AND SALARY RANGES; APPROVING THE RECLASSIFICATION OF AN EXISTING POSITIONS; APPROVING SALARY RANGE ADJUSTMENT FOR ONE POSITION; AND APPROVING THE ALLOCATION OF FUNDS FROM MULTIPLE FUNDS AND VACANT POSITIONS TO SUPPORT THE PERSONNEL REQUESTS

Recommendation

It is recommended that the City Council consider adoption of the proposed Resolution to:

1. Approve and establish the job classification and salary range for the Senior Accountant;
2. Approve and establish the job classification and salary range for the Streets Superintendent;
3. Approve the salary adjustment and updated salary range for the Budget & Purchasing Manager position;
4. Approve the reclassification of the vacant Management Analyst position in the Finance Department to a Senior Accountant.
5. Approve the allocation of funds from the vacant Management Analyst position to the Senior Accountant; and
6. Approve the allocation of funds from the Special/Enterprise Funds and General Fund to support the changes.

In Person Public Comments

Josh B. spoke regarding the item.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Mayor Pro Tem Rossi to approve Item No. 18, as presented. The motion carried 5-0, by the following vote:

AYES: Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun
NOES: None.
ABSENT: None.
ABSTAINED: None.

Resolution No. 7903 was adopted.

ACTION/DISCUSSION

19. CONSIDERATION OF APPROVAL OF APPROPRIATIONS FOR FISCAL YEAR 2024-2025

Recommendation

It is recommended that the City Council consider the approval of the following appropriations for Fiscal Year 2024-2025

1. Appropriate $774,009 in General Funds to Account No. 103-2010-2501-8161-001 to fully fund the City's Insurance expenses for the FY 2024-2025;
2. Appropriate $120,000 from Water Enterprise Funds and $30,000 from Sewer Enterprise Funds to Account No. 101-2030-2032-8150-000 to fully fund the expenses incurred for the respective enterprise divisions;
3. Appropriate $16,000 in General Funds to Account No. 101-5010-5011-8180-000 to align with the revenues received by the Fire Department for plan check services;
4. Appropriate a total of $82,500 in General Funds to fully fund the costs of the expenses incurred by the City as a result of the January 2025 Windstorm and Fire Emergency, in the following accounts: $8,100 to Account No. 101-6010-6410-8020-000, $22,500 to Account No. 215-6010-6115-8180-000, $19,200 to Account No. 215-6010-6310-8170-000, $19,400 to Account No. 215-6010-6310-8180-000, and $13,300 to Account No. 215-6010-6310-8184-000;
5. Appropriate $113,100 in General Funds to Account No. 101-6010-6601-8120-000 to fully fund emergency repairs to the Senior Center and City Hall buildings; and
6. Appropriate $23,000 in General Funds to Account No. 101-6010-6601-8180-000 to fully fund emergency cleaning services costs incurred by the City.

William Castrillon, Budget and Purchasing Manager; and Ted Gerber, Public Works Director, gave a presentation and responded to questions from the City Council.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Councilmember Ferguson to approve Item No. 19, as presented. The motion carried 5-0, by the following vote:

AYES: Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun
NOES: None.
ABSENT: None.
ABSTAINED: None.

20. CONSIDERATION OF ADOPTION OF A RESOLUTION APPROVING THE FIRST AMENDED AND RESTATED EXCLUSIVE SOLID WASTE HANDLING AGREEMENT WITH ARAKELIAN ENTERPRISES, INC. (DBA ATHENS SERVICES) AND AUTHORIZING STAFF TO INITIATE A PROPOSITION 218 PUBLIC HEARING; AND APRROVE A LETTER AGREEMENT WITH ATHENS SERVICES RELATED TO THE PAUSE ON THE ANNUAL RATE ADJUSTMENT

Recommendation

It is recommended that the City Council:

1. Adopt a Resolution that: (a) approves the first amended and restated agreement with Athens Services for Exclusive Solid Waste Handling services (Amended Agreement) in the final form approved by the City Attorney and City Manager; and directs staff to proceed and schedule a Proposition 218 (Prop 218) public hearing to consider the proposed solid waste rate adjustment changes and provide notice of the public hearing; and
2. Approve a letter agreement with Athens Services regarding a pause on the July 1, 2025 annual rate adjustment until the conclusion of a Prop 218 public hearing and authorize the City Manager to sign and transmit the same.

Arpy Kasparian, Environmental Services and Sustainability Manager, gave a presentation and responded to questions from the City Council.

In Person Public Comment
Josh B. spoke regarding the item.

Zoom Public Comment
Steven L. spoke regarding the item.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Mayor Pro Tem Rossi to approve Item No. 20, as presented. The motion carried 4-0-0-1, by the following vote:

AYES:	Cacciotti, Primuth, Rossi, Mayor Braun
NOES:	None.
ABSENT:	None.
ABSTAINED:	Ferguson

Resolution No. 7904 was adopted.

21. APPROVAL OF THE CITY OF SOUTH PASADENA INVESTMENT POLICY FOR FISCAL YEAR 2025-2026

Recommendation
It is recommended that the City Council approve the City's Investment Policy for Fiscal Year 2025-2026.

Zhen Tao, City Treasurer, gave a presentation and responded to questions from the City Council.

Zoom Public Comment
Steven L. spoke regarding the item.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Mayor Pro Tem Rossi to approve Item No. 21, as presented. The motion carried 5-0, by the following vote:

AYES:	Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun
NOES:	None.
ABSENT:	None.
ABSTAINED:	None.

22. CONSIDERATION OF APPROVAL OF AN INVESTMENT ADVISORY AGREEMENT BETWEEN THE CITY AND PAYDEN & RYGEL FOR INVESTMENT SERVICES

Recommendation

It is recommended that the City Council approve the investment advisory agreement with Payden & Rygel for investment services in the form approved by the City Attorney and City Manager and authorize the City Treasurer and City Manager to execute any and all documents to effectuate the agreement. In addition, the City Treasurer and City Manager are authorized to take the appropriate action to terminate the existing agreements with Western Assets Management Company and Morgan Stanley.

Zhen Tao, City Treasurer, gave a presentation and responded to questions from the City Council.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Cacciotti and seconded by Mayor Pro Tem Rossi to approve Item No. 22, as presented. The motion carried 5-0, by the following vote:

AYES:	Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun
NOES:	None.
ABSENT:	None.
ABSTAINED:	None.

23. APPEAL OF THE NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION'S DECISION TO APPROVE A TREE REMOVAL PERMIT OF TWO TREES AT 1459 INDIANA AVENUE

Recommendation

It is recommended that the City Council hold an appeal hearing, consider the documents relating to the tree removal permit application, receive public testimony

from the applicant and the appellant on the permit application, and then consider a motion to deny the appeal and uphold the decision of approval by the Natural Resources and Environmental Commission.

Michael Vartanians, Principal Engineer, gave a presentation and responded to questions from the City Council.

In Person Public Comment
Erika M. and Matt M. spoke regarding the item.

COUNCIL MOTION AND ACTION

A motion was made by Councilmember Ferguson and seconded by Councilmember Primuth to approve Item No. 23, as presented. The motion carried 4-1, by the following vote:

AYES:	Cacciotti, Ferguson, Primuth, Mayor Braun
NOES:	Rossi
ABSENT:	None.
ABSTAINED:	None.

PUBLIC COMMENT – CONTINUED

24. CONTINUED PUBLIC COMMENT - GENERAL

None.

COMMUNICATIONS

25. COUNCILMEMBERS COMMUNICATIONS

Councilmember Ferguson made a motion to bring the Rental Housing Program back on the agenda for discussion. The motion failed for lack of a second.

Councilmember Cacciotti spoke regarding his recent attendance at the Gold Line Construction Authority meeting, at the district award event hosted by Judy Chu, at the senior luncheon, at the Police Officer promotion ceremony.
Councilmember Cacciotti motioned to direct staff to look into the AB2766 Fund for a potential incentive program to assist staff with paying for public transportation. Councilmember Primuth Seconded.

Mayor Pro Tem Rossi spoke regarding her attendance at the Police Officer promotion ceremony and her meeting with Metro.

Mayor Pro Tem Rossi motioned to direct staff to look into additional tenant protections around properties that are being sold and giving additional times for tenants. Councilmember Ferguson Seconded.

Mayor Braun highlighted the Library Master Plan survey, the "Mission at Twilight" event on June 22, the Women's Club scholarships, the Oneonta Club scholarships, the district award event hosted by Judy Chu, The Chinese American club, and the South Pasadena Preservation Foundation. She went on to thank Barbara E. for her work at the nature park, Bruce and Diana K. for their work picking up trash throughout the city. She thanked city staff and the City Council for their work.

26. CITY MANAGER COMMUNICATIONS

None.

ADJOURNMENT

There being no further matters, Mayor Braun adjourned the meeting at 10:40 P.M. to Wednesday, June 4, 2025 at 7:00 P.M. in the City Council Chambers.

Respectfully submitted:

_____
Hector Gomez
Chief City Clerk

APPROVED

_____
Janet Braun
Mayor

ATTEST:

_____
Hector Gomez
Chief City Clerk

City Council Agenda Report

ITEM NO. 7

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Roxanne Diaz, City Attorney

SUBJECT: **ADOPTION OF AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING ARTICLE 7 (DEFINITIONS) OF CHAPTER 36 (ZONING) OF THE SOUTH PASADENA MUNICIPAL CODE TO AMEND THE DEFINITION OF "CITY ENGINEER"**

Recommendation

It is recommended that the City Council adopt the ordinance amending Title 7 (Definitions) of Chapter 36 (Zoning) of the South Pasadena Municipal Code to amend the definition of "City Engineer."

Background

At the City Council meeting of June 18, 2025, the City Council introduced the ordinance amending the definition of City Engineer. The ordinance will revise the definition to define the City Engineer as the person designated by the City to fill that role and allow the City Manager flexibility in the recruitment for a new Public Works Director.

Analysis

California's Business and Professions Code provides that each city shall have at least one licensed engineer that is designated as the person responsible for professional engineer work for each branch of professional engineering practiced in any department of the city. Generally, this person is designated as the City Engineer, however, that person does not need to be the Public Works Director. Cities comply with this requirement in a variety of ways -- namely by designating a public works staff member as the City Engineer or having contract engineering firms take that role when doing work for the City. Revising this definition will allow the City, through the City Manager, to assign the role of City Engineer to one of the professional engineers on staff as appropriate. The proposed ordinance states that the City Engineer is the "person designated by the City as the City Engineer for the City." The proposed revision of this definition aligns with the current recruitment for a Public Works Director which does not require that a candidate be registered with the state as a professional engineer, although it is highly desirable.

Fiscal Impact

There is no fiscal impact in adopting this ordinance.

Attachment:
Attachment No. 1 - Ordinance Updating the Definition of City Engineer

Attachment No. 1

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING ARTICLE 7 (DEFINITIONS) OF CHAPTER 36 (ZONING) OF THE SOUTH PASADENA MUNICIPAL CODE TO AMEND THE DEFINITION OF "CITY ENGINEER"

THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 36.700.020(C) of Article 7 (Definitions) of Chapter 36 (Zoning) of the South Pasadena Municipal Code is hereby amended to read as follows:

"City Engineer". The person designated by the City as the City Engineer for the City."

SECTION 2. The City Clerk shall certify to the passage of this Ordinance and shall cause the same to be published in the manner prescribed by law, and this Ordinance shall become effective 30 days following its adoption.

PASSED, APPROVED AND ADOPTED on this 16th day of July, 2025.

AYES:

NOES:

ABSENT:

ABSTAIN:

_____
Janet Braun, Mayor

ATTEST:

_____
Hector Gomez, Chief City Clerk

APPROVED AS TO FORM:

_____
Roxanne Diaz, City Attorney

City Council Agenda Report

ITEM NO. 8

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: William Castrillon, Budget and Purchasing Manager
Alma Medina, Assistant to the City Manager

SUBJECT: **CONSIDERATION TO APPROVE THE SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH LAKEVIEW CONSULTING, LLC., FOR TEMPORARY STAFFING SERVICES, AT A COST OF $78,000, FOR A NEW TOTAL NOT-TO-EXCEED AMOUNT OF $126,000, AND EXTENDING THE AGREEMENT THROUGH SEPTEMBER 31, 2025**

Recommendation

It is recommended that the City Council consider approving the proposed second Amendment to the Professional Services Agreement with Lakeview Consulting, LLC., in the amount of $78,000, for continued temporary staffing services and amending the scope of work to include Senior Consultant services for a payroll system audit, for a new total not-to-exceed compensation amount of $126,000, and extending the agreement through September 31, 2025.

Executive Summary

The Finance Department continues to experience staffing vacancies in key leadership positions. To maintain operational stability and compliance with financial reporting requirements, the City has engaged Lakeview Consulting, LLC., to provide Interim Accounting Manager/Controller services. Most recently, staff engaged Lakeview Consulting, LLC., to provide a proposal for a payroll system audit to be conducted by a Senior Consultant from the firm. Staff is recommending approval of an amendment to the existing agreement to extend and amend the scope of work to include the proposed payroll system audit, through September 31, 2025, and to increase the total compensation by $78,000. This will ensure uninterrupted financial oversight while recruitment for permanent staff continues and will provide the assistance needed in the Finance Department in resolving payroll matters.

Background

The City entered into an agreement with Lakeview Consulting, LLC., to provide interim Accounting Manager/Controller services following the departure of key staff in the Finance Department. These services have been essential in maintaining the City's financial operations, including oversight of accounting functions, audit coordination, and preparation of financial statements. Due to ongoing vacancies in the department, continued interim support is requested to ensure operational continuity and compliance with financial regulations and reporting requirements. Aside from the currently provided staffing services, staff is recommending the amendment of the scope of work to include the services of a Senior

Consultant to perform a payroll system audit for internal assessment purposes to identify inefficiencies or discrepancies.

Analysis
Lakeview Consulting has delivered consistent, high-quality interim support to the Finance Department. The existing agreement is set to expire before permanent staff are expected to be hired. To avoid a gap in critical financial leadership and operational knowledge, staff recommends extending the term of the agreement through September 31, 2025. The amendment would also increase the contract amount by $78,000, which is projected to be sufficient to cover continued services based on current usage levels.

Of the proposed $78,000 amendment amount, $30,000 is designated to the newly proposed scope of work for the payroll system audit and $48,000 is for the continued temporary staffing services for Accounting Manager/Controller.

The proposed scope of the payroll system audit includes:

1. Review of current payroll workflow
2. Evaluation of internal controls
3. Identify potential risks and provide recommendations
4. Review the system accuracy
5. Sample test transactions
6. Interview employees
7. System enhancement review

The City will receive a formal report with the detailed procedures performed and resulting findings. The purpose of a payroll system audit is to ensure accuracy and compliance, detecting and preventing fraud, enhancing financial accuracy while also increasing operational efficiency through findings and recommendations.

Retaining a known and effective consultant during this transitional period and needed assessment reduces the risk of operational delays and ensures that the City's financial responsibilities, including upcoming audit and budget processes, are met in a timely and professional manner.

Fiscal Impact
If approved, the proposed amendment will be included in the Finance Department's proposed Fiscal Year 2025-2026 budget in Account No. 101-3010-3041-8020-000.

Attachment:
Attachment No. 1 - Proposed Second Amendment
Attachment No. 2 - First Amendment
Attachment No. 3 - Professional Services Agreement

SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR CONSULTANT SERVICES

THIS AMENDMENT ("Amendment") is made on this 16th day of July 2025, by and between the CITY OF SOUTH PASADENA ("CITY") and LAKEVIEW CONSULTING, LLC. ("CONSULTANT').

RECITALS

WHEREAS, on May 19, 2025, the CITY and CONSULTANT entered into an Agreement for PROFESSIONAL SERVICES ("Agreement") for CONSULTANT to perform Interim Accounting Manager-Controller services for the City; and

WHEREAS, the original Agreement was in the amount of $30,000, for the Scope of Services; and

WHEREAS, on June 18th, 2025, the City and Consultant executed an amendment to increase the total contract in an amount not to exceed $18,000 and extend the term of the agreement through July 31, 2025, bringing the aggregate total of Agreement and this Amendment being a sum total of $48,000; and

WHEREAS, the CITY desires to execute an Amendment to increase the total contract in an amount not to exceed $78,000 and extend the term of the agreement through September 31, 2025, and amend the scope of work to include payroll system audit services. The aggregate total of Agreement and this Amendment is a sum total of $126,000; and

NOW THEREFORE, THE CITY AND THE CONSULTANT AGREE AS FOLLOWS:

1. That Section 3.1 "Scope of Services" is amended to include services for a payroll system audit, and include attached proposal, Exhibit A.

2. That Section 3.4 "Maximum Amount" of the Agreement is hereby amended to read as follows:
   "Maximum Amount": The highest total compensation and cost payable to CONSULTANT by CITY under this agreement. The Maximum Amount under this Agreement is One-Hundred Twenty-Six Thousand Dollars ($126,000).

3. That Section 3.6 “Termination Date” of the Agreement is hereby amended to read as follows:
   “Termination Date”: September 31, 2025

4. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

“City” City of South Pasadena	“Consultant” Lakeview Consulting, LLC.
By:_____ *Signature*	By:_____ *Signature*
Printed: Todd Hileman	Printed: Jonathon Davis
Title: City Manager	Title: Director of Business Services
Date:_____	Date:_____

Attest:

By:_____
Hector Gomez, Chief City Clerk

Date:_____

Approved as to form:

By:_____
Roxanne M. Diaz, City Attorney

Date:_____

Lakeview Consulting, LLC
3855 Collins Street
West Sacramento, CA 95691
Phone: (925) 303-6122
Email: Admin@Lakeviewconsultancy.com

June 20, 2025

City of South Pasadena
Attn: Josette Reina-Luken
Interim Assistant City Manager / Administrative Services Director
City Hall
1414 Mission Street
South Pasadena, CA 91030

Subject: Proposal for Payroll System Audit – Agreed-Upon Procedures Engagement

Engagement Objective

This project is being undertaken voluntarily by the City for internal assessment purposes. Lakeview Consulting will perform specific agreed-upon procedures designed in coordination with the City. At the conclusion of the engagement, a final written report will be submitted to the Office of the City Manager, detailing the procedures performed and our findings.

If we encounter any limitations during the engagement, we will inform the City Manager or designee and document those limitations in our final report. The report will also note that if additional procedures had been performed, other findings might have emerged.

Compensation and Timeline

- Project Fee: $30,000
- Project Start Date: July 14, 2025
- Project Duration: 6 weeks total
  - Weeks 1–5: Fieldwork and desk work
  - Week 6: Report preparation and delivery to management

All work will be conducted efficiently and collaboratively, with a focus on delivering actionable insights and practical recommendations.

City Responsibilities

To support a successful engagement, the City will provide:
1. Access to all relevant payroll data and documentation;
2. Timely responses to information requests during the review period;
3. Access to personnel for interviews or clarifications;
4. A signed management representation letter at the conclusion, confirming responsibility for payroll controls and accuracy.

Scope of Work – Agreed-Upon Procedures

1. Payroll Workflow Review – Analyze the full payroll process from timecard submission through disbursement, including benefits payment and ledger reconciliation.
2. Internal Control Evaluation – Review internal control mechanisms over payroll processing, accounting, and reconciliation functions.
3. Risk Identification and Recommendations – Identify control weaknesses or process gaps that may allow errors to occur and go undetected, and provide recommendations to mitigate such risks.
4. System Accuracy Review – Evaluate payroll computations in the City's Springbrook system to confirm accuracy for wages and benefits.
5. Sample Transaction Testing – Select multiple pay periods and trace payroll processing from start to finish across departments, confirming proper ledger entry and account usage.
6. Employee Interviews – Engage payroll staff to identify any past payroll issues, understand resolutions implemented, and assess the robustness of corrective actions.
7. System Enhancement Review – If appropriate, suggest alternate or supplementary tools that could integrate with Springbrook to strengthen payroll operations.

Lead Consultant

Yazminda Gray, Senior Consultant, will oversee the project. She brings a wealth of public sector consulting experience, including operational audits, process improvement strategies, and financial systems analysis. Her collaborative approach ensures that recommendations are both realistic and tailored to the City's operational environment.

Deliverables

- A formal report detailing procedures performed and resulting findings
- Recommendations for process and control enhancements
- Strategic system integration suggestions (if applicable)

Conclusion

We appreciate the opportunity to partner with the City of South Pasadena in conducting this critical review of its payroll systems. Lakeview Consulting, LLC is committed to delivering high-quality insights that foster operational integrity, compliance, and improved service delivery.

Should this proposal meet your expectations, we are ready to proceed with an engagement letter and project scheduling. Please contact us at (925) 303-6122 or Admin@Lakeviewconsultancy.com with any questions or further instructions.

Sincerely,

Jonathon Davis

Jonathon Davis
Director of Business Development
Lakeview Consulting, LLC

Docusign Envelope ID: 660392BC-2FE4-456D-9166-FDF7CDDE9C8B

FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR CONSULTANT SERVICES

THIS AMENDMENT ("Amendment") is made on this 18th day of June 2025, by and between the CITY OF SOUTH PASADENA ("CITY") and LAKEVIEW CONSULTING, LLC. ("CONSULTANT').

RECITALS

WHEREAS, on May 19, 2025, the CITY and CONSULTANT entered into an Agreement for PROFESSIONAL SERVICES ("Agreement") for CONSULTANT to perform Interim Accounting Manager-Controller services for the City; and

WHEREAS, the original Agreement was in the amount of $30,000, for the Scope of Services; and

WHEREAS, the CITY desires to execute an Amendment to increase the total contract in an amount not to exceed $18,000 and extend the term of the agreement through July 31, 2025. The aggregate total of Agreement and this Amendment is a sum total of $48,000; and

NOW THEREFORE, THE CITY AND THE CONSULTANT AGREE AS FOLLOWS:

1. That Section 3.4 "Maximum Amount" of the Agreement is hereby amended to read as follows:
   "Maximum Amount": The highest total compensation and cost payable to CONSULTANT by CITY under this agreement. The Maximum Amount under this Agreement is Forty-Eight Thousand Dollars ($48,000).

2. That Section 3.6 "Termination Date" of the Agreement is hereby amended to read as follows:
   "Termination Date": July 31, 2025

3. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

Docusign Envelope ID: 660392BC-2FE4-456D-9166-FDF7CDDE9C8B

"City"
City of South Pasadena

By: Signed by: Todd Hileman
5CF386AC460044B...
Signature

Printed: Todd Hileman

Title: City Manager

Date: 6/24/2025

"Consultant"
Lakeview Consulting, LLC.

By: Signed by: Jonathan Davis
EC761F8D0B194C8...
Signature

Printed: Jonathon Davis

Title: Director of Business Services

Date: 6/24/2025

Attest:

By: Signed by: Mark Perez
BA951D463FA04A5...
Hector Gomez, Chief City Clerk

Date: 6/25/2025

Approved as to form:

By: DocuSigned by: Roxanne Diaz
A7888E55A8A244F...
Roxanne M. Diaz, City Attorney

Date: 6/24/2025

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

PROFESSIONAL SERVICES AGREEMENT FOR CONSULTANT SERVICES

(City of South Pasadena / Lakeview Consulting, LLC.)

1. IDENTIFICATION

This PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into by and between the City of South Pasadena, a California municipal corporation ("City"), and Lakeview Consulting, LLC. ("Consultant").

2. RECITALS

2.1. City has determined that it requires the following professional services from a consultant: Interim Accounting Manager-Controller

2.2. Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

2.3. Consultant represents that it has no known relationships with third parties, City Council members, or employees of City which would (1) present a conflict of interest with the rendering of services under this Agreement under Government Code Section 1090, the Political Reform Act (Government Code Section 81000 *et seq.*), or other applicable law, (2) prevent Consultant from performing the terms of this Agreement, or (3) present a significant opportunity for the disclosure of confidential information.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

3. DEFINITIONS

3.1. "Scope of Services": See Exhibit A

3.2. "Agreement Administrator": The Agreement Administrator for this project is Todd Hileman, City Manager. The Agreement Administrator shall be the principal point of contact at the City for this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim milestones. The City reserves the right to change this designation upon written notice to Consultant.

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

3.3. "Approved Fee Schedule": Consultant's compensation rates are set forth in the fee schedule attached hereto as Exhibit B and incorporated herein by this reference. This fee schedule shall remain in effect for the duration of this Agreement unless modified in writing by mutual agreement of the parties.

3.4. "Maximum Amount": The highest total compensation and costs payable to Consultant by City under this Agreement. The Maximum Amount under this Agreement is Thirty Thousand Dollars ($30,000.00).

3.5. "Commencement Date": May 19, 2025

3.6. "Termination Date": June 30, 2025

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier under Section 18 ("Termination") below. Consultant may request extensions of time to perform the services required hereunder. Such extensions shall be effective if authorized in advance by City in writing and incorporated in written amendments to this Agreement.

5. CONSULTANT'S DUTIES

5.1. **Services**. Consultant shall perform the services identified in the Scope of Services. The City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

5.2. **Coordination with City**. In performing services under this Agreement, Consultant shall coordinate all contact with City through its Agreement Administrator.

5.3. **Budgetary Notification**. Consultant shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Consultant shall concurrently inform the Agreement Administrator, in writing, of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.

5.4. **Business License.** Consultant shall obtain and maintain in force a City business license for the duration of this Agreement.

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

5.5. **Professional Standards.** Consultant shall perform all work to the standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict-of-interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).

5.6. **Avoid Conflicts.** During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if such work would present a conflict interfering with performance under this Agreement. However, City may consent in writing to Consultant's performance of such work.

5.7. **Appropriate Personnel.** Consultant has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Josette Reina-Luken shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.

5.8. **Substitution of Personnel.** Any persons named in the proposal or Scope of Services constitutes a promise to the City that those persons will perform and coordinate their respective services under this Agreement. Should one or more such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of the City. If the City and Consultant cannot agree to the substitution of key personnel, the City may terminate this Agreement for cause.

5.9. **Permits and Approvals.** Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.

5.10. **Notification of Organizational Changes.** Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or of any subcontractor. Change of ownership or control of Consultant's firm may require an amendment to this Agreement.

5.11. **Records.** Consultant shall maintain all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written requests of the City. In addition, pursuant to Government

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

6. SUBCONTRACTING

6.1. **General Prohibition.** This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.

6.2. **Consultant Responsible.** Consultant shall be responsible to City for all services to be performed under this Agreement.

6.3. **Identification in Fee Schedule.** All subcontractors shall be specifically listed and their billing rates identified in the Approved Fee Schedule, Exhibit B. Any changes must be approved by the Agreement Administrator in writing as an amendment to this Agreement.

6.4. **Compensation for Subcontractors.** City shall pay Consultant for work performed by its subcontractors, if any, only at Consultant's actual cost plus an approved mark-up as set forth in the Approved Fee Schedule, Exhibit B. Consultant shall be liable and accountable for all payments, compensation, and federal and state taxes to all subcontractors performing services under this Agreement. The City shall not be liable for any payment, compensation, or federal and state taxes for any subcontractors.

7. COMPENSATION

7.1. **General.** City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept payment in accordance with the Fee Schedule in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Consultant shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.

7.2. **Invoices.** Consultant shall submit to City an invoice, monthly or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. All labor charges shall be itemized by employee name and classification/position with the firm, the corresponding hourly rate, the hours worked, a description of each labor charge, and the total amount due for labor charges.

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

7.3. **Taxes.** City shall not withhold applicable taxes or other payroll deductions from payments made to Consultant except as otherwise required by law. The consultant shall be solely responsible for calculating, withholding, and paying all taxes.

7.4. **Disputes.** The parties agree to meet and confer at mutually agreeable times to resolve any disputed amounts contained in an invoice submitted by the Consultant.

7.5. **Additional Work.** Consultant shall not be reimbursed for any expenses incurred for work performed outside the Scope of Services unless prior written approval is given by the City through a fully executed written amendment. Consultant shall not undertake any such work without prior written approval of the City.

7.6. **City Satisfaction as Precondition to Payment.** Notwithstanding any other terms of this Agreement, no payments shall be made to Consultant until City is satisfied that the services are satisfactory.

7.7. **Right to Withhold Payments.** If Consultant fails to provide a deposit or promptly satisfy an indemnity obligation described in Section 11, City shall have the right to withhold payments under this Agreement to offset that amount.

8. PREVAILING WAGES

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. Consultant shall defend, indemnify, and hold the City, tis elected officials, officers, employees, and agents free and harmless form any claim or liability arising out of any failure or alleged failure of Consultant to comply with the Prevailing Wage Laws.

9. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

10. RELATIONSHIP OF PARTIES

10.1. **General.** Consultant is, and shall at all times remain as to City, a wholly independent contractor.

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

10.2. **No Agent Authority.** Consultant shall have no power to incur any debt, obligation, or liability on behalf of the City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.

10.3. **Independent Contractor Status.** Under no circumstances shall Consultant or its employees look to the City as an employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant's previously earned California Public Employees Retirement System ("CalPERS") retirement benefits, if any, and Consultant specifically assumes the responsibility for making such a determination. Consultant shall be responsible for all reports and obligations including, but not limited to social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation, and other applicable federal and state taxes.

10.4. **Indemnification of CalPERS Determination.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. INDEMNIFICATION

11.1 **Definitions.** For purposes of this Section 11, "Consultant" shall include Consultant, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement. "City" shall include City, its officers, agents, employees and volunteers.

11.2 **Consultant to Indemnify City.** To the fullest extent permitted by law, Consultant shall indemnify, hold harmless, and defend City from and against any and all claims, losses, costs or expenses for any personal injury or property damage arising out of or in connection with Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or failure to comply with any provision in this Agreement.

11.3 **Scope of Indemnity.** Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, Property damage shall include injury to any personal or real property. Consultant shall not be required to indemnify City for such loss or damage as is caused by the sole active negligence or willful misconduct of the City.

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

11.4 **Attorneys Fees.** Such costs and expenses shall include reasonable attorneys' fees for counsel of City's choice, expert fees and all other costs and fees of litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.

11.5 **Defense Deposit.** The City may request a deposit for defense costs from Consultant with respect to a claim. If the City requests a defense deposit, the Consultant shall provide it within 15 days of the request.

11.6 **Waiver of Statutory Immunity.** The obligations of Consultant under this Section 11 are not limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City.

11.7 **Indemnification by Subcontractors.** Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 11 from each and every subcontractor or any other person or entity involved in the performance of this Agreement on Consultant's behalf.

11.8 **Insurance Not a Substitute.** City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Consultant's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

12. INSURANCE

12.1. **Insurance Required.** Consultant shall maintain insurance as described in this section and shall require all of its subcontractors, consultants, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

12.2. **Documentation of Insurance.** The City will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. Consultant shall file with City:

- Certificate of Insurance, indicating companies acceptable to City, with a Best's Rating of no less than A:VII showing. The Certificate of Insurance must include the following reference: Interim Accounting-Manager-Controller.
- Documentation of Best's rating acceptable to the City.
- Original endorsements effecting coverage for all policies required by this Agreement.

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

- City reserves the right to obtain a full certified copy of any Insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of the right to exercise later.

12.3. **Coverage Amounts.** Insurance coverage shall be at least in the following minimum amounts:

• Professional Liability Insurance:	$1,000,000 per occurrence, $2,000,000 aggregate
• General Liability:	
• General Aggregate:	$2,000,000
• Products Comp/Op Aggregate	$2,000,000
• Personal & Advertising Injury	$1,000,000
• Each Occurrence	$1,000,000
• Fire Damage (any one fire)	$ 100,000
• Medical Expense (any 1 person)	$ 10,000
• Workers' Compensation:	
• Workers' Compensation	Statutory Limits
• EL Each Accident	$1,000,000
• EL Disease - Policy Limit	$1,000,000
• EL Disease - Each Employee	$1,000,000
• Automobile Liability	
• Any vehicle, combined single limit	$1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured

12.4. **General Liability Insurance.** Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.

12.5. **Worker's Compensation Insurance.** Consultant is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Consultant will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California. If Consultant has no employees while performing services under

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

this Agreement, workers' compensation policy is not required, but Consultant shall execute a declaration that it has no employees.

12.6. **Professional Liability Insurance or Errors & Omissions Coverage.** The deductible or self-insured retention may not exceed $50,000. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work. Coverage shall be continued for two years after the completion of the work by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.

12.7. **Claims-Made Policies.** If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

12.8. **Additional Insured Endorsements.** The City, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured for each policy required herein, other than Professional Errors and Omissions and Worker's Compensation, for liability arising out of ongoing and completed operations by or on behalf of the Consultant. Consultant's insurance policies shall be primary as respects any claims related to or as the result of the Consultant's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Consultant's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.

12.9. **Failure to Maintain Coverage.** In the event any policy is canceled prior to the completion of the project and the Consultant does not furnish a new certificate of insurance prior to cancellation, City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Consultant under this Agreement. Failure of the Consultant to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.

12.10. **Notices.** Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Consultant shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. The consultant shall provide proof that cancelled or expired policies of insurance have been renewed or replaced with other policies

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is City of South Pasadena, Attn: Tina Lopez, Human Resources & Risk Manager, South Pasadena, CA 91030.

12.11. **Consultant's Insurance Primary.** The insurance provided by Consultant, including all endorsements, shall be primary to any coverage available to City. Any insurance or self-insurance maintained by the City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.

12.12. **Waiver of Subrogation.** Consultant hereby waives all rights of subrogation against the City. Consultant shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.

12.13. **Report of Claims to City.** Consultant shall report to the City, in addition to the Consultant's insurer, any and all insurance claims submitted to Consultant's insurer in connection with the services under this Agreement.

12.14. **Premium Payments and Deductibles.** Consultant must disclose all deductibles and self-insured retention amounts to the City. The City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, City must approve all such amounts prior to execution of this Agreement.

City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Consultant shall be responsible for all premiums and deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.

12.15. **Duty to Defend and Indemnify.** Consultant's duties to defend and indemnify City under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

13. MUTUAL COOPERATION

13.1. **City Cooperation in Performance.** City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.

13.2. **Consultant Cooperation in Defense of Claims.** If any claim or action is brought against City relating to Consultant's performance in connection with this Agreement,

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

Consultant shall render any reasonable assistance that City may require in the defense of that claim or action.

14. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

Todd Hileman, City Manager
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7212
Facsimile: (626) 403-7241

If to Consultant

Jonathon Davis
Director of Business Services
Lakeview Consulting

3855 Collins St.
West Sacramento, CA 95691
Telephone: (415) 794-5353

With courtesy copy to:

Roxanne Diaz
South Pasadena City Attorney
Richards Watson Gershon
350 South Grand Ave., 37th Floor
Telephone: (213) 626-8484

15. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.11 (Records), paragraph 10.4 (Indemnification of CalPERS Determination), Section 11 (Indemnity), paragraph 12.8 (Claims-Made Policies), paragraph 13.2 (Consultant Cooperation in Defense of Claims), and paragraph 18.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

16. TERMINATION

16.1. **City Termination.** City may terminate this Agreement for any reason on fifteen (15) calendar days' written notice to Consultant. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

16.2. **Consultant Termination.** Consultant may terminate this Agreement for a material breach of this Agreement upon fifteen (15) days' notice.

16.3. **Compensation Following Termination.** Upon termination, Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement. The City shall have the benefit of such work as may have been completed up to the time of such termination.

16.4. **Remedies.** City retains any and all available legal and equitable remedies for Consultant's breach of this Agreement.

17. INTERPRETATION OF AGREEMENT

17.1. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.

17.2. **Integration of Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations here from shall be effective and binding only if made in writing and executed on by City and Consultant.

17.3. **Headings.** The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.

17.4. **Pronouns.** Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).

17.5. **Severability.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

17.6. **No Presumption Against Drafter.** Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

18. GENERAL PROVISIONS

18.1. **Confidentiality.** All data, documents, discussion, or other information developed or received by the Consultant for performance of this Agreement are deemed confidential and Consultant shall not disclose it without prior written consent by City. The City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.

18.2. **Conflicts of Interest.** Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid, nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. The consultant further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

18.3. **Non-assignment.** Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.

18.4. **Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.

18.5. **No Third-Party Beneficiaries.** Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.

18.6. **Time of the Essence.** Time is of the essence for each and every provision of this Agreement.

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

18.7. **Non-Discrimination.** Consultant shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Employment actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. The consultant agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.

18.8. **Waiver.** No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Consultant of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.

18.9. **Excused Failure to Perform.** Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Consultant.

18.10. **Remedies Non-Exclusive.** Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.

18.11. **Attorneys' Fees.** If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, the prevailing party shall be entitled to an award of reasonable attorneys' fees and costs expended in the action.

18.12. **Venue.** The venue for any litigation shall be Los Angeles County, California and Consultant hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

SIGNATURES ON THE FOLLOWING PAGE

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

"City"
City of South Pasadena

By: _____
Signature

Printed: Todd Hileman

Title: City Manager

Date: 5/19/2025

"Consultant"
Lakeview Consulting, LLC.

By: _____
Signature

Printed: Jonathon Davis

Title: Director of Business Services

Date: May 14, 2025

Attest:

By: DocuSigned by: Mark Perez 8C28A8A8EFB14A7...
Mark Perez
Deputy City Clerk

Date: 5/19/2025

Approved as to form:

By: DocuSigned by: Roxanne Diaz A7800E5CA8A241F...
Roxanne Diaz, City Attorney

Date: 5/19/2025

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

Exhibit A

Scope of Services

Serve as and fulfill the duties of the Interim Accounting Manager-Controller with emphasis on timely completion of the FY2024-25 journal entries, bank reconciliation and year-end close, lead the Book of Fees update study, and oversee the sewer and water rate studies. This position will have oversight of assigned lower-level staff during the absence of the primary Finance supervisor.

All services shall be provided onsite. Remote work may be scheduled in advance with approval of the City; the City works on a 4/10 workweek schedule (Monday-Thursday, 10 hours per day). Consultant may work less than 40 hours per week depending on the workload.

Docusign Envelope ID: 927345B5-C52C-49E4-A0AB-0C2790DCFE73

Exhibit B

Fee Schedule

Billable hourly rate of $150 per hour for offsite work and/or $200 per hour for onsite work (travel expenses included in the onsite rate).

City Council Agenda Report

ITEM NO. 9

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Alma Medina, Assistant to the City Manager

SUBJECT: **CONSIDERATION OF APPROVAL OF AN AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH WBCP INC., FOR RECRUITMENT SEARCH SERVICES, IN THE AMOUNT NOT TO EXCEED OF $10,400, FOR A NEW TOTAL CONTRACT AMOUNT OF $56,000**

Recommendation

It is recommended that the City Council consider approval of the proposed amendment to the professional services agreement with WBCP Inc., to amend the compensation for recruitment search services and add the recruitment services for a Chief City Clerk, in an amount not to exceed of $10,400, for a new total contract amount of $56,000.

Executive Summary

Staff is recommending approval of an amendment to the professional services agreement with WBCP, Inc., for recruitment search services, in the amount not to exceed of $10,400 for a new total contract amount of $56,000. The City is currently working with the firm for the recruitment of a Public Affairs Manager, an Accounting Manager-Controller and two Engineering positions. Recently, the current Chief City Clerk resigned from the position and there is a vacancy in the City Clerk Division. Staff requests approval to this amendment to be able to recruit for the vacant Chief City Clerk positions as soon as possible and make payment to the firm.

Background

The City has several important vacancies and has been proactive in retaining recruitment firms to pursue qualified candidates for these positions. On April 2025, the City entered into a professional services agreement with WBCP, Inc., to conduct the recruitment search for the Public Affairs Manager position, in the amount not to exceed of $15,400. On June 18, 2025, the City Council approved an amendment to include the Accounting Manager- Controller and two engineer positions to the scope of work. After the recent resignation of the Chief City Clerk, there is a need to engage WBCP, Inc., for the recruitment of a new Chief City Clerk. There is an urgent need to begin recruitment efforts immediately to avoid any prolonged vacancy that could disrupt critical city operations. The firm has demonstrated an understanding of our needs and is well-positioned to identify and attract high-caliber candidates. Staff is recommending approval of the proposed amendment to add to the scope of work to add to Chief City Clerk recruitment, in the amount not to exceed of $10,400, for a new total contract amount of $56,000.

Analysis

Chief City Clerk Recruitment

The Chief City Clerk position is a Division Manager position and is responsible for budgeting, planning, personnel, customer service, records management and overall management of the City Clerk Division. With this position being vacant, the current Deputy City Clerk will undertake an Acting Chief City Clerk capacity as the recruitment process takes place. The prolonged vacancy of this position can lead to operational inefficiencies in the public-facing Division.

Given current market conditions, this particular position has proven to be difficult to fill through conventional recruitment efforts in the past. Partnering with WBCP, Inc. for this recruitment will enable the City to access a broader and more qualified pool of candidates through targeted outreach and specialized vetting.

Given the scope and significance of these positions, it is imperative to initiate a professional and comprehensive recruitment process as soon as possible. The City does not have internal resources available to manage a recruitment of this scale within the necessary timeframe.

WBCP, Inc., has already been engaged with the City and is familiar with our organizational culture and leadership needs. Amending the existing contract to include the additional recruitment will allow us to streamline efforts, reduce onboarding time for the firm, and ensure an efficient and coordinated approach to filling both critical vacancies.

Alternatives

The City Council does have the option to not approve the proposed amendment. If not approved, the recruitment effort would have to be undertaken by City Staff, which will take longer than if done with a firm, as we do not have such expertise within the agency at the moment.

Fiscal Impact

If approved, the proposed amendment will be included in the proposed Fiscal Year 2025-2026 budget, in Account No. 101-2030-2034-8020-000 (Human Resources- Special Department Expense).

Attachment:

Attachment No. 1 - Proposed Amendment

Attachment No. 2 - First Amendment

Attachment No. 3 - Professional Services Agreement

SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR RECRUITMENT SEARCH SERVICES

THIS AMENDMENT ("Amendment") is made on this 16TH day of July 2025, by and between the CITY OF SOUTH PASADENA ("CITY") and WBCP, INC. ("CONSULTANT').

RECITALS

WHEREAS, on April 21, 2025, the CITY and CONSULTANT entered into an Agreement for PROFESSIONAL SERVICES ("Agreement") for CONSULTANT to perform Recruitment Services for a Public Affairs Manager for the City; and

WHEREAS, the original Agreement was in the amount of $15,400, for Recruitment Services for a Public Affairs Manager; and

WHEREAS, on June 18, 2025 the City and Consultant entered into an amendment to increase the total contract in an amount not to exceed $30,200, for a new aggregate total of Agreement and Amendments sum total of $45,600, and amend the scope of work to include Recruitment Services for a Accounting Manager- Controller and two engineering positions; and

WHEREAS, the City and Consultant desires to execute a second Amendment to increase the total contract in an amount not to exceed $10,400, for a new aggregate total of Agreement and Amendments sum total of $56,000, and amend the scope of work to include Recruitment Services for a Chief City Clerk position; and

NOW THEREFORE, THE CITY AND THE CONSULTANT AGREE AS FOLLOWS:

1. That Section 1 "Services " is amended to include Chief City Clerk Position, and include the attached Proposal, Exhibit A .

2. That Section 2 "Payment" of the Agreement is hereby amended to read as follows:
   "The amount of the contract shall not exceed $56,000."

3. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

"City" City of South Pasadena	"Consultant" WBCP, Inc.
By:_____ *Signature*	By:_____ *Signature*
Printed: Todd Hileman	Printed: Wendi Brown
Title: City Manager	Title: President
Date:_____	Date:_____

Attest:

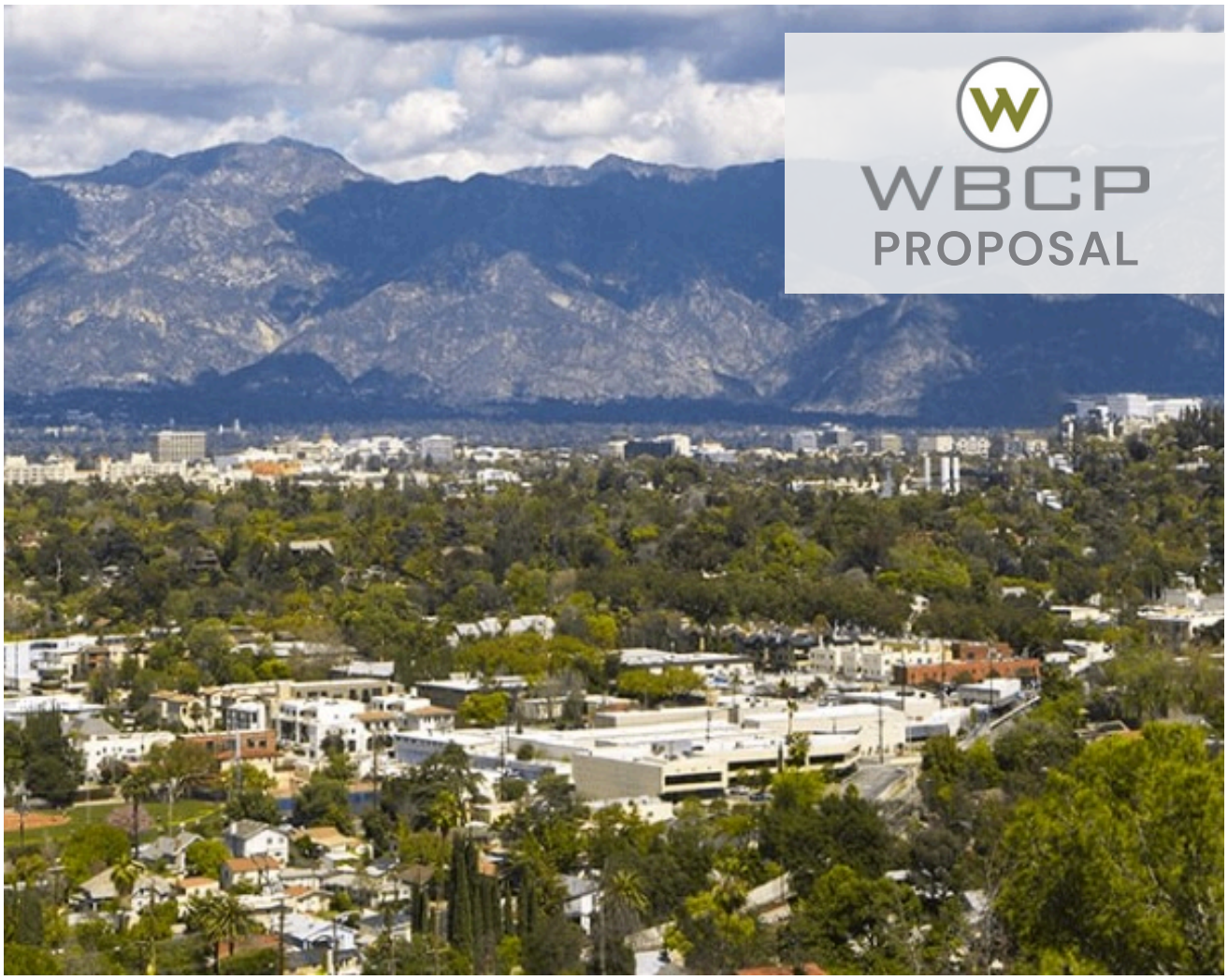
By:_____
Hector Gomez, Chief City Clerk

Date:_____

Approved as to form:

By:_____
Roxanne M. Diaz, City Attorney

Date:_____



RECRUITMENT SERVICES

City of SOUTH PASADENA

CHIEF CITY CLERK
OPTION 1: ADVERTISING & HEADHUNTING

JULY 2, 2025

TABLE OF CONTENTS

SUBJECT		PAGE
I.	COVER LETTER	1 - 2
II.	BACKGROUND/QUALIFICATIONS	3 - 8
III.	ORGANIZATIONAL CHART	9
IV.	WBCP KEY STAFF	10 - 12
V.	RECRUITMENT STRATEGY / PHASES	13
VI.	SCOPE OF WORK	14
VII.	RECRUITMENT TIMELINE	15
VIII.	REFERENCES	16
IX.	MARKETING MATERIAL EXAMPLES	16
X.	COST SHEET / TIMELINE POLICY	17
XI.	OTHER	18

I. COVER LETTER

July 1, 2025

1414 Mission St,
South Pasadena,
CA 91030

RE: City of South Pasadena - Chief City Clerk Recruiting Services

It is our pleasure to submit this proposal for recruitment services to secure your ideal candidate to serve as the Chief City Clerk of the City of South Pasadena. **WBCP has worked on many similar recruitments, and we look forward to the opportunity to partner with your organization on this critical position!**

We trust our proposal will showcase our client-focused recruitment process and will act as a testament that we are passionate about what we do to make our clients happy.

WBCP, Inc. was selected, through a national request for proposal process, as the sole-source vendor for executive recruitment services through a national competitive process conducted by the National Association of Counties (NACo) under the Public Promise Procurement (PPP) program. This cooperative purchasing agreement, with San Diego County serving as the Lead Public Agency (LPA), allows public sector organizations across the U.S. to satisfy competitive procurement requirements and contract directly with WBCP—without the delays or added costs of a traditional RFP process. The PPP/LPA partnership ensures that organizations can engage WBCP quickly, compliantly, and with confidence in the value and quality of service delivered. **Learn more here: https://wbcpinc.com/naco.**

It has been proven that great employees are looking for great employers, not just a paycheck. WBCP provides a broader perspective to recruitment services – going beyond securing the ideal candidate – we brand your organization as an employer of choice. We use eye-catching marketing materials, innovative search practices, and responsive and respectful communications with your applicants and stakeholders.

WBCP is talented at working with you to identify the strengths, challenges, and opportunities of this job, the ideal candidate, and your community and organizational culture. WBCP will work with your stakeholders to design a recruitment strategy that will include a customized engagement process. We will have a series of meetings, discussions, stakeholder interviews, and survey(s) to get to know you, the organization, the community, the culture, and the applicable staff.

My team and I know the California candidate marketplace and have many clients in your region, such as **the County of Los Angeles, County of Orange, County of San Bernardino, City of Pasadena, City of Riverside, City of Long Beach, and City of Culver City (just to name a few).** We have exceptional experience successfully recruiting for similar positions, with several recent notable recruitments including, but not limited to:

- **City Clerk, City of Roseville, CA**
- **City Clerk, City of Solvang, CA**
- **City Clerk, City of Livermore, CA**
- **Deputy City Clerk, City of Petaluma, CA**

To see a full list of our clients and successful recruitments, visit: https://tinyurl.com/3j9bdd79

We have over two decades of experience in public sector executive search services and have provided direct search services through WBCP since 2004. WBCP's executive recruiters are all highly personable and have unique backgrounds that make them well-equipped to take on your recruitments, as you will read their biographies in this proposal. WBCP now has offices in California, Oregon, Washington, and Texas.

I. COVER LETTER

Recruiting top talent has become the number-one topic among administrators. New and innovative recruitment strategies are critical to identifying and securing candidates with a deep understanding of how to assess and meet community needs and address future challenges. WBCP understands the complexity of community leadership, and we are prepared to provide a thorough, complete, and fair recruitment process to provide a diverse applicant pool. **Upon our 2024 year-end review, we found that over the last three years 63% of our placed candidates came from diverse backgrounds.** In fact, we are often selected and told that we bring a larger, more qualified and diverse groups of candidates than they have ever received from past professional recruiters.

Clients also choose our firm over others because of our ability to work with your support staff and stakeholder group (including boards, appointed/elected officials, and engaged constituents), manage all details of a recruitment process, and secure great candidates. Our dedication and commitment to the client are complemented by our deep understanding and ability to effectively navigate challenging political climates.

Our clients have great things to say about the quality of the service we provide and the amazing candidates we find them, In fact, many of our clients are return customers. Please feel comfortable reaching out to these organizations to get their feedback directly.

DIVERSITY

63%

of WBCP candidates placed in positions come from a diverse background

Lastly, we love what we do, and we are passionate about finding exceptional candidates who are also passionate about serving others. WBCP's staff are driven and desire to exceed client expectations. I appreciate your consideration in retaining our services and hope to have an opportunity to work with you in the future.

Best Regards,



Wendi Brown | Founder/President, WBCP, INC.
wendi@wbcpinc.com | 541-664-0376
www.wbcpinc.com

II. BACKGROUND & QUALIFICATIONS.....

Principal: Wendi Brown, President

Company Legal Name: WBCP, Inc. (W. Brown Creative Partners)

Tax ID: 81-5454037

Website: www.wbcpinc.com

Phone: 866-929-WBCP (9227) / 541-664-0376

Address:

- **Oregon (3 offices including WBCP, Inc. Headquarters):** 213 E Main St., Rogue River, OR, 97537; City of Grants Pass and City of Tigard
- **California (5 offices):** San Jose, Gilroy, Roseville, Los Angeles and Santa Barbara
- **Washington:** City of Seattle
- **Texas:** City of Dallas



WOMEN OWNED

WBCP is a 100% women-owned business, an S Corporation, not part of a parent company, and is a registered small business through the US Small Business Administration (SBA). WBCP is registered to do business in all states we serve, and files and pays California S Corporation and personal income tax to the State of California.

BUSINESS HISTORY

WBCP, Inc. has been in business since 2004, and serves nonprofit and public sector organizations. WBCP offers a variety of services, including: partial and full service search services for individual contributor, supervisor, management and executive management positions; human resources consulting: organizational development, training, classification and compensation studies, analysis and assessments, etc.

II. BACKGROUND QUALIFICATIONS.....

WBCP has over 20 years of experience providing search services for public sector and non-profit organizations. We have successfully secured professionals and provided other consulting services in **California, Arizona, Colorado, Idaho, Nevada, New York, Oregon, Texas, Utah, and Washington.**

Cities of: Anaheim (CA), Arcata (CA), Ashland (OR), Astoria (CA), Atwater (CA), Berkeley (CA), Boulder City (NV), Calistoga (CA), Central Point (OR), Ceres (CA), Chandler (AZ), Colfax (CA), Corte Madera (CA), Culver City (CA), Davis (CA), Dunsmuir (CA), Duvall (WA), Fort Worth (TX), Fremont (CA), Fresno (CA), Garibaldi (OR), Gold Hill (OR), Grants Pass (OR), Hemet (CA), Hubbard (OR), Independence (OR), Irvine (CA), Laguna Beach (CA), Larkspur (CA), Lincoln (CA), Livermore (CA), Livingston (CA), Long Beach (CA), Medford (OR), Milpitas (CA), Napa (CA), Novato (CA), Oakland (CA), Orinda (CA), Oxnard (CA), Palo Alto (CA), Park City (UT), Pasadena (CA), Petaluma (CA), Phoenix (AZ), Phoenix (OR), Pismo Beach (CA), Port Hueneme (CA), Portola Valley (CA), Redding (CA), Riverside (CA), Rochester (NY), Rocklin (CA), Rogue River (OR), Roseville (CA), Sacramento (CA), San Francisco (CA), San Rafael (CA), Santa Maria (CA), Santa Monica (CA), Santa Paula (CA), Santa Rosa (CA), Solvang (CA), Sonoma (CA), South Pasadena (CA), Sutter Creek (CA), Talent (OR), Truckee (CA), Ventura (CA), Vernon (CA), Victorville (CA), West Hollywood (CA), Windsor (CA).

Counties of: Alameda (CA), Colusa (CA), Contra Costa (CA), Del Norte (CA), El Paso (CO), Fresno (CA), Humboldt (CA), Jackson (OR), King (WA), Lake (CA), Lane (OR), Los Angeles (CA), Marin (CA), Mariposa (CA), Mendocino (CA), Merced (CA), Mono (CA), Napa (CA), Nevada (CA), Orange (CA), Placer (CA), Riverside (CA), Sacramento (CA), San Benito (CA), San Bernardino (CA), San Diego (CA), San Francisco (CA), San Joaquin (CA), San Luis Obispo (CA), San Mateo (CA), Santa Barbara (CA), Santa Clara (CA), Santa Cruz (CA), Shasta (CA), Solano (CA), Sonoma (CA), Stanislaus (CA), Tehama (CA), Tuolumne (CA), Yolo (CA), Yuba (CA).

Local and National Councils, Boards, and Districts: Bear Valley Community Services District, Boulder Creek Fire Protection District, California Prison Industry Authority (CALPIA), Cosumnes Community Services District, Hass Avocado Board (HAB), Jackson County Fire District 5, Los Angeles County Employees Retirement Association (LACERA), Mendocino County Air Quality Management District, Metropolitan Transportation Commission (MTC), Modesto Irrigation District, Monterey One Water, Nevada Irrigation District, Newark Chamber of Commerce, North American Blueberry Council/U.S. Highbush Blueberry Council (NABC/USHBC), Oakland Housing Authority, Olivehurst Public Utility District, Orange County Employees Retirement System (OCERS), Placer County Transportation Planning Agency (PCTPA), Port of Long Beach (CA), Rogue Valley Sewer Services, Sacramento Area Flood Control Agency (SAFCA), Sacramento Area Sewer District, Sacramento Employment & Training Agency (SETA), Sacramento Public Library Authority, Sacramento Suburban Water District, San Benito Council of Governments, San Benito County Water District, San Joaquin County Employees' Retirement Association (SJCERA), San Joaquin Tributaries Authority, San Rafael Sanitation District (SRSD), San Ramon Valley Fire Protection District, Sonoma County Library, South Coast Air Quality Management District, Tri-City Mental Health Authority (TCMHA), Truckee-Donner Public Utility District (TDPUD), Tuolumne Utilities District, Valley Water, West Basin Municipal Water District.

Nonprofit and Joint Powers Authorities (JPAs): California Corrections, California Municipal Utilities Association (CMUA), Center Point, Central California Legal Services (CCLS), Community Food Bank, Community Works, Dogs for Better Lives/Dogs for the Deaf, Downtown Streets Team, East Bay Regional Communications Systems Authority, First 5 (Alameda County, California Association, Fresno, Santa Barbara County, San Mateo), Futures Without Violence (Family Violence Protect Fund), Gold Coast Health, Greater Richmond Interfaith Program (GRIP), LA Public Media, Latino Public Broadcasting, Los Angeles Unified School District (LAUSD), Northern Valley Catholic Social Service (NVCSS), Options Recovery, Radio Bilingüe, Sacramento County Superior Court, Sacramento Public Library Authority (SPLA), Santa Barbara Superior Court, Santa Cruz County Animal Services Authority, Teton County Joint Housing Authority (TCJHA), Transitions-Mental Health Association, Valley Consortium for Medical Education (VCME), Water Forum, West Angeles Church of God in Christ.

Private Organizations: CDS Publications, Central California Truck and Trailer, Morton & Pitalo, NAVA, SWEED, Tekmanagement, Touchstone Accounting.

Consulting services (classification and compensation services, competency modeling, job description development, job family development, job analysis): City of Fremont (CA), City of Medford (OR), City of Santa Maria (CA), City of Santa Paula (CA), County of Humboldt (CA), County of Mariposa (CA), County of Santa Barbara (CA), and County of San Luis Obispo (CA).

II. BACKGROUND & QUALIFICATIONS.....

INDUSTRIES

- Organizational Leadership
- Economic Development
- Facilities & Operations
- Financial, Administrative Services, Accounting, Auditing
- Health & Human Services, Housing, Unhoused
- HR, Risk, Labor/Employee Relations
- Information Technology
- Legal, Counsel, Clerk
- Library
- Marketing, Communications, PR
- Parks & Rec, Community Services, Arts
- Planning, Environmental, Community Development, Building, Transit
- Public Safety
- Public Works, Transportation, Engineering

BELOW IS A LIST OF SIMILAR RECRUITMENTS WBCP HAS MANAGED:

LEGAL, COUNSEL, CLERK

- City Attorney, City of Newport, CA
- City Attorney, City of Santa Maria, CA
- City Attorney, City of Vernon, CA
- County Counsel I/II/III, Assistant County Counsel (5 positions), County of Santa Barbara, CA
- County Counsel, County of Jackson, OR
- County Counsel, County of Marin, CA
- County Counsel, County of Napa, CA
- County Counsel, County of Orange, CA
- County Counsel, County of San Benito, CA
- County Counsel, County of San Bernardino, CA
- County Counsel, County of Solano, CA
- Agency Counsel, Sacramento Area Flood Control Agency (SAFCA), CA
- Chief Counsel, San Joaquin County Employees' Retirement Association (SJCERA), CA
- Chief District Attorney Investigator, County of Marin, CA
- Chief Deputy District Attorney, County of Marin, CA
- Assistant Chief Investigator, County of Orange, CA
- Deputy County Counsel, County of Tulare, CA
- Deputy County Counsel IV, County of Jackson, OR
- Deputy District Attorney I, County of Jackson, OR
- Deputy General Counsel, San Diego Port Authority, CA
- Deputy City Attorney III/IV Utilities, City of Anaheim, CA
- Assistant City Attorney – Ethics Officer, City of Anaheim, CA
- Assistant City Attorney – Public Utilities, City of Anaheim, CA
- Assistant City Attorney (planning and development), City of Santa Maria, CA
- Assistant City Attorney, City of Roseville, CA
- Attorney II or Attorney III - District Attorney's Office, Nevada County, CA
- Civil Attorney (2 positions), Tulare County, CA
- Chief Counsel, San Joaquin County Employees' Retirement Association (SJCERA), CA
- City Clerk, City of Colfax, CA
- City Clerk, City of Livermore, CA
- City Clerk, City of Roseville, CA
- City Clerk, City of Solvang, CA
- Assistant County Clerk-Recorder/Registrar of Voters, County of Nevada, CA

II. BACKGROUND & QUALIFICATIONS.....

LEGAL, COUNSEL, CLERK

- Deputy City Clerk, City of Petaluma, CA
- Family Court Services Manager, Sacramento Superior Court, CA
- Court Operations Director, King County District Court, WA
- General Counsel, Orange County Employees Retirement System (OCERS), CA
- Public Defender, County of Humboldt, CA
- Public Defender, County of Santa Cruz, CA
- Public Defender, County of Solano, CA
- Registrar of Voters, County of Marin, CA
- Registrar of Voters, County of San Bernardino, CA
- Administrative Assistant - Legal Counsel, Valley Water, CA

Check out our full list of recruitments here: https://tinyurl.com/3j9bdd79

II. BACKGROUND & QUALIFICATIONS.....

RECRUITING WITH DIVERSITY IN MIND

Since partnering with the country's largest network of diversity job boards, ***we have seen a 21% increase in diverse applicants and a 13% increase*** *in diverse candidates placed in positions with our clients. This demonstrates WBCP's dedication to expanding outreach and removing barriers to apply, ensuring access to a highly qualified and diverse applicant pool.*

600 Diversity Job Boards:

When you post a job with WBCP, it is automatically shared across 600 diversity job boards, maximizing reach and ensuring access to a wide and inclusive pool of talent. We also utilize the largest diversity database with over 160 million resumes and 15,000 community based organization contacts to expand our search.

LinkedIn:

As LinkedIn recruiters, we have access to over 1 Billion profiles, allowing us to evaluate candidates' backgrounds, education, experience, licensure, and more.

AI:

WBCP also leverages AI tools to gather additional information to effectively reach future applicants and candidates contact information for emails and phone numbers.

WBCP understands the complexities of meeting the needs of a diverse community, and we provide a thorough, complete, and fair recruitment process.

WBCP

Streamline and Satisfy the RFP Process to receive recruiting on demand. Reach out to WBCP today for more information.

PUBLIC PROMISE PROCUREMENT Powered by NACo

COUNTY OF SAN DIEGO

Scan to learn more!

II. BACKGROUND & QUALIFICATIONS.....

WHY CHOOSE WBCP

Proven Expertise:

- **Over 20 Years in Business and 100+ Years of Experience:** With over a century of combined experience, our recruitment professionals excel in public service sectors, including cities, counties, utilities, special districts, joint powers authorities, and non-profits. Our proven track record ensures expertise tailored to your needs.

- **100% Success Rate:** In 2024, we achieved a 100% success rate, successfully filling every position we managed including partial and full scope services from engineering, planning, finance, health and human services, legal, legislative, hard-to-fill civil service positions, and many more! We deliver results no matter what the challenge.

Employer Recognition: WBCP has been recognized as Oregon's TOP 100 EMPLOYERS.

HR Teams Trust Us: We simplify the recruitment process, managing every detail so HR teams can focus on other priorities. From sourcing candidates to scheduling interviews and providing updates, our seamless approach saves time, reduces stress, and ensures results.

Strategic Marketing and Advertising: Our marketing team designs targeted campaigns using diverse, cost-effective channels powered by AI. These campaigns maximize reach while staying within budget and include:

- Diverse Applicant Pools: Access to over 600 diversity-focused job boards, 15,000 diversity affiliations, and 120 million resumes ensures diversity is integral to our process.
- LinkedIn Recruiter Expertise: With access to 230 million U.S. profiles, we connect you with top-tier talent.
- AI-Driven Talent Acquisition: Advanced AI strategies enhance efficiency and uncover new candidate engagement opportunities.

Trusted Partners and Culture Cultivators: We go beyond finding candidates by building trust with your team and stakeholders. Our tailored strategies align top talent with your organizational culture, ensuring a collaborative and thoughtful recruitment process.

Recruiting with Competencies: Ensures a fair, measurable, and effective hiring process. This strategic approach helps identify the client's needs and then assesses candidates on the critical skills and behaviors for success.
Benefits:

- Fairness: Focuses on role-specific competencies.
- Measurability: Provides objective evaluation criteria.
- Better Matches: Aligns talent with organizational and cultural needs.
- Equitable: Reduces bias with standardized assessments.

Recruiting with competencies delivers high-quality, measurable solutions that ensure the best candidates for your team's success and cultural alignment.

Timely and effective background and Reference Checks: WBCP partners with a trusted third party for thorough background checks and relies on a 30-year public safety veteran, retired as a police chief, and an expert in employee investigations, to conduct expert reference verifications. This ensures accuracy, professionalism, and confidence in every hiring decision.

Guaranteed Satisfaction: We stand behind our work with a 12-24 month guarantee. If the initial placement doesn't work out, we will conduct a replacement search at no additional consulting fee, ensuring lasting value for your investment.

III. BACKGROUND & QUALIFICATIONS.....

EXECUTIVE LEADERSHIP

WENDI BROWN
President/Sr. Recruiter

RICHARD KUHNS, Psy.D
Vice President of Recruitment & Culture

HEATHER JACK
Director of Finance & Operations

MANAGEMENT/RECRUITERS

JOSETTE REINA-LUKEN
Executive Recruiter

TERI MAUS-NISICH
Sr. Executive Recruiter

LEVI KUHLMAN
Executive Recruiter

LAUREN GERSON
Executive Recruiter

DD GRISSOM
Talent Acquisition Manager

MAGGIE ALEXANDRE
Executive Search Associate

STEPHANIE LAWSON
Recruitment Manager

KARLEE BECKSTEAD
Marketing & Communications Manager

ADMINISTRATIVE PROFESSIONALS

LEAH MURPHY
Project Manager

SHANI PEARCE
Project Manager

LANE NOLAN
Project Manager

ANNA BROWN
Talent Acquisition Specialist

ANGELA EDWARDS
Talent Acquisition Specialist

SOFIA QURAISHI
Talent Acquisition Specialist

ALEX LE
Copywriter

RYAN BROWN
IT Technician II

MADDY SCHWARZ
Marketing & Events Coordinator

JAMI GILMAN
Marketing Assistant

AIMEE KUHLMAN
Operations Assistant

KATIE GARROTTO
Recruitment Assistant

JAYCE HERBOLD
Recruitment Assistant

CREATIVE PARTNERS / SENIOR ADVISORS

BRUCE GRIFFITHS
Organizational Development/ IO Psychologist

STEVE BROWN
National Account Manager

BILL LANDIS
Public Safety Investigator

ALAN ROSEN
Executive Recruiter/ Sr. Facilitator

BERNIE LICATA
Organizational Development Consultant

SCOTT BECKSTEAD, JD
Sr. Advisor

MIKE LUKEN
Sr. Facilitator

WILLIAM RACOWSCHI
Fire/Public Safety

CHRISTY WURSTER
Sr. Facilitator

RIVKAH SASS
Retired Library Director/Sr. Facilitator

WBCP STATISTICS

WBCP is a 100% woman-owned business. Staff and consultants are a diverse mix of gender/ethnicity
Age ranges from 24 - 70+



IV. WBCP KEY STAFF.....

WENDI BROWN
Lead Consultant/ Sr. Executive Recruiter



I am the President of WBCP, with over 20 years of experience in marketing and advertising and combine this with my background in recruiting to successfully place hard-to-fill, management, and executive positions. My team and I are passionate about helping organizations improve their recruitment services, place great talent, conduct department assessments, redesign antiquated processes, revise job descriptions, conduct salary and benchmark studies, and more. I have worked in various industries – advertising and public relations, national real estate franchisor, global manufacturing – and I have worked with nonprofit and public sector organizations since 1999. Formerly, I was an internal Human Resources Consultant for the County of Orange, California, providing countywide communications, human resources, executive search, and recruiter training services to the Assistant Chief Executive Office/Human Resources Director and, at that time, 25 decentralized departments, with 17,000 employees, serving a community of 300,000. I have a Bachelor's of Science in Business Administration with an emphasis in Marketing from Colorado Technical University; have earned several certificates in Project Management, Global Business, Marketing, and Human Resources; and working toward a Master's in Management at Southern Oregon University

RICHARD KUHNS
Vice President of Recruiting & Culture



Richard Kuhns is a retired County Administrative Officer with over 28 years of experience in the Public Sector. He is currently the VP of Recruiting and Organizational Culture for WBPC. Richard began his career in Law Enforcement, transferring his focus to Administration where he served as the Director of Housing and Community Action, Behavioral Health, General Services, and Solid Waste. Richard has a "find a way, to find a way" mentality. With his vast knowledge and experience in the Public Sector he has an intuitive understanding of working with government leaders, policy makers, and the public. Richard achieved a Bachelor of Science in Business Management, a Master of Arts in Behavioral Science with an emphasis in Conflict Resolution and Negotiations, and a Doctorate in Clinical Psychology. For the past three years Richard has worked as an Executive Recruiter and Behavioral Health Consultant. As a Consultant, he worked with several Northern California Counties creating and implementing the newly state mandated 24/7 Mobile Crisis. He has now focused his time and efforts on assisting WBCP clients in finding and securing the top candidate for your organization.

IV. WBCP KEY STAFF

TERRI MAUS-NISICH
Sr. Executive Recruiter



Terri Maus-Nisich holds a pivotal role as one of our Senior Executive Recruiters, leveraging her extensive background as a distinguished leader in local government. With a local government career spanning over 40 years, Terri's journey includes transformative roles within the County of Santa Barbara, where she ascended from Parks Director to Assistant County Executive Officer, overseeing vital municipal and health/human service departments. Her remarkable impact encompasses leadership in Homeless Services, Communications, and Emergency Management, driving community engagement, disaster recovery, and support for vulnerable populations. Before her tenure in Santa Barbara, Terri spent 15 years with the City of Santa Clarita in roles ranging from analyst to Deputy City Manager. Throughout her remarkable career, Terri prioritized strategic planning, organizational development, and innovative problem-solving, garnering numerous awards. She holds a Bachelor's Degree from UC Santa Barbara, a Masters of Public Administration from Cal State Northridge, and a graduate certificate from Harvard University's JFK School of Government.

LAUREN GERSON
Executive Recruiter



Lauren Gerson is a seasoned Executive Recruiter at WBCP, where she draws on over 15 years of experience in career services, customer relations, and operations. Her recruiting expertise extends across various industries, with notable success in health and human services, utilities, and finance. Lauren has helped organizations across multiple states fill hard-to-hire positions at every level, from individual contributors to executives. Lauren's diverse professional journey began in operations and events management, where she honed her expertise in human resources, business management, and regulatory compliance. She later transitioned to career services, and prior to joining WBCP, worked with a career coaching company helping job-seekers better leverage their skills and overcome barriers to employment. Lauren holds a Bachelor's degree in Philosophy from Whittier College. She brings a unique perspective to her role, and is committed to making a positive impact both professionally and personally. With her unwavering dedication and client-centric focus, Lauren continues to drive success and excellence in executive recruitment at WBCP.

IV. WBCP KEY STAFF

LEVI KUHLMAN
Executive Recruiter



Levi Kuhlman is an Executive Recruiter at WBCP, and an experienced professional with a multifaceted career spanning across executive recruitment, real estate, and entrepreneurship. He has worked extensively with local municipalities, special districts, and not-for-profit organizations across the Western region, with a focus in California, Oregon, and Idaho. Levi has conducted many successful recruitments in various industries including planning, rent stabilization and housing, engineering, finance, city management, transportation and transit, community development, building and safety, public safety, risk management, and information technology. Levi serves as a skilled and diplomatic liaison, earning a reputation for his personalized approach to recruiting. Before joining the ranks of WBCP, he advocated on behalf of tenants, landlord, and clients. With a diverse skill set and a commitment to excellence, Levi continues to make significant contributions to WBCP, his clients, and broadening the professional community one recruitment at a time.

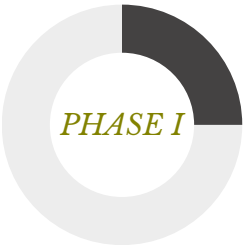
REVIEW OTHER EMPLOYEES & CONSULTANT PARTNERS ON OUR WEBSITE: WWW.WBCPINC.COM/WBCP-TEAM

V. RECRUITMENT STRATEGY / PHASES.....

WBCP knows how to customize your search strategy to meet your unique recruitment needs. We customize your recruitment based on the specific needs, target audience, and challenges for each recruitment; however, below is a baseline approach for most recruitments.

CLIENT & STAKEHOLDER MEETINGS

We require the Client and/or Search Committee, and other stakeholders identified by the Client, be involved in the initial and final phases of this recruitment. These are critical phases to ensure we obtain a clear sense of the priorities and the successful hire of the right candidate. WBCP will meet with various stakeholders as warranted by the Client and the level of the position in the organization. These meetings will allow us an opportunity to gather information and gain knowledge about the organization, community, and unique aspects of the recruitment to design the ideal candidate professional profile, advertising materials, and strategic approach



FEEDBACK OUTCOME / TIMELINE DEVELOPMENT

Following the Client/stakeholder meetings, we will develop a detailed timeline for the recruitment along with a proposed advertising plan for approval.

CREATIVE DEVELOPMENT

Immediately following the client feedback activities, we will draft the competencies for the recruitment and advertising material/recruitment brochure for the Client's review. This information will summarize what was learned from Client-related interviews and will be used to advertise the opening.

MARKETING STRATEGY & IMPLEMENTATION

WBCP will execute a customized marketing/ad plan once the job announcement is created. An ad plan could include the following (based on assumptions), and will be customized based on information gathered in Phase I:

DIGITAL ADVERTISING WITH DIVERSITY IN MIND

WBCP utilizes digital advertising to obtain diverse applicant pools, leveraging local and national job boards, associations, and social media. In partnership with a diversity platform, our postings reach up to 600 local employment and diversity websites, connecting across 15,000+ community organizations and niche sites, tapping into a job bank of 2 million resumes. Upon our 2024 year-end review, we found that over the last three years 63% of our placed candidates came from diverse backgrounds.



EMAIL & DIRECT MAIL ADVERTISING

In addition to tapping into WBCP's existing pool of potential applicants, we have the capability to access various professional lists. We actively seek out additional lists through associations, contacts, and other strategic channels.

SOURCING/HEADHUNTING

WBCP employs a proactive approach by reaching out to targeted individuals and cultivating new connections through referrals from reputable sources. As a LinkedIn recruiter, we harness the power of over 350 million profiles to identify and engage with ideal candidates. Additionally, WBCP utilizes cutting-edge AI tools for precise Boolean searches, enabling us to uncover niche candidates effectively.

COMMUNICATION WITH CLIENT

We will provide weekly updates on the progress of this search unless the client prefers more or less frequent communications. We tailor our communications in accordance with our Client's needs.

VI. SCOPE OF WORK

- Facilitate initial kick-off meeting with Client and other meetings that may include Executive Leadership, staff, community, and other stakeholders to assist with identifying the ideal candidate profile.
- Assist Client hiring authority/stakeholders in modifying the job description (as needed), and develop a recruitment announcement, marketing materials, and advertising plan for the recruitment.
- Attend all other meetings and engagements as needed or identified by the Client.
- Implement advertising plan including: publication, sourcing/headhunting, direct mail, and other online and email marketing efforts.
- Provide timely updates and progress reports to the client regarding search services; every two weeks or as Client identifies is needed.



VII. RECRUITMENT TIMELINE.....

BELOW IS A SAMPLE OF AN EXECUTIVE SEARCH TIMELINE THAT WBCP WILL CUSTOMIZE FOR THIS RECRUITMENT

Week 1:

- Secure services with search firm, WBCP, Inc.
- WBCP: review search parameters and recruiting processes with Client
  - Interview with hiring authority and other stakeholders for competencies
  - Identification of advertising venues and ideal candidate prospects
  - Calls, meetings, or coordination with other stakeholders for information gathering

Weeks 1 + 2:

- Develop and approvals: recruitment process, deadlines, ad plan and strategy, recruitment timeline and brochure
- Print coordination (if applicable)

Weeks 2 + 3:

- **OPEN RECRUITMENT AND AD PLAN:** Implement marketing plan and direct mail (if applicable)
- Timeline may be extended if direct mail piece is included (i.e., print/postage)

Weeks 4, 5, + 6:

- Receive applications – WBCP may receive applications (if using our applicant tracking system) and/or receive updates from clients on the results of the recruitment.

Weeks 7 + 8:

- **CLOSE RECRUITMENT AND ADVERTISING**



VIII. REFERENCES

1-City of Roseville, California

Positions Filled:

- City Clerk

Contact Information:

- Stacey Peterson, HR Director - **slpeterson@roseville.ca.us** | 916-774-5374

2-City of Petaluma, California

Positions Filled:

- Deputy City Clerk

Contact Information:

- Peggy Flynn, City Manager - **pflynn@cityofpetaluma.org** | 707-778-4345

3-City of Sacramento, California

Positions Filled:

- City Auditor

Contact Information:

- Lisa Kaplan, Council Member - D1, **LKaplan@cityofsacramento.org**

IX. MARKETING MATERIAL EXAMPLES

Click below to see our marketing samples for similar positions. To see all of our brochures, visit: wbcpinc.com/closed-jobs-private/ and use the password: wbcp202510*

- City Clerk, City of Roseville, CA
- City Clerk, City of Solvang, CA
- City Clerk, City of Livermore, CA
- Deputy City Clerk, City of Petaluma, CA
- Assistant County Clerk-Recorder/Registrar of Voters, County of Nevada, CA

X. COST SHEET / TIMELINE POLICY.....

WBCP will not limit the number of hours we work on a recruitment, rather we charge a flat rate and will spend the time necessary to ensure we are successful. Consulting fees will be billed once the position is open for applications and the advertising campaign has been launched.

SERVICE COST PER RECRUITMENT

CHIEF CITY CLERK

Description of Services/Deliverables:	Inclusive Rate per Recruitment:
Consulting Services: Phases I-II in the proposal's recruitment strategy/phases section.	$5,900 (flat rate)
Expenses Include: Document shipping fees/delivery charges to facilitate virtual meetings; brochure/graphic design ($950); marketing and advertising which may include: print and postage (if applicable); online job boards; social media; sourcing; and may include flat fee pricing for: LinkedIn $395, InMails $300, Circa Diversity Job Boards $295, Zoom Info $299. These expenses will be billed based on what is expended and based on the needs of the client/recruitment.	Up to $4,500 (not to exceed)

Cost and Timeline Policy

To ensure the success and efficiency of our recruitment services, the following policies regarding cost and timelines are in place:

1. **Timeline Development:** Timelines provided to our clients are valid for **10 business days**. If a timeline is not secured or confirmed within this period, it may no longer be available. In such cases, the timeline may be reassigned to another client, and a revised timeline will be provided.

These policies ensure clarity, fairness, and high-quality outcomes for all parties involved.

XI. OTHER

INSURANCE

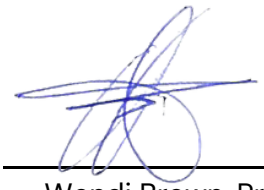
WBCP and its sub-consultants have reviewed the contractual agreement and the Insurance Requirements. If selected, WBCP will execute said agreement and will provide the required insurance documents. WBCP will submit certificates of insurance as evidence of the required coverage limits. Insurance policies include: liability, errors and omissions, workers compensation, and vehicle insurance.

CONFIDENTIALITY SAFEGUARDS

Confidentiality is paramount in the work we do. We ensure that the client and candidate information we receive, and conversations with our client (and certainly discussions in closed session) are kept confidential. There are several physical safeguards we have in place including: locked and alarmed office space, password, and encryption protected information on our computers and servers, multiple backup systems. As information is shared with our client, we discuss the importance of confidentiality and why it is important to the candidates they are considering but also brands the organization appropriately. We also ask candidates who are interviewed to keep candidate information confidential, as they may see or meet a candidate during the process. We emphasize that confidentiality is not just until the recruitment is completed, and a candidate is hired, confidentiality is in perpetuity. Leaked information is not a reputation that a client wants to receive, as this could deter future applicants from applying.

ORGANIZATIONAL DIVERSITY STATEMENT

WBCP embraces cross-cultural diversity and we are committed to equitable treatment and elimination of discrimination in all its forms at all organizational levels and throughout all consulting practices, including search services. We strive to reach diverse groups of people to inform them of leadership opportunities. **Upon our 2024 year-end review, we found that over the last three years 63% of our placed candidates came from diverse backgrounds.** We will make extensive efforts to attract a qualified applicant pool that represents a broad range of gender and ethnically diverse individuals.



Wendi Brown, President — July 2, 2025

Date

Client, Title — Date

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR RECRUITMENT SEARCH SERVICES

THIS AMENDMENT ("Amendment") is made on this 18TH day of June 2025, by and between the CITY OF SOUTH PASADENA ("CITY") and WBCP, INC. ("CONSULTANT').

RECITALS

WHEREAS, on April 21, 2025, the CITY and CONSULTANT entered into an Agreement for PROFESSIONAL SERVICES ("Agreement") for CONSULTANT to perform Recruitment Services for a Public Affairs Manager for the City; and

WHEREAS, the original Agreement was in the amount of $15,400, for Recruitment Services for a Public Affairs Manager; and

WHEREAS, the CITY desires to execute an Amendment to increase the total contract in an amount not to exceed $30,200, for a new aggregate total of Agreement and Amendments sum total of $45,600, and amend the scope of work to include Recruitment Services for a Accounting Manager- Controller and two engineering positions; and

NOW THEREFORE, THE CITY AND THE CONSULTANT AGREE AS FOLLOWS:

1. That Section 1 "Services " is amended to include Accounting Manager-Controller and Two Engineer Positions, and include the attached Proposals, Exhibit A .

2. That Section 2 "Payment" of the Agreement is hereby amended to read as follows:
   "The amount of the contract shall not exceed $45,600."

3. All other terms, conditions, and provisions of the Agreement to the extent not modified by this Amendment, shall remain in full force and effect.

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

"City"
City of South Pasadena

By: Signed by: Todd Hileman 5CF386AC460044B...
Signature

Printed: Todd Hileman

Title: City Manager

Date: 6/25/2025

"Consultant"
WBCP, Inc.

By: DocuSigned by: Wendi Brown 929F774B55DB48B...
Signature

Printed: Wendi Brown

Title: President

Date: 6/24/2025

Attest:

By: Signed by: Mark Perez BA951D469FA9445...
Hector Gomez, Chief City Clerk

Date: 6/25/2025

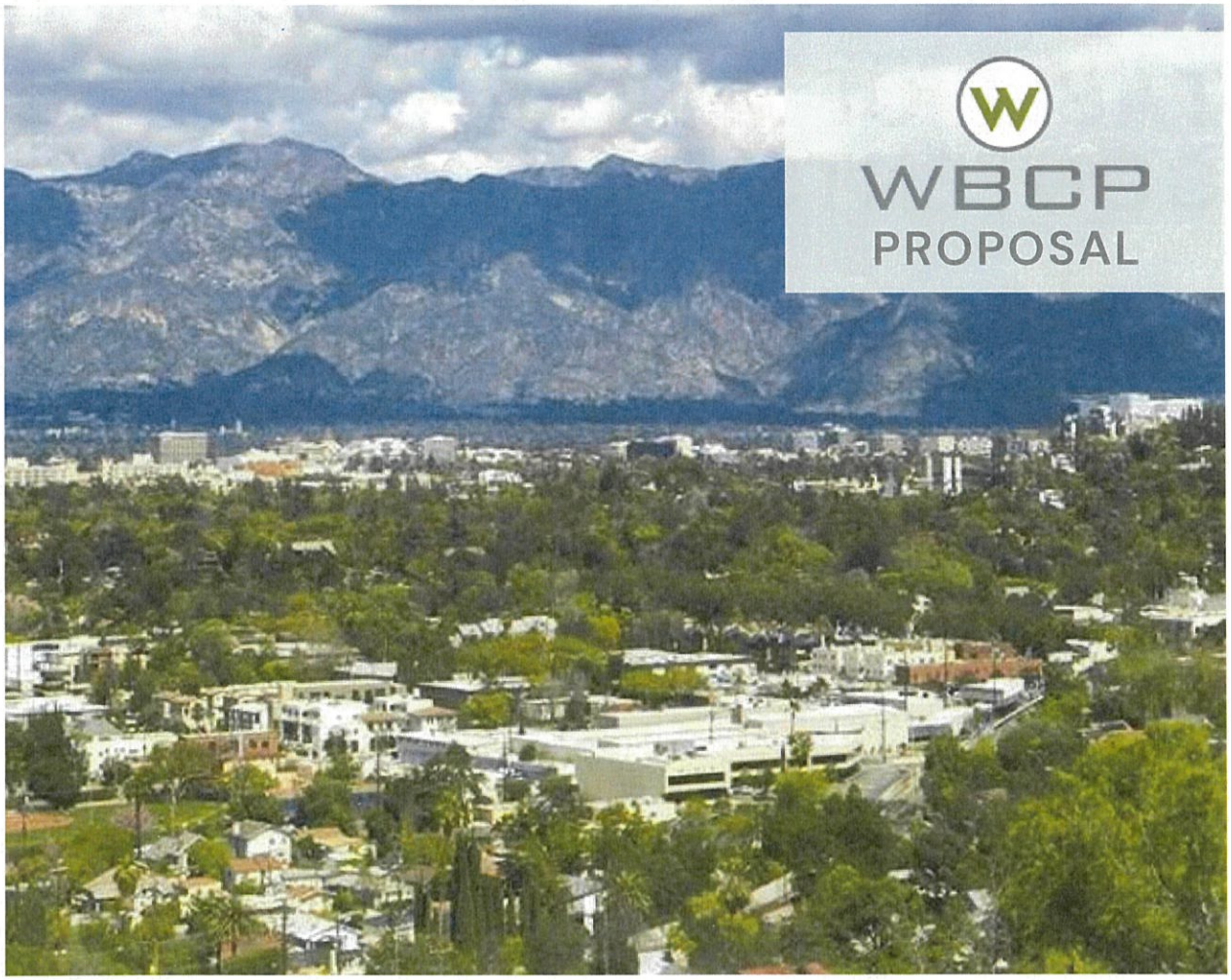
Approved as to form:

By: DocuSigned by: Roxanne Diaz A7800E3CA8A241F...
Roxanne M. Diaz, City Attorney

Date: 6/25/2025

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

Exhibit A



RECRUITMENT SERVICES

City of SOUTH PASADENA

ACCOUNTING MANAGER-CONTROLLER
OPTION 1: ADVERTISING & HEADHUNTING

MAY 13, 2025

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

TABLE OF CONTENTS

SUBJECT		PAGE
I.	COVER LETTER	1 - 2
II.	BACKGROUND/QUALIFICATIONS	3 - 8
III.	ORGANIZATIONAL CHART	9
IV.	WBCP KEY STAFF	10 - 12
V.	RECRUITMENT STRATEGY / PHASES	13
VI.	SCOPE OF WORK	14
VII.	RECRUITMENT TIMELINE	15
VIII.	REFERENCES	16
IX.	MARKETING MATERIAL EXAMPLES	16
X.	COST SHEET / TIMELINE POLICY	17
XI.	OTHER	18

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

I. COVER LETTER

MAY 13, 2025

1414 Mission St,
South Pasadena,
CA 91030

RE: City of South Pasadena - Accounting Manager-Controller Recruiting Services

It is our pleasure to submit this proposal for recruitment services to secure your ideal candidate to serve as the Accounting Manager-Controller of the City of South Pasadena. **WBCP has worked on many similar recruitments, and we look forward to the opportunity to partner with your organization on this critical position!**

We trust our proposal will showcase our client-focused recruitment process and will act as a testament that we are passionate about what we do to make our clients happy.

Exciting news! WBCP has partnered with the National Association of Counties (NACo) and its Public Promise Procurement (PPP) Program to offer a game-changing solution. With our new streamlined service, you can piggyback on the County of San Diego's Master Service Cooperative Agreement, saving you time, money, and effort. This opportunity is available nationwide for cities, counties, special districts, nonprofits, state agencies, and educational institutions. If this is something that is of interest for this or future procurement processes, please visit our site at: **https://wbcpinc.com/naco/**

It has been proven that great employees are looking for great employers, not just a paycheck. WBCP provides a broader perspective to recruitment services – going beyond securing the ideal candidate – we brand your organization as an employer of choice. We use eye-catching marketing materials, innovative search practices, and responsive and respectful communications with your applicants and stakeholders.

WBCP is talented at working with you to identify the strengths, challenges, and opportunities of this job, the ideal candidate, and your community and organizational culture. WBCP will work with your stakeholders to design a recruitment strategy that will include a customized engagement process. We will have a series of meetings, discussions, stakeholder interviews, and survey(s) to get to know you, the organization, the community, the culture, and the applicable staff.

My team and I know the California candidate marketplace and have many clients in your region, such as **the County of Los Angeles, County of Orange, County of San Bernardino, City of Pasadena, City of Riverside, City of Long Beach, and City of Culver City (just to name a few).** We have exceptional experience successfully recruiting for similar positions, with several recent notable recruitments including, but not limited to:

- **Internal Audit Manager, City of Pasadena, CA (active)**
- **Assistant Auditor-Controller, County of Monterey, CA (active)**
- **Division Chief - Auditor Controller, County of San Joaquin, CA**
- **City Auditor, City of Sacramento, CA**
- **Audit Supervisor, County of Santa Barbara, CA**
- **Lead Internal Auditor, County of Santa Barbara, CA**
- **Accountant-Auditor, County of Santa Barbara, CA**

To see a full list of our clients and successful recruitments, visit: https://tinyurl.com/3j9bdd79

We have over two decades of experience in public sector executive search services and have provided direct search services through WBCP since 2004. WBCP's executive recruiters are all highly personable and have unique backgrounds that make them well-equipped to take on your recruitments, as you will read their biographies in this proposal. WBCP now has offices in California, Oregon, Washington, and Texas.

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

I. COVER LETTER

Recruiting top talent has become the number-one topic among administrators. New and innovative recruitment strategies are critical to identifying and securing candidates with a deep understanding of how to assess and meet community needs and address future challenges. WBCP understands the complexity of community leadership, and we are prepared to provide a thorough, complete, and fair recruitment process to provide a diverse applicant pool. **Upon our 2024 year-end review, we found that over the last three years 63% of our placed candidates came from diverse backgrounds.** In fact, we are often selected and told that we bring a larger, more qualified and diverse groups of candidates than they have ever received from past professional recruiters.

Clients also choose our firm over others because of our ability to work with your support staff and stakeholder group (including boards, appointed/elected officials, and engaged constituents), manage all details of a recruitment process, and secure great candidates. Our dedication and commitment to the client are complemented by our deep understanding and ability to effectively navigate challenging political climates.

DIVERSITY

63%

of WBCP candidates placed in positions come from a diverse background

Our clients have great things to say about the quality of the service we provide and the amazing candidates we find them, In fact, many of our clients are return customers. Please feel comfortable reaching out to these organizations to get their feedback directly.

Lastly, we love what we do, and we are passionate about finding exceptional candidates who are also passionate about serving others. WBCP's staff are driven and desire to exceed client expectations. I appreciate your consideration in retaining our services and hope to have an opportunity to work with you in the future.

Best Regards,

Wendi Brown | Founder/President, WBCP, INC.
wendi@wbcpinc.com | 541-664-0376
www.wbcpinc.com

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

II. BACKGROUND & QUALIFICATIONS

Principal: Wendi Brown, President

Company Legal Name: WBCP, Inc. (W. Brown Creative Partners)

Tax ID: 81-5454037

Website: www.wbcpinc.com

Phone: 866-929-WBCP (9227) / 541-664-0376

Address:

- **Oregon (3 offices including WBCP, Inc. Headquarters):** 213 E Main St., Rogue River, OR, 97537; City of Grants Pass and City of Tigard
- **California (5 offices):** San Jose, Gilroy, Roseville, Los Angeles and Santa Barbara
- **Washington:** City of Seattle
- **Texas:** City of Dallas



WOMEN OWNED

WBCP is a 100% women-owned business, an S Corporation, not part of a parent company, and is a registered small business through the US Small Business Administration (SBA). WBCP is registered to do business in all states we serve, and files and pays California S Corporation and personal income tax to the State of California.

BUSINESS HISTORY

WBCP, Inc. has been in business since 2004, and serves nonprofit and public sector organizations. WBCP offers a variety of services, including: partial and full service search services for individual contributor, supervisor, management and executive management positions; human resources consulting: organizational development, training, classification and compensation studies, analysis and assessments, etc.

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

II. BACKGROUND QUALIFICATIONS

WBCP has over 20 years of experience providing search services for public sector and non-profit organizations. We have successfully secured professionals and provided other consulting services in **California, Arizona, Colorado, Idaho, Nevada, New York, Oregon, Texas, Utah, and Washington.**

Cities of: Anaheim (CA), Arcata (CA), Ashland (OR), Astoria (CA), Atwater (CA), Berkeley (CA), Boulder City (NV), Calistoga (CA), Central Point (OR), Ceres (CA), Chandler (AZ), Colfax (CA), Corte Madera (CA), Culver City (CA), Davis (CA), Dunsmuir (CA), Duvall (WA), Fort Worth (TX), Fremont (CA), Fresno (CA), Garibaldi (OR), Gold Hill (OR), Grants Pass (OR), Hemet (CA), Hubbard (OR), Independence (OR), Irvine (CA), Laguna Beach (CA), Larkspur (CA), Lincoln (CA), Livermore (CA), Livingston (CA), Long Beach (CA), Medford (OR), Milpitas (CA), Napa (CA), Novato (CA), Oakland (CA), Orinda (CA), Oxnard (CA), Palo Alto (CA), Park City (UT), Pasadena (CA), Petaluma (CA), Phoenix (AZ), Phoenix (OR), Pismo Beach (CA), Port Hueneme (CA), Portola Valley (CA), Redding (CA), Riverside (CA), Rochester (NY), Rocklin (CA), Rogue River (OR), Roseville (CA), Sacramento (CA), San Francisco (CA), San Rafael (CA), Santa Maria (CA), Santa Monica (CA), Santa Paula (CA), Santa Rosa (CA), Solvang (CA), Sonoma (CA), South Pasadena (CA), Sutter Creek (CA), Talent (OR), Truckee (CA), Ventura (CA), Vernon (CA), Victorville (CA), West Hollywood (CA), Windsor (CA).

Counties of: Alameda (CA), Colusa (CA), Contra Costa (CA), Del Norte (CA), El Paso (CO), Fresno (CA), Humboldt (CA), Jackson (OR), King (WA), Lake (CA), Lane (OR), Los Angeles (CA), Marin (CA), Mariposa (CA), Mendocino (CA), Merced (CA), Mono (CA), Napa (CA), Nevada (CA), Orange (CA), Placer (CA), Riverside (CA), Sacramento (CA), San Benito (CA), San Bernardino (CA), San Diego (CA), San Francisco (CA), San Joaquin (CA), San Luis Obispo (CA), San Mateo (CA), Santa Barbara (CA), Santa Clara (CA), Santa Cruz (CA), Shasta (CA), Solano (CA), Sonoma (CA), Stanislaus (CA), Tehama (CA), Tuolumne (CA), Yolo (CA), Yuba (CA).

Local and National Councils, Boards, and Districts: Bear Valley Community Services District, Boulder Creek Fire Protection District, California Prison Industry Authority (CALPIA), Cosumnes Community Services District, Hass Avocado Board (HAB), Jackson County Fire District 5, Los Angeles County Employees Retirement Association (LACERA), Mendocino County Air Quality Management District, Metropolitan Transportation Commission (MTC), Modesto Irrigation District, Monterey One Water, Nevada Irrigation District, Newark Chamber of Commerce, North American Blueberry Council/U.S. Highbush Blueberry Council (NABC/USHBC), Oakland Housing Authority, Olivehurst Public Utility District, Orange County Employees Retirement System (OCERS), Placer County Transportation Planning Agency (PCTPA), Port of Long Beach (CA), Rogue Valley Sewer Services, Sacramento Area Flood Control Agency (SAFCA), Sacramento Area Sewer District, Sacramento Employment & Training Agency (SETA), Sacramento Public Library Authority, Sacramento Suburban Water District, San Benito Council of Governments, San Benito County Water District, San Joaquin County Employees' Retirement Association (SJCERA), San Joaquin Tributaries Authority, San Rafael Sanitation District (SRSD), San Ramon Valley Fire Protection District, Sonoma County Library, South Coast Air Quality Management District, Tri-City Mental Health Authority (TCMHA), Truckee-Donner Public Utility District (TDPUD), Tuolumne Utilities District, Valley Water, West Basin Municipal Water District.

Nonprofit and Joint Powers Authorities (JPAs): California Corrections, California Municipal Utilities Association (CMUA), Center Point, Central California Legal Services (CCLS), Community Food Bank, Community Works, Dogs for Better Lives/Dogs for the Deaf, Downtown Streets Team, East Bay Regional Communications Systems Authority, First 5 (Alameda County, California Association, Fresno, Santa Barbara County, San Mateo), Futures Without Violence (Family Violence Protect Fund), Gold Coast Health, Greater Richmond Interfaith Program (GRIP), LA Public Media, Latino Public Broadcasting, Los Angeles Unified School District (LAUSD), Northern Valley Catholic Social Service (NVCSS), Options Recovery, Radio Bilingüe, Sacramento County Superior Court, Sacramento Public Library Authority (SPLA), Santa Barbara Superior Court, Santa Cruz County Animal Services Authority, Teton County Joint Housing Authority (TCJHA), Transitions-Mental Health Association, Valley Consortium for Medical Education (VCME), Water Forum, West Angeles Church of God in Christ.

Private Organizations: CDS Publications, Central California Truck and Trailer, Morton & Pitalo, NAVA, SWEED, Tekmanagement, Touchstone Accounting.

Consulting services (classification and compensation services, competency modeling, job description development, job family development, job analysis): City of Fremont (CA), City of Medford (OR), City of Santa Maria (CA), City of Santa Paula (CA), County of Humboldt (CA), County of Mariposa (CA), County of Santa Barbara (CA), and County of San Luis Obispo (CA).

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

II. BACKGROUND & QUALIFICATIONS

INDUSTRIES

- Organizational Leadership
- Economic Development
- Facilities & Operations
- Financial, Administrative Services, Accounting, Auditing
- Health & Human Services, Housing, Unhoused
- HR, Risk, Labor/Employee Relations
- Information Technology
- Legal, Counsel, Clerk
- Library
- Marketing, Communications, PR
- Parks & Rec, Community Services, Arts
- Planning, Environmental, Community Development, Building, Transit
- Public Safety
- Public Works, Transportation, Engineering

BELOW IS A LIST OF SIMILAR RECRUITMENTS WBCP HAS MANAGED:

FINANCIAL, ADMINISTRATIVE SERVICES, ACCOUNTING, AUDITING

- Chief Financial Officer, County of Marin Employees Retirement Agency, CA
- Chief Financial Officer, Social Services Department, County of Santa Barbara, CA
- Chief Financial Officer, Superior Court of California, County of Santa Barbara, CA
- Chief Financial Officer, West Basin Municipal Water District, CA
- Chief Financial Officer, City of West Hollywood, CA
- Chief Financial Officer, Chief of Admin II, Fire Protection District, County of Contra Costa, CA
- Division Chief - Auditor Controller, County of San Joaquin, CA
- Vice President of Finance and Administration, North American Blueberry Council, CA
- Director of Administrative Services and Finance, City of Ashland, OR
- Director of Administrative Services and Finance, City of Solvang, CA
- Director of Administrative Services, City of Irvine, CA
- Director of Contracts and Procurement, Valley Water, CA
- Director of Finance and Technology Services, City of Laguna Beach, CA
- Director of Finance, City of Ashland, OR
- Director of Finance, City of Duvall, WA
- Director of Finance, City of Grants Pass, OR
- Director of Finance, City of Laguna Beach, CA
- Director of Finance, City of Lincoln, CA
- Director of Finance, City of Sacramento, CA
- Director of Finance, City of Sonoma, CA
- Director of Finance, City of Victorville, CA
- Director of Finance, Community Food Bank, CA
- Director of Finance, County of Jackson, OR
- Director of Finance, County of Marin, CA
- Director of Finance, Monterey One Water, CA
- Director of Finance, Nevada Irrigation District, Grass Valley, CA
- Director of Finance, Transitions Mental Health Association, San Luis Obispo, CA
- Director of Finance, Tuolumne Utilities District, CA
- Director of Finance, West Angeles Church of God in Christ, CA

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

II. BACKGROUND & QUALIFICATIONS

FINANCIAL, ADMINISTRATIVE SERVICES, ACCOUNTING, AUDITING (CON'T)

- Director of Finance/Financial Controller, North American Blueberry Council/USHBC, CA
- Director of Financial Services, San Diego Port Authority, CA
- Assistant Director of Finance, City of Roseville, CA
- Finance and Compliance Manager, NABC/USHBC, Folsom, CA
- Finance Manager, City of Milpitas, CA
- Finance Manager, County of Santa Barbara, Department of Behavioral Wellness, CA
- Finance Manager, Town of Truckee, CA
- Financial and Administrative Services Manager, First 5 Fresno, CA
- Procurement and Contracts Manager, Valley Water, CA
- Controller, Monterey One Water, CA
- Controller, Nevada Irrigation District, CA
- Senior Accountant, Town of Truckee, CA
- Senior Financial Systems Analyst, County of Santa Barbara, CA
- Senior Principal Accountant, City of San Rafael, CA
- Senior Tax Accountant, Touchstone Accounting, OR
- Internal Audit Chief, County of Santa Barbara, CA
- Audit Supervisor, County of Santa Barbara, CA
- Lead Internal Auditor, County of Santa Barbara, CA
- Financial Systems Analyst I, County of Santa Barbara, CA
- Financial Systems Analyst I/II, County of Santa Barbara, CA
- Accounting & Finance/Treasury Managers, County of Marin, CA
- Purchasing Agent, City of Milpitas, CA
- Payroll Supervisor, County of Santa Barbara, CA
- Accountant Auditor I/II, County of Santa Barbara, CA
- Administrative Technician, Sacramento Area Flood Control Agency (SAFCA), CA
- Secretary, Sacramento Area Flood Control Agency (SAFCA), CA

Check out our full list of recruitments here: https://tinyurl.com/3j9bdd79

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

II. BACKGROUND & QUALIFICATIONS

RECRUITING WITH DIVERSITY IN MIND

Since partnering with the country's largest network of diversity job boards, ***we have seen a 21% increase in diverse applicants and a 13% increase*** *in diverse candidates placed in positions with our clients. This demonstrates WBCP's dedication to expanding outreach and removing barriers to apply, ensuring access to a highly qualified and diverse applicant pool.*

600 Diversity Job Boards:

When you post a job with WBCP, it is automatically shared across 600 diversity job boards, maximizing reach and ensuring access to a wide and inclusive pool of talent. We also utilize the largest diversity database with over 160 million resumes and 15,000 community based organization contacts to expand our search.

LinkedIn:

As LinkedIn recruiters, we have access to over 1 Billion profiles, allowing us to evaluate candidates' backgrounds, education, experience, licensure, and more.

AI:

WBCP also leverages AI tools to gather additional information to effectively reach future applicants and candidates contact information for emails and phone numbers.

WBCP understands the complexities of meeting the needs of a diverse community, and we provide a thorough, complete, and fair recruitment process.

WBCP

Streamline and Satisfy the RFP Process to receive recruiting on demand. Reach out to WBCP today for more information.

PUBLIC PROMISE PROCUREMENT Powered by NACo

COUNTY OF SAN DIEGO

Scan to learn more!

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

II. BACKGROUND & QUALIFICATIONS

WHY CHOOSE WBCP

Proven Expertise:

- **Over 20 Years in Business and 100+ Years of Experience:** With over a century of combined experience, our recruitment professionals excel in public service sectors, including cities, counties, utilities, special districts, joint powers authorities, and non-profits. Our proven track record ensures expertise tailored to your needs.

- **100% Success Rate:** In 2024, we achieved a 100% success rate, successfully filling every position we managed including partial and full scope services from engineering, planning, finance, health and human services, legal, legislative, hard-to-fill civil service positions, and many more! We deliver results no matter what the challenge.

Employer Recognition: WBCP has been recognized as Oregon's TOP 100 EMPLOYERS.

HR Teams Trust Us: We simplify the recruitment process, managing every detail so HR teams can focus on other priorities. From sourcing candidates to scheduling interviews and providing updates, our seamless approach saves time, reduces stress, and ensures results.

Strategic Marketing and Advertising: Our marketing team designs targeted campaigns using diverse, cost-effective channels powered by AI. These campaigns maximize reach while staying within budget and include:

- Diverse Applicant Pools: Access to over 600 diversity-focused job boards, 15,000 diversity affiliations, and 120 million resumes ensures diversity is integral to our process.
- LinkedIn Recruiter Expertise: With access to 230 million U.S. profiles, we connect you with top-tier talent.
- AI-Driven Talent Acquisition: Advanced AI strategies enhance efficiency and uncover new candidate engagement opportunities.

Trusted Partners and Culture Cultivators: We go beyond finding candidates by building trust with your team and stakeholders. Our tailored strategies align top talent with your organizational culture, ensuring a collaborative and thoughtful recruitment process.

Recruiting with Competencies: Ensures a fair, measurable, and effective hiring process. This strategic approach helps identify the client's needs and then assesses candidates on the critical skills and behaviors for success.

Benefits:

- Fairness: Focuses on role-specific competencies.
- Measurability: Provides objective evaluation criteria.
- Better Matches: Aligns talent with organizational and cultural needs.
- Equitable: Reduces bias with standardized assessments.

Recruiting with competencies delivers high-quality, measurable solutions that ensure the best candidates for your team's success and cultural alignment.

Timely and effective background and Reference Checks: WBCP partners with a trusted third party for thorough background checks and relies on a 30-year public safety veteran, retired as a police chief, and an expert in employee investigations, to conduct expert reference verifications. This ensures accuracy, professionalism, and confidence in every hiring decision.

Guaranteed Satisfaction: We stand behind our work with a 12-24 month guarantee. If the initial placement doesn't work out, we will conduct a replacement search at no additional consulting fee, ensuring lasting value for your investment.

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

III. BACKGROUND & QUALIFICATIONS

EXECUTIVE LEADERSHIP

WENDI BROWN
President/Sr. Recruiter

RICHARD KUHNS, Psy.D
Vice President of Recruitment & Culture

HEATHER JACK
Director of Finance & Operations

MANAGEMENT/RECRUITERS

JOSETTE REINA-LUKEN
Executive Recruiter

TERI MAUS-NISICH
Sr. Executive Recruiter

LEVI KUHLMAN
Executive Recruiter

LAUREN GERSON
Executive Recruiter

DD GRISSOM
Talent Acquisition Manager

MAGGIE ALEXANDRE
Executive Search Associate

STEPHANIE LAWSON
Recruitment Manager

KARLEE BECKSTEAD
Marketing & Communications Manager

ADMINISTRATIVE PROFESSIONALS

LEAH MURPHY
Project Manager

NAOMI ORR
Project Manager

LANE NOLAN
Project Manager

SHANI PEARCE
Project Manager

MARTHA CHAVARRIA
Talent Acquisition Specialist

SOFIA QURAISHI
Talent Acquisition Specialist

RYAN BROWN
IT Technician II

ANGELA EDWARDS
Talent Acquisition Specialist

MADDY SCHWARZ
Marketing & Events Coordinator

ALEX LE
Copywriter

AIMEE KUHLMAN
Operations Assistant

JAMI GILMAN
Marketing Assistant

JAYCE HERBOLD
Recruitment Assistant

KATIE GARROTTO
Recruitment Assistant

CREATIVE PARTNERS / SENIOR ADVISORS

BRUCE GRIFFITHS
Organizational Development/ IO Psychologist

STEVE BROWN
National Account Manager

BILL LANDIS
Public Safety Investigator

ALAN ROSEN
Executive Recruiter/ Sr. Facilitator

BERNIE LICATA
Organizational Development Consultant

SCOTT BECKSTEAD, JD
Sr. Advisor

MIKE LUKEN
Sr. Facilitator

WILLIAM RACOWSCHI
Fire/Public Safety

CHRISTY WURSTER
Sr. Facilitator

RIVKAH SASS
Retired Library Director/Sr. Facilitator

WBCP STATISTICS

WBCP is a 100% woman-owned business. Staff and consultants are a diverse mix of gender/ethnicity
Age ranges from 24 - 70+



Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

IV. WBCP KEY STAFF

WENDI BROWN
Lead Consultant/ Sr. Executive Recruiter



I am the President of WBCP, with over 20 years of experience in marketing and advertising and combine this with my background in recruiting to successfully place hard-to-fill, management, and executive positions. My team and I are passionate about helping organizations improve their recruitment services, place great talent, conduct department assessments, redesign antiquated processes, revise job descriptions, conduct salary and benchmark studies, and more. I have worked in various industries – advertising and public relations, national real estate franchisor, global manufacturing – and I have worked with nonprofit and public sector organizations since 1999. Formerly, I was an internal Human Resources Consultant for the County of Orange, California, providing countywide communications, human resources, executive search, and recruiter training services to the Assistant Chief Executive Office/Human Resources Director and, at that time, 25 decentralized departments, with 17,000 employees, serving a community of 300,000. I have a Bachelor's of Science in Business Administration with an emphasis in Marketing from Colorado Technical University; have earned several certificates in Project Management, Global Business, Marketing, and Human Resources; and working toward a Master's in Management at Southern Oregon University

RICHARD KUHNS
Vice President of Recruiting & Culture



Richard Kuhns is a retired County Administrative Officer with over 28 years of experience in the Public Sector. He is currently the VP of Recruiting and Organizational Culture for WBPC. Richard began his career in Law Enforcement, transferring his focus to Administration where he served as the Director of Housing and Community Action, Behavioral Health, General Services, and Solid Waste. Richard has a "find a way, to find a way" mentality. With his vast knowledge and experience in the Public Sector he has an intuitive understanding of working with government leaders, policy makers, and the public. Richard achieved a Bachelor of Science in Business Management, a Master of Arts in Behavioral Science with an emphasis in Conflict Resolution and Negotiations, and a Doctorate in Clinical Psychology. For the past three years Richard has worked as an Executive Recruiter and Behavioral Health Consultant. As a Consultant, he worked with several Northern California Counties creating and implementing the newly state mandated 24/7 Mobile Crisis. He has now focused his time and efforts on assisting WBCP clients in finding and securing the top candidate for your organization.

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

IV. WBCP KEY STAFF

TERRI MAUS-NISICH
Sr. Executive Recruiter



Terri Maus-Nisich holds a pivotal role as one of our Senior Executive Recruiters, leveraging her extensive background as a distinguished leader in local government. With a local government career spanning over 40 years, Terri's journey includes transformative roles within the County of Santa Barbara, where she ascended from Parks Director to Assistant County Executive Officer, overseeing vital municipal and health/human service departments. Her remarkable impact encompasses leadership in Homeless Services, Communications, and Emergency Management, driving community engagement, disaster recovery, and support for vulnerable populations. Before her tenure in Santa Barbara, Terri spent 15 years with the City of Santa Clarita in roles ranging from analyst to Deputy City Manager. Throughout her remarkable career, Terri prioritized strategic planning, organizational development, and innovative problem-solving, garnering numerous awards. She holds a Bachelor's Degree from UC Santa Barbara, a Masters of Public Administration from Cal State Northridge, and a graduate certificate from Harvard University's JFK School of Government.

LAUREN GERSON
Executive Recruiter



Lauren Gerson is a seasoned Executive Recruiter at WBCP, where she draws on over 15 years of experience in career services, customer relations, and operations. Her recruiting expertise extends across various industries, with notable success in health and human services, utilities, and finance. Lauren has helped organizations across multiple states fill hard-to-hire positions at every level, from individual contributors to executives. Lauren's diverse professional journey began in operations and events management, where she honed her expertise in human resources, business management, and regulatory compliance. She later transitioned to career services, and prior to joining WBCP, worked with a career coaching company helping job-seekers better leverage their skills and overcome barriers to employment. Lauren holds a Bachelor's degree in Philosophy from Whittier College. She brings a unique perspective to her role, and is committed to making a positive impact both professionally and personally. With her unwavering dedication and client-centric focus, Lauren continues to drive success and excellence in executive recruitment at WBCP.

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

IV. WBCP KEY STAFF

LEVI KUHLMAN
Executive Recruiter



Levi Kuhlman is an Executive Recruiter at WBCP, and an experienced professional with a multifaceted career spanning across executive recruitment, real estate, and entrepreneurship. He has worked extensively with local municipalities, special districts, and not-for-profit organizations across the Western region, with a focus in California, Oregon, and Idaho. Levi has conducted many successful recruitments in various industries including planning, rent stabilization and housing, engineering, finance, city management, transportation and transit, community development, building and safety, public safety, risk management, and information technology. Levi serves as a skilled and diplomatic liaison, earning a reputation for his personalized approach to recruiting. Before joining the ranks of WBCP, he advocated on behalf of tenants, landlord, and clients. With a diverse skill set and a commitment to excellence, Levi continues to make significant contributions to WBCP, his clients, and broadening the professional community one recruitment at a time.

REVIEW OTHER EMPLOYEES & CONSULTANT PARTNERS ON OUR WEBSITE: WWW.WBCPINC.COM/WBCP-TEAM

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

V. RECRUITMENT STRATEGY / PHASES

WBCP knows how to customize your search strategy to meet your unique recruitment needs. We customize your recruitment based on the specific needs, target audience, and challenges for each recruitment; however, below is a baseline approach for most recruitments.

PHASE I

CLIENT & STAKEHOLDER MEETINGS

We require the Client and/or Search Committee, and other stakeholders identified by the Client, be involved in the initial and final phases of this recruitment. These are critical phases to ensure we obtain a clear sense of the priorities and the successful hire of the right candidate. WBCP will meet with various stakeholders as warranted by the Client and the level of the position in the organization. These meetings will allow us an opportunity to gather information and gain knowledge about the organization, community, and unique aspects of the recruitment to design the ideal candidate professional profile, advertising materials, and strategic approach

FEEDBACK OUTCOME / TIMELINE DEVELOPMENT

Following the Client/stakeholder meetings, we will develop a detailed timeline for the recruitment along with a proposed advertising plan for approval.

CREATIVE DEVELOPMENT

Immediately following the client feedback activities, we will draft the competencies for the recruitment and advertising material/recruitment brochure for the Client's review. This information will summarize what was learned from Client-related interviews and will be used to advertise the opening.

PHASE II

MARKETING STRATEGY & IMPLEMENTATION

WBCP will execute a customized marketing/ad plan once the job announcement is created. An ad plan could include the following (based on assumptions), and will be customized based on information gathered in Phase I:

DIGITAL ADVERTISING WITH DIVERSITY IN MIND

WBCP utilizes digital advertising to obtain diverse applicant pools, leveraging local and national job boards, associations, and social media. In partnership with a diversity platform, our postings reach up to 600 local employment and diversity websites, connecting across 15,000+ community organizations and niche sites, tapping into a job bank of 2 million resumes. Upon our 2024 year-end review, we found that over the last three years 63% of our placed candidates came from diverse backgrounds.

EMAIL & DIRECT MAIL ADVERTISING

In addition to tapping into WBCP's existing pool of potential applicants, we have the capability to access various professional lists. We actively seek out additional lists through associations, contacts, and other strategic channels.

SOURCING/HEADHUNTING

WBCP employs a proactive approach by reaching out to targeted individuals and cultivating new connections through referrals from reputable sources. As a LinkedIn recruiter, we harness the power of over 350 million profiles to identify and engage with ideal candidates. Additionally, WBCP utilizes cutting-edge AI tools for precise Boolean searches, enabling us to uncover niche candidates effectively.

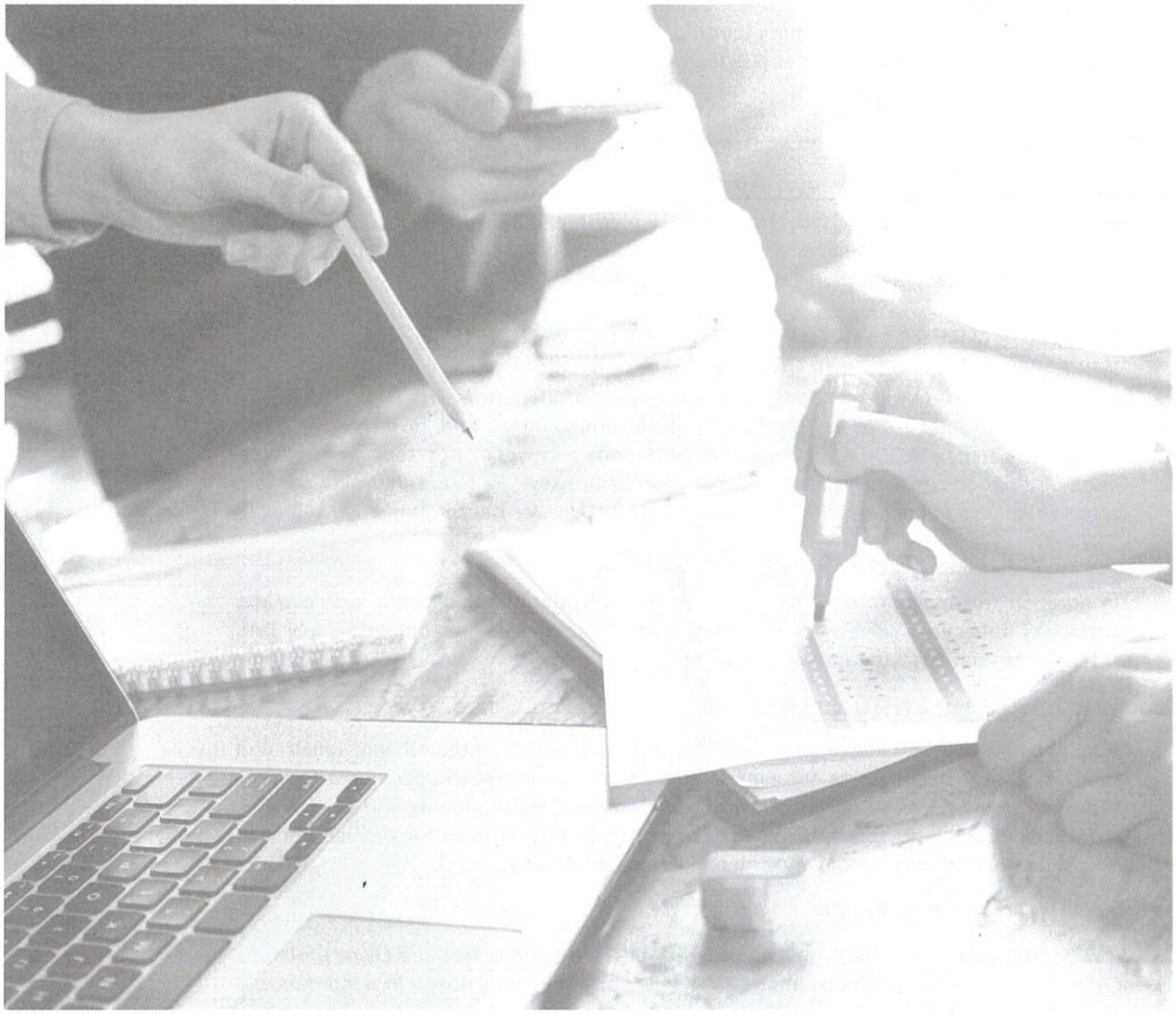
COMMUNICATION WITH CLIENT

We will provide weekly updates on the progress of this search unless the client prefers more or less frequent communications. We tailor our communications in accordance with our Client's needs.

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

VI. SCOPE OF WORK

- Facilitate initial kick-off meeting with Client and other meetings that may include Executive Leadership, staff, community, and other stakeholders to assist with identifying the ideal candidate profile.
- Assist Client hiring authority/stakeholders in modifying the job description (as needed), and develop a recruitment announcement, marketing materials, and advertising plan for the recruitment.
- Attend all other meetings and engagements as needed or identified by the Client.
- Implement advertising plan including: publication, sourcing/headhunting, direct mail, and other online and email marketing efforts.
- Provide timely updates and progress reports to the client regarding search services; every two weeks or as Client identifies is needed.



Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

VII. RECRUITMENT TIMELINE

BELOW IS A SAMPLE OF AN EXECUTIVE SEARCH TIMELINE THAT WBCP WILL CUSTOMIZE FOR THIS RECRUITMENT

Week 1:

- Secure services with search firm, WBCP, Inc.
- WBCP: review search parameters and recruiting processes with Client
  - Interview with hiring authority and other stakeholders for competencies
  - Identification of advertising venues and ideal candidate prospects
  - Calls, meetings, or coordination with other stakeholders for information gathering

Weeks 1 + 2:

- Develop and approvals: recruitment process, deadlines, ad plan and strategy, recruitment timeline and brochure
- Print coordination (if applicable)

Weeks 2 + 3:

- **OPEN RECRUITMENT AND AD PLAN:** Implement marketing plan and direct mail (if applicable)
- Timeline may be extended if direct mail piece is included (i.e., print/postage)

Weeks 4, 5, + 6:

- Receive applications – WBCP may receive applications (if using our applicant tracking system) and/or receive updates from clients on the results of the recruitment.

Weeks 7 + 8:

- **CLOSE RECRUITMENT AND ADVERTISING**



Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

VIII. REFERENCES

1-City of Sacramento, California

Positions Filled:

- City Auditor

Contact Information:

- Lisa Kaplan, Council Member - D1, LKaplan@cityofsacramento.org

2-County of Santa Barbara, California

Positions Filled:

- Internal Audit Chief
- Audit Supervisor
- Lead Internal Auditor

Contact Information:

- Betsy Schaffer, Auditor-Controller, BSchaffer@co.santa-barbara.ca.us

3-County of San Joaquin, California

Positions Filled:

- Division Chief - Auditor Controller
- Payroll Division Chief
- Director of Finance

Contact Information:

- Monica Nino, former County Administrator at San Joaquin County, Current County Administrator at Contra Costa County, Monica.Nino@cao.cccounty.us | 925-655-2075

IX. MARKETING MATERIAL EXAMPLES

Click below to see our marketing samples for similar positions. To see all of our brochures, visit: wbcpinc.com/closed-jobs-private/ and use the password: wbcp202510*

- Internal Audit Manager, City of Pasadena, CA (active)
- Assistant Auditor-Controller, County of Monterey, CA (active)
- Division Chief - Auditor Controller, County of San Joaquin, CA
- Payroll Division Chief, County of San Joaquin, CA
- City Auditor, City of Sacramento, CA
- Internal Audit Chief, County of Santa Barbara, CA
- Audit Supervisor, County of Santa Barbara, CA
- Lead Internal Auditor, County of Santa Barbara, CA
- Accountant-Auditor, County of Santa Barbara, CA

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

X. COST SHEET / TIMELINE POLICY

WBCP will not limit the number of hours we work on a recruitment, rather we charge a flat rate and will spend the time necessary to ensure we are successful. Consulting fees will be billed once the position is open for applications and the advertising campaign has been launched.

SERVICE COST PER RECRUITMENT

ACCOUNTING MANAGER-CONTROLLER

Description of Services/Deliverables:	Inclusive Rate per Recruitment:
Consulting Services: Phases I-II in the proposal's recruitment strategy/phases section.	$5,900 (flat rate)
Expenses Include: Document shipping fees/delivery charges to facilitate virtual meetings; brochure/graphic design ($950); marketing and advertising which may include: print and postage (if applicable); online job boards; social media; sourcing; and may include flat fee pricing for: LinkedIn $395, InMails $300, Circa Diversity Job Boards $295, Zoom Info $299. These expenses will be billed based on what is expended and based on the needs of the client/recruitment.	Up to $4,500 (not to exceed)

Cost and Timeline Policy

To ensure the success and efficiency of our recruitment services, the following policies regarding cost and timelines are in place:

1. **Timeline Development:** Timelines provided to our clients are valid for **10 business days**. If a timeline is not secured or confirmed within this period, it may no longer be available. In such cases, the timeline may be reassigned to another client, and a revised timeline will be provided.

These policies ensure clarity, fairness, and high-quality outcomes for all parties involved.

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

XI. OTHER

INSURANCE

WBCP and its sub-consultants have reviewed the contractual agreement and the Insurance Requirements. If selected, WBCP will execute said agreement and will provide the required insurance documents. WBCP will submit certificates of insurance as evidence of the required coverage limits. Insurance policies include: liability, errors and omissions, workers compensation, and vehicle insurance.

CONFIDENTIALITY SAFEGUARDS

Confidentiality is paramount in the work we do. We ensure that the client and candidate information we receive, and conversations with our client (and certainly discussions in closed session) are kept confidential. There are several physical safeguards we have in place including: locked and alarmed office space, password, and encryption protected information on our computers and servers, multiple backup systems. As information is shared with our client, we discuss the importance of confidentiality and why it is important to the candidates they are considering but also brands the organization appropriately. We also ask candidates who are interviewed to keep candidate information confidential, as they may see or meet a candidate during the process. We emphasize that confidentiality is not just until the recruitment is completed, and a candidate is hired, confidentiality is in perpetuity. Leaked information is not a reputation that a client wants to receive, as this could deter future applicants from applying.

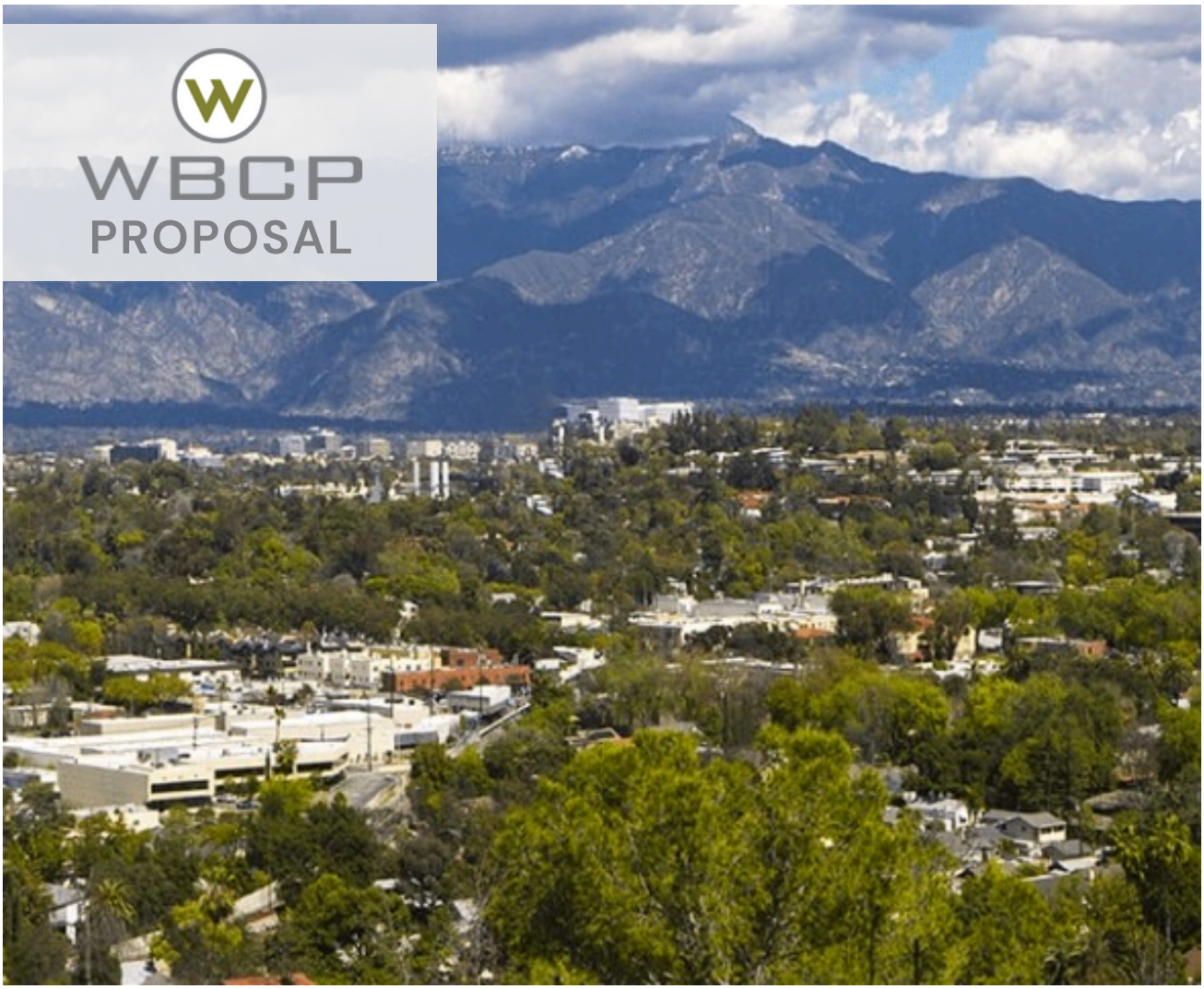
ORGANIZATIONAL DIVERSITY STATEMENT

WBCP embraces cross-cultural diversity and we are committed to equitable treatment and elimination of discrimination in all its forms at all organizational levels and throughout all consulting practices, including search services. We strive to reach diverse groups of people to inform them of leadership opportunities. **Upon our 2024 year-end review, we found that over the last three years 63% of our placed candidates came from diverse backgrounds.** We will make extensive efforts to attract a qualified applicant pool that represents a broad range of gender and ethnically diverse individuals.

Wendi Brown, President — May 13, 2025
Date

Todd Hall, City Manager — 5/13/2025
Client, Title — Date

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842



RECRUITMENT SERVICES

City of SOUTH PASADENA

ENGINEERING ASSISTANT, ASSOCIATE CIVIL ENGINEER OR SENIOR CIVIL ENGINEER (2 VACANCIES)

OPTION 1: ADVERTISING & HEADHUNTING

JUNE 5, 2025

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

TABLE OF CONTENTS

SUBJECT		PAGE
I.	COVER LETTER	1 - 2
II.	BACKGROUND/QUALIFICATIONS	3 - 8
III.	ORGANIZATIONAL CHART	9
IV.	WBCP KEY STAFF	10 - 12
V.	RECRUITMENT STRATEGY / PHASES	13
VI.	SCOPE OF WORK	14
VII.	RECRUITMENT TIMELINE	15
VIII.	REFERENCES	16
IX.	MARKETING MATERIAL EXAMPLES	16
X.	COST SHEET / TIMELINE POLICY	17
XI.	OTHER	18

I. COVER LETTER

JUNE 5, 2025

Josette Reina-Luken
1414 Mission St,
South Pasadena, CA 91030

RE: City of South Pasadena - Engineering Series Recruiting Services

It is our pleasure to submit this proposal for recruitment services to secure your ideal candidates to serve as engineering professionals for the City of South Pasadena. **WBCP has worked on many Engineering recruitments, and we look forward to the opportunity to partner with your organization on this critical position!**

We trust our proposal will showcase our client-focused recruitment process and will act as a testament that we are passionate about what we do to make our clients happy.

Exciting news! WBCP has partnered with the National Association of Counties (NACo) and its Public Promise Procurement (PPP) Program to offer a game-changing solution. With our new streamlined service, you can piggyback on the County of San Diego's Master Service Cooperative Agreement, saving you time, money, and effort. This opportunity is available nationwide for cities, counties, special districts, nonprofits, state agencies, and educational institutions. If this is something that is of interest for this or future procurement processes, please visit our site at: **https://wbcpinc.com/naco/**

It has been proven that great employees are looking for great employers, not just a paycheck. WBCP provides a broader perspective to recruitment services – going beyond securing the ideal candidate – we brand your organization as an employer of choice. We use eye-catching marketing materials, innovative search practices, and responsive and respectful communications with your applicants and stakeholders.

WBCP is talented at working with you to identify the strengths, challenges, and opportunities of this job, the ideal candidate, and your community and organizational culture. WBCP will work with your stakeholders to design a recruitment strategy that will include a customized engagement process. We will have a series of meetings, discussions, stakeholder interviews, and survey(s) to get to know you, the organization, the community, the culture, and the applicable staff.

My team and I know the California candidate marketplace and have many clients in your region, such as the **County of Los Angeles, County of Orange, County of San Bernardino, City of Pasadena, City of Riverside, City of Long Beach, and City of Culver City (just to name a few).** We have exceptional experience successfully recruiting for similar positions, with several recent notable recruitments including, but not limited to:

- **Principal Engineer & Engineering Series, San Rafael Sanitation District, CA**
- **Multiple Engineering/Project Management Roles, City of Petaluma, CA**
- **Multiple Engineering Positions, City of Fort Worth, TX (active)**
- **Senior Engineer, Environmental/Water Utilities, City of Roseville, CA**

To see a full list of our clients and successful recruitments, visit: https://tinyurl.com/3j9bdd79

We have over two decades of experience in public sector executive search services and have provided direct search services through WBCP since 2004. WBCP's executive recruiters are all highly personable and have unique backgrounds that make them well-equipped to take on your recruitments, as you will read their biographies in this proposal. WBCP now has offices in California, Oregon, Washington, Texas, and Colorado.

I. COVER LETTER

Recruiting top talent has become the number-one topic among administrators. New and innovative recruitment strategies are critical to identifying and securing candidates with a deep understanding of how to assess and meet community needs and address future challenges. WBCP understands the complexity of community leadership, and we are prepared to provide a thorough, complete, and fair recruitment process to provide a diverse applicant pool. **Upon our 2024 year-end review, we found that over the last three years 63% of our placed candidates came from diverse backgrounds.** In fact, we are often selected and told that we bring a larger, more qualified and diverse groups of candidates than they have ever received from past professional recruiters.

Clients also choose our firm over others because of our ability to work with your support staff and stakeholder group (including boards, appointed/elected officials, and engaged constituents), manage all details of a recruitment process, and secure great candidates. Our dedication and commitment to the client are complemented by our deep understanding and ability to effectively navigate challenging political climates.

Our clients have great things to say about the quality of the service we provide and the amazing candidates we find them, In fact, many of our clients are return customers. Please feel comfortable reaching out to these organizations to get their feedback directly.

DIVERSITY

63%

of WBCP candidates placed in positions come from a diverse background

Lastly, we love what we do, and we are passionate about finding exceptional candidates who are also passionate about serving others. WBCP's staff are driven and desire to exceed client expectations. I appreciate your consideration in retaining our services and hope to have an opportunity to work with you in the future.

Best Regards,



Wendi Brown | Founder/President, WBCP, INC.
wendi@wbcpinc.com | 541-664-0376
www.wbcpinc.com

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

II. BACKGROUND & QUALIFICATIONS.....

Principal: Wendi Brown, President

Company Legal Name: WBCP, Inc. (W. Brown Creative Partners)

Tax ID: 81-5454037

Website: www.wbcpinc.com

Phone: 866-929-WBCP (9227) / 541-664-0376

Address:

- **Oregon (3 offices including WBCP, Inc. Headquarters):** 213 E Main St., Rogue River, OR, 97537; City of Grants Pass and City of Tigard
- **California (5 offices):** San Jose, Gilroy, Roseville, Los Angeles and Santa Barbara
- **Washington:** City of Seattle
- **Texas:** City of Dallas



WOMEN OWNED

WBCP is a 100% women-owned business, an S Corporation, not part of a parent company, and is a registered small business through the US Small Business Administration (SBA). WBCP is registered to do business in all states we serve, and files and pays California S Corporation and personal income tax to the State of California.

BUSINESS HISTORY

WBCP, Inc. has been in business since 2004, and serves nonprofit and public sector organizations. WBCP offers a variety of services, including: partial and full service search services for individual contributor, supervisor, management and executive management positions; human resources consulting: organizational development, training, classification and compensation studies, analysis and assessments, etc.

II. BACKGROUND QUALIFICATIONS.....

WBCP has over 20 years of experience providing search services for public sector and non-profit organizations. We have successfully secured professionals and provided other consulting services in **California, Arizona, Colorado, Idaho, Nevada, New York, Oregon, Texas, Utah, and Washington.**

Cities of: Anaheim (CA), Arcata (CA), Ashland (OR), Astoria (CA), Atwater (CA), Berkeley (CA), Boulder City (NV), Calistoga (CA), Central Point (OR), Ceres (CA), Chandler (AZ), Colfax (CA), Corte Madera (CA), Culver City (CA), Davis (CA), Dunsmuir (CA), Duvall (WA), Fort Worth (TX), Fremont (CA), Fresno (CA), Garibaldi (OR), Gold Hill (OR), Grants Pass (OR), Hemet (CA), Hubbard (OR), Independence (OR), Irvine (CA), Laguna Beach (CA), Larkspur (CA), Lincoln (CA), Livermore (CA), Livingston (CA), Long Beach (CA), Medford (OR), Milpitas (CA), Napa (CA), Novato (CA), Oakland (CA), Orinda (CA), Oxnard (CA), Palo Alto (CA), Park City (UT), Pasadena (CA), Petaluma (CA), Phoenix (AZ), Phoenix (OR), Pismo Beach (CA), Port Hueneme (CA), Portola Valley (CA), Redding (CA), Riverside (CA), Rochester (NY), Rocklin (CA), Rogue River (OR), Roseville (CA), Sacramento (CA), San Francisco (CA), San Rafael (CA), Santa Maria (CA), Santa Monica (CA), Santa Paula (CA), Santa Rosa (CA), Solvang (CA), Sonoma (CA), South Pasadena (CA), Sutter Creek (CA), Talent (OR), Truckee (CA), Ventura (CA), Vernon (CA), Victorville (CA), West Hollywood (CA), Windsor (CA).

Counties of: Alameda (CA), Colusa (CA), Contra Costa (CA), Del Norte (CA), El Paso (CO), Fresno (CA), Humboldt (CA), Jackson (OR), King (WA), Lake (CA), Lane (OR), Los Angeles (CA), Marin (CA), Mariposa (CA), Mendocino (CA), Merced (CA), Mono (CA), Napa (CA), Nevada (CA), Orange (CA), Placer (CA), Riverside (CA), Sacramento (CA), San Benito (CA), San Bernardino (CA), San Diego (CA), San Francisco (CA), San Joaquin (CA), San Luis Obispo (CA), San Mateo (CA), Santa Barbara (CA), Santa Clara (CA), Santa Cruz (CA), Shasta (CA), Solano (CA), Sonoma (CA), Stanislaus (CA), Tehama (CA), Tuolumne (CA), Yolo (CA), Yuba (CA).

Local and National Councils, Boards, and Districts: Bear Valley Community Services District, Boulder Creek Fire Protection District, California Prison Industry Authority (CALPIA), Cosumnes Community Services District, Hass Avocado Board (HAB), Jackson County Fire District 5, Los Angeles County Employees Retirement Association (LACERA), Mendocino County Air Quality Management District, Metropolitan Transportation Commission (MTC), Modesto Irrigation District, Monterey One Water, Nevada Irrigation District, Newark Chamber of Commerce, North American Blueberry Council/U.S. Highbush Blueberry Council (NABC/USHBC), Oakland Housing Authority, Olivehurst Public Utility District, Orange County Employees Retirement System (OCERS), Placer County Transportation Planning Agency (PCTPA), Port of Long Beach (CA), Rogue Valley Sewer Services, Sacramento Area Flood Control Agency (SAFCA), Sacramento Area Sewer District, Sacramento Employment & Training Agency (SETA), Sacramento Public Library Authority, Sacramento Suburban Water District, San Benito Council of Governments, San Benito County Water District, San Joaquin County Employees' Retirement Association (SJCERA), San Joaquin Tributaries Authority, San Rafael Sanitation District (SRSD), San Ramon Valley Fire Protection District, Sonoma County Library, South Coast Air Quality Management District, Tri-City Mental Health Authority (TCMHA), Truckee-Donner Public Utility District (TDPUD), Tuolumne Utilities District, Valley Water, West Basin Municipal Water District.

Nonprofit and Joint Powers Authorities (JPAs): California Corrections, California Municipal Utilities Association (CMUA), Center Point, Central California Legal Services (CCLS), Community Food Bank, Community Works, Dogs for Better Lives/Dogs for the Deaf, Downtown Streets Team, East Bay Regional Communications Systems Authority, First 5 (Alameda County, California Association, Fresno, Santa Barbara County, San Mateo), Futures Without Violence (Family Violence Protect Fund), Gold Coast Health, Greater Richmond Interfaith Program (GRIP), LA Public Media, Latino Public Broadcasting, Los Angeles Unified School District (LAUSD), Northern Valley Catholic Social Service (NVCSS), Options Recovery, Radio Bilingüe, Sacramento County Superior Court, Sacramento Public Library Authority (SPLA), Santa Barbara Superior Court, Santa Cruz County Animal Services Authority, Teton County Joint Housing Authority (TCJHA), Transitions-Mental Health Association, Valley Consortium for Medical Education (VCME), Water Forum, West Angeles Church of God in Christ.

Private Organizations: CDS Publications, Central California Truck and Trailer, Morton & Pitalo, NAVA, SWEED, Tekmanagement, Touchstone Accounting.

Consulting services (classification and compensation services, competency modeling, job description development, job family development, job analysis): City of Fremont (CA), City of Medford (OR), City of Santa Maria (CA), City of Santa Paula (CA), County of Humboldt (CA), County of Mariposa (CA), County of Santa Barbara (CA), and County of San Luis Obispo (CA).

II. BACKGROUND & QUALIFICATIONS.....

INDUSTRIES

- Organizational Leadership
- Economic Development
- Facilities & Operations
- Financial, Administrative Services, Accounting, Auditing
- Health & Human Services, Housing, Unhoused
- HR, Risk, Labor/Employee Relations
- Information Technology
- Legal, Counsel, Clerk
- Library
- Marketing, Communications, PR
- Parks & Rec, Community Services, Arts
- Planning, Environmental, Community Development, Building, Transit
- Public Safety
- Public Works, Transportation, Engineering

BELOW IS A LIST OF <u>SIMILAR</u> RECRUITMENTS WBCP HAS MANAGED:

PUBLIC WORKS, TRANSPORTATION, ENGINEERING

- Chief Operating Officer - Administrative and Contract Services, Valley Water, CA
- Chief Operating Officer - Water Utility Enterprise, Valley Water, CA
- Director of Electric Utility, City of Roseville, CA
- Director of Electric Utility, Truckee Donner Public Utility District (TPUD), CA
- Director of Engineering, City of Ceres, CA
- Director of Engineering, Monterey One Water, CA
- Director of Power Systems, Nevada Irrigation District, CA
- Director of Public Works & Transportation, City of Irvine, CA
- Director of Public Works, City of Ashland, OR
- Director of Public Works, City of Petaluma, CA
- Director of Public Works, City of Roseville, CA
- Director of Public Works, City of Sacramento, CA
- Director of Public Works, City of San Rafael, CA
- Director of Public Works, City of Santa Maria, CA
- Director of Public Works, City of Solvang, CA
- Director of Public Works, County of Nevada, CA
- Director of Public Works, County of Shasta, CA
- Director of Public Works, County of Yuba, CA
- Director of Public Works, County of San Diego, CA
- Director of Transportation, County of Riverside, CA
- Director of Utilities, City of Sacramento, CA
- Planning Director, San Bernardino County, CA
- Assistant Director of Land Use Services, San Bernardino County, CA
- Assistant Director of Public Works – Transportation, City of Davis, CA
- Assistant Director of Public Works, City of Santa Paula, CA
- Assistant Director of Public Works/City Engineer, City of San Rafael, CA
- Assistant Director Public Works, County of Marin, CA
- Assistant General Manager, Water operations, Modesto Irrigation District, CA
- Assistant Operating Officer of Watershed Stewardship & Planning Div., Valley Water, CA
- Assistant Operating Officer - Dam Safety and Capital Delivery, Valley Water, CA
- Assistant Operating Officer - Treated Water, Valley Water, CA
- Utilities Systems Superintendent, City of Calistoga, CA
- Deputy Director Public Works - Civil/Traffic Engineer, County of Marin, CA
- Deputy Director Public Works/Traffic Engineer, City of San Rafael, CA
- Deputy Operating Officer - Raw Water, Valley Water, CA
- Deputy Operating Officer - Water Utility Capital, Valley Water, CA
- Deputy Operating Officer - Watersheds Design and Construction, Valley Water, CA
- Deputy Operating Officer - Watersheds Operations and Maintenance, Valley Water, CA
- Deputy Public Works Directors: Engineering & Transportation and Operations & Zero Waste, City of Berkeley, CA
- Deputy PW Director/Principal Civil Engineer/Traffic Engineer, City of Santa Maria, CA
- Deputy Transportation Officer & Transportation and Mobility Planning Manager, City of Culver City, CA
- Operations and Maintenance Manager, Rogue Valley Sewer Services, OR
- Manager of Engineering (City Engineer), City of Berkeley, CA
- Public Works Manager – Utilities, City of Milpitas, CA

II. BACKGROUND & QUALIFICATIONS.....

PUBLIC WORKS, TRANSPORTATION, ENGINEERING (CON'T)

- Project Director, City of San Rafael, CA
- Transportation and Mobility Planning Manager, City of Culver City, CA
- Unit Manager - Asset Management, Valley Water, CA
- Unit Manager - Engineering Utility Operations and Maintenance Manager, Valley Water, CA
- Unit Manager - Treatment Plant Design & Commissioning Manager, Valley Water, CA
- Engineering/CIP Manager, City of Petaluma, CA
- Industrial / Mechanical Senior Engineer, SWEED, OR
- Town Engineer, Town of Portola Valley, CA
- District Engineer, San Benito County Water District, CA
- Civil Engineer, Project Manager & Assistant Project Manager, Morton and Pitalo, CA
- Civil Engineering Manager – Structures & Capital Group, County of Santa Barbara, CA
- Civil Engineer, County of Tehama, CA
- City Engineer, City of Milpitas, CA
- City Engineer/Deputy Director of Community Development, City of Rocklin, CA
- Civil Engineers - Development Services, Santa Clarity Valley Water Agency, CA
- Senior Civil Engineer and Civil Engineer, County of Marin, CA
- Senior Civil Engineer & Civil Engineer, County of Marin, CA
- Senior Civil Engineer or Associate Civil Engineer, City of San Rafael, CA
- Senior Professional Engineer – Plant Operations Division, City of Fort Worth, TX
- Senior Engineer Dam Safety, Nevada Irrigation District, CA
- Senior Civil Engineer, City of Petaluma, CA
- Senior Civil Engineer, City of San Rafael, CA
- Principal Civil Engineer, City of Santa Maria, CA
- Principal Engineer & Engineering Series, San Rafael Sanitation District, CA
- Principal Engineer, Sacramento Area Flood Control Agency (SAFCA), CA
- Senior Engineer, Water Utilities Division, City of Roseville, CA
- Senior Engineer, Water Utilities Division, County of Santa Barbara, CA
- Senior Engineer – Dam Safety, Nevada Irrigation District, CA
- Senior Engineer, City of Roseville, CA
- Senior Engineer - Environmental/Water Utilities, City of Roseville, CA
- Senior Engineer, Town of Corte Madera, CA
- Senior Engineer, County of Tehama, CA
- Principal Engineer, Sacramento Area Flood Control Agency (SAFCA), CA
- Traffic Engineer, City of Pasadena, CA
- Project Engineer/Power Engineer, City of Palo Alto, CA
- Engineering Series (3 Positions), City of Los Altos, CA
- Senior Environmental Planner, Valley Water, CA
- Senior Professional Engineer – Plant Operations Division, City of Fort Worth, TX
- District Engineer, San Benito County Water District, CA
- Engineering Manager – Plant Operations Division, City of Fort Worth, TX
- Street Maintenance Superintendent, City of Roseville, CA
- Structures and Capital Group Manager, County of Santa Barbara, CA
- Electric Linesperson/Cable Splicer (High Voltage Lineman), City of Palo Alto, CA
- Electric Operations Manager, City of Palo Alto, CA
- Electric Project Engineer, City of Palo Alto, CA
- Assistant Engineer & Junior Engineer, City of San Rafael, CA
- Multiple Civil Engineering & Project Management Positions, City of Petaluma, CA
- Power Engineering Manager, City of Roseville, CA
- General Manager, San Benito County Water District, CA

Check out our full list of recruitments here: https://tinyurl.com/3j9bdd79

II. BACKGROUND & QUALIFICATIONS.....

RECRUITING WITH DIVERSITY IN MIND

Since partnering with the country's largest network of diversity job boards, ***we have seen a 21% increase in diverse applicants and a 13% increase*** *in diverse candidates placed in positions with our clients. This demonstrates WBCP's dedication to expanding outreach and removing barriers to apply, ensuring access to a highly qualified and diverse applicant pool.*

600 Diversity Job Boards:

When you post a job with WBCP, it is automatically shared across 600 diversity job boards, maximizing reach and ensuring access to a wide and inclusive pool of talent. We also utilize the largest diversity database with over 160 million resumes and 15,000 community based organization contacts to expand our search.

LinkedIn:

As LinkedIn recruiters, we have access to over 1 Billion profiles, allowing us to evaluate candidates' backgrounds, education, experience, licensure, and more.

AI:

WBCP also leverages AI tools to gather additional information to effectively reach future applicants and candidates contact information for emails and phone numbers.

WBCP understands the complexities of meeting the needs of a diverse community, and we provide a thorough, complete, and fair recruitment process.

WBCP

Streamline and Satisfy the RFP Process to receive recruiting on demand. Reach out to WBCP today for more information.

PUBLIC PROMISE PROCUREMENT Powered by NACo

COUNTY OF SAN DIEGO

Scan to learn more!

Docusign Envelope ID: C47F5D9A-4795-4A02-AA0E-ADE6197D2842

WHY CHOOSE WBCP

Proven Expertise:

- **Over 20 Years in Business and 100+ Years of Experience:** With over a century of combined experience, our recruitment professionals excel in public service sectors, including cities, counties, utilities, special districts, joint powers authorities, and non-profits. Our proven track record ensures expertise tailored to your needs.

- **100% Success Rate:** In 2024, we achieved a 100% success rate, successfully filling every position we managed including partial and full scope services from engineering, planning, finance, health and human services, legal, legislative, hard-to-fill civil service positions, and many more! We deliver results no matter what the challenge.

Employer Recognition: WBCP has been recognized as Oregon's TOP 100 EMPLOYERS.

HR Teams Trust Us: We simplify the recruitment process, managing every detail so HR teams can focus on other priorities. From sourcing candidates to scheduling interviews and providing updates, our seamless approach saves time, reduces stress, and ensures results.

Strategic Marketing and Advertising: Our marketing team designs targeted campaigns using diverse, cost-effective channels powered by AI. These campaigns maximize reach while staying within budget and include:

- Diverse Applicant Pools: Access to over 600 diversity-focused job boards, 15,000 diversity affiliations, and 120 million resumes ensures diversity is integral to our process.
- LinkedIn Recruiter Expertise: With access to 230 million U.S. profiles, we connect you with top-tier talent.
- AI-Driven Talent Acquisition: Advanced AI strategies enhance efficiency and uncover new candidate engagement opportunities.

Trusted Partners and Culture Cultivators: We go beyond finding candidates by building trust with your team and stakeholders. Our tailored strategies align top talent with your organizational culture, ensuring a collaborative and thoughtful recruitment process.

Recruiting with Competencies: Ensures a fair, measurable, and effective hiring process. This strategic approach helps identify the client's needs and then assesses candidates on the critical skills and behaviors for success.

Benefits:

- Fairness: Focuses on role-specific competencies.
- Measurability: Provides objective evaluation criteria.
- Better Matches: Aligns talent with organizational and cultural needs.
- Equitable: Reduces bias with standardized assessments.

Recruiting with competencies delivers high-quality, measurable solutions that ensure the best candidates for your team's success and cultural alignment.

Timely and effective background and Reference Checks: WBCP partners with a trusted third party for thorough background checks and relies on a 30-year public safety veteran, retired as a police chief, and an expert in employee investigations, to conduct expert reference verifications. This ensures accuracy, professionalism, and confidence in every hiring decision.

III. BACKGROUND & QUALIFICATIONS

EXECUTIVE LEADERSHIP

WENDI BROWN
President/Sr. Recruiter

RICHARD KUHNS, Psy.D
Vice President of Recruitment & Culture

HEATHER JACK
Director of Finance & Operations

MANAGEMENT/RECRUITERS

JOSETTE REINA-LUKEN
Executive Recruiter

TERI MAUS-NISICH
Sr. Executive Recruiter

LEVI KUHLMAN
Executive Recruiter

LAUREN GERSON
Executive Recruiter

DD GRISSOM
Talent Acquisition Manager

MAGGIE ALEXANDRE
Executive Search Associate

STEPHANIE LAWSON
Recruitment Manager

KARLEE BECKSTEAD
Marketing & Communications Manager

ADMINISTRATIVE PROFESSIONALS

LEAH MURPHY
Project Manager

NAOMI ORR
Project Manager

LANE NOLAN
Project Manager

SHANI PEARCE
Project Manager

ANGELA EDWARDS
Talent Acquisition Specialist

SOFIA QURAISHI
Talent Acquisition Specialist

ALEX LE
Copywriter

RYAN BROWN
IT Technician II

MADDY SCHWARZ
Marketing & Events Coordinator

JAMI GILMAN
Marketing Assistant

AIMEE KUHLMAN
Operations Assistant

KATIE GARROTTO
Recruitment Assistant

JAYCE HERBOLD
Recruitment Assistant

CREATIVE PARTNERS / SENIOR ADVISORS

BRUCE GRIFFITHS
Organizational Development/ IO Psychologist

STEVE BROWN
National Account Manager

BILL LANDIS
Public Safety Investigator

ALAN ROSEN
Executive Recruiter/ Sr. Facilitator

BERNIE LICATA
Organizational Development Consultant

SCOTT BECKSTEAD, JD
Sr. Advisor

MIKE LUKEN
Sr. Facilitator

WILLIAM RACOWSCHI
Fire/Public Safety

CHRISTY WURSTER
Sr. Facilitator

RIVKAH SASS
Retired Library Director/Sr. Facilitator

WBCP STATISTICS

WBCP is a 100% woman-owned business. Staff and consultants are a diverse mix of gender/ethnicity
Age ranges from 24 - 70+



IV. WBCP KEY STAFF

WENDI BROWN
Lead Consultant/ Sr. Executive Recruiter



I am the President of WBCP, with over 20 years of experience in marketing and advertising and combine this with my background in recruiting to successfully place hard-to-fill, management, and executive positions. My team and I are passionate about helping organizations improve their recruitment services, place great talent, conduct department assessments, redesign antiquated processes, revise job descriptions, conduct salary and benchmark studies, and more. I have worked in various industries – advertising and public relations, national real estate franchisor, global manufacturing – and I have worked with nonprofit and public sector organizations since 1999. Formerly, I was an internal Human Resources Consultant for the County of Orange, California, providing countywide communications, human resources, executive search, and recruiter training services to the Assistant Chief Executive Office/Human Resources Director and, at that time, 25 decentralized departments, with 17,000 employees, serving a community of 300,000. I have a Bachelor's of Science in Business Administration with an emphasis in Marketing from Colorado Technical University; have earned several certificates in Project Management, Global Business, Marketing, and Human Resources; and working toward a Master's in Management at Southern Oregon University

RICHARD KUHNS
Vice President of Recruiting & Culture



Richard Kuhns is a retired County Administrative Officer with over 28 years of experience in the Public Sector. He is currently the VP of Recruiting and Organizational Culture for WBPC. Richard began his career in Law Enforcement, transferring his focus to Administration where he served as the Director of Housing and Community Action, Behavioral Health, General Services, and Solid Waste. Richard has a "find a way, to find a way" mentality. With his vast knowledge and experience in the Public Sector he has an intuitive understanding of working with government leaders, policy makers, and the public. Richard achieved a Bachelor of Science in Business Management, a Master of Arts in Behavioral Science with an emphasis in Conflict Resolution and Negotiations, and a Doctorate in Clinical Psychology. For the past three years Richard has worked as an Executive Recruiter and Behavioral Health Consultant. As a Consultant, he worked with several Northern California Counties creating and implementing the newly state mandated 24/7 Mobile Crisis. He has now focused his time and efforts on assisting WBCP clients in finding and securing the top candidate for your organization.

IV. WBCP KEY STAFF

TERRI MAUS-NISICH
Sr. Executive Recruiter



Terri Maus-Nisich holds a pivotal role as one of our Senior Executive Recruiters, leveraging her extensive background as a distinguished leader in local government. With a local government career spanning over 40 years, Terri's journey includes transformative roles within the County of Santa Barbara, where she ascended from Parks Director to Assistant County Executive Officer, overseeing vital municipal and health/human service departments. Her remarkable impact encompasses leadership in Homeless Services, Communications, and Emergency Management, driving community engagement, disaster recovery, and support for vulnerable populations. Before her tenure in Santa Barbara, Terri spent 15 years with the City of Santa Clarita in roles ranging from analyst to Deputy City Manager. Throughout her remarkable career, Terri prioritized strategic planning, organizational development, and innovative problem-solving, garnering numerous awards. She holds a Bachelor's Degree from UC Santa Barbara, a Masters of Public Administration from Cal State Northridge, and a graduate certificate from Harvard University's JFK School of Government.

LAUREN GERSON
Executive Recruiter



Lauren Gerson is a seasoned Executive Recruiter at WBCP, where she draws on over 15 years of experience in career services, customer relations, and operations. Her recruiting expertise extends across various industries, with notable success in health and human services, utilities, and finance. Lauren has helped organizations across multiple states fill hard-to-hire positions at every level, from individual contributors to executives. Lauren's diverse professional journey began in operations and events management, where she honed her expertise in human resources, business management, and regulatory compliance. She later transitioned to career services, and prior to joining WBCP, worked with a career coaching company helping job-seekers better leverage their skills and overcome barriers to employment. Lauren holds a Bachelor's degree in Philosophy from Whittier College. She brings a unique perspective to her role, and is committed to making a positive impact both professionally and personally. With her unwavering dedication and client-centric focus, Lauren continues to drive success and excellence in executive recruitment at WBCP.

IV. WBCP KEY STAFF

LEVI KUHLMAN
Executive Recruiter



Levi Kuhlman is an Executive Recruiter at WBCP, and an experienced professional with a multifaceted career spanning across executive recruitment, real estate, and entrepreneurship. He has worked extensively with local municipalities, special districts, and not-for-profit organizations across the Western region, with a focus in California, Oregon, and Idaho. Levi has conducted many successful recruitments in various industries including planning, rent stabilization and housing, engineering, finance, city management, transportation and transit, community development, building and safety, public safety, risk management, and information technology. Levi serves as a skilled and diplomatic liaison, earning a reputation for his personalized approach to recruiting. Before joining the ranks of WBCP, he advocated on behalf of tenants, landlord, and clients. With a diverse skill set and a commitment to excellence, Levi continues to make significant contributions to WBCP, his clients, and broadening the professional community one recruitment at a time.

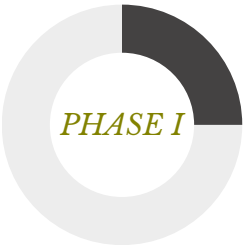
REVIEW OTHER EMPLOYEES & CONSULTANT PARTNERS ON OUR WEBSITE: WWW.WBCPINC.COM/WBCP-TEAM

V. RECRUITMENT STRATEGY / PHASES.....

WBCP knows how to customize your search strategy to meet your unique recruitment needs. We customize your recruitment based on the specific needs, target audience, and challenges for each recruitment; however, below is a baseline approach for most recruitments.

CLIENT & STAKEHOLDER MEETINGS

We require the Client and/or Search Committee, and other stakeholders identified by the Client, be involved in the initial and final phases of this recruitment. These are critical phases to ensure we obtain a clear sense of the priorities and the successful hire of the right candidate. WBCP will meet with various stakeholders as warranted by the Client and the level of the position in the organization. These meetings will allow us an opportunity to gather information and gain knowledge about the organization, community, and unique aspects of the recruitment to design the ideal candidate professional profile, advertising materials, and strategic approach



FEEDBACK OUTCOME / TIMELINE DEVELOPMENT

Following the Client/stakeholder meetings, we will develop a detailed timeline for the recruitment along with a proposed advertising plan for approval.

CREATIVE DEVELOPMENT

Immediately following the client feedback activities, we will draft the competencies for the recruitment and advertising material/recruitment brochure for the Client's review. This information will summarize what was learned from Client-related interviews and will be used to advertise the opening.

MARKETING STRATEGY & IMPLEMENTATION

WBCP will execute a customized marketing/ad plan once the job announcement is created. An ad plan could include the following (based on assumptions), and will be customized based on information gathered in Phase I:

DIGITAL ADVERTISING WITH DIVERSITY IN MIND

WBCP utilizes digital advertising to obtain diverse applicant pools, leveraging local and national job boards, associations, and social media. In partnership with a diversity platform, our postings reach up to 600 local employment and diversity websites, connecting across 15,000+ community organizations and niche sites, tapping into a job bank of 2 million resumes. Upon our 2024 year-end review, we found that over the last three years 63% of our placed candidates came from diverse backgrounds.



EMAIL & DIRECT MAIL ADVERTISING

In addition to tapping into WBCP's existing pool of potential applicants, we have the capability to access various professional lists. We actively seek out additional lists through associations, contacts, and other strategic channels.

SOURCING/HEADHUNTING

WBCP employs a proactive approach by reaching out to targeted individuals and cultivating new connections through referrals from reputable sources. As a LinkedIn recruiter, we harness the power of over 350 million profiles to identify and engage with ideal candidates. Additionally, WBCP utilizes cutting-edge AI tools for precise Boolean searches, enabling us to uncover niche candidates effectively.

COMMUNICATION WITH CLIENT

We will provide weekly updates on the progress of this search unless the client prefers more or less frequent communications. We tailor our communications in accordance with our Client's needs.

VI. SCOPE OF WORK

- Facilitate initial kick-off meeting with Client and other meetings that may include Executive Leadership, staff, community, and other stakeholders to assist with identifying the ideal candidate profile.
- Assist Client hiring authority/stakeholders in modifying the job description (as needed), and develop a recruitment announcement, marketing materials, and advertising plan for the recruitment.
- Attend all other meetings and engagements as needed or identified by the Client.
- Implement advertising plan including: publication, sourcing/headhunting, direct mail, and other online and email marketing efforts.
- Provide timely updates and progress reports to the client regarding search services; every two weeks or as Client identifies is needed.



VII. RECRUITMENT TIMELINE

BELOW IS A SAMPLE OF AN EXECUTIVE SEARCH TIMELINE THAT WBCP WILL CUSTOMIZE FOR THIS RECRUITMENT

Week 1:

- Secure services with search firm, WBCP, Inc.
- WBCP: review search parameters and recruiting processes with Client
  - Interview with hiring authority and other stakeholders for competencies
  - Identification of advertising venues and ideal candidate prospects
  - Calls, meetings, or coordination with other stakeholders for information gathering

Weeks 1 + 2:

- Develop and approvals: recruitment process, deadlines, ad plan and strategy, recruitment timeline and brochure
- Print coordination (if applicable)

Weeks 2 + 3:

- **OPEN RECRUITMENT AND AD PLAN:** Implement marketing plan and direct mail (if applicable)
- Timeline may be extended if direct mail piece is included (i.e., print/postage)

Weeks 4, 5, + 6:

- Receive applications – WBCP may receive applications (if using our applicant tracking system) and/or receive updates from clients on the results of the recruitment.

Weeks 7 + 8:

- **CLOSE RECRUITMENT AND ADVERTISING**



VIII. REFERENCES

1-Monterey One Water, California

Positions Filled:

- Director of Engineering

Contact Information:

- Leara Sampson, Director of Employee Services - Leara@my1water.org | 831-645-4650

2-Sacramento Area Flood Control, California

Positions Filled:

- Principal Engineer
- Director of Engineering (active)

Contact Information:

- Jason Campbell, Deputy Executive Director - campbellja@saccounty.gov | 916-875-6119

3-City of Milpitas, California

Positions Filled:

- City Engineer

Contact Information:

- Kelli Parmley, Director of Human Resources - kparmley@milpitas.gov | 408-586-3086

IX. MARKETING MATERIAL EXAMPLES

Click below to see our marketing samples for similar positions. To see all of our brochures, visit: wbcpinc.com/closed-jobs-private/ and use the password: wbcp202510*

- Public Works Manager - Utilities, City of Milpitas, CA
- Assistant General Manager of Water Operations, Modesto Irrigation District, CA
- Utilities Systems Superintendent, City of Calistoga, CA
- Director of Utilities, City of Sacramento, CA
- Utilities Director, City of Solvang, CA
- Associate or Senior Engineer - Environmental (Sewer/Stormwater/Solid Waste, City of Los Altos, CA
- Principal Engineer & Engineering Series, San Rafael Sanitation District, CA
- Director of Engineering, Monterey One Water, CA
- Senior Engineer, Environmental/Water Utilities, City of Roseville, CA
- Senior Civil Engineer or Associate Civil Engineer, City of San Rafael, CA
- Electric Utility Director, Truckee Donner Public Utility District (TDPUD), CA
- Electric Utility Director, City of Roseville, CA
- Chief Operating Officer - Water Utility Enterprise, Valley Water, CA

X. COST SHEET / TIMELINE POLICY.....

WBCP will not limit the number of hours we work on a recruitment, rather we charge a flat rate and will spend the time necessary to ensure we are successful. Consulting fees will be billed once the position is open for applications and the advertising campaign has been launched.

SERVICE COST FOR 2 RECRUITMENTS

ENGINEERING ASSISTANT, ASSOCIATE CIVIL ENGINEER OR SENIOR CIVIL ENGINEER (2 VACANCIES)

Description of Services/Deliverables:	Inclusive Rate per Recruitment:
Consulting Services: Phases I-II in the proposal's recruitment strategy/phases section.	Position 1: $5,900 +Position 2: $5,900 =**$11,800 (flat rate)**
Expenses Include: Document shipping fees/delivery charges to facilitate virtual meetings; brochure/graphic design ($950); marketing and advertising which may include: print and postage (if applicable); online job boards; social media; sourcing; and may include flat fee pricing for: LinkedIn $395, InMails $300, Circa Diversity Job Boards $295, Zoom Info $299. These expenses will be billed based on what is expended and based on the needs of the client/recruitment.	Position 1: Up to $4,500 + Position 2: Up to $4,500 = **$9,000** -*$1,000 discount Up to $8,000 (direct expenses not-to-exceed)

*This discount is offered exclusively for a combined recruitment.

Cost and Timeline Policy

To ensure the success and efficiency of our recruitment services, the following policies regarding cost and timelines are in place:

1. **Timeline Development:** Timelines provided to our clients are valid for **10 business days**. If a timeline is not secured or confirmed within this period, it may no longer be available. In such cases, the timeline may be reassigned to another client, and a revised timeline will be provided.

These policies ensure clarity, fairness, and high-quality outcomes for all parties involved.

XI. OTHER

INSURANCE

WBCP and its sub-consultants have reviewed the contractual agreement and the Insurance Requirements. If selected, WBCP will execute said agreement and will provide the required insurance documents. WBCP will submit certificates of insurance as evidence of the required coverage limits. Insurance policies include: liability, errors and omissions, workers compensation, and vehicle insurance.

CONFIDENTIALITY SAFEGUARDS

Confidentiality is paramount in the work we do. We ensure that the client and candidate information we receive, and conversations with our client (and certainly discussions in closed session) are kept confidential. There are several physical safeguards we have in place including: locked and alarmed office space, password, and encryption protected information on our computers and servers, multiple backup systems. As information is shared with our client, we discuss the importance of confidentiality and why it is important to the candidates they are considering but also brands the organization appropriately. We also ask candidates who are interviewed to keep candidate information confidential, as they may see or meet a candidate during the process. We emphasize that confidentiality is not just until the recruitment is completed, and a candidate is hired, confidentiality is in perpetuity. Leaked information is not a reputation that a client wants to receive, as this could deter future applicants from applying.

ORGANIZATIONAL DIVERSITY STATEMENT

WBCP embraces cross-cultural diversity and we are committed to equitable treatment and elimination of discrimination in all its forms at all organizational levels and throughout all consulting practices, including search services. We strive to reach diverse groups of people to inform them of leadership opportunities. **Upon our 2024 year-end review, we found that over the last three years 63% of our placed candidates came from diverse backgrounds.** We will make extensive efforts to attract a qualified applicant pool that represents a broad range of gender and ethnically diverse individuals.

Wendi Brown, President	June 5, 2025 Date
Signed by: Todd Hileman, Facility Manager 5CF386AC460044D...	6/25/2025
Client, Title	Date

Docusign Envelope ID: AFD49F62-4631-454D-9936-DC35F8E7B940

Administering Agency:

Contract No. _____

Contract Description: **Recruitment Services for Public Affairs Manager**

PROFESSIONAL SERVICES CONTRACT

THIS PROFESSIONAL SERVICES CONTRACT ("Contract") is made at South Pasadena, California, as of April 21,2025, by and between the City of South Pasadena ("Client"), and WBCP Inc. ("Contractor") (together, "Parties", individual "Party"), who agree as follows:

1. **Services** Subject to the terms and conditions set forth in this Contract, Contractor shall provide the services described in Exhibit A. Contractor shall provide said services at the time, place, and in the manner specified in Exhibit A.

2. **Payment** Client shall pay Contractor for services rendered pursuant to this Contract at the time and in the amount set forth in Exhibit B. The payments specified in Exhibit B shall be the only payment made to Contractor for services rendered pursuant to this Contract. Contractor shall submit invoices in thirds after key milestones are conducted: after the recruitment advertising is live, after the shortlist, and after background and references are conducted.. **The amount of the contract shall not exceed $15,400.**

3. **Term** This Contract shall commence on April 21, 2025 All services required to be provided by this Contract shall be completed and ready for acceptance no later than the **Contract Termination Date** of: June 30, 2025.

4. **Facilities, Equipment and Other Materials** Contractor shall, at its sole cost and expense, furnish all facilities, equipment, and other materials which may be required for furnishing services pursuant to this Contract.

5. **Exhibits** All exhibits referred to herein and attached hereto are incorporated herein by this reference.

6. **Electronic Signatures** The Parties acknowledge and agree that this Contract may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. Without limitation, "electronic signature" shall include faxed or emailed versions of an original signature or electronically scanned and transmitted versions (e.g., via pdf) of an original signature.

7. **Time for Performance** Time is of the essence. Failure of Contractor to perform any services within the time limits set forth in Exhibit A, or elsewhere in this Contract, shall constitute material breach of this contract. Contractor shall devote such time to the performance of services pursuant to this Contract as may be reasonably necessary for the satisfactory performance of Contractor's obligations pursuant to this Contract. Neither Party shall be considered in default of this Contract to the extent performance is prevented or delayed by any cause, present or future, which is beyond the reasonable control of the Party.

8. **Liquidated Damages**

Liquidated Damages are presented as an estimate of an intangible loss to the Client. It is a provision that allows for the payment of a specified sum should Contractor be in breach of contract. Liquidated Damages ☐**shall apply** ☒**shall not apply** to this contract. Liquidated Damages applicable to this contract are incorporated in Exhibit E, attached hereto.

9. **Relationship of Parties**

A. **Independent Contractor**

In providing services herein, Contractor, and the agents and employees thereof, shall work in an independent capacity and as an independent contractor and not as agents or employees of Client. Contractor acknowledges that it customarily engages independently in the trade, occupation, or business as that involved in the work required herein. Further, the Parties agree that Contractor shall perform the work required herein free from the control and direction of Client, and that the nature of the work is outside the usual course of Client's business. In performing the work required herein, Contractor shall not be entitled to any employment benefits, Workers' Compensation, or other programs afforded to Client employees. Contractor shall hold Client harmless and indemnify Client against such claim by its agents or employees. Client makes no representation as to the effect of this independent contractor relationship on Contractor's previously earned California Public Employees Retirement System ("CalPERS") retirement benefits, if any, and Contractor specifically assumes the responsibility for making such determination. Contractor shall be responsible for all reports and obligations including but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, workers' compensation and other applicable federal and state taxes.

B. **No Agent Authority** Contractor shall have no power to incur any debt, obligation, or liability on behalf of Client or otherwise to act on behalf of Client as an agent. Neither Client 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 Contract. Contractor shall not represent that it is, or that any of its agents or employees are, in any manner employees of Client.

C. **Indemnification of CalPERS Determination** In the event that Contractor or any employee, agent, or subcontractor of Contractor providing service under this Contract is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of Client, Contractor shall indemnify, defend, and hold harmless Client for all payments on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of Client.

10. **Assignment and Subcontracting** Except as specifically provided herein, the rights, responsibilities, duties and services to be performed under this Contract are personal to Contractor and may not be transferred, subcontracted, or assigned without the prior written consent of Client. Contractor shall not substitute or replace any personnel for those specifically named herein or in its proposal without the prior written consent of Client.

Contractor shall cause and require each transferee, subcontractor, and assignee to comply with the insurance provisions set forth herein, to the extent such insurance provisions are required of Contractor under this Contract. Failure of Contractor to so cause and require such compliance by each transferee, subcontractor, and assignee shall constitute a material breach of this Contract, and, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which Client may elect to suspend payments hereunder, or terminate this Contract, or both.

Docusign Envelope ID: AFD49F62-4631-454D-9936-DC35F8E7B940

11. **Licenses, Permits, Etc.** Contractor represents and warrants to Client that Contractor shall, at its sole cost and expense, obtain or keep in effect at all times during the term of this Contract, any licenses, permits, and approvals which are legally required for Contractor to practice its profession at the time the services are performed.

12. **Mutual Indemnification**

Each party (the "Indemnifying Party") agrees to indemnify, defend, and hold harmless the other party, its officers, agents, employees, and assigns (collectively, the "Indemnified Party") from and against any and all claims, demands, liabilities, judgments, awards, losses, damages, costs, expenses (including reasonable attorneys' fees and court costs), or other claims (collectively, "Claims") arising out of or resulting from:

For Contractor: WBCP's performance of recruitment services under this Agreement, but only to the extent such Claims are caused by the negligence, willful misconduct, or breach of contractual obligations by WBCP or its employees, agents, or subcontractors.

For the Client: The Client's actions, omissions, or decisions under this Agreement, but only to the extent such Claims are caused by the negligence, willful misconduct, or breach of contractual obligations by the Client or its employees, officers, agents, or representatives.

In the event of concurrent negligence or fault of both parties, the Indemnifying Party's obligation shall be limited to its proportionate share of fault as determined by a court of competent jurisdiction or mutually agreed upon by the parties.

Intellectual Property Claims. Contractor shall also indemnify the Client for any claims that work performed under this Agreement infringes upon any third-party intellectual property rights. If such work is found to infringe, Contractor shall, at its own expense, (i) procure the right for the Client to use the work, or (ii) replace it with a noninfringing equivalent, satisfactory to the Client.

Control of Defense. Each party shall have the right to participate in or assume the defense of any claim at its own expense. The Indemnifying Party shall not settle any claim without the prior written consent of the Indemnified Party, which shall not be unreasonably withheld.

1. **Standard of Performance** Contractor shall perform all services required pursuant to this Contract in the manner and according to the standards observed by a competent practitioner of the profession in which Contractor is engaged in the geographical area in which Contractor practices its profession. All products of whatsoever nature which Contractor delivers to Client pursuant to this Contract shall be prepared in a substantial first class and workmanlike manner and conform to the standards or quality normally observed by a person practicing in Contractor's profession.

2. **Prevailing Wage and Apprentices** To the extent made applicable by law, performance of this Contract shall be in conformity with the provisions of California Labor Code, Division 2, Part 7, Chapter 1, commencing with section 1720 relating to prevailing wages which must be paid to workers employed on a public work as defined in Labor Code section 1720, et seq., and shall be in conformity with Title 8 of the California Code of Regulations section 200 et seq., relating to apprenticeship. Where applicable:
    - Contractor shall comply with the provisions thereof at the commencement of services to be provided herein, and thereafter during the term of this Contract. A breach of the requirements of this section shall be deemed a material breach of this contract. Applicable

Docusign Envelope ID: AFD49F62-4631-454D-9936-DC35F8E7B940

prevailing wage determinations are available on the California Department of Industrial Relations website at http://www.dir.ca.gov/OPRL/PWD.

- Contractor and all subcontractors must comply with the requirements of Labor Code section 1771.1(a) pertaining to registration of contractors pursuant to section 1725.5. Registration and all related requirements of those sections must be maintained throughout the performance of the Contract.
- Contracts to which prevailing wage requirements apply are subject to compliance monitoring and enforcement by the Department of Industrial Relations. Contractor and each subcontractor must furnish certified payroll records to the Labor Commissioner at least monthly.
- Client is required to provide notice to the Department of Industrial Relations of any public work contract subject to prevailing wages within five (5) days of award.

3. **Accessibility** It is the policy of Client that all Client services, programs, meetings, activities and facilities shall be accessible to all persons, and shall comply with the provisions of the Americans With Disabilities Act and Title 24, California Code of Regulations. To the extent this Contract shall call for Contractor to provide Client contracted services directly to the public, Contractor shall certify that said direct services are and shall be accessible to all persons.

4. **Nondiscriminatory Employment** Contractor shall not discriminate in its employment practices because of race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, sex or sexual orientation, or any other legally protected category, in contravention of the California Fair Employment and Housing Act, Government Code section 12900 et seq.

5. **Drug-Free Workplace** Senate Bill 1120, (Chapter 1170, Statutes of 1990), requires recipients of State grants to maintain a "drug-free workplace". Every person or organization awarded a contract for the procurement of any property or services shall certify as required under Government Code Section 8355-8357 that it will provide a drug-free workplace.

6. **Political Activities** Contractor shall in no instance expend funds or use resources derived from this Contract on any political activities.

7. **Financial, Statistical and Contract-Related Records:**

A. **Books and Records** Contractor shall maintain statistical records and submit reports as required by Client. Contractor shall also maintain accounting and administrative books and records, program procedures and documentation relating to licensure and accreditation as they pertain to this Contract. All such financial, statistical and contract- related records shall be retained for five (5) years or until program review findings and/or audit findings are resolved, whichever is later. Such records shall include but not be limited to bids and all supporting documents, original entry books, canceled checks, receipts, invoices, payroll records, including subsistence, travel and field expenses, together with a general ledger itemizing all debits and credits.

B. **Inspection** Upon reasonable advance notice and during normal business hours or at such other times as may be agreed upon, Contractor shall make all of its books and records, including general business records, available for inspection, examination or copying, to Client, or to the State Department of Health Care Services, the Federal Department of Health and Human Services, the Controller General of the United States and to all other authorized federal and state agencies, or their duly authorized representatives.

Docusign Envelope ID: AFD49F62-4631-454D-9936-DC35F8E7B940

C. **Audit** Contractor shall permit the aforesaid agencies or their duly authorized representatives to audit all books, accounts or records relating to this Contract, and all books, accounts or records of any business entities controlled by Contractor who participated in this Contract in any way. All such records shall be available for inspection by auditors designated by County or State, at reasonable times during normal business hours. Any audit may be conducted on Contractor's premises or, at Client's option, Contractor shall provide all books and records within fifteen (15) days upon delivery of written notice from Client. Contractor shall promptly refund any moneys erroneously charged..

8. **Termination**

A. A material breach, as defined pursuant to the terms of this Contract or otherwise, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which Client may elect to immediately suspend payments hereunder, or terminate this Contract, or both, without notice.

B. If Contractor fails to timely provide in any manner the services materials and products required under this Contract, or otherwise fails to promptly comply with the terms of this Contract, or violates any ordinance, regulation or other law which applies to its performance herein, Client may terminate this Contract by giving **five (5) calendar days written notice to Contractor.**

C. Either Party may terminate this Contract for any reason, or without cause, by giving **thirty (30) calendar days written notice** to the other, which notice shall be sent by registered mail in conformity with the notice provisions, below. In the event of termination not the fault of Contractor, Contractor shall be paid for services performed to the date of termination in accordance with the terms of this Contract. Contractor shall be excused for failure to perform services herein if such performance is prevented by acts of God, strikes, labor disputes or other forces over which Contractor has no control.

D. Client, upon giving **thirty (30) calendar days written notice** to Contractor, shall have the right to terminate its obligations under this Contract at the end of any fiscal year if Client or the State of California, as the case may be, does not appropriate funds sufficient to discharge Client's obligations coming due under this contract.

In the event this Contract is terminated:

A. Contractor shall deliver copies of all writings prepared by it pursuant to this Contract. The term "writings" shall be construed to mean and include: handwriting, typewriting, printing, photostatting, photographing, and every other means of recording upon any tangible thing any form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof.

B. Client shall have full ownership and control of all such writings delivered by Contractor pursuant to this Contract.

C. Client shall pay Contractor the reasonable value of services rendered by Contractor to the date of termination pursuant to this Contract not to exceed the amount documented by Contractor and approved by Client as work accomplished to date; provided, however, that in no event shall any payment hereunder exceed the amount of the Contract specified in Exhibit B, and further provided, however, Client shall not in any manner be liable for lost profits which might have been made by Contractor had Contractor completed the services required by this Contract. In this regard, Contractor shall furnish to Client such financial information as in the judgment of Client is necessary to determine the reasonable value of the services rendered by Contractor. The foregoing is cumulative and does not affect any right or remedy, which Client may have in law or equity.

Intellectual Property Contractor will not publish or transfer any materials produced or resulting from activities supported by this Contract without the express written consent of Client. All reports, original drawings, graphics, plans, studies and other data and documents, in whatever form or format, assembled or prepared by Contactor or Contractor's subcontractors, consultants, and other agents in connection with this Contract are "works made for hire" (as defined in the Copyright Act, 17 U.S.C. Section 101 et seq., as amended) for Client, and Contractor unconditionally and irrevocably transfers and assigns to Client all right, title, and interest, including all copyrights and other intellectual property rights, in or to the 'works made for hire." Unless required by law, Contractor shall not publish, transfer, discuss, or disclose any of the above-described works made for hire or any information gathered, discovered, or generated in any way through this Contract, without Client's prior express written consent. To the extent Client provides any of its own original photographs, diagrams, plans, documents, information, reports, computer code and all recordable media together with all copyright interests thereto, to Contractor during this Contract, such information shall remain the property of Client, and upon fifteen (15) days demand therefor, shall be promptly delivered to Client without exception.

9. **Waiver** One or more waivers by one Party of any major or minor breach or default of any provision, term, condition, or covenant of this Contract shall not operate as a waiver of any subsequent breach or default by the other Party.

10. **Conflict of Interest** Contractor certifies that no official or employee of Client, nor any business entity in which an official of Client has an interest, has been employed or retained to solicit or aid in the procuring of this Contract. In addition, Contractor agrees that no such person will be employed in the performance of this Contract unless first agreed to in writing by Client. This includes prior Client employment in accordance with Clients's Personnel Code.

11. **Entirety of Contract** This Contract contains the entire Contract of Client and Contractor with respect to the subject matter hereof, and no other contract, statement, or promise made by any Party, or to any employee, officer or agent of any Party, which is not contained in this Contract, shall be binding or valid.

12. **Alteration** No waiver, alteration, modification, or termination of this Contract shall be valid unless made in writing and signed by all Parties, except as expressly provided in Section 20, Termination.

13. **Governing Law and Venue** This Contract is executed and intended to be performed in the State of California, and the laws of that State shall govern its interpretation and effect. The venue for any legal proceedings regarding this Contract shall be the City of South Pasadena, State of California. Each Party waives any federal court removal and/or original jurisdiction rights it may have.

14. **Compliance with Applicable Laws** Contractor and any subcontractors shall comply with any and all federal, state and local laws, codes, ordinances, rules and regulations which relate to, concern of affect the services or type of services to be provided by this Contract.

15. **Additional Contractor Responsibilities**
    A. To the extent Contractor is a mandated reporter of suspected child and/or dependent adult abuse and neglect, it shall ensure that its employees, agents, volunteers, subcontractors, and independent contractors are made aware of, understand, and comply with all reporting requirements. Contractor shall immediately notify Client of any incident or condition resulting in injury, harm, or risk of harm to any child or dependent adult served under this Contract.
    B. Contractor will immediately notify Client of any active complaints, lawsuits, licensing or regulatory investigations, reports of fraud or malfeasance, or criminal investigations regarding

Docusign Envelope ID: AFD49F62-4631-454D-9936-DC35F8E7B940

its operations. Contractor agrees to work cooperatively with Client in response to any investigation commenced by Client with regard to this Contract or the clients served herein, including providing any/all records requested by Client related thereto.

C. Contractor shall employ reasonable background check procedures on all employees, prospective employees, volunteers and consultants performing work involving direct contact with minor children or dependent adults under this Contract, including fingerprinting and criminal records checks, sexual offender registry checks, and reference checks, including both personal and professional references.

16. **Confidentiality** Contractor, its employees, agents and or subcontractors may come in contact with documents that contain information regarding matters that must be kept confidential by Client, including personally identifiable patient or client information. Even information that might not be considered confidential for the usual reasons of protecting non-public records should be considered by Contractor to be confidential.

Contractor agrees to maintain confidentiality of information and records as required by applicable federal, state, and local laws, regulations and rules and recognized standards of professional practice.

Notwithstanding any other provision of this Contract, Contractor agrees to protect the confidentiality of any confidential information with which Contractor may come into contact in the process of performing its contracted services. This information includes but is not limited to all written, oral, visual and printed patient or client information, including but not limited to: names, addresses, social security numbers, date of birth, driver's license number, case numbers, services provided, social and economic conditions or circumstances, agency evaluation of personal information, and medical data.

Contractor shall not retain, copy, use, or disclose this information in any manner for any purpose that is not specifically permitted by this Contract. Violation of the confidentiality of patient or client information may, at the option of Client, be considered a material breach of this Contract.

17. **Notification** Any notice or demand desired or required to be given hereunder shall be in writing and deemed given when personally delivered or deposited in the mail, postage prepaid, and addressed to the Parties as follows:

Name: Todd Hileman
Address: 1414 Mission Street
City, St, Zip: South Pasadena, CA 91030
Email: Thileman@southpasadenaca.gov
Phone: 626-403-7210

WBCP, Inc
213 E Main St
Rogue River, OR 97537
wendi@wbcpinc.com
541-664-0376

Any notice so delivered personally shall be deemed to be received on the date of delivery, and any notice mailed shall be deemed to be received five (5) days after the date on which it was mailed.

Authority: All individuals executing this Contract on behalf of Contractor represent and warrant that they are authorized to execute and deliver this Contract on behalf of Contractor.

IN WITNESS WHEREOF, the Parties have executed this Contract to begin on the Effective Date.

City of South Pasadena:

By: Signed by: Todd Hileman _____ Date: 4/25/2025

Name: Todd Hileman
Title: City Manager

CONTRACTOR: WBCP Inc.

By: _____ Date:4/22/2025_____

Name: Wendi Brown_____

Title: President_____

Exhibits

A. Schedule of Services
B. Schedule of Charges and Payments
C. Insurance Requirements

Docusign Envelope ID: AFD49F62-4631-454D-9936-DC35F8E7B940

EXHIBIT A

SCHEDULE OF SERVICES

Included as a separate attachment: WBCP Proposal Option 1.5 Services

Docusign Envelope ID: AFD49F62-4631-454D-9936-DC35F8E7B940

EXHIBIT B

SCHEDULE OF CHARGES AND PAYMENTS

Included as a separate attachment WBCP Proposal Option 1.5 Services

Docusign Envelope ID: AFD49F62-4631-454D-9936-DC35F8E7B940

EXHIBIT C

INSURANCE REQUIREMENTS

Insurance. Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by Contractor, its agents, representatives, or employees. Coverage shall be at least as broad as:

1. **Commercial General Liability CGL:** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **$2,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Contractor has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **$1,000,000** per accident for bodily injury and property damage. The Automobile Liability policy shall be endorsed to include Transportation Pollution Liability insurance MCS-90, covering materials to be transported by Contractor pursuant to the contract.
3. **Workers' Compensation:** Insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **$1,000,000** per accident for bodily injury or disease.

4. If Contractor maintains broader coverage and/or higher limits than the minimums shown above, Client requires and shall be entitled to the broader coverage and/or the higher limits maintained by Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to Client.

City Council Agenda Report

ITEM NO. 10

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: William Castrillon, Budget and Purchasing Manager

SUBJECT: **CONSIDERATION OF ADOPTION OF A RESOLUTION AUTHORIZING SIGNATORIES ON CITY BANKING ACCOUNTS AND RELATED BANKING DOCUMENTS AND ADOPTION OF A RESOLUTION AUTHORIZING SIGNATORIES ON THE CITY'S LOCAL AGENCY INVESTMENT FUND ACCOUNT**

Recommendation

It is recommended that the City Council consider:

1. Adopting the proposed resolution authorizing signatures on the City's bank accounts; and
2. Adopting the proposed resolution authorizing signatures on the City's Local Agency Investment Fund (LAIF) account.

Background

Periodically, as staff leaves City employment and/or new staff are hired, the City Council is asked to adopt a resolution authorizing staff to access city-owned bank and investment accounts is to formally designate specific city employees with the legal authority to manage, access, and conduct transactions on behalf of the city. This resolution ensures transparency, accountability, and compliance with financial regulations by clearly identifying who is authorized to handle public funds. It also provides financial institutions with official documentation required to grant access and process transactions, helping to safeguard the city's assets and reduce the risk of unauthorized access or fraud.

Analysis

By adopting the attached resolution, the City Council gives authority and permission to add, Nick Kimball, Assistant City Manager/ Chief Financial Officer, signatory authority and authorization authority for the City of South Pasadena's (City) bank accounts, Local Agency Investment Fund (LAIF) and related banking documentation, in addition to the currently authorized individuals. As of today, the Budget and Purchasing Manager and Assistant to the City Manager, have such authority, along with the Mayor and City Treasurer. With the recent onboarding of the Assistant City Manager/ Chief Financial Officer, another signatory needs to be added. The new resolutions will update the signatory and authorized representatives to reflect new staff. The bank requires action from the City Council to document approval of these changes.

Fiscal Impact
There is no fiscal impact associated with adoption of these resolutions.

Public Notification
The public was made aware that this item by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Attachment:
Attachment No. 1 - Proposed Resolution
Attachment No. 2 - Proposed Resolution LAIF Account

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AUTHORIZING ADDITIONAL SIGNATURES ON CITY BANK ACCOUNTS

WHEREAS, the City Council or its designee has the authority to manage the City of South Pasadena's (City) bank accounts.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. To authorize Nick Kimball, Assistant City Manager/ Chief Financial Officer, effective July 16, 2025, as a signatory on all City of South Pasadena bank accounts and related documentation.

SECTION 2. This resolution shall become effective immediately upon its adoption.

SECTION 3. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 16th day of July, 2025.

Janet Braun, Mayor

ATTEST:

Hector Gomez, Chief City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

I HEREBY CERTIFY the foregoing Resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 16th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

_____
Hector Gomez, Chief City Clerk

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND

WHEREAS, Pursuant to California Government Code, Chapter 730 of the statutes of 1976 Section 16429.1 was added to create a Local Agency Investment Fund in the State Treasury for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the City of South Pasadena does hereby find that the deposit and withdrawal of money of the Local Agency Investment Fund in accordance with the provisions of Government Code Section 16429.1 for the purpose of investment as stated therein as in the best interests of the City of South Pasadena.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council does hereby authorize the deposit and withdrawal of the City of South Pasadena monies in the Local Agency Investment Fund in the State Treasury in accordance with the provisions of Government Code Section 16429.1 for the purpose of investment as stated therein, and verification by the State Treasurer's Office of all banking information provided in that regard.

SECTION 2. The following City of South Pasadena Officers or their successors in Office shall be authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund:

Assistant City Manager/ Chief Financial Officer	Nick Kimball
Budget and Finance Manager	William Castrillon
Assistant to the City Manager	Alma Medina
City Treasurer	Zhen Tao

SECTION 3. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 16th day of July, 2025.

Janet Braun, Mayor

ATTEST:

Hector Gomez, Chief City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

I HEREBY CERTIFY the foregoing Resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 16th day of July 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Hector Gomez, Chief City Clerk

City Council Agenda Report

ITEM NO. 11

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Roxanne Diaz, City Attorney

SUBJECT: **CONSIDERATION OF ENTERING INTO AND APPROVING THE EXECUTION OF PURCHASE AND SALE AGREEMENTS WITH THE STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION FOR THE PURCHASE OF TWELVE SR 710 SURPLUS RESIDENTIAL PROPERTIES LOCATED IN THE CITY OF SOUTH PASADENA AND AUTHORIZE THE CITY MANAGER TO TAKE ALL NECESSARY ACTIONS RELATED THERETO**

Recommendation

It is recommended that the City Council consider entering into and approving the execution of purchase and sale agreements with the State of California, Department of Transportation for the purchase of 12 unoccupied properties in the form negotiated and finalized by the City Attorney and the City Manager, and authorize the City Manager to execute the purchase and sale agreements and take all actions necessary thereto for the purchase, including but not limited to, the opening of escrow and the payment of the deposit required under the agreements.

Background

In July 2022, the City transmitted to Caltrans a letter of interest to purchase certain surplus properties from Caltrans. At that time, the purchase process was governed by certain legislation commonly known as SB 381.

SB 381 provided that the City could purchase certain vacant historic surplus properties at the acquisition price paid by Caltrans and then sell them in their “as is” condition at fair market value. Under SB 381, all the proceeds from the sales are to be used for the development of affordable housing at a ratio of three affordable units to every one property purchased. Accordingly, in September 2024, the City completed the purchase of five historic properties from Caltrans. Thereafter, in conjunction with the City’s real estate broker, Dave Knight and Associates, the properties were marketed for sale and escrow closed on all five properties in December 2024.

SB 381, however, treated vacant non-historic surplus properties differently. While the City was able to purchase the properties at the acquisition price paid by Caltrans, the properties were required to be rehabilitated by the City at the City’s cost and then rented or sold at an affordable price. The issue, however, was that the acquisition cost coupled with the estimated rehabilitation costs made it economically infeasible not only to rehabilitate the property but more importantly to sell or rent the properties at an affordable price. Therefore, the City sought

a legislative solution and Assembly Bill 1038, sponsored by Assemblymember Mike Fong, and supported by then Senator Anthony Portantino, was signed into law on September 22, 2024 (“AB 1038”).

AB 1038 removed the distinction between historic and non-historic properties and now under newly enacted Government Code Section 54239.6, the City is authorized to sell all unoccupied property it purchases from Caltrans to market-rate buyers and use the proceeds for the creation of affordable housing at the previous ratio of three affordable units for every one property purchased. This is the identical process the legislature provided for the City of Pasadena.

The City can now move forward with the purchase of all but one of the remaining properties offered to the City, of which there are thirteen in total. Of those thirteen, one property located on Glendon Way was the subject of litigation. While that litigation was resolved, there remains a lis pendens recorded on the property, which has delayed its sale to the City. A lis pendens is a public notice that a property has a pending lawsuit attached to it. Accordingly, there are twelve properties currently being offered to the City.

Analysis

As state above, the City can move forward with the purchase of twelve surplus properties from Caltrans under AB 1038. The sales price for these properties is the original acquisition price with no adjustment for inflation as show in the table below (collectively "Surplus Properties"):

Property Address	Purchase Price
1131 Columbia (historic)	$62,500
215 Fairview (vacant)	$31,265
302 Fairview	$22,750
529 Prospect	$321,000
530 Orange Grove	$310,000
534 Orange Grove	$42,000
535 Meridian	$550,000
901 Bonita Drive	$20,700
540 Prospect	$33,500
1037 & 1039 Grevelia	$28,000
808 Valley View	$34,000
822 Valley View	$34,300

Under Government Code Section 54239.6(b), the Surplus Properties can be resold at fair market value in their “as-is” condition. The City is required to use the sale proceeds to finance the production or acquisition of three affordable housing units for every one property sold. The City's current proposed affordable housing project with the Related Companies for 51 units at the southeast corner of El Centro Street and Mound Avenue can likely satisfy this requirement.

The Purchase and Sale Agreements require a $1,000 deposit into escrow that is non-refundable should escrow not close. After the full execution of the agreements, there is a 60-day “Inspection Period” to allow the City to conduct any additional tests, inspections, etc., as

the City deems appropriate. Notwithstanding, the agreements are clear that the City takes the Surplus Properties “as is” without any warranties or representations regarding their condition.

Staff is requesting that if the City Council is inclined to move forward, that its approval of the agreements is in the form negotiated and finalized by the City Attorney and the City Manager in order to allow the City Attorney’s office to work with Caltrans on any revisions or clarifications to the agreements, including the exhibits. A sample agreement is included as Attachment 1. In addition, Staff is requesting authorization to the City Manager to take all actions necessary to facilitate the purchase including the opening of escrow and the payment of the $1,000 deposit for each property.

Fiscal Impact
The amount of $12,000 is currently what is required to move forward with the purchase and sale agreements and open escrow. The total purchase price including the deposit if $1,490,015. Prior to the close of escrow, Staff will return to the City Council to seek final approval of the purchase and at the time, we will identify the source of funding.

Attachment:
Attachment No. 1 - Sample Form of Purchase and Sale Agreement (2025)

STATE ROUTE 710 SALES PROGRAM
PURCHASE AND SALE AGREEMENT

THIS PURCHASE AND SALE AGREEMENT ("**Agreement"**) is entered into as of _____, 2025 by and between the State of California, Department of Transportation (**"Caltrans"**) and the City of South Pasadena, (**"Purchaser"**), a Municipal Corporation.

Recitals

A. Caltrans owns the real property located in Los Angeles County, California commonly known as: INSERT PROPERTY ADDRESS and more particularly described as set forth in ***Exhibit "A"*** , respectively, attached hereto (**"Property"**).

B. The parties wish to provide terms and conditions for Purchaser's purchase of the Property from Caltrans. The State Route 710 Sales Program described in Government Code section 54235 et seq. (the "**Act"**) and Title 21 Public Works Division 2 Department of Transportation, Chapter 9.5 (the **"Regulations"**) provide for the offering of State-owned, surplus residential properties to the City of South Pasadena at the Minimum Sales Price pursuant to 21 CCR § 1483, for the purpose of providing affordable housing to low- and moderate-income households. Purchaser and Caltrans acknowledge the Property is subject to the terms of this Agreement, the aforementioned law and regulations, and the Declaration of Covenants, Conditions, and Restrictions (**CC&Rs**), as defined below, to be recorded against the Property upon the close of escrow hereunder.

NOW, THEREFORE, in consideration of the foregoing premises, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

SECTION 1. PURCHASE AND SALE

1.01 Purchase and Sale. Caltrans shall sell the Property to Purchaser, and Purchaser shall purchase the Property from Caltrans pursuant to the terms, limitations and conditions stated in this Agreement in accordance with the Act, the Regulations and other applicable laws, rules, and regulations (collectively, **"Applicable Laws"**).

1.02 Conditions Precedent to Effectiveness. This Agreement shall not become effective unless and until all the following conditions precedent are satisfied on or before the sixtieth (60) calendar day from the date Caltrans' sends this Agreement to Purchaser:

A. Purchaser shall have: (1) executed and returned two original executed counterparts of this Agreement via certified mail, return receipt requested, to Caltrans and sent a copy thereof to the Escrow Holder, and (2) deposited with Escrow Holder the entire Down Payment contemplated by Section 2.02(A) below;

B. Caltrans thereafter executes this Agreement and delivers a fully executed copy hereof to Escrow Holder; and

A failure of any such conditions to timely occur shall, without further notice or action, result in the full and immediate termination of any offer, obligation, liability or agreement of Caltrans to or with Purchaser or any other person with respect to the Property, whether hereunder or otherwise, immediately upon the expiration of such 60-day period, and Caltrans shall thereafter be free to offer, market and sell the Property to other persons, or otherwise dispose of the same, as Caltrans may, in its sole and absolute discretion determine.

1.03 Information/Prior Due Diligence. Purchaser hereby expressly acknowledges and agrees:

A. that it is a sophisticated real estate purchaser and/or investor;
B. that it is fully familiar with and understands the Applicable Laws and the CC&Rs, and the risks and obligations associated therewith and imposed on Purchaser and on the Property thereby, including the purchase thereof under this Agreement, and has had the same explained to it by its independent legal counsel and other advisors;
C. that during the Inspection Period permitted under this Agreement: (A) Purchaser will have full access to the Property and all documents, data, reports and information related thereto requested by Purchaser, and will have the opportunity to undertake and perform any and all additional due diligence, investigation, surveys, reports and studies, with respect thereto, including without limitation the current and past physical and environmental condition of the Property, the condition of title thereto, the compliance thereof with any applicable building codes, permits, approvals, agreements or encumbrances affecting the same (including Applicable Laws), the value thereof, the use, operation, management or occupancy thereof and/or the suitability for Purchaser's intended use thereof, and all other matters referenced in Section 9 below, and (B) Purchaser has obtained any and all financing commitments necessary or desirable to purchase, repair and/or rehabilitate the Property; and
D. that with the aid of such independent experts, contractors, consultants, advisors and professionals (including independent legal counsel and accountants) that it deems necessary, appropriate or desirable, Purchaser will, prior to the Closing Date hereof, evaluate and assess the Property and conduct such independent inquiry, feasibility investigation, inspections and due diligence with respect thereto as Purchaser and/or its advisors deem necessary, advisable or desirable, and will fully and unconditionally approve of and satisfy itself as to the same. As a result, there shall be no further access to the Property except as set forth in this Agreement and no further feasibility, inspection or similar rights or contingencies with respect to the purchase of the Property.
E. Notwithstanding anything herein to the contrary, until the date that is sixty (60)

SAMPLE

days after the execution of this Agreement by both parties (Inspection Period), upon reasonable notice but without any contingencies hereunder, Purchaser may access the Property and conduct non-invasive inspection, investigations, tests, observations, inquiries and studies as Purchaser deems appropriate. Purchaser shall promptly pay all expenses arising out of such inspections and other work on or about the Property prior to the Closing Date and shall not allow any mechanic's or materialmen's liens to be recorded on the Property (or promptly cause to be removed or bonded over any such liens if recorded on the Property). Purchaser shall promptly repair any damage to the Property caused by Purchaser's investigations. Purchaser shall coordinate with Caltrans any entry on the Property, execute a waiver and indemnity in the form customarily required by Caltrans prior to entry on Caltrans' property and follow applicable health and safety protocols as reasonably required by Caltrans. Following such period, upon Caltrans' reasonable consent and conditions, Purchaser may obtain access to the Property for a limited number of entries.

F. Purchaser shall promptly notify Caltrans during the Inspection Period of any matters discovered in its review of the Property that would cause Purchaser to terminate this Agreement. If within ten days of such notice, Caltrans notifies Purchaser in writing that it will cure such matters, then Caltrans shall have the opportunity to cure such matters fourteen (14) days prior to the Closing Date. Purchaser has the right to terminate if Caltrans does not agree to cure or if the cure is not completed fourteen (14) (days) prior to the Closing Date. Purchaser has a right to inspect the Property to determine that the discoveries have been cured to its satisfaction. Upon any such termination, Escrow Holder shall remit the deposit to Purchaser.

SECTION 2. PURCHASE PRICE

2.01 Purchase Price. The purchase price for the Property shall be [INSERT SALE PRICE] (the **"Purchase Price"**).

2.02 Payment. The Purchase Price shall be paid by Purchaser in cash, lawful money of the United States as set forth below, time being of the essence thereof:

A. **Deposit.** Immediately upon the execution of this Agreement, Purchaser shall deposit with Escrow Holder the sum of **One Thousand Dollars ($1,000.00)** (the "**Deposit**") in the form of a cashier's check, wire transfer or other immediately available funds. The entire Deposit shall be applicable to the Purchase Price, without interest, shall be non-refundable except as may be expressly set forth in this Agreement, and shall constitute liquidated damages to Caltrans in the event of Purchaser's default in acquiring the Property. Time is of the essence in making the Deposit into escrow, and as provided above is a condition precedent to the effectiveness of this Agreement.

B. **Cash at Close.** One (1) day prior to the close of Escrow (or by 1:00 p.m. of the

SAMPLE

close of escrow for funds delivered by wire transfer) the Purchaser shall deposit the balance of the Purchase Price in the amount of [INSERT BALANCE OF PURCHASE PRICE] (the **"Cash Balance"**) with Escrow Holder in the form of a cashier's check, wire transfer or other immediately available funds for delivery to Caltrans upon close of escrow hereunder.

2.03 Acknowledgement. [Deleted.]

2.04 No Seller Financing. Purchaser acknowledges this Agreement is not a financing agreement and neither Caltrans nor any other governmental agency or department has at any time made any representations, warranties, promises or undertakings, express or implied, to provide any financing or other assistance with respect to all or any portion of the Purchase Price or any other obligations of Purchaser hereunder or with respect to the Property, or with respect to any repair, rehabilitation, updating or other activity contemplated by Purchaser with respect thereto. Purchaser has performed all due diligence regarding obtaining funding and/or financing with respect to the Property, including the purchase thereof hereunder, as provided in Section 1.03 above, and has satisfied itself as to the same.

2.05 Change in Financial Condition. If either: (i) Purchaser ultimately fails to secure funds for the Purchase Price in the timeframe specified herein, or (ii) the financial condition of the Purchaser changes prior to Close of Escrow so that it is unable to purchase the Property, then in either such event Purchaser shall be in default under this Agreement and Caltrans shall be entitled to exercise its rights and remedies pursuant to Section 12.02 below.

2.06 Bonds, Taxes and Assessments. Subject to the specific proration provisions set forth in Section 3.05 below, all real property taxes, supplemental taxes, special taxes, bonds and/ or assessments which are liens on or levied with respect to the Property shall be assumed by Purchaser at close of escrow without reduction of or adjustment to the Purchase Price.

SECTION 3. ESCROW

3.01 Opening. The purchase and sale of the Property shall be consummated by means of Escrow No. _____(a single escrow) which has opened with _____ Title Company, _____, Suite_____, _____, CA, _____, Attn:_____Escrow Officer, email _____, Phone (___) ____-_____, Fax (___) _____-_____ ("**Title Company**" or "**Escrow Holder").**

3.02 Closing. The closing shall occur upon the recording of the Director's Deed for the Property, and shall occur when the conditions set forth in Article 5 below have all been satisfied or waived, but in no event later than **5:00 pm**_____, 2025 [the one hundred twentieth (120th) calendar day after the full execution of this Agreement]; provided, however, Caltrans shall, upon receipt of written request prior to such date

SAMPLE

grant a one-time thirty (30) calendar day extension to close escrow, (such date, as may be extended, being the **"Closing Date"**).

If at any time prior to the Closing Date, the Property becomes occupied, whether legally or illegally, Caltrans shall notify the Purchaser and Purchaser shall have 30 days to decide whether to proceed with the purchase of the Property. If the 30 days falls outside the Closing Date, the Closing Date shall be extended 10 days past the 30-day expiration. If Purchaser declines to proceed with the purchase of the Property due to the legal or illegal occupation of the Property, this Agreement shall terminate pursuant to the terms hereof. Upon any such termination, Escrow Holder shall remit the deposit to Purchaser.

3.03 Instructions. This Agreement shall to the extent applicable, also act as escrow instructions. The parties agree to execute any additional escrow instructions required by the Escrow Holder provided the same shall be consistent with the terms of this Agreement and shall provide that as between the parties, in the event there are any inconsistencies between such supplemental instructions and this Agreement, the terms of this Agreement shall prevail. Escrow Holder is hereby designated the "real estate reporting person" for purposes of Section 6045 of the Internal Revenue Code of 1986, as amended, and Treasury Reg. 1.6045-4, and any instructions or settlement statements prepared by Escrow Holder shall so provide. Escrow Holder shall be responsible for filing any Form 1099-S with the Internal Revenue Service.

3.04 Costs. Charges and expenses incurred in connection with the closing hereunder shall be borne by the parties as follows:

A. Purchaser shall pay all: (A) escrow fees, (B) recording fees, (C) transfer taxes, (D) title insurance premiums and fees (whether for ALTA or CLTA coverage), endorsement coverage and survey costs, and (E) any other real estate transaction fees involved in this transaction;
B. If applicable, Purchaser shall pay for and obtain any city/county required inspections and/or occupancy permits, whether required for closing the sale/escrow transaction or not. Caltrans shall provide Purchaser access to the Property as necessary to comply with this provision; and
C. Each party shall bear their own legal, tax and professional fees and costs.

3.05 Prorations. All real property taxes, special taxes, assessments, bonds, and all other similar charges imposed or levied upon the Property by any governmental agency or special district, organization or body and any other obligations related to the Property shall be prorated at close as of the Closing Date. With respect to any prorations based upon an estimation, if and when the tax, assessment or other charge related thereto is segregated by the appropriate agency or other persons, within fifteen (15) days thereof, the parties shall adjust said prorations, as necessary, based on such final segregation and pay any such adjustment to the appropriate party. The provisions of this Section 3.05 shall survive the close of escrow and the delivery and recordation of the Director's Deed and CC&Rs hereunder.

SAMPLE

3.06 Escrow Deposits. On or before the Closing Date, the parties shall make the following deposits into Escrow:

A. **By Caltrans**. At least one (1) business day prior to such closing, Caltrans shall deposit the following documents with Escrow Holder:

(i) an original **Director's Deed** for the Property duly executed by Caltrans and properly acknowledged and otherwise in recordable form, to be recorded in the Official Records of Los Angeles County, California against the Property described therein at close;

(ii) a counterpart original of the **CC&Rs** for the Property duly executed by Caltrans, and the Monitoring Entity properly acknowledged and otherwise in recordable form to be recorded in the Official Records of Los Angeles County, California against the Property described therein at close immediately following the recordation of the Director's Deed for the Property and prior to any financing obtained by Purchaser and to any other encumbrances or agreements being recorded at close with respect to such Property;

(iii) such Non-Foreign Affidavits pursuant to Sections 1445 and/or 7701 of the Internal Revenue Code, as amended, and such California Form 590s pursuant to applicable sections of the California Revenue and Taxation Code, as necessary to comply with such laws and close escrow hereunder, each in form and content reasonably satisfactory to Purchaser and Caltrans;

(iv) such other agreements or documents reasonably necessary from Caltrans to close escrow as may be expressly provided for herein.

B. **By Purchaser.** At least one (1) business day prior to such closing, Purchaser shall deposit the following funds and documents with Escrow Holder:

(i) the **Cash Balance** as provided in Subsection 2.02(b) above;

(ii) a counterpart original of the **CC&Rs** for the Property executed by Purchaser, properly acknowledged and otherwise in recordable form to be recorded in the Official Records of Los Angeles County, California against the Property described therein at close immediately following the recordation of the Director's Deed for such Property and prior to any financing obtained by Purchaser and to any other encumbrances or agreements being recorded at close with respect to such Property;

(iii) all other sums due from Purchaser as provided herein, including without limitation Purchaser's share of closing costs under Section 3.04 above, in the form of wire transfer or other immediately available funds;

SAMPLE

(iv) to the extent Purchaser is an entity, certified copies of Purchaser's organizational documents and/or other entity resolutions or other authorizing documents authorizing the execution and delivery of this Agreement and the other documents and agreements contemplated herein, the consummation of all transactions contemplated hereby, and authorizing those persons signing on behalf of Purchaser to bind Purchaser; and

(v) such other agreements, documents, or funds reasonably necessary from Purchaser to close escrow as provided for herein.

3.07 **Cancelling Escrow.** Caltrans may unilaterally cancel escrow if Purchaser fails to comply with Section 3.06(b) and/or Purchaser defaults after opening escrow but before close of escrow and such failure to comply or default is not remedied or cured within three (3) business days of Caltrans providing notice to Purchaser of such failure or default.

SECTION 4. AGREEMENTS

4.01 **California Transportation Commission Approval and Governing Body Approval.** Purchaser understands and agrees that Caltrans' obligation to sell and convey the Property to Purchaser hereunder is subject to Caltrans first obtaining the written approval of the California Transportation Commission (**"CTC"**) to this Agreement and the sale of the Property hereunder prior to the Closing Date (the **"CTC Approval"**). In the event the CTC fails to approve the sale, all monies deposited into escrow hereunder by Purchaser will be refunded without interest. Caltrans makes no representations, assurances, or warranties, express or implied, concerning the CTC's timely or ultimate approval of this sale.

If applicable, Caltrans understands and agrees that, despite any provision in this Agreement to the contrary, Purchaser's obligation to purchase and accept the Property from Caltrans hereunder is subject to Purchaser first obtaining the written approval of its governing body to this Agreement and the purchase of the Property hereunder prior to the Closing Date. In the event the governing body fails to approve the sale, all monies deposited into escrow hereunder by Purchaser shall be refunded without interest. Purchaser makes no representations, assurances, or warranties, express or implied, concerning the timely or ultimate approval of this sale by its governing body.

4.02 **Leases.** [Deleted.]

4.03 **Covenants, Conditions and Restrictions**.

A. Purchaser acknowledges the purchase of the Property shall be subject to a declaration of covenants, conditions, and restrictions as required by Government Code section 54235 et seq. and the Regulations and agrees that Purchaser and its successors in interest shall be bound by the same. Therefore, prior to close, the parties hereto shall execute a Declaration of Covenants, Conditions and

SAMPLE

Restrictions agreement in substantially the form of ***Exhibit "C"*** attached hereto (the **"CC&Rs"**) with respect to the Property, which shall, among other things impose certain ongoing restrictions on the use and occupancy of such Property, as well as imposing various limitations on the subsequent resale of such Property both as to whom it may be sold and the amount of equity or other compensation the Purchaser is entitled to retain upon such subsequent transfer. The CC&Rs shall be recorded immediately following the recordation of the Director's Deed for such Property and shall not be subordinated to any financing obtained by Purchaser with respect to such Property or any other agreements recorded against or otherwise first affecting the Property at close of escrow, except as authorized by the CC&Rs. After recordation, the original recorded CC&Rs for the Property shall be returned (mailed) by the Recorder's Office directly to Caltrans, who shall retain possession thereof. The CC&Rs shall constitute covenants and equitable servitudes that run with the land and shall bind Purchaser and all subsequent owners, lessees, occupants, lenders, encumbrancers, and others holding any interest in, lien on or claim to the Property. Purchaser agrees not to challenge or attempt to terminate, limit, or otherwise alter or amend the CC&Rs. The agreements of Purchaser under this Section 4.03 shall survive the close of escrow and the delivery and recordation of the Director's Deed and the CC&Rs hereunder.

B. **Historical Covenants**

☐ This Property is not subject to Historical Covenants.

☐ This Property is subject to Historical Covenants attached as Exhibit "__" to protect the historic value and characteristics of the Property. The Historical Covenants are in addition to the CC&Rs described in Section 4.03 A.

4.04 Title.

A. **Generally.** Purchaser understands and agrees that the right, title, and interest in the Property to be conveyed hereunder shall not exceed that currently vested in Caltrans (after taking into account any and all rights that may be reserved by Caltrans pursuant to the Director's Deed, the CC&Rs or any other agreement contained in or contemplated by this Agreement related to such Property), and that Caltrans will furnish no policy of title insurance with respect to the sale of the Property hereunder. If a policy of title insurance, endorsement or survey coverage is desired, Purchaser may obtain the same at Purchaser's sole expense, provided, however, in no event or circumstance shall obtaining any such title, endorsement or survey coverage) constitute any basis for extending the Closing Date contemplated hereunder. No later than ten business days prior to the expiration of the Inspection Period, Purchaser shall notify Caltrans in writing of its objection to any matter in the preliminary title report or on a survey. Caltrans shall have five business days to notify Purchaser of its election to cure the matter or not, and the absence of any notice shall be deemed an election not to cure the matter. Purchaser shall have the right to terminate this Agreement prior to the expiration of the Inspection Period if Caltrans does not agree to cure such matter, or if Caltrans agrees to but fails to cure the matter on or prior to Closing, then Purchaser shall have the right to terminate at such time. Upon any such termination, Escrow

SAMPLE

Holder shall remit the deposit to Purchaser.

B. **Permitted Encumbrances.** At close of escrow hereunder the Property shall be conveyed to Purchaser by a Director's Deed in substantially the form of ***Exhibit "A"*** hereto (a **"Director's Deed"**), with title to the Property being subject to all of the following exceptions and matters (collectively, the **"Permitted Exceptions"**): (1) a lien to secure payment of real estate taxes, supplemental taxes, and special taxes, bonds and assessments; (2) any reservations or limitations contained in the Director's Deed or any prior deed(s) relating to the Property; (3) the CC&Rs; (4) all title exceptions and other matters shown in the preliminary report for such Property other than any items Caltrans has agreed to cure; (5) any and all other matters apparent from a physical inspection thereof and/or that might be revealed by a survey other than any items Caltrans has agreed to cure; and (6) all other matters created by or with the consent or knowledge of Purchaser, or otherwise disclosed or contemplated in this Agreement. Caltrans shall not have, and does not assume, any liability or obligation whatsoever for any encumbrances or other title matters affecting the Property, or the amendment, removal, or other disposition thereof, provided, however, Caltrans agrees not to encumber the Property or enter into any leases, licenses, and other occupancy agreements with respect to the Property ("Leases") during the Escrow Period without the consent of Purchaser.

4.05 Operation during Escrow Period. During the period commencing with the effectiveness of this Agreement until the close of escrow hereunder or termination of this Agreement, Caltrans will continue to operate the Property in substantially the same manner as operated as of the date of this Agreement and will not do, cause, or allow anything to be done with respect to the Property that would materially change, alter or modify the current operation of the Property as a vacant property without the prior written consent of Purchaser, which consent shall not be unreasonably withheld or delayed; provided, however, Caltrans shall not under any circumstances be responsible for or have any obligation or liability with respect to any such change, alteration or modification to the extent the same is caused by any tenant or occupant of a Property or any other person without Caltrans' consent or knowledge, or to the extent the same is otherwise beyond Caltrans' reasonable control. Additionally, notwithstanding the foregoing, Caltrans shall be entitled, at its election and without notice to or obtaining the consent of Purchaser, to take any and all actions and make any and all decisions with respect to the Property as Caltrans deems necessary or desirable, in its sole and absolute discretion, in addressing any emergency relating to the Property or the safety of any occupant thereof, making a Property compliant with applicable laws, and/or keeping and maintaining a Property in a safe and habitable condition.

4.06 Purchaser's Agreements. With respect to the period prior to the close of escrow Purchaser acknowledges and agrees as follows:

A. **No Changes.** Purchaser shall have no right to take any action with respect to the Property, including, without limitation changing, renewing or terminating any zoning designations, permits, approvals, certificates or other entitlements related thereto (or applying for any such new matters), giving any notices with respect to or otherwise amending or terminating any Leases related thereto, or making or

undertaking any repairs, alterations or additions to the Property and/or any improvements located thereon, in each case without the prior written consent of Caltrans, which may be conditioned or withheld in Caltrans' sole and absolute discretion.

B. **Restrictions.** Purchaser shall not use or take any actions, or permit or suffer its agents, employees, contractors or consultants (collectively, **"Agents"**) to use or take actions, with respect to the Property in a manner which would in any way: (i) interfere with any activities thereon, or the use or occupancy thereof; (ii) constitute a nuisance or result in waste; (iii) result in the cancellation of any insurance being maintained by or on behalf of Caltrans or any tenants, in the increase in the premiums for any such insurance or in the increase of any of Caltrans' other costs; or (iv) damage any improvements or personalty located thereon.

C. **Compliance with Laws Generally.** Purchaser and its Agents shall not enter any Property, nor shall they take any action with respect thereto (or permit or suffer anything to be done in, on or about the Property) which will in any manner violate any title conditions, maps, entitlements, permits, consents, agreements, Leases or any laws, ordinances, governmental rules or regulations now or hereafter in effect with respect thereto and/or the conduct of any activities thereon by Caltrans or any occupants.

D. **Liens.** Purchaser shall at all times keep the Property and Caltrans free from any liens and claims arising out of any and all actions taken, work and labor performed, materials or services furnished and/or damages or personal injuries caused by or on behalf of Purchaser in connection with any activity of Purchaser and/or its Agents with respect to the Property, whether occurring prior to or after the date hereof. Caltrans may require Purchaser to post, at Purchaser's sole cost and expense, a lien release bond or other undertaking, statutory or otherwise, in such amount as necessary to properly bond around any claim filed against Caltrans and/or the Property with respect to such activities (occurring prior to the close of escrow) of Purchaser or its Agents. The bonding obligations of Purchaser under this Subsection 4.06(d) shall be absolute and unconditional and shall survive the close of escrow and the delivery and recordation of the Director's Deed and CC&Rs hereunder and/or the expiration, revocation, or termination of this Agreement.

E. **Compliance with the Act & Regulations**. Purchaser shall at all times comply with the requirements of the Act and the Regulations.

SECTION 5. CONDITIONS TO CLOSE

5.01 Conditions to Purchaser's Obligation to Close. The matters set forth in this Section 5.01 are conditions precedent to the close of escrow by Purchaser as contemplated in this Agreement, and the same may be declared satisfied or waived by Purchaser. In the event any such condition fails to be satisfied in accordance with the terms hereof through no fault of either party, Purchaser shall have the option of either: (i) waiving such condition and proceeding to close without adjustment of the Purchase Price or any of the other terms of this Agreement, or (ii) terminating this Agreement, in which case the

Deposit shall be refunded to Purchaser without interest, and neither party shall have any further rights, liabilities or obligations hereunder except paying their respective share of escrow costs incurred up to such date and observing those obligations expressly stated herein as surviving the termination of this Agreement.

A. **Title.** At closing, the Property shall be conveyed to the Purchaser pursuant to a Director's Deed subject to all the Permitted Exceptions applicable to such Property as contemplated by Section 4.04 hereof.
B. **CTC Approval and Governing Body Approval.** By the Closing Date, the CTC Approval shall and any governing body approval (if applicable) have been unconditionally obtained as contemplated by Section 4.01 hereof.
C. **Documents and Funds.** By the Closing Date, the escrow deposits referenced in Section 3.06(a) above shall have all been made by Caltrans, and the Escrow Holder shall be irrevocably committed to record the Director's Deed in the Official Records of Los Angeles County, California.
D. **Representations/Covenants.** At close: (i) all the representations of Caltrans contained in this Agreement shall be materially true and correct, and (ii) Caltrans shall have materially complied with its covenants contained in this Agreement.

5.02 Conditions to Caltrans' Obligation to Close. The matters set forth in this Section 5.02 are conditions precedent to the close of escrow by Caltrans as contemplated in this Agreement, and the same may be declared satisfied or waived by Caltrans. In the event any such condition fails to be satisfied in accordance with the terms hereof through no fault of either party, Caltrans shall have the option of either: (i) waiving such condition and proceeding to close without adjustment of the Purchase Price or any of the other terms of this Agreement, or (ii) terminating this Agreement, in which case the Deposit shall be refunded to Purchaser without interest, and neither party shall have any further rights, liabilities or obligations hereunder except paying their respective share of escrow costs incurred up to such date and observing those obligations expressly stated herein as surviving the termination of this Agreement.

A. **Balance of Purchase Price.** By the Closing Date, Purchaser shall have deposited the entire Cash Balance of the Purchase Price with Escrow Holder as provided in Section 2.02(b) hereof.
B. **CTC Approval.** By the Closing Date, the CTC Approval shall have been unconditionally obtained as contemplated by Section 4.01 hereof.
C. **Documents and Funds.** By the Closing Date, the escrow deposits referenced in Section 3.06(b) above shall have all been made by Purchaser and Escrow Holder shall be irrevocably committed to:
    (i) disburse the Cash Balance to Caltrans,
    (ii) record the Director's Deed, and CC&Rs immediately thereafter as contemplated herein, in the Official Records of Los Angeles County, California, and

SAMPLE

(iii) deliver to Caltrans a fully executed counterpart original any other appropriate documents as contemplated by Section 3.06(b).

D. **Representations/Covenants.** At close: (i) all the representations of Purchaser contained in this Agreement shall be materially true and correct, and (ii) Purchaser shall have materially complied with its covenants contained in this Agreement.

SECTION 6. POSSESSION

Possession of the Property shall be delivered to Purchaser on the Closing Date subject to the Permitted Exceptions applicable to the Property.

SECTION 7. BROKERS

7.01 Caltrans. Caltrans has retained **Veterans Realty Group** to act as a Consultant in connection with the sale of the Property hereunder, and any compensation due to **Veterans Realty Group** in connection with the transactions contemplated by this Agreement shall be paid by Caltrans.

7.02 No Other Brokers. Except for Caltrans' retention of **Veterans Realty Group** above, each party hereby represents and warrants to the other party that no broker, finder, real estate agent or other person has been retained by it or is entitled to any commission, finder's fee or other compensation resulting from any action on its part with respect to the sale of the Property to Purchaser. Purchaser and Caltrans each agree to indemnify, defend, and hold the other and the Property harmless from and against any real estate brokerage commissions or finder's fees, and all costs and expenses (including attorneys' fees and costs) of investigating and defending any such claims, payable or alleged to be payable to any other persons in connection with this Agreement which such indemnifying party may have engaged or is claimed or alleged to have engaged. This section does not prohibit Purchaser from obtaining a broker at his/her own expense. The representations, warranties, indemnification, and other obligations set forth in this Section 7.02 shall survive the close of escrow and the delivery and recordation of the Director's Deed and the CC&Rs and/or the expiration, revocation, or termination of this Agreement.

SECTION 8. REPRESENTATIONS & WARRANTIES

8.01 By Caltrans. Caltrans hereby makes the following representations and warranties to Purchaser:

A. Authority. Subject to obtaining the CTC Approval, Caltrans has all requisite power and authority to enter into, deliver and perform this Agreement and all the other agreements contemplated herein and to be executed in connection herewith, and the person(s) executing this Agreement and all other agreements contemplated herein on behalf of Caltrans have been properly authorized to sign on behalf of and bind Caltrans in connection with performing the transactions contemplated herein.

SAMPLE

B. Binding. Subject to obtaining the CTC Approval, this Agreement and all documents to be executed by Caltrans as provided herein, as of the date of execution shall, subject to the operation of any bankruptcy or similar laws, be the legal, valid and binding obligations of Caltrans.

C. Information. Except as otherwise set forth in this Agreement, Caltrans has no actual constructive knowledge of any information affecting the Property that had, has or would have a material effect on Purchaser's ability to use and operate the Property as contemplated by Purchaser. Caltrans has provided to Purchaser all material and factual information requested by the Purchaser and/or as required by law concerning the Property that is in Caltrans' possession, custody and control.

D. Compliance with the Act and Regulations: Caltrans conduct in this sales transaction has been in compliance with the Act and corresponding Regulations.

E. Claims. There is no claim, action, suit, arbitration, proceeding (including condemnation proceedings) or any investigation by or before any court or arbitration body, any governmental, administrative or regulatory authority, or any other body pending or, to Caltrans's knowledge, threatened with respect to the Property (collectively, "Allegations"). Caltrans is not aware of any basis or reason for any such Allegations. There is no order, judgment or decree of any court or arbitration body, any governmental, administrative or regulatory authority, or any other body, against Caltrans with respect to the Property or the sales transaction contemplated by this Agreement.

F. No Violation. Neither the execution and delivery of this Agreement, nor the performance by Caltrans of the sales transaction contemplated hereby, will contravene, conflict with, or result in a breach of any agreement, law, regulation, writ, injunction or decree of any court or governmental authority applicable to Caltrans or by which any of its properties is bound. Except for CTC Approval, Caltrans is not required to obtain any consent or authorization in order to complete the sales transaction contemplated by this Agreement.

G. Right to Purchase. Except pursuant to this Agreement, no third party has an option, right of first offer, right of first refusal, or other similar right to purchase the Property that currently remains in effect.

H. Environmental Matters. As requested by Purchaser and/or mandated by law, Caltrans has provided or made available for review copies of any material documents in its possession, custody and control of Caltrans regarding environmental condition of the Property ("Environmental Materials"). Except as set forth in the Environmental Materials, Caltrans is not aware of the existence of any Hazardous Substances (defined in Section 10 below) attributable to or affecting the Property. There have been no settlements reached by or with any third parties alleging the presence, disposal, release or threatened release of any Hazardous Substances from the use or operation of the Property.

I. Leases. The Property is not subject to any Leases, tenancy and/or similar

SAMPLE

agreements conferring any right, title or interest in the Property to a third party.

J. Contracts. Other than as disclosed in the title reports provided by the Title Company and this Agreement, there are no agreements affecting the Property.

Each of the representations made by Caltrans in this Agreement shall be true and correct on the date hereof, and shall be deemed to be made again as of the close of escrow provided for herein, and shall then be true and correct in all material respects. Caltrans shall promptly provide written notice to Purchaser of any developments or information that would make the representations set forth above untrue. The representations and warranties set forth in this Section 8.01 shall expressly survive the close of escrow as described in Section 13.12 below.

8.02 By Purchaser. Purchaser and the specific parties signing this Agreement on behalf of Purchaser hereby makes the following representations and warranties to Caltrans:

A. Organization. Purchaser is a public body, corporate and politic duly organized, validly existing and in good standing under the laws of the State of California which has the power and authority to enter into this Agreement and to consummate the transactions contemplated hereby.
B. Authority. Subject to obtaining governing body approval, Purchaser has all requisite power and authority to enter into, deliver, and perform this Agreement and all the other agreements contemplated herein and to be executed in connection herewith, and the person(s) executing this Agreement and the other agreements contemplated herein on behalf of Purchaser have been properly authorized to sign on behalf of and bind Purchaser in connection with performing the transactions contemplated herein.
C. Binding. This Agreement and all documents to be executed by Purchaser as contemplated hereunder shall, subject to the operation of any applicable bankruptcy or similar laws, be the legal, valid and binding obligations of Purchaser, and shall not materially violate any law, agreement, order or decree to which Purchaser is a party or is subject.
D. Litigation. There are no pending or threatened, suits or actions affecting Purchaser which would materially affect Purchaser's ability to enter into or perform its obligations under this Agreement or the documents executed in connection herewith.
E. Information / Compliance. All applications, information, financial statements, and other materials provided by Purchaser or its Agents to Caltrans pursuant to or in connection with the Act, the Regulations and or this Agreement are true, correct and not materially misleading; and Purchaser is in compliance with the Act and the Regulations as relates to the Property and the purchase thereof under this Agreement.
F. No Bankruptcy. Purchaser is not the subject of any pending or threatened bankruptcy proceedings, whether voluntary or involuntary.

Each of the representations and warranties made by Purchaser in this Agreement, or on

SAMPLE

any document or instrument delivered pursuant hereto shall be true and correct on the date hereof, and shall be deemed to be made again as of close of escrow provided for herein, and shall then be true and correct in all material respects. The representations and warranties of Purchaser contained in this Section 8.02 shall survive the close of escrow and the delivery and recordation of the Director's Deed and CC&Rs.

SECTION 9. "AS-IS", WAIVERS AND RELEASE

Purchaser acknowledges and agrees that, except as set forth in this Agreement, neither Caltrans nor any of its respective employees, agents, managers, members, partners, officers, interest holders, attorneys, contractors or consultants, including without limitation the California Department of Housing and Community Development **("HCD")**, (Caltrans and such other persons being collectively, the **"Seller Parties"**) have made or are making, and specifically negate and disclaim making, any representations, warranties, guaranties, promises, covenants or assurances of any kind or character, whether express, implied, written, oral, past, present or future concerning or with respect to the Property, or the condition or status thereof, including without limitation, the suitability for any purpose or the profitability of owning and operating the Property; the value thereof; the existence or non-existence of any patent or latent defects affecting the same; the physical or environmental condition or status thereof (including without limitation the existence of any mold, lead paint, radon gas or other environmental health hazards); the rental or other income generated thereby; the expenses or costs associated therewith; the size and square footage of the parcel or the improvements located thereon, the age or condition of the such improvements, or the location of property lines or setbacks (or the location of the improvements with respect thereto); the zoning thereof; the condition of title thereto; the existence, necessity or satisfaction of any local, state or federal approvals, permits or certificates for the entitlement, ownership, operation, use or occupancy thereof as contemplated by Purchaser or any tenants, occupants or any future owners thereof; the feasibility of or cost associated with obtaining any such approvals; the compliance of the Property with any and all applicable local, state or federal laws, codes and ordinances; or any other matter.

Purchaser further acknowledges that Purchaser, with the help of its independent experts, contractors, consultants, professionals (including independent legal counsel and accountants), and advisors, prior to the Closing Date, will conduct its independent feasibility, investigation, and due diligence inquiry as described in Section 1.03 above with respect to the Property and will fully satisfy itself as to all matters relating thereto. Except for the representations and warranties of Caltrans set forth in this Agreement, Purchaser is relying solely and exclusively on such independent due diligence in executing this Agreement and purchasing the Property hereunder, and not on any representations, warranties, guaranties, promises, covenants or assurances of any kind or character by Caltrans or any other Seller Parties; and the Property is being purchased "**AS-IS" / "WHERE-IS"** at close in its present condition with all defects and faults, both patent and latent, whether known or unknown, presently existing or that may hereafter arise.

Effective on the Closing Date, Purchaser hereby fully and expressly releases Caltrans, HCD

and all of the other Seller Parties and their respective agents, employees, attorneys, consultants, successors and assigns from any and all demands, claims, liabilities, amounts, actions, costs, judgments, expenses and damages (including, without limitation, attorneys' fees, witness fees and court costs) related to or arising from the Property, or the condition or status of thereof or any other matter relating thereto, including without

limitation the matters referenced in the first paragraph of this Section 9, (collectively, the "**Released Matters"**); and Purchaser hereby covenants not to sue, and hereby fully and expressly waives and relinquishes any and all rights and remedies Purchaser may have against, Caltrans, HCD and the other Seller Parties and their respective agents, employees, attorneys, consultants, successors and assigns, or any of them, at law, in equity or otherwise, related to or arising from the Released Matters. However, nothing contained herein shall release or be deemed to release Caltrans from claims arising from its fraud or a breach of any representation or warranty by Caltrans contained in this Agreement (the "Preserved Matters"). Preserved Matters shall not be considered Released Matters. Purchaser acknowledges and agrees that the release, waiver and discharge given by Purchaser hereunder to Caltrans, HCD and the other released parties extends to all Released Matters described above, whether known or unknown, foreseen or unforeseen, patent or latent, which Purchaser may now or hereafter have against Caltrans, HCD or such other persons; and in connection with such release, waiver and discharge, Purchaser hereby expressly waives the benefit of the provisions of California Civil Code Section 1542, which provides as follows:

> **"A GENERAL RELEASE DOES NOT EXTEND TO CLAIMS THAT THE CREDITOR OR RELEASING PARTY DOES NOT KNOW OR SUSPECT TO EXIST IN HIS OR HER FAVOR AT THE TIME OF EXECUTING THE RELEASE AND THAT, IF KNOWN BY HIM OR HER, WOULD HAVE MATERIALLY AFFECTED HIS OR HER SETTLEMENT WITH THE DEBTOR OR RELEASED PARTY."**

Purchaser has read this Section 9, has had the effect and content thereof explained to Purchaser by independent legal counsel, and fully understands and appreciates the same. Purchaser understands and acknowledges that, among other things, the consequence of this waiver of California Civil Code section 1542 is that even if Purchaser should eventually discover any claims or suffer any losses or damages arising from the Released Matters, Purchaser would not be able to make any claim against Caltrans, HCD or the other released persons with respect thereto. Purchaser acknowledges that these consequences apply even as to claims, losses or damages resulting from the Released Matters that may exist as of the date of this Agreement or in the future, but which Purchaser does not know exist, or does not anticipate, and which, if known or anticipated, would materially affect Purchaser's decision to execute this Agreement. The waivers, releases, covenants not to sue and discharges contained in this Section 9 are a material portion of the consideration to Caltrans in agreeing to enter into this Agreement and shall survive the close of escrow and the delivery and recordation of Director's Deed and the CC&Rs in perpetuity.

SECTION 10. <u>INDEMNIFICATION</u>

SAMPLE

Following the closing of the transaction contemplated herein, except as provided below, Purchaser shall, at its sole cost and expense, indemnify, defend and hold Caltrans and its officers, agents, employees, attorneys and consultants, including without limitation, HCD, and their respective successors and assigns (collectively, the **"Indemnified Parties"**), free and harmless from and against any and all liabilities, demands, claims and costs (including remediation, reimbursement or contribution costs or claims), damages, losses, and expenses (including and without limitation to attorneys' fees, legal expenses and court costs, and consultant's fees, and investigation and remediation costs) of whatever kind or nature incurred or suffered by, or threatened against, any Property or any Indemnified Party(ies) resulting from or arising out of or by reason of any matter pertaining to the condition or status of the Property, including without limitation, the existence of any Hazardous Substances or Hazardous Substance Conditions in, on, under or about the Property (collectively, "Claims"). Except as provided below, this indemnity is intended to address any and all liability for which Caltrans may now or at any time hereafter be partially or entirely responsible in connection with the contamination, environmental or physical condition or status of any Property, including the prior operation thereof, due to its mere ownership or operation of such Property. As used in this Agreement, the term **"Hazardous Substance"** shall mean any substance whose nature and/or quantity of existence, use, manufacture, disposal or effect, render it subject to federal, state, or local regulation, investigation, remediation or removal as potentially injurious to public health or welfare, including the Comprehensive Environmental Response Compensation and Liability Act or Resource Conservation and Recovery Act as now in effect; and the term **"Hazardous Substance Condition"** shall mean the existence in, on, under or about the Property of a hazardous substance that requires remediation, removal, mitigation and/or other action pursuant to applicable law. This indemnification shall in no event apply to (i) Claims to which Caltrans representations and warranties apply, (ii) any Claims involving Caltrans' willful misconduct, gross negligence or fraud, and (iii) any Claims relating to challenges to Caltrans' acquisition or disposition of the Property.

Purchaser's indemnification and defense of any matters contemplated in this Section 10 for or on behalf of the Property or any Indemnified Parties shall be made by counsel reasonably acceptable to the Indemnified Parties; shall commence immediately upon any such claim or matter being made, threatened, or asserted against Indemnified Parties or the Property without the necessity of the Indemnified Parties first contesting or defending the same, suffering or incurring any loss or adverse disposition, or otherwise taking or failing to take any other action; and shall apply to all such matters regardless of any action, failure or negligence of the Indemnified Parties, it being the express intent that the indemnification, defense and hold harmless obligations of this Section 10 apply to all matters referenced herein except to the extent caused by the gross negligence or willful misconduct of the Indemnified Parties. In the event Purchaser refuses to initiate or continue pursuing to completion any such defense or other obligations hereunder, Indemnitee shall be entitled to undertake, assume, and/or conclude the same, all at Purchaser's sole cost and expense, with counsel selected by Indemnitee. The obligations of Purchaser under this Section 10 shall be absolute and unconditional, and shall survive the close of escrow and the delivery and recordation of the Director's Deed and the

SAMPLE

CC&Rs.

SECTION 11. CASUALTY/CONDEMNATION

In the event any casualty or condemnation proceeding occurs or is commenced with respect to the Property after the effectiveness hereof but prior to the close of escrow, Caltrans shall notify Purchaser of the same in writing within ten (10) business days after Caltrans has knowledge of the same, and either of the following shall occur:

(A) If Purchaser does not elect to cancel within seven (7) business days after receipt of such notice by Purchaser, the parties shall continue to proceed under this Agreement and close without adjustment to the Purchase Price or any of the other provisions of this Agreement, in which event upon the close of escrow, Caltrans shall assign to Purchaser all of its interest in any such insurance or condemnation proceeds, compensation, award, or other payments or relief resulting from such casualty or condemnation proceedings; or

(B) If Purchaser elects to cancel, and Purchaser provides written notification to Caltrans of its election to terminate this Agreement within such 7-day period, then this Agreement shall terminate, the Deposit shall be returned to Purchaser without interest, and Caltrans shall retain all proceeds, compensation, awards, payments and other benefits or relief related to such casualty and condemnation with respect to the Property.

SECTION 12. REMEDIES

12.01 Of Purchaser. If the closing does not occur as a result of Caltrans' default under this Agreement, then, provided Purchaser is not in default hereunder, Purchaser may, at its election proceed with either of the following mutually exclusive alternatives as its sole and exclusive remedy:

A. Terminate the Agreement, whereupon: (1) the Deposit shall be returned to Purchaser without interest, (2) Purchaser may seek reimbursement from Caltrans of any and all hard third-party costs and expenses incurred by Purchaser in connection the investigation of the Property or the negotiation and execution of this Agreement, as evidenced by invoices delivered to Caltrans, up to the maximum aggregate amount of fifteen thousand Dollars ($15,000), and (3) neither party shall have any further obligation or liability to the other under this Agreement except for provisions of this Agreement which expressly state that they shall survive the termination of this Agreement; or

B. File in a court of competent jurisdiction an action for specific performance to cause Caltrans to convey the Property to Purchaser in accordance with the terms and conditions of this Agreement; but Purchaser shall not be entitled to recover

SAMPLE

any monetary damages (whether compensatory, consequential, exemplary, punitive or other) from Caltrans in connection with such default other than seeking its reasonable attorneys' fees in connection with such action.

PURCHASER ACKNOWLEDGES AND AGREES THAT THE LIMITATIONS ON REMEDIES AGAINST CALTRANS SET FORTH IN THIS SECTION 12.01 ARE A MATERIAL INDUCEMENT FOR CALTRANS TO ENTER INTO THIS AGREEMENT, AND PURCHASER AGREES THAT SUCH LIMITATIONS ARE REASONABLE AND ENFORCEABLE IN ACCORDANCE WITH THEIR TERMS.

12.02 Of Caltrans. LIQUIDATED DAMAGES. PURCHASER AND CALTRANS AGREE THAT SHOULD PURCHASER FAIL TO COMPLETE THE PURCHASE OF THE PROPERTY AS HEREIN PROVIDED BY REASON OF DEFAULT OF PURCHASER, THE PARTIES HERETO, BY INITIALING THIS SECTION 12.02 IN THE SPACE PROVIDED BELOW, AGREE THAT IT WOULD BE IMPRACTICAL OR EXTREMELY DIFFICULT TO ASCERTAIN OR FIX ACTUAL DAMAGES TO CALTRANS AS A RESULT OF SUCH FAILURE OR DEFAULT BY PURCHASER, THAT UNDER THE CIRCUMSTANCES EXISTING AS OF THE DATE OF THIS AGREEMENT THE ENTIRE DEPOSIT PROVIDED FOR IN SECTION 2.02(A) ABOVE IS A REASONABLE ESTIMATE OF CALTRANS' DAMAGES, AND THAT AS CALTRANS' SOLE AND EXCLUSIVE REMEDIES ON ACCOUNT OF SUCH BREACH, CALTRANS SHALL BE ENTITLED TO: (1) RETAIN SAID DEPOSIT AS LIQUIDATED DAMAGES FOR SUCH BREACH BY PURCHASER AND (2) TERMINATE THIS AGREEMENT. THE PAYMENT OF SUCH AMOUNT AS LIQUIDATED DAMAGES IS NOT INTENDED AS A FORFEITURE OR PENALTY, BUT IS INTENDED TO CONSTITUTE LIQUIDATED DAMAGES TO CALTRANS PURSUANT TO CALIFORNIA CIVIL CODE SECTIONS 1671, 1676 AND 1677.

THE PROVISIONS HEREOF RELATE ONLY TO CALTRANS' DAMAGES FOR PURCHASER'S DEFAULTS IN ITS AGREEMENT TO PURCHASE THE PROPERTY AS PROVIDED HEREIN. NOTHING CONTAINED HEREIN SHALL LIMIT OR PRECLUDE, OR BE DEEMED TO LIMIT OR PRECLUDE, THE EXERCISE OR ENFORCEMENT BY CALTRANS OF ANY RIGHTS WHICH EXPRESSLY SURVIVE THE TERMINATION OF THIS AGREEMENT.

Purchaser's Initials: _____ Caltrans' Initials: _____

SECTION 13. MISCELLANEOUS

13.01 Headings. This Agreement shall be construed as a whole, and the subject headings of the paragraphs and subparagraphs of this Agreement are included for convenience only and shall not affect the construction or interpretation of any of its provisions or define the provisions in the portions of this Agreement to which they pertain.

13.02 Assignment. Purchaser may not assign this Agreement, or any portion hereof or any of its rights or interests hereunder, without the express prior written consent of Caltrans, which consent may be conditioned or withheld in Caltrans' sole and absolute discretion, except as set forth herein. Purchaser may, without Caltrans' consent, but upon notice to Caltrans and Escrow Holder, assign any or all of its rights in, to or under this

Agreement to an entity or instrumentality that is wholly controlled by Purchaser. No such assignment (regardless of whether consented to by Caltrans) shall relieve or release Purchaser from any of its obligations hereunder. As a condition to the effectiveness of such assignment, all assignees shall execute an assumption agreement reasonably acceptable to Caltrans under which the proposed assignee agrees to fully assume and be bound by all the terms of this Agreement to be observed or performed by Purchaser.

Caltrans shall be free to assign this Agreement, or any portion hereof or any of its rights or interests hereunder, without the consent or approval of Purchaser.

13.03 Entire Agreement / Amendment. This Agreement (including all exhibits and schedules hereto and other agreements referenced herein) constitute the entire agreement between the parties pertaining to the subject matter contained herein and supersede all prior written or oral agreements, representations and understandings of the parties relating to the subject matter herein. There are no representations, agreements, arrangements, or understandings, oral or written, relating to the subject matter which are not fully expressed herein. No supplement, modification or amendment of this Agreement shall be binding unless executed in writing by all the parties hereto.

This Agreement does not affect the enforceability of other written contracts related to the use and resale of the Property or to preserving the historic nature of the Property.

13.04 Counterparts. This Agreement may be executed simultaneously in one or more identical counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. This Agreement shall be fully effective and binding on all parties hereto, as if one or more copies thereof had been executed by all the parties hereto, when all the parties have executed identical counterparts hereof, even though no single counterpart has been executed by all the parties hereto.

13.05 Binding / Successor & Assigns. Except to the extent assignment hereof is prohibited, this Agreement shall be binding on, and shall inure to the benefit of, the parties hereto and their successors and assigns.

13.06 Attorneys' Fees. If any legal action, arbitration or other proceeding is brought by either party involving a dispute between the parties arising out of the interpretation or enforcement of any condition or provision hereof, or by reason of any breach arising hereunder or the sale of the Property, the prevailing party shall be entitled to recover its reasonable attorneys' fees, court costs and expert witness fees incurred in such action or proceeding in addition to any other relief to which such party may be entitled.

13.07 Further Acts. Each party agrees to perform any further acts and execute and deliver any documents that may be reasonably necessary to carry out the provisions in this Agreement.

13.08 Limited Third-Party Beneficiaries. Subject to the remainder of this Section 13.08,

SAMPLE

this Agreement is for the sole benefit of the parties hereto and there are no third-party beneficiaries, intended or otherwise. Notwithstanding the foregoing, HCD and the other Seller Parties (and other released persons) are intended third-party beneficiaries of Section 9 hereof, and HCD and the other Indemnified Parties are intended third party beneficiaries of Section 10 hereof.

13.09 Notices. All notices, requests, demands, and other communications required or desired under this Agreement shall be in writing and shall be given by any of the following methods: (i) personal service at the address set forth below, (ii) email transmission in the manner set forth below, or (iii) depositing such notice in the United States mail postage prepaid, addressed to the other as follows:

Caltrans
Division of Right of Way – SR-710, MS6
100 South Main Street
Los Angeles, CA 90012

City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

Any notice given by personal service shall be deemed given when received, as verified by a written receipt or proof of service. Any notice given by email transmission shall be deemed given when transmitted, as evidenced by printed email; and any notice given by regular mail shall be deemed given on the fifth (5th) business day after its deposit in the United States mail postage prepaid.

Either party may change its address for purposes of this paragraph by giving the other party written notice of the new address to the other party at the address contained herein.

13.10 Governing Law. This Agreement has been prepared, negotiated, and entered into in the State of California and shall be governed by, construed and enforced in accordance with the internal laws of the State of California and according to its fair meaning, and not in favor of or against any party. Any action or proceeding relating or arising out of this Agreement shall be filed, if a State action, in the Superior Court of the State of California for the County of Los Angeles.

13.11 Severability. If any provision of this Agreement, or the application thereof to any person or circumstance, is held invalid or unenforceable by any court or arbitrator, it is the intent of the parties that all the other provisions of this Agreement, and the application of such provision to persons or circumstances other than those as to which it is invalid or unenforceable, shall be construed to be fully valid, enforceable and binding on the parties to the fullest extent permitted by law.

SAMPLE

13.12 Survival / No Merger. All covenants, representations, warranties, and other agreements under this Agreement which are expressly stated herein as surviving the close of escrow shall survive the close of escrow and the delivery and recordation of the Director's Deed and the CC&Rs in perpetuity, and shall not merge with or into the Director's Deed or the CC&Rs (or be terminated, limited or otherwise affected thereby).

13.13 Time is of the Essence. Time is of the essence of this Agreement in respect to all provisions of this Agreement that specify a time for performance, including the closing of escrow provided for herein, and failure to comply with this provision shall be a material breach of this Agreement.

13.14 Days / Saturdays, Sundays, and Holidays. Unless otherwise expressly stated, all time periods referred to herein shall be deemed to mean calendar days. If any date by which an election or a notice shall be given, or by which an action shall be taken, hereunder falls on a Saturday, Sunday, federal or state holiday, then the date by which such election or notice shall be given or such action shall be taken is extended to 5:00 p.m. on the next business day following such Saturday, Sunday, federal or state holiday.

13.15 Waiver. Waiver by one party of the performance of any covenant, condition or promise shall not invalidate this Agreement, nor shall it be a waiver by such party of such covenant, condition or promise in the future or of any other covenant, condition, or promise hereunder. Any waiver, to be effective, shall be express, in writing and signed by the waiving party, and shall be delivered to the other party. The exercise by a party of any remedy provided in this Agreement or at law shall not prevent the exercise by that party of any other remedy provided in this Agreement or at law.

13.16 Construction. As used in this Agreement, the masculine, feminine, or neuter gender and the singular or plural numbers shall each be deemed to include the other whenever the context so indicates. Each party hereto acknowledges and agrees that each has had independent counsel review and participated in the negotiation and drafting of this Agreement, and each hereby fully waives the application of any law, statute or rule of construction or interpretation, including without limitation California Civil Code Section 1654, to the effect that any ambiguities are to be construed against the drafting party.

13.17 Exhibits. All exhibits and schedules attached to this Agreement are hereby incorporated by reference herein and specifically made a part of this Agreement.

SAMPLE

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

CALTRANS:

Recommended for Approval by:

STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION

By: _____ Date: _____
Angus Chan
Senior Right of Way Agent

By: _____ Date: _____
Heriberto Salazar
Office Chief, 710 Sales

Approved:

By: _____ Date: _____
Dan Murdoch
Deputy District Director, Right of Way

PURCHASER:

By: _____ Date: _____

By: _____ Date: _____

SAMPLE

Attached Exhibits

Exhibits "A"	*Director's Deed/Legal Description of Property*
Exhibit "B"	*Deleted*
Exhibit "C"	*Declaration of Covenants, Conditions & Restrictions*
Exhibit "D"	Historical Covenants (only included if applicable)

SAMPLE

City Council Agenda Report

ITEM NO. 12

DATE: July 16, 2025

FROM: Janet Braun, Mayor

PREPARED BY: Hector Gomez, Chief City Clerk

SUBJECT: **CONSIDERATION OF APPOINTMENT TO PUBLIC WORKS INFRASTRUCTURE COMMISSION FOR PARTIAL TERM**

Recommendation

It is recommended by Mayor Braun that the City Council appoint Ryan Jones to the Public Works Infrastructure Commission for a partial-term ending on December 31, 2026.

Executive Summary

At the beginning of every Mayoral term, appointments are made to various commissions, boards, committees, and regional groups for the calendar year. On February 5, 2025, the City Council approved the Mayor's recommended appointments for regional boards. The proposed recommended appointment is for an unexpected vacancy on the Public Works Infrastructure Commission.

Background

The South Pasadena Municipal Code (SPMC) Section 2.23(a) states that, “Unless otherwise specified in this article, all boards and commissions shall consist of five adult members, all board and commission members to be appointed by the mayor of the city with at least three affirmative votes of the city council.” Vacancies other than by expiration of a term shall be filled by the mayor, with approval of the city council, for the unexpired portion of the term SPMC Section 2.26(a). In this case, the term for the vacant position that Mr. Jones will fill, expires on December 31, 2026.

The City has continued community outreach to solicit applications to fill these and other advisory body vacancies. Existing unscheduled vacancies and vacancies occurring in 2025 have been posted on the City’s website consistent with the Maddy Act. For residents interested in serving on a City advisory body, the application is available on the City website or in the City Clerk’s Office.

Fiscal Impact

Cost for onboarding, training, and conducting commission meetings have been accounted for in department budgets.

City Council Agenda Report

ITEM NO. 13

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: H. Ted Gerber, Former Public Works Director
Michael Vartanians, Acting Co-Director of Public Works
Bassam AL-Beitawi, Transportation Program Manager

SUBJECT: **CONSIDERATION OF APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT WITH ITERIS, INC., FOR TRAFFIC ENGINEERING AND ITS SUPPORT SERVICES RELATED TO THE NORTH-SOUTH CORRIDOR INTELLIGENT TRANSPORTATION SYSTEM (ITS) DEPLOYMENT PROJECT IN A NOT TO EXCEED AMOUNT OF $73,787.00**

Recommendation

It is recommended that the City Council consider approval of a Professional Services Agreement (PSA) with Iteris, Inc., to provide traffic engineering and ITS support services to support the City's North-South Corridor Intelligent Transportation System (ITS) Deployment Project, Project No. 002002 (2020-02), Federal Project No. RABA01-5071(024), in a not-to-exceed amount of $73,787.00

Executive Summary

This item considers approval of a Professional Services Agreement (Attachment 1) with Iteris, Inc. for the company to assist with traffic signal coordination and other related tasks for the City's North-South Corridor Intelligent Transportation System (ITS) Deployment Project (Project).

Background

At the June 18th, 2025 City Council meeting, an amendment to the existing Professional Services Agreement (PSA) with KOA Corporation was approved for engineering design services to support the City's North-South Corridor Intelligent Transportation System (ITS) Deployment Project, Project No. 002002 (2020-02), Federal Project No. RABA01-5071(024). That item adjusted the scope and fee for KOA's professional services agreement in order to align the consultant's tasks with the design needs of the Project, specifically to focus the designer's efforts on delivering construction plans and specifications. Updates to the Project include addressing curb, ramp, catch basin, and bulb-out modifications at locations along Fair Oaks Avenue and Huntington Drive to improve pedestrian and/or bicycle access, and coordinate future improvements of other roadways including Mission Street and Columbia Street that have been contemplated in other design planning efforts, such as the Toole Design charrettes. There were also elements of the Project scope that were being removed from KOA to be serviced by an alternate vendor, including as the traffic signal coordination work. Iteris is the alternate vendor that is proposed to assume the traffic signal coordination work to

support the Project.

Fiscal Impact
In 2021 KOA Corporation was awarded a PSA for Engineering Design Services for the North-South Corridor Intelligent Transportation System Deployment Project No. 2020-02, Federal Project No. RABA01-5071(024) for a not-to exceed amount of $867,331.00. Considering the 88.53% federal share, the original Project budget allocation in the 2021 staff report consisted of: $450,000 from the Capital Growth Fund 255, $9,343,563 from the Rogan Grant Fund 214, $1,410,000 from the Designated General Fund Reserve for the Rogan match (which was referred to as Fund 104 in the staff report, however, is programmed as Fund 108).

On June 18, 2025 City Council approved an amendment to the existing PSA increasing the not-to-exceed amount to $1,137,574.00.

The North-South Corridor (Fair Oaks) ITS Deployment project account has budgeted $1,269,977.80 for Fiscal Years 2025-2026. This amount is a result of a carry over from FY 24-25 of 1,089,977.80 and appropriation of new funding of $180,000.00.

To date, KOA has spent $344,459.46 of the $1,137,547.00 contract resulting in a remainder of $793,114.54 on the contract.

A task order was awarded to NV5 for staff augmentation services for this project with a not-to-exceed amount of $180,000.00.

After considering the potential of spending a maximum of $793,114.54 and $180,000 the North-South corridor (Fair Oaks) ITS Deployment project will have a remaining unencumbered balance of $296,863.26.

Funding for the Iteris PSA will be available from the remaining balance under the North-South Corridor (Fair Oaks) ITS Deployment Project Account No. 400-9000-9010-9161-000. This task order will be paid by Funds 108, 214 and 255 as follows $7,577.93 from Fund 108, $65,323.63 from Fund 214 and $885.44 from Fund 255.

Key Performance Indicators and Strategic Plan
This item is related to street improvement goals in the City Council's 2025 compilation of priorities, number 2(a).

Commission Review and Recommendation
This Project has been discussed at multiple meetings of the former Mobility and Infrastructure Transportation Commission throughout its development.

Public Notification
The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City’s website.

Environmental Analysis
As the Project is in the planning and design phase, California Environmental Quality Act (CEQA) analysis is currently being conducted as part of another vendor's scope of work.

Attachment:
Attachment 1 - Professional Services Agreement with Iteris, Inc.

PROFESSIONAL SERVICES AGREEMENT
FOR CONSULTANT SERVICES

(City of South Pasadena / Iteris, Inc.)

1. IDENTIFICATION

This PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into by and between the City of South Pasadena, a California municipal corporation ("City"), and **Iteris, Inc.** ("Consultant").

2. RECITALS

2.1. City has determined that it requires the following professional services from a consultant: **Traffic Engineering and ITS Support Services for the Fair Oaks Ave. North-South ITS Deployment Project.**

2.2. Consultant represents that it is fully qualified to perform such professional services by virtue of its experience and the training, education and expertise of its principals and employees. Consultant further represents that it is willing to accept responsibility for performing such services in accordance with the terms and conditions set forth in this Agreement.

2.3. Consultant represents that it has no known relationships with third parties, City Council members, or employees of City which would (1) present a conflict of interest with the rendering of services under this Agreement under Government Code Section 1090, the Political Reform Act (Government Code Section 81000 *et seq.*), or other applicable law, (2) prevent Consultant from performing the terms of this Agreement, or (3) present a significant opportunity for the disclosure of confidential information.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Consultant agree as follows:

3. DEFINITIONS

3.1. "Scope of Services": **see Exhibit A**

3.2. "Agreement Administrator": The Agreement Administrator for this project is **Michael Vartanians, Co-Director of Public Works.** The Agreement Administrator shall be the principal point of contact at the City for this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim milestones. City reserves the right to change this designation upon written notice to Consultant.

3.3. "Approved Fee Schedule": Consultant's compensation rates are set forth in the fee schedule attached hereto as Exhibit B and incorporated herein by this reference. This fee schedule shall remain in effect for the duration of this Agreement unless modified in writing by mutual agreement of the parties.

3.4. "Maximum Amount": The highest total compensation and costs payable to Consultant by City under this Agreement. The Maximum Amount under this Agreement is Seventy Three Thousand and Seven Hundred Eighty Seven Dollars ($73,787).

3.5. "Commencement Date": July 16, 2025.

3.6. "Termination Date": **Until determined to be complete by the City of South Pasadena Public Works Director.**

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier under Section 18 ("Termination") below. Consultant may request extensions of time to perform the services required hereunder. Such extensions shall be effective if authorized in advance by City in writing and incorporated in written amendments to this Agreement.

5. CONSULTANT'S DUTIES

5.1. **Services**. Consultant shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

5.2. **Coordination with City**. In performing services under this Agreement, Consultant shall coordinate all contact with City through its Agreement Administrator.

5.3. **Budgetary Notification**. Consultant shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Consultant shall concurrently inform the Agreement Administrator, in writing, of Consultant's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.

5.4. **Business License.** Consultant shall obtain and maintain in force a City business license for the duration of this Agreement.

5.5. **Professional Standards.** Consultant shall perform all work to the standards of Consultant's profession and in a manner reasonably satisfactory to City. Consultant

shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict of interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).

5.6. **Avoid Conflicts.** During the term of this Agreement, Consultant shall not perform any work for another person or entity for whom Consultant was not working at the Commencement Date if such work would present a conflict interfering with performance under this Agreement. However, City may consent in writing to Consultant's performance of such work.

5.7. **Appropriate Personnel.** Consultant has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such services shall be performed by Consultant or under its supervision, and all personnel engaged in the work shall be qualified to perform such services. Shirjeel Muhammad, shall be Consultant's project administrator and shall have direct responsibility for management of Consultant's performance under this Agreement. No change shall be made in Consultant's project administrator without City's prior written consent.

5.8. **Substitution of Personnel.** Any persons named in the proposal or Scope of Services constitutes a promise to the City that those persons will perform and coordinate their respective services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. If City and Consultant cannot agree as to the substitution of key personnel, City may terminate this Agreement for cause.

5.9. **Permits and Approvals.** Consultant shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary for Consultant's performance of this Agreement. This includes, but shall not be limited to, professional licenses, encroachment permits and building and safety permits and inspections.

5.10. **Notification of Organizational Changes.** Consultant shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Consultant's firm or of any subcontractor. Change of ownership or control of Consultant's firm may require an amendment to this Agreement.

5.11. **Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Consultant under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall

be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

6. SUBCONTRACTING

6.1. **General Prohibition.** This Agreement covers professional services of a specific and unique nature. Except as otherwise provided herein, Consultant shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.

6.2. **Consultant Responsible.** Consultant shall be responsible to City for all services to be performed under this Agreement.

6.3. **Identification in Fee Schedule.** All subcontractors shall be specifically listed in the Scope of Work, Exhibit A, and their billing rates identified in the Approved Fee Schedule, Exhibit B. Any changes must be approved by the Agreement Administrator in writing as an amendment to this Agreement.

6.4. **Compensation for Subcontractors.** City shall pay Consultant for work performed by its subcontractors, if any, only at Consultant's actual cost plus an approved mark-up as set forth in the Approved Fee Schedule, Exhibit B. Consultant shall be liable and accountable for any and all payments, compensation, and federal and state taxes to all subcontractors performing services under this Agreement. City shall not be liable for any payment, compensation, or federal and state taxes for any subcontractors.

7. COMPENSATION

7.1. **General.** City agrees to compensate Consultant for the services provided under this Agreement, and Consultant agrees to accept payment in accordance with the Fee Schedule in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Consultant shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.

7.2. **Invoices.** Consultant shall submit to City an invoice, on a monthly basis or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. All labor charges shall be itemized by employee name and classification/position with the firm, the corresponding hourly rate, the hours worked, a description of each labor charge, and the total amount due for labor charges.

Invoices shall be submitted electronically to PWAP@southpasadenaca.gov

7.3. **Taxes.** City shall not withhold applicable taxes or other payroll deductions from payments made to Consultant except as otherwise required by law. Consultant shall be solely responsible for calculating, withholding, and paying all taxes.

7.4. **Disputes.** The parties agree to meet and confer at mutually agreeable times to resolve any disputed amounts contained in an invoice submitted by Consultant.

7.5. **Additional Work.** Consultant shall not be reimbursed for any expenses incurred for work performed outside the Scope of Services unless prior written approval is given by the City through a fully executed written amendment. Consultant shall not undertake any such work without prior written approval of the City.

7.6. **City Satisfaction as Precondition to Payment.** Notwithstanding any other terms of this Agreement, no payments shall be made to Consultant until City is satisfied that the services are satisfactory.

7.7. **Right to Withhold Payments.** If Consultant fails to provide a deposit or promptly satisfy an indemnity obligation described in Section 11, City shall have the right to withhold payments under this Agreement to offset that amount.

8. PREVAILING WAGES

Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. Consultant shall defend, indemnify, and hold the City, tis elected officials, officers, employees, and agents free and harmless form any claim or liability arising out of any failure or alleged failure of Consultant to comply with the Prevailing Wage Laws.

9. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by Consultant in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Consultant may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Consultant.

10. RELATIONSHIP OF PARTIES

10.1. **General.** Consultant is, and shall at all times remain as to City, a wholly independent contractor.

10.2. **No Agent Authority.** Consultant shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its agents shall have control over the conduct of Consultant or any of Consultant's employees, except as set forth in this Agreement. Consultant shall not represent that it is, or that any of its agents or employees are, in any manner employees of City.

10.3. **Independent Contractor Status.** Under no circumstances shall Consultant or its employees look to the City as an employer. Consultant shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Consultant's previously earned California Public Employees Retirement System ("CalPERS") retirement benefits, if any, and Consultant specifically assumes the responsibility for making such a determination. Consultant shall be responsible for all reports and obligations including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation, and other applicable federal and state taxes.

10.4. **Indemnification of CalPERS Determination.** In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. INDEMNIFICATION

11.1 **Definitions.** For purposes of this Section 11, "Consultant" shall include Consultant, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Consultant or its subcontractors, in the performance of this Agreement. "City" shall include City, its officers, agents, employees and volunteers.

11.2 **Consultant to Indemnify City.** To the fullest extent permitted by law, Consultant shall indemnify, hold harmless, and defend City from and against any and all claims, losses, costs or expenses for any personal injury or property damage arising out of or in connection with Consultant's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Consultant or failure to comply with any provision in this Agreement.

11.3 **Scope of Indemnity.** Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, Property damage shall include injury to any personal or real property. Consultant shall not be required to indemnify City for such loss or damage as is caused by the sole active negligence or willful misconduct of the City.

11.4 **Attorneys Fees.** Such costs and expenses shall include reasonable attorneys' fees for counsel of City's choice, expert fees and all other costs and fees of litigation. Consultant shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.

11.5 **Defense Deposit.** The City may request a deposit for defense costs from Consultant with respect to a claim. If the City requests a defense deposit, Consultant shall provide it within 15 days of the request.

11.6 **Waiver of Statutory Immunity.** The obligations of Consultant under this Section 11 are not limited by the provisions of any workers' compensation act or similar act. Consultant expressly waives its statutory immunity under such statutes or laws as to City.

11.7 **Indemnification by Subcontractors.** Consultant agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 11 from each and every subcontractor or any other person or entity involved in the performance of this Agreement on Consultant's behalf.

11.8 **Insurance Not a Substitute.** City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Consultant's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

12. INSURANCE

12.1. **Insurance Required.** Consultant shall maintain insurance as described in this section and shall require all of its subcontractors, consultants, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

12.2. **Documentation of Insurance.** City will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. Consultant shall file with City:

- Certificate of Insurance, indicating companies acceptable to City, with a Best's Rating of no less than A:VII showing. The Certificate of Insurance must include the following reference: **Traffic Engineering and ITS Support Services for the Fair Oaks Ave. North-South ITS Deployment Project.**
- Documentation of Best's rating acceptable to the City.
- Original endorsements effecting coverage for all policies required by this Agreement.

- City reserves the right to obtain a full certified copy of any Insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of the right to exercise later.

12.3. **Coverage Amounts.** Insurance coverage shall be at least in the following minimum amounts:

• Professional Liability Insurance:	$2,000,000 per occurrence, $2,000,000 aggregate
• General Liability:	
• General Aggregate:	$2,000,000
• Products Comp/Op Aggregate	$2,000,000
• Personal & Advertising Injury	$2,000,000
• Each Occurrence	$2,000,000
• Fire Damage (any one fire)	$ 100,000
• Medical Expense (any 1 person)	$ 10,000
• Workers' Compensation:	
• Workers' Compensation	Statutory Limits
• EL Each Accident	$1,000,000
• EL Disease - Policy Limit	$1,000,000
• EL Disease - Each Employee	$1,000,000
• Automobile Liability	
• Any vehicle, combined single limit	$1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured

12.4. **General Liability Insurance.** Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.

12.5. **Worker's Compensation Insurance.** Consultant is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Consultant will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.

12.6. **Automobile Liability Insurance.** Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.

12.7. P**rofessional Liability Insurance or Errors & Omissions Coverage.** The deductible or self-insured retention may not exceed $50,000. If the insurance is on a Claims-Made basis, the retroactive date shall be no later than the commencement of the work. Coverage shall be continued for two years after the completion of the work by one of the following: (1) renewal of the existing policy; (2) an extended reporting period endorsement; or (3) replacement insurance with a retroactive date no later than the commencement of the work under this Agreement.

12.8. **Claims-Made Policies.** If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Consultant must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

12.9. **Additional Insured Endorsements.** The City, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured for each policy required herein, other than Professional Errors and Omissions and Worker's Compensation, for liability arising out of ongoing and completed operations by or on behalf of the Consultant. Consultant's insurance policies shall be primary as respects any claims related to or as the result of the Consultant's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or consultants shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Consultant's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.

12.10. **Failure to Maintain Coverage.** In the event any policy is canceled prior to the completion of the project and the Consultant does not furnish a new certificate of insurance prior to cancellation, City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Consultant under this Agreement. Failure of the Consultant to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.

12.11. **Notices.** Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Consultant shall

provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Consultant shall provide proof that cancelled or expired policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: **City of South Pasadena, Attn: Risk Management, 1414 Mission St., South Pasadena, CA 91030. Telephone: (626) 403-7230.**

12.12. **Consultant's Insurance Primary.** The insurance provided by Consultant, including all endorsements, shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Consultant's insurance and shall not contribute with it.

12.13. **Waiver of Subrogation.** Consultant hereby waives all rights of subrogation against the City. Consultant shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.

12.14. **Report of Claims to City.** Consultant shall report to the City, in addition to the Consultant's insurer, any and all insurance claims submitted to Consultant's insurer in connection with the services under this Agreement.

12.15. **Premium Payments and Deductibles.** Consultant must disclose all deductibles and self-insured retention amounts to the City. The City may require the Consultant to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, City must approve all such amounts prior to execution of this Agreement.

City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Consultant shall be responsible for all premiums and deductibles in all of Consultant's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.

12.16. **Duty to Defend and Indemnify.** Consultant's duties to defend and indemnify City under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

13. MUTUAL COOPERATION

13.1. **City Cooperation in Performance.** City shall provide Consultant with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Consultant's services under this Agreement.

13.2. **Consultant Cooperation in Defense of Claims.** If any claim or action is brought against City relating to Consultant's performance in connection with this Agreement,

Consultant shall render any reasonable assistance that City may require in the defense of that claim or action.

14. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Consultant's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City

Michael Vartanians
Public Works Co-Director
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7240
Facsimile: (626) 403-7241

If to Consultant

Shirjeel Muahammad, PE
Project Manager
Iteris, Inc.
1700 Carnegie Avenue, Suite 100
Santa Ana, CA 92705
Telephone: (949) 270-9400

With courtesy copy to:

Roxanne Diaz
South Pasadena City Attorney
Richards, Watson & Gershon
350 South Grand Avenue, 37th Floor
350 South Grand Avenue, 37th Floor
Los Angeles, CA 90071
Telephone: (213) 626-8484
Facsimile: (213) 626-0078

Invoices shall be submitted electronically to PWAP@southpasadenaca.gov

15. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.11 (Records), paragraph 10.4 (Indemnification of CalPERS Determination), Section 11 (Indemnity), paragraph 12.8 (Claims-Made Policies), paragraph 13.2 (Consultant Cooperation in Defense of Claims), and paragraph 18.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

16. TERMINATION

16.1. **City Termination.** City may terminate this Agreement for any reason on five calendar days' written notice to Consultant. Consultant agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

16.2. **Consultant Termination.** Consultant may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.

16.3. **Compensation Following Termination.** Upon termination, Consultant shall be paid based on the work satisfactorily performed at the time of termination. In no event shall Consultant be entitled to receive more than the amount that would be paid to Consultant for the full performance of the services required by this Agreement. The City shall have the benefit of such work as may have been completed up to the time of such termination.

16.4. **Remedies.** City retains any and all available legal and equitable remedies for Consultant's breach of this Agreement.

17. INTERPRETATION OF AGREEMENT

17.1. **Governing Law.** This Agreement shall be governed and construed in accordance with the laws of the State of California.

17.2. **Integration of Exhibits.** All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Consultant with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on by City and Consultant.

17.3. **Headings.** The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.

17.4. **Pronouns.** Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).

17.5. **Severability.** If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such

invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

17.6. **No Presumption Against Drafter.** Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

18. GENERAL PROVISIONS

18.1. **Confidentiality.** All data, documents, discussion, or other information developed or received by Consultant for performance of this Agreement are deemed confidential and Consultant shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.

18.2. **Conflicts of Interest.** Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Consultant further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

18.3. **Non-assignment.** Consultant shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Consultant.

18.4. **Binding on Successors.** This Agreement shall be binding on the successors and assigns of the parties.

18.5. **No Third-Party Beneficiaries.** Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.

18.6. **Time of the Essence.** Time is of the essence for each and every provision of this Agreement.

18.7. **Non-Discrimination.** Consultant shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical condition (cancer-related), marital status, ancestry, or sexual orientation. Employment actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. Consultant agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.

18.8. **Waiver.** No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Consultant unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Consultant of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.

18.9. **Excused Failure to Perform.** Consultant shall not be liable for any failure to perform if Consultant presents acceptable evidence, in City's sole judgment, that such failure was due to causes beyond the control and without the fault or negligence of Consultant.

18.10. **Remedies Non-Exclusive.** Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.

18.11. **Attorneys' Fees.** If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, the prevailing party shall be entitled to an award of reasonable attorneys' fees and costs expended in the action.

18.12. **Venue.** The venue for any litigation shall be Los Angeles County, California and Consultant hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

"City" City of South Pasadena	"Consultant" Iteris, Inc.
By:_____ *Signature*	By:_____ *Signature*
Printed:_____	Printed:_____
Title:_____	Title:_____
Date:_____	Date:_____

Attest:

By:_____
Mark Perez,
Deputy City Clerk

Date:_____

Approved as to form:

By:_____
Roxanne , City Attorney

Date:_____

EXHIBIT A

Scope of Work

Consultant Name

Task Name: Traffic Engineering and ITS Support Services for the Fair Oaks Ave. North-South ITS Deployment Project.

TASK 1. FIELD INVENTORY

Iteris will perform a detailed field review of all the existing infrastructure at the 12 intersections along the Fair Oaks Ave corridor. Iteris staff will open pull boxes, note the condition of conduits, and assess the details of traffic signal cabinets, including controller types, firmware, detectors, wiring, and model numbers, and any other elements such as wireless radios, transit signal priority (TSP) equipment, and assessment of existing Traffic Management Centers hardware and software. Iteris will use a combination of programs called Fast Field and Visio to create unique inventory forms for each project intersection. Once fieldwork has been completed and all the information has been cataloged, the forms will be submitted to the City for review.

Deliverables

- **Draft and Final Existing Conditions**
- **Communications Infrastructure and Connectivity Map (PDF)**

TASK 2. ITS AND TRAFFIC SIGNAL DESIGN REVIEW

Based on the findings in Task 1 and the review of the primary consultant's design, Iteris will make recommendations on any necessary revisions based on the needs of the City, including but not limited to:

- **Traffic signal cabinet**
- **ADA curb ramps**
- **Signal wiring**
- **Pull boxes and lids**
- **Pedestrian detection system**
- **Traffic signal poles and signal heads**
- **Yellow signal head backplates and 12" vehicle heads (Caltrans Intersections)**
- **Traffic signal controller hardware and software**
- **Closed Circuit TV (CCTV) System**
- **Emergency vehicle preemption (EVP) and transit signal priority (TSP) System**
- **Video detection system (VDS)**
- **Communication infrastructure, including wireless communication, fiber optics (FO), splice enclosures, ethernet switches, and other relevant equipment**

Iteris anticipates that the City will provide Fair Oaks ITS Improvement PS&E and North-South Draft Fair-Oaks PS&E documentation, which the other consultant is currently working on. Iteris will ensure that all proposed improvements meet the latest industry standards and technologies to meet current and future needs as well as interoperability. Iteris will provide a detailed analysis of the proposed revisions and guide the City in making informed decisions. The proposed recommendations will be presented to the City to ensure they align with its vision and future programs.

Deliverables

- **Draft and Final Recommendations Matrix**

TASK 3. SIGNAL TIMING DOCUMENTS

Iteris will review the existing timing along the corridor and prepare revised coordinated timing plans as part of this task. Iteris anticipates that the City will provide the following:

- **Existing Traffic Signal Timing Sheets**
- **All Synchro Files currently being worked on**
- **Counts conducted for this project**

Iteris will create implementation-ready timing sheets for the City's Traffic Signal Maintenance crew. Immediately following implementation, Iteris will conduct fine-tuning in the field to monitor signal cycling at each intersection and traffic progression along the corridors.

Deliverables

- **Revised Coordinated Timing Plans**
- **Signal Timing Fine Tuning**

EXHIBIT B

Project Fees and Hourly Billing Rates

2 Cost Estimate and Terms

The following table presents the Iteris' firm fixed fee to conduct the scope of work presented.

TASKS	COST
Task 1: Field Inventory	$18,259
Task 2: ITS and Traffic Signal Design Review	$17,887
Task 3: Signal Timing Documents	$37,141
ODC	$500
Total Fixed Fee	**$73,787**

City Council Agenda Report

ITEM NO. 14

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Brian Solinsky, Chief of Police
Davit Ghazaryan, Management Analyst

SUBJECT: **CONSIDERATION TO THE PURCHASE OF A 2025 CHEVROLET TAHOE AS A POLICE DEPARTMENT COMMAND AND RESPONSE VEHICLE AND APPROVE CONTRACTS RELATED TO THE UPFITTING OF THE VEHICLE FOR A TOTAL NOT TO EXCEED $111,118.00**

Recommendation

It is recommended that the City Council:

1. Award a contract to Chevrolet of Montebello for the purchase of a new 2025 Chevrolet Tahoe to be used as a command and response vehicle in the amount of $60,063.37; and
2. Award a contract to Hom Communications in the amount of $28,948.43 for the purchase and installation of emergency equipment; and
3. Award a contract to Motorola Solutions Inc in the amount of $21,102.80 for the purchase of 2 Motorola APX8500 police radios.

Background

The Urban Areas Security Initiative (UASI) was founded by the Department of Homeland Security (DHS) following the September 11, 2001 attacks, providing state and local agencies with federal grants through the Homeland Security Grant Program (HSGP). Managed by the Federal Emergency Management Agency (FEMA), the UASI program assists in funding densely populated urban areas that are at high risk for acts of terrorism. Through financial assistance, the UASI program addresses the planning, organization, equipment, and training needs of areas that are targets for various threats, including cyberattacks, threats to soft targets and crowded venues, and threats from violent domestic extremists. The funds provided by UASI aid in protecting, mitigating, responding to and recovering from threats or acts of terrorism in these densely populated urban areas.

In April 2024, the South Pasadena Police Department (SPPD) received $111,118 through the DHS, FEMA FY 2023 UASI Grant Program to purchase a Mobile Incident Command and Response Vehicle for the Watch Commander, including new radio equipment and the vehicle's general upfitting (Attachment 1). As a result, federal assistance will be provided in the form of a reimbursement for purchasing equipment to support the regional Homeland Security goal. There is no cash or in-kind match required for this grant.

Analysis

According to FEMA, the purchase of electric vehicles using UASI grant funds is not permitted, as electric vehicles are not included in the Authorized Equipment List (AEL). The AEL defines allowable purchases that directly support the program's goals and mission deliverables.
Additionally, as part of our responsibilities under UASI funding, the Department must be prepared to deploy beyond South Pasadena, including to regions where electric charging infrastructure may be limited or entirely unavailable. This is especially critical during natural disasters, regional emergencies, or mutual aid responses.

To address this operational limitation, the Department proposes the acquisition of a gas-powered Chevrolet Tahoe for use a command and response that can also be utilized as by watch commanders on a daily basis. In evaluating vehicle options for this essential assignment, the Department prioritized the following features that ensure reliability, extended range, and rapid deployment capability during major incidents:

- Reliable performance across varied terrains, locations, events, and weather conditions
- Extended range and rapid refueling, allowing uninterrupted operation without reliance on local charging stations
- High payload and cargo capacity to transport essential equipment, supplies, and tactical resources
- Spacious interior to accommodate command operations and multiple passengers when needed
- Ease of upfitting for lights, radios, mobile command centers, and other emergency technology
- Durability for 24/7 shift use and sustained operations during large-scale or long-duration events

The Chevrolet Tahoe offers a powerful and adaptable platform for mobile incident command vehicles, due to its spacious interior, and ability to be upfitted with the necessary technology and equipment for effective incident management. A gas-powered Chevrolet Tahoe is well-suited for operations that demand specific capabilities. Its ability to run for extended periods without needing recharging is especially vital during emergencies or long-duration missions. Moreover, the Tahoe's gas engine delivers the reliability and performance needed for urban operations, ensuring dependable performance during high-demand situations, such as patrols, community events, and extended critical incident responses.

The Chevrolet Tahoe stands out as the ideal choice for the Department's needs, due to its law enforcement-specific design, which offers superior cargo capacity, elevated ride height, and enhanced visibility which are features well-suited for field supervision. It has a strong track record of reliability in fleet use and is widely compatible with law enforcement upfit packages. While the Ford Expedition and Dodge Charger are its primary market competitors, the Tahoe offers a more balanced combination of utility and maneuverability than the bulkier Expedition, and significantly greater cargo space and operational versatility than the Dodge Charger.

To ensure compliance with UASI grant requirements and the City's procurement policies and to identify the most cost-effective vendor, the Department solicited three competitive quotes from authorized Chevrolet dealers. These quotes were submitted to the City of Los Angeles, which serves as the Department's pass-through agency for UASI funding. Following their review, the lowest and most cost-efficient bid was selected and approved for purchase (see Attachment 3). The vehicle bids are summarized below:

Bidder	***Amount***
1. Sierra Chevrolet and Ram	$60,659.41
2. Camino Real Chevrolet	$
3. Chevrolet of Montebello	$60,063.37

The radio equipment for the vehicle, which consists of 2 APX8500 digital radios, will be purchased from Motorola Solutions Inc., a sole-source provider. Vehicle upfitting will be completed by Hom Communications, an existing Police Department vendor selected through a prior three-bid process.

Fiscal Impact
On September 18, 2024, the City Council approved an appropriation of $111,118 to the Homeland Security Grant account number 274-4010-4019-8520 (Machinery and Equipment). The City of South Pasadena will receive grant funding in the amount of $111,118 from the FY 2023 UASI Grant Program. No local matching funds are required for grant funds to be received.

Commission Review and Recommendation
This item was not reviewed by the Public Safety Commission.

Environmental Analysis
The item is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15061 (b)(3), the "Common Sense" Exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The subject vehicle complies with all South Coast Air Quality Management District rules and regulations for engine emissions and clean air standards in the South Coast Air Basin.

Attachment:
Tahoe Upfitting quote.pdf

Hom Communications 7645 Glencliff Drive Downey, Calif 90240 (323) 228-1911

DATE:	3/26/2025	**SALES REP:**	Reagan Hom

BILL TO:		*SHIP TO:*	
COMPANY:	South Pasadena Police Dept	**COMPANY:**	Hom Communications
ATTENTION:	Shannon Robeledo	**ATTENTION:**	Reagan Hom
ADDRESS		**ADDRESS:**	7645 Glencliff Drive
CITY/ST/ZIP:	South Pasadena CA	**CITY/ST/ZIP:**	Downey, CA 90240
PHONE:		**PHONE:**	(323) 228-1911
EMAIL:		**EMAIL:**	homcomm@gmail.com

2025 Chevy Tahoe Police Package

QTY	*MODEL/PART #*	*DESCRIPTION*	*UNIT COST*	*EXT COST*
		2025 Chevy Tahoe lighting Package		$ -
1	PB4504L	Setina Front Pushbumper w/ION Leds	$ 1,275.00	$ 1,275.00
1	PB500	Setina Pushbumper wraparound fender	$ 575.00	$ 575.00
1	INV-CON-DN-TAH21	Innovative Front Slope Console with armrest, cupholder	$ 975.00	$ 975.00
1	PKG-PSM-3003	Havis Premium Package Laptop Passenger floor mount w/keyboard swivel	$ 975.00	$ 975.00
1	PKG-DOCK	Havis Docking Station Pass-Through w/Lind Power supply	$ 1,275.00	$ 1,275.00
1	CP-30-442217-MD-B	Troy Products Rear Command Post 44x22x17" W/Radio Control head	$ 6,450.00	$ 6,450.00
		Faceplates, White-board pull out		$ -
1	C399/CCTL6	Whelen WecanX Siren Amplifier 21 Keypad Controller	$ 1,575.00	$ 1,575.00
1	EB2DEDE	Whelen 54" Legacy Lightbar Duo color w/strap kit Traffic Advisor	$ 2,950.00	$ 2,950.00
2	SA315P	Dual Whelen Siren Speaker	$ 275.00	$ 550.00
1	GK10141S1U	Setina Dual Rack AR/Rifle standalone Gun Release	$ 675.00	$ 675.00
1	TLI2K	Whelen Rear Trunk Lid Duo Color R/A Leds	$ 145.00	$ 145.00
1	TLI2M	Whelen Rear Trunk Lid Duo Color B/A Leds	$ 145.00	$ 145.00
1	TLI2K	Whelen Under Trunk Lid Duo Color R/A Leds	$ 145.00	$ 145.00
1	TLI2M	Whelen Under Trunk Lid Duo Color B/A Leds	$ 145.00	$ 145.00
1	I2D	Whelen Rear Side Lighting Duo Color R/W Leds	$ 155.00	$ 155.00
1	I2E	Whelen Rear Side Lighting Duo Color B/W Leds	$ 155.00	$ 155.00
2	IONK1B	Whelen mounting side bracket	$ 50.00	$ 100.00
1	CG-X	Havis Timer Equipment (1hr)	$ 100.00	$ 100.00
1	OEWD50	Whelen Rear Visor Red/Blue/Amber Leds w/Traffic Advisor	$ 1,575.00	$ 1,575.00
2	MMSU1	Magnectic Mount for Radio/PA Mic	$ 58.00	$ 116.00
1	5032	Bluesea Dual Circuit Fuse Panel	$ 95.00	$ 95.00
1	Misc	Parts & material: loom, connectors, circuit breaker, brackets, zip ties	$ 225.00	$ 225.00
1	60CREGCS	Whelen 6" Dome Lighting Rear Trunk lid R/W Leds	$ 165.00	$ 165.00
1	PWAT-119-GPSB-US	Panorama Roof Shark Fin Antenna WIFI/GPS/Cell Motorola Radio Antenna	$ 425.00	$ 425.00
2	Visaton	Visaton roof speaker & grill 2-way radio external	$ 95.00	$ 190.00
1	Labor	Installation Charge for lighting equipment	$ 4,000.00	
1	Misc	Custom Rear Electronic Equipment storage compartment	$ 575.00	$ 575.00
			Sub-Total	$ 21,731.00
		This quote is valid for 30 days	Tax (10.25%)	$ 2,217.43
			Freight	$ 1,000.00
			Labor	$ 4,000.00
			GRAND TOTAL	**$ 28,948.43**

SPECIAL NOTES:	Customer Approval Signature	PO #	Date

AE Mobile Systems 3174 Tevis Ave Long Beach CA

DATE:	7/3/2025	**SALES REP:**	R Abarkan

BILL TO:		***SHIP TO:***	
COMPANY:	South Pasadena Police Dept	**COMPANY:**	Same
ATTENTION:	Shannon Robeledo	**ATTENTION:**	
ADDRESS	1422 Mission St	**ADDRESS:**	
CITY/ST/ZIP:	South Pasadena CA 91030	**CITY/ST/ZIP:**	
PHONE:	(626) 403-7265	**PHONE:**	
EMAIL:	srobledo@southpasadenaca.gov	**EMAIL:**	

2025 Chevy Tahoe Police Package

QTY	*MODEL/PART #*	*DESCRIPTION*	*UNIT COST*	*EXT COST*
		2025 Chevy Tahoe lighting Package		$ -
				$ -
1	C399HWL	Whelen Howler Low Frequency Rumbler Spk	$ 925.00	$ 925.00
1	PB4504L	Setina Front Pushbumper w/ION Leds	$ 1,370.00	$ 1,370.00
1	PB500	Setina Pushbumper wraparound fender	$ 600.00	$ 600.00
1	INV-CON-DN-TAH21	Innovative Front Slope Console with armrest, cupholder	$ 1,110.00	$ 1,110.00
1	PKG-PSM-3003	Havis Premium Package Laptop Passenger floor mount w/keyboard swivel	$ 1,000.00	$ 1,000.00
1	PKG-DOCK	Havis Docking Station Pass-Through w/Lind Power supply	$ 1,275.00	$ 1,275.00
1	CP-30-442217-MD-B	Troy Products Rear Command Post 44x22x17" W/Radio Control head	$ 6,475.00	$ 6,475.00
		Faceplates, White-board pull out		$ -
2	SA315p	Whelen Siren Speaker 100 watts	$ 300.00	$ 600.00
1	ETSA	Soundoff signal Rear Tail Flasher	$ 160.00	$ 160.00
1	C399/CCTL6	Whelen WecanX Siren Amplifier 21 Keypad Controller	$ 1,725.00	$ 1,725.00
1	EB2DEDE	Whelen 54" Legacy Lightbar Duo color w/strap kit Traffic Advisor	$ 3,120.00	$ 3,120.00
1	GK10141S1U	Setina Dual Rack AR/Rifle standalone Gun Release	$ 700.00	$ 700.00
1	TLI2K	Whelen Rear Trunk Lid Duo Color R/A Leds	$ 160.00	$ 160.00
1	TLI2M	Whelen Rear Trunk Lid Duo Color B/A Leds	$ 160.00	$ 160.00
1	TLI2K	Whelen Under Trunk Lid Duo Color R/A Leds	$ 160.00	$ 160.00
1	TLI2M	Whelen Under Trunk Lid Duo Color B/A Leds	$ 160.00	$ 160.00
1	I2D	Whelen Rear Side Lighting Duo Color R/W Leds	$ 170.00	$ 170.00
1	I2E	Whelen Rear Side Lighting Duo Color B/W Leds	$ 170.00	$ 170.00
2	IONK1B	Whelen mounting side bracket	$ 60.00	$ 120.00
1	CG-X	Havis Timer Equipment (1hr)	$ 120.00	$ 120.00
1	OEWD50	Whelen Rear Visor Red/Blue/Amber Leds w/Traffic Advisor	$ 1,750.00	$ 1,750.00
2	MMSU1	Magnectic Mount for Radio/PA Mic	$ 70.00	$ 140.00
1	5032	Bluesea Dual Circuit Fuse Panel	$ 110.00	$ 110.00
1	Misc	Parts & material: loom, connectors, circuit breaker, brackets, zip ties	$ 225.00	$ 225.00
1	60CREGCS	Whelen 6" Dome Lighting Rear Trunk lid R/W Leds	$ 189.00	$ 189.00
1	PWAT-119-GPSB-US	Panorama Roof Shark Fin Antenna WIFI/GPS/Cell Motorola Radio Antenna	$ 475.00	$ 475.00
1	Visaton	Visaton roof speaker & grill 2-way radio external	$ 120.00	$ 120.00
	Labor	Installation Charge for lighting equipment	$ 4,200.00	
1	Misc	Custom Rear Electronic Equipment storage compartment	$ 575.00	$ 575.00
			Sub-Total	$ 23,864.00
		This quote is valid for 30 days	Tax (10.50%)	$ 2,505.72
			Freight	$ 1,275.00
			Labor	$ 4,200.00
			GRAND TOTAL	**$ 31,844.72**

SPECIAL NOTES:	Customer Approval Signature	PO #	Date

Ota Communications,LLC
2973 Harbor Blvd #337
Costa Mesa ,Ca 92626

REQUEST FOR QUOTE

DATE:	7/7/2025	**SALES REP:**	B Ota

BILL TO:		*SHIP TO:*	
COMPANY:	South Pasadena Police Dept	**COMPANY:**	Same
ATTENTION:	Shannon R.	**ATTENTION:**	
ADDRESS:	1422 Mission St	**ADDRESS:**	
CITY/ST/ZIP:	South Pas Calif 91030	**CITY/ST/ZIP:**	
PHONE:	(626) 403-7265	**PHONE:**	
EMAIL:		**EMAIL:**	

2025 Chevy Tahoe PPV WC

QTY	*MODEL/PART #*	*DESCRIPTION*	*UNIT COST*	*EXT COST*
				$ -
1	C399HWLR	Whelen Low Frequency Howler w/spk universal bracket	$ 900.00	$ 900.00
1	PB4504L	Setina Front Pushbumper w/ION Leds	$ 1,375.00	$ 1,375.00
1	PB500	Setina Pushbumper wraparound fender	$ 600.00	$ 600.00
1	INV-CON-DN-TAH21	Innovative Front Slope Console with armrest, cupholder	$ 1,000.00	$ 1,000.00
1	PKG-PSM-3003	Havis Premium Package Laptop Passenger floor mount	$ 1,050.00	$ 1,050.00
1	PKG-DOCK	Havis Docking Station Pass-Through w/Lind Power supply	$ 1,345.00	$ 1,345.00
1	CP-30-442217-MD-B	Troy Products Rear Command Post w/white board faceplate	$ 6,850.00	$ 6,850.00
2	SA315p	Whelen Siren Speaker 100 watts	$ 300.00	$ 600.00
1	ETSA	Soundoff signal Rear Tail Flasher	$ 135.00	$ 135.00
1	C399/CCTL6	Whelen WecanX Siren Amplifier 21 Keypad Controller	$ 1,575.00	$ 1,575.00
1	EB2DEDE	Whelen 54" Legacy Lightbar Duo color w/strap kit Traffic	$ 2,950.00	$ 2,950.00
2	SA315P	Dual Whelen Siren Speaker	$ 275.00	$ 550.00
1	GK10141S1U	Setina Dual Rack AR/Rifle standalone Gun Release	$ 675.00	$ 675.00
1	TLI2K	Whelen Rear Trunk Lid Duo Color R/A Leds	$ 145.00	$ 145.00
1	TLI2M	Whelen Rear Trunk Lid Duo Color B/A Leds	$ 145.00	$ 145.00
1	TLI2K	Whelen Under Trunk Lid Duo Color R/A Leds	$ 145.00	$ 145.00
1	TLI2M	Whelen Under Trunk Lid Duo Color B/A Leds	$ 145.00	$ 145.00
1	I2D	Whelen Rear Side Lighting Duo Color R/W Leds	$ 155.00	$ 155.00
1	I2E	Whelen Rear Side Lighting Duo Color B/W Leds	$ 155.00	$ 155.00
2	IONK1B	Whelen mounting side bracket	$ 50.00	$ 100.00
1	CG-X	Havis Timer Equipment (1hr)	$ 150.00	$ 150.00
1	OEWD50	Whelen Rear Visor Red/Blue/Amber Leds w/Traffic Advisor	$ 1,675.00	$ 1,675.00
2	MMSU1	Magnectic Mount for Radio/PA Mic	$ 58.00	$ 116.00
1	5032	Bluesea Dual Circuit Fuse Panel	$ 120.00	$ 120.00
1	Misc	parts & material	$ 250.00	$ 250.00
1	60CREGCS	Whelen 6" Dome Lighting Rear Trunk lid R/W Leds	$ 165.00	$ 165.00
1	PWAT-119-GPSB-US	Panorama Roof Shark Fin Antenna WIFI/GPS/Cell Motorola	$ 425.00	$ 425.00
1	Visaton	Visaton roof speaker & grill 2-way radio external	$ 95.00	$ 95.00
	Labor	Installation Charge for lighting equipment	$ 4,200.00	$ -
1	Misc	Custom Rear Electronic Equipment storage compartment	$ 575.00	$ 575.00
				$ -
				$ -
				$ -
				$ -
			Sub-Total	$ 24,166.00
		Quote good for 30 days	Tax (10.50%)	$ 2,537.43
			Freight	$ 1,200.00
			Labor	$ 4,200.00
			GRAND TOTAL	**$ 32,103.43**

SPECIAL NOTES:	Customer Approval Signature	PO #	Date
20% restocking fee will apply to returns and/or canceled purchase orders.			

City Council Agenda Report

ITEM NO. 15

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: H. Ted Gerber, Former Public Works Director
Michael Vartanians, Acting Co-Director of Public Works

SUBJECT: **CONSIDERATION OF ADOPTION OF A RESOLUTION CONFIRMING AN ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR THE LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT (LLMD) FOR FISCAL YEAR 2025-2026**

Recommendation

It is recommended that the City Council, after receiving Public Hearing testimony, adopt the attached resolution confirming the annual levy and collection of assessments for the Lighting and Landscaping Maintenance District (LLMD) for Fiscal Year (FY) 2025-2026.

Executive Summary

On June 4, 2025, the City Council adopted Resolution No. 7907 approving the Engineer's Report, declaring the intention to levy and collect the assessments, and set the Public Hearing for the LLMD on this evening's July 16, 2025, at 7:00 p.m. At this evening's meeting, City Council may confirm the levy and collection of assessments for the FY 2025-2026 by adopting the Resolution in Attachment 1. Attachment 2 includes the Engineer's Report.

Background

A Landscape and Lighting Maintenance District (LLMD), established under the authority of California Streets and Highways Code, is a tool for cities to provide a structured and sustainable funding mechanism for the ongoing maintenance and operation of public landscaping, street lighting, and related improvements within a specific area. LLMDs enable cities or local agencies to levy annual assessments on benefiting properties to pay for services such as maintenance of parks, greenbelts, medians, and trees; operation and maintenance of streetlights and traffic signals; installation and upkeep of irrigation systems, trails, and public open spaces; and enhanced streetscape amenities that improve neighborhood aesthetics and safety, among other items.

The City's LLMD provides approximately $900,000 in revenues that is used exclusively for maintenance costs within the LLMD boundaries. The revenue is collected through the County Assessor's Office as part of the property tax rolls. The LLMD estimated cost for FY 2025-2026 is $1,746,347. The LLMD assessments provide annual funds for the maintenance and operation of traffic signals, streetlights, median landscaping, street tree trimming, and tree removals and replacements.

The first step requires the authorization to prepare an Engineer's Report, which contains the engineering study and details of the assessments and methodologies that are needed to submit the assessments to the County Assessor's Office. On May 21st, 2025, the City Council approved Resolution No. 7907 authorizing the preparation of the Engineer's Report for the FY 2025-2026 LLMD Assessment.

On June 4, 2025, the City Council adopted Resolution No. 7907 approving the Engineer's Report, declaring the intention to levy and collect the assessments, and setting the Public Hearing for the LLMD on July 16, 2025, at 7:00 p.m.

The maintenance costs are distributed equitably assessing properties in accordance with special benefits received. The City Council has previously approved the methodology for the assessments and staff will continue with the same methodology this year. Revenues generated by the proposed assessment district will partially cover the maintenance cost within the LLMD service area, which coincide with the City boundaries. The remainder of the expenses must be supplemented with other funding or reduced by eliminating some of the current LLMD services.

Analysis

Assessments are computed based on the number of equivalent single-family dwelling units (EDU) in the LLMD. The equivalent dwelling unit calculation is adjusted for commercial, vacant, and multi-residential property in a manner detailed on pages six (6) through eight (8) in the Engineer's Report, provided in Attachment 2. Local benefits are divided into four zones depending upon the type of street lighting in the neighborhood.

- Zone 1 - properties are adjacent to major thoroughfares, which are served by higher levels of lighting compared to residential areas.
- Zone 2 - properties are primarily residential served by streetlights owned and maintained by the City.
- Zone 3 - properties are primarily residential served by streetlights owned and maintained by Southern California Edison.
- Zone 4 - properties are in areas without local street lighting, and which pay no local benefit assessment.

The annual assessment rates for a single-family property in each of these zones are as follows:

<u>Assessment ($/EDU)</u>

- Zone 1 Benefits
    - City Wide: $71.26
    - Local: $25.86
    - Total: $97.12

- Zone 2 Benefits
    - City Wide: $71.26
    - Local: $32.83
    - Total: $104.09

- Zone 3 Benefits

    - City Wide: $71.26
    - Local: $7.66
    - Total: $78.92

- Zone 4 Benefits
    - City Wide: $71.26
    - No Local Benefit
    - Total: $71.26

Properties owned by the City (parks, municipal facilities, etc.), the South Pasadena Unified School District, the State (Caltrans properties), or the U.S. Government (post office) are exempt from LLMD assessments.

As a result of Proposition 218 (Prop 218), the City cannot increase the proposed assessments without going through a public ballot process. The City Council has supported staff's recommendation to rely on an exemption of Prop 218 (passed in 1997), that allows the renewal of the LLMD assessments, provided the rates are not changed. If the assessment rates are changed, then the balloting requirements under Prop 218 must be fulfilled.

In January 2017, a ballot to increase assessments was performed. The final tally of the vote was 60.9% opposed and 39.1% in favor of the new assessments. As a result, assessment rates remained unchanged. In the FY 2025-2026 report, there is no proposed change to the assessments, and this was supported by Council during last year's FY 2024-2025 budget development discussions.

The attached resolution confirms the annual levy and approves the collection of assessments to fund LLMD costs. In August 2025, the City's consultant, DTA Finance will submit the proposed assessments to the Los Angeles County (County) Assessor's Office. Attachment 1 includes the proposed resolution and Attachment 2 includes a draft of the Engineer's Report.

Fiscal Impact
The LLMD estimated cost for FY 2025-2026 is $1,746,347 (refer to page four of the Engineer's Report). Since the revenue generated through the LLMD is approximately $900,000, a transfer from the General Fund is required to cover the shortfall. Funding to cover the shortfall is included in the FY 2025-2026 Proposed Budget.

The cost for consulting services of DTA Finance to prepare the required Engineer's Report, and other related administrative duties, is included in the Public Works workplan and annual operating budget.

Key Performance Indicators and Strategic Plan
This item is related to the annual assessment process for lighting and landscaping maintenance revenue and is not associated with a specific Council Priority.

Commission Review and Recommendation
This item was not reviewed by a City Commission

Public Notification
The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on

the City's website. A public hearing notice was published in the South Pasadena Review on June 6, 2025. A copy of the attached Engineer's Report is available for viewing on the City's website.

Environmental Analysis
The action being considered does not constitute a "project" within the meaning of the California Environmental Quality Act ("CEQA"), pursuant to CEQA Guidelines section 15378(a) as it has no potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect change in the environment.

Attachment:
Attachment No. 1 - LLMD Draft Resolution to Approve Assessment.doc
FY 2025-26 City of South Pasadena LLMD Engineer's Report 02.pdf

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, CONFIRMING A DIAGRAM AND THE FISCAL YEAR 2025-2026 ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR CERTAIN MAINTENANCE IN AN EXISTING LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT PURSUANT TO THE PROVISIONS OF DIVISION 15, PART 2 OF THE STREETS AND HIGHWAYS CODE OF THE STATE OF CALIFORNIA

WHEREAS, the City Council of the City of South Pasadena ("City Council"), California, has previously formed a Street Lighting and Landscaping Maintenance District pursuant to the terms and provision of the "Landscaping and Lighting Act of 1972," Division 15, Part 2 of the Streets and Highways Code of the State of California (the "Act"), in what is known and designated as the City of South Pasadena Street Lighting and Landscaping Maintenance District (District) for Fiscal Year 2025-2026; and

WHEREAS, on June 4, 2025, the City Council by resolution approved the Engineer's Report and adopted the Resolution of Intention for the annual levy and collection of assessments for Fiscal Year 2025-2026 to provide for the costs and expenses necessary for continued maintenance of improvements within said District to set a time and place for a Public Hearing on July 16, 2025 at 7:00 p.m.; and

WHEREAS, the proposed assessment rates for Fiscal Year 2025-2026 shall not increase over the assessments rates levied in Fiscal Year 2024-2025; and

WHEREAS, the City Clerk provided notice of the time and place for the public hearing in accordance with law on all matters relating to said annual levy of the proposed assessment; and

WHEREAS, the City Council held a full and fair public hearing regarding protests and objections to the levy and collection of assessments within the District for fiscal year commencing July 1, 2025 and ending June 30, 2026; and

WHEREAS, at the public hearing, all interested persons were afforded the opportunity to hear and be heard regarding protests and objections to the levy and collection of the proposed assessments against parcels of real property within the District. The City Council considered all oral and written statements, protests and communications made or filed by interested persons.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the above recitals are all true and correct and incorporated herein by reference as if set forth in full.

SECTION 2. The assessment is in compliance with the provisions of the Act, and the City Council has complied with all laws pertaining to the levy of an annual assessment pursuant to the Act.

SECTION 3. All oral and written protests and objections filed, and not withdrawn, are overruled and denied.

SECTION 4. That the estimates of costs, the assessment diagram, the assessments, and all other matters, as set forth in the Engineer's Report, pursuant to the Act as submitted and on file in the office of the City Clerk, are hereby approved, adopted by this City Council and hereby confirmed.

SECTION 5. That the maintenance work of improvements contemplated by the Resolution of Intention and described in the Engineer's Report shall be performed pursuant to law.

SECTION 6. The adoption of this Resolution constitutes the levy of the assessment for the fiscal year commencing July 1, 2025 and ending June 30, 2026.

SECTION 7. The County Auditor of Los Angeles County shall enter on the County Assessment Roll the amount of the Assessment and said Assessment shall then be collected at the same time and in the same manner as the County taxes are collected.

SECTION 8. That the City has previously established a special fund known as:

CITY OF SOUTH PASADENA
LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

into which the City shall place all monies collected by the Tax Collector pursuant to the provisions of the resolution and the law and said transfer shall be made and accomplished as soon as said monies have been made available to the City.

SECTION 9. That the City Clerk is hereby ordered and directed to file a certified copy of the diagram and assessment roll with the Auditor-Controller of

the County of Los Angeles, together with a certified copy of this Resolution upon its adoption.

SECTION 10. That a certified copy of the assessment and diagram shall be filed in the Office of the City Engineer, with a duplicate copy on file in the Office of the City Clerk and be open for public inspection.

SECTION 11. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 16th day of July, 2025.

Janet Braun, Mayor

ATTEST:

Hector Gomez,
Chief City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

I HEREBY CERTIFY the foregoing Resolution No. ____ was duly adopted by the City Council of the City of South Pasadena, California, at a meeting held on the 16th day of July, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

_____

Hector Gomez, Chief City Clerk

www.FinanceDTA.com

ENGINEER'S REPORT

CITY OF SOUTH PASADENA

STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

Fiscal Year: 2025-2026

May 19, 2025

Public Finance
Public-Private Partnerships
Development Economics
Clean Energy Bonds

Irvine | San Jose | San Francisco | Riverside
Dallas | Houston | Raleigh | Tampa

www.FinanceDTA.com
18201 Von Karman Avenue, Suite 220
Irvine, CA 92612

CITY OF SOUTH PASADENA

ENGINEER'S REPORT
STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

Prepared for:

City of South Pasadena

1414 Mission Street

South Pasadena, CA 91030

TABLE OF CONTENTS

SECTION			PAGE
I	INTRODUCTION		1
II	PLANS AND SPECIFICATIONS		2
III	ESTIMATES OF COSTS		4
	A	Fund Balance	4
IV	ASSESSMENT METHODOLOGY		6
	A	Impact of Proposition 218	6
	B	Equivalent Dwelling Unit Assessment Methodology	7
	C	EDU Rates by Land Use	8
	D	Inventory of Assessed Parcels	9
	E	District Benefits	9
	F	Types of Benefit	10
	G	Zones of Benefit	11
	H	EDUs per Zone	11
	I	Citywide Benefit	12
	J	Citywide Benefit per EDU	12
	K	Local Benefit	12
	L	Local Benefit per EDU	13
	M	Assessment Summary	13
	N	Assessment Rates	14
V	ASSESSMENT DIAGRAM		15
VI	ASSESSMENT ROLL		16
VII	LIMITATIONS OF REPORT		17
VIII	CERTIFICATIONS		18

APPENDICES

APPENDIX A FY 2025-2026 ASSESSMENT ROLL

APPENDIX B ASSESSMENT DIAGRAM

I INTRODUCTION

This report (the "Engineer's Report") provides an analysis of the financial and administrative obligations of the Street Lighting and Landscaping Maintenance District ("District") of the City of South Pasadena (the "City").

This Engineer's Report is prepared at the direction of the City of South Pasadena and pursuant to the Landscaping and Lighting Act of 1972 ("1972 Act"), which is Part 2 of Division 15 of the Streets and Highways Code of the State of California; and in compliance with Article XIIID added to the California Constitution in November 1996 through the passage of Proposition 218 by voters of the State of California.

In calculating the assessment for Fiscal Year ("FY") 2025-2026, this report examines the current fiscal year's financial obligations and contains the following sections:

a. Plans and specifications of the Improvements;
b. An estimate of the costs of the Improvements;
c. Assessment methodology;
d. Assessment diagram;
e. Assessment roll;
f. Limitations of Report; and
g. Certifications

II PLANS AND SPECIFICATIONS

The facilities, which have been constructed within the City of South Pasadena, and those which may be subsequently constructed, will be operated, serviced, and maintained as generally described as follows:

DESCRIPTION OF IMPROVEMENTS
FOR THE CITY OF SOUTH PASADENA
STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT
FISCAL YEAR 2025-2026

The proposed improvements for Fiscal Year 2025-2026 may be generally described as the continued maintenance and operation of streets and sidewalks within the Assessment District, including the construction, operation, servicing and maintenance of landscaping, lighting and appurtenant facilities, including but not limited to, personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services described as follows:

- Landscaping and Appurtenant Facilities: Landscaping, planting, shrubbery, trees, irrigation systems, hardscapes, fixtures, sidewalk and curb and gutter maintenance adjacent to street trees, and appurtenant facilities, in public street and sidewalk rights-of-way, including parkways, medians and dedicated easements within the boundary of said Assessment District.
- Lighting and Appurtenant Facilities: Poles, fixtures, bulbs, conduits, equipment including guys, anchors, posts and pedestals, metering devices and appurtenant facilities as required to provide safety lighting and traffic signals in public street and sidewalk rights-of-way and easements within the boundaries of said Assessment District. Servicing of the Southern California Edison Company-owned lights shall be furnished by Southern California Edison Company or its successors or assignees and shall be adequate for the intended purpose. Rates for power and maintenance shall be authorized by the Public Utilities Commission, State of California.

Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of the landscaping, public lighting facilities and appurtenant facilities, including repair, removal or replacement of all or part of any of the landscaping, public lighting facilities or appurtenant facilities providing for the life, growth, health and beauty of the landscaping, including cultivation, irrigation, trimming, spraying, fertilizing and treating for disease or injury; the removal of trimmings, rubbish, debris and other solid waste; and the cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti.

Servicing means the furnishing of water for the irrigation of the landscaping and the maintenance of any of the public lighting facilities or appurtenant facilities and the furnishing of electric current or energy, gas, or other illuminating agent for the public

lighting facilities, or for the lighting or operation of landscaping or appurtenant facilities.

The plans and specifications for the improvements, showing the general nature, location, and the extent of the improvements, are on file in the office of the City Clerk and are incorporated herein by reference.

III ESTIMATES OF COSTS

Estimated costs, as provided by the City, for Fiscal Year 2025-2026 for the construction, operation, servicing and maintenance of the landscaping and lighting facilities described in Section 2 are shown in the following table.

Table 1: Estimate of Cost

Land Use Category	Local (Zones 1-3)	Citywide (Zone 1-4)	District Total
Landscape Maintenance			
Street Tree Maintenance, Removal, and Replacement	$0	$770,188	$770,188
Median Landscape Maintenance	$0	$153,000	$153,000
Total Landscape Maintenance	***$0***	***$923,188***	***$923,188***
Street Lighting and Traffic Signals[1,2]			
Major Thoroughfare Street Lighting[2,3]	$60,474	$181,421	$241,895
City-Owned Street Lighting	$100,790	$0	$100,790
Edison-Owned Street Lighting	$60,474	$0	$60,474
Street Lighting Subtotal	$221,738	$181,421	$403,159
Traffic Signals	$0	$420,000	$420,000
Total Street Lighting & Traffic Signals	***$221,738***	***$601,421***	***$823,159***
Total Costs	***$221,738***	***$1,524,609***	***$1,746,347***
Revenue			
Assessment Revenue FY 2025-2026	$164,263	$734,011	$898,274
Non-Assessed Benefit Amount [1]	$57,475	$790,598	$848,073
Total Revenue	***$221,738***	***$1,524,609***	***$1,746,347***

[1] The City is currently levying the maximum assessment of $71.26 per EDU and any shortfall in costs is funded through the City's General Fund.

Notes:

1. Street tree maintenance costs include City staff costs and contracted costs for street tree maintenance and street tree related sidewalk repair.
2. Street lighting costs include City staff costs and electricity. The street lighting total ($403,159) is allocated 60% to Major Thoroughfare ($241,895), 25% to City-Owned ($100,790) and 15% to Edison-Owned ($60,474).
3. Major Thoroughfare street lighting costs ($241,895) are allocated 25% to Local Zone 1 ($60,474) and 75% to Citywide ($181,421).
4. Administrative costs include City staff costs and contracted costs to manage the District and process the annual assessment levy.

A Fund Balance

The 1972 Act requires that a special fund be set up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. A

contribution to the District by the City may be made to reduce assessments or to fund costs which are greater than revenue from the assessments, as the City Council deems appropriate. Any balance or deficit remaining on July 1 must be carried over to the next fiscal year. Estimated beginning and ending fund balances for Fiscal Year 2025-2026 are shown in the following table:

Table 2: Fund Balance

Description	Amount
Fiscal Year 2024-2025	
Beginning Balance (July 1, 2024)	$23,407
Revenue	$910,062
Expenditures	($1,703,153)
Contribution from Other Sources	$769,684
Estimated Ending Balance (June 30, 2025)	$0
Fiscal Year 2025-2026	
Estimated Beginning Balance (July 1, 2025)	$0
Revenue	$910,062
Expenditures	($1,746,347)
Contribution from General Fund	$836,285
Estimated Ending Balance (June 30, 2026)	$0

IV ASSESSMENT METHODOLOGY

Street and Highways Code Section 22573 requires that maintenance assessments be levied according to benefit rather than according to assessed value. This section states that "the net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."

The 1972 Act permits the designation of areas of benefit within any individual assessment district if "by reason of variations in the nature, location, and extent of the improvements, the various areas will receive different degrees of benefit from the improvements." (Sec. 22574). Thus, the 1972 Act requires the levy of a true "assessment" rather than a "special tax."

A Impact of Proposition 218

In November 1996, the voters of California adopted Proposition 218, which has been codified as Articles XIIIC and XIIID of the California Constitution. Proposition 218 imposed a number of substantive and procedural requirements on taxes, assessments, and property-related fees imposed by local governments in California.

- "Grandfathered" Assessments: Since the District Assessments were imposed prior to November 5, 1996, they are "grandfathered" under Article XIIID, Section 5(a) of the Constitution, which permits the continuation of assessments existing prior to the effective date of Proposition 218 so long as the assessments are imposed exclusively to finance the capital costs or maintenance and operation expenses for sidewalks, streets, sewers, water, flood control, drainage systems or vector control. Since 1997, the City elected to proceed with the "grandfathering" of the District which has allowed the annual renewal of the District Assessments at the rates that existed when Proposition 218 went into effect. Any increase above such rates must be in compliance with Proposition 218 and requires property-owner approval.
- Maintenance Cost Inflation: There has been an increase of cost to provide services over the years which have increased the District expenditures. However, the revenues have stayed the same due to the Proposition 218 limitations. As a result, the street light, traffic signal, and tree maintenance have been deferred. In addition, due to combined drought and aging forestry, staff has observed a substantial number of dead and diseased trees along with an increase in the number of claims due to fallen tree branches. As District operations and maintenance costs have increased, either maintenance has been deferred or the City's General Fund has been used to subsidize a portion of the costs. For Fiscal Year 2025-2026, it is estimated that the revenue shortfall for the District will be approximately $836,285.

- Fiscal Year 2017/18 Proposed Assessment Rate Increase. In an attempt to generate additional revenues and eliminate the General Fund subsidy, the City proposed to form a new assessment District that would replace the existing assessment District if approved by property owners within the District by way of an assessment balloting procedure in compliance with Proposition 218. In January 2017, property owners were asked to vote in favor of, or against, the new District with increased rates that would be sufficient to cover District costs, as well as a built-in annual inflation factor to allow rate escalation to match up with cost inflation. The property owners did not vote in favor of the new District and the existing District remains in place.

B Equivalent Dwelling Unit Assessment Methodology

The Equivalent Dwelling Unit method uses the single-family home as the basic unit of assessment. A single-family home equals one Equivalent Dwelling Unit (EDU). Every other land-use is converted to EDU's based on an assessment formula appropriate for the City. Multi-family and condominium parcels are converted to EDU's based on the number of dwelling units on each parcel of land. Commercial and Industrial parcels are converted to EDU's based on the lot size of each parcel of land.

- Single-Family Residential: The single-family parcel has been selected as the basic unit for calculation of the benefit assessments. This basic unit shall be called an Equivalent Dwelling Unit ("EDU"). Parcels designated as single family residential per the Los Angeles County land-use code are assessed 1 EDU.
- Multi-Family Residential: Multi-family uses, as well as condominiums, are given a factor of 0.80 EDU per dwelling unit. Based on data from representative cities in Southern California, the multi-family residential factor of 80 percent is determined by the statistical proportion of relative trip generation from diverse types of residential uses, in combination with population density per unit.
- Commercial/Industrial: Commercial/Industrial properties are designated as commercial, industrial, recreational, institutional, or miscellaneous uses per the Los Angeles County land-use codes. In converting improved Commercial/Industrial properties to EDUs, the factor used is the City of South Pasadena's average single family residential lot size of 7,500 square feet, or 5.808 dwelling units per acre. The Commercial/Industrial parcels will be assessed 5.808 EDU for the first acre or any portion thereof, and then 25% of 5.808 EDUs (1.452) for every additional acre or portion thereof, as the utilization of that portion of non-residential property greater than one acre is reduced and will be treated as vacant land. The minimum number of EDUs per parcel will be 1 EDU.
- Vacant Property: Vacant property is described as parcels with no improved structures. Property values in a community increase when public infrastructure is in place, improved, operable, safe, clean, and maintained, all properties, including vacant parcels, receive benefits as this is the basis of their value. Based upon the opinions of professional appraisers, appraising current market property values for

real estate in Southern California, the land value portion of a property typically ranges from 20 to 30 percent; in South Pasadena, we find that the average is about 50 percent. Additionally, the utilization of vacant property is significantly less than improved property and vacant property has a traffic generation rate of 0. Therefore, vacant property will be assessed at the rate of 25 percent of improved property.

- Vacant Residential: Parcels defined as single family residential parcels which do not have structures on the parcels are assessed 25% of a single-family dwelling. The parcels will be assessed 0.25 EDU per parcel.
- Vacant Non-Residential: Parcels defined as parcels which are not single-family residential, and which do not have structures on the parcel are assessed based upon the acreage of the parcel. The parcels will be assessed at the rate of 25% of the developed non-residential properties, or 1.452 EDU per acre or any portion thereof, with a minimum of 0.25 EDU per parcel.

Landlocked parcels and small parcels are not assessed; nor are public streets, public properties, utility easements, right-of-way, public schools, public parks, and common areas.

C EDU Rates by Land Use

The land-use category for each parcel is based on the Los Angeles County Assessor's Roll. A summary of EDU Rates by Land Use is shown below.

Table 3: EDU Rates by Land Use

Land Use Category	EDU Rates
0 Non-Assessed	0.00 EDU per Parcel
1 Single-Family Residential ("SFR")	1.00 EDU per Dwelling Unit
2 Multi-Family Residential / Condominiums	0.80 EDU per Dwelling Unit
3 Commercial / Industrial [1]	5.808 EDU per Acre for the first Acre plus 1.452 EDU per Acre for each additional Acre
4 Vacant – Residential	0.25 EDU per Parcel
5 Vacant – Non-Residential	1.452 EDU per Acre [3]

Note:
1. Based on the average size for SFR lots in the City of 7,500 SF which equals 5.808 Dwelling Units / Acre.
2. First acre, minimum 1.00 EDU per Parcel
3. Minimum 0.25 EDU per Parcel

D Inventory of Assessed Parcels

Information from the Los Angeles County Assessor's Roll, Assessor's Parcel Maps, and the City of South Pasadena's Planning Department was utilized to create the inventory of parcels in the District. The total number of assessed parcels; residential units; commercial, industrial, and vacant acreage and calculated EDUs for each land use category are shown in the following table:

Table 4: Inventory of Assessed Parcels

Land Use Category	No. of Parcels	Dwelling Units	Acres	EDUs
1 Single-Family Residential ("SFR")	4,379	4,379	N/A	4,379.00
2 Multi-Family Residential/Condominiums	2,040	6,523	N/A	5,218.40
3 Commercial / Industrial	323	N/A	121.61	650.35
4 Vacant – SFR	185	N/A	N/A	46.25
5 Vacant – Non-SFR	19	N/A	3.48	6.41
District Totals	**6,946**	**10,902**	**125.09**	**10,300.41**

E District Benefits

Parcels within the District receive benefit from the maintenance and operation of District improvements. Benefits received by parcels within the District are described below:

- Landscaping: All parcels in the City receive benefit from the landscaping maintenance funded by the District. The City maintains trees and miscellaneous shrubbery throughout the City. The trees and shrubbery are located within the public street and sidewalk rights-of-way, including in medians and parkways.

  The trees and shrubbery provide an aesthetically pleasing environment, shade, beautification, air purification and sound attenuation. These positive attributes increase the desirability of, and are special and direct benefits to, all properties throughout the City. Furthermore, trees and landscaping, if well maintained, provide beautification, shade, and enhancement of the desirability of the surroundings.

- Lighting: The proper functioning of street lighting is imperative for the welfare and safety of the public and property throughout the City. Proper maintenance and servicing of the street lighting system benefits properties within the District by providing proper illumination for ingress and egress and safe traveling at night.

  Improved security, fuel conservation, protection of property from crime and vandalism, and reduction of traffic accidents, are special and direct benefits to all properties within the City; lighting benefits are related to public safety and property protection and therefore increase desirability.

- Traffic Signals: The proper functioning of traffic signals is imperative for the welfare and safety of the public and property throughout the City. Proper operation and

maintenance of the traffic signal system is imperative to public convenience, orderly traffic flow, enhanced congestion management, and safety.

The City operates and maintains the traffic signal network and related components, including 30+ traffic signals and multiple pedestrian crossing devices.

The City costs to administer the maintenance and operations of the improvements, including administration of the District, also provide benefit to all properties in the District.

F Types of Benefit

There are two types of benefits that parcels receive from the maintenance and operation of the improvements as described below.

- Citywide Benefits: Benefits which are received by all taxable parcels in the City are considered to be Citywide Benefits, and the associated costs of these benefits are spread equally, based on Equivalent Dwelling Units, to all parcels within the District.

  The maintenance of street trees and leaf debris removal, sidewalk, curb and gutter repair adjacent to trees throughout the City, medians on Huntington Drive, Monterey Avenue and Fair Oaks are Citywide Benefits. All of the landscaping maintenance budget is attributed to Citywide Benefits and is assessed to all parcels in the District.

  Street lighting on the major thoroughfares provide Citywide Benefits, as all property in the City derive benefit from the convenience, safety and protection of people and property they provide. 75% of the Major Thoroughfare Street Lighting budget is attributed to Citywide Benefits and is assessed to all parcels in the District.

- Local Benefits: Benefits which are not received by all parcels in the City are considered to be Local Benefits, and the associated costs of these benefits are spread equally, based on Equivalent Dwelling Units, to only those parcels within the District receiving such benefits.

  Parcels that receive their local street lighting from the Edison-owned streetlights within the City receive the same amount of Local Benefit and the budget for the Edison street light system is assessed equally, based on Equivalent Dwelling Units, to those parcels only.

  Similarly, parcels that receive their local street lighting from the City-owned street lights within the City receive the same amount of Local Benefit and the budget for the City street light system is assessed equally, based on Equivalent Dwelling Units, to those parcels only.

  Parcels that receive their local street lighting from the major thoroughfare streetlights receive the same amount of Local Benefit and 25% of the budget for the major thoroughfare street light system is allocated to such benefit, the amount of which is assessed equally, based on Equivalent Dwelling Units, to those parcels only.

G Zones of Benefit

There are two types of benefits that parcels receive from the maintenance and operation of the improvements as described below.

- Zone 1: This zone consists of all property which is adjacent to the major thoroughfares in the District. Local Benefit received from the major thoroughfare streetlights, equal to 25% of the major thoroughfare street lighting budget is allocated to Zone 1 parcels.
- Zone 2: This zone consists primarily of residential property which is served by the City street lighting system. Local Benefit received from the City street lights, equal to 100% of the City street lighting budget is allocated to Zone 2 parcels.
- Zone 3: This zone consists primarily of residential property which is served by the Edison street lighting system. Local Benefit received from the Edison street lights, equal to 100% of the Edison street lighting budget, is allocated to Zone 3 parcels.
- Zone 4: This zone consists of parcels which do not have Local Benefits from street lighting and, therefore, receive only the Citywide Benefits.

H EDUs per Zone

Citywide Benefits are allocated to all assessable parcels in the City pro rata based on the total number of Citywide EDUs. Local Benefits are allocated to parcels in their respective Zones pro rata based on the total number of Zone EDUs. The distribution of EDUs per Zone is shown below.

Table 5:EDUs per Zone

Benefit Zone	EDUs
Zone 1 (Major Thoroughfare Parcels)	2,020.070
Zone 2 (Residential Property - City Owned Lights)	2,052.686
Zone 3 (Residential Property - Edison Owned Lights)	5,826.753
Zone 4 (No Local Benefits - Citywide Benefits Only)	400.900
Total	**10,300.409**

I Citywide Benefit

All parcels within the City receive Citywide Benefits. The total amount of Citywide Benefits is shown in the following table:

Table 6: Citywide Benefit

Budget Item	Benefit Amount
Street Tree Maintenance, Removal, and Replacement	$770,188
Median Landscape Maintenance	$153,000
Major Thoroughfare Street Lighting	$181,421
Traffic Signals	$420,000
Total Citywide Benefit	**$1,524,609**

J Citywide Benefit per EDU

The calculated assessment rate and the maximum assessment rate for Citywide Benefits are shown below:

Table 7: Citywide Benefit per EDU

Budget Item	Benefit Amount
Total Citywide Benefit	$1,524,609
Divided by Total Citywide EDUs	÷ 10,300.41
Calculated Citywide Benefit Per EDU	$148.01
Maximum Citywide Benefit Per EDU [1]	**$71.26**

[1] Amount established at time of formation of the District.

K Local Benefit

Parcels located within each Zone receive Local Benefits for their specific Zone. The total amount of Local Benefits for each Zone are shown below:

Table 8: Local Benefit

Budget Item	Zone 1	Zone 2	Zone 3	Zone 4	Local Total
Major Thoroughfare	$60,474	$0	$0	$0	$60,474
City-Owned System	$0	$100,790	$0	$0	$100,790
Edison-Owned System	$0	$0	$60,474	$0	$60,474
Total Local Benefit	**$60,474**	**$100,790**	**$60,474**	**$0**	**$221,738**

L Local Benefit per EDU

The calculated assessment rate and the maximum assessment rate for Local Benefits for each Zone are shown in the following table:

Table 9: Local Benefit per EDU

Budget Item	Zone 1	Zone 2	Zone 3	Zone 4
Total Local Benefit:	$60,474	$100,790	$60,474	$0
Divided by Total Zone EDUs	÷ 2,020.07	÷ 2,052.69	÷ 5,826.75	÷ 400.90
Calculated Local Benefit Per EDU	$29.94	$49.10	$10.38	$0.00
Maximum Local Benefit Per EDU [1]:	**$25.86**	**$32.83**	**$7.66**	**$0.00**

[1] Amounts established at time of formation of the District

M Assessment Summary

The calculated assessment amount and the maximum assessment amount for each Zone, including both Citywide Benefits and Local Benefits are shown in the following table:

Table 10: Assessment Summary by Zone

Description	Zone 1	Zone 2	Zone 3	Zone 4	Total
Calculated Citywide Benefit Assessment	$298,999	$303,827	$862,443	$59,339	$1,524,608
Calculated Local Benefit Assessment	$60,474	$100,790	$60,474	$0	$221,738
Total Calculated Benefit Assessment:	**$359,473**	**$404,617**	**$922,917**	**$59,339**	**$1,746,346**
Maximum Citywide Benefit Assessment	$143,951	$146,275	$415,216	$28,569	$734,011
Maximum Local Benefit Assessment	$52,240	$67,389	$44,635	$0	$164,264
Total Maximum Benefit Assessment	**$196,191**	**$213,664**	**$459,851**	**$28,569**	**$898,275**
Non-Assessed Benefit Assessment	**$163,283**	**$190,953**	**$463,066**	**$30,770**	**$848,072**

N Assessment Rates

The calculated assessment rates and the maximum assessment rate for each Zone, including both Citywide Benefits and Local Benefits, are shown in the following table.

Table 11: Assessment Rate per EDU by Zone

Description	Zone 1	Zone 2	Zone 3	Zone 4
Calculated Citywide Rate Per EDU	$148.01	$148.01	$148.01	$148.01
Calculated Local Rate Per EDU	$29.94	$49.10	$10.38	$0.00
Total Calculated Rate Per EDU:	$177.95	$197.11	$158.39	$148.01
Maximum Citywide Rate Per EDU [1]	$71.26	$71.26	$71.26	$71.26
Maximum Local Rate Per EDU [1]	$25.86	$32.83	$7.66	$0.00
Total Maximum Rate Per EDU [1]:	**$97.12**	**$104.09**	**$78.92**	**$71.26**
Non-Assessed Rate Per EDU:	**$80.83**	**$93.03**	**$79.47**	**$76.75**

[1] Amounts established at time of formation of the District.

V ASSESSMENT DIAGRAM

The boundaries of the District are coterminous with the boundaries of the City of South Pasadena. A diagram showing the exterior boundaries of the District and the lines and dimensions of each lot or parcel of land within the District has been submitted to the office of the City Clerk of the City of South Pasadena, and is included in Appendix B herein.

VI ASSESSMENT ROLL

The assessment set forth for each parcel is shown on the Assessment Roll for the District, included herein as Appendix A, as "Assessment Roll for City of South Pasadena, Street Lighting & Landscaping Maintenance District, Fiscal Year 2025-2026."

The Assessment Roll lists all parcels within the boundaries of the District as shown on the Assessment Diagram and on the last equalized roll of the Assessor of the County of Los Angeles, which is by reference made part of this report along with the proposed assessment amount for each benefiting parcel.

VII LIMITATIONS OF REPORT

The conclusions, calculations and recommendations in this report assume that all information and data provided to DTA Municipal Solutions by the City of South Pasadena was true and correct. Such data includes, but is not limited to: City budget data, parcel and property information, and the assessment methodology and authorized uses as described in the prior year Engineer's Report.

VIII CERTIFICATIONS

1. I, the _____ of the City of South Pasadena, California, hereby certify that the foregoing assessment, in the amounts set forth in the Assessment Roll included with this Engineer's Report, with the diagram attached to it, was filed with me on _____.

_____ _____, 2025
City Clerk, City of South Pasadena Date

2. DTA has prepared this Engineer's Report and does herby certify that the amounts set forth in Table 1 under Engineer's Cost Estimate herein, and the individual assessment amounts shown in the Assessment Roll included with this Engineer's Report, have been computed in accordance with the order of the City of South Pasadena, as expressed by its Resolution No. _____ duly adopted by the City Council on _____.

David Taussig and Associates, Inc. d/b/a DA

REGISTERED PROFESSIONAL ENGINEER STEPHEN A. RUNK No. C23473 CIVIL ENGINEER STATE OF CALIFORNIA

Stephen A. Runk May 19, 2025
Stephen A. Runk, P.E. Date
License Number: C23473

3. I, the _____ of the City of South Pasadena, California, hereby certify that the foregoing assessment, in the amounts set forth in the Assessment Roll included with this Engineer's Report was approved and confirmed by the City of South Pasadena on _____, 2025; by Resolution No. _____.

_____ _____, 2025
City Clerk, City of South Pasadena Date

APPENDIX A

City of South Pasadena LLMD



FY 2025-2026
ASSESSMENT ROLL

CITY OF SOUTH PASADENA
STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT
FISCAL YEAR 2025-2026 ASSESSMENT ROLL

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5301-028-034	SFV	4	0	0.00	0.25	$17.82	
5301-028-035	SFV	4	0	0.00	0.25	$17.82	
5301-028-036	SFV	4	0	0.00	0.25	$17.82	
5301-028-037	SFV	4	0	0.00	0.25	$17.82	
5301-028-042	SFR	3	1	0.00	1.00	$78.92	4756 COLLIS AVE
5301-028-050	SFV	4	0	0.00	0.25	$17.82	4710 COLLIS AVE
5301-028-051	SFV	4	0	0.00	0.25	$17.82	
5301-028-052	SFV	4	0	0.00	0.25	$17.82	
5301-028-053	SFV	3	0	0.00	0.25	$19.74	
5301-028-054	SFV	3	0	0.00	0.25	$19.74	
5306-006-001	SFV	4	0	0.00	0.25	$17.82	
5306-006-024	SFV	4	0	0.00	0.25	$17.82	
5306-006-025	SFV	4	0	0.00	0.25	$17.82	
5306-006-048	SFV	4	0	0.00	0.25	$17.82	
5306-006-053	SFV	4	0	0.00	0.25	$17.82	
5308-001-024	SFR	2	1	0.00	1.00	$104.09	1601 INDIANA AVE
5308-001-025	SFR	2	1	0.00	1.00	$104.09	1619 INDIANA AVE
5308-001-026	SFR	2	1	0.00	1.00	$104.09	1625 INDIANA AVE
5308-001-027	SFR	2	1	0.00	1.00	$104.09	1631 INDIANA AVE
5308-001-028	SFR	2	1	0.00	1.00	$104.09	1637 INDIANA AVE
5308-001-029	SFR	2	1	0.00	1.00	$104.09	1643 INDIANA AVE
5308-001-030	SFR	2	1	0.00	1.00	$104.09	1649 INDIANA AVE
5308-001-031	SFR	2	1	0.00	1.00	$104.09	1655 INDIANA AVE
5308-001-032	SFR	2	1	0.00	1.00	$104.09	1661 INDIANA AVE
5308-001-033	SFR	2	1	0.00	1.00	$104.09	1701 VIA DEL REY
5308-001-034	SFR	2	1	0.00	1.00	$104.09	1707 VIA DEL REY
5308-001-035	SFR	2	1	0.00	1.00	$104.09	1713 VIA DEL REY
5308-001-036	SFR	2	1	0.00	1.00	$104.09	1719 VIA DEL REY
5308-001-037	SFR	2	1	0.00	1.00	$104.09	1725 VIA DEL REY
5308-001-038	SFR	2	1	0.00	1.00	$104.09	1731 VIA DEL REY
5308-001-039	SFR	2	1	0.00	1.00	$104.09	1737 VIA DEL REY
5308-001-040	SFR	2	1	0.00	1.00	$104.09	1743 VIA DEL REY
5308-001-041	SFR	2	1	0.00	1.00	$104.09	1749 VIA DEL REY
5308-001-042	SFR	2	1	0.00	1.00	$104.09	1755 VIA DEL REY
5308-001-043	SFR	2	1	0.00	1.00	$104.09	366 CAMINO DEL SOL
5308-001-044	SFR	2	1	0.00	1.00	$104.09	360 CAMINO DEL SOL
5308-001-045	SFR	2	1	0.00	1.00	$104.09	354 CAMINO DEL SOL
5308-001-046	SFR	2	1	0.00	1.00	$104.09	348 CAMINO DEL SOL
5308-001-047	SFR	2	1	0.00	1.00	$104.09	342 CAMINO DEL SOL
5308-001-048	SFR	2	1	0.00	1.00	$104.09	336 CAMINO DEL SOL
5308-001-049	SFR	2	1	0.00	1.00	$104.09	330 CAMINO DEL SOL
5308-001-050	SFR	2	1	0.00	1.00	$104.09	324 CAMINO DEL SOL
5308-001-051	SFR	2	1	0.00	1.00	$104.09	318 CAMINO DEL SOL
5308-001-052	SFR	2	1	0.00	1.00	$104.09	312 CAMINO DEL SOL
5308-001-053	SFR	2	1	0.00	1.00	$104.09	306 CAMINO DEL SOL
5308-001-054	SFR	2	1	0.00	1.00	$104.09	300 CAMINO DEL SOL
5308-001-055	SFR	2	1	0.00	1.00	$104.09	1624 SANTA TERESA ST
5308-001-056	SFR	2	1	0.00	1.00	$104.09	1618 SANTA TERESA ST
5308-001-057	SFR	2	1	0.00	1.00	$104.09	331 CAMINO DEL CIELO
5308-001-058	SFR	2	1	0.00	1.00	$104.09	337 CAMINO DEL CIELO
5308-001-059	SFR	2	1	0.00	1.00	$104.09	343 CAMINO DEL CIELO
5308-001-060	SFR	2	1	0.00	1.00	$104.09	349 CAMINO DEL CIELO
5308-001-061	SFR	2	1	0.00	1.00	$104.09	355 CAMINO DEL CIELO

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5308-001-062	SFR	2	1	0.00	1.00	$104.09	362 CAMINO DEL CIELO
5308-001-063	SFR	2	1	0.00	1.00	$104.09	356 CAMINO DEL CIELO
5308-001-064	SFR	2	1	0.00	1.00	$104.09	350 CAMINO DEL CIELO
5308-001-065	SFR	2	1	0.00	1.00	$104.09	344 CAMINO DEL CIELO
5308-001-066	SFR	2	1	0.00	1.00	$104.09	338 CAMINO DEL CIELO
5308-002-023	SFR	2	1	0.00	1.00	$104.09	253 CAMINO DEL SOL
5308-002-024	SFR	2	1	0.00	1.00	$104.09	1707 LAS PALMITAS ST
5308-002-025	SFR	2	1	0.00	1.00	$104.09	1713 LAS PALMITAS ST
5308-002-026	SFR	2	1	0.00	1.00	$104.09	1719 LAS PALMITAS ST
5308-002-027	SFR	2	1	0.00	1.00	$104.09	1725 LAS PALMITAS ST
5308-002-028	SFR	2	1	0.00	1.00	$104.09	1731 LAS PALMITAS ST
5308-002-029	SFR	2	1	0.00	1.00	$104.09	1737 LAS PALMITAS ST
5308-002-030	SFR	2	1	0.00	1.00	$104.09	1743 LAS PALMITAS ST
5308-002-031	SFR	2	1	0.00	1.00	$104.09	1749 LAS PALMITAS ST
5308-002-032	SFR	2	1	0.00	1.00	$104.09	1755 LAS PALMITAS ST
5308-002-033	SFR	2	1	0.00	1.00	$104.09	1756 LAS PALMITAS ST
5308-002-034	SFR	2	1	0.00	1.00	$104.09	1750 LAS PALMITAS ST
5308-002-035	SFR	2	1	0.00	1.00	$104.09	1746 LAS PALMITAS ST
5308-002-036	SFR	2	1	0.00	1.00	$104.09	1734 LAS PALMITAS ST
5308-002-037	SFR	2	1	0.00	1.00	$104.09	1720 LAS PALMITAS ST
5308-002-038	SFR	2	1	0.00	1.00	$104.09	1706 LAS PALMITAS ST
5308-002-039	SFR	2	1	0.00	1.00	$104.09	271 CAMINO DEL SOL
5308-002-040	SFR	2	1	0.00	1.00	$104.09	279 CAMINO DEL SOL
5308-002-041	SFR	2	1	0.00	1.00	$104.09	285 CAMINO DEL SOL
5308-002-042	SFR	2	1	0.00	1.00	$104.09	291 CAMINO DEL SOL
5308-002-043	SFR	2	1	0.00	1.00	$104.09	297 CAMINO DEL SOL
5308-002-044	SFR	2	1	0.00	1.00	$104.09	301 CAMINO DEL SOL
5308-002-045	SFR	2	1	0.00	1.00	$104.09	307 CAMINO DEL SOL
5308-002-046	SFR	2	1	0.00	1.00	$104.09	315 CAMINO DEL SOL
5308-002-047	SFR	2	1	0.00	1.00	$104.09	327 CAMINO DEL SOL
5308-002-048	SFR	2	1	0.00	1.00	$104.09	333 CAMINO DEL SOL
5308-002-049	SFR	2	1	0.00	1.00	$104.09	339 CAMINO DEL SOL
5308-002-050	SFR	2	1	0.00	1.00	$104.09	345 CAMINO DEL SOL
5308-002-051	SFR	2	1	0.00	1.00	$104.09	1801 LA MANZANITA ST
5308-002-052	SFR	2	1	0.00	1.00	$104.09	1807 LA MANZANITA ST
5308-002-053	SFR	2	1	0.00	1.00	$104.09	1821 LA MANZANITA ST
5308-002-054	SFR	2	1	0.00	1.00	$104.09	1833 LA MANZANITA ST
5308-002-055	SFR	2	1	0.00	1.00	$104.09	1841 LA MANZANITA ST
5308-002-056	SFR	2	1	0.00	1.00	$104.09	1847 LA MANZANITA ST
5308-002-057	SFR	2	1	0.00	1.00	$104.09	1854 LA MANZANITA ST
5308-002-059	SFV	2	0	0.00	0.25	$26.03	217 CAMINO DEL SOL
5308-002-060	SFR	2	1	0.00	1.00	$104.09	239 CAMINO DEL SOL
5308-002-062	SFR	3	1	0.00	1.00	$78.92	217 CAMINO DEL SOL
5308-002-064	SFV	4	0	0.00	0.25	$17.82	
5308-002-065	SFR	2	1	0.00	1.00	$104.09	203 CAMINO DEL SOL
5308-002-066	SFV	2	0	0.00	0.25	$26.03	203 CAMINO DEL SOL
5308-002-067	SFV	2	0	0.00	0.25	$26.03	1704 HANSCOM DR
5308-002-068	SFR	2	1	0.00	1.00	$104.09	1704 HANSCOM DR
5308-002-070	SFV	3	0	0.00	0.25	$19.74	1718 HANSCOM DR
5308-002-071	SFR	3	1	0.00	1.00	$78.92	1718 HANSCOM DR
5308-002-072	SFV	3	0	0.00	0.25	$19.74	
5308-003-027	SFR	2	1	0.00	1.00	$104.09	1848 LA MANZANITA ST
5308-003-028	SFR	2	1	0.00	1.00	$104.09	1842 LA MANZANITA ST
5308-003-029	SFR	2	1	0.00	1.00	$104.09	1836 LA MANZANITA ST
5308-003-030	SFR	2	1	0.00	1.00	$104.09	1830 LA MANZANITA ST
5308-003-031	SFR	2	1	0.00	1.00	$104.09	1822 LA MANZANITA ST
5308-003-032	SFR	2	1	0.00	1.00	$104.09	1818 LA MANZANITA ST
5308-003-033	SFR	2	1	0.00	1.00	$104.09	1812 LA MANZANITA ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5308-003-034	SFR	2	1	0.00	1.00	$104.09	1806 LA MANZANITA ST
5308-003-035	SFR	2	1	0.00	1.00	$104.09	359 CAMINO DEL SOL
5308-003-039	SFR	2	1	0.00	1.00	$104.09	1813 VIA DEL REY
5308-003-040	SFR	2	1	0.00	1.00	$104.09	1819 VIA DEL REY
5308-003-041	SFR	2	1	0.00	1.00	$104.09	1825 VIA DEL REY
5308-003-042	SFR	2	1	0.00	1.00	$104.09	1831 VIA DEL REY
5308-003-043	SFR	2	1	0.00	1.00	$104.09	1837 VIA DEL REY
5308-003-044	SFR	2	1	0.00	1.00	$104.09	1843 VIA DEL REY
5308-003-045	SFR	2	1	0.00	1.00	$104.09	365 CAMINO DEL SOL
5308-003-046	SFR	2	1	0.00	1.00	$104.09	1801 VIA DEL REY
5308-003-047	SFR	2	1	0.00	1.00	$104.09	1807 VIA DEL REY
5308-004-027	SFR	2	1	0.00	1.00	$104.09	1849 VIA DEL REY
5308-004-028	SFR	2	1	0.00	1.00	$104.09	1857 VIA DEL REY
5308-004-029	SFR	2	1	0.00	1.00	$104.09	312 LOS ALISOS ST
5308-004-030	SFR	2	1	0.00	1.00	$104.09	306 LOS ALISOS ST
5308-004-031	SFR	2	1	0.00	1.00	$104.09	300 LOS ALISOS ST
5308-004-032	SFR	2	1	0.00	1.00	$104.09	301 LOS ALISOS ST
5308-004-033	SFR	2	1	0.00	1.00	$104.09	307 LOS ALISOS ST
5308-004-034	SFR	2	1	0.00	1.00	$104.09	313 LOS ALISOS ST
5308-004-035	SFR	2	1	0.00	1.00	$104.09	1901 VIA DEL REY
5308-004-036	SFR	2	1	0.00	1.00	$104.09	1909 VIA DEL REY
5308-004-037	SFR	2	1	0.00	1.00	$104.09	1915 VIA DEL REY
5308-004-038	SFR	2	1	0.00	1.00	$104.09	1921 VIA DEL REY
5308-004-039	SFR	2	1	0.00	1.00	$104.09	1927 VIA DEL REY
5308-005-025	SFR	2	1	0.00	1.00	$104.09	1933 VIA DEL REY
5308-005-026	SFR	2	1	0.00	1.00	$104.09	2001 VIA DEL REY
5308-005-027	SFR	2	1	0.00	1.00	$104.09	2007 VIA DEL REY
5308-005-028	SFR	2	1	0.00	1.00	$104.09	2013 VIA DEL REY
5308-005-029	SFR	2	1	0.00	1.00	$104.09	2019 VIA DEL REY
5308-005-030	SFR	2	1	0.00	1.00	$104.09	2025 VIA DEL REY
5308-005-031	SFR	2	1	0.00	1.00	$104.09	2031 VIA DEL REY
5308-005-032	SFR	2	1	0.00	1.00	$104.09	2037 VIA DEL REY
5308-005-033	SFR	2	1	0.00	1.00	$104.09	2043 VIA DEL REY
5308-005-034	SFR	2	1	0.00	1.00	$104.09	346 CAMINO VERDE
5308-005-035	SFR	2	1	0.00	1.00	$104.09	340 CAMINO VERDE
5308-005-036	SFR	2	1	0.00	1.00	$104.09	334 CAMINO VERDE
5308-005-037	SFR	2	1	0.00	1.00	$104.09	328 CAMINO VERDE
5308-005-038	SFR	2	1	0.00	1.00	$104.09	318 CAMINO VERDE
5308-005-039	SFR	2	1	0.00	1.00	$104.09	312 CAMINO VERDE
5308-005-040	SFR	2	1	0.00	1.00	$104.09	306 CAMINO VERDE
5308-005-041	SFR	2	1	0.00	1.00	$104.09	300 CAMINO VERDE
5308-005-042	SFR	2	1	0.00	1.00	$104.09	307 CAMINO VERDE
5308-005-043	SFR	2	1	0.00	1.00	$104.09	313 CAMINO VERDE
5308-005-044	SFR	2	1	0.00	1.00	$104.09	319 CAMINO VERDE
5308-005-045	SFR	2	1	0.00	1.00	$104.09	325 CAMINO VERDE
5308-005-046	SFR	2	1	0.00	1.00	$104.09	331 CAMINO VERDE
5308-005-047	SFR	2	1	0.00	1.00	$104.09	337 CAMINO VERDE
5308-005-048	SFR	2	1	0.00	1.00	$104.09	343 CAMINO VERDE
5308-005-049	SFR	2	1	0.00	1.00	$104.09	349 CAMINO VERDE
5308-005-050	SFR	2	1	0.00	1.00	$104.09	355 CAMINO VERDE
5308-006-025	SFR	3	1	0.00	1.00	$78.92	1936 ILLINOIS DR
5308-006-026	SFR	3	1	0.00	1.00	$78.92	1934 ILLINOIS DR
5308-006-027	SFV	3	0	0.00	0.25	$19.74	1934 ILLINOIS DR
5308-017-016	SFR	3	1	0.00	1.00	$78.92	1738 HANSCOM DR
5308-017-047	SFR	3	1	0.00	1.00	$78.92	1730 HANSCOM DR
5308-017-048	SFR	3	1	0.00	1.00	$78.92	1734 HANSCOM DR
5308-017-049	SFV	3	0	0.00	0.25	$19.74	1746 HANSCOM DR
5308-017-050	SFR	3	1	0.00	1.00	$78.92	1750 HANSCOM DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5308-017-051	SFR	3	1	0.00	1.00	$78.92	1722 HANSCOM DR
5308-017-052	SFR	3	1	0.00	1.00	$78.92	1726 HANSCOM DR
5308-017-053	SFR	3	1	0.00	1.00	$78.92	1742 HANSCOM DR
5308-017-054	SFR	3	1	0.00	1.00	$78.92	1754 HANSCOM DR
5308-018-025	SFR	3	1	0.00	1.00	$78.92	1808 HANSCOM DR
5308-018-026	SFR	3	1	0.00	1.00	$78.92	1816 HANSCOM DR
5308-018-027	SFR	3	1	0.00	1.00	$78.92	1812 HANSCOM DR
5308-018-028	SFR	3	1	0.00	1.00	$78.92	1832 HANSCOM DR
5308-018-029	SFR	3	1	0.00	1.00	$78.92	1840 HANSCOM DR
5308-018-030	SFR	3	1	0.00	1.00	$78.92	1760 HANSCOM DR
5308-018-031	SFR	3	1	0.00	1.00	$78.92	1824 HANSCOM DR
5308-018-032	SFR	3	1	0.00	1.00	$78.92	1836 HANSCOM DR
5308-019-001	SFR	3	1	0.00	1.00	$78.92	1844 HANSCOM DR
5308-019-004	SFR	3	1	0.00	1.00	$78.92	1856 HANSCOM DR
5308-019-012	SFR	3	1	0.00	1.00	$78.92	1948 HANSCOM DR
5308-019-018	SFR	3	1	0.00	1.00	$78.92	1923 ILLINOIS DR
5308-019-019	SFR	3	1	0.00	1.00	$78.92	1921 ILLINOIS DR
5308-019-020	SFR	3	1	0.00	1.00	$78.92	1915 ILLINOIS DR
5308-019-024	SFR	3	1	0.00	1.00	$78.92	1930 HANSCOM DR
5308-019-025	SFR	3	1	0.00	1.00	$78.92	1909 ILLINOIS DR
5308-019-026	SFR	3	1	0.00	1.00	$78.92	1854 HANSCOM DR
5308-019-027	SFR	3	1	0.00	1.00	$78.92	1936 HANSCOM DR
5308-019-031	SFR	3	1	0.00	1.00	$78.92	1939 ILLINOIS DR
5308-019-032	SFR	3	1	0.00	1.00	$78.92	1935 ILLINOIS DR
5308-019-033	SFV	3	0	0.00	0.25	$19.74	1906 HANSCOM DR
5308-019-034	SFV	3	0	0.00	0.25	$19.74	
5308-019-035	SFV	3	0	0.00	0.25	$19.74	
5308-019-037	SFR	3	1	0.00	1.00	$78.92	1916 HANSCOM DR
5308-019-038	SFR	3	1	0.00	1.00	$78.92	1910 HANSCOM DR
5308-019-039	SFR	3	1	0.00	1.00	$78.92	1920 HANSCOM DR
5308-019-040	SFR	3	1	0.00	1.00	$78.92	1922 HANSCOM DR
5308-019-041	SFV	3	0	0.00	0.25	$19.74	1925 ILLINOIS DR
5308-019-042	SFR	3	1	0.00	1.00	$78.92	1925 ILLINOIS DR
5308-020-002	SFR	3	1	0.00	1.00	$78.92	1946 ILLINOIS DR
5308-020-004	SFR	3	1	0.00	1.00	$78.92	2000 HANSCOM DR
5308-020-005	SFR	3	1	0.00	1.00	$78.92	2002 HANSCOM DR
5308-020-008	SFR	3	1	0.00	1.00	$78.92	2018 HANSCOM DR
5308-020-009	SFR	3	1	0.00	1.00	$78.92	2020 HANSCOM DR
5308-020-010	SFR	3	1	0.00	1.00	$78.92	2024 HANSCOM DR
5308-020-011	SFR	3	1	0.00	1.00	$78.92	2028 HANSCOM DR
5308-020-012	SFR	3	1	0.00	1.00	$78.92	2030 HANSCOM DR
5308-020-026	SFR	3	1	0.00	1.00	$78.92	2014 HANSCOM DR
5308-020-027	SFV	3	0	0.00	0.25	$19.74	
5308-020-028	SFR	3	1	0.00	1.00	$78.92	1950 HANSCOM DR
5308-021-001	SFV	3	0	0.00	0.25	$19.74	
5308-021-005	SFR	3	1	0.00	1.00	$78.92	2072 HANSCOM DR
5308-021-006	SFR	3	1	0.00	1.00	$78.92	2066 HANSCOM DR
5308-021-007	SFR	3	1	0.00	1.00	$78.92	2062 HANSCOM DR
5308-021-008	SFV	4	0	0.00	0.25	$17.82	
5308-021-009	SFV	4	0	0.00	0.25	$17.82	
5308-021-011	SFV	4	0	0.00	0.25	$17.82	
5308-021-012	SFV	3	0	0.00	0.25	$19.74	
5308-021-013	SFR	3	1	0.00	1.00	$78.92	2056 HANSCOM DR
5308-021-015	SFR	3	1	0.00	1.00	$78.92	2050 HANSCOM DR
5308-021-016	SFR	3	1	0.00	1.00	$78.92	2048 HANSCOM DR
5308-021-017	SFR	3	1	0.00	1.00	$78.92	2046 HANSCOM DR
5308-021-018	SFR	3	1	0.00	1.00	$78.92	2042 HANSCOM DR
5308-021-019	SFR	3	1	0.00	1.00	$78.92	2038 HANSCOM DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5308-021-020	SFR	3	1	0.00	1.00	$78.92	2036 HANSCOM DR
5308-021-021	SFR	3	1	0.00	1.00	$78.92	2034 HANSCOM DR
5308-021-023	SFR	3	1	0.00	1.00	$78.92	2054 HANSCOM DR
5308-021-024	SFR	3	1	0.00	1.00	$78.92	2084 HANSCOM DR
5308-021-026	SFR	3	1	0.00	1.00	$78.92	2080 HANSCOM DR
5308-021-027	SFR	3	1	0.00	1.00	$78.92	2076 HANSCOM DR
5308-022-001	SFR	3	1	0.00	1.00	$78.92	2135 HANSCOM DR
5308-022-002	SFV	3	0	0.00	0.25	$19.74	
5308-022-003	SFV	3	0	0.00	0.25	$19.74	
5308-022-004	SFV	3	0	0.00	0.25	$19.74	
5308-022-005	SFV	3	0	0.00	0.25	$19.74	2121 HANSCOM DR
5308-022-010	SFR	3	1	0.00	1.00	$78.92	2089 HANSCOM DR
5308-022-015	SFR	3	1	0.00	1.00	$78.92	2077 HANSCOM DR
5308-022-016	SFR	3	1	0.00	1.00	$78.92	2075 HANSCOM DR
5308-022-035	SFR	3	1	0.00	1.00	$78.92	2055 HANSCOM DR
5308-022-038	SFR	3	1	0.00	1.00	$78.92	2083 HANSCOM DR
5308-022-040	MFR	3	2	0.00	1.60	$126.28	2016 HANSCOM DR
5308-022-041	SFR	3	1	0.00	1.00	$78.92	2041 HANSCOM DR
5308-022-042	SFV	3	0	0.00	0.25	$19.74	
5308-022-043	SFR	3	1	0.00	1.00	$78.92	2111 HANSCOM DR
5308-023-001	SFR	3	1	0.00	1.00	$78.92	1921 HANSCOM DR
5308-023-002	SFR	3	1	0.00	1.00	$78.92	1923 HANSCOM DR
5308-023-003	SFR	3	1	0.00	1.00	$78.92	1925 HANSCOM DR
5308-023-006	SFR	3	1	0.00	1.00	$78.92	1937 HANSCOM DR
5308-023-007	SFV	3	0	0.00	0.25	$19.74	
5308-023-008	SFV	3	0	0.00	0.25	$19.74	2145 HANSCOM DR
5308-023-009	SFR	3	1	0.00	1.00	$78.92	2145 HANSCOM DR
5308-023-010	SFR	3	1	0.00	1.00	$78.92	2141 HANSCOM DR
5308-023-014	SFR	3	1	0.00	1.00	$78.92	2001 HANSCOM DR
5308-023-015	SFV	3	0	0.00	0.25	$19.74	
5308-023-017	SFR	3	1	0.00	1.00	$78.92	2009 HANSCOM DR
5308-023-019	SFR	3	1	0.00	1.00	$78.92	
5308-023-020	SFR	3	1	0.00	1.00	$78.92	1935 HANSCOM DR
5308-024-001	SFR	3	1	0.00	1.00	$78.92	1848 PETERSON AVE
5308-024-007	SFR	3	1	0.00	1.00	$78.92	1878 PETERSON AVE
5308-024-017	SFV	3	0	0.00	0.25	$19.74	
5308-024-018	SFR	3	1	0.00	1.00	$78.92	1857 HANSCOM DR
5308-024-026	SFR	3	1	0.00	1.00	$78.92	1852 PETERSON AVE
5308-024-029	SFR	3	1	0.00	1.00	$78.92	1884 PETERSON AVE
5308-024-031	SFR	3	1	0.00	1.00	$78.92	1865 HANSCOM DR
5308-024-033	SFV	3	0	0.00	0.25	$19.74	
5308-024-034	SFV	3	0	0.00	0.25	$19.74	1903 HANSCOM DR
5308-024-035	SFR	3	1	0.00	1.00	$78.92	1905 HANSCOM DR
5308-024-037	SFR	3	1	0.00	1.00	$78.92	1900 PETERSON AVE
5308-024-038	SFR	3	1	0.00	1.00	$78.92	1886 PETERSON AVE
5308-025-001	SFR	3	1	0.00	1.00	$78.92	1803 HANSCOM DR
5308-025-002	SFR	3	1	0.00	1.00	$78.92	1807 HANSCOM DR
5308-025-003	SFR	3	1	0.00	1.00	$78.92	1811 HANSCOM DR
5308-025-004	SFR	3	1	0.00	1.00	$78.92	1815 HANSCOM DR
5308-025-006	SFR	3	1	0.00	1.00	$78.92	1824 PETERSON AVE
5308-025-007	SFV	3	0	0.00	0.25	$19.74	1824 PETERSON AVE
5308-025-012	SFR	3	1	0.00	1.00	$78.92	1838 PETERSON AVE
5308-025-013	SFR	3	1	0.00	1.00	$78.92	1853 HANSCOM DR
5308-025-014	SFR	3	1	0.00	1.00	$78.92	1849 HANSCOM DR
5308-025-015	SFR	3	1	0.00	1.00	$78.92	1845 HANSCOM DR
5308-025-016	SFR	3	1	0.00	1.00	$78.92	1841 HANSCOM DR
5308-025-020	SFR	3	1	0.00	1.00	$78.92	1825 HANSCOM DR
5308-025-021	SFR	3	1	0.00	1.00	$78.92	1821 HANSCOM DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5308-025-023	SFR	3	1	0.00	1.00	$78.92	1832 PETERSON AVE
5308-025-024	SFR	3	1	0.00	1.00	$78.92	1836 PETERSON AVE
5308-025-025	SFR	3	1	0.00	1.00	$78.92	1837 HANSCOM DR
5308-025-026	SFR	3	1	0.00	1.00	$78.92	1817 HANSCOM DR
5308-025-027	SFV	3	0	0.00	0.25	$19.74	1825 HANSCOM DR
5308-026-003	SFR	2	1	0.00	1.00	$104.09	1705 HANSCOM DR
5308-026-005	SFR	2	1	0.00	1.00	$104.09	1712 HILL DR
5308-026-006	SFR	2	1	0.00	1.00	$104.09	1716 HILL DR
5308-026-007	SFR	2	1	0.00	1.00	$104.09	1720 HILL DR
5308-026-022	SFR	3	1	0.00	1.00	$78.92	1715 HANSCOM DR
5308-026-023	SFR	3	1	0.00	1.00	$78.92	1711 HANSCOM DR
5308-026-024	SFR	3	1	0.00	1.00	$78.92	1709 HANSCOM DR
5308-026-028	SFR	3	1	0.00	1.00	$78.92	1741 HANSCOM DR
5308-026-029	SFR	2	1	0.00	1.00	$104.09	1703 HANSCOM DR
5308-026-030	SFR	2	1	0.00	1.00	$104.09	1701 HANSCOM DR
5308-026-031	SFR	2	1	0.00	1.00	$104.09	1728 HILL DR
5308-026-036	SFR	3	1	0.00	1.00	$78.92	1723 HANSCOM DR
5308-026-037	SFR	3	1	0.00	1.00	$78.92	1719 HANSCOM DR
5308-026-038	SFR	2	1	0.00	1.00	$104.09	1742 HILL DR
5308-026-039	SFR	2	1	0.00	1.00	$104.09	1744 PETERSON AVE
5308-026-040	SFR	3	1	0.00	1.00	$78.92	1733 HANSCOM DR
5308-026-041	SFR	3	1	0.00	1.00	$78.92	1733 HANSCOM DR
5308-027-007	SFV	4	0	0.00	0.25	$17.82	
5308-027-008	SFV	4	0	0.00	0.25	$17.82	
5308-027-009	SFR	2	1	0.00	1.00	$104.09	1727 HILL DR
5308-027-016	SFV	4	0	0.00	0.25	$17.82	
5308-027-017	SFV	4	0	0.00	0.25	$17.82	
5308-027-018	SFV	4	0	0.00	0.25	$17.82	
5308-027-019	SFV	4	0	0.00	0.25	$17.82	
5308-027-020	SFV	4	0	0.00	0.25	$17.82	
5308-027-024	SFR	2	1	0.00	1.00	$104.09	1729 HILL DR
5308-027-027	SFR	2	1	0.00	1.00	$104.09	1733 HILL DR
5308-027-028	SFR	2	1	0.00	1.00	$104.09	1737 HILL DR
5308-027-029	SFR	2	1	0.00	1.00	$104.09	1711 HILL DR
5308-027-037	SFR	2	1	0.00	1.00	$104.09	1723 HILL DR
5308-027-038	SFR	2	1	0.00	1.00	$104.09	1725 HILL DR
5308-027-043	SFV	2	0	0.00	0.25	$26.03	1703 HILL DR
5308-027-044	SFV	2	0	0.00	0.25	$26.03	
5308-028-001	SFR	3	1	0.00	1.00	$78.92	5024 HARRIMAN AVE
5308-028-002	SFR	3	1	0.00	1.00	$78.92	5020 HARRIMAN AVE
5308-028-003	SFR	3	1	0.00	1.00	$78.92	5016 HARRIMAN AVE
5308-028-004	SFR	3	1	0.00	1.00	$78.92	5012 HARRIMAN AVE
5308-028-005	SFR	2	1	0.00	1.00	$104.09	1899 HILL DR
5308-028-006	SFR	2	1	0.00	1.00	$104.09	1855 HILL DR
5308-028-011	SFR	2	1	0.00	1.00	$104.09	1823 HILL DR
5308-028-015	SFR	2	1	0.00	1.00	$104.09	1819 HILL DR
5308-028-016	SFR	2	1	0.00	1.00	$104.09	1829 HILL DR
5308-029-004	SFR	2	1	0.00	1.00	$104.09	1830 HILL DR
5308-029-010	SFR	3	1	0.00	1.00	$78.92	1871 PETERSON AVE
5308-029-011	SFR	3	1	0.00	1.00	$78.92	1877 PETERSON AVE
5308-029-013	SFR	2	1	0.00	1.00	$104.09	1898 HILL DR
5308-029-014	SFR	2	1	0.00	1.00	$104.09	4968 HARRIMAN AVE
5308-029-016	SFR	2	1	0.00	1.00	$104.09	1842 HILL DR
5308-029-020	SFR	2	1	0.00	1.00	$104.09	1821 PETERSON AVE
5308-029-024	SFR	2	1	0.00	1.00	$104.09	1836 HILL DR
5308-031-001	SFV	3	0	0.00	0.25	$19.74	
5308-031-022	SFR	3	1	0.00	1.00	$78.92	1883 PETERSON AVE
5308-031-023	SFR	3	1	0.00	1.00	$78.92	1885 PETERSON AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5308-031-024	SFR	2	1	0.00	1.00	$104.09	4966 HARRIMAN AVE
5308-031-025	SFR	2	1	0.00	1.00	$104.09	4964 HARRIMAN AVE
5308-031-026	SFR	2	1	0.00	1.00	$104.09	4960 HARRIMAN AVE
5308-031-027	SFR	2	1	0.00	1.00	$104.09	4950 HARRIMAN AVE
5308-031-028	SFR	2	1	0.00	1.00	$104.09	4946 HARRIMAN AVE
5308-031-029	SFR	2	1	0.00	1.00	$104.09	4936 HARRIMAN AVE
5308-031-030	SFR	2	1	0.00	1.00	$104.09	4930 HARRIMAN AVE
5308-031-031	SFR	2	1	0.00	1.00	$104.09	114 PETERSON AVE
5308-031-032	SFR	2	1	0.00	1.00	$104.09	118 PETERSON AVE
5308-031-033	SFR	2	1	0.00	1.00	$104.09	120 PETERSON AVE
5308-031-034	SFR	2	1	0.00	1.00	$104.09	122 PETERSON AVE
5308-031-035	SFR	2	1	0.00	1.00	$104.09	124 PETERSON AVE
5308-031-036	SFR	2	1	0.00	1.00	$104.09	130 PETERSON AVE
5308-031-037	SFR	2	1	0.00	1.00	$104.09	136 PETERSON AVE
5308-031-038	SFR	2	1	0.00	1.00	$104.09	140 PETERSON AVE
5308-031-039	SFV	3	0	0.00	0.25	$19.74	
5308-031-040	SFV	3	0	0.00	0.25	$19.74	
5308-031-041	SFV	3	0	0.00	0.25	$19.74	
5308-031-042	SFV	3	0	0.00	0.25	$19.74	
5308-031-058	SFR	2	1	0.00	1.00	$104.09	156 PETERSON AVE
5308-031-057	SFV	2	0	0.00	0.25	$26.03	
5308-031-053	SFV	2	0	0.00	0.25	$26.03	
5308-031-054	SFV	2	0	0.00	0.25	$26.03	
5308-031-055	SFV	2	0	0.00	0.25	$26.03	
5308-032-006	SFV	2	0	0.00	0.25	$26.03	
5308-032-009	SFV	2	0	0.00	0.25	$26.03	
5308-032-012	SFV	3	0	0.00	0.25	$19.74	
5308-032-022	SFR	3	1	0.00	1.00	$78.92	149 PETERSON AVE
5308-032-026	SFR	3	1	0.00	1.00	$78.92	2118 HANSCOM DR
5308-032-030	SFV	3	0	0.00	0.25	$19.74	2100 HANSCOM DR
5308-032-031	SFR	3	1	0.00	1.00	$78.92	2114 HANSCOM DR
5308-032-032	SFR	3	1	0.00	1.00	$78.92	2106 HANSCOM DR
5308-032-037	SFR	2	1	0.00	1.00	$104.09	
5308-032-040	SFR	2	1	0.00	1.00	$104.09	111 PETERSON AVE
5308-032-041	SFR	2	1	0.00	1.00	$104.09	115 PETERSON AVE
5308-032-042	SFR	2	1	0.00	1.00	$104.09	117 PETERSON AVE
5308-032-044	SFV	2	0	0.00	0.25	$26.03	133 PETERSON AVE
5308-032-045	SFV	2	0	0.00	0.25	$26.03	133 PETERSON AVE
5308-034-002	SFV	3	0	0.00	0.25	$19.74	
5308-034-003	SFV	4	0	0.00	0.25	$17.82	
5308-034-004	SFV	4	0	0.00	0.25	$17.82	
5308-034-015	SFV	3	0	0.00	0.25	$19.74	
5308-034-016	SFV	3	0	0.00	0.25	$19.74	
5308-034-017	SFV	3	0	0.00	0.25	$19.74	
5308-034-018	SFV	3	0	0.00	0.25	$19.74	
5310-001-023	SFR	2	1	0.00	1.00	$104.09	707 FLORES DE ORO
5310-001-024	SFR	2	1	0.00	1.00	$104.09	713 FLORES DE ORO
5310-001-025	SFR	2	1	0.00	1.00	$104.09	719 FLORES DE ORO
5310-001-026	SFR	2	1	0.00	1.00	$104.09	1501 VIA DEL REY
5310-001-027	SFR	2	1	0.00	1.00	$104.09	1509 VIA DEL REY
5310-001-028	SFR	2	1	0.00	1.00	$104.09	1517 VIA DEL REY
5310-001-029	SFR	2	1	0.00	1.00	$104.09	1527 VIA DEL REY
5310-001-030	SFR	2	1	0.00	1.00	$104.09	1539 VIA DEL REY
5310-001-031	SFR	2	1	0.00	1.00	$104.09	1545 VIA DEL REY
5310-001-032	SFR	2	1	0.00	1.00	$104.09	1551 VIA DEL REY
5310-001-033	SFR	2	1	0.00	1.00	$104.09	660 CAMINO CERRADO
5310-001-034	SFR	2	1	0.00	1.00	$104.09	654 CAMINO CERRADO
5310-001-035	SFR	2	1	0.00	1.00	$104.09	648 CAMINO CERRADO

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5310-001-036	SFR	2	1	0.00	1.00	$104.09	642 CAMINO CERRADO
5310-001-037	SFR	2	1	0.00	1.00	$104.09	636 CAMINO CERRADO
5310-001-038	SFR	2	1	0.00	1.00	$104.09	630 CAMINO CERRADO
5310-001-039	SFR	2	1	0.00	1.00	$104.09	624 CAMINO CERRADO
5310-001-040	SFR	2	1	0.00	1.00	$104.09	618 CAMINO CERRADO
5310-001-041	SFR	2	1	0.00	1.00	$104.09	612 CAMINO CERRADO
5310-001-042	SFR	2	1	0.00	1.00	$104.09	606 CAMINO CERRADO
5310-001-043	SFR	2	1	0.00	1.00	$104.09	600 CAMINO CERRADO
5310-001-044	SFR	2	1	0.00	1.00	$104.09	609 CAMINO CERRADO
5310-001-045	SFR	2	1	0.00	1.00	$104.09	615 CAMINO CERRADO
5310-001-046	SFR	2	1	0.00	1.00	$104.09	621 CAMINO CERRADO
5310-001-047	SFR	2	1	0.00	1.00	$104.09	631 CAMINO CERRADO
5310-001-048	SFR	2	1	0.00	1.00	$104.09	645 CAMINO CERRADO
5310-001-049	SFR	2	1	0.00	1.00	$104.09	657 CAMINO CERRADO
5310-001-050	SFR	2	1	0.00	1.00	$104.09	1601 VIA DEL REY
5310-001-051	SFR	2	1	0.00	1.00	$104.09	1611 VIA DEL REY
5310-001-052	SFR	2	1	0.00	1.00	$104.09	1621 VIA DEL REY
5310-001-053	SFR	2	1	0.00	1.00	$104.09	1627 VIA DEL REY
5310-001-054	SFR	2	1	0.00	1.00	$104.09	1635 VIA DEL REY
5310-001-055	SFR	2	1	0.00	1.00	$104.09	1641 VIA DEL REY
5310-001-056	SFR	2	1	0.00	1.00	$104.09	1647 VIA DEL REY
5310-001-057	SFR	2	1	0.00	1.00	$104.09	1653 VIA DEL REY
5310-001-058	SFR	2	1	0.00	1.00	$104.09	1659 VIA DEL REY
5310-001-059	SFR	2	1	0.00	1.00	$104.09	1665 VIA DEL REY
5310-001-060	SFR	2	1	0.00	1.00	$104.09	1673 VIA DEL REY
5310-001-061	SFR	2	1	0.00	1.00	$104.09	1660 INDIANA AVE
5310-001-062	SFR	2	1	0.00	1.00	$104.09	1650 INDIANA AVE
5310-001-063	SFR	2	1	0.00	1.00	$104.09	1640 INDIANA AVE
5310-001-064	SFR	2	1	0.00	1.00	$104.09	1632 INDIANA AVE
5310-001-065	SFR	2	1	0.00	1.00	$104.09	1624 INDIANA AVE
5310-001-066	SFR	2	1	0.00	1.00	$104.09	1618 INDIANA AVE
5310-001-067	SFR	2	1	0.00	1.00	$104.09	1612 INDIANA AVE
5310-001-068	SFR	2	1	0.00	1.00	$104.09	1606 INDIANA AVE
5310-001-069	SFR	2	1	0.00	1.00	$104.09	1600 INDIANA AVE
5310-002-026	SFR	2	1	0.00	1.00	$104.09	1743 CAMINO LINDO
5310-002-027	SFR	2	1	0.00	1.00	$104.09	1748 CAMINO LINDO
5310-002-028	SFR	2	1	0.00	1.00	$104.09	1840 VIA DEL REY
5310-002-029	SFR	2	1	0.00	1.00	$104.09	1832 VIA DEL REY
5310-002-030	SFR	2	1	0.00	1.00	$104.09	1824 VIA DEL REY
5310-002-031	SFR	2	1	0.00	1.00	$104.09	1816 VIA DEL REY
5310-002-032	SFR	2	1	0.00	1.00	$104.09	1808 VIA DEL REY
5310-002-033	SFR	2	1	0.00	1.00	$104.09	1800 VIA DEL REY
5310-002-034	SFR	2	1	0.00	1.00	$104.09	1756 VIA DEL REY
5310-002-035	SFR	2	1	0.00	1.00	$104.09	1750 VIA DEL REY
5310-002-036	SFR	2	1	0.00	1.00	$104.09	1744 VIA DEL REY
5310-002-037	SFR	2	1	0.00	1.00	$104.09	1738 VIA DEL REY
5310-002-038	SFR	2	1	0.00	1.00	$104.09	1730 VIA DEL REY
5310-002-039	SFR	2	1	0.00	1.00	$104.09	1720 VIA DEL REY
5310-002-040	SFR	2	1	0.00	1.00	$104.09	1714 VIA DEL REY
5310-002-041	SFR	2	1	0.00	1.00	$104.09	1708 VIA DEL REY
5310-002-042	SFR	2	1	0.00	1.00	$104.09	1700 VIA DEL REY
5310-003-025	SFR	2	1	0.00	1.00	$104.09	1740 CAMINO LINDO
5310-003-026	SFR	2	1	0.00	1.00	$104.09	1734 CAMINO LINDO
5310-003-027	SFR	2	1	0.00	1.00	$104.09	1728 CAMINO LINDO
5310-003-028	SFR	2	1	0.00	1.00	$104.09	1722 CAMINO LINDO
5310-003-029	SFR	2	1	0.00	1.00	$104.09	1716 CAMINO LINDO
5310-003-030	SFR	2	1	0.00	1.00	$104.09	1710 CAMINO LINDO
5310-003-031	SFR	2	1	0.00	1.00	$104.09	1700 CAMINO LINDO

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5310-003-032	SFR	2	1	0.00	1.00	$104.09	628 CAMINO VERDE
5310-003-033	SFR	2	1	0.00	1.00	$104.09	622 CAMINO VERDE
5310-003-034	SFR	2	1	0.00	1.00	$104.09	612 CAMINO VERDE
5310-003-035	SFR	2	1	0.00	1.00	$104.09	606 CAMINO VERDE
5310-003-036	SFR	2	1	0.00	1.00	$104.09	600 CAMINO VERDE
5310-003-037	SFR	2	1	0.00	1.00	$104.09	426 EL CORONADO ST
5310-003-038	SFR	2	1	0.00	1.00	$104.09	420 EL CORONADO ST
5310-003-039	SFR	2	1	0.00	1.00	$104.09	414 EL CORONADO ST
5310-003-040	SFR	2	1	0.00	1.00	$104.09	455 LA TERRAZA ST
5310-003-041	SFR	2	1	0.00	1.00	$104.09	458 LA TERRAZA ST
5310-003-042	SFR	2	1	0.00	1.00	$104.09	452 LA TERRAZA ST
5310-003-043	SFR	2	1	0.00	1.00	$104.09	446 LA TERRAZA ST
5310-003-044	SFR	2	1	0.00	1.00	$104.09	440 LA TERRAZA ST
5310-003-045	SFR	2	1	0.00	1.00	$104.09	438 LA TERRAZA ST
5310-003-046	SFR	2	1	0.00	1.00	$104.09	428 LA TERRAZA ST
5310-003-047	SFR	2	1	0.00	1.00	$104.09	422 LA TERRAZA ST
5310-003-048	SFR	2	1	0.00	1.00	$104.09	414 LA TERRAZA ST
5310-003-049	SFR	2	1	0.00	1.00	$104.09	406 LA TERRAZA ST
5310-003-050	SFR	2	1	0.00	1.00	$104.09	1930 VIA DEL REY
5310-003-051	SFR	2	1	0.00	1.00	$104.09	1918 VIA DEL REY
5310-003-052	SFR	2	1	0.00	1.00	$104.09	1912 VIA DEL REY
5310-003-053	SFR	2	1	0.00	1.00	$104.09	1906 VIA DEL REY
5310-003-054	SFR	2	1	0.00	1.00	$104.09	1900 VIA DEL REY
5310-003-055	SFR	2	1	0.00	1.00	$104.09	1866 VIA DEL REY
5310-003-056	SFR	2	1	0.00	1.00	$104.09	1860 VIA DEL REY
5310-003-057	SFR	2	1	0.00	1.00	$104.09	1854 VIA DEL REY
5310-003-058	SFR	2	1	0.00	1.00	$104.09	1848 VIA DEL REY
5310-004-025	SFR	2	1	0.00	1.00	$104.09	401 CAMINO VERDE
5310-004-026	SFR	2	1	0.00	1.00	$104.09	407 CAMINO VERDE
5310-004-027	SFR	2	1	0.00	1.00	$104.09	413 CAMINO VERDE
5310-004-028	SFR	2	1	0.00	1.00	$104.09	419 CAMINO VERDE
5310-004-029	SFR	2	1	0.00	1.00	$104.09	425 CAMINO VERDE
5310-004-030	SFR	2	1	0.00	1.00	$104.09	431 CAMINO VERDE
5310-004-031	SFR	2	1	0.00	1.00	$104.09	437 CAMINO VERDE
5310-004-032	SFR	2	1	0.00	1.00	$104.09	443 CAMINO VERDE
5310-004-033	SFR	2	1	0.00	1.00	$104.09	449 CAMINO VERDE
5310-004-034	SFR	2	1	0.00	1.00	$104.09	400 EL CORONADO ST
5310-004-036	SFR	2	1	0.00	1.00	$104.09	446 CAMINO VERDE
5310-004-038	SFR	2	1	0.00	1.00	$104.09	428 CAMINO VERDE
5310-004-039	SFR	2	1	0.00	1.00	$104.09	420 CAMINO VERDE
5310-004-040	SFR	2	1	0.00	1.00	$104.09	414 CAMINO VERDE
5310-004-041	SFR	2	1	0.00	1.00	$104.09	408 CAMINO VERDE
5310-004-042	SFR	2	1	0.00	1.00	$104.09	2046 VIA DEL REY
5310-004-043	SFR	2	1	0.00	1.00	$104.09	2040 VIA DEL REY
5310-004-044	SFR	2	1	0.00	1.00	$104.09	2034 VIA DEL REY
5310-004-045	SFR	2	1	0.00	1.00	$104.09	2028 VIA DEL REY
5310-004-046	SFR	2	1	0.00	1.00	$104.09	2022 VIA DEL REY
5310-004-047	SFR	2	1	0.00	1.00	$104.09	2016 VIA DEL REY
5310-004-048	SFR	2	1	0.00	1.00	$104.09	2000 VIA DEL REY
5310-004-049	SFR	2	1	0.00	1.00	$104.09	407 LA TERRAZA ST
5310-004-050	SFR	2	1	0.00	1.00	$104.09	413 LA TERRAZA ST
5310-004-051	SFR	2	1	0.00	1.00	$104.09	419 LA TERRAZA ST
5310-004-052	SFR	2	1	0.00	1.00	$104.09	425 LA TERRAZA ST
5310-004-053	SFR	2	1	0.00	1.00	$104.09	431 LA TERRAZA ST
5310-004-054	SFR	2	1	0.00	1.00	$104.09	437 LA TERRAZA ST
5310-004-055	SFR	2	1	0.00	1.00	$104.09	443 LA TERRAZA ST
5310-004-056	SFR	2	1	0.00	1.00	$104.09	449 LA TERRAZA ST
5310-004-057	SFR	2	1	0.00	1.00	$104.09	440 CAMINO VERDE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5310-004-059	SFV	4	0	0.00	0.25	$17.82	
5310-004-060	SFR	2	1	0.00	1.00	$104.09	407 EL CORONADO ST
5310-005-004	SFR	2	1	0.00	1.00	$104.09	2051 LA FREMONTIA ST
5310-005-005	SFR	2	1	0.00	1.00	$104.09	457 CAMINO VERDE
5310-005-006	SFR	2	1	0.00	1.00	$104.09	501 CAMINO VERDE
5310-005-007	SFR	2	1	0.00	1.00	$104.09	507 CAMINO VERDE
5310-005-008	SFR	2	1	0.00	1.00	$104.09	513 CAMINO VERDE
5310-005-009	SFR	2	1	0.00	1.00	$104.09	519 CAMINO VERDE
5310-005-010	SFR	2	1	0.00	1.00	$104.09	525 CAMINO VERDE
5310-005-011	SFR	2	1	0.00	1.00	$104.09	531 CAMINO VERDE
5310-005-012	SFR	2	1	0.00	1.00	$104.09	537 CAMINO VERDE
5310-005-013	SFR	2	1	0.00	1.00	$104.09	543 CAMINO VERDE
5310-005-014	SFR	2	1	0.00	1.00	$104.09	549 CAMINO VERDE
5310-005-015	SFR	2	1	0.00	1.00	$104.09	555 CAMINO VERDE
5310-005-016	SFR	2	1	0.00	1.00	$104.09	565 CAMINO VERDE
5310-005-018	SFR	2	1	0.00	1.00	$104.09	707 EL TESORITO ST
5310-005-019	SFR	2	1	0.00	1.00	$104.09	2001 LA FREMONTIA ST
5310-005-020	SFR	2	1	0.00	1.00	$104.09	2009 LA FREMONTIA ST
5310-005-021	SFR	2	1	0.00	1.00	$104.09	2017 LA FREMONTIA ST
5310-005-022	SFR	2	1	0.00	1.00	$104.09	2027 LA FREMONTIA ST
5310-005-023	SFR	2	1	0.00	1.00	$104.09	2033 LA FREMONTIA ST
5310-005-024	SFR	2	1	0.00	1.00	$104.09	2039 LA FREMONTIA ST
5310-005-025	SFR	2	1	0.00	1.00	$104.09	2045 LA FREMONTIA ST
5310-005-026	SFR	2	1	0.00	1.00	$104.09	413 EL CORONADO ST
5310-005-027	SFR	2	1	0.00	1.00	$104.09	419 EL CORONADO ST
5310-005-029	SFR	2	1	0.00	1.00	$104.09	568 CAMINO VERDE
5310-005-030	SFR	2	1	0.00	1.00	$104.09	562 CAMINO VERDE
5310-005-031	SFR	2	1	0.00	1.00	$104.09	556 CAMINO VERDE
5310-005-032	SFR	2	1	0.00	1.00	$104.09	550 CAMINO VERDE
5310-005-033	SFR	2	1	0.00	1.00	$104.09	536 CAMINO VERDE
5310-005-034	SFR	2	1	0.00	1.00	$104.09	522 CAMINO VERDE
5310-005-036	SFR	2	1	0.00	1.00	$104.09	500 CAMINO VERDE
5310-005-037	SFR	2	1	0.00	1.00	$104.09	458 CAMINO VERDE
5310-005-038	SFR	2	1	0.00	1.00	$104.09	452 CAMINO VERDE
5310-005-040	SFR	2	1	0.00	1.00	$104.09	423 EL CORONADO ST
5310-005-041	SFR	2	1	0.00	1.00	$104.09	510 CAMINO VERDE
5310-005-043	SFR	2	1	0.00	1.00	$104.09	701 EL TESORITO ST
5310-006-038	SFR	2	1	0.00	1.00	$104.09	2050 LA FREMONTIA ST
5310-006-039	SFR	2	1	0.00	1.00	$104.09	2046 LA FREMONTIA ST
5310-006-041	SFR	2	1	0.00	1.00	$104.09	2036 LA FREMONTIA ST
5310-006-042	SFR	2	1	0.00	1.00	$104.09	2030 LA FREMONTIA ST
5310-006-043	SFR	2	1	0.00	1.00	$104.09	2024 LA FREMONTIA ST
5310-006-044	SFR	2	1	0.00	1.00	$104.09	2018 LA FREMONTIA ST
5310-006-045	SFR	2	1	0.00	1.00	$104.09	2012 LA FREMONTIA ST
5310-006-046	SFR	2	1	0.00	1.00	$104.09	2006 LA FREMONTIA ST
5310-006-047	SFR	2	1	0.00	1.00	$104.09	2000 LA FREMONTIA ST
5310-006-050	SFR	2	1	0.00	1.00	$104.09	1962 LA FREMONTIA ST
5310-006-051	SFR	2	1	0.00	1.00	$104.09	1950 LA FREMONTIA ST
5310-006-052	SFR	2	1	0.00	1.00	$104.09	1944 LA FREMONTIA ST
5310-006-053	SFR	2	1	0.00	1.00	$104.09	1938 LA FREMONTIA ST
5310-006-054	SFR	2	1	0.00	1.00	$104.09	1969 ALPHA ST
5310-006-055	SFR	2	1	0.00	1.00	$104.09	2040 LA FREMONTIA ST
5310-006-056	SFR	2	1	0.00	1.00	$104.09	1972 LA FREMONTIA ST
5310-006-057	SFR	2	1	0.00	1.00	$104.09	1990 LA FREMONTIA ST
5310-007-025	SFR	2	1	0.00	1.00	$104.09	601 CAMINO VERDE
5310-007-026	SFR	2	1	0.00	1.00	$104.09	607 CAMINO VERDE
5310-007-027	SFR	2	1	0.00	1.00	$104.09	611 CAMINO VERDE
5310-007-028	SFR	2	1	0.00	1.00	$104.09	619 CAMINO VERDE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5310-007-029	SFR	2	1	0.00	1.00	$104.09	625 CAMINO VERDE
5310-007-030	SFR	2	1	0.00	1.00	$104.09	631 CAMINO VERDE
5310-007-031	SFR	2	1	0.00	1.00	$104.09	1690 CAMINO LINDO
5310-007-032	SFR	2	1	0.00	1.00	$104.09	1684 CAMINO LINDO
5310-007-033	SFR	2	1	0.00	1.00	$104.09	1678 CAMINO LINDO
5310-007-034	SFR	2	1	0.00	1.00	$104.09	1672 CAMINO LINDO
5310-007-035	SFR	2	1	0.00	1.00	$104.09	1668 CAMINO LINDO
5310-007-036	SFR	2	1	0.00	1.00	$104.09	1660 CAMINO LINDO
5310-007-037	SFR	2	1	0.00	1.00	$104.09	1654 CAMINO LINDO
5310-007-038	SFR	2	1	0.00	1.00	$104.09	1648 CAMINO LINDO
5310-007-039	SFR	2	1	0.00	1.00	$104.09	1642 CAMINO LINDO
5310-007-040	SFR	2	1	0.00	1.00	$104.09	1636 CAMINO LINDO
5310-007-041	SFR	2	1	0.00	1.00	$104.09	1630 CAMINO LINDO
5310-007-042	SFR	2	1	0.00	1.00	$104.09	1628 CAMINO LINDO
5310-007-043	SFR	2	1	0.00	1.00	$104.09	1618 CAMINO LINDO
5310-007-044	SFR	2	1	0.00	1.00	$104.09	1612 CAMINO LINDO
5310-007-045	SFR	2	1	0.00	1.00	$104.09	1606 CAMINO LINDO
5310-007-046	SFR	2	1	0.00	1.00	$104.09	1600 CAMINO LINDO
5310-007-047	SFR	2	1	0.00	1.00	$104.09	1807 ALPHA ST
5310-007-048	SFR	2	1	0.00	1.00	$104.09	1813 ALPHA ST
5310-007-050	SFR	2	1	0.00	1.00	$104.09	1825 ALPHA ST
5310-007-051	SFR	2	1	0.00	1.00	$104.09	1831 ALPHA ST
5310-007-052	SFR	2	1	0.00	1.00	$104.09	1837 ALPHA ST
5310-007-053	SFR	2	1	0.00	1.00	$104.09	1843 ALPHA ST
5310-007-054	SFR	2	1	0.00	1.00	$104.09	1849 ALPHA ST
5310-007-055	SFR	2	1	0.00	1.00	$104.09	1855 ALPHA ST
5310-007-056	SFR	2	1	0.00	1.00	$104.09	1901 LA FREMONTIA ST
5310-007-057	SFR	2	1	0.00	1.00	$104.09	1907 LA FREMONTIA ST
5310-007-058	SFR	2	1	0.00	1.00	$104.09	1913 LA FREMONTIA ST
5310-007-059	SFR	2	1	0.00	1.00	$104.09	1919 LA FREMONTIA ST
5310-007-060	SFR	2	1	0.00	1.00	$104.09	1925 LA FREMONTIA ST
5310-007-061	SFR	2	1	0.00	1.00	$104.09	1931 LA FREMONTIA ST
5310-007-062	SFR	2	1	0.00	1.00	$104.09	1941 LA FREMONTIA ST
5310-007-063	SFR	2	1	0.00	1.00	$104.09	1951 LA FREMONTIA ST
5310-007-064	SFR	2	1	0.00	1.00	$104.09	1957 LA FREMONTIA ST
5310-007-065	SFR	2	1	0.00	1.00	$104.09	1963 LA FREMONTIA ST
5310-007-066	SFR	2	1	0.00	1.00	$104.09	1969 LA FREMONTIA ST
5310-007-067	SFR	2	1	0.00	1.00	$104.09	1975 LA FREMONTIA ST
5310-007-068	SFR	2	1	0.00	1.00	$104.09	1981 LA FREMONTIA ST
5310-007-069	SFR	2	1	0.00	1.00	$104.09	1987 LA FREMONTIA ST
5310-007-070	SFR	2	1	0.00	1.00	$104.09	1993 LA FREMONTIA ST
5310-007-071	SFR	2	1	0.00	1.00	$104.09	706 EL TESORITO ST
5310-007-073	SFR	2	1	0.00	1.00	$104.09	1819 ALPHA ST
5310-007-074	SFR	2	1	0.00	1.00	$104.09	700 EL TESORITO ST
5310-008-025	SFR	2	1	0.00	1.00	$104.09	1627 CAMINO LINDO
5310-008-026	SFR	2	1	0.00	1.00	$104.09	1637 CAMINO LINDO
5310-008-027	SFR	2	1	0.00	1.00	$104.09	1645 CAMINO LINDO
5310-008-028	SFR	2	1	0.00	1.00	$104.09	1657 CAMINO LINDO
5310-008-029	SFR	2	1	0.00	1.00	$104.09	1663 CAMINO LINDO
5310-008-030	SFR	2	1	0.00	1.00	$104.09	1673 CAMINO LINDO
5310-008-031	SFR	2	1	0.00	1.00	$104.09	1685 CAMINO LINDO
5310-008-032	SFR	2	1	0.00	1.00	$104.09	1691 CAMINO LINDO
5310-008-033	SFR	2	1	0.00	1.00	$104.09	1701 CAMINO LINDO
5310-008-034	SFR	2	1	0.00	1.00	$104.09	1707 CAMINO LINDO
5310-008-035	SFR	2	1	0.00	1.00	$104.09	1713 CAMINO LINDO
5310-008-036	SFR	2	1	0.00	1.00	$104.09	1719 CAMINO LINDO
5310-008-037	SFR	2	1	0.00	1.00	$104.09	1725 CAMINO LINDO
5310-008-038	SFR	2	1	0.00	1.00	$104.09	1731 CAMINO LINDO

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5310-008-039	SFR	2	1	0.00	1.00	$104.09	1737 CAMINO LINDO
5310-008-040	SFR	2	1	0.00	1.00	$104.09	1678 VIA DEL REY
5310-008-041	SFR	2	1	0.00	1.00	$104.09	1672 VIA DEL REY
5310-008-042	SFR	2	1	0.00	1.00	$104.09	1668 VIA DEL REY
5310-008-043	SFR	2	1	0.00	1.00	$104.09	1660 VIA DEL REY
5310-009-025	SFR	2	1	0.00	1.00	$104.09	809 FLORES DE ORO
5310-009-026	SFR	2	1	0.00	1.00	$104.09	1507 CAMINO LINDO
5310-009-027	SFR	2	1	0.00	1.00	$104.09	1513 CAMINO LINDO
5310-009-028	SFR	2	1	0.00	1.00	$104.09	1519 CAMINO LINDO
5310-009-029	SFR	2	1	0.00	1.00	$104.09	1525 CAMINO LINDO
5310-009-030	SFR	2	1	0.00	1.00	$104.09	1531 CAMINO LINDO
5310-009-031	SFR	2	1	0.00	1.00	$104.09	1537 CAMINO LINDO
5310-009-032	SFR	2	1	0.00	1.00	$104.09	1541 CAMINO LINDO
5310-009-033	SFR	2	1	0.00	1.00	$104.09	1547 CAMINO LINDO
5310-009-034	SFR	2	1	0.00	1.00	$104.09	1553 CAMINO LINDO
5310-009-035	SFR	2	1	0.00	1.00	$104.09	1559 CAMINO LINDO
5310-009-036	SFR	2	1	0.00	1.00	$104.09	1565 CAMINO LINDO
5310-009-037	SFR	2	1	0.00	1.00	$104.09	1601 CAMINO LINDO
5310-009-038	SFR	2	1	0.00	1.00	$104.09	1615 CAMINO LINDO
5310-009-039	SFR	2	1	0.00	1.00	$104.09	1600 VIA DEL REY
5310-009-040	SFR	2	1	0.00	1.00	$104.09	1560 VIA DEL REY
5310-009-041	SFR	2	1	0.00	1.00	$104.09	1554 VIA DEL REY
5310-009-042	SFR	2	1	0.00	1.00	$104.09	1548 VIA DEL REY
5310-009-043	SFR	2	1	0.00	1.00	$104.09	1542 VIA DEL REY
5310-009-044	SFR	2	1	0.00	1.00	$104.09	1536 VIA DEL REY
5310-009-045	SFR	2	1	0.00	1.00	$104.09	1530 VIA DEL REY
5310-009-046	SFR	2	1	0.00	1.00	$104.09	1524 VIA DEL REY
5310-009-047	SFR	2	1	0.00	1.00	$104.09	1518 VIA DEL REY
5310-009-048	SFR	2	1	0.00	1.00	$104.09	1512 VIA DEL REY
5310-009-049	SFR	2	1	0.00	1.00	$104.09	1506 VIA DEL REY
5310-009-050	SFR	2	1	0.00	1.00	$104.09	801 FLORES DE ORO
5310-010-025	SFR	2	1	0.00	1.00	$104.09	1906 ALPHA ST
5310-010-026	SFR	2	1	0.00	1.00	$104.09	1900 ALPHA ST
5310-010-027	SFR	2	1	0.00	1.00	$104.09	1870 ALPHA ST
5310-010-028	SFR	2	1	0.00	1.00	$104.09	1864 ALPHA ST
5310-010-029	SFR	2	1	0.00	1.00	$104.09	1858 ALPHA ST
5310-010-030	SFR	2	1	0.00	1.00	$104.09	1852 ALPHA ST
5310-010-031	SFR	2	1	0.00	1.00	$104.09	1846 ALPHA ST
5310-010-032	SFR	2	1	0.00	1.00	$104.09	1836 ALPHA ST
5310-010-033	SFR	2	1	0.00	1.00	$104.09	1828 ALPHA ST
5310-010-034	SFR	2	1	0.00	1.00	$104.09	1818 ALPHA ST
5310-010-035	SFR	2	1	0.00	1.00	$104.09	1812 ALPHA ST
5310-010-036	SFR	2	1	0.00	1.00	$104.09	1806 ALPHA ST
5310-010-037	SFR	2	1	0.00	1.00	$104.09	1560 CAMINO LINDO
5310-010-038	SFR	2	1	0.00	1.00	$104.09	1550 CAMINO LINDO
5310-010-039	SFR	2	1	0.00	1.00	$104.09	1542 CAMINO LINDO
5310-010-040	SFR	2	1	0.00	1.00	$104.09	1536 CAMINO LINDO
5310-010-041	SFR	2	1	0.00	1.00	$104.09	801 LA BELLORITA ST
5310-010-042	SFR	2	1	0.00	1.00	$104.09	807 LA BELLORITA ST
5310-010-043	SFR	2	1	0.00	1.00	$104.09	813 LA BELLORITA ST
5310-010-044	SFR	2	1	0.00	1.00	$104.09	819 LA BELLORITA ST
5310-011-025	SFR	2	1	0.00	1.00	$104.09	1932 LA FREMONTIA ST
5310-011-026	SFR	2	1	0.00	1.00	$104.09	1926 LA FREMONTIA ST
5310-011-029	SFR	2	1	0.00	1.00	$104.09	1900 LA FREMONTIA ST
5310-011-030	SFR	2	1	0.00	1.00	$104.09	1909 ALPHA ST
5310-011-031	SFR	2	1	0.00	1.00	$104.09	1915 ALPHA ST
5310-011-032	SFR	2	1	0.00	1.00	$104.09	1933 ALPHA ST
5310-011-035	SFR	2	1	0.00	1.00	$104.09	1963 ALPHA ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5310-011-036	SFR	2	1	0.00	1.00	$104.09	1966 ALPHA ST
5310-011-037	SFR	2	1	0.00	1.00	$104.09	1954 ALPHA ST
5310-011-046	SFR	2	1	0.00	1.00	$104.09	1948 ALPHA ST
5310-011-047	SFR	2	1	0.00	1.00	$104.09	1942 ALPHA ST
5310-011-048	SFR	2	1	0.00	1.00	$104.09	1936 ALPHA ST
5310-011-049	SFR	2	1	0.00	1.00	$104.09	1930 ALPHA ST
5310-011-050	SFR	2	1	0.00	1.00	$104.09	1924 ALPHA ST
5310-011-051	SFR	2	1	0.00	1.00	$104.09	1918 ALPHA ST
5310-011-052	SFR	2	1	0.00	1.00	$104.09	1912 ALPHA ST
5310-011-053	SFR	2	1	0.00	1.00	$104.09	1912 LA FREMONTIA ST
5310-011-054	SFR	2	1	0.00	1.00	$104.09	1920 LA FREMONTIA ST
5310-011-055	SFR	2	1	0.00	1.00	$104.09	1951 ALPHA ST
5310-011-056	SFR	2	1	0.00	1.00	$104.09	1957 ALPHA ST
5310-015-013	SFR	3	1	0.00	1.00	$78.92	2051 MAYCREST AVE
5310-015-014	SFR	3	1	0.00	1.00	$78.92	2045 MAYCREST AVE
5310-015-015	SFR	3	1	0.00	1.00	$78.92	2041 MAYCREST AVE
5310-015-016	SFR	3	1	0.00	1.00	$78.92	2037 MAYCREST AVE
5310-015-017	SFR	3	1	0.00	1.00	$78.92	2033 MAYCREST AVE
5310-015-018	SFR	3	1	0.00	1.00	$78.92	2029 MAYCREST AVE
5310-015-019	SFR	3	1	0.00	1.00	$78.92	2025 MAYCREST AVE
5310-015-020	SFR	3	1	0.00	1.00	$78.92	2021 MAYCREST AVE
5310-015-021	SFR	3	1	0.00	1.00	$78.92	2019 MAYCREST AVE
5310-015-022	SFR	3	1	0.00	1.00	$78.92	2013 MAYCREST AVE
5310-015-023	SFR	3	1	0.00	1.00	$78.92	2009 MAYCREST AVE
5310-015-025	SFR	3	1	0.00	1.00	$78.92	2005 MAYCREST AVE
5310-015-026	SFV	3	0	0.00	0.25	$19.74	
5310-016-001	SFR	3	1	0.00	1.00	$78.92	2006 MAYCREST AVE
5310-016-002	SFR	3	1	0.00	1.00	$78.92	2010 MAYCREST AVE
5310-016-003	SFR	3	1	0.00	1.00	$78.92	2012 MAYCREST AVE
5310-016-004	SFR	3	1	0.00	1.00	$78.92	2016 MAYCREST AVE
5310-016-005	SFR	3	1	0.00	1.00	$78.92	2020 MAYCREST AVE
5310-016-006	SFR	3	1	0.00	1.00	$78.92	2024 MAYCREST AVE
5310-016-007	SFR	3	1	0.00	1.00	$78.92	2028 MAYCREST AVE
5310-016-008	SFR	3	1	0.00	1.00	$78.92	2032 MAYCREST AVE
5310-016-009	SFR	3	1	0.00	1.00	$78.92	2036 MAYCREST AVE
5310-016-010	SFR	3	1	0.00	1.00	$78.92	2040 MAYCREST AVE
5310-016-011	SFR	3	1	0.00	1.00	$78.92	2044 MAYCREST AVE
5310-016-012	SFR	3	1	0.00	1.00	$78.92	2048 MAYCREST AVE
5310-016-013	SFR	3	1	0.00	1.00	$78.92	2001 ALPHA ST
5310-016-014	SFR	3	1	0.00	1.00	$78.92	2005 ALPHA ST
5310-016-015	SFR	3	1	0.00	1.00	$78.92	2011 ALPHA ST
5310-016-016	SFR	3	1	0.00	1.00	$78.92	2015 ALPHA ST
5310-016-017	SFR	3	1	0.00	1.00	$78.92	2019 ALPHA ST
5310-016-018	SFR	3	1	0.00	1.00	$78.92	2021 ALPHA ST
5310-016-019	SFR	3	1	0.00	1.00	$78.92	2025 ALPHA ST
5310-016-020	SFR	3	1	0.00	1.00	$78.92	2029 ALPHA ST
5310-016-021	SFR	3	1	0.00	1.00	$78.92	2033 ALPHA ST
5310-016-022	MFR	3	2	0.00	1.60	$126.28	2037 ALPHA ST
5310-016-023	SFR	3	1	0.00	1.00	$78.92	2041 ALPHA ST
5310-016-024	MFR	3	2	0.00	1.60	$126.28	2043 ALPHA ST
5310-016-025	SFR	3	1	0.00	1.00	$78.92	2049 ALPHA ST
5310-017-001	SFR	3	1	0.00	1.00	$78.92	2017 BERKSHIRE AVE
5310-017-002	SFR	3	1	0.00	1.00	$78.92	2021 BERKSHIRE AVE
5310-017-003	SFR	3	1	0.00	1.00	$78.92	2025 BERKSHIRE AVE
5310-017-004	SFR	3	1	0.00	1.00	$78.92	2031 BERKSHIRE AVE
5310-017-006	SFR	3	1	0.00	1.00	$78.92	2037 BERKSHIRE AVE
5310-017-007	SFR	3	1	0.00	1.00	$78.92	2043 BERKSHIRE AVE
5310-017-008	SFR	3	1	0.00	1.00	$78.92	2060 ALPHA ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5310-017-009	SFR	3	1	0.00	1.00	$78.92	2050 ALPHA ST
5310-017-010	SFR	3	1	0.00	1.00	$78.92	2046 ALPHA ST
5310-017-012	MFR	3	3	0.00	2.40	$189.40	2034 ALPHA ST
5310-017-013	SFR	3	1	0.00	1.00	$78.92	2032 ALPHA ST
5310-017-014	SFR	3	1	0.00	1.00	$78.92	2028 ALPHA ST
5310-017-015	SFR	3	1	0.00	1.00	$78.92	2035 BERKSHIRE AVE
5310-018-003	SFR	3	1	0.00	1.00	$78.92	2010 BERKSHIRE AVE
5310-018-006	SFR	3	1	0.00	1.00	$78.92	2020 BERKSHIRE AVE
5310-018-007	SFR	3	1	0.00	1.00	$78.92	2024 BERKSHIRE AVE
5310-018-011	SFR	4	1	0.00	1.00	$71.26	812 KENDALL AVE
5310-018-012	SFR	4	1	0.00	1.00	$71.26	820 KENDALL AVE
5310-018-013	MFR	3	2	0.00	1.60	$126.28	2029 CAMBRIDGE PL
5310-018-014	SFR	3	1	0.00	1.00	$78.92	2025 CAMBRIDGE PL
5310-018-015	SFR	3	1	0.00	1.00	$78.92	2021 CAMBRIDGE PL
5310-018-016	SFR	3	1	0.00	1.00	$78.92	2017 CAMBRIDGE PL
5310-018-017	SFR	3	1	0.00	1.00	$78.92	2015 CAMBRIDGE PL
5310-018-020	SFR	3	1	0.00	1.00	$78.92	2003 CAMBRIDGE PL
5310-018-021	SFR	3	1	0.00	1.00	$78.92	2018 BERKSHIRE AVE
5310-018-022	SFR	4	1	0.00	1.00	$71.26	808 KENDALL AVE
5310-018-023	SFR	4	1	0.00	1.00	$71.26	804 KENDALL AVE
5310-018-024	SFV	3	0	0.00	0.25	$19.74	
5310-018-025	SFR	3	1	0.00	1.00	$78.92	2011 CAMBRIDGE PL
5310-018-026	SFR	3	1	0.00	1.00	$78.92	2007 CAMBRIDGE PL
5310-019-001	MFR	3	3	0.00	2.40	$189.40	913 VALLEY VIEW RD
5310-019-002	MFR	3	3	0.00	2.40	$189.40	2045 MERIDIAN AVE
5310-019-003	SFR	3	1	0.00	1.00	$78.92	2051 MERIDIAN AVE
5310-019-004	SFR	3	1	0.00	1.00	$78.92	2053 MERIDIAN AVE
5310-019-005	SFR	3	1	0.00	1.00	$78.92	2057 MERIDIAN AVE
5310-019-006	SFR	3	1	0.00	1.00	$78.92	2063 MERIDIAN AVE
5310-019-009	MFR	3	5	0.00	4.00	$315.68	2075 MERIDIAN AVE
5310-019-010	MFR	3	2	0.00	1.60	$126.28	2079 MERIDIAN AVE
5310-019-011	SFR	4	1	0.00	1.00	$71.26	908 KENDALL AVE
5310-019-012	SFR	4	1	0.00	1.00	$71.26	904 KENDALL AVE
5310-019-013	SFR	4	1	0.00	1.00	$71.26	900 KENDALL AVE
5310-019-014	SFR	3	1	0.00	1.00	$78.92	2024 CAMBRIDGE PL
5310-019-015	SFR	3	1	0.00	1.00	$78.92	2020 CAMBRIDGE PL
5310-019-016	SFR	3	1	0.00	1.00	$78.92	2014 CAMBRIDGE PL
5310-019-017	SFR	3	1	0.00	1.00	$78.92	2012 CAMBRIDGE PL
5310-019-018	SFR	3	1	0.00	1.00	$78.92	2008 CAMBRIDGE PL
5310-019-019	SFR	3	1	0.00	1.00	$78.92	2006 CAMBRIDGE PL
5310-019-020	SFR	3	1	0.00	1.00	$78.92	2000 CAMBRIDGE PL
5310-019-021	MFR	3	8	0.00	6.40	$505.08	2067 MERIDIAN AVE
5310-020-003	SFR	3	1	0.00	1.00	$78.92	812 VALLEY VIEW RD
5310-020-004	SFR	3	1	0.00	1.00	$78.92	816 VALLEY VIEW RD
5310-020-005	MFR	3	3	0.00	2.40	$189.40	818 VALLEY VIEW RD
5310-020-007	SFR	3	1	0.00	1.00	$78.92	830 VALLEY VIEW RD
5310-020-008	SFR	3	1	0.00	1.00	$78.92	900 VALLEY VIEW RD
5310-020-009	SFR	3	1	0.00	1.00	$78.92	904 VALLEY VIEW RD
5310-020-010	MFR	3	2	0.00	1.60	$126.28	2025 MERIDIAN AVE
5310-020-011	MFR	3	2	0.00	1.60	$126.28	2029 MERIDIAN AVE
5310-020-012	MFR	3	5	0.00	4.00	$315.68	2035 MERIDIAN AVE
5310-020-013	SFR	3	1	0.00	1.00	$78.92	2021 MERIDIAN AVE
5310-020-016	SFR	3	1	0.00	1.00	$78.92	911 BONITA DR
5310-020-017	SFR	3	1	0.00	1.00	$78.92	905 BONITA DR
5310-020-019	SFR	3	1	0.00	1.00	$78.92	831 BONITA DR
5310-020-020	SFR	3	1	0.00	1.00	$78.92	827 BONITA DR
5310-020-024	SFR	3	1	0.00	1.00	$78.92	811 BONITA DR
5310-020-025	SFR	3	1	0.00	1.00	$78.92	917 BONITA DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5310-020-027	SFV	3	0	0.00	0.25	$19.74	
5310-020-028	SFV	3	0	0.00	0.25	$19.74	
5310-020-029	SFV	3	0	0.00	0.25	$19.74	
5310-021-005	SFR	3	1	0.00	1.00	$78.92	809 BONITA DR
5310-021-009	SFV	3	0	0.00	0.25	$19.74	
5310-021-011	SFR	3	1	0.00	1.00	$78.92	769 BONITA DR
5310-021-014	SFR	3	1	0.00	1.00	$78.92	716 VALLEY VIEW RD
5310-021-015	SFR	3	1	0.00	1.00	$78.92	712 VALLEY VIEW RD
5310-021-017	SFR	3	1	0.00	1.00	$78.92	708 VALLEY VIEW RD
5310-021-018	SFR	2	1	0.00	1.00	$104.09	2024 ALPHA AVE
5310-021-020	SFR	2	1	0.00	1.00	$104.09	2012 ALPHA AVE
5310-021-021	SFR	2	1	0.00	1.00	$104.09	2006 ALPHA AVE
5310-021-022	SFR	2	1	0.00	1.00	$104.09	2000 ALPHA AVE
5310-021-023	SFR	3	1	0.00	1.00	$78.92	2001 BERKSHIRE AVE
5310-022-003	SFR	3	1	0.00	1.00	$78.92	899 ONEONTA DR
5310-022-004	SFR	3	1	0.00	1.00	$78.92	731 BONITA DR
5310-022-006	SFV	3	0	0.00	0.25	$19.74	
5310-022-010	SFR	3	1	0.00	1.00	$78.92	751 BONITA DR
5310-022-011	SFR	3	1	0.00	1.00	$78.92	739 BONITA DR
5310-022-013	SFV	3	0	0.00	0.25	$19.74	
5310-026-003	SFR	4	1	0.00	1.00	$71.26	879 ONEONTA DR
5310-026-006	SFR	4	1	0.00	1.00	$71.26	863 ONEONTA DR
5310-026-007	SFR	4	1	0.00	1.00	$71.26	861 ONEONTA DR
5310-026-008	SFR	4	1	0.00	1.00	$71.26	857 ONEONTA DR
5310-026-010	SFV	4	0	0.00	0.25	$17.82	
5310-026-011	SFV	4	0	0.00	0.25	$17.82	
5310-027-002	SFR	4	1	0.00	1.00	$71.26	851 ONEONTA DR
5310-027-003	SFR	4	1	0.00	1.00	$71.26	849 ONEONTA DR
5310-027-004	SFR	4	1	0.00	1.00	$71.26	845 ONEONTA DR
5310-027-005	SFR	4	1	0.00	1.00	$71.26	839 ONEONTA DR
5310-027-006	SFR	4	1	0.00	1.00	$71.26	835 ONEONTA DR
5310-027-007	SFR	4	1	0.00	1.00	$71.26	827 ONEONTA DR
5310-027-008	SFR	4	1	0.00	1.00	$71.26	823 ONEONTA DR
5310-027-009	SFR	4	1	0.00	1.00	$71.26	819 ONEONTA DR
5310-027-010	SFR	4	1	0.00	1.00	$71.26	813 ONEONTA DR
5310-027-011	SFR	4	1	0.00	1.00	$71.26	809 ONEONTA DR
5310-027-012	SFR	4	1	0.00	1.00	$71.26	803 ONEONTA DR
5310-027-013	SFR	4	1	0.00	1.00	$71.26	855 ONEONTA DR
5310-028-002	SFR	4	1	0.00	1.00	$71.26	872 ONEONTA DR
5310-028-003	SFV	3	0	0.00	0.25	$19.74	
5310-028-006	SFR	4	1	0.00	1.00	$71.26	840 ONEONTA DR
5310-028-007	SFR	4	1	0.00	1.00	$71.26	842 ONEONTA DR
5310-028-008	SFR	4	1	0.00	1.00	$71.26	846 ONEONTA DR
5310-028-010	SFR	4	1	0.00	1.00	$71.26	850 ONEONTA DR
5310-028-012	SFR	4	1	0.00	1.00	$71.26	854 ONEONTA DR
5310-028-013	SFR	4	1	0.00	1.00	$71.26	858 ONEONTA DR
5310-028-021	MFR	3	2	0.00	1.60	$126.28	1828 GILLETTE CRST
5310-028-022	MFR	3	3	0.00	2.40	$189.40	1824 GILLETTE CRST
5310-028-023	MFR	3	2	0.00	1.60	$126.28	1820 GILLETTE CRST
5310-028-024	SFR	3	1	0.00	1.00	$78.92	882 ONEONTA DR
5310-028-025	SFR	3	1	0.00	1.00	$78.92	709 BONITA DR
5310-028-026	SFR	3	1	0.00	1.00	$78.92	717 BONITA DR
5310-029-001	SFR	3	1	0.00	1.00	$78.92	821 SUMMIT DR
5310-029-002	SFR	3	1	0.00	1.00	$78.92	817 SUMMIT DR
5310-029-003	SFR	3	1	0.00	1.00	$78.92	813 SUMMIT DR
5310-029-006	SFR	4	1	0.00	1.00	$71.26	806 ONEONTA DR
5310-029-007	SFV	4	0	0.00	0.25	$17.82	
5310-029-008	SFR	4	1	0.00	1.00	$71.26	818 ONEONTA DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5310-029-009	SFR	4	1	0.00	1.00	$71.26	822 ONEONTA DR
5310-029-010	SFR	4	1	0.00	1.00	$71.26	826 ONEONTA DR
5310-029-011	SFR	4	1	0.00	1.00	$71.26	830 ONEONTA DR
5310-029-012	SFR	4	1	0.00	1.00	$71.26	834 ONEONTA DR
5310-029-013	SFR	3	1	0.00	1.00	$78.92	1816 GILLETTE CRST
5310-029-014	SFR	3	1	0.00	1.00	$78.92	1812 GILLETTE CRST
5310-029-015	SFR	3	1	0.00	1.00	$78.92	1808 GILLETTE CRST
5310-029-017	SFR	3	1	0.00	1.00	$78.92	1800 GILLETTE CRST
5310-029-018	SFR	3	1	0.00	1.00	$78.92	825 SUMMIT DR
5310-029-019	SFR	3	1	0.00	1.00	$78.92	809 SUMMIT DR
5310-029-020	SFR	3	1	0.00	1.00	$78.92	1804 GILLETTE CRST
5310-030-002	SFR	3	1	0.00	1.00	$78.92	810 SUMMIT DR
5310-030-008	SFR	2	1	0.00	1.00	$104.09	818 LA BELLORITA ST
5310-030-010	SFR	2	1	0.00	1.00	$104.09	812 LA BELLORITA ST
5310-030-011	SFR	2	1	0.00	1.00	$104.09	806 LA BELLORITA ST
5310-030-012	SFR	2	1	0.00	1.00	$104.09	800 LA BELLORITA ST
5310-030-013	SFR	2	1	0.00	1.00	$104.09	1512 CAMINO LINDO
5310-030-014	SFR	2	1	0.00	1.00	$104.09	1506 CAMINO LINDO
5310-030-015	SFR	2	1	0.00	1.00	$104.09	1500 CAMINO LINDO
5310-030-016	SFR	2	1	0.00	1.00	$104.09	845 FLORES DE ORO
5310-030-017	SFR	2	1	0.00	1.00	$104.09	851 FLORES DE ORO
5310-030-018	SFR	2	1	0.00	1.00	$104.09	857 FLORES DE ORO
5310-030-019	SFR	2	1	0.00	1.00	$104.09	863 FLORES DE ORO
5310-030-023	SFR	3	1	0.00	1.00	$78.92	818 SUMMIT DR
5310-030-024	SFR	3	1	0.00	1.00	$78.92	812 SUMMIT DR
5310-030-025	SFR	3	1	0.00	1.00	$78.92	822 SUMMIT DR
5310-031-001	SFR	3	1	0.00	1.00	$78.92	1701 MERIDIAN AVE
5310-031-003	SFR	3	1	0.00	1.00	$78.92	1709 MERIDIAN AVE
5310-031-004	SFR	3	1	0.00	1.00	$78.92	1708 GILLETTE CRST
5310-031-005	SFR	3	1	0.00	1.00	$78.92	826 SUMMIT DR
5310-031-006	MFR	3	2	0.00	1.60	$126.28	1754 GILLETTE CRST
5310-031-016	MFR	3	2	0.00	1.60	$126.28	1720 GILLETTE CRST
5310-031-017	MFR	3	3	0.00	2.40	$189.40	1716 GILLETTE CRST
5310-031-018	MFR	3	6	0.00	4.80	$378.82	1712 GILLETTE CRST
5310-031-023	SFR	3	1	0.00	1.00	$78.92	1740 GILLETTE CRST
5310-031-021	MFR	3	10	0.00	8.00	$631.36	1750 GILLETTE CRST
5310-031-022	SFR	3	1	0.00	1.00	$78.92	1732 GILLETTE CRST
5310-032-001	SFR	3	1	0.00	1.00	$78.92	1717 MERIDIAN AVE
5310-032-002	SFR	3	1	0.00	1.00	$78.92	1721 MERIDIAN AVE
5310-032-003	SFR	3	1	0.00	1.00	$78.92	1709 GILLETTE CRST
5310-032-004	SFR	3	1	0.00	1.00	$78.92	1725 MERIDIAN AVE
5310-032-005	SFR	3	1	0.00	1.00	$78.92	1729 MERIDIAN AVE
5310-032-006	SFR	3	1	0.00	1.00	$78.92	1733 MERIDIAN AVE
5310-032-007	MFR	3	2	0.00	1.60	$126.28	1737 MERIDIAN AVE
5310-032-008	MFR	3	2	0.00	1.60	$126.28	1713 GILLETTE CRST
5310-032-009	SFR	3	1	0.00	1.00	$78.92	1719 GILLETTE CRST
5310-032-010	SFR	3	1	0.00	1.00	$78.92	916 SUMMIT DR
5310-032-011	SFR	3	1	0.00	1.00	$78.92	912 SUMMIT DR
5310-032-012	SFR	3	1	0.00	1.00	$78.92	1723 GILLETTE CRST
5310-032-013	MFR	3	2	0.00	1.60	$126.28	908 SUMMIT DR
5310-032-014	SFR	3	1	0.00	1.00	$78.92	900 SUMMIT DR
5310-033-001	SFR	3	1	0.00	1.00	$78.92	921 SUMMIT DR
5310-033-002	MFR	3	2	0.00	1.60	$126.28	925 SUMMIT DR
5310-033-008	SFR	3	1	0.00	1.00	$78.92	1839 GILLETTE CRST
5310-033-009	SFR	3	1	0.00	1.00	$78.92	1809 GILLETTE CRST
5310-033-010	SFR	3	1	0.00	1.00	$78.92	901 SUMMIT DR
5310-033-012	MFR	3	8	0.00	6.40	$505.08	909 SUMMIT DR
5310-033-013	SFR	3	1	0.00	1.00	$78.92	917 SUMMIT DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5310-033-014	MFR	3	3	0.00	2.40	$189.40	1833 GILLETTE CRST
5310-033-015	SFR	3	1	0.00	1.00	$78.92	1829 GILLETTE CRST
5310-033-016	SFR	3	1	0.00	1.00	$78.92	1823 GILLETTE CRST
5310-033-017	SFR	3	1	0.00	1.00	$78.92	1819 GILLETTE CRST
5310-033-018	SFR	3	1	0.00	1.00	$78.92	1815 GILLETTE CRST
5310-033-019	MFR	3	22	0.00	17.60	$1,389.00	1815 MERIDIAN AVE
5310-033-021	MFR	3	1	0.00	0.80	$63.14	1805 MERIDIAN AVE 1
5310-033-022	MFR	3	1	0.00	0.80	$63.14	1805 MERIDIAN AVE 2
5310-033-023	MFR	3	1	0.00	0.80	$63.14	1805 MERIDIAN AVE 3
5310-033-024	MFR	3	1	0.00	0.80	$63.14	1805 MERIDIAN AVE 4
5310-033-025	MFR	3	1	0.00	0.80	$63.14	1805 MERIDIAN AVE 5
5310-033-026	MFR	3	1	0.00	0.80	$63.14	1805 MERIDIAN AVE 6
5310-034-001	SFR	3	1	0.00	1.00	$78.92	1927 MERIDIAN AVE
5310-034-002	SFR	3	1	0.00	1.00	$78.92	1933 MERIDIAN AVE
5310-034-003	SFR	3	1	0.00	1.00	$78.92	906 WOLFORD LN
5310-034-007	SFR	3	1	0.00	1.00	$78.92	724 BONITA DR
5310-034-008	SFR	3	1	0.00	1.00	$78.92	901 WOLFORD LN
5310-034-009	SFR	3	1	0.00	1.00	$78.92	907 WOLFORD LN
5310-034-010	SFR	3	1	0.00	1.00	$78.92	1937 MERIDIAN AVE
5310-034-011	SFR	3	1	0.00	1.00	$78.92	1941 MERIDIAN AVE
5310-034-012	SFR	3	1	0.00	1.00	$78.92	1945 MERIDIAN AVE
5310-034-013	SFR	3	1	0.00	1.00	$78.92	1949 MERIDIAN AVE
5310-034-014	SFR	3	1	0.00	1.00	$78.92	1955 MERIDIAN AVE
5310-034-015	SFR	3	1	0.00	1.00	$78.92	736 BONITA DR
5310-034-016	SFR	3	1	0.00	1.00	$78.92	732 BONITA DR
5310-034-019	SFR	3	1	0.00	1.00	$78.92	1909 MERIDIAN AVE
5310-034-020	MFR	3	3	0.00	2.40	$189.40	1913 MERIDIAN AVE
5310-034-021	SFR	3	1	0.00	1.00	$78.92	1917 MERIDIAN AVE
5310-034-022	SFR	3	1	0.00	1.00	$78.92	708 BONITA DR
5310-034-023	SFR	3	1	0.00	1.00	$78.92	1921 MERIDIAN AVE
5310-034-024	SFR	3	1	0.00	1.00	$78.92	712 BONITA DR
5310-034-026	SFR	3	1	0.00	1.00	$78.92	716 BONITA DR
5310-034-029	SFR	3	1	0.00	1.00	$78.92	902 WOLFORD LN
5310-034-030	SFV	3	0	0.00	0.25	$19.74	
5310-035-001	SFR	3	1	0.00	1.00	$78.92	2003 MERIDIAN AVE
5310-035-002	SFR	3	1	0.00	1.00	$78.92	2009 MERIDIAN AVE
5310-035-003	SFR	3	1	0.00	1.00	$78.92	2013 MERIDIAN AVE
5310-035-004	MFR	3	2	0.00	1.60	$126.28	916 BONITA DR
5310-035-005	SFR	3	1	0.00	1.00	$78.92	912 BONITA DR
5310-035-007	SFR	3	1	0.00	1.00	$78.92	900 BONITA DR
5310-035-008	SFR	3	1	0.00	1.00	$78.92	830 BONITA DR
5310-035-013	SFR	3	1	0.00	1.00	$78.92	760 BONITA DR
5310-035-014	SFR	3	1	0.00	1.00	$78.92	756 BONITA DR
5310-035-015	SFR	3	1	0.00	1.00	$78.92	752 BONITA DR
5310-035-016	SFR	3	1	0.00	1.00	$78.92	748 BONITA DR
5310-035-017	SFR	3	1	0.00	1.00	$78.92	744 BONITA DR
5310-035-020	SFR	3	1	0.00	1.00	$78.92	740 BONITA DR
5310-035-021	SFR	3	1	0.00	1.00	$78.92	820 BONITA DR
5310-035-022	SFR	3	1	0.00	1.00	$78.92	910 BONITA DR
5311-001-008	SFR	1	1	0.00	1.00	$97.12	1007 ARROYO VERDE RD
5311-001-018	VAC	1	0	0.35	0.51	$49.53	5 PASADENA AVE
5311-001-020	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 1
5311-001-021	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 2
5311-001-022	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 3
5311-001-023	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 4
5311-001-024	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 5
5311-001-025	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 6
5311-001-026	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 7

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-001-027	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 8
5311-001-028	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 9
5311-001-029	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 10
5311-001-030	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 11
5311-001-031	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 12
5311-001-032	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 13
5311-001-033	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 14
5311-001-034	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 15
5311-001-035	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 16
5311-001-036	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 17
5311-001-037	MFR	1	1	0.00	0.80	$77.70	116 MARMION WAY 18
5311-001-038	C/I	1	0	0.72	4.17	$404.99	1 PASADENA AVE
5311-001-041	SFR	1	1	0.00	1.00	$97.12	1001 ARROYO VERDE RD
5311-002-047	C/I	3	0	0.41	2.40	$189.33	1101 ARROYO VERDE RD
5311-002-050	SFR	2	1	0.00	1.00	$104.09	116 MONTEREY RD
5311-002-051	MFR	2	2	0.00	1.60	$166.55	100 MONTEREY RD
5311-002-056	MFR	1	2	0.00	1.60	$155.40	115 MARMION WAY
5311-002-057	SFR	1	1	0.00	1.00	$97.12	109 MARMION WAY
5311-002-059	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 118
5311-002-060	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 120
5311-002-061	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 102
5311-002-062	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 104
5311-002-063	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 106
5311-002-064	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 108
5311-002-065	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 110
5311-002-066	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 112
5311-002-067	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 114
5311-002-068	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 107
5311-002-069	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 109
5311-002-070	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 111
5311-002-071	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 113
5311-002-072	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 115
5311-002-073	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 117
5311-002-074	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 119
5311-002-075	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 101
5311-002-076	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 103
5311-002-077	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 105
5311-002-078	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 116
5311-002-079	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 218
5311-002-080	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 220
5311-002-081	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 202
5311-002-082	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 204
5311-002-083	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 206
5311-002-084	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 208
5311-002-085	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 210
5311-002-086	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 212
5311-002-087	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 214
5311-002-088	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 207
5311-002-089	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 209
5311-002-090	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 211
5311-002-091	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 213
5311-002-092	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 215
5311-002-093	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 217
5311-002-094	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 219
5311-002-095	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 201
5311-002-096	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 203
5311-002-097	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 205
5311-002-098	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 216

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-002-099	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 318
5311-002-100	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 320
5311-002-101	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 302
5311-002-102	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 304
5311-002-103	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 306
5311-002-104	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 308
5311-002-105	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 310
5311-002-106	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 312
5311-002-107	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 314
5311-002-108	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 307
5311-002-109	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 309
5311-002-110	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 311
5311-002-111	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 313
5311-002-112	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 315
5311-002-113	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 317
5311-002-114	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 319
5311-002-115	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 301
5311-002-116	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 303
5311-002-117	MFR	2	1	0.00	0.80	$83.27	130 MONTEREY RD 305
5311-002-118	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 316
5311-002-119	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 400
5311-002-120	MFR	2	1	0.00	0.80	$83.27	124 MONTEREY RD 402
5311-002-122	MFR	2	1	0.00	0.80	$83.27	1035 ARROYO VERDE RD G
5311-002-123	MFR	2	1	0.00	0.80	$83.27	1035 ARROYO VERDE RD F
5311-002-124	MFR	2	1	0.00	0.80	$83.27	1035 ARROYO VERDE RD E
5311-002-125	MFR	2	1	0.00	0.80	$83.27	1035 ARROYO VERDE RD D
5311-002-126	MFR	2	1	0.00	0.80	$83.27	1035 ARROYO VERDE RD C
5311-002-127	MFR	2	1	0.00	0.80	$83.27	1035 ARROYO VERDE RD B
5311-002-128	MFR	2	1	0.00	0.80	$83.27	1035 ARROYO VERDE RD A
5311-002-129	MFR	2	1	0.00	0.80	$83.27	1037 ARROYO VERDE RD G
5311-002-130	MFR	2	1	0.00	0.80	$83.27	1037 ARROYO VERDE RD F
5311-002-131	MFR	2	1	0.00	0.80	$83.27	1037 ARROYO VERDE RD E
5311-002-132	MFR	2	1	0.00	0.80	$83.27	1037 ARROYO VERDE RD D
5311-002-133	MFR	2	1	0.00	0.80	$83.27	1037 ARROYO VERDE RD C
5311-002-134	MFR	2	1	0.00	0.80	$83.27	1037 ARROYO VERDE RD B
5311-002-135	MFR	2	1	0.00	0.80	$83.27	1037 ARROYO VERDE RD A
5311-002-138	C/I	1	0	0.88	5.11	$496.38	99 PASADENA AVE
5311-002-139	C/I	1	0	1.07	5.91	$573.98	99 PASADENA AVE
5311-003-026	SFV	2	0	0.00	0.25	$26.03	
5311-003-027	MFR	2	8	0.00	6.40	$666.17	200 MONTEREY RD
5311-003-028	MFR	2	4	0.00	3.20	$333.09	194 MONTEREY RD A
5311-003-030	MFR	2	3	0.00	2.40	$249.81	190 MONTEREY RD
5311-003-031	SFR	2	1	0.00	1.00	$104.09	182 MONTEREY RD
5311-003-033	MFR	2	3	0.00	2.40	$249.81	178 MONTEREY RD
5311-003-034	MFR	2	5	0.00	4.00	$416.36	174 MONTEREY RD
5311-003-035	MFR	2	5	0.00	4.00	$416.36	170 MONTEREY RD
5311-003-036	MFR	2	2	0.00	1.60	$166.55	166 MONTEREY RD
5311-003-037	MFR	2	21	0.00	16.80	$1,748.71	164 MONTEREY RD
5311-003-038	MFR	2	8	0.00	6.40	$666.17	154 MONTEREY RD
5311-003-039	MFR	2	8	0.00	6.40	$666.17	150 MONTEREY RD
5311-003-040	MFR	2	12	0.00	9.60	$999.27	142 MONTEREY RD
5311-003-043	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 101
5311-003-044	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 102
5311-003-045	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 103
5311-003-046	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 104
5311-003-047	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 105
5311-003-048	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 106
5311-003-049	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 107

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-003-050	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 109
5311-003-051	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 110
5311-003-052	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 111
5311-003-053	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 112
5311-003-054	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 113
5311-003-055	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 115
5311-003-056	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 116
5311-003-057	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 117
5311-003-058	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 118
5311-003-059	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 119
5311-003-060	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 120
5311-003-061	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 201
5311-003-062	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 202
5311-003-063	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 203
5311-003-064	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 204
5311-003-065	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 205
5311-003-066	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 206
5311-003-067	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 207
5311-003-068	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 208
5311-003-069	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 209
5311-003-070	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 210
5311-003-071	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 211
5311-003-072	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 212
5311-003-073	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 213
5311-003-074	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 214
5311-003-075	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 215
5311-003-076	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 216
5311-003-077	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 217
5311-003-078	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 218
5311-003-079	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 219
5311-003-080	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 220
5311-003-081	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 301
5311-003-082	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 302
5311-003-083	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 303
5311-003-084	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 304
5311-003-085	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 305
5311-003-086	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 306
5311-003-087	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 307
5311-003-088	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 308
5311-003-089	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 309
5311-003-090	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 310
5311-003-091	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 311
5311-003-092	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 312
5311-003-093	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 313
5311-003-094	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 314
5311-003-095	MFR	1	1	0.00	0.80	$77.70	1010 SYCAMORE AVE 315
5311-003-096	SFV	4	0	0.00	0.25	$17.82	
5311-004-010	C/I	1	0	2.23	7.60	$738.12	145 PASADENA AVE
5311-004-011	VAC	1	0	0.11	0.25	$24.29	
5311-004-012	VAC	1	0	0.08	0.25	$24.29	
5311-004-013	VAC	1	0	0.05	0.25	$24.29	
5311-004-014	C/I	1	0	0.08	1.00	$97.12	205 PASADENA AVE
5311-004-015	C/I	1	0	0.23	1.36	$131.98	201 PASADENA AVE
5311-004-018	MFR	2	16	0.00	12.80	$1,332.35	254 MONTEREY RD
5311-004-019	SFR	2	1	0.00	1.00	$104.09	242 MONTEREY RD
5311-004-020	MFR	2	18	0.00	14.40	$1,498.89	236 MONTEREY RD
5311-004-023	MFR	2	2	0.00	1.60	$166.55	222 MONTEREY RD
5311-004-026	MFR	2	15	0.00	12.00	$1,249.08	202 MONTEREY RD

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-004-027	MFR	2	2	0.00	1.60	$166.55	216 MONTEREY RD
5311-004-030	MFR	2	1	0.00	0.80	$83.27	230 MONTEREY RD A
5311-004-031	MFR	2	1	0.00	0.80	$83.27	230 MONTEREY RD B
5311-004-032	MFR	2	1	0.00	0.80	$83.27	230 MONTEREY RD C
5311-004-033	MFR	2	1	0.00	0.80	$83.27	230 MONTEREY RD D
5311-004-034	MFR	2	1	0.00	0.80	$83.27	230 MONTEREY RD E
5311-004-035	MFR	2	1	0.00	0.80	$83.27	230 MONTEREY RD F
5311-004-036	MFR	2	1	0.00	0.80	$83.27	226 MONTEREY RD A
5311-004-037	MFR	2	1	0.00	0.80	$83.27	226 MONTEREY RD B
5311-004-038	MFR	2	1	0.00	0.80	$83.27	228 MONTEREY RD A
5311-004-039	MFR	2	1	0.00	0.80	$83.27	228 MONTEREY RD B
5311-004-040	MFR	2	1	0.00	0.80	$83.27	228 MONTEREY RD C
5311-004-041	MFR	2	1	0.00	0.80	$83.27	228 MONTEREY RD D
5311-004-042	MFR	2	1	0.00	0.80	$83.27	228 MONTEREY RD E
5311-004-043	MFR	2	1	0.00	0.80	$83.27	228 MONTEREY RD F
5311-004-044	C/I	1	0	0.38	2.19	$212.69	266 MONTEREY RD
5311-005-011	SFR	2	1	0.00	1.00	$104.09	213 LOS LAURELES ST
5311-005-012	SFR	2	1	0.00	1.00	$104.09	225 LOS LAURELES ST
5311-005-013	SFR	2	1	0.00	1.00	$104.09	231 LOS LAURELES ST
5311-005-014	SFR	2	1	0.00	1.00	$104.09	237 LOS LAURELES ST
5311-005-015	SFR	2	1	0.00	1.00	$104.09	243 LOS LAURELES ST
5311-005-016	SFR	2	1	0.00	1.00	$104.09	249 LOS LAURELES ST
5311-005-017	SFR	2	1	0.00	1.00	$104.09	255 LOS LAURELES ST
5311-005-018	SFR	2	1	0.00	1.00	$104.09	1617 SANTA TERESA ST
5311-005-019	SFR	2	1	0.00	1.00	$104.09	1623 SANTA TERESA ST
5311-005-020	SFR	2	1	0.00	1.00	$104.09	296 CAMINO DEL SOL
5311-005-021	SFR	2	1	0.00	1.00	$104.09	290 CAMINO DEL SOL
5311-005-022	SFR	2	1	0.00	1.00	$104.09	284 CAMINO DEL SOL
5311-005-023	SFR	2	1	0.00	1.00	$104.09	278 CAMINO DEL SOL
5311-005-024	SFR	2	1	0.00	1.00	$104.09	272 CAMINO DEL SOL
5311-005-025	SFR	2	1	0.00	1.00	$104.09	266 CAMINO DEL SOL
5311-005-026	SFR	2	1	0.00	1.00	$104.09	260 CAMINO DEL SOL
5311-005-027	SFR	2	1	0.00	1.00	$104.09	254 CAMINO DEL SOL
5311-005-028	SFR	2	1	0.00	1.00	$104.09	248 CAMINO DEL SOL
5311-005-029	SFR	2	1	0.00	1.00	$104.09	242 CAMINO DEL SOL
5311-005-030	SFR	2	1	0.00	1.00	$104.09	236 CAMINO DEL SOL
5311-005-031	SFR	2	1	0.00	1.00	$104.09	230 CAMINO DEL SOL
5311-005-032	SFR	2	1	0.00	1.00	$104.09	220 CAMINO DEL SOL
5311-005-033	SFR	2	1	0.00	1.00	$104.09	218 CAMINO DEL SOL
5311-005-034	SFR	2	1	0.00	1.00	$104.09	212 CAMINO DEL SOL
5311-005-035	SFR	2	1	0.00	1.00	$104.09	206 CAMINO DEL SOL
5311-005-036	SFR	2	1	0.00	1.00	$104.09	111 SAINT ALBANS AVE
5311-005-037	SFR	2	1	0.00	1.00	$104.09	254 WARWICK AVE
5311-005-038	SFR	2	1	0.00	1.00	$104.09	255 WARWICK AVE
5311-005-039	SFR	2	1	0.00	1.00	$104.09	249 WARWICK AVE
5311-005-040	SFR	2	1	0.00	1.00	$104.09	233 WARWICK AVE
5311-005-041	SFR	2	1	0.00	1.00	$104.09	219 LOS LAURELES ST
5311-006-001	SFR	2	1	0.00	1.00	$104.09	152 WARWICK PL
5311-006-002	SFR	4	1	0.00	1.00	$71.26	150 WARWICK PL
5311-006-003	SFR	4	1	0.00	1.00	$71.26	140 WARWICK PL
5311-006-006	SFR	3	1	0.00	1.00	$78.92	120 WARWICK PL
5311-006-009	SFR	2	1	0.00	1.00	$104.09	112 SAINT ALBANS AVE
5311-006-010	SFR	2	1	0.00	1.00	$104.09	126 SAINT ALBANS AVE
5311-006-011	SFR	3	1	0.00	1.00	$78.92	148 WARWICK PL
5311-006-013	SFV	3	0	0.00	0.25	$19.74	
5311-006-015	SFR	3	1	0.00	1.00	$78.92	110 WARWICK PL
5311-006-017	SFR	3	1	0.00	1.00	$78.92	1335 BRUNSWICK AVE
5311-006-018	SFR	3	1	0.00	1.00	$78.92	1327 BRUNSWICK AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-006-024	SFV	3	0	0.00	0.25	$19.74	
5311-006-025	SFR	4	1	0.00	1.00	$71.26	100 WARWICK PL
5311-006-026	SFR	3	1	0.00	1.00	$78.92	1313 BRUNSWICK AVE
5311-006-027	SFR	4	1	0.00	1.00	$71.26	130 WARWICK PL
5311-006-028	SFV	4	0	0.00	0.25	$17.82	
5311-006-029	SFR	4	1	0.00	1.00	$71.26	98 WARWICK PL
5311-006-030	SFR	4	1	0.00	1.00	$71.26	101 WARWICK PL
5311-006-031	SFR	4	1	0.00	1.00	$71.26	111 WARWICK PL
5311-006-032	SFR	4	1	0.00	1.00	$71.26	121 WARWICK PL
5311-006-033	SFR	4	1	0.00	1.00	$71.26	131 WARWICK PL
5311-006-034	SFR	4	1	0.00	1.00	$71.26	135 WARWICK PL
5311-006-035	SFR	4	1	0.00	1.00	$71.26	137 WARWICK PL
5311-006-036	SFR	4	1	0.00	1.00	$71.26	127 SOUTH LN
5311-006-037	SFR	4	1	0.00	1.00	$71.26	121 SOUTH LN
5311-006-038	SFR	4	1	0.00	1.00	$71.26	107 SOUTH LN
5311-006-040	SFR	3	1	0.00	1.00	$78.92	50 OAK HILL LN
5311-006-042	SFR	3	1	0.00	1.00	$78.92	1302 OAK HILL PL
5311-006-043	SFR	3	1	0.00	1.00	$78.92	1304 OAK HILL PL
5311-006-044	SFR	3	1	0.00	1.00	$78.92	1308 OAK HILL PL
5311-006-045	SFR	3	1	0.00	1.00	$78.92	1314 OAK HILL PL
5311-006-046	SFR	3	1	0.00	1.00	$78.92	1320 OAK HILL PL
5311-006-047	SFR	3	1	0.00	1.00	$78.92	1324 OAK HILL PL
5311-006-049	SFR	3	1	0.00	1.00	$78.92	5069 COLLIS AVE
5311-006-050	SFR	3	1	0.00	1.00	$78.92	5076 COLLIS AVE
5311-006-052	SFR	4	1	0.00	1.00	$71.26	1246 OAK HILL AVE
5311-006-053	SFR	3	1	0.00	1.00	$78.92	1244 OAK HILL AVE
5311-006-055	SFV	4	0	0.00	0.25	$17.82	
5311-006-056	SFR	3	1	0.00	1.00	$78.92	1254 OAK HILL AVE
5311-006-057	SFV	4	0	0.00	0.25	$17.82	
5311-006-058	SFR	3	1	0.00	1.00	$78.92	1260 OAK HILL AVE
5311-006-059	SFR	4	1	0.00	1.00	$71.26	54 OAK HILL LN
5311-006-060	SFV	4	0	0.00	0.25	$17.82	
5311-006-061	SFR	3	1	0.00	1.00	$78.92	1266 OAK HILL AVE
5311-006-062	SFR	3	1	0.00	1.00	$78.92	1305 BRUNSWICK AVE
5311-006-063	SFR	3	1	0.00	1.00	$78.92	1247 BRUNSWICK AVE
5311-006-064	SFR	3	1	0.00	1.00	$78.92	151 WARWICK PL
5311-006-065	SFR	4	1	0.00	1.00	$71.26	56 OAK HILL LN
5311-006-066	SFR	4	1	0.00	1.00	$71.26	58 OAK HILL LN
5311-006-067	SFR	4	1	0.00	1.00	$71.26	101 SOUTH LN
5311-006-068	SFR	4	1	0.00	1.00	$71.26	1250 OAK HILL AVE
5311-007-002	SFR	2	1	0.00	1.00	$104.09	105 MONTEREY RD
5311-007-003	SFR	3	1	0.00	1.00	$78.92	1211 BRUNSWICK AVE
5311-007-004	SFR	3	1	0.00	1.00	$78.92	1215 BRUNSWICK AVE
5311-007-005	SFR	3	1	0.00	1.00	$78.92	1221 BRUNSWICK AVE
5311-007-006	SFR	3	1	0.00	1.00	$78.92	1225 BRUNSWICK AVE
5311-007-007	SFR	3	1	0.00	1.00	$78.92	1227 BRUNSWICK AVE
5311-007-008	SFR	3	1	0.00	1.00	$78.92	1233 BRUNSWICK AVE
5311-007-009	SFR	3	1	0.00	1.00	$78.92	1237 BRUNSWICK AVE
5311-007-010	SFR	3	1	0.00	1.00	$78.92	1241 BRUNSWICK AVE
5311-007-011	SFR	3	1	0.00	1.00	$78.92	1243 BRUNSWICK AVE
5311-007-012	MFR	2	5	0.00	4.00	$416.36	135 MONTEREY RD
5311-007-013	SFR	2	1	0.00	1.00	$104.09	129 MONTEREY RD
5311-007-014	MFR	2	6	0.00	4.80	$499.63	127 MONTEREY RD
5311-007-016	SFR	3	1	0.00	1.00	$78.92	1208 BRUNSWICK AVE
5311-007-017	SFR	3	1	0.00	1.00	$78.92	1210 BRUNSWICK AVE
5311-007-018	SFR	3	1	0.00	1.00	$78.92	1212 BRUNSWICK AVE
5311-007-019	SFV	4	0	0.00	0.25	$17.82	
5311-007-020	SFR	3	1	0.00	1.00	$78.92	1220 BRUNSWICK AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-007-022	SFR	3	1	0.00	1.00	$78.92	1222 BRUNSWICK AVE
5311-007-023	SFR	4	1	0.00	1.00	$71.26	1221 KOLLE AVE
5311-007-024	SFR	3	1	0.00	1.00	$78.92	1226 BRUNSWICK AVE
5311-007-025	SFR	4	1	0.00	1.00	$71.26	1225 KOLLE AVE
5311-007-026	SFR	3	1	0.00	1.00	$78.92	1230 BRUNSWICK AVE
5311-007-027	SFR	4	1	0.00	1.00	$71.26	1229 KOLLE AVE
5311-007-028	SFR	3	1	0.00	1.00	$78.92	1234 BRUNSWICK AVE
5311-007-030	SFR	3	1	0.00	1.00	$78.92	1240 BRUNSWICK AVE
5311-007-031	SFR	4	1	0.00	1.00	$71.26	1237 KOLLE AVE
5311-007-032	SFR	3	1	0.00	1.00	$78.92	1244 BRUNSWICK AVE
5311-007-035	SFR	2	1	0.00	1.00	$104.09	123 MONTEREY RD
5311-007-036	SFR	2	1	0.00	1.00	$104.09	121 MONTEREY RD
5311-007-037	SFR	2	1	0.00	1.00	$104.09	1201 BRUNSWICK AVE
5311-007-038	SFR	2	1	0.00	1.00	$104.09	111 MONTEREY RD
5311-007-039	SFR	3	1	0.00	1.00	$78.92	1207 BRUNSWICK AVE
5311-007-040	SFR	2	1	0.00	1.00	$104.09	125 MONTEREY RD
5311-007-041	SFR	3	1	0.00	1.00	$78.92	1236 OAK HILL AVE
5311-007-042	SFR	3	1	0.00	1.00	$78.92	1230 OAK HILL AVE
5311-007-043	SFR	3	1	0.00	1.00	$78.92	200 OAK HILL TER
5311-007-044	SFR	3	1	0.00	1.00	$78.92	100 OAK HILL TER
5311-007-045	SFR	3	1	0.00	1.00	$78.92	1216 OAK HILL AVE
5311-007-046	SFR	2	1	0.00	1.00	$104.09	101 MONTEREY RD
5311-007-047	SFR	4	1	0.00	1.00	$71.26	1241 KOLLE AVE
5311-007-048	SFR	4	1	0.00	1.00	$71.26	1233 KOLLE AVE
5311-008-010	SFR	2	1	0.00	1.00	$104.09	1409 SANTA TERESA ST
5311-008-011	SFR	2	1	0.00	1.00	$104.09	1415 SANTA TERESA ST
5311-008-012	SFR	2	1	0.00	1.00	$104.09	1421 SANTA TERESA ST
5311-008-013	SFR	2	1	0.00	1.00	$104.09	1427 SANTA TERESA ST
5311-008-014	SFR	2	1	0.00	1.00	$104.09	1433 SANTA TERESA ST
5311-008-015	SFR	2	1	0.00	1.00	$104.09	1501 SANTA TERESA ST
5311-008-016	SFR	2	1	0.00	1.00	$104.09	1507 SANTA TERESA ST
5311-008-017	SFR	2	1	0.00	1.00	$104.09	1513 SANTA TERESA ST
5311-008-018	SFR	2	1	0.00	1.00	$104.09	1519 SANTA TERESA ST
5311-008-019	SFR	2	1	0.00	1.00	$104.09	1525 SANTA TERESA ST
5311-008-020	SFR	2	1	0.00	1.00	$104.09	242 LOS LAURELES ST
5311-008-021	SFR	2	1	0.00	1.00	$104.09	230 LOS LAURELES ST
5311-008-022	SFR	2	1	0.00	1.00	$104.09	224 LOS LAURELES ST
5311-008-023	SFR	2	1	0.00	1.00	$104.09	218 LOS LAURELES ST
5311-008-024	SFR	2	1	0.00	1.00	$104.09	212 LOS LAURELES ST
5311-008-025	SFR	2	1	0.00	1.00	$104.09	206 LOS LAURELES ST
5311-008-026	SFR	3	1	0.00	1.00	$78.92	289 SAINT ALBANS AVE
5311-008-027	SFR	3	1	0.00	1.00	$78.92	291 SAINT ALBANS AVE
5311-008-028	SFR	3	1	0.00	1.00	$78.92	293 SAINT ALBANS AVE
5311-008-029	SFR	3	1	0.00	1.00	$78.92	295 SAINT ALBANS AVE
5311-008-030	SFR	3	1	0.00	1.00	$78.92	297 SAINT ALBANS AVE
5311-008-033	SFV	3	0	0.00	0.25	$19.74	
5311-008-034	SFR	3	1	0.00	1.00	$78.92	285 SAINT ALBANS AVE
5311-008-035	SFR	3	1	0.00	1.00	$78.92	283 SAINT ALBANS AVE
5311-008-036	SFR	3	1	0.00	1.00	$78.92	281 SAINT ALBANS AVE
5311-008-037	SFR	3	1	0.00	1.00	$78.92	279 SAINT ALBANS AVE
5311-008-038	SFR	3	1	0.00	1.00	$78.92	277 SAINT ALBANS AVE
5311-008-039	SFV	3	0	0.00	0.25	$19.74	
5311-008-040	SFR	3	1	0.00	1.00	$78.92	275 SAINT ALBANS AVE
5311-008-041	SFR	3	1	0.00	1.00	$78.92	269 SAINT ALBANS AVE
5311-008-042	SFR	3	1	0.00	1.00	$78.92	267 SAINT ALBANS AVE
5311-008-043	SFR	3	1	0.00	1.00	$78.92	263 SAINT ALBANS AVE
5311-008-044	SFR	3	1	0.00	1.00	$78.92	257 SAINT ALBANS AVE
5311-008-045	SFR	3	1	0.00	1.00	$78.92	255 SAINT ALBANS AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-008-046	SFR	3	1	0.00	1.00	$78.92	251 SAINT ALBANS AVE
5311-008-047	SFR	3	1	0.00	1.00	$78.92	247 SAINT ALBANS AVE
5311-008-048	SFR	3	1	0.00	1.00	$78.92	301 SAINT ALBANS AVE
5311-009-013	SFR	4	1	0.00	1.00	$71.26	303 ALTA VISTA AVE
5311-009-014	SFR	4	1	0.00	1.00	$71.26	307 ALTA VISTA AVE
5311-009-015	SFR	4	1	0.00	1.00	$71.26	311 ALTA VISTA AVE
5311-009-016	SFR	4	1	0.00	1.00	$71.26	317 ALTA VISTA AVE
5311-009-017	SFR	4	1	0.00	1.00	$71.26	321 ALTA VISTA AVE
5311-009-018	SFR	3	1	0.00	1.00	$78.92	325 ALTA VISTA AVE
5311-009-019	SFR	4	1	0.00	1.00	$71.26	335 ALTA VISTA AVE
5311-009-020	SFR	4	1	0.00	1.00	$71.26	343 ALTA VISTA AVE
5311-009-021	SFR	3	1	0.00	1.00	$78.92	347 ALTA VISTA AVE
5311-009-022	SFR	4	1	0.00	1.00	$71.26	1460 OAK CREST AVE
5311-009-023	SFR	4	1	0.00	1.00	$71.26	1457 OAK CREST AVE
5311-009-024	SFR	4	1	0.00	1.00	$71.26	1453 OAK CREST AVE
5311-009-025	SFR	4	1	0.00	1.00	$71.26	1441 OAK CREST AVE
5311-009-026	SFR	4	1	0.00	1.00	$71.26	1437 OAK CREST AVE
5311-009-027	SFR	4	1	0.00	1.00	$71.26	1435 OAK CREST AVE
5311-009-028	SFR	4	1	0.00	1.00	$71.26	1425 OAK CREST AVE
5311-009-029	SFR	4	1	0.00	1.00	$71.26	1421 OAK CREST AVE
5311-009-030	SFR	4	1	0.00	1.00	$71.26	1415 OAK CREST AVE
5311-009-033	SFR	4	1	0.00	1.00	$71.26	365 ALTA VISTA AVE
5311-009-034	SFR	4	1	0.00	1.00	$71.26	359 ALTA VISTA AVE
5311-009-035	SFR	4	1	0.00	1.00	$71.26	353 ALTA VISTA AVE
5311-009-036	SFR	2	1	0.00	1.00	$104.09	300 CAMINO DEL CIELO
5311-009-037	SFR	2	1	0.00	1.00	$104.09	1424 SANTA TERESA ST
5311-009-038	SFR	2	1	0.00	1.00	$104.09	1418 SANTA TERESA ST
5311-009-039	SFR	2	1	0.00	1.00	$104.09	1412 SANTA TERESA ST
5311-009-040	SFR	2	1	0.00	1.00	$104.09	1406 SANTA TERESA ST
5311-009-041	SFR	2	1	0.00	1.00	$104.09	1400 SANTA TERESA ST
5311-009-043	SFR	2	1	0.00	1.00	$104.09	1401 SANTA TERESA ST
5311-009-044	SFR	2	1	0.00	1.00	$104.09	1606 SANTA TERESA ST
5311-009-045	SFR	2	1	0.00	1.00	$104.09	1600 SANTA TERESA ST
5311-009-046	SFR	2	1	0.00	1.00	$104.09	1532 SANTA TERESA ST
5311-009-047	SFR	2	1	0.00	1.00	$104.09	1526 SANTA TERESA ST
5311-009-048	SFR	2	1	0.00	1.00	$104.09	1520 SANTA TERESA ST
5311-009-049	SFR	2	1	0.00	1.00	$104.09	1510 SANTA TERESA ST
5311-009-050	SFR	2	1	0.00	1.00	$104.09	1500 SANTA TERESA ST
5311-009-051	SFR	2	1	0.00	1.00	$104.09	307 CAMINO DEL CIELO
5311-009-052	SFR	2	1	0.00	1.00	$104.09	313 CAMINO DEL CIELO
5311-009-053	SFR	2	1	0.00	1.00	$104.09	319 CAMINO DEL CIELO
5311-009-054	SFR	2	1	0.00	1.00	$104.09	325 CAMINO DEL CIELO
5311-009-055	SFV	2	0	0.00	0.25	$26.03	
5311-009-056	SFV	2	0	0.00	0.25	$26.03	
5311-009-057	SFV	2	0	0.00	0.25	$26.03	
5311-009-058	SFV	2	0	0.00	0.25	$26.03	
5311-009-061	MFR	4	2	0.00	1.60	$114.02	1401 OAK CREST AVE
5311-009-062	SFR	4	1	0.00	1.00	$71.26	1405 OAK CREST AVE
5311-010-001	SFR	2	1	0.00	1.00	$104.09	185 MONTEREY RD
5311-010-002	SFR	2	1	0.00	1.00	$104.09	187 MONTEREY RD
5311-010-006	SFR	2	1	0.00	1.00	$104.09	201 MONTEREY RD
5311-010-007	SFV	2	0	0.00	0.25	$26.03	
5311-010-008	SFR	2	1	0.00	1.00	$104.09	237 MONTEREY RD
5311-010-009	MFR	2	2	0.00	1.60	$166.55	219 MONTEREY RD
5311-010-010	SFV	2	0	0.00	0.25	$26.03	
5311-010-011	MFR	2	2	0.00	1.60	$166.55	239 MONTEREY RD
5311-010-012	SFV	4	0	0.00	0.25	$17.82	
5311-010-015	SFV	2	0	0.00	0.25	$26.03	

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-010-016	SFR	2	1	0.00	1.00	$104.09	245 MONTEREY RD
5311-010-023	MFR	2	3	0.00	2.40	$249.81	259 MONTEREY RD
5311-010-024	SFR	3	1	0.00	1.00	$78.92	298 SAINT ALBANS AVE
5311-010-025	SFR	3	1	0.00	1.00	$78.92	296 SAINT ALBANS AVE
5311-010-027	SFV	4	0	0.00	0.25	$17.82	
5311-010-028	SFV	4	0	0.00	0.25	$17.82	
5311-010-029	SFV	4	0	0.00	0.25	$17.82	
5311-010-030	SFV	4	0	0.00	0.25	$17.82	
5311-010-032	SFR	3	1	0.00	1.00	$78.92	282 SAINT ALBANS AVE
5311-010-033	SFR	3	1	0.00	1.00	$78.92	280 SAINT ALBANS AVE
5311-010-034	SFR	3	1	0.00	1.00	$78.92	274 SAINT ALBANS AVE
5311-010-035	SFR	3	1	0.00	1.00	$78.92	270 SAINT ALBANS AVE
5311-010-036	SFR	3	1	0.00	1.00	$78.92	244 SAINT ALBANS AVE
5311-010-038	SFR	3	1	0.00	1.00	$78.92	266 SAINT ALBANS AVE
5311-010-040	SFR	3	1	0.00	1.00	$78.92	260 SAINT ALBANS AVE
5311-010-041	SFR	3	1	0.00	1.00	$78.92	252 SAINT ALBANS AVE
5311-010-042	SFR	3	1	0.00	1.00	$78.92	250 SAINT ALBANS AVE
5311-010-043	SFV	3	0	0.00	0.25	$19.74	
5311-010-046	SFR	3	1	0.00	1.00	$78.92	284 SAINT ALBANS AVE
5311-010-047	SFR	3	1	0.00	1.00	$78.92	286 SAINT ALBANS AVE
5311-010-048	SFR	3	1	0.00	1.00	$78.92	288 SAINT ALBANS AVE
5311-010-049	SFR	3	1	0.00	1.00	$78.92	292 SAINT ALBANS AVE
5311-010-050	SFR	4	1	0.00	1.00	$71.26	294 SAINT ALBANS AVE
5311-010-052	MFR	2	1	0.00	0.80	$83.27	241 MONTEREY RD A
5311-010-053	MFR	2	1	0.00	0.80	$83.27	241 MONTEREY RD B
5311-010-054	MFR	2	1	0.00	0.80	$83.27	241 MONTEREY RD C
5311-010-055	MFR	2	1	0.00	0.80	$83.27	241 MONTEREY RD D
5311-010-056	MFR	2	1	0.00	0.80	$83.27	241 MONTEREY RD E
5311-010-057	MFR	2	1	0.00	0.80	$83.27	243 MONTEREY RD A
5311-010-058	MFR	2	1	0.00	0.80	$83.27	243 MONTEREY RD B
5311-010-059	MFR	2	1	0.00	0.80	$83.27	243 MONTEREY RD C
5311-010-060	MFR	2	1	0.00	0.80	$83.27	243 MONTEREY RD D
5311-010-061	MFR	2	1	0.00	0.80	$83.27	243 MONTEREY RD E
5311-010-062	MFR	2	1	0.00	0.80	$83.27	241 MONTEREY RD F
5311-010-063	MFR	2	1	0.00	0.80	$83.27	241 MONTEREY RD G
5311-010-064	SFR	3	1	0.00	1.00	$78.92	264 SAINT ALBANS AVE
5311-010-065	SFV	3	0	0.00	0.25	$19.74	264 SAINT ALBANS AVE
5311-010-067	MFR	2	1	0.00	0.80	$83.27	191 MONTEREY RD
5311-010-068	MFR	2	1	0.00	0.80	$83.27	191 MONTEREY RD
5311-010-069	MFR	2	1	0.00	0.80	$83.27	191 MONTEREY RD
5311-010-070	MFR	2	1	0.00	0.80	$83.27	191 MONTEREY RD
5311-010-071	MFR	2	1	0.00	0.80	$83.27	191 MONTEREY RD
5311-010-072	MFR	2	1	0.00	0.80	$83.27	191 MONTEREY RD
5311-010-073	MFR	2	1	0.00	0.80	$83.27	191 MONTEREY RD
5311-010-074	MFR	2	1	0.00	0.80	$83.27	191 MONTEREY RD
5311-010-075	MFR	2	1	0.00	0.80	$83.27	191 MONTEREY RD
5311-011-028	SFR	4	1	0.00	1.00	$71.26	1451 INDIANA AVE
5311-011-029	SFR	4	1	0.00	1.00	$71.26	1449 INDIANA AVE
5311-011-030	SFR	4	1	0.00	1.00	$71.26	1445 INDIANA AVE
5311-011-031	SFR	4	1	0.00	1.00	$71.26	1441 INDIANA AVE
5311-011-032	SFR	4	1	0.00	1.00	$71.26	1437 INDIANA AVE
5311-011-033	SFR	4	1	0.00	1.00	$71.26	1433 INDIANA AVE
5311-011-034	SFR	4	1	0.00	1.00	$71.26	1429 INDIANA AVE
5311-011-035	SFR	4	1	0.00	1.00	$71.26	1425 INDIANA AVE
5311-011-036	SFR	4	1	0.00	1.00	$71.26	1421 INDIANA AVE
5311-011-037	SFR	4	1	0.00	1.00	$71.26	1415 INDIANA AVE
5311-011-038	SFR	4	1	0.00	1.00	$71.26	1411 INDIANA AVE
5311-011-039	SFR	4	1	0.00	1.00	$71.26	407 ALTA VISTA AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-011-040	SFR	4	1	0.00	1.00	$71.26	401 ALTA VISTA AVE
5311-011-041	SFR	4	1	0.00	1.00	$71.26	1402 OAK CREST AVE
5311-011-042	SFR	4	1	0.00	1.00	$71.26	1412 OAK CREST AVE
5311-011-043	SFR	4	1	0.00	1.00	$71.26	1420 OAK CREST AVE
5311-011-044	SFR	4	1	0.00	1.00	$71.26	1424 OAK CREST AVE
5311-011-045	SFR	4	1	0.00	1.00	$71.26	1432 OAK CREST AVE
5311-011-046	SFR	4	1	0.00	1.00	$71.26	1440 OAK CREST AVE
5311-011-047	SFR	4	1	0.00	1.00	$71.26	1446 OAK CREST AVE
5311-011-048	SFR	4	1	0.00	1.00	$71.26	1450 OAK CREST AVE
5311-011-049	SFR	4	1	0.00	1.00	$71.26	1456 OAK CREST AVE
5311-011-050	SFR	4	1	0.00	1.00	$71.26	1458 OAK CREST AVE
5311-011-051	SFR	4	1	0.00	1.00	$71.26	423 ALTA VISTA AVE
5311-011-052	SFR	4	1	0.00	1.00	$71.26	415 ALTA VISTA AVE
5311-011-053	SFR	4	1	0.00	1.00	$71.26	411 ALTA VISTA AVE
5311-011-054	SFR	4	1	0.00	1.00	$71.26	1459 INDIANA AVE
5311-011-055	SFV	4	0	0.00	0.25	$17.82	1459 INDIANA AVE
5311-012-004	SFR	1	1	0.00	1.00	$97.12	309 MONTEREY RD
5311-012-018	MFR	1	32	0.00	25.60	$2,486.28	265 MONTEREY RD
5311-012-019	C/I	1	0	0.55	3.17	$307.97	301 MONTEREY RD
5311-012-020	MFR	1	26	0.00	20.80	$2,020.10	317 MONTEREY RD
5311-012-022	SFR	3	1	0.00	1.00	$78.92	308 ALTA VISTA AVE
5311-012-023	SFR	3	1	0.00	1.00	$78.92	312 ALTA VISTA AVE
5311-012-024	SFR	3	1	0.00	1.00	$78.92	316 ALTA VISTA AVE
5311-012-025	SFR	3	1	0.00	1.00	$78.92	320 ALTA VISTA AVE
5311-012-026	SFR	3	1	0.00	1.00	$78.92	324 ALTA VISTA AVE
5311-012-027	SFV	3	0	0.00	0.25	$19.74	
5311-012-028	SFR	3	1	0.00	1.00	$78.92	326 ALTA VISTA AVE
5311-012-029	SFR	3	1	0.00	1.00	$78.92	330 ALTA VISTA AVE
5311-012-032	SFR	3	1	0.00	1.00	$78.92	304 ALTA VISTA AVE
5311-012-037	SFR	1	1	0.00	1.00	$97.12	325 MONTEREY RD
5311-012-038	SFR	4	1	0.00	1.00	$71.26	323 MONTEREY RD
5311-012-040	SFR	1	1	0.00	1.00	$97.12	
5311-012-041	MFR	1	2	0.00	1.60	$155.40	335 MONTEREY RD
5311-013-016	SFR	2	1	0.00	1.00	$104.09	505 ALTA VISTA AVE
5311-013-017	SFR	2	1	0.00	1.00	$104.09	1400 INDIANA AVE
5311-013-018	SFR	2	1	0.00	1.00	$104.09	1404 INDIANA AVE
5311-013-019	SFR	4	1	0.00	1.00	$71.26	1410 INDIANA AVE
5311-013-020	SFR	4	1	0.00	1.00	$71.26	1416 INDIANA AVE
5311-013-021	SFR	4	1	0.00	1.00	$71.26	1424 INDIANA AVE
5311-013-022	SFR	4	1	0.00	1.00	$71.26	1428 INDIANA AVE
5311-013-023	SFR	4	1	0.00	1.00	$71.26	1432 INDIANA AVE
5311-013-024	SFR	4	1	0.00	1.00	$71.26	1436 INDIANA AVE
5311-013-026	SFR	4	1	0.00	1.00	$71.26	1468 INDIANA AVE
5311-013-027	SFR	4	1	0.00	1.00	$71.26	1480 INDIANA AVE
5311-013-028	SFR	4	1	0.00	1.00	$71.26	1482 INDIANA AVE
5311-013-029	SFR	4	1	0.00	1.00	$71.26	1494 INDIANA AVE
5311-013-030	SFR	4	1	0.00	1.00	$71.26	1488 INDIANA AVE
5311-013-031	SFR	4	1	0.00	1.00	$71.26	1478 INDIANA AVE
5311-013-033	SFR	4	1	0.00	1.00	$71.26	1450 INDIANA AVE
5311-013-034	SFR	4	1	0.00	1.00	$71.26	1440 INDIANA AVE
5311-013-035	SFR	4	1	0.00	1.00	$71.26	1444 INDIANA AVE
5311-014-029	SFR	4	1	0.00	1.00	$71.26	1571 INDIANA AVE
5311-014-030	SFR	4	1	0.00	1.00	$71.26	1569 INDIANA AVE
5311-014-031	SFR	4	1	0.00	1.00	$71.26	1565 INDIANA AVE
5311-014-032	SFR	4	1	0.00	1.00	$71.26	1563 INDIANA AVE
5311-014-033	SFR	4	1	0.00	1.00	$71.26	1557 INDIANA AVE
5311-014-034	SFR	4	1	0.00	1.00	$71.26	1555 INDIANA AVE
5311-014-035	SFR	4	1	0.00	1.00	$71.26	1551 INDIANA AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-014-036	SFR	4	1	0.00	1.00	$71.26	1541 INDIANA AVE
5311-014-039	SFR	4	1	0.00	1.00	$71.26	1523 INDIANA AVE
5311-014-040	SFR	4	1	0.00	1.00	$71.26	1519 INDIANA AVE
5311-014-041	SFR	4	1	0.00	1.00	$71.26	1515 INDIANA AVE
5311-014-042	SFV	4	0	0.00	0.25	$17.82	
5311-014-043	SFV	4	0	0.00	0.25	$17.82	
5311-014-044	SFR	4	1	0.00	1.00	$71.26	1507 INDIANA AVE
5311-014-045	SFR	4	1	0.00	1.00	$71.26	1501 INDIANA AVE
5311-014-046	SFR	4	1	0.00	1.00	$71.26	1483 INDIANA AVE
5311-014-047	SFR	4	1	0.00	1.00	$71.26	1481 INDIANA AVE
5311-014-048	SFV	4	0	0.00	0.25	$17.82	
5311-014-049	SFR	4	1	0.00	1.00	$71.26	1471 INDIANA AVE
5311-014-050	SFR	4	1	0.00	1.00	$71.26	1465 INDIANA AVE
5311-014-051	SFR	4	1	0.00	1.00	$71.26	1575 INDIANA AVE
5311-014-053	SFR	4	1	0.00	1.00	$71.26	1533 INDIANA AVE
5311-014-054	SFR	4	1	0.00	1.00	$71.26	1533 INDIANA AVE
5311-015-001	SFR	3	1	0.00	1.00	$78.92	238 SAINT ALBANS AVE
5311-015-005	SFV	3	0	0.00	0.25	$19.74	
5311-015-006	SFV	3	0	0.00	0.25	$19.74	
5311-015-007	SFR	3	1	0.00	1.00	$78.92	218 SAINT ALBANS AVE
5311-015-008	SFR	3	1	0.00	1.00	$78.92	216 SAINT ALBANS AVE
5311-015-009	SFR	3	1	0.00	1.00	$78.92	212 SAINT ALBANS AVE
5311-015-010	SFR	4	1	0.00	1.00	$71.26	1238 KOLLE AVE
5311-015-011	SFR	4	1	0.00	1.00	$71.26	1242 KOLLE AVE
5311-015-012	SFR	3	1	0.00	1.00	$78.92	210 SAINT ALBANS AVE
5311-015-013	SFR	3	1	0.00	1.00	$78.92	200 SAINT ALBANS AVE
5311-015-014	SFR	4	1	0.00	1.00	$71.26	1249 KOLLE AVENUE
5311-015-015	SFR	4	1	0.00	1.00	$71.26	1253 KOLLE AVE
5311-015-016	SFV	4	0	0.00	0.25	$17.82	
5311-015-017	SFR	4	1	0.00	1.00	$71.26	1261 KOLLE AVE
5311-015-018	SFV	4	0	0.00	0.25	$17.82	
5311-015-019	SFR	3	1	0.00	1.00	$78.92	1300 BRUNSWICK AVE
5311-015-020	SFR	3	1	0.00	1.00	$78.92	1312 BRUNSWICK AVE
5311-015-021	SFR	3	1	0.00	1.00	$78.92	1316 BRUNSWICK AVE
5311-015-022	SFV	3	0	0.00	0.25	$19.74	
5311-015-023	SFV	3	0	0.00	0.25	$19.74	
5311-015-024	SFR	3	1	0.00	1.00	$78.92	156 SAINT ALBANS AVE
5311-015-026	SFR	3	1	0.00	1.00	$78.92	226 SAINT ALBANS AVE
5311-015-027	SFR	3	1	0.00	1.00	$78.92	228 SAINT ALBANS AVE
5311-015-028	SFR	2	1	0.00	1.00	$104.09	155 MONTEREY RD
5311-015-029	SFR	2	1	0.00	1.00	$104.09	157 MONTEREY RD
5311-015-030	MFR	2	4	0.00	3.20	$333.09	163 MONTEREY RD
5311-015-033	SFV	4	0	0.00	0.25	$17.82	
5311-015-034	SFV	4	0	0.00	0.25	$17.82	
5311-015-035	SFR	2	1	0.00	1.00	$104.09	181 MONTEREY RD
5311-015-036	SFR	2	1	0.00	1.00	$104.09	143 MONTEREY RD
5311-015-037	SFR	2	1	0.00	1.00	$104.09	147 MONTEREY RD
5311-015-038	SFR	4	1	0.00	1.00	$71.26	1214 KOLLE AVE
5311-015-040	SFR	4	1	0.00	1.00	$71.26	1228 KOLLE AVE
5311-015-041	SFR	4	1	0.00	1.00	$71.26	1230 KOLLE AVE
5311-015-042	SFR	4	1	0.00	1.00	$71.26	1234 KOLLE AVE
5311-015-043	SFR	3	1	0.00	1.00	$78.92	232 SAINT ALBANS AVE
5311-015-044	SFR	3	1	0.00	1.00	$78.92	230 SAINT ALBANS AVE
5311-015-046	SFR	2	1	0.00	1.00	$104.09	1220 KOLLE AVE
5311-015-047	SFR	2	1	0.00	1.00	$104.09	1222 KOLLE AVE
5311-015-048	MFR	2	1	0.00	0.80	$83.27	167 MONTEREY RD A
5311-015-049	MFR	2	1	0.00	0.80	$83.27	167 MONTEREY RD B
5311-015-050	MFR	2	1	0.00	0.80	$83.27	167 MONTEREY RD C

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5311-015-051	MFR	2	1	0.00	0.80	$83.27	167 MONTEREY RD D
5311-015-052	MFR	2	1	0.00	0.80	$83.27	167 MONTEREY RD E
5311-015-053	MFR	2	1	0.00	0.80	$83.27	167 MONTEREY RD F
5311-015-054	MFR	2	1	0.00	0.80	$83.27	167 MONTEREY RD G
5311-015-055	MFR	2	1	0.00	0.80	$83.27	167 MONTEREY RD H
5311-015-056	MFR	2	1	0.00	0.80	$83.27	167 MONTEREY RD I
5311-016-001	SFR	3	1	0.00	1.00	$78.92	237 SAINT ALBANS AVE
5311-016-003	SFR	3	1	0.00	1.00	$78.92	1209 BLAIR AVE
5311-016-007	SFR	4	1	0.00	1.00	$71.26	1229 BLAIR AVE
5311-016-008	SFR	3	1	0.00	1.00	$78.92	201 SAINT ALBANS AVE
5311-016-012	SFR	3	1	0.00	1.00	$78.92	1205 BLAIR AVE
5311-016-014	MFR	3	2	0.00	1.60	$126.28	213 SAINT ALBANS AVE
5311-016-015	SFR	3	1	0.00	1.00	$78.92	1225 BLAIR AVE
5311-016-019	SFR	3	1	0.00	1.00	$78.92	1215 BLAIR AVE
5311-016-020	SFR	3	1	0.00	1.00	$78.92	217 SAINT ALBANS AVE
5311-016-023	SFR	3	1	0.00	1.00	$78.92	1231 BLAIR AVE
5311-016-025	SFR	3	1	0.00	1.00	$78.92	121 SAINT ALBANS AVE
5311-016-026	SFR	3	1	0.00	1.00	$78.92	1241 BLAIR AVE
5311-017-002	SFR	4	1	0.00	1.00	$71.26	1200 BLAIR AVE
5311-017-003	SFR	4	1	0.00	1.00	$71.26	1206 BLAIR AVE
5311-017-004	SFR	4	1	0.00	1.00	$71.26	1210 BLAIR AVE
5311-017-005	SFR	4	1	0.00	1.00	$71.26	1214 BLAIR AVE
5311-017-006	SFR	4	1	0.00	1.00	$71.26	1218 BLAIR AVE
5311-017-017	SFR	3	1	0.00	1.00	$78.92	200 WARWICK AVE
5311-017-018	SFV	2	0	0.00	0.25	$26.03	
5311-017-020	SFV	2	0	0.00	0.25	$26.03	
5311-017-021	SFV	2	0	0.00	0.25	$26.03	
5311-017-046	SFR	2	1	0.00	1.00	$104.09	248 WARWICK AVE
5311-017-047	SFR	2	1	0.00	1.00	$104.09	200 LOS LAURELES ST
5311-017-048	SFR	2	1	0.00	1.00	$104.09	242 WARWICK AVE
5311-017-049	SFR	2	1	0.00	1.00	$104.09	236 WARWICK AVE
5311-017-051	SFR	2	1	0.00	1.00	$104.09	207 LOS LAURELES ST
5311-017-052	SFR	3	1	0.00	1.00	$78.92	239 SAINT ALBANS AVE
5311-017-056	SFR	2	1	0.00	1.00	$104.09	230 WARWICK AVE
5311-017-057	SFR	2	1	0.00	1.00	$104.09	206 WARWICK AVE
5311-017-058	SFV	4	0	0.00	0.25	$17.82	
5311-017-059	SFR	4	1	0.00	1.00	$71.26	1234 BLAIR AVE
5311-017-060	SFR	4	1	0.00	1.00	$71.26	1240 BLAIR AVE
5311-017-062	SFR	4	1	0.00	1.00	$71.26	1252 BLAIR AVE
5311-017-063	SFR	4	1	0.00	1.00	$71.26	1222 BLAIR AVE
5312-002-002	MFR	2	6	0.00	4.80	$499.63	92 MONTEREY RD
5312-002-003	MFR	2	6	0.00	4.80	$499.63	90 MONTEREY RD
5312-002-004	MFR	2	3	0.00	2.40	$249.81	86 MONTEREY RD
5312-002-006	MFR	2	3	0.00	2.40	$249.81	84 MONTEREY RD
5312-002-032	SFV	2	0	0.00	0.25	$26.03	
5312-002-023	MFR	2	2	0.00	1.60	$166.55	96 MONTEREY RD
5312-015-038	SFR	3	1	0.00	1.00	$78.92	4957 COLLIS AVE
5312-015-045	SFR	3	1	0.00	1.00	$78.92	4975 COLLIS AVE
5312-015-046	SFR	3	1	0.00	1.00	$78.92	4979 COLLIS AVE
5312-015-059	SFR	3	1	0.00	1.00	$78.92	4953 COLLIS AVE
5312-015-060	SFR	3	1	0.00	1.00	$78.92	4963 COLLIS AVE
5312-015-061	SFR	3	1	0.00	1.00	$78.92	4967 COLLIS AVE
5312-015-062	SFR	3	1	0.00	1.00	$78.92	4971 COLLIS AVE
5312-016-001	SFR	3	1	0.00	1.00	$78.92	4954 COLLIS AVE
5312-016-002	SFR	3	1	0.00	1.00	$78.92	4950 COLLIS AVE
5312-016-003	SFR	3	1	0.00	1.00	$78.92	4946 COLLIS AVE
5312-016-004	SFR	3	1	0.00	1.00	$78.92	4942 COLLIS AVE
5312-016-005	SFR	3	1	0.00	1.00	$78.92	4936 COLLIS AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5312-016-006	SFR	3	1	0.00	1.00	$78.92	4926 COLLIS AVE
5312-016-007	SFR	3	1	0.00	1.00	$78.92	4920 COLLIS AVE
5312-016-008	SFR	3	1	0.00	1.00	$78.92	4912 COLLIS AVE
5312-016-014	SFV	2	0	0.00	0.25	$26.03	
5312-016-015	SFV	2	0	0.00	0.25	$26.03	
5312-016-016	SFV	2	0	0.00	0.25	$26.03	
5312-016-017	SFV	2	0	0.00	0.25	$26.03	
5312-016-020	SFR	2	1	0.00	1.00	$104.09	4943 HARRIMAN AVE
5312-016-021	SFR	2	1	0.00	1.00	$104.09	4945 HARRIMAN AVE
5312-016-022	SFR	2	1	0.00	1.00	$104.09	4949 HARRIMAN AVE
5312-016-023	SFR	2	1	0.00	1.00	$104.09	4953 HARRIMAN AVE
5312-016-024	SFR	3	1	0.00	1.00	$78.92	4980 COLLIS AVE
5312-016-025	SFR	3	1	0.00	1.00	$78.92	4976 COLLIS AVE
5312-016-026	SFR	3	1	0.00	1.00	$78.92	4970 COLLIS AVE
5312-016-027	SFR	3	1	0.00	1.00	$78.92	4966 COLLIS AVE
5312-016-028	SFR	3	1	0.00	1.00	$78.92	4964 COLLIS AVE
5312-016-029	SFR	2	1	0.00	1.00	$104.09	4963 HARRIMAN AVE
5312-016-030	SFR	2	1	0.00	1.00	$104.09	4967 HARRIMAN AVE
5312-016-031	SFR	2	1	0.00	1.00	$104.09	1900 HILL DR
5312-016-032	SFR	3	1	0.00	1.00	$78.92	1906 HILL DR
5312-016-033	SFR	3	1	0.00	1.00	$78.92	1910 HILL DR
5312-016-043	SFR	2	1	0.00	1.00	$104.09	4957 HARRIMAN AVE
5312-016-044	SFR	3	1	0.00	1.00	$78.92	4960 COLLIS AVE
5312-016-045	SFR	2	1	0.00	1.00	$104.09	4935 HARRIMAN AVE
5312-016-046	SFR	3	1	0.00	1.00	$78.92	4902 COLLIS AVE
5312-016-047	SFR	3	1	0.00	1.00	$78.92	4906 COLLIS AVE
5312-017-001	SFR	4	1	0.00	1.00	$71.26	1601 HILL DR
5312-017-002	SFR	3	1	0.00	1.00	$78.92	5066 COLLIS AVE
5312-017-004	SFR	3	1	0.00	1.00	$78.92	5060 COLLIS AVE
5312-017-006	SFR	3	1	0.00	1.00	$78.92	5054 COLLIS AVE
5312-017-008	SFR	3	1	0.00	1.00	$78.92	5050 COLLIS AVE
5312-017-010	SFR	3	1	0.00	1.00	$78.92	5042 COLLIS AVE
5312-017-013	SFR	3	1	0.00	1.00	$78.92	5034 COLLIS AVE
5312-017-015	SFR	3	1	0.00	1.00	$78.92	5030 COLLIS AVE
5312-017-017	SFR	3	1	0.00	1.00	$78.92	5022 COLLIS AVE
5312-017-020	SFR	3	1	0.00	1.00	$78.92	5018 COLLIS AVE
5312-017-021	SFR	3	1	0.00	1.00	$78.92	5008 COLLIS AVE
5312-017-022	SFR	3	1	0.00	1.00	$78.92	5002 COLLIS AVE
5312-017-023	SFR	3	1	0.00	1.00	$78.92	1901 HILL DR
5312-017-024	SFR	3	1	0.00	1.00	$78.92	1907 HILL DR
5312-017-025	SFV	3	0	0.00	0.25	$19.74	
5312-017-037	SFR	3	1	0.00	1.00	$78.92	141 WARWICK PL
5312-017-041	SFR	3	1	0.00	1.00	$78.92	5021 HARRIMAN AVE
5312-017-042	SFV	3	0	0.00	0.25	$19.74	
5312-017-043	SFV	3	0	0.00	0.25	$19.74	
5312-017-044	SFV	3	0	0.00	0.25	$19.74	
5312-017-046	SFR	3	1	0.00	1.00	$78.92	1603 HILL DR
5312-017-049	SFV	3	0	0.00	0.25	$19.74	
5312-017-050	SFR	3	1	0.00	1.00	$78.92	1605 HILL DR
5312-017-051	SFR	3	1	0.00	1.00	$78.92	5019 HARRIMAN AVE
5312-018-001	SFR	3	1	0.00	1.00	$78.92	1332 OAK HILL PL
5312-018-002	SFR	3	1	0.00	1.00	$78.92	1336 OAK HILL PL
5312-018-003	SFR	3	1	0.00	1.00	$78.92	1340 OAK HILL PL
5312-018-004	SFR	3	1	0.00	1.00	$78.92	1344 OAK HILL PL
5312-018-005	SFR	3	1	0.00	1.00	$78.92	1348 OAK HILL PL
5312-018-006	SFR	3	1	0.00	1.00	$78.92	1352 OAK HILL PL
5312-018-007	SFR	3	1	0.00	1.00	$78.92	1356 OAK HILL PL
5312-018-011	SFV	4	0	0.00	0.25	$17.82	

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5312-018-012	SFR	3	1	0.00	1.00	$78.92	2015 HILL DR
5312-018-016	SFR	3	1	0.00	1.00	$78.92	2011 HILL DR
5312-018-017	SFR	3	1	0.00	1.00	$78.92	2005 HILL DR
5312-018-018	SFR	3	1	0.00	1.00	$78.92	2001 HILL DR
5312-018-019	SFR	3	1	0.00	1.00	$78.92	5017 COLLIS AVE
5312-018-020	SFR	3	1	0.00	1.00	$78.92	5025 COLLIS AVE
5312-018-021	SFR	3	1	0.00	1.00	$78.92	5027 COLLIS AVE
5312-018-022	SFR	3	1	0.00	1.00	$78.92	5033 COLLIS AVE
5312-018-023	SFR	3	1	0.00	1.00	$78.92	5035 COLLIS AVE
5312-018-024	SFR	3	1	0.00	1.00	$78.92	5043 COLLIS AVE
5312-018-025	SFR	3	1	0.00	1.00	$78.92	5049 COLLIS AVE
5312-018-026	SFR	3	1	0.00	1.00	$78.92	5051 COLLIS AVE
5312-018-027	SFR	3	1	0.00	1.00	$78.92	5057 COLLIS AVE
5312-018-028	SFR	3	1	0.00	1.00	$78.92	5063 COLLIS AVE
5312-018-032	SFR	3	1	0.00	1.00	$78.92	1360 OAK HILL PL
5312-018-033	SFR	3	1	0.00	1.00	$78.92	1364 OAK HILL PL
5312-018-034	SFR	3	1	0.00	1.00	$78.92	905 S AVENUE 60
5312-018-035	SFR	3	1	0.00	1.00	$78.92	5065 COLLIS AVE
5312-020-005	SFR	3	1	0.00	1.00	$78.92	1325 OAK HILL PL
5312-020-006	SFR	3	1	0.00	1.00	$78.92	1321 OAK HILL PL
5312-020-007	SFR	3	1	0.00	1.00	$78.92	1317 OAK HILL PL
5312-020-008	SFR	3	1	0.00	1.00	$78.92	1309 OAK HILL PL
5312-020-009	SFR	3	1	0.00	1.00	$78.92	1303 OAK HILL PL
5312-020-012	SFV	3	0	0.00	0.25	$19.74	
5312-020-022	SFV	3	0	0.00	0.25	$19.74	
5312-020-024	SFR	3	1	0.00	1.00	$78.92	1335 OAK HILL PL
5312-020-025	SFR	3	1	0.00	1.00	$78.92	1331 OAK HILL PL
5312-021-001	SFR	3	1	0.00	1.00	$78.92	1265 OAK HILL AVE
5312-021-002	SFR	3	1	0.00	1.00	$78.92	1271 OAK HILL AVE
5312-021-003	SFR	3	1	0.00	1.00	$78.92	75 PINECREST DR
5312-021-004	SFR	3	1	0.00	1.00	$78.92	73 PINECREST DR
5312-021-043	SFR	3	1	0.00	1.00	$78.92	71 PINECREST DR
5312-021-045	SFR	3	1	0.00	1.00	$78.92	1275 OAK HILL AVE
5312-030-001	SFR	3	1	0.00	1.00	$78.92	95 SHORT WAY ST
5312-030-002	SFR	3	1	0.00	1.00	$78.92	31 SHORT WAY ST
5312-030-007	SFR	3	1	0.00	1.00	$78.92	23 SHORT WAY ST
5312-030-008	SFR	3	1	0.00	1.00	$78.92	21 SHORT WAY ST
5312-030-016	SFR	3	1	0.00	1.00	$78.92	72 PINECREST DR
5312-030-018	SFR	3	1	0.00	1.00	$78.92	74 PINECREST DR
5312-030-019	SFR	3	1	0.00	1.00	$78.92	82 PINECREST DR
5312-030-020	SFR	3	1	0.00	1.00	$78.92	84 PINECREST DR
5312-030-021	SFR	3	1	0.00	1.00	$78.92	92 PINECREST DR
5312-030-023	SFR	3	1	0.00	1.00	$78.92	98 PINECREST DR
5312-030-025	SFR	3	1	0.00	1.00	$78.92	1239 OAK HILL AVE
5312-030-026	SFR	3	1	0.00	1.00	$78.92	1237 OAK HILL AVE
5312-030-031	SFR	4	1	0.00	1.00	$71.26	27 SHORT WAY ST
5312-030-032	SFV	4	0	0.00	0.25	$17.82	
5312-030-033	SFR	3	1	0.00	1.00	$78.92	25 SHORT WAY ST
5312-030-034	SFV	4	0	0.00	0.25	$17.82	
5312-030-035	SFR	3	1	0.00	1.00	$78.92	29 SHORT WAY ST
5312-030-036	SFR	3	1	0.00	1.00	$78.92	1241 OAK HILL AVE
5312-031-018	SFR	3	1	0.00	1.00	$78.92	1205 OAK HILL AVE
5312-031-019	SFR	3	1	0.00	1.00	$78.92	1209 OAK HILL AVE
5312-031-020	SFR	3	1	0.00	1.00	$78.92	1219 OAK HILL AVE
5312-031-026	SFR	2	1	0.00	1.00	$104.09	93 MONTEREY RD
5312-031-027	SFR	2	1	0.00	1.00	$104.09	89 MONTEREY RD
5312-031-029	SFR	2	1	0.00	1.00	$104.09	20 SHORT WAY
5312-031-031	MFR	2	1	0.00	0.80	$83.27	84 SHORT WAY ST A

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5312-031-032	MFR	2	1	0.00	0.80	$83.27	84 SHORT WAY ST B
5312-031-035	MFR	2	6	0.00	4.80	$499.63	75 MONTEREY RD
5313-003-010	SFV	3	0	0.00	0.25	$19.74	
5313-003-011	SFR	3	1	0.00	1.00	$78.92	629 GRAND AVE
5313-003-012	MFR	3	2	0.00	1.60	$126.28	630 FOREST AVE
5313-003-013	SFR	3	1	0.00	1.00	$78.92	637 GRAND AVE
5313-003-014	SFR	3	1	0.00	1.00	$78.92	641 GRAND AVE
5313-003-015	MFR	3	2	0.00	1.60	$126.28	645 GRAND AVE
5313-003-016	SFR	3	1	0.00	1.00	$78.92	649 GRAND AVE
5313-003-017	MFR	3	5	0.00	4.00	$315.68	659 GRAND AVE
5313-003-018	MFR	3	3	0.00	2.40	$189.40	663 GRAND AVE
5313-003-019	SFR	3	1	0.00	1.00	$78.92	666 FOREST AVE
5313-003-020	SFR	3	1	0.00	1.00	$78.92	512 MAGNOLIA ST
5313-003-021	SFR	3	1	0.00	1.00	$78.92	660 FOREST AVE
5313-003-022	MFR	3	10	0.00	8.00	$631.36	651 GRAND AVE
5313-003-023	SFR	3	1	0.00	1.00	$78.92	658 FOREST AVE
5313-003-026	SFR	3	1	0.00	1.00	$78.92	648 FOREST AVE
5313-003-027	SFR	3	1	0.00	1.00	$78.92	644 FOREST AVE
5313-003-028	SFR	3	1	0.00	1.00	$78.92	636 FOREST AVE
5313-003-029	SFR	3	1	0.00	1.00	$78.92	634 FOREST AVE
5313-003-030	SFR	3	1	0.00	1.00	$78.92	669 FOREST AVE
5313-003-031	SFR	3	1	0.00	1.00	$78.92	665 FOREST AVE
5313-003-032	SFR	3	1	0.00	1.00	$78.92	661 FOREST AVE
5313-003-033	SFR	3	1	0.00	1.00	$78.92	657 FOREST AVE
5313-003-034	SFR	3	1	0.00	1.00	$78.92	655 FOREST AVE
5313-003-035	SFR	3	1	0.00	1.00	$78.92	651 FOREST AVE
5313-003-036	MFR	3	2	0.00	1.60	$126.28	649 FOREST AVE
5313-003-037	SFR	3	1	0.00	1.00	$78.92	645 FOREST AVE
5313-003-038	SFR	3	1	0.00	1.00	$78.92	641 FOREST AVE
5313-003-039	MFR	4	5	0.00	4.00	$285.04	640 ARROYO DR
5313-003-040	MFR	4	2	0.00	1.60	$114.02	648 ARROYO DR
5313-003-041	SFR	4	1	0.00	1.00	$71.26	654 ARROYO DR
5313-003-042	MFR	4	2	0.00	1.60	$114.02	660 ARROYO DR
5313-003-043	SFR	3	1	0.00	1.00	$78.92	414 MAGNOLIA ST
5313-003-044	SFR	3	1	0.00	1.00	$78.92	422 MAGNOLIA ST
5313-003-045	SFR	4	1	0.00	1.00	$71.26	664 ARROYO DR
5313-003-047	MFR	3	2	0.00	1.60	$126.28	652 1/2 FOREST AVE
5313-004-011	SFR	3	1	0.00	1.00	$78.92	701 GRAND AVE
5313-004-012	SFR	3	1	0.00	1.00	$78.92	705 GRAND AVE
5313-004-013	SFR	3	1	0.00	1.00	$78.92	517 MAGNOLIA ST
5313-004-014	MFR	3	2	0.00	1.60	$126.28	709 GRAND AVE
5313-004-015	MFR	3	2	0.00	1.60	$126.28	513 MAGNOLIA ST
5313-004-016	MFR	3	6	0.00	4.80	$378.82	511 MAGNOLIA ST
5313-004-017	MFR	3	3	0.00	2.40	$189.40	507 MAGNOLIA ST
5313-004-018	MFR	3	24	0.00	19.20	$1,515.26	501 MAGNOLIA ST
5313-004-019	MFR	3	2	0.00	1.60	$126.28	801 GRAND AVE
5313-004-020	SFR	3	1	0.00	1.00	$78.92	807 GRAND AVE
5313-004-021	SFR	3	1	0.00	1.00	$78.92	809 GRAND AVE
5313-004-026	C/I	1	0	0.19	1.10	$106.63	520 MISSION ST
5313-004-027	SFR	3	1	0.00	1.00	$78.92	808 FOREST AVE
5313-004-028	SFR	3	1	0.00	1.00	$78.92	804 FOREST AVE
5313-004-029	SFR	3	1	0.00	1.00	$78.92	800 FOREST AVE
5313-004-030	SFR	3	1	0.00	1.00	$78.92	801 FOREST AVE
5313-004-031	MFR	3	2	0.00	1.60	$126.28	805 FOREST AVE
5313-004-032	MFR	3	2	0.00	1.60	$126.28	809 FOREST AVE
5313-004-033	MFR	1	8	0.00	6.40	$621.56	454 MISSION ST
5313-004-034	MFR	1	8	0.00	6.40	$621.56	444 MISSION ST
5313-004-035	MFR	1	26	0.00	20.80	$2,020.10	440 MISSION ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5313-004-036	MFR	1	10	0.00	8.00	$776.96	430 MISSION ST
5313-004-037	MFR	1	3	0.00	2.40	$233.08	426 MISSION ST
5313-004-038	MFR	1	2	0.00	1.60	$155.40	422 MISSION ST
5313-004-039	MFR	1	2	0.00	1.60	$155.40	418 MISSION ST
5313-004-040	MFR	1	3	0.00	2.40	$233.08	408 MISSION ST
5313-004-041	SFR	1	1	0.00	1.00	$97.12	822 ARROYO DR
5313-004-042	SFR	4	1	0.00	1.00	$71.26	816 ARROYO DR
5313-004-043	SFR	4	1	0.00	1.00	$71.26	812 ARROYO DR
5313-004-044	SFR	4	1	0.00	1.00	$71.26	808 ARROYO DR
5313-004-045	MFR	4	5	0.00	4.00	$285.04	804 ARROYO DR
5313-004-046	SFR	4	1	0.00	1.00	$71.26	800 ARROYO DR
5313-004-047	SFR	4	1	0.00	1.00	$71.26	700 ARROYO DR
5313-004-048	SFR	4	1	0.00	1.00	$71.26	706 ARROYO DR
5313-004-049	MFR	4	6	0.00	4.80	$342.05	710 ARROYO DR
5313-004-050	MFR	3	8	0.00	6.40	$505.08	411 MAGNOLIA ST
5313-004-051	SFR	3	1	0.00	1.00	$78.92	421 MAGNOLIA ST
5313-004-052	MFR	3	2	0.00	1.60	$126.28	423 MAGNOLIA ST
5313-004-053	MFR	3	3	0.00	2.40	$189.40	427 1/2 MAGNOLIA ST
5313-004-054	C/I	1	0	0.21	1.19	$115.67	526 MISSION ST
5313-004-055	C/I	1	0	0.40	2.34	$226.77	538 MISSION ST
5313-005-023	SFR	3	1	0.00	1.00	$78.92	714 CHARTER OAK ST
5313-005-024	MFR	3	2	0.00	1.60	$126.28	710 CHARTER OAK ST
5313-005-025	SFR	3	1	0.00	1.00	$78.92	708 CHARTER OAK ST
5313-005-026	SFR	3	1	0.00	1.00	$78.92	700 CHARTER OAK ST
5313-005-027	SFR	3	1	0.00	1.00	$78.92	626 CHARTER OAK ST
5313-005-028	SFR	3	1	0.00	1.00	$78.92	622 CHARTER OAK ST
5313-005-029	SFR	3	1	0.00	1.00	$78.92	620 CHARTER OAK ST
5313-005-030	SFR	3	1	0.00	1.00	$78.92	616 CHARTER OAK ST
5313-005-031	SFR	3	1	0.00	1.00	$78.92	608 CHARTER OAK ST
5313-005-032	MFR	3	2	0.00	1.60	$126.28	626 GRAND AVE
5313-005-033	MFR	2	7	0.00	5.60	$582.91	631 ORANGE GROVE AVE
5313-005-034	MFR	2	20	0.00	16.00	$1,665.44	639 ORANGE GROVE AVE
5313-005-035	MFR	3	2	0.00	1.60	$126.28	715 CHARTER OAK ST
5313-005-036	MFR	3	2	0.00	1.60	$126.28	711 CHARTER OAK ST
5313-005-037	SFR	3	1	0.00	1.00	$78.92	707 CHARTER OAK ST
5313-005-038	SFR	3	1	0.00	1.00	$78.92	705 CHARTER OAK ST
5313-005-039	MFR	3	2	0.00	1.60	$126.28	701 CHARTER OAK ST
5313-005-040	MFR	3	6	0.00	4.80	$378.82	617 CHARTER OAK ST
5313-005-041	SFR	3	1	0.00	1.00	$78.92	613 CHARTER OAK ST
5313-005-042	SFR	3	1	0.00	1.00	$78.92	609 CHARTER OAK ST
5313-005-043	SFR	3	1	0.00	1.00	$78.92	634 GRAND AVE
5313-005-044	SFR	3	1	0.00	1.00	$78.92	640 GRAND AVE
5313-005-045	SFR	3	1	0.00	1.00	$78.92	644 GRAND AVE
5313-005-046	SFR	3	1	0.00	1.00	$78.92	650 GRAND AVE
5313-005-047	SFR	3	1	0.00	1.00	$78.92	654 GRAND AVE
5313-005-048	SFR	3	1	0.00	1.00	$78.92	658 GRAND AVE
5313-005-049	MFR	3	2	0.00	1.60	$126.28	614 MAGNOLIA ST
5313-005-050	SFR	3	1	0.00	1.00	$78.92	618 MAGNOLIA ST
5313-005-051	SFR	3	1	0.00	1.00	$78.92	622 MAGNOLIA ST
5313-005-052	SFR	3	1	0.00	1.00	$78.92	626 MAGNOLIA ST
5313-005-054	MFR	2	14	0.00	11.20	$1,165.81	653 ORANGE GROVE AVE
5313-005-055	MFR	2	2	0.00	1.60	$166.55	704 MAGNOLIA ST
5313-005-056	SFR	2	1	0.00	1.00	$104.09	700 MAGNOLIA ST
5313-005-059	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 101
5313-005-060	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 102
5313-005-061	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 103
5313-005-062	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 201
5313-005-063	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 202

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5313-005-064	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 203
5313-005-065	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 204
5313-005-066	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 205
5313-005-067	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 206
5313-005-068	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 207
5313-005-069	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 208
5313-005-070	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 209
5313-005-071	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 301
5313-005-072	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 302
5313-005-073	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 303
5313-005-074	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 304
5313-005-075	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 305
5313-005-076	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 306
5313-005-077	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 307
5313-005-078	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 308
5313-005-079	MFR	2	1	0.00	0.80	$83.27	647 ORANGE GROVE AVE 309
5313-005-081	MFR	2	1	0.00	0.80	$83.27	625 ORANGE GROVE AVE A
5313-005-082	MFR	2	1	0.00	0.80	$83.27	625 ORANGE GROVE AVE B
5313-005-083	MFR	2	1	0.00	0.80	$83.27	625 ORANGE GROVE AVE C
5313-005-084	MFR	2	1	0.00	0.80	$83.27	625 ORANGE GROVE AVE D
5313-005-085	MFR	2	1	0.00	0.80	$83.27	617 ORANGE GROVE AVE A
5313-005-086	MFR	2	1	0.00	0.80	$83.27	617 ORANGE GROVE AVE B
5313-005-087	MFR	2	1	0.00	0.80	$83.27	617 ORANGE GROVE AVE C
5313-005-088	MFR	2	1	0.00	0.80	$83.27	617 ORANGE GROVE AVE D
5313-005-089	MFR	2	1	0.00	0.80	$83.27	625 ORANGE GROVE AVE E
5313-005-090	MFR	2	1	0.00	0.80	$83.27	625 ORANGE GROVE AVE F
5313-005-091	MFR	2	1	0.00	0.80	$83.27	625 ORANGE GROVE AVE G
5313-005-092	MFR	2	1	0.00	0.80	$83.27	617 ORANGE GROVE AVE G
5313-005-093	MFR	2	1	0.00	0.80	$83.27	617 ORANGE GROVE AVE F
5313-005-094	MFR	2	1	0.00	0.80	$83.27	617 ORANGE GROVE AVE E
5313-006-023	SFR	3	1	0.00	1.00	$78.92	811 ADELAINE AVE
5313-006-024	C/I	1	0	0.44	2.54	$247.08	612 MISSION ST
5313-006-025	C/I	1	0	0.50	2.90	$282.04	736 MISSION ST
5313-006-026	SFR	3	1	0.00	1.00	$78.92	700 GRAND AVE
5313-006-027	SFR	3	1	0.00	1.00	$78.92	706 GRAND AVE
5313-006-028	MFR	3	2	0.00	1.60	$126.28	710 GRAND AVE
5313-006-029	SFR	3	1	0.00	1.00	$78.92	716 GRAND AVE
5313-006-030	SFR	3	1	0.00	1.00	$78.92	802 GRAND AVE
5313-006-031	SFR	3	1	0.00	1.00	$78.92	808 GRAND AVE
5313-006-032	MFR	3	2	0.00	1.60	$126.28	701 ADELAINE AVE
5313-006-033	SFR	3	1	0.00	1.00	$78.92	705 ADELAINE AVE
5313-006-034	SFR	3	1	0.00	1.00	$78.92	709 ADELAINE AVE
5313-006-035	MFR	3	2	0.00	1.60	$126.28	715 ADELAINE AVE
5313-006-036	SFR	3	1	0.00	1.00	$78.92	801 ADELAINE AVE
5313-006-037	SFR	3	1	0.00	1.00	$78.92	807 ADELAINE AVE
5313-006-038	C/I	1	0	0.17	1.00	$97.12	630 MISSION ST
5313-006-039	C/I	1	0	0.17	1.00	$97.12	630 MISSION ST
5313-006-040	MFR	1	2	0.00	1.60	$155.40	817 ADELAINE AVE
5313-006-041	C/I	1	0	0.07	1.00	$97.12	636 MISSION ST
5313-006-042	C/I	1	0	0.18	1.06	$102.65	716 MISSION ST
5313-006-043	C/I	1	0	0.18	1.06	$102.65	720 MISSION ST
5313-006-044	C/I	1	0	0.18	1.06	$103.24	726 MISSION ST
5313-006-045	SFR	3	1	0.00	1.00	$78.92	810 ADELAINE AVE
5313-006-046	SFR	3	1	0.00	1.00	$78.92	808 ADELAINE AVE
5313-006-047	SFR	3	1	0.00	1.00	$78.92	800 ADELAINE AVE
5313-006-048	SFR	3	1	0.00	1.00	$78.92	716 ADELAINE AVE
5313-006-049	SFR	3	1	0.00	1.00	$78.92	710 ADELAINE AVE
5313-006-050	SFR	3	1	0.00	1.00	$78.92	704 ADELAINE AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5313-006-051	SFR	3	1	0.00	1.00	$78.92	700 ADELAINE AVE
5313-006-052	MFR	2	21	0.00	16.80	$1,748.71	701 ORANGE GROVE AVE
5313-006-053	MFR	2	29	0.00	23.20	$2,414.89	711 ORANGE GROVE AVE
5313-006-054	SFR	2	1	0.00	1.00	$104.09	811 ORANGE GROVE AVE
5313-007-030	C/I	3	0	0.24	1.39	$110.02	606 EL CENTRO ST
5313-007-031	SFR	3	1	0.00	1.00	$78.92	930 PALM AVE
5313-007-032	SFR	3	1	0.00	1.00	$78.92	928 PALM AVE
5313-007-033	MFR	3	2	0.00	1.60	$126.28	924 PALM AVE
5313-007-034	SFR	3	1	0.00	1.00	$78.92	919 ADELAINE AVE
5313-007-035	SFR	3	1	0.00	1.00	$78.92	918 PALM AVE
5313-007-036	SFR	3	1	0.00	1.00	$78.92	915 ADELAINE AVE
5313-007-037	SFR	3	1	0.00	1.00	$78.92	916 PALM AVE
5313-007-038	SFR	3	1	0.00	1.00	$78.92	911 ADELAINE AVE
5313-007-039	C/I	3	0	0.17	1.00	$78.92	912 PALM AVE
5313-007-040	C/I	1	0	0.16	1.00	$97.12	601 MISSION ST
5313-007-041	C/I	1	0	0.15	1.00	$97.12	605 MISSION ST
5313-007-042	C/I	1	0	0.15	1.00	$97.12	611 MISSION ST
5313-007-043	C/I	1	0	0.16	1.00	$97.12	613 MISSION ST
5313-007-044	C/I	1	0	0.15	1.00	$97.12	
5313-007-045	C/I	1	0	0.15	1.00	$97.12	623 MISSION ST
5313-007-046	SFR	3	1	0.00	1.00	$78.92	919 ORANGE GROVE AVE
5313-007-047	SFR	3	1	0.00	1.00	$78.92	720 EL CENTRO ST
5313-007-049	MFR	3	2	0.00	1.60	$126.28	714 EL CENTRO ST
5313-007-050	MFR	3	2	0.00	1.60	$126.28	914 ADELAINE AVE
5313-007-052	VAC	4	0	0.06	0.25	$17.82	
5313-007-053	SFR	3	1	0.00	1.00	$78.92	912 ADELAINE AVE
5313-007-054	C/I	1	0	0.16	1.00	$97.12	701 MISSION ST
5313-007-057	C/I	1	0	0.31	1.80	$174.82	715 MISSION ST
5313-007-059	MFR	3	2	0.00	1.60	$126.28	920 ADELAINE AVE
5313-007-060	SFR	3	1	0.00	1.00	$78.92	700 EL CENTRO ST
5313-007-061	SFR	3	1	0.00	1.00	$78.92	704 EL CENTRO ST
5313-007-062	SFR	3	1	0.00	1.00	$78.92	710 EL CENTRO ST
5313-007-063	SFR	3	1	0.00	1.00	$78.92	614 EL CENTRO ST
5313-007-064	SFR	3	1	0.00	1.00	$78.92	616 EL CENTRO ST
5313-007-065	SFR	3	1	0.00	1.00	$78.92	624 EL CENTRO ST
5313-007-066	SFR	3	1	0.00	1.00	$78.92	923 ADELAINE AVE
5313-007-067	C/I	1	0	0.31	1.80	$174.33	711 MISSION ST
5313-007-068	C/I	1	0	0.81	4.72	$458.60	911 ORANGE GROVE AVE
5313-008-001	MFR	3	2	0.00	1.60	$126.28	500 EL CENTRO ST
5313-008-002	SFR	3	1	0.00	1.00	$78.92	930 INDIANA AVE
5313-008-003	SFR	3	1	0.00	1.00	$78.92	504 EL CENTRO ST
5313-008-004	SFR	3	1	0.00	1.00	$78.92	510 EL CENTRO ST
5313-008-005	SFR	3	1	0.00	1.00	$78.92	514 EL CENTRO ST
5313-008-006	SFR	3	1	0.00	1.00	$78.92	516 EL CENTRO ST
5313-008-007	SFR	3	1	0.00	1.00	$78.92	916 INDIANA AVE
5313-008-008	SFR	3	1	0.00	1.00	$78.92	514 INDIANA CT
5313-008-009	MFR	3	2	0.00	1.60	$126.28	920 INDIANA AVE
5313-008-010	SFR	3	1	0.00	1.00	$78.92	509 INDIANA CT
5313-008-011	SFR	3	1	0.00	1.00	$78.92	513 INDIANA CT
5313-008-012	SFR	3	1	0.00	1.00	$78.92	517 INDIANA CT
5313-008-013	SFR	1	1	0.00	1.00	$97.12	519 MISSION ST
5313-008-014	SFR	1	1	0.00	1.00	$97.12	515 MISSION ST
5313-008-015	C/I	1	0	0.24	1.40	$135.96	507 MISSION ST
5313-008-016	C/I	1	0	0.22	1.30	$125.77	505 MISSION ST
5313-008-017	SFR	3	1	0.00	1.00	$78.92	910 INDIANA AVE
5313-008-018	SFR	3	1	0.00	1.00	$78.92	517 PICO ALLEY
5313-008-019	SFR	3	1	0.00	1.00	$78.92	520 EL CENTRO ST
5313-008-020	SFR	3	1	0.00	1.00	$78.92	528 EL CENTRO ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5313-008-021	SFR	3	1	0.00	1.00	$78.92	925 PALM AVE
5313-008-022	SFR	3	1	0.00	1.00	$78.92	923 PALM AVE
5313-008-023	SFR	3	1	0.00	1.00	$78.92	919 PALM AVE
5313-008-024	SFR	3	1	0.00	1.00	$78.92	917 PALM AVE
5313-008-026	MFR	1	2	0.00	1.60	$155.40	521 MISSION ST
5313-008-027	C/I	1	0	0.12	1.00	$97.12	525 MISSION ST
5313-008-028	C/I	1	0	0.14	1.00	$97.12	527 MISSION ST
5313-008-030	MFR	3	2	0.00	1.60	$126.28	915 PALM AVE
5313-009-008	MFR	1	4	0.00	3.20	$310.78	347 PASADENA AVE
5313-009-009	MFR	1	4	0.00	3.20	$310.78	349 PASADENA AVE
5313-009-010	SFV	1	0	0.00	0.25	$24.29	
5313-009-011	MFR	1	2	0.00	1.60	$155.40	355 PASADENA AVE
5313-009-012	SFR	1	1	0.00	1.00	$97.12	401 MISSION ST
5313-009-013	MFR	1	2	0.00	1.60	$155.40	403 MISSION ST
5313-009-014	MFR	1	4	0.00	3.20	$310.78	409 MISSION ST
5313-009-015	MFR	1	8	0.00	6.40	$621.56	361 PASADENA AVE
5313-009-017	MFR	1	3	0.00	2.40	$233.08	413 MISSION ST
5313-009-018	MFR	1	20	0.00	16.00	$1,553.92	421 MISSION ST
5313-009-019	MFR	3	3	0.00	2.40	$189.40	915 INDIANA AVE
5313-009-020	SFR	3	1	0.00	1.00	$78.92	921 INDIANA AVE
5313-009-021	MFR	3	4	0.00	3.20	$252.54	925 INDIANA AVE
5313-009-022	MFR	3	9	0.00	7.20	$568.22	418 EL CENTRO ST
5313-009-023	MFR	3	3	0.00	2.40	$189.40	929 INDIANA AVE
5313-009-024	SFR	3	1	0.00	1.00	$78.92	410 EL CENTRO ST
5313-009-026	SFR	1	1	0.00	1.00	$97.12	341 PASADENA AVE
5313-009-027	MFR	1	2	0.00	1.60	$155.40	339 PASADENA AVE
5313-009-028	SFR	1	1	0.00	1.00	$97.12	337 PASADENA AVE
5313-009-029	MFR	3	2	0.00	1.60	$126.28	350 EL CENTRO ST
5313-009-030	MFR	3	2	0.00	1.60	$126.28	352 EL CENTRO ST
5313-009-031	MFR	3	5	0.00	4.00	$315.68	356 EL CENTRO ST
5313-009-032	MFR	1	2	0.00	1.60	$155.40	343 PASADENA AVE
5313-009-034	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 1
5313-009-035	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 2
5313-009-036	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 3
5313-009-037	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 4
5313-009-038	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST
5313-009-039	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 6
5313-009-040	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 7
5313-009-041	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 8
5313-009-042	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 9
5313-009-043	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 10
5313-009-044	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 11
5313-009-045	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 12
5313-009-046	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 13
5313-009-047	MFR	3	1	0.00	0.80	$63.14	402 EL CENTRO ST 14
5313-010-021	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 1
5313-010-022	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE
5313-010-023	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 3
5313-010-024	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 4
5313-010-025	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 5
5313-010-026	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE
5313-010-027	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 7
5313-010-028	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 8
5313-010-029	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 9
5313-010-030	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 10
5313-010-031	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 11
5313-010-032	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 12
5313-010-033	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE O13

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5313-010-034	MFR	1	1	0.00	0.80	$77.70	320 PASADENA AVE 14
5313-010-035	MFR	3	1	0.00	0.80	$63.14	1016 ARROYO DR 4
5313-010-036	MFR	3	1	0.00	0.80	$63.14	1016 ARROYO DR 3
5313-010-037	MFR	3	1	0.00	0.80	$63.14	1016 ARROYO DR 2
5313-010-038	MFR	3	1	0.00	0.80	$63.14	1016 ARROYO DR 18
5313-010-039	MFR	3	1	0.00	0.80	$63.14	1014 ARROYO DR 3
5313-010-040	MFR	3	1	0.00	0.80	$63.14	1014 ARROYO DR 1
5313-010-041	MFR	3	1	0.00	0.80	$63.14	1014 ARROYO DR
5313-010-042	MFR	3	1	0.00	0.80	$63.14	1014 ARROYO DR 2
5313-010-043	MFR	3	1	0.00	0.80	$63.14	1012 ARROYO DR 3
5313-010-044	MFR	3	1	0.00	0.80	$63.14	1012 ARROYO DR 1
5313-010-045	MFR	3	1	0.00	0.80	$63.14	1012 ARROYO DR
5313-010-046	MFR	1	1	0.00	0.80	$77.70	1012 ARROYO DR 2
5313-010-047	MFR	3	13	0.00	10.40	$820.76	1004 ARROYO DR
5313-010-048	MFR	1	8	0.00	6.40	$621.56	322 S PASADENA AVE
5313-010-049	MFR	3	3	0.00	2.40	$189.40	1000 ARROYO DR A
5313-010-050	MFR	1	6	0.00	4.80	$466.18	326 PASADENA AVE
5313-010-051	MFR	1	6	0.00	4.80	$466.18	328 PASADENA AVE
5313-010-052	MFR	1	4	0.00	3.20	$310.78	330 PASADENA AVE
5313-010-053	MFR	1	5	0.00	4.00	$388.48	332 PASADENA AVE
5313-010-054	MFR	3	8	0.00	6.40	$505.08	940 ARROYO DR
5313-010-055	MFR	3	3	0.00	2.40	$189.40	938 ARROYO DR
5313-010-056	MFR	1	5	0.00	4.00	$388.48	334 PASADENA AVE
5313-010-057	MFR	3	2	0.00	1.60	$126.28	934 ARROYO DR
5313-010-058	SFR	1	1	0.00	1.00	$97.12	336 PASADENA AVE
5313-010-059	MFR	3	5	0.00	4.00	$315.68	932 ARROYO DR 5
5313-010-060	SFR	1	1	0.00	1.00	$97.12	340 PASADENA AVE
5313-010-061	MFR	3	3	0.00	2.40	$189.40	928 ARROYO DR
5313-010-062	MFR	1	2	0.00	1.60	$155.40	342 PASADENA AVE
5313-010-063	MFR	1	7	0.00	5.60	$543.88	916 ARROYO DR
5313-010-064	MFR	1	10	0.00	8.00	$776.96	350 PASADENA AVE
5313-010-065	MFR	1	10	0.00	8.00	$776.96	390 PASADENA AVE
5313-010-068	MFR	3	1	0.00	0.80	$63.14	900 ARROYO DR 1
5313-010-069	MFR	3	1	0.00	0.80	$63.14	900 ARROYO DR 2
5313-010-070	MFR	3	1	0.00	0.80	$63.14	900 ARROYO DR 3
5313-010-071	MFR	1	1	0.00	0.80	$77.70	900 ARROYO DR 4
5313-011-001	MFR	1	13	0.00	10.40	$1,010.04	316 PASADENA AVE
5313-011-004	MFR	1	20	0.00	16.00	$1,553.92	308 PASADENA AVE
5313-011-006	SFR	3	1	0.00	1.00	$78.92	1034 ARROYO DR
5313-011-007	C/I	3	0	0.89	5.15	$406.59	1022 ARROYO DR
5313-011-008	SFR	3	1	0.00	1.00	$78.92	1020 ARROYO DR
5313-011-009	C/I	3	0	0.34	1.95	$153.58	1056 ARROYO DR
5313-011-010	C/I	3	0	0.24	1.40	$110.48	1040 ARROYO DR REAR
5313-011-011	C/I	3	0	0.13	1.00	$78.92	210 PASADENA AVE
5313-011-012	C/I	3	0	1.00	5.81	$458.60	1040 ARROYO DR
5313-011-013	C/I	1	0	0.80	4.62	$448.98	220 PASADENA AVE
5313-011-014	C/I	1	0	0.60	3.46	$335.64	230 PASADENA AVE
5313-011-016	MFR	1	1	0.00	0.80	$77.70	314 PASADENA AVE 1
5313-011-017	MFR	1	1	0.00	0.80	$77.70	314 PASADENA AVE 2
5313-011-018	MFR	1	1	0.00	0.80	$77.70	314 PASADENA AVE 3
5313-011-019	MFR	1	1	0.00	0.80	$77.70	314 PASADENA AVE 4
5313-011-020	MFR	1	1	0.00	0.80	$77.70	314 PASADENA AVE 5
5313-011-021	MFR	1	1	0.00	0.80	$77.70	314 PASADENA AVE 6
5313-011-022	MFR	1	1	0.00	0.80	$77.70	312 PASADENA AVE 7
5313-011-023	MFR	1	1	0.00	0.80	$77.70	312 PASADENA AVE 8
5313-011-024	MFR	1	1	0.00	0.80	$77.70	312 PASADENA AVE 9
5313-011-025	MFR	1	1	0.00	0.80	$77.70	312 PASADENA AVE 10
5313-011-026	MFR	1	1	0.00	0.80	$77.70	312 PASADENA AVE 11

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5313-011-027	MFR	1	1	0.00	0.80	$77.70	312 PASADENA AVE 12
5313-012-001	MFR	1	4	0.00	3.20	$310.78	331 PASADENA AVE
5313-012-002	MFR	1	2	0.00	1.60	$155.40	329 PASADENA AVE
5313-012-003	MFR	1	4	0.00	3.20	$310.78	325 PASADENA AVE
5313-012-004	MFR	1	9	0.00	7.20	$699.26	321 PASADENA AVE
5313-012-005	MFR	1	2	0.00	1.60	$155.40	317 PASADENA AVE
5313-012-006	MFR	1	2	0.00	1.60	$155.40	315 PASADENA AVE
5313-012-007	MFR	1	2	0.00	1.60	$155.40	311 PASADENA AVE
5313-012-008	MFR	1	3	0.00	2.40	$233.08	307 PASADENA AVE
5313-012-009	C/I	1	0	0.28	1.62	$157.33	301 PASADENA AVE
5313-012-010	SFR	1	1	0.00	1.00	$97.12	314 HAWTHORNE ST
5313-012-011	MFR	1	2	0.00	1.60	$155.40	320 HAWTHORNE ST
5313-012-012	SFV	3	0	0.00	0.25	$19.74	
5313-012-013	SFR	3	1	0.00	1.00	$78.92	1027 DORAN ST
5313-012-014	SFR	3	1	0.00	1.00	$78.92	1029 DORAN ST
5313-012-015	SFR	3	1	0.00	1.00	$78.92	1031 DORAN ST
5313-012-016	SFR	3	1	0.00	1.00	$78.92	322 HAWTHORNE ST
5313-012-017	SFR	3	1	0.00	1.00	$78.92	324 HAWTHORNE ST
5313-012-018	SFR	3	1	0.00	1.00	$78.92	1025 DORAN ST
5313-012-019	MFR	3	2	0.00	1.60	$126.28	332 HAWTHORNE ST
5313-012-020	MFR	3	2	0.00	1.60	$126.28	334 HAWTHORNE ST
5313-012-021	SFR	3	1	0.00	1.00	$78.92	340 HAWTHORNE ST
5313-012-022	SFR	3	1	0.00	1.00	$78.92	401 EL CENTRO ST
5313-012-023	SFR	3	1	0.00	1.00	$78.92	407 EL CENTRO ST
5313-012-024	SFR	3	1	0.00	1.00	$78.92	411 EL CENTRO ST
5313-012-025	MFR	3	2	0.00	1.60	$126.28	413 EL CENTRO ST
5313-012-026	SFR	3	1	0.00	1.00	$78.92	417 EL CENTRO ST
5313-012-027	SFR	3	1	0.00	1.00	$78.92	1003 INDIANA AVE
5313-012-028	MFR	3	2	0.00	1.60	$126.28	1013 INDIANA AVE
5313-012-029	SFR	3	1	0.00	1.00	$78.92	1017 INDIANA AVE
5313-012-030	SFR	3	1	0.00	1.00	$78.92	1023 INDIANA AVE
5313-012-031	SFR	3	1	0.00	1.00	$78.92	1025 INDIANA AVE
5313-012-032	SFR	3	1	0.00	1.00	$78.92	1029 INDIANA AVE
5313-012-033	SFR	3	1	0.00	1.00	$78.92	1033 INDIANA AVE
5313-012-034	SFR	3	1	0.00	1.00	$78.92	1037 INDIANA AVE
5313-012-035	SFR	3	1	0.00	1.00	$78.92	414 HAWTHORNE ST
5313-012-036	SFR	3	1	0.00	1.00	$78.92	408 HAWTHORNE ST
5313-012-037	SFR	3	1	0.00	1.00	$78.92	406 HAWTHORNE ST
5313-012-038	SFR	3	1	0.00	1.00	$78.92	1032 CAWSTON AVE
5313-012-039	SFR	3	1	0.00	1.00	$78.92	1030 CAWSTON AVE
5313-012-040	MFR	3	2	0.00	1.60	$126.28	1026 CAWSTON AVE
5313-012-041	SFR	3	1	0.00	1.00	$78.92	1024 CAWSTON AVE
5313-012-042	SFR	3	1	0.00	1.00	$78.92	1020 CAWSTON AVE
5313-012-043	SFR	3	1	0.00	1.00	$78.92	1018 CAWSTON AVE
5313-013-001	SFR	3	1	0.00	1.00	$78.92	529 EL CENTRO ST
5313-013-002	SFR	3	1	0.00	1.00	$78.92	1005 PALM AVE
5313-013-003	SFR	3	1	0.00	1.00	$78.92	525 EL CENTRO ST
5313-013-004	SFR	3	1	0.00	1.00	$78.92	521 EL CENTRO ST
5313-013-005	SFR	3	1	0.00	1.00	$78.92	501 EL CENTRO ST
5313-013-006	SFR	3	1	0.00	1.00	$78.92	505 EL CENTRO ST
5313-013-007	SFR	3	1	0.00	1.00	$78.92	1008 INDIANA AVE
5313-013-008	MFR	3	4	0.00	3.20	$252.54	511 EL CENTRO ST
5313-013-009	SFR	3	1	0.00	1.00	$78.92	515 EL CENTRO ST
5313-013-010	SFR	3	1	0.00	1.00	$78.92	517 EL CENTRO ST
5313-013-011	MFR	3	2	0.00	1.60	$126.28	1012 INDIANA AVE
5313-013-012	SFR	3	1	0.00	1.00	$78.92	1016 INDIANA AVE
5313-013-013	SFR	3	1	0.00	1.00	$78.92	1020 INDIANA AVE
5313-013-014	SFR	3	1	0.00	1.00	$78.92	1024 INDIANA AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5313-013-015	SFR	3	1	0.00	1.00	$78.92	1026 INDIANA AVE
5313-013-016	SFR	3	1	0.00	1.00	$78.92	1030 INDIANA AVE
5313-013-017	SFR	3	1	0.00	1.00	$78.92	1034 INDIANA AVE
5313-013-018	MFR	3	2	0.00	1.60	$126.28	1038 INDIANA AVE
5313-013-019	SFR	3	1	0.00	1.00	$78.92	514 HAWTHORNE ST
5313-013-020	SFR	3	1	0.00	1.00	$78.92	516 HAWTHORNE ST
5313-013-021	SFV	3	0	0.00	0.25	$19.74	517 PALM CT
5313-013-022	SFR	3	1	0.00	1.00	$78.92	515 PALM CT
5313-013-023	SFR	3	1	0.00	1.00	$78.92	520 HAWTHORNE ST
5313-013-024	SFR	3	1	0.00	1.00	$78.92	1037 PALM AVE
5313-013-025	SFR	3	1	0.00	1.00	$78.92	1033 PALM AVE
5313-013-026	SFR	3	1	0.00	1.00	$78.92	1029 PALM AVE
5313-013-027	MFR	3	12	0.00	9.60	$757.64	1023 PALM AVE
5313-013-028	SFR	3	1	0.00	1.00	$78.92	1017 PALM AVE
5313-013-029	SFR	3	1	0.00	1.00	$78.92	1013 PALM AVE
5313-014-001	SFR	3	1	0.00	1.00	$78.92	1030 PALM AVE
5313-014-002	SFR	3	1	0.00	1.00	$78.92	1032 PALM AVE
5313-014-003	SFR	3	1	0.00	1.00	$78.92	1034 PALM AVE
5313-014-004	SFR	3	1	0.00	1.00	$78.92	1036 PALM AVE
5313-014-005	SFR	3	1	0.00	1.00	$78.92	618 HAWTHORNE ST
5313-014-006	SFR	3	1	0.00	1.00	$78.92	1035 ADELAINE AVE
5313-014-007	SFR	3	1	0.00	1.00	$78.92	1037 ADELAINE AVE
5313-014-008	SFR	3	1	0.00	1.00	$78.92	1039 ADELAINE AVE
5313-014-009	SFR	3	1	0.00	1.00	$78.92	1043 ADELAINE AVE
5313-014-010	MFR	3	3	0.00	2.40	$189.40	1031 ADELAINE AVE
5313-014-011	SFR	3	1	0.00	1.00	$78.92	1020 PALM AVE
5313-014-012	SFR	3	1	0.00	1.00	$78.92	1023 ADELAINE AVE
5313-014-013	SFR	3	1	0.00	1.00	$78.92	1016 PALM AVE
5313-014-014	SFR	3	1	0.00	1.00	$78.92	1021 ADELAINE AVE
5313-014-015	MFR	3	2	0.00	1.60	$126.28	1014 PALM AVE
5313-014-016	SFR	3	1	0.00	1.00	$78.92	1019 ADELAINE AVE
5313-014-017	SFR	3	1	0.00	1.00	$78.92	1002 PALM AVE
5313-014-018	SFR	3	1	0.00	1.00	$78.92	601 EL CENTRO ST
5313-014-019	SFR	3	1	0.00	1.00	$78.92	609 EL CENTRO ST
5313-014-020	SFR	3	1	0.00	1.00	$78.92	615 EL CENTRO ST
5313-014-021	SFR	3	1	0.00	1.00	$78.92	619 EL CENTRO ST
5313-014-022	SFR	3	1	0.00	1.00	$78.92	1015 ADELAINE AVE
5313-014-023	SFR	3	1	0.00	1.00	$78.92	623 EL CENTRO ST
5313-015-001	SFR	3	1	0.00	1.00	$78.92	1051 ORANGE GROVE AVE
5313-015-002	SFR	3	1	0.00	1.00	$78.92	718 HAWTHORNE ST
5313-015-003	SFR	3	1	0.00	1.00	$78.92	1049 ORANGE GROVE AVE
5313-015-004	SFR	3	1	0.00	1.00	$78.92	1047 ORANGE GROVE AVE
5313-015-030	MFR	3	3	0.00	2.40	$189.40	712 HAWTHORNE ST
5313-015-006	SFR	3	1	0.00	1.00	$78.92	710 HAWTHORNE ST
5313-015-007	SFR	3	1	0.00	1.00	$78.92	1043 ORANGE GROVE AVE
5313-015-009	SFR	3	1	0.00	1.00	$78.92	1030 ADELAINE AVE
5313-015-010	SFR	3	1	0.00	1.00	$78.92	1035 ORANGE GROVE AVE
5313-015-011	MFR	3	2	0.00	1.60	$126.28	1026 ADELAINE AVE
5313-015-012	SFR	3	1	0.00	1.00	$78.92	1031 ORANGE GROVE AVE
5313-015-013	SFR	3	1	0.00	1.00	$78.92	1020 ADELAINE AVE
5313-015-014	SFR	3	1	0.00	1.00	$78.92	1029 ORANGE GROVE AVE
5313-015-015	SFR	3	1	0.00	1.00	$78.92	1018 ADELAINE AVE
5313-015-016	MFR	3	2	0.00	1.60	$126.28	1025 ORANGE GROVE AVE
5313-015-017	SFR	3	1	0.00	1.00	$78.92	1014 ADELAINE AVE
5313-015-018	SFR	3	1	0.00	1.00	$78.92	1010 ADELAINE AVE
5313-015-019	SFR	3	1	0.00	1.00	$78.92	701 EL CENTRO ST
5313-015-020	MFR	3	2	0.00	1.60	$126.28	705 EL CENTRO ST
5313-015-021	SFR	3	1	0.00	1.00	$78.92	711 EL CENTRO ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5313-015-022	MFR	3	2	0.00	1.60	$126.28	713 EL CENTRO ST
5313-015-023	SFR	3	1	0.00	1.00	$78.92	725 EL CENTRO ST
5313-015-024	SFR	3	1	0.00	1.00	$78.92	1015 ORANGE GROVE AVE
5313-015-025	SFR	3	1	0.00	1.00	$78.92	721 EL CENTRO ST
5313-015-026	SFR	3	1	0.00	1.00	$78.92	715 EL CENTRO ST
5313-015-027	SFR	3	1	0.00	1.00	$78.92	1023 ORANGE GROVE AVE
5313-015-028	SFR	3	1	0.00	1.00	$78.92	1036 ADELAINE AVE
5313-015-029	SFR	3	1	0.00	1.00	$78.92	1040 ADELAINE AVE
5313-016-004	SFR	3	1	0.00	1.00	$78.92	1107 ORANGE GROVE AVE
5313-016-005	MFR	1	2	0.00	1.60	$155.40	788 MONTEREY RD
5313-016-006	SFR	1	1	0.00	1.00	$97.12	782 MONTEREY RD
5313-016-007	SFR	1	1	0.00	1.00	$97.12	780 MONTEREY RD
5313-016-008	SFR	1	1	0.00	1.00	$97.12	774 MONTEREY RD
5313-016-009	SFR	1	1	0.00	1.00	$97.12	766 MONTEREY RD
5313-016-010	SFR	1	1	0.00	1.00	$97.12	664 MONTEREY RD
5313-016-011	SFR	1	1	0.00	1.00	$97.12	660 MONTEREY RD
5313-016-012	SFR	1	1	0.00	1.00	$97.12	654 MONTEREY RD
5313-016-014	SFR	1	1	0.00	1.00	$97.12	650 MONTEREY RD
5313-016-015	SFR	1	1	0.00	1.00	$97.12	644 MONTEREY RD
5313-016-016	SFR	1	1	0.00	1.00	$97.12	640 MONTEREY RD
5313-016-017	SFR	1	1	0.00	1.00	$97.12	534 MONTEREY RD
5313-016-018	SFR	1	1	0.00	1.00	$97.12	528 MONTEREY RD
5313-016-019	SFR	1	1	0.00	1.00	$97.12	520 MONTEREY RD
5313-016-020	SFR	1	1	0.00	1.00	$97.12	516 MONTEREY RD
5313-016-021	SFR	1	1	0.00	1.00	$97.12	512 MONTEREY RD
5313-016-022	SFR	1	1	0.00	1.00	$97.12	506 MONTEREY RD
5313-016-023	SFR	1	1	0.00	1.00	$97.12	500 MONTEREY RD
5313-016-024	SFR	3	1	0.00	1.00	$78.92	1102 INDIANA AVE
5313-017-009	SFR	4	1	0.00	1.00	$71.26	319 HAWTHORNE ST
5313-017-010	MFR	1	19	0.00	15.20	$1,476.22	334 MONTEREY RD
5313-017-011	MFR	1	6	0.00	4.80	$466.18	344 MONTEREY RD
5313-017-013	MFR	1	2	0.00	1.60	$155.40	331 HAWTHORNE ST
5313-017-014	SFR	1	1	0.00	1.00	$97.12	333 HAWTHORNE ST
5313-017-017	MFR	1	7	0.00	5.60	$543.88	341 HAWTHORNE ST
5313-017-019	SFR	1	1	0.00	1.00	$97.12	345 HAWTHORNE ST
5313-017-020	MFR	1	4	0.00	3.20	$310.78	368 MONTEREY RD
5313-017-021	SFV	1	0	0.00	0.25	$24.29	
5313-017-022	MFR	1	16	0.00	12.80	$1,243.14	372 MONTEREY RD 1
5313-017-023	MFR	1	14	0.00	11.20	$1,087.74	372 MONTEREY RD 17
5313-017-024	MFR	1	15	0.00	12.00	$1,165.44	400 MONTEREY RD
5313-017-025	MFR	1	15	0.00	12.00	$1,165.44	406 MONTEREY RD
5313-017-026	SFR	1	1	0.00	1.00	$97.12	1105 INDIANA AVE
5313-017-027	SFR	1	1	0.00	1.00	$97.12	412 MONTEREY RD
5313-017-028	SFR	1	1	0.00	1.00	$97.12	424 MONTEREY RD
5313-017-031	MFR	1	1	0.00	0.80	$77.70	354 MONTEREY RD A
5313-017-032	MFR	1	1	0.00	0.80	$77.70	354 MONTEREY RD B
5313-017-033	MFR	1	1	0.00	0.80	$77.70	354 MONTEREY RD C
5313-017-034	MFR	1	1	0.00	0.80	$77.70	354 MONTEREY RD D
5313-017-035	MFR	1	1	0.00	0.80	$77.70	354 MONTEREY RD E
5313-017-036	MFR	1	1	0.00	0.80	$77.70	354 MONTEREY RD F
5313-017-037	MFR	1	1	0.00	0.80	$77.70	354 MONTEREY RD G
5313-017-038	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 7
5313-017-039	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD
5313-017-040	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 9
5313-017-041	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 10
5313-017-042	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 11
5313-017-043	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 12
5313-017-044	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 6

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5313-017-045	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 5
5313-017-046	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 4
5313-017-047	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 3
5313-017-048	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 2
5313-017-049	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 1
5313-017-050	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 19
5313-017-051	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 20
5313-017-052	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 21
5313-017-053	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 22
5313-017-054	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 23
5313-017-055	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 24
5313-017-056	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 18
5313-017-057	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 17
5313-017-058	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 16
5313-017-059	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 15
5313-017-060	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 14
5313-017-061	MFR	1	1	0.00	0.80	$77.70	314 MONTEREY RD 13
5313-017-063	MFR	1	1	0.00	0.80	$77.70	358 MONTEREY RD
5313-017-064	MFR	1	1	0.00	0.80	$77.70	360 MONTEREY RD 2
5313-017-065	MFR	1	1	0.00	0.80	$77.70	362 MONTEREY RD 3
5313-017-066	MFR	1	1	0.00	0.80	$77.70	364 MONTEREY RD 4
5313-017-067	MFR	1	2	0.00	1.60	$155.40	337 HAWTHORNE ST
5314-003-014	SFR	2	1	0.00	1.00	$104.09	500 MARTOS DR
5314-003-015	SFR	2	1	0.00	1.00	$104.09	510 MARTOS DR
5314-003-016	SFR	2	1	0.00	1.00	$104.09	520 MARTOS DR
5314-003-019	SFR	2	1	0.00	1.00	$104.09	531 MARTOS DR
5314-003-020	SFR	2	1	0.00	1.00	$104.09	521 MARTOS DR
5314-003-021	SFR	2	1	0.00	1.00	$104.09	511 MARTOS DR
5314-003-022	SFR	2	1	0.00	1.00	$104.09	501 MARTOS DR
5314-003-023	SFR	2	1	0.00	1.00	$104.09	1236 INDIANA AVE
5314-003-024	SFR	2	1	0.00	1.00	$104.09	530 MARTOS DR
5314-003-025	SFR	2	1	0.00	1.00	$104.09	541 MARTOS DR
5314-003-028	SFR	2	1	0.00	1.00	$104.09	1201 ORANGE GROVE AVE
5314-003-029	SFR	2	1	0.00	1.00	$104.09	1205 ORANGE GROVE AVE
5314-003-030	SFR	2	1	0.00	1.00	$104.09	1209 ORANGE GROVE AVE
5314-003-031	SFR	2	1	0.00	1.00	$104.09	1213 ORANGE GROVE AVE
5314-003-032	SFR	2	1	0.00	1.00	$104.09	1217 ORANGE GROVE AVE
5314-003-033	SFR	2	1	0.00	1.00	$104.09	1221 ORANGE GROVE AVE
5314-003-034	SFR	2	1	0.00	1.00	$104.09	1225 ORANGE GROVE AVE
5314-003-035	SFR	2	1	0.00	1.00	$104.09	1229 ORANGE GROVE AVE
5314-003-036	SFR	2	1	0.00	1.00	$104.09	1233 ORANGE GROVE AVE
5314-003-039	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 1
5314-003-040	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 2
5314-003-041	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 3
5314-003-042	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 4
5314-003-043	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 5
5314-003-044	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 6
5314-003-045	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 7
5314-003-046	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 8
5314-003-047	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 9
5314-003-048	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 10
5314-003-049	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 11
5314-003-050	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 12
5314-003-051	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 13
5314-003-052	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 14
5314-003-053	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 15
5314-003-054	MFR	1	1	0.00	0.80	$77.70	1200 INDIANA AVE 16
5314-003-055	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 17

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5314-003-056	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 16
5314-003-057	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 15
5314-003-058	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 14
5314-003-059	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 13
5314-003-060	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 12
5314-003-061	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 11
5314-003-062	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 10
5314-003-063	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 9
5314-003-064	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 8
5314-003-065	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 7
5314-003-066	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 6
5314-003-067	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 5
5314-003-068	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 4
5314-003-069	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 3
5314-003-070	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE
5314-003-071	MFR	1	1	0.00	0.80	$77.70	1202 INDIANA AVE 1
5314-003-072	MFR	1	1	0.00	0.80	$77.70	1204 INDIANA AVE
5314-003-073	MFR	1	1	0.00	0.80	$77.70	1204 INDIANA AVE 2
5314-003-074	MFR	1	1	0.00	0.80	$77.70	1204 INDIANA AVE 3
5314-003-075	MFR	1	1	0.00	0.80	$77.70	1204 INDIANA AVE 4
5314-003-076	MFR	1	1	0.00	0.80	$77.70	1204 INDIANA AVE 5
5314-003-077	MFR	1	1	0.00	0.80	$77.70	1204 INDIANA AVE 6
5314-003-078	MFR	1	1	0.00	0.80	$77.70	1204 INDIANA AVE 7
5314-003-079	MFR	1	1	0.00	0.80	$77.70	1204 INDIANA AVE 8
5314-003-080	MFR	1	1	0.00	0.80	$77.70	1204 INDIANA AVE
5314-003-081	MFR	1	1	0.00	0.80	$77.70	1204 INDIANA AVE 10
5314-003-083	C/I	2	0	6.65	14.01	$1,457.99	699 MONTEREY RD
5314-003-084	SFR	2	1	0.00	1.00	$104.09	1241 ORANGE GROVE AVE
5314-004-001	SFR	2	1	0.00	1.00	$104.09	1240 INDIANA AVE
5314-004-002	SFR	2	1	0.00	1.00	$104.09	1300 INDIANA AVE
5314-004-003	SFR	2	1	0.00	1.00	$104.09	1319 GATES PL
5314-004-004	SFR	2	1	0.00	1.00	$104.09	1317 GATES PL
5314-004-005	SFR	2	1	0.00	1.00	$104.09	1313 GATES PL
5314-004-006	SFR	2	1	0.00	1.00	$104.09	1309 GATES PL
5314-004-007	SFR	2	1	0.00	1.00	$104.09	1303 GATES PL
5314-004-008	SFR	2	1	0.00	1.00	$104.09	1300 GATES PL
5314-004-009	SFR	2	1	0.00	1.00	$104.09	1304 GATES PL
5314-004-010	SFR	2	1	0.00	1.00	$104.09	1310 GATES PL
5314-004-011	SFR	2	1	0.00	1.00	$104.09	1312 GATES PL
5314-004-012	SFR	2	1	0.00	1.00	$104.09	1316 GATES PL
5314-004-013	SFR	2	1	0.00	1.00	$104.09	1320 GATES PL
5314-004-016	SFR	4	1	0.00	1.00	$71.26	600 ALTA VISTA CIR
5314-004-017	SFR	4	1	0.00	1.00	$71.26	604 ALTA VISTA CIR
5314-004-021	SFR	4	1	0.00	1.00	$71.26	609 ALTA VISTA CIR
5314-004-022	SFR	4	1	0.00	1.00	$71.26	629 ALTA VISTA CIR
5314-004-027	SFR	2	1	0.00	1.00	$104.09	1324 GATES PL
5314-004-028	SFR	4	1	0.00	1.00	$71.26	620 ALTA VISTA CIR
5314-004-029	SFR	4	1	0.00	1.00	$71.26	626 ALTA VISTA CIR
5314-004-030	SFR	4	1	0.00	1.00	$71.26	632 ALTA VISTA CIR
5314-004-031	SFR	4	1	0.00	1.00	$71.26	636 ALTA VISTA CIR
5314-005-011	SFR	4	1	0.00	1.00	$71.26	605 INDIANA PL
5314-005-012	SFR	4	1	0.00	1.00	$71.26	1540 INDIANA AVE
5314-005-013	SFR	4	1	0.00	1.00	$71.26	600 INDIANA TER
5314-005-014	SFR	4	1	0.00	1.00	$71.26	604 INDIANA TER
5314-005-015	SFR	4	1	0.00	1.00	$71.26	608 INDIANA TER
5314-005-016	SFR	4	1	0.00	1.00	$71.26	612 INDIANA TER
5314-005-017	SFV	4	0	0.00	0.25	$17.82	
5314-005-021	SFV	4	0	0.00	0.25	$17.82	619 INDIANA TER

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5314-005-022	SFR	4	1	0.00	1.00	$71.26	617 INDIANA TER
5314-005-023	SFR	4	1	0.00	1.00	$71.26	611 INDIANA TER
5314-005-024	SFR	4	1	0.00	1.00	$71.26	607 INDIANA TER
5314-005-025	SFR	4	1	0.00	1.00	$71.26	603 INDIANA TER
5314-005-026	SFR	4	1	0.00	1.00	$71.26	1552 INDIANA AVE
5314-005-027	SFR	4	1	0.00	1.00	$71.26	1556 INDIANA AVE
5314-005-028	SFR	4	1	0.00	1.00	$71.26	1560 INDIANA AVE
5314-005-029	SFR	4	1	0.00	1.00	$71.26	1564 INDIANA AVE
5314-005-030	SFR	4	1	0.00	1.00	$71.26	1566 INDIANA AVE
5314-005-035	SFR	4	1	0.00	1.00	$71.26	620 INDIANA TER
5314-005-037	SFR	4	1	0.00	1.00	$71.26	1574 INDIANA AVE
5314-005-044	SFR	4	1	0.00	1.00	$71.26	615 ALTA VISTA CIR
5314-005-045	SFV	4	0	0.00	0.25	$17.82	
5314-005-046	SFR	4	1	0.00	1.00	$71.26	618 INDIANA PL
5314-005-047	SFR	4	1	0.00	1.00	$71.26	621 INDIANA PL
5314-005-048	SFR	4	1	0.00	1.00	$71.26	619 INDIANA PL
5314-005-049	SFR	4	1	0.00	1.00	$71.26	615 INDIANA PL
5314-005-052	SFR	4	1	0.00	1.00	$71.26	611 INDIANA PL
5314-005-053	SFR	4	1	0.00	1.00	$71.26	623 INDIANA TER
5314-005-054	SFR	4	1	0.00	1.00	$71.26	621 INDIANA TER
5314-006-001	SFR	4	1	0.00	1.00	$71.26	606 INDIANA PL
5314-006-002	SFR	4	1	0.00	1.00	$71.26	610 INDIANA PL
5314-006-003	SFR	4	1	0.00	1.00	$71.26	614 INDIANA PL
5314-006-004	SFR	4	1	0.00	1.00	$71.26	616 INDIANA PL
5314-006-005	SFV	4	0	0.00	0.25	$17.82	
5314-006-006	SFR	4	1	0.00	1.00	$71.26	561 ALTA VISTA AVE
5314-006-009	SFR	4	1	0.00	1.00	$71.26	551 ALTA VISTA AVE
5314-006-010	SFR	4	1	0.00	1.00	$71.26	547 ALTA VISTA AVE
5314-006-018	SFR	4	1	0.00	1.00	$71.26	511 ALTA VISTA AVE
5314-006-019	SFR	4	1	0.00	1.00	$71.26	509 ALTA VISTA AVE
5314-006-020	SFV	4	0	0.00	0.25	$17.82	
5314-006-021	SFR	4	1	0.00	1.00	$71.26	1506 INDIANA AVE
5314-006-022	SFR	4	1	0.00	1.00	$71.26	1510 INDIANA AVE
5314-006-023	SFR	4	1	0.00	1.00	$71.26	1512 INDIANA AVE
5314-006-024	SFR	4	1	0.00	1.00	$71.26	1516 INDIANA AVE
5314-006-028	SFR	4	1	0.00	1.00	$71.26	1532 INDIANA AVE
5314-006-029	SFR	4	1	0.00	1.00	$71.26	602 INDIANA PL
5314-006-030	SFR	4	1	0.00	1.00	$71.26	555 ALTA VISTA AVE
5314-006-033	SFR	4	1	0.00	1.00	$71.26	525 ALTA VISTA AVE
5314-006-034	SFR	4	1	0.00	1.00	$71.26	519 ALTA VISTA AVE
5314-006-036	SFR	4	1	0.00	1.00	$71.26	1520 INDIANA AVE
5314-006-037	SFR	4	1	0.00	1.00	$71.26	1530 INDIANA AVE
5314-006-038	SFR	4	1	0.00	1.00	$71.26	535 ALTA VISTA AVE
5314-006-039	SFR	4	1	0.00	1.00	$71.26	517 ALTA VISTA AVE
5314-007-001	SFR	2	1	0.00	1.00	$104.09	1330 GATES PL
5314-007-005	SFR	2	1	0.00	1.00	$104.09	1316 INDIANA AVE
5314-007-006	SFR	2	1	0.00	1.00	$104.09	1320 INDIANA AVE
5314-007-007	SFR	2	1	0.00	1.00	$104.09	1324 INDIANA AVE
5314-007-008	SFR	2	1	0.00	1.00	$104.09	1330 INDIANA AVE
5314-007-009	SFR	2	1	0.00	1.00	$104.09	1332 INDIANA AVE
5314-007-010	SFR	2	1	0.00	1.00	$104.09	1336 INDIANA AVE
5314-007-011	SFR	2	1	0.00	1.00	$104.09	1344 INDIANA AVE
5314-007-012	SFR	2	1	0.00	1.00	$104.09	1350 INDIANA AVE
5314-007-013	SFR	2	1	0.00	1.00	$104.09	500 ALTA VISTA AVE
5314-007-014	SFR	4	1	0.00	1.00	$71.26	510 ALTA VISTA AVE
5314-007-015	SFR	4	1	0.00	1.00	$71.26	516 ALTA VISTA AVE
5314-007-016	SFR	4	1	0.00	1.00	$71.26	520 ALTA VISTA AVE
5314-007-017	SFV	4	0	0.00	0.25	$17.82	

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5314-007-024	SFR	4	1	0.00	1.00	$71.26	550 ALTA VISTA AVE
5314-007-025	SFR	4	1	0.00	1.00	$71.26	556 ALTA VISTA AVE
5314-007-026	SFR	2	1	0.00	1.00	$104.09	1340 INDIANA AVE
5314-007-027	SFR	4	1	0.00	1.00	$71.26	546 ALTA VISTA AVE
5314-007-028	SFR	4	1	0.00	1.00	$71.26	540 ALTA VISTA AVE
5314-007-029	SFR	4	1	0.00	1.00	$71.26	534 ALTA VISTA AVE
5314-007-030	SFR	2	1	0.00	1.00	$104.09	1334 GATES PL
5314-007-031	SFR	2	1	0.00	1.00	$104.09	1338 GATES PL
5314-008-001	SFR	4	1	0.00	1.00	$71.26	1316 MOUNTAIN VIEW AVE
5314-008-002	SFV	4	0	0.00	0.25	$17.82	
5314-008-005	SFR	4	1	0.00	1.00	$71.26	1340 MOUNTAIN VIEW AVE
5314-008-006	SFR	2	1	0.00	1.00	$104.09	422 ALTA VISTA AVE
5314-008-013	SFR	2	1	0.00	1.00	$104.09	1331 INDIANA AVE
5314-008-014	SFV	2	0	0.00	0.25	$26.03	
5314-008-018	SFR	2	1	0.00	1.00	$104.09	1351 INDIANA AVE
5314-008-019	SFR	2	1	0.00	1.00	$104.09	1399 INDIANA AVE
5314-008-020	SFR	2	1	0.00	1.00	$104.09	1345 INDIANA AVE
5314-008-021	SFR	2	1	0.00	1.00	$104.09	1335 INDIANA AVE
5314-008-022	SFR	4	1	0.00	1.00	$71.26	1324 MOUNTAIN VIEW AVE
5314-008-024	SFR	4	1	0.00	1.00	$71.26	1330 MOUNTAIN VIEW AVE
5314-010-003	SFR	4	1	0.00	1.00	$71.26	350 ALTA VISTA AVE
5314-010-004	SFR	4	1	0.00	1.00	$71.26	1301 MOUNTAIN VIEW AVE
5314-010-005	SFV	4	0	0.00	0.25	$17.82	
5314-010-012	SFR	4	1	0.00	1.00	$71.26	1327 MOUNTAIN VIEW AVE
5314-010-013	SFR	4	1	0.00	1.00	$71.26	1319 MOUNTAIN VIEW AVE
5314-010-015	SFR	4	1	0.00	1.00	$71.26	1313 MOUNTAIN VIEW AVE
5314-010-017	SFR	4	1	0.00	1.00	$71.26	1325 MOUNTAIN VIEW AVE
5314-010-019	SFR	4	1	0.00	1.00	$71.26	400 ALTA VISTA AVE
5314-010-020	SFR	4	1	0.00	1.00	$71.26	370 ALTA VISTA AVE
5314-010-021	SFR	4	1	0.00	1.00	$71.26	360 ALTA VISTA AVE
5314-010-022	SFR	4	1	0.00	1.00	$71.26	1327 MOUNTAIN VIEW AVE
5314-010-023	SFR	4	1	0.00	1.00	$71.26	1333 MOUNTAIN VIEW AVE
5314-010-024	SFV	4	0	0.00	0.25	$17.82	
5314-010-025	SFR	2	1	0.00	1.00	$104.09	1323 INDIANA AVE
5314-010-026	SFR	2	1	0.00	1.00	$104.09	1315 INDIANA AVE
5314-010-027	SFR	2	1	0.00	1.00	$104.09	1311 INDIANA AVE
5314-010-028	SFR	2	1	0.00	1.00	$104.09	1307 INDIANA AVE
5314-010-029	SFR	2	1	0.00	1.00	$104.09	1301 INDIANA AVE
5314-010-030	SFR	1	1	0.00	1.00	$97.12	499 MONTEREY RD
5314-010-033	SFR	2	1	0.00	1.00	$104.09	1237 INDIANA AVE
5314-010-034	SFR	2	1	0.00	1.00	$104.09	1241 INDIANA AVE
5314-010-035	SFR	1	1	0.00	1.00	$97.12	405 MONTEREY RD
5314-010-036	SFR	1	1	0.00	1.00	$97.12	381 MONTEREY RD
5314-010-037	SFR	1	1	0.00	1.00	$97.12	375 MONTEREY RD
5314-010-040	SFR	4	1	0.00	1.00	$71.26	344 ALTA VISTA AVE
5314-010-041	SFR	4	1	0.00	1.00	$71.26	346 ALTA VISTA AVE
5314-010-043	SFR	4	1	0.00	1.00	$71.26	1310 MOUNTAIN VIEW AVE
5314-010-044	SFR	4	1	0.00	1.00	$71.26	1304 MOUNTAIN VIEW AVE
5314-010-045	SFR	4	1	0.00	1.00	$71.26	1306 MOUNTAIN VIEW AVE
5314-010-046	SFR	4	1	0.00	1.00	$71.26	1308 MOUNTAIN VIEW AVE
5314-010-047	MFR	1	1	0.00	0.80	$77.70	351 MONTEREY RD
5314-010-048	MFR	1	1	0.00	0.80	$77.70	353 MONTEREY RD
5314-010-049	MFR	1	1	0.00	0.80	$77.70	355 MONTEREY RD
5314-010-050	MFR	1	1	0.00	0.80	$77.70	357 MONTEREY RD
5314-010-051	MFR	1	1	0.00	0.80	$77.70	359 MONTEREY RD
5314-010-052	MFR	1	1	0.00	0.80	$77.70	361 MONTEREY RD
5314-010-053	MFR	1	1	0.00	0.80	$77.70	363 MONTEREY RD
5314-010-054	MFR	1	1	0.00	0.80	$77.70	365 MONTEREY RD

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5314-010-055	MFR	1	1	0.00	0.80	$77.70	367 MONTEREY RD
5314-010-056	MFR	1	1	0.00	0.80	$77.70	369 MONTEREY RD
5314-010-057	MFR	1	1	0.00	0.80	$77.70	371 MONTEREY RD
5314-010-058	MFR	1	1	0.00	0.80	$77.70	373 MONTEREY RD
5314-010-061	SFR	2	1	0.00	1.00	$104.09	1209 INDIANA AVE
5314-010-062	SFR	2	1	0.00	1.00	$104.09	1215 INDIANA AVE
5314-012-010	SFR	2	1	0.00	1.00	$104.09	1236 ORANGE GROVE AVE
5314-012-011	SFR	2	1	0.00	1.00	$104.09	1232 ORANGE GROVE AVE
5314-012-012	SFR	2	1	0.00	1.00	$104.09	1228 ORANGE GROVE AVE
5314-012-013	SFR	2	1	0.00	1.00	$104.09	1224 ORANGE GROVE AVE
5314-012-014	SFR	2	1	0.00	1.00	$104.09	1220 ORANGE GROVE AVE
5314-012-015	SFR	2	1	0.00	1.00	$104.09	1216 ORANGE GROVE AVE
5314-012-016	SFR	2	1	0.00	1.00	$104.09	1212 ORANGE GROVE AVE
5314-012-017	SFR	2	1	0.00	1.00	$104.09	1208 ORANGE GROVE AVE
5314-012-018	SFR	2	1	0.00	1.00	$104.09	1204 ORANGE GROVE AVE
5314-012-019	SFR	2	1	0.00	1.00	$104.09	1200 ORANGE GROVE AVE
5314-013-008	SFR	2	1	0.00	1.00	$104.09	1244 VIA DEL REY
5314-013-009	SFR	2	1	0.00	1.00	$104.09	1238 VIA DEL REY
5314-013-010	SFR	2	1	0.00	1.00	$104.09	1232 VIA DEL REY
5314-013-011	SFR	2	1	0.00	1.00	$104.09	1226 VIA DEL REY
5314-013-012	SFR	2	1	0.00	1.00	$104.09	1220 VIA DEL REY
5314-013-013	SFR	2	1	0.00	1.00	$104.09	1214 VIA DEL REY
5314-013-014	SFR	2	1	0.00	1.00	$104.09	1206 VIA DEL REY
5314-014-006	SFR	2	1	0.00	1.00	$104.09	1207 VIA DEL REY
5314-014-007	SFR	2	1	0.00	1.00	$104.09	1213 VIA DEL REY
5314-014-008	SFR	2	1	0.00	1.00	$104.09	1219 VIA DEL REY
5314-014-009	SFR	2	1	0.00	1.00	$104.09	1225 VIA DEL REY
5314-014-010	SFR	2	1	0.00	1.00	$104.09	1231 VIA DEL REY
5314-014-011	SFR	2	1	0.00	1.00	$104.09	1243 VIA DEL REY
5314-014-012	SFR	2	1	0.00	1.00	$104.09	1255 VIA DEL REY
5314-014-013	SFR	2	1	0.00	1.00	$104.09	1242 ORANGE GROVE AVE
5314-016-015	SFR	3	1	0.00	1.00	$78.92	830 ROLLIN ST
5314-016-016	SFR	3	1	0.00	1.00	$78.92	1501 MERIDIAN AVE
5314-016-017	SFR	3	1	0.00	1.00	$78.92	1505 MERIDIAN AVE
5314-016-018	SFR	3	1	0.00	1.00	$78.92	1509 MERIDIAN AVE
5314-016-019	SFR	3	1	0.00	1.00	$78.92	1513 MERIDIAN AVE
5314-016-020	SFR	3	1	0.00	1.00	$78.92	1517 MERIDIAN AVE
5314-016-021	SFR	3	1	0.00	1.00	$78.92	1521 MERIDIAN AVE
5314-016-022	SFR	3	1	0.00	1.00	$78.92	810 ROLLIN ST
5314-016-023	SFR	3	1	0.00	1.00	$78.92	818 ROLLIN ST
5314-016-024	SFR	3	1	0.00	1.00	$78.92	822 ROLLIN ST
5314-016-025	SFR	3	1	0.00	1.00	$78.92	826 ROLLIN ST
5314-016-031	SFR	3	1	0.00	1.00	$78.92	1689 MERIDIAN AVE
5314-016-033	SFR	3	1	0.00	1.00	$78.92	999 BRAEWOOD CT
5314-016-034	SFR	3	1	0.00	1.00	$78.92	989 BRAEWOOD CT
5314-016-035	SFR	3	1	0.00	1.00	$78.92	969 BRAEWOOD CT
5314-016-036	SFR	3	1	0.00	1.00	$78.92	963 BRAEWOOD CT
5314-016-038	SFR	4	1	0.00	1.00	$71.26	933 BRAEWOOD CT
5314-016-041	SFR	4	1	0.00	1.00	$71.26	869 BRAEWOOD CT
5314-016-042	SFR	4	1	0.00	1.00	$71.26	839 BRAEWOOD CT
5314-016-047	SFR	4	1	0.00	1.00	$71.26	813 BRAEWOOD CT
5314-016-048	SFR	4	1	0.00	1.00	$71.26	808 BRAEWOOD CT
5314-016-049	SFR	4	1	0.00	1.00	$71.26	838 BRAEWOOD CT
5314-016-050	SFV	4	0	0.00	0.25	$17.82	
5314-016-057	SFR	4	1	0.00	1.00	$71.26	928 BRAEWOOD CT
5314-016-058	SFR	4	1	0.00	1.00	$71.26	968 BRAEWOOD CT
5314-016-059	SFR	3	1	0.00	1.00	$78.92	1589 MERIDIAN AVE
5314-016-060	SFR	3	1	0.00	1.00	$78.92	1569 MERIDIAN AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5314-016-061	SFR	3	1	0.00	1.00	$78.92	1539 MERIDIAN AVE
5314-016-064	SFV	4	0	0.00	0.25	$17.82	890 FLORES DE ORO
5314-016-069	SFR	3	1	0.00	1.00	$78.92	1683 MERIDIAN AVE
5314-016-070	SFR	3	1	0.00	1.00	$78.92	939 BRAEWOOD CT
5314-016-071	SFR	3	1	0.00	1.00	$78.92	923 BRAEWOOD CT
5314-016-072	SFR	3	1	0.00	1.00	$78.92	889 BRAEWOOD CT
5314-016-073	SFR	3	1	0.00	1.00	$78.92	868 BRAEWOOD CT
5314-016-074	SFR	3	1	0.00	1.00	$78.92	888 BRAEWOOD CT
5314-016-075	SFR	4	1	0.00	1.00	$71.26	918 BRAEWOOD CT
5314-016-076	SFR	4	1	0.00	1.00	$71.26	829 BRAEWOOD CT
5314-016-077	SFV	4	0	0.00	0.25	$17.82	833 BRAEWOOD CT
5314-017-001	SFR	3	1	0.00	1.00	$78.92	857 BANK ST
5314-017-002	SFR	3	1	0.00	1.00	$78.92	903 BANK ST
5314-017-003	SFR	3	1	0.00	1.00	$78.92	1401 MERIDIAN AVE
5314-017-004	SFR	3	1	0.00	1.00	$78.92	1407 MERIDIAN AVE
5314-017-005	SFR	3	1	0.00	1.00	$78.92	1415 MERIDIAN AVE
5314-017-006	SFR	3	1	0.00	1.00	$78.92	1417 MERIDIAN AVE
5314-017-007	SFR	3	1	0.00	1.00	$78.92	1425 MERIDIAN AVE
5314-017-008	SFR	3	1	0.00	1.00	$78.92	900 ROLLIN ST
5314-017-009	SFR	3	1	0.00	1.00	$78.92	845 ROLLIN ST
5314-017-010	SFR	3	1	0.00	1.00	$78.92	839 ROLLIN ST
5314-017-011	SFR	3	1	0.00	1.00	$78.92	835 ROLLIN ST
5314-017-014	SFR	3	1	0.00	1.00	$78.92	821 ROLLIN ST
5314-017-021	SFR	3	1	0.00	1.00	$78.92	829 ROLLIN ST
5314-017-022	SFR	3	1	0.00	1.00	$78.92	823 ROLLIN ST
5314-017-024	SFR	3	1	0.00	1.00	$78.92	815 ROLLIN ST
5314-017-025	SFR	3	1	0.00	1.00	$78.92	809 ROLLIN ST
5314-017-026	SFR	3	1	0.00	1.00	$78.92	811 ROLLIN ST
5314-018-004	SFR	3	1	0.00	1.00	$78.92	841 BANK ST
5314-018-005	SFR	3	1	0.00	1.00	$78.92	837 BANK ST
5314-018-006	SFR	3	1	0.00	1.00	$78.92	835 BANK ST
5314-018-009	SFR	3	1	0.00	1.00	$78.92	851 BANK ST
5314-018-010	SFV	3	0	0.00	0.25	$19.74	
5314-019-001	SFR	3	1	0.00	1.00	$78.92	838 BANK ST
5314-019-002	SFR	3	1	0.00	1.00	$78.92	832 BANK ST
5314-019-003	SFR	3	1	0.00	1.00	$78.92	828 BANK ST
5314-019-004	SFR	3	1	0.00	1.00	$78.92	826 BANK ST
5314-019-005	SFR	3	1	0.00	1.00	$78.92	820 BANK ST
5314-019-006	SFR	3	1	0.00	1.00	$78.92	818 BANK ST
5314-019-007	SFR	3	1	0.00	1.00	$78.92	812 BANK ST
5314-019-008	SFR	3	1	0.00	1.00	$78.92	810 BANK ST
5314-019-009	SFR	3	1	0.00	1.00	$78.92	808 BANK ST
5314-019-014	SFR	3	1	0.00	1.00	$78.92	811 BANK ST
5314-019-015	SFR	3	1	0.00	1.00	$78.92	815 BANK ST
5314-019-016	SFR	3	1	0.00	1.00	$78.92	817 BANK ST
5314-019-017	SFR	3	1	0.00	1.00	$78.92	821 BANK ST
5314-019-018	SFR	3	1	0.00	1.00	$78.92	825 BANK ST
5314-019-019	SFR	3	1	0.00	1.00	$78.92	831 BANK ST
5314-019-020	SFR	3	1	0.00	1.00	$78.92	809 BANK ST
5314-019-021	SFR	3	1	0.00	1.00	$78.92	807 BANK ST
5314-019-022	SFR	3	1	0.00	1.00	$78.92	805 BANK ST
5314-019-023	SFV	3	0	0.00	0.25	$19.74	
5314-020-001	SFR	3	1	0.00	1.00	$78.92	870 BANK ST
5314-020-002	SFR	3	1	0.00	1.00	$78.92	860 BANK ST
5314-020-004	SFR	3	1	0.00	1.00	$78.92	850 BANK ST
5314-020-005	SFR	3	1	0.00	1.00	$78.92	846 BANK ST
5314-020-006	SFR	3	1	0.00	1.00	$78.92	840 BANK ST
5314-020-007	SFR	3	1	0.00	1.00	$78.92	

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5314-020-010	SFR	3	1	0.00	1.00	$78.92	853 LYNDON ST
5314-020-011	SFR	3	1	0.00	1.00	$78.92	845 LYNDON ST
5314-020-014	SFR	3	1	0.00	1.00	$78.92	839 LYNDON ST
5314-020-015	SFR	3	1	0.00	1.00	$78.92	851 LYNDON ST
5314-021-001	SFR	1	1	0.00	1.00	$97.12	841 MONTEREY RD
5314-021-002	SFR	1	1	0.00	1.00	$97.12	845 MONTEREY RD
5314-021-003	SFR	1	1	0.00	1.00	$97.12	849 MONTEREY RD
5314-021-004	SFR	1	1	0.00	1.00	$97.12	855 MONTEREY RD
5314-021-005	SFR	1	1	0.00	1.00	$97.12	859 MONTEREY RD
5314-021-007	SFR	1	1	0.00	1.00	$97.12	867 MONTEREY RD
5314-021-008	SFR	3	1	0.00	1.00	$78.92	1215 GLENDON WAY
5314-021-009	SFR	3	1	0.00	1.00	$78.92	858 LYNDON ST
5314-021-010	SFR	3	1	0.00	1.00	$78.92	854 LYNDON ST
5314-021-011	SFR	3	1	0.00	1.00	$78.92	850 LYNDON ST
5314-021-012	SFR	3	1	0.00	1.00	$78.92	846 LYNDON ST
5314-021-013	SFR	3	1	0.00	1.00	$78.92	838 LYNDON ST
5314-022-002	SFR	1	1	0.00	1.00	$97.12	905 MONTEREY RD
5314-022-004	SFR	1	1	0.00	1.00	$97.12	915 MONTEREY RD
5314-022-005	SFR	1	1	0.00	1.00	$97.12	921 MONTEREY RD
5314-022-006	SFR	3	1	0.00	1.00	$78.92	920 LYNDON ST
5314-022-008	SFR	3	1	0.00	1.00	$78.92	914 LYNDON ST
5314-022-009	SFR	3	1	0.00	1.00	$78.92	908 LYNDON ST
5314-022-010	SFR	3	1	0.00	1.00	$78.92	904 LYNDON ST
5314-022-011	MFR	3	2	0.00	1.60	$126.28	1210 GLENDON WAY
5314-023-001	SFR	3	1	0.00	1.00	$78.92	925 LYNDON ST
5314-023-002	SFR	3	1	0.00	1.00	$78.92	915 LYNDON ST
5314-023-003	SFR	3	1	0.00	1.00	$78.92	913 LYNDON ST
5314-023-006	SFR	3	1	0.00	1.00	$78.92	1309 MERIDIAN AVE
5314-023-007	SFR	3	1	0.00	1.00	$78.92	909 LYNDON ST
5314-023-009	SFR	3	1	0.00	1.00	$78.92	900 BANK ST
5314-023-011	SFR	3	1	0.00	1.00	$78.92	908 BANK ST
5314-023-012	SFR	3	1	0.00	1.00	$78.92	1315 MERIDIAN AVE
5314-023-013	SFR	3	1	0.00	1.00	$78.92	911 LYNDON ST
5314-024-001	SFR	2	1	0.00	1.00	$104.09	706 LA PORTADA ST
5314-024-002	SFR	2	1	0.00	1.00	$104.09	1301 VIA DEL REY
5314-024-003	SFR	2	1	0.00	1.00	$104.09	1315 VIA DEL REY
5314-024-004	SFR	2	1	0.00	1.00	$104.09	1319 VIA DEL REY
5314-024-005	SFR	2	1	0.00	1.00	$104.09	1325 VIA DEL REY
5314-024-006	SFR	2	1	0.00	1.00	$104.09	1331 VIA DEL REY
5314-024-007	SFR	2	1	0.00	1.00	$104.09	1337 VIA DEL REY
5314-024-008	SFR	2	1	0.00	1.00	$104.09	1343 VIA DEL REY
5314-024-009	SFR	2	1	0.00	1.00	$104.09	1349 VIA DEL REY
5314-024-010	SFR	2	1	0.00	1.00	$104.09	752 LA PORTADA ST
5314-024-011	SFR	2	1	0.00	1.00	$104.09	736 LA PORTADA ST
5314-024-012	SFR	2	1	0.00	1.00	$104.09	730 LA PORTADA ST
5314-024-013	SFR	2	1	0.00	1.00	$104.09	724 LA PORTADA ST
5314-024-014	SFR	2	1	0.00	1.00	$104.09	718 LA PORTADA ST
5314-024-015	SFR	2	1	0.00	1.00	$104.09	1260 ORANGE GROVE AVE
5314-024-016	SFR	2	1	0.00	1.00	$104.09	1254 ORANGE GROVE AVE
5314-024-017	SFR	2	1	0.00	1.00	$104.09	1248 ORANGE GROVE AVE
5314-024-018	SFR	2	1	0.00	1.00	$104.09	1253 ORANGE GROVE AVE
5314-024-019	SFR	2	1	0.00	1.00	$104.09	1259 ORANGE GROVE AVE
5314-024-020	SFR	2	1	0.00	1.00	$104.09	712 LA PORTADA ST
5314-024-022	SFR	2	1	0.00	1.00	$104.09	1307 VIA DEL REY
5314-025-001	SFR	2	1	0.00	1.00	$104.09	701 LA PORTADA ST
5314-025-002	SFR	2	1	0.00	1.00	$104.09	715 LA PORTADA ST
5314-025-003	SFR	2	1	0.00	1.00	$104.09	733 LA PORTADA ST
5314-025-004	SFR	2	1	0.00	1.00	$104.09	739 LA PORTADA ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5314-025-006	SFR	2	1	0.00	1.00	$104.09	751 LA PORTADA ST
5314-025-007	SFR	2	1	0.00	1.00	$104.09	757 LA PORTADA ST
5314-025-008	SFR	2	1	0.00	1.00	$104.09	763 LA PORTADA ST
5314-025-009	SFR	2	1	0.00	1.00	$104.09	1401 VIA DEL REY
5314-025-010	SFR	2	1	0.00	1.00	$104.09	1407 VIA DEL REY
5314-025-011	SFR	2	1	0.00	1.00	$104.09	1413 VIA DEL REY
5314-025-012	SFR	2	1	0.00	1.00	$104.09	1419 VIA DEL REY
5314-025-013	SFR	2	1	0.00	1.00	$104.09	1425 VIA DEL REY
5314-025-014	SFR	2	1	0.00	1.00	$104.09	716 FLORES DE ORO
5314-025-015	SFR	2	1	0.00	1.00	$104.09	706 FLORES DE ORO
5314-025-016	SFR	2	1	0.00	1.00	$104.09	700 FLORES DE ORO
5314-025-021	SFV	2	0	0.00	0.25	$26.03	
5314-025-022	SFR	2	1	0.00	1.00	$104.09	745 LA PORTADA ST
5314-026-001	SFR	2	1	0.00	1.00	$104.09	869 FLORES DE ORO
5314-026-003	SFR	2	1	0.00	1.00	$104.09	881 FLORES DE ORO
5314-026-006	SFR	2	1	0.00	1.00	$104.09	884 FLORES DE ORO
5314-026-009	SFR	2	1	0.00	1.00	$104.09	866 FLORES DE ORO
5314-026-010	SFR	2	1	0.00	1.00	$104.09	860 FLORES DE ORO
5314-026-011	SFR	2	1	0.00	1.00	$104.09	854 FLORES DE ORO
5314-026-014	SFR	2	1	0.00	1.00	$104.09	836 FLORES DE ORO
5314-026-016	SFR	2	1	0.00	1.00	$104.09	824 FLORES DE ORO
5314-026-018	SFR	2	1	0.00	1.00	$104.09	806 FLORES DE ORO
5314-026-019	SFR	2	1	0.00	1.00	$104.09	1430 VIA DEL REY
5314-026-020	SFR	2	1	0.00	1.00	$104.09	1426 VIA DEL REY
5314-026-021	SFR	2	1	0.00	1.00	$104.09	1418 VIA DEL REY
5314-026-022	SFR	2	1	0.00	1.00	$104.09	1412 VIA DEL REY
5314-026-023	SFR	2	1	0.00	1.00	$104.09	1406 VIA DEL REY
5314-026-024	SFR	2	1	0.00	1.00	$104.09	1400 VIA DEL REY
5314-026-027	SFR	2	1	0.00	1.00	$104.09	1344 VIA DEL REY
5314-026-030	SFR	2	1	0.00	1.00	$104.09	848 FLORES DE ORO
5314-026-034	SFR	2	1	0.00	1.00	$104.09	875 FLORES DE ORO
5314-026-039	SFR	2	1	0.00	1.00	$104.09	1350 VIA DEL REY
5314-026-041	SFR	2	1	0.00	1.00	$104.09	878 FLORES DE ORO
5314-026-043	SFR	2	1	0.00	1.00	$104.09	890 FLORES DE ORO
5314-026-047	SFR	3	1	0.00	1.00	$78.92	805 ROLLIN ST
5314-026-050	SFV	3	0	0.00	0.25	$19.74	
5314-026-051	SFR	2	1	0.00	1.00	$104.09	872 FLORES DE ORO
5314-026-052	SFR	2	1	0.00	1.00	$104.09	830 FLORES DE ORO
5314-026-053	SFR	2	1	0.00	1.00	$104.09	842 FLORES DE ORO
5314-026-057	SFR	2	1	0.00	1.00	$104.09	812 FLORES DE ORO
5314-026-058	SFR	3	1	0.00	1.00	$78.92	803 ROLLIN ST
5314-026-059	SFR	2	1	0.00	1.00	$104.09	1356 VIA DEL REY
5314-026-060	SFR	2	1	0.00	1.00	$104.09	1362 VIA DEL REY
5314-027-001	SFR	2	1	0.00	1.00	$104.09	1338 VIA DEL REY
5314-027-002	SFR	2	1	0.00	1.00	$104.09	1332 VIA DEL REY
5314-027-004	SFR	2	1	0.00	1.00	$104.09	1312 VIA DEL REY
5314-027-005	SFR	2	1	0.00	1.00	$104.09	1306 VIA DEL REY
5314-027-006	SFR	2	1	0.00	1.00	$104.09	1302 VIA DEL REY
5314-027-007	SFR	2	1	0.00	1.00	$104.09	1262 VIA DEL REY
5314-027-008	SFR	2	1	0.00	1.00	$104.09	1256 VIA DEL REY
5314-027-009	SFR	2	1	0.00	1.00	$104.09	1250 VIA DEL REY
5314-027-010	SFR	2	1	0.00	1.00	$104.09	1326 VIA DEL REY
5314-027-011	SFR	3	1	0.00	1.00	$78.92	800 BANK ST
5315-001-031	SFR	3	1	0.00	1.00	$78.92	600 FREMONT AVE
5315-001-032	SFR	3	1	0.00	1.00	$78.92	602 FREMONT AVE
5315-001-033	SFR	3	1	0.00	1.00	$78.92	1407 GREVELIA ST
5315-001-034	SFR	3	1	0.00	1.00	$78.92	1411 GREVELIA ST
5315-001-035	MFR	3	4	0.00	3.20	$252.54	604 FREMONT AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-001-036	MFR	3	3	0.00	2.40	$189.40	608 FREMONT AVE
5315-001-037	MFR	3	8	0.00	6.40	$505.08	612 FREMONT AVE
5315-001-038	MFR	3	3	0.00	2.40	$189.40	614 FREMONT AVE
5315-001-039	SFR	3	1	0.00	1.00	$78.92	1402 MAGNOLIA ST
5315-001-040	SFR	3	1	0.00	1.00	$78.92	1408 MAGNOLIA ST
5315-001-041	SFR	3	1	0.00	1.00	$78.92	1410 MAGNOLIA ST
5315-001-042	MFR	3	2	0.00	1.60	$126.28	625 MOUND AVE
5315-001-043	MFR	3	7	0.00	5.60	$441.96	1418 MAGNOLIA ST
5315-001-044	SFR	3	1	0.00	1.00	$78.92	619 MOUND AVE
5315-001-045	MFR	3	8	0.00	6.40	$505.08	617 MOUND AVE
5315-001-047	MFR	3	10	0.00	8.00	$631.36	607 MOUND AVE
5315-001-048	MFR	3	6	0.00	4.80	$378.82	603 MOUND AVE
5315-001-070	C/I	1	0	0.85	4.91	$476.66	601 FAIR OAKS AVE
5315-001-072	C/I	1	0	2.62	8.17	$793.08	625 FAIR OAKS AVE
5315-001-073	MFR	3	1	0.00	0.80	$63.14	611 MOUND AVE A
5315-001-074	MFR	3	1	0.00	0.80	$63.14	611 MOUND AVE B
5315-001-075	MFR	3	1	0.00	0.80	$63.14	611 MOUND AVE C
5315-001-076	MFR	3	1	0.00	0.80	$63.14	611 MOUND AVE D
5315-001-077	MFR	3	1	0.00	0.80	$63.14	611 MOUND AVE E
5315-001-078	MFR	3	1	0.00	0.80	$63.14	611 MOUND AVE F
5315-002-011	SFR	3	1	0.00	1.00	$78.92	1413 MAGNOLIA ST
5315-002-012	SFR	3	1	0.00	1.00	$78.92	702 FREMONT AVE
5315-002-013	MFR	3	9	0.00	7.20	$568.22	704 FREMONT AVE
5315-002-014	MFR	3	6	0.00	4.80	$378.82	710 FREMONT AVE
5315-002-015	SFR	3	1	0.00	1.00	$78.92	714 FREMONT AVE
5315-002-016	SFR	3	1	0.00	1.00	$78.92	722 FREMONT AVE
5315-002-017	SFR	3	1	0.00	1.00	$78.92	1410 HOPE ST
5315-002-018	SFR	3	1	0.00	1.00	$78.92	1414 HOPE ST
5315-002-019	MFR	3	2	0.00	1.60	$126.28	721 MOUND AVE
5315-002-020	SFR	3	1	0.00	1.00	$78.92	715 MOUND AVE
5315-002-021	MFR	3	4	0.00	3.20	$252.54	711 MOUND AVE
5315-002-022	SFR	3	1	0.00	1.00	$78.92	707 MOUND AVE
5315-002-023	MFR	3	3	0.00	2.40	$189.40	701 MOUND AVE
5315-002-024	MFR	3	2	0.00	1.60	$126.28	1415 MAGNOLIA ST
5315-002-030	C/I	1	0	0.42	2.43	$236.39	1400 MISSION ST
5315-002-034	C/I	1	0	0.24	1.39	$135.39	1500 MISSION ST
5315-002-035	C/I	1	0	0.29	1.70	$164.72	1508 MISSION ST
5315-002-036	C/I	1	0	0.32	1.85	$179.38	1512 1/2 MISSION ST
5315-002-038	C/I	1	0	0.13	1.00	$97.12	813 FAIR OAKS AVE
5315-002-039	C/I	1	0	0.18	1.07	$103.82	1520 MISSION ST
5315-002-040	C/I	1	0	0.32	1.83	$177.73	809 FAIR OAKS AVE
5315-002-041	C/I	3	0	0.12	1.00	$78.92	1515 HOPE ST
5315-002-049	C/I	1	0	0.22	1.28	$124.70	725 FAIR OAKS AVE
5315-002-055	C/I	1	0	1.00	5.78	$561.25	711 FAIR OAKS AVE
5315-002-061	SFR	3	1	0.00	1.00	$78.92	704 MOUND AVE
5315-002-062	SFR	3	1	0.00	1.00	$78.92	712 MOUND AVE
5315-002-063	SFR	3	1	0.00	1.00	$78.92	716 MOUND AVE
5315-002-064	MFR	3	2	0.00	1.60	$126.28	718 MOUND AVE
5315-002-065	SFR	3	1	0.00	1.00	$78.92	1508 HOPE ST
5315-002-074	C/I	3	0	0.37	2.12	$167.31	812 FREMONT AVE 100
5315-002-075	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 101
5315-002-076	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 102
5315-002-077	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 103
5315-002-078	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 200
5315-002-079	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 201
5315-002-080	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 202
5315-002-081	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 203
5315-002-082	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 204

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-002-083	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 205
5315-002-084	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 206
5315-002-085	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 300
5315-002-086	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 301
5315-002-087	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 302
5315-002-088	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 303
5315-002-089	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 304
5315-002-090	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 305
5315-002-091	MFR	3	1	0.00	0.80	$63.14	812 FREMONT AVE 306
5315-003-022	C/I	3	0	0.37	2.17	$170.94	920 FREMONT AVE
5315-003-023	C/I	3	0	0.07	1.00	$78.92	912 FREMONT AVE
5315-003-025	C/I	1	0	0.17	1.00	$97.12	1419 MISSION ST
5315-003-026	C/I	1	0	0.15	1.00	$97.12	1425 MISSION ST
5315-003-028	C/I	3	0	0.48	2.77	$218.21	1000 FREMONT AVE
5315-003-029	SFR	3	1	0.00	1.00	$78.92	1011 MOUND AVE
5315-003-030	MFR	3	3	0.00	2.40	$189.40	1013 MOUND AVE
5315-003-031	C/I	3	0	1.78	6.94	$547.87	1050 FREMONT AVE
5315-003-032	SFR	3	1	0.00	1.00	$78.92	1500 OXLEY ST
5315-003-033	MFR	3	2	0.00	1.60	$126.28	1508 OXLEY ST
5315-003-034	C/I	3	0	0.18	1.03	$81.60	1510 OXLEY ST RM0000
5315-003-035	SFR	3	1	0.00	1.00	$78.92	1008 MOUND AVE
5315-003-039	C/I	1	0	0.20	1.19	$115.08	1001 FAIR OAKS AVE
5315-003-040	C/I	1	0	0.22	1.30	$125.77	1005 FAIR OAKS AVE
5315-003-041	C/I	1	0	0.20	1.19	$115.08	1009 FAIR OAKS AVE
5315-003-042	C/I	1	0	0.20	1.19	$115.08	1013 FAIR OAKS AVE
5315-003-043	C/I	1	0	0.34	1.95	$189.48	1019 FAIR OAKS AVE
5315-003-044	C/I	3	0	0.37	2.13	$168.26	1504 EL CENTRO ST
5315-003-046	C/I	1	0	0.07	1.00	$97.12	906 MOUND AVE
5315-003-047	C/I	1	0	0.09	1.00	$97.12	1503 MISSION ST
5315-003-048	C/I	1	0	0.13	1.00	$97.12	1505 MISSION ST
5315-003-049	C/I	1	0	0.08	1.00	$97.12	1509 MISSION ST
5315-003-050	C/I	1	0	0.17	1.00	$97.12	1511 MISSION ST
5315-003-054	C/I	1	0	0.07	1.00	$97.12	917 FAIR OAKS AVE
5315-003-055	C/I	1	0	0.07	1.00	$97.12	919 FAIR OAKS AVE
5315-003-056	C/I	1	0	0.09	1.00	$97.12	921 FAIR OAKS AVE
5315-003-057	C/I	1	0	0.37	2.17	$210.95	923 FAIR OAKS AVE
5315-003-058	C/I	1	0	0.49	2.86	$278.06	901 FAIR OAKS AVE
5315-003-059	C/I	3	0	0.50	2.90	$228.71	1416 EL CENTRO ST
5315-003-061	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 101
5315-003-062	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 102
5315-003-063	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 103
5315-003-064	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 104
5315-003-065	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 105
5315-003-066	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 201
5315-003-067	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 202
5315-003-068	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 203
5315-003-069	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 204
5315-003-070	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 205
5315-003-071	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 206
5315-003-072	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 207
5315-003-073	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 208
5315-003-074	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 209
5315-003-075	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 210
5315-003-076	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 211
5315-003-077	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 1
5315-003-078	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 2
5315-003-079	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 3
5315-003-080	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 4

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-003-081	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 5
5315-003-082	C/I	1	0	0.10	1.00	$97.12	1401 MISSION ST 6
5315-003-085	C/I	3	0	0.00	1.00	$78.92	1412 EL CENTRO ST
5315-003-086	C/I	3	0	0.00	1.00	$78.92	1412 EL CENTRO ST
5315-004-027	C/I	1	0	0.17	1.00	$97.12	1140 FREMONT AVE
5315-004-028	C/I	3	0	0.18	1.07	$84.37	1136 FREMONT AVE
5315-004-029	MFR	3	12	0.00	9.60	$757.64	1132 FREMONT AVE
5315-004-030	MFR	3	2	0.00	1.60	$126.28	1128 FREMONT AVE
5315-004-031	MFR	3	4	0.00	3.20	$252.54	1124 FREMONT AVE
5315-004-032	MFR	3	2	0.00	1.60	$126.28	1120 FREMONT AVE
5315-004-033	SFR	3	1	0.00	1.00	$78.92	1118 FREMONT AVE
5315-004-034	MFR	3	5	0.00	4.00	$315.68	1112 FREMONT AVE
5315-004-035	MFR	3	2	0.00	1.60	$126.28	1108 FREMONT AVE
5315-004-036	SFR	3	1	0.00	1.00	$78.92	1104 FREMONT AVE
5315-004-037	MFR	3	12	0.00	9.60	$757.64	1100 FREMONT AVE
5315-004-038	MFR	3	8	0.00	6.40	$505.08	1101 MOUND AVE
5315-004-039	MFR	3	8	0.00	6.40	$505.08	1105 MOUND AVE
5315-004-041	SFR	3	1	0.00	1.00	$78.92	1121 MOUND AVE
5315-004-042	SFR	3	1	0.00	1.00	$78.92	1125 MOUND AVE
5315-004-043	SFR	3	1	0.00	1.00	$78.92	1129 MOUND AVE
5315-004-044	SFR	3	1	0.00	1.00	$78.92	1131 MOUND AVE
5315-004-045	MFR	3	2	0.00	1.60	$126.28	1135 MOUND AVE
5315-004-046	SFR	3	1	0.00	1.00	$78.92	1139 MOUND AVE
5315-004-047	MFR	1	5	0.00	4.00	$388.48	1424 MONTEREY RD
5315-004-066	C/I	1	0	0.36	2.06	$200.26	1105 FAIR OAKS AVE
5315-004-083	C/I	1	0	1.06	5.89	$571.84	1111 FAIR OAKS AVE
5315-004-084	C/I	1	0	1.88	7.09	$688.19	1129 FAIR OAKS AVE
5315-004-085	C/I	1	0	0.66	3.83	$371.68	1141 FAIR OAKS AVE
5315-004-087	MFR	3	1	0.00	0.80	$63.14	1109 MOUND AVE 1
5315-004-088	MFR	3	1	0.00	0.80	$63.14	1109 MOUND AVE 2
5315-004-089	MFR	3	1	0.00	0.80	$63.14	1109 MOUND AVE 3
5315-004-090	MFR	3	1	0.00	0.80	$63.14	1109 MOUND AVE 4
5315-004-091	MFR	3	1	0.00	0.80	$63.14	1109 MOUND AVE 5
5315-004-092	MFR	3	1	0.00	0.80	$63.14	1109 MOUND AVE 6
5315-004-093	MFR	3	1	0.00	0.80	$63.14	1109 MOUND AVE 7
5315-004-094	MFR	3	1	0.00	0.80	$63.14	1109 MOUND AVE 8
5315-005-026	SFR	1	1	0.00	1.00	$97.12	1208 MONTEREY RD
5315-005-027	SFR	1	1	0.00	1.00	$97.12	1204 MONTEREY RD
5315-005-028	SFR	3	1	0.00	1.00	$78.92	1136 FAIRVIEW AVE
5315-005-029	SFR	3	1	0.00	1.00	$78.92	1132 FAIRVIEW AVE
5315-005-030	MFR	3	2	0.00	1.60	$126.28	1126 FAIRVIEW AVE
5315-005-031	SFR	3	1	0.00	1.00	$78.92	1122 FAIRVIEW AVE
5315-005-032	SFR	3	1	0.00	1.00	$78.92	1120 FAIRVIEW AVE
5315-005-033	MFR	3	2	0.00	1.60	$126.28	1114 FAIRVIEW AVE
5315-005-034	SFR	3	1	0.00	1.00	$78.92	1110 FAIRVIEW AVE
5315-005-035	SFR	3	1	0.00	1.00	$78.92	1104 FAIRVIEW AVE
5315-005-036	MFR	3	2	0.00	1.60	$126.28	1100 FAIRVIEW AVE
5315-005-037	SFR	3	1	0.00	1.00	$78.92	1133 OXLEY ST
5315-005-038	MFR	3	2	0.00	1.60	$126.28	1101 WINDSOR PL
5315-005-039	SFR	3	1	0.00	1.00	$78.92	1107 WINDSOR PL
5315-005-040	SFR	3	1	0.00	1.00	$78.92	1111 WINDSOR PL
5315-005-041	MFR	3	2	0.00	1.60	$126.28	1115 WINDSOR PL
5315-005-042	SFR	3	1	0.00	1.00	$78.92	1119 WINDSOR PL
5315-005-043	SFR	3	1	0.00	1.00	$78.92	1123 WINDSOR PL
5315-005-044	SFR	3	1	0.00	1.00	$78.92	1129 WINDSOR PL
5315-005-045	SFR	3	1	0.00	1.00	$78.92	1133 WINDSOR PL
5315-005-046	SFR	3	1	0.00	1.00	$78.92	1137 WINDSOR PL
5315-005-047	SFR	1	1	0.00	1.00	$97.12	1141 WINDSOR PL

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-005-048	MFR	1	2	0.00	1.60	$155.40	1140 WINDSOR PL
5315-005-049	SFR	3	1	0.00	1.00	$78.92	1136 WINDSOR PL
5315-005-050	MFR	3	2	0.00	1.60	$126.28	1130 WINDSOR PL
5315-005-051	SFR	3	1	0.00	1.00	$78.92	1128 WINDSOR PL
5315-005-052	SFR	3	1	0.00	1.00	$78.92	1122 WINDSOR PL
5315-005-053	SFR	3	1	0.00	1.00	$78.92	1120 WINDSOR PL
5315-005-054	SFR	3	1	0.00	1.00	$78.92	1114 WINDSOR PL
5315-005-055	SFR	3	1	0.00	1.00	$78.92	1110 WINDSOR PL
5315-005-056	SFR	3	1	0.00	1.00	$78.92	1106 WINDSOR PL
5315-005-060	SFR	3	1	0.00	1.00	$78.92	1111 FREMONT AVE
5315-005-061	SFR	3	1	0.00	1.00	$78.92	1117 FREMONT AVE
5315-005-062	C/I	3	0	0.16	1.00	$78.92	1119 FREMONT AVE
5315-005-063	MFR	3	2	0.00	1.60	$126.28	1123 FREMONT AVE
5315-005-064	SFR	3	1	0.00	1.00	$78.92	1129 FREMONT AVE
5315-005-065	MFR	3	5	0.00	4.00	$315.68	1133 FREMONT AVE
5315-005-066	MFR	3	2	0.00	1.60	$126.28	1137 FREMONT AVE
5315-005-067	SFR	1	1	0.00	1.00	$97.12	1141 FREMONT AVE
5315-005-070	C/I	3	0	0.32	1.88	$148.53	1101 FREMONT AVE
5315-005-073	MFR	3	4	0.00	3.20	$252.54	1100 WINDSOR PL
5315-006-014	C/I	3	0	0.32	1.86	$147.11	1009 EL CENTRO ST
5315-006-015	C/I	3	0	0.16	1.00	$78.92	1003 DIAMOND AVE
5315-006-016	SFR	3	1	0.00	1.00	$78.92	1015 DIAMOND AVE
5315-006-017	C/I	3	0	0.51	2.96	$233.76	1001 EL CENTRO ST
5315-006-018	MFR	3	2	0.00	1.60	$126.28	1017 DIAMOND AVE
5315-006-019	SFR	3	1	0.00	1.00	$78.92	1021 DIAMOND AVE
5315-006-020	SFR	3	1	0.00	1.00	$78.92	1025 DIAMOND AVE
5315-006-021	MFR	3	2	0.00	1.60	$126.28	1020 MERIDIAN AVE
5315-006-022	SFR	3	1	0.00	1.00	$78.92	1024 MERIDIAN AVE
5315-006-023	MFR	3	2	0.00	1.60	$126.28	1101 DIAMOND AVE
5315-006-024	SFR	3	1	0.00	1.00	$78.92	1100 MERIDIAN AVE
5315-006-025	SFR	3	1	0.00	1.00	$78.92	1105 DIAMOND AVE
5315-006-026	SFR	3	1	0.00	1.00	$78.92	1107 DIAMOND AVE
5315-006-027	SFR	3	1	0.00	1.00	$78.92	1111 DIAMOND AVE
5315-006-028	MFR	3	3	0.00	2.40	$189.40	1106 MERIDIAN AVE
5315-006-029	SFR	3	1	0.00	1.00	$78.92	1110 MERIDIAN AVE
5315-006-030	SFR	3	1	0.00	1.00	$78.92	1115 DIAMOND AVE
5315-006-031	SFR	3	1	0.00	1.00	$78.92	1119 DIAMOND AVE
5315-006-032	SFR	3	1	0.00	1.00	$78.92	1114 MERIDIAN AVE
5315-006-033	SFR	3	1	0.00	1.00	$78.92	1123 DIAMOND AVE
5315-006-034	MFR	3	2	0.00	1.60	$126.28	1120 MERIDIAN AVE
5315-006-035	SFR	3	1	0.00	1.00	$78.92	1129 DIAMOND AVE
5315-006-036	SFR	3	1	0.00	1.00	$78.92	1133 DIAMOND AVE
5315-006-037	SFR	3	1	0.00	1.00	$78.92	1135 DIAMOND AVE
5315-006-038	SFR	3	1	0.00	1.00	$78.92	1141 DIAMOND AVE
5315-006-039	MFR	1	8	0.00	6.40	$621.56	1143 DIAMOND AVE
5315-006-040	SFR	1	1	0.00	1.00	$97.12	1146 MERIDIAN AVE
5315-006-041	SFR	3	1	0.00	1.00	$78.92	1142 MERIDIAN AVE
5315-006-042	SFR	3	1	0.00	1.00	$78.92	1138 MERIDIAN AVE
5315-006-043	SFR	3	1	0.00	1.00	$78.92	1134 MERIDIAN AVE
5315-006-044	SFR	3	1	0.00	1.00	$78.92	1130 MERIDIAN AVE
5315-006-045	SFR	3	1	0.00	1.00	$78.92	1122 MERIDIAN AVE
5315-006-046	SFR	1	1	0.00	1.00	$97.12	1146 DIAMOND AVE
5315-006-047	SFR	3	1	0.00	1.00	$78.92	1140 DIAMOND AVE
5315-006-048	MFR	3	5	0.00	4.00	$315.68	1136 DIAMOND AVE
5315-006-049	SFR	3	1	0.00	1.00	$78.92	1130 DIAMOND AVE
5315-006-050	SFR	3	1	0.00	1.00	$78.92	1128 DIAMOND AVE
5315-006-051	SFR	3	1	0.00	1.00	$78.92	1126 DIAMOND AVE
5315-006-052	SFR	3	1	0.00	1.00	$78.92	1122 DIAMOND AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-006-053	SFR	3	1	0.00	1.00	$78.92	1116 DIAMOND AVE
5315-006-054	SFR	3	1	0.00	1.00	$78.92	1114 DIAMOND AVE
5315-006-055	SFR	3	1	0.00	1.00	$78.92	1108 DIAMOND AVE
5315-006-056	MFR	3	4	0.00	3.20	$252.54	1104 DIAMOND AVE
5315-006-057	SFR	3	1	0.00	1.00	$78.92	1111 OXLEY ST
5315-006-058	MFR	3	3	0.00	2.40	$189.40	1103 FAIRVIEW AVE
5315-006-059	SFR	3	1	0.00	1.00	$78.92	1107 FAIRVIEW AVE
5315-006-060	SFR	3	1	0.00	1.00	$78.92	1111 FAIRVIEW AVE
5315-006-061	SFR	3	1	0.00	1.00	$78.92	1115 FAIRVIEW AVE
5315-006-062	MFR	3	2	0.00	1.60	$126.28	1117 FAIRVIEW AVE
5315-006-063	SFR	3	1	0.00	1.00	$78.92	1123 FAIRVIEW AVE
5315-006-064	SFR	3	1	0.00	1.00	$78.92	1129 FAIRVIEW AVE
5315-006-065	SFR	3	1	0.00	1.00	$78.92	1133 FAIRVIEW AVE
5315-006-066	SFR	3	1	0.00	1.00	$78.92	1137 FAIRVIEW AVE
5315-006-067	MFR	1	2	0.00	1.60	$155.40	1141 FAIRVIEW AVE
5315-007-019	C/I	3	0	0.17	1.00	$78.92	1015 FREMONT AVE
5315-007-020	C/I	3	0	0.17	1.00	$78.92	1017 FREMONT AVE
5315-007-021	MFR	3	3	0.00	2.40	$189.40	1160 OXLEY ST
5315-007-022	MFR	3	4	0.00	3.20	$252.54	1152 OXLEY ST
5315-007-023	SFR	3	1	0.00	1.00	$78.92	1148 OXLEY ST
5315-007-024	SFR	3	1	0.00	1.00	$78.92	1144 OXLEY ST
5315-007-025	SFR	3	1	0.00	1.00	$78.92	1140 OXLEY ST
5315-007-026	MFR	3	2	0.00	1.60	$126.28	1138 OXLEY ST
5315-007-027	SFR	3	1	0.00	1.00	$78.92	1134 OXLEY ST
5315-007-028	MFR	3	2	0.00	1.60	$126.28	1130 OXLEY ST
5315-007-029	MFR	3	3	0.00	2.40	$189.40	1126 OXLEY ST
5315-007-030	C/I	3	0	0.16	1.00	$78.92	1149 EL CENTRO ST
5315-007-055	MFR	3	1	0.00	0.80	$63.14	1131 EL CENTRO ST A
5315-007-056	MFR	3	1	0.00	0.80	$63.14	1131 EL CENTRO ST B
5315-007-057	MFR	3	1	0.00	0.80	$63.14	1131 EL CENTRO ST C
5315-007-058	MFR	3	1	0.00	0.80	$63.14	1131 EL CENTRO ST D
5315-007-059	MFR	3	1	0.00	0.80	$63.14	1131 EL CENTRO ST E
5315-007-060	MFR	3	1	0.00	0.80	$63.14	1135 EL CENTRO ST A
5315-007-061	MFR	3	1	0.00	0.80	$63.14	1135 EL CENTRO ST B
5315-007-062	MFR	3	1	0.00	0.80	$63.14	1135 EL CENTRO ST C
5315-007-063	MFR	3	1	0.00	0.80	$63.14	1135 EL CENTRO ST D
5315-007-064	MFR	3	1	0.00	0.80	$63.14	1135 EL CENTRO ST E
5315-007-065	MFR	3	1	0.00	0.80	$63.14	1000 FAIRVIEW AVE
5315-007-066	MFR	3	1	0.00	0.80	$63.14	1006 FAIRVIEW AVE
5315-007-067	MFR	3	1	0.00	0.80	$63.14	1008 FAIRVIEW AVE
5315-007-068	MFR	3	1	0.00	0.80	$63.14	1139 EL CENTRO ST A
5315-007-069	MFR	3	1	0.00	0.80	$63.14	1139 EL CENTRO ST B
5315-007-070	MFR	3	1	0.00	0.80	$63.14	1139 EL CENTRO ST C
5315-007-071	MFR	3	1	0.00	0.80	$63.14	1137 EL CENTRO ST A
5315-007-072	MFR	3	1	0.00	0.80	$63.14	1137 EL CENTRO ST B
5315-007-073	MFR	3	1	0.00	0.80	$63.14	1137 EL CENTRO ST C
5315-007-074	MFR	3	1	0.00	0.80	$63.14	1137 EL CENTRO ST D
5315-007-075	MFR	3	1	0.00	0.80	$63.14	1137 EL CENTRO ST E
5315-007-076	MFR	3	1	0.00	0.80	$63.14	1137 EL CENTRO ST F
5315-008-023	C/I	1	0	0.09	1.00	$97.12	1019 MISSION ST
5315-008-024	C/I	1	0	0.49	2.83	$274.65	1001 MISSION ST
5315-008-025	VAC	1	0	0.04	0.25	$24.29	
5315-008-032	C/I	1	0	0.17	1.00	$97.12	1117 MISSION ST
5315-008-033	C/I	1	0	0.24	1.39	$134.80	1121 MISSION ST
5315-008-035	C/I	3	0	0.24	1.42	$111.83	1122 EL CENTRO ST
5315-008-036	C/I	1	0	0.33	1.93	$187.25	1131 MISSION ST
5315-008-037	C/I	3	0	0.25	1.44	$113.25	1126 EL CENTRO ST
5315-008-038	MFR	3	7	0.00	5.60	$441.96	923 FREMONT AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-008-039	C/I	3	0	0.11	1.00	$78.92	1134 EL CENTRO ST
5315-008-040	C/I	3	0	0.11	1.00	$78.92	917 FREMONT AVE
5315-008-041	C/I	3	0	0.17	1.00	$78.92	913 FREMONT AVE
5315-008-042	VAC	1	0	0.45	0.65	$63.13	1141 MISSION ST
5315-008-043	C/I	1	0	0.18	1.05	$101.49	1115 MISSION ST
5315-008-045	C/I	1	0	0.53	3.10	$300.68	1101 MISSION ST
5315-008-046	MFR	3	64	0.00	51.20	$4,040.70	1000 EL CENTRO ST 122
5315-009-022	C/I	1	0	0.11	1.00	$97.12	1100 MISSION ST
5315-009-023	C/I	1	0	0.05	1.00	$97.12	1108 MISSION ST
5315-009-025	C/I	1	0	0.08	1.00	$97.12	1110 MISSION ST
5315-009-026	SFR	3	1	0.00	1.00	$78.92	1103 HOPE ST
5315-009-027	SFR	3	1	0.00	1.00	$78.92	806 FAIRVIEW AVE
5315-009-028	C/I	3	0	0.05	1.00	$78.92	1106 MISSION ST
5315-009-029	SFR	3	1	0.00	1.00	$78.92	1107 HOPE ST
5315-009-030	SFR	3	1	0.00	1.00	$78.92	808 FAIRVIEW AVE
5315-009-031	C/I	1	0	0.16	1.00	$97.12	1106 MISSION ST
5315-009-032	SFR	3	1	0.00	1.00	$78.92	1111 HOPE ST
5315-009-033	MFR	3	4	0.00	3.20	$252.54	1115 HOPE ST
5315-009-034	MFR	3	3	0.00	2.40	$189.40	1117 HOPE ST
5315-009-035	C/I	1	0	0.31	1.80	$174.33	1114 MISSION ST
5315-009-036	MFR	3	2	0.00	1.60	$126.28	1121 HOPE ST
5315-009-037	C/I	1	0	0.16	1.00	$97.12	1122 MISSION ST
5315-009-038	C/I	3	0	0.18	1.05	$82.94	1125 HOPE ST
5315-009-039	C/I	1	0	0.16	1.00	$97.12	1124 MISSION ST
5315-009-046	SFR	3	1	0.00	1.00	$78.92	803 FREMONT AVE
5315-009-047	SFR	3	1	0.00	1.00	$78.92	807 FREMONT AVE
5315-009-050	C/I	1	0	0.33	1.89	$183.85	1128 MISSION ST
5315-009-051	C/I	1	0	0.81	4.73	$459.19	815 FREMONT AVE
5315-010-019	SFR	3	1	0.00	1.00	$78.92	1104 HOPE ST
5315-010-020	MFR	3	2	0.00	1.60	$126.28	1106 HOPE ST
5315-010-021	MFR	3	6	0.00	4.80	$378.82	1112 HOPE ST
5315-010-022	MFR	3	4	0.00	3.20	$252.54	1116 HOPE ST
5315-010-023	MFR	3	6	0.00	4.80	$378.82	1122 HOPE ST
5315-010-025	MFR	3	3	0.00	2.40	$189.40	1128 HOPE ST
5315-010-026	MFR	3	2	0.00	1.60	$126.28	725 FREMONT AVE
5315-010-027	SFR	3	1	0.00	1.00	$78.92	719 FREMONT AVE
5315-010-028	C/I	3	0	0.17	1.00	$78.92	715 FREMONT AVE
5315-010-029	C/I	3	0	0.17	1.00	$78.92	709 FREMONT AVE
5315-010-030	MFR	3	5	0.00	4.00	$315.68	705 FREMONT AVE
5315-010-031	C/I	3	0	0.21	1.20	$94.86	701 FREMONT AVE
5315-010-032	MFR	3	8	0.00	6.40	$505.08	1127 MAGNOLIA ST
5315-010-033	SFR	3	1	0.00	1.00	$78.92	1125 MAGNOLIA ST
5315-010-035	MFR	3	2	0.00	1.60	$126.28	1115 MAGNOLIA ST
5315-010-036	SFR	3	1	0.00	1.00	$78.92	1111 MAGNOLIA ST
5315-010-037	MFR	3	4	0.00	3.20	$252.54	716 FAIRVIEW AVE
5315-010-038	MFR	3	2	0.00	1.60	$126.28	704 FAIRVIEW AVE
5315-010-039	SFR	3	1	0.00	1.00	$78.92	1103 MAGNOLIA ST
5315-010-040	MFR	3	6	0.00	4.80	$378.82	708 FAIRVIEW AVE
5315-010-041	SFR	3	1	0.00	1.00	$78.92	1119 MAGNOLIA ST
5315-010-043	MFR	3	1	0.00	0.80	$63.14	1124 HOPE ST
5315-010-044	MFR	3	1	0.00	0.80	$63.14	1126 HOPE ST
5315-011-027	MFR	3	3	0.00	2.40	$189.40	608 FAIRVIEW AVE
5315-011-028	SFR	3	1	0.00	1.00	$78.92	1103 GREVELIA ST
5315-011-030	SFR	3	1	0.00	1.00	$78.92	1111 GREVELIA ST
5315-011-031	SFR	3	1	0.00	1.00	$78.92	1115 GREVELIA ST
5315-011-032	MFR	3	2	0.00	1.60	$126.28	1117 GREVELIA ST
5315-011-033	MFR	3	2	0.00	1.60	$126.28	1121 GREVELIA ST
5315-011-034	SFR	3	1	0.00	1.00	$78.92	1125 GREVELIA ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-011-035	SFR	3	1	0.00	1.00	$78.92	1129 GREVELIA ST
5315-011-037	SFV	3	0	0.00	0.25	$19.74	
5315-011-038	MFR	3	3	0.00	2.40	$189.40	1102 MAGNOLIA ST
5315-011-039	MFR	3	2	0.00	1.60	$126.28	1104 MAGNOLIA ST
5315-011-044	SFR	3	1	0.00	1.00	$78.92	1130 MAGNOLIA ST
5315-011-045	C/I	3	0	0.17	1.01	$79.32	627 FREMONT AVE
5315-011-046	SFR	3	1	0.00	1.00	$78.92	617 FREMONT AVE
5315-011-047	SFR	3	1	0.00	1.00	$78.92	613 FREMONT AVE
5315-011-048	SFR	3	1	0.00	1.00	$78.92	611 FREMONT AVE
5315-011-049	SFR	3	1	0.00	1.00	$78.92	607 FREMONT AVE
5315-011-050	SFR	3	1	0.00	1.00	$78.92	605 FREMONT AVE
5315-011-052	MFR	3	1	0.00	0.80	$63.14	1110 MAGNOLIA ST F
5315-011-053	MFR	3	1	0.00	0.80	$63.14	1110 MAGNOLIA ST E
5315-011-054	MFR	3	1	0.00	0.80	$63.14	1110 MAGNOLIA ST D
5315-011-055	MFR	3	1	0.00	0.80	$63.14	1110 MAGNOLIA ST C
5315-011-056	MFR	3	1	0.00	0.80	$63.14	1110 MAGNOLIA ST B
5315-011-057	MFR	3	1	0.00	0.80	$63.14	1110 MAGNOLIA ST A
5315-011-058	MFR	3	1	0.00	0.80	$63.14	1114 MAGNOLIA ST F
5315-011-059	MFR	3	1	0.00	0.80	$63.14	1114 MAGNOLIA ST E
5315-011-060	MFR	3	1	0.00	0.80	$63.14	1114 MAGNOLIA ST D
5315-011-061	MFR	3	1	0.00	0.80	$63.14	1114 MAGNOLIA ST C
5315-011-062	MFR	3	1	0.00	0.80	$63.14	1114 MAGNOLIA ST
5315-011-063	MFR	3	1	0.00	0.80	$63.14	1114 MAGNOLIA ST A
5315-011-064	MFR	3	1	0.00	0.80	$63.14	1118 MAGNOLIA ST A
5315-011-065	MFR	3	1	0.00	0.80	$63.14	1118 MAGNOLIA ST B
5315-011-066	MFR	3	1	0.00	0.80	$63.14	1118 MAGNOLIA ST C
5315-011-067	MFR	3	2	0.00	1.60	$126.28	1124 MAGNOLIA ST
5315-011-068	SFR	3	1	0.00	1.00	$78.92	1133 GREVELIA ST
5315-011-069	SFR	3	1	0.00	1.00	$78.92	1109 GREVELIA ST
5315-012-016	MFR	3	2	0.00	1.60	$126.28	1015 GREVELIA ST
5315-012-017	MFR	3	2	0.00	1.60	$126.28	1017 GREVELIA ST
5315-012-019	SFR	3	1	0.00	1.00	$78.92	1031 GREVELIA ST
5315-012-020	SFR	3	1	0.00	1.00	$78.92	1035 GREVELIA ST
5315-012-022	MFR	3	4	0.00	3.20	$252.54	607 FAIRVIEW AVE
5315-012-023	SFR	3	1	0.00	1.00	$78.92	615 FAIRVIEW AVE
5315-012-024	SFR	3	1	0.00	1.00	$78.92	1038 MAGNOLIA ST
5315-012-025	MFR	3	8	0.00	6.40	$505.08	1030 MAGNOLIA ST
5315-012-028	SFR	3	1	0.00	1.00	$78.92	624 MERIDIAN AVE
5315-012-029	SFR	3	1	0.00	1.00	$78.92	620 MERIDIAN AVE
5315-012-030	SFR	3	1	0.00	1.00	$78.92	616 MERIDIAN AVE
5315-012-031	SFR	3	1	0.00	1.00	$78.92	612 MERIDIAN AVE
5315-012-032	SFR	3	1	0.00	1.00	$78.92	610 MERIDIAN AVE
5315-012-033	SFR	3	1	0.00	1.00	$78.92	606 MERIDIAN AVE
5315-012-034	SFR	3	1	0.00	1.00	$78.92	602 MERIDIAN AVE
5315-012-035	SFR	3	1	0.00	1.00	$78.92	600 MERIDIAN AVE
5315-012-038	MFR	3	1	0.00	0.80	$63.14	1018 MAGNOLIA ST A
5315-012-039	MFR	3	1	0.00	0.80	$63.14	1018 MAGNOLIA ST B
5315-012-040	MFR	3	1	0.00	0.80	$63.14	1018 MAGNOLIA ST E
5315-012-041	MFR	3	1	0.00	0.80	$63.14	1018 MAGNOLIA ST H
5315-012-042	MFR	3	1	0.00	0.80	$63.14	1018 MAGNOLIA ST G
5315-012-043	MFR	3	1	0.00	0.80	$63.14	1018 MAGNOLIA ST C
5315-012-044	MFR	3	1	0.00	0.80	$63.14	1018 MAGNOLIA ST D
5315-012-045	MFR	3	1	0.00	0.80	$63.14	1018 MAGNOLIA ST F
5315-012-046	MFR	3	1	0.00	0.80	$63.14	1018 MAGNOLIA ST J
5315-012-047	MFR	3	1	0.00	0.80	$63.14	1018 MAGNOLIA ST I
5315-012-048	SFR	3	1	0.00	1.00	$78.92	1021 GREVELIA ST
5315-012-049	SFR	3	1	0.00	1.00	$78.92	1025 GREVELIA ST
5315-012-050	MFR	3	2	0.00	1.60	$126.28	1014 MAGNOLIA ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-013-019	SFR	3	1	0.00	1.00	$78.92	725 HOPE CT
5315-013-020	SFR	3	1	0.00	1.00	$78.92	719 HOPE CT
5315-013-021	SFR	3	1	0.00	1.00	$78.92	715 HOPE CT
5315-013-022	SFR	3	1	0.00	1.00	$78.92	713 HOPE CT
5315-013-023	MFR	3	2	0.00	1.60	$126.28	712 HOPE CT
5315-013-024	SFR	3	1	0.00	1.00	$78.92	716 HOPE CT
5315-013-025	SFR	3	1	0.00	1.00	$78.92	718 HOPE CT
5315-013-026	SFR	3	1	0.00	1.00	$78.92	1011 MAGNOLIA ST
5315-013-027	SFR	3	1	0.00	1.00	$78.92	1017 MAGNOLIA ST
5315-013-028	MFR	3	2	0.00	1.60	$126.28	1025 MAGNOLIA ST
5315-013-029	MFR	3	8	0.00	6.40	$505.08	1029 MAGNOLIA ST
5315-013-030	SFR	3	1	0.00	1.00	$78.92	1035 MAGNOLIA ST
5315-013-033	SFR	3	1	0.00	1.00	$78.92	1040 HOPE ST
5315-013-034	SFR	3	1	0.00	1.00	$78.92	1036 HOPE ST
5315-013-035	SFR	3	1	0.00	1.00	$78.92	1030 HOPE ST
5315-013-037	SFR	3	1	0.00	1.00	$78.92	720 MERIDIAN AVE
5315-013-038	SFR	3	1	0.00	1.00	$78.92	716 MERIDIAN AVE
5315-013-039	SFR	3	1	0.00	1.00	$78.92	712 MERIDIAN AVE
5315-013-040	MFR	3	3	0.00	2.40	$189.40	708 MERIDIAN AVE
5315-013-041	SFR	3	1	0.00	1.00	$78.92	704 MERIDIAN AVE
5315-013-042	SFR	3	1	0.00	1.00	$78.92	1007 MAGNOLIA ST
5315-013-043	SFR	3	1	0.00	1.00	$78.92	702 MERIDIAN AVE
5315-013-046	MFR	3	1	0.00	0.80	$63.14	1021 MAGNOLIA ST
5315-013-047	MFR	3	1	0.00	0.80	$63.14	1023 MAGNOLIA ST
5315-014-021	SFR	3	1	0.00	1.00	$78.92	810 MERIDIAN AVE
5315-014-022	MFR	3	2	0.00	1.60	$126.28	808 MERIDIAN AVE
5315-014-023	MFR	3	2	0.00	1.60	$126.28	806 MERIDIAN AVE
5315-014-024	C/I	3	0	0.12	1.00	$78.92	1015 HOPE ST
5315-014-025	VAC	3	0	0.04	0.25	$19.74	
5315-014-027	C/I	1	0	0.06	1.00	$97.12	1010 MISSION ST
5315-014-028	C/I	1	0	0.12	1.00	$97.12	1012 MISSION ST
5315-014-029	C/I	1	0	0.18	1.05	$102.07	1014 MISSION ST
5315-014-030	C/I	1	0	0.23	1.35	$131.40	1020 MISSION ST
5315-014-032	VAC	3	0	0.16	0.25	$19.74	1021 HOPE ST
5315-014-033	VAC	4	0	0.13	0.25	$17.82	1023 HOPE ST
5315-014-035	C/I	1	0	0.20	1.13	$110.04	1040 MISSION ST
5315-014-039	C/I	3	0	0.11	1.00	$78.92	1025 HOPE ST
5315-014-040	C/I	3	0	0.16	1.00	$78.92	811 FAIRVIEW AVE
5315-014-041	MFR	3	2	0.00	1.60	$126.28	1031 HOPE ST
5315-014-042	C/I	3	0	0.11	1.00	$78.92	1039 HOPE ST
5315-014-043	C/I	1	0	0.15	1.00	$97.12	1030 MISSION ST
5315-014-044	C/I	1	0	0.31	1.82	$176.56	1020 MISSION ST
5315-014-047	VAC	1	0	0.16	0.25	$24.29	
5315-014-049	C/I	1	0	0.04	1.00	$97.12	1002 MISSION ST
5315-014-051	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 101
5315-014-052	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 102
5315-014-053	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 103
5315-014-054	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 104
5315-014-055	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 105
5315-014-056	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 106
5315-014-057	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 201
5315-014-058	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 202
5315-014-059	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 203
5315-014-060	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 204
5315-014-061	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 205
5315-014-062	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 206
5315-014-063	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 207
5315-014-064	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 208

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-014-065	MFR	3	1	0.00	0.80	$63.14	815 FAIRVIEW AVE 209
5315-015-015	C/I	3	0	0.13	1.00	$78.92	923 EL CENTRO ST
5315-015-017	C/I	3	0	0.23	1.33	$104.97	901 EL CENTRO ST
5315-015-018	VAC	3	0	0.17	0.25	$19.74	
5315-015-019	SFR	3	1	0.00	1.00	$78.92	1014 GLENDON WAY
5315-015-020	SFR	3	1	0.00	1.00	$78.92	1024 GLENDON WAY
5315-015-021	SFR	3	1	0.00	1.00	$78.92	1028 GLENDON WAY
5315-015-022	SFR	3	1	0.00	1.00	$78.92	1102 GLENDON WAY
5315-015-023	SFR	3	1	0.00	1.00	$78.92	1015 MERIDIAN AVE
5315-015-024	SFR	3	1	0.00	1.00	$78.92	1011 MERIDIAN AVE
5315-015-025	SFR	3	1	0.00	1.00	$78.92	1130 GLENDON WAY
5315-015-026	SFR	1	1	0.00	1.00	$97.12	920 MONTEREY RD
5315-015-027	MFR	1	2	0.00	1.60	$155.40	916 MONTEREY RD
5315-015-028	MFR	1	2	0.00	1.60	$155.40	912 MONTEREY RD
5315-015-030	SFR	1	1	0.00	1.00	$97.12	904 MONTEREY RD
5315-015-031	MFR	1	2	0.00	1.60	$155.40	1142 GLENDON WAY
5315-015-032	SFR	3	1	0.00	1.00	$78.92	1019 MERIDIAN AVE
5315-015-033	SFR	3	1	0.00	1.00	$78.92	1023 MERIDIAN AVE
5315-015-034	SFR	3	1	0.00	1.00	$78.92	1103 MERIDIAN AVE
5315-015-035	SFR	3	1	0.00	1.00	$78.92	1105 MERIDIAN AVE
5315-015-036	MFR	3	3	0.00	2.40	$189.40	1109 MERIDIAN AVE
5315-015-037	SFR	3	1	0.00	1.00	$78.92	1113 MERIDIAN AVE
5315-015-038	SFR	3	1	0.00	1.00	$78.92	1121 MERIDIAN AVE
5315-015-039	SFR	3	1	0.00	1.00	$78.92	1125 MERIDIAN AVE
5315-015-040	SFR	3	1	0.00	1.00	$78.92	1131 MERIDIAN AVE
5315-015-041	SFR	3	1	0.00	1.00	$78.92	1133 MERIDIAN AVE
5315-015-042	SFR	3	1	0.00	1.00	$78.92	1112 GLENDON WAY
5315-015-043	SFR	3	1	0.00	1.00	$78.92	1116 GLENDON WAY
5315-015-044	SFR	3	1	0.00	1.00	$78.92	1118 GLENDON WAY
5315-015-045	SFR	3	1	0.00	1.00	$78.92	1126 GLENDON WAY
5315-015-046	SFR	3	1	0.00	1.00	$78.92	1119 MERIDIAN AVE
5315-015-047	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 1
5315-015-048	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 2
5315-015-049	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 101
5315-015-050	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 102
5315-015-051	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 103
5315-015-052	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 104
5315-015-053	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 105
5315-015-054	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 106
5315-015-055	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 201
5315-015-056	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 202
5315-015-057	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 203
5315-015-058	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 204
5315-015-059	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 205
5315-015-060	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 206
5315-015-061	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 207
5315-015-062	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 208
5315-015-063	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 209
5315-015-064	C/I	3	0	0.02	1.00	$78.92	909 EL CENTRO ST 210
5315-016-001	SFR	3	1	0.00	1.00	$78.92	604 PROSPECT AVE
5315-016-002	MFR	3	8	0.00	6.40	$505.08	601 MERIDIAN AVE
5315-016-003	SFR	3	1	0.00	1.00	$78.92	610 PROSPECT AVE
5315-016-004	MFR	3	6	0.00	4.80	$378.82	612 PROSPECT AVE
5315-016-005	MFR	3	10	0.00	8.00	$631.36	616 PROSPECT AVE
5315-016-006	MFR	3	4	0.00	3.20	$252.54	622 PROSPECT AVE
5315-016-010	MFR	3	9	0.00	7.20	$568.22	640 PROSPECT AVE
5315-016-011	SFR	3	1	0.00	1.00	$78.92	637 MERIDIAN AVE
5315-016-012	SFR	3	1	0.00	1.00	$78.92	633 MERIDIAN AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-016-013	SFR	3	1	0.00	1.00	$78.92	920 MAGNOLIA ST
5315-016-014	SFR	3	1	0.00	1.00	$78.92	918 MAGNOLIA ST
5315-016-015	SFR	3	1	0.00	1.00	$78.92	621 MERIDIAN AVE
5315-016-016	SFR	3	1	0.00	1.00	$78.92	617 MERIDIAN AVE
5315-016-017	SFR	3	1	0.00	1.00	$78.92	613 MERIDIAN AVE
5315-016-018	MFR	3	2	0.00	1.60	$126.28	609 MERIDIAN AVE
5315-016-019	MFR	3	12	0.00	9.60	$757.64	601 MERIDIAN AVE
5315-016-021	SFR	3	1	0.00	1.00	$78.92	625 MERIDIAN AVE
5315-016-022	MFR	2	20	0.00	16.00	$1,665.44	608 ORANGE GROVE AVE
5315-016-023	MFR	2	16	0.00	12.80	$1,332.35	628 ORANGE GROVE AVE
5315-016-024	MFR	2	7	0.00	5.60	$582.91	646 ORANGE GROVE AVE
5315-016-025	MFR	2	18	0.00	14.40	$1,498.89	652 ORANGE GROVE AVE
5315-016-026	SFR	3	1	0.00	1.00	$78.92	816 MAGNOLIA ST
5315-016-027	SFR	3	1	0.00	1.00	$78.92	820 MAGNOLIA ST
5315-016-028	MFR	3	3	0.00	2.40	$189.40	824 MAGNOLIA ST
5315-016-029	MFR	3	32	0.00	25.60	$2,020.36	635 PROSPECT AVE 11
5315-016-031	MFR	3	20	0.00	16.00	$1,262.72	617 PROSPECT AVE
5315-016-032	MFR	3	30	0.00	24.00	$1,894.08	609 PROSPECT AVE 4
5315-016-033	MFR	3	22	0.00	17.60	$1,389.00	821 GREVELIA ST
5315-016-035	MFR	3	1	0.00	0.80	$63.14	623 PROSPECT AVE 1
5315-016-036	MFR	3	1	0.00	0.80	$63.14	623 PROSPECT AVE 2
5315-016-037	MFR	3	1	0.00	0.80	$63.14	623 PROSPECT AVE 3
5315-016-038	MFR	3	1	0.00	0.80	$63.14	623 PROSPECT AVE 4
5315-016-039	MFR	3	1	0.00	0.80	$63.14	623 PROSPECT AVE 5
5315-016-040	MFR	3	1	0.00	0.80	$63.14	623 PROSPECT AVE 6
5315-016-041	MFR	3	1	0.00	0.80	$63.14	623 PROSPECT AVE 7
5315-016-042	MFR	3	1	0.00	0.80	$63.14	623 PROSPECT AVE 8
5315-016-043	MFR	3	1	0.00	0.80	$63.14	623 PROSPECT AVE 9
5315-016-044	MFR	3	1	0.00	0.80	$63.14	623 PROSPECT AVE 10
5315-016-045	MFR	2	2	0.00	1.60	$166.55	631 MERIDIAN AVE
5315-016-047	MFR	3	1	0.00	0.80	$63.14	634 PROSPECT AVE A
5315-016-048	MFR	3	1	0.00	0.80	$63.14	634 PROSPECT AVE B
5315-016-049	MFR	3	1	0.00	0.80	$63.14	634 PROSPECT AVE C
5315-016-050	MFR	3	1	0.00	0.80	$63.14	634 PROSPECT AVE D
5315-016-051	MFR	3	1	0.00	0.80	$63.14	634 PROSPECT AVE E
5315-017-001	SFR	3	1	0.00	1.00	$78.92	700 PROSPECT AVE
5315-017-002	SFR	3	1	0.00	1.00	$78.92	704 PROSPECT AVE
5315-017-003	SFR	3	1	0.00	1.00	$78.92	909 MAGNOLIA ST
5315-017-004	SFR	3	1	0.00	1.00	$78.92	913 MAGNOLIA ST
5315-017-007	MFR	3	10	0.00	8.00	$631.36	714 PROSPECT AVE
5315-017-025	MFR	3	3	0.00	2.40	$189.40	706 PROSPECT AVE
5315-017-026	C/I	1	0	0.99	5.72	$555.63	904 MISSION ST
5315-017-027	C/I	3	0	0.46	2.67	$210.40	800 PROSPECT AVE
5315-017-028	MFR	3	26	0.00	20.80	$1,641.54	700 ORANGE GROVE AVE
5315-017-029	SFR	3	1	0.00	1.00	$78.92	712 ORANGE GROVE AVE
5315-017-031	MFR	3	19	0.00	15.20	$1,199.58	715 PROSPECT AVE 2
5315-017-033	SFR	3	1	0.00	1.00	$78.92	815 MAGNOLIA ST
5315-017-034	SFR	3	1	0.00	1.00	$78.92	821 MAGNOLIA ST
5315-017-035	SFR	3	1	0.00	1.00	$78.92	827 MAGNOLIA ST
5315-017-036	SFR	3	1	0.00	1.00	$78.92	703 PROSPECT AVE
5315-017-037	MFR	2	6	0.00	4.80	$499.63	800 ORANGE GROVE AVE
5315-017-039	MFR	2	12	0.00	9.60	$999.27	812 ORANGE GROVE AVE
5315-017-040	C/I	1	0	0.14	1.00	$97.12	800 MISSION ST
5315-017-043	SFR	3	1	0.00	1.00	$78.92	805 PROSPECT AVE
5315-017-044	MFR	3	16	0.00	12.80	$1,010.18	807 PROSPECT AVE
5315-017-045	C/I	1	0	0.44	2.57	$249.30	830 MISSION ST
5315-017-047	MFR	2	1	0.00	0.80	$83.27	810 ORANGE GROVE AVE 1
5315-017-048	MFR	2	1	0.00	0.80	$83.27	810 ORANGE GROVE AVE 2

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-017-049	MFR	2	1	0.00	0.80	$83.27	810 ORANGE GROVE AVE 3
5315-017-050	MFR	2	1	0.00	0.80	$83.27	810 ORANGE GROVE AVE 4
5315-017-051	MFR	2	1	0.00	0.80	$83.27	810 ORANGE GROVE AVE 5
5315-017-052	MFR	2	1	0.00	0.80	$83.27	810 ORANGE GROVE AVE 6
5315-017-053	MFR	2	1	0.00	0.80	$83.27	810 ORANGE GROVE AVE 7
5315-017-054	MFR	2	1	0.00	0.80	$83.27	810 ORANGE GROVE AVE 8
5315-017-059	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-060	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-061	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-062	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-063	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-064	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-065	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-066	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-067	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-068	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-069	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-070	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-071	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-072	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-073	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-074	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-075	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-076	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-077	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-078	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-079	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-080	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-081	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-082	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-083	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-084	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-085	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-086	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-087	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-088	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-089	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-090	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-091	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-092	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-093	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-094	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-095	MFR	1	1	0.00	0.80	$77.70	820 MISSION ST
5315-017-097	C/I	1	0	0.16	1.00	$97.12	820 MISSION ST
5315-017-101	C/I	1	0	0.03	1.00	$97.12	820 MISSION ST
5315-017-102	C/I	1	0	0.03	1.00	$97.12	820 MISSION ST
5315-018-017	SFR	1	1	0.00	1.00	$97.12	860 MONTEREY RD
5315-018-018	SFR	1	1	0.00	1.00	$97.12	856 MONTEREY RD
5315-018-020	SFR	1	1	0.00	1.00	$97.12	848 MONTEREY RD
5315-018-021	MFR	1	2	0.00	1.60	$155.40	844 MONTEREY RD
5315-018-022	SFR	1	1	0.00	1.00	$97.12	842 MONTEREY RD
5315-018-023	SFR	1	1	0.00	1.00	$97.12	838 MONTEREY RD
5315-018-025	SFR	3	1	0.00	1.00	$78.92	851 GLENDON CT
5315-018-026	SFR	3	1	0.00	1.00	$78.92	849 GLENDON CT
5315-018-027	MFR	3	2	0.00	1.60	$126.28	843 GLENDON CT
5315-018-028	SFR	3	1	0.00	1.00	$78.92	1111 GLENDON WAY
5315-018-029	SFR	3	1	0.00	1.00	$78.92	1109 GLENDON WAY
5315-018-030	SFR	3	1	0.00	1.00	$78.92	1115 GLENDON WAY

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-018-031	SFR	3	1	0.00	1.00	$78.92	1119 GLENDON WAY
5315-018-032	MFR	3	3	0.00	2.40	$189.40	1107 GLENDON CT
5315-018-033	SFR	3	1	0.00	1.00	$78.92	1115 GLENDON CT
5315-018-034	SFR	3	1	0.00	1.00	$78.92	1117 GLENDON CT
5315-018-035	SFR	3	1	0.00	1.00	$78.92	1123 GLENDON CT
5315-018-036	SFR	3	1	0.00	1.00	$78.92	1125 GLENDON CT
5315-018-037	SFR	3	1	0.00	1.00	$78.92	1127 GLENDON CT
5315-018-038	SFR	3	1	0.00	1.00	$78.92	1112 GLENDON CT
5315-018-039	SFR	3	1	0.00	1.00	$78.92	1114 GLENDON CT
5315-018-040	SFR	3	1	0.00	1.00	$78.92	1116 GLENDON CT
5315-018-041	SFR	3	1	0.00	1.00	$78.92	1120 GLENDON CT
5315-018-042	SFR	3	1	0.00	1.00	$78.92	1124 GLENDON CT
5315-018-043	SFR	3	1	0.00	1.00	$78.92	846 GLENDON CT
5315-018-044	SFR	3	1	0.00	1.00	$78.92	858 GLENDON CT
5315-018-045	SFR	3	1	0.00	1.00	$78.92	1123 GLENDON WAY
5315-018-046	MFR	1	23	0.00	18.40	$1,787.00	830 MONTEREY RD
5315-018-047	SFR	3	1	0.00	1.00	$78.92	1098 LOMA VISTA CT
5315-018-048	SFR	3	1	0.00	1.00	$78.92	1100 LOMA VISTA CT
5315-018-049	SFR	3	1	0.00	1.00	$78.92	1106 LOMA VISTA CT
5315-018-050	SFR	3	1	0.00	1.00	$78.92	1108 LOMA VISTA CT
5315-018-051	SFR	1	1	0.00	1.00	$97.12	828 MONTEREY RD
5315-018-052	SFR	1	1	0.00	1.00	$97.12	822 MONTEREY RD
5315-018-053	SFR	1	1	0.00	1.00	$97.12	818 MONTEREY RD
5315-018-054	SFR	1	1	0.00	1.00	$97.12	810 MONTEREY RD
5315-018-055	SFR	1	1	0.00	1.00	$97.12	804 MONTEREY RD
5315-018-056	MFR	1	2	0.00	1.60	$155.40	802 MONTEREY RD
5315-018-057	SFR	3	1	0.00	1.00	$78.92	1104 ORANGE GROVE AVE
5315-018-058	SFR	3	1	0.00	1.00	$78.92	1105 LOMA VISTA CT
5315-018-059	SFR	3	1	0.00	1.00	$78.92	1101 LOMA VISTA CT
5315-018-060	SFR	3	1	0.00	1.00	$78.92	833 ORANGE GROVE PL
5315-018-061	SFR	3	1	0.00	1.00	$78.92	831 ORANGE GROVE PL
5315-018-062	SFR	3	1	0.00	1.00	$78.92	825 ORANGE GROVE PL
5315-018-063	SFR	3	1	0.00	1.00	$78.92	821 ORANGE GROVE PL
5315-018-064	MFR	3	2	0.00	1.60	$126.28	817 ORANGE GROVE PL
5315-018-065	MFR	3	4	0.00	3.20	$252.54	813 ORANGE GROVE PL
5315-018-066	SFR	3	1	0.00	1.00	$78.92	809 ORANGE GROVE PL
5315-018-067	SFR	3	1	0.00	1.00	$78.92	805 ORANGE GROVE PL
5315-018-068	SFR	3	1	0.00	1.00	$78.92	1038 ORANGE GROVE AVE
5315-018-070	SFR	3	1	0.00	1.00	$78.92	1040 ORANGE GROVE AVE
5315-018-071	SFR	3	1	0.00	1.00	$78.92	1044 ORANGE GROVE AVE
5315-018-072	SFR	3	1	0.00	1.00	$78.92	1050 ORANGE GROVE AVE
5315-018-073	SFR	3	1	0.00	1.00	$78.92	1036 ORANGE GROVE AVE
5315-018-074	SFR	3	1	0.00	1.00	$78.92	1030 ORANGE GROVE AVE
5315-018-075	SFR	1	1	0.00	1.00	$97.12	852 MONTEREY RD
5315-019-012	SFR	3	1	0.00	1.00	$78.92	1024 1/2 GLENDON CT
5315-019-013	SFR	3	1	0.00	1.00	$78.92	1024 GLENDON CT
5315-019-014	MFR	3	2	0.00	1.60	$126.28	1026 GLENDON CT
5315-019-015	SFR	3	1	0.00	1.00	$78.92	1106 GLENDON CT
5315-019-019	MFR	3	2	0.00	1.60	$126.28	1017 GLENDON WAY
5315-019-020	MFR	3	2	0.00	1.60	$126.28	1021 GLENDON WAY
5315-019-021	SFR	3	1	0.00	1.00	$78.92	1027 GLENDON WAY
5315-019-022	SFR	3	1	0.00	1.00	$78.92	1101 GLENDON WAY
5315-019-023	SFR	3	1	0.00	1.00	$78.92	1105 GLENDON WAY
5315-019-026	MFR	3	2	0.00	1.60	$126.28	831 EL CENTRO ST
5315-019-027	SFR	3	1	0.00	1.00	$78.92	827 EL CENTRO ST
5315-019-028	SFR	3	1	0.00	1.00	$78.92	825 EL CENTRO ST
5315-019-029	MFR	3	2	0.00	1.60	$126.28	821 EL CENTRO ST
5315-019-030	SFR	3	1	0.00	1.00	$78.92	817 EL CENTRO ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-019-031	SFR	3	1	0.00	1.00	$78.92	815 EL CENTRO ST
5315-019-032	SFR	3	1	0.00	1.00	$78.92	809 EL CENTRO ST
5315-019-033	SFR	3	1	0.00	1.00	$78.92	805 EL CENTRO ST
5315-019-034	SFR	3	1	0.00	1.00	$78.92	801 EL CENTRO ST
5315-019-035	SFR	3	1	0.00	1.00	$78.92	1020 ORANGE GROVE AVE
5315-019-036	MFR	3	3	0.00	2.40	$189.40	1012 ORANGE GROVE AVE
5315-019-037	SFR	3	1	0.00	1.00	$78.92	1016 ORANGE GROVE AVE
5315-019-038	MFR	3	2	0.00	1.60	$126.28	804 ORANGE GROVE PL
5315-019-039	MFR	3	2	0.00	1.60	$126.28	808 ORANGE GROVE PL
5315-019-040	MFR	3	2	0.00	1.60	$126.28	812 ORANGE GROVE PL
5315-019-041	MFR	3	2	0.00	1.60	$126.28	814 ORANGE GROVE PL
5315-019-042	MFR	3	2	0.00	1.60	$126.28	818 ORANGE GROVE PL
5315-019-043	SFR	3	1	0.00	1.00	$78.92	822 ORANGE GROVE PL
5315-019-044	MFR	3	2	0.00	1.60	$126.28	826 ORANGE GROVE PL
5315-019-045	C/I	3	0	0.16	1.00	$78.92	830 ORANGE GROVE PL
5315-019-046	C/I	3	0	0.17	1.01	$79.78	832 ORANGE GROVE PL
5315-019-047	C/I	3	0	0.25	1.45	$114.59	1001 GLENDON WAY
5315-019-048	C/I	3	0	1.25	6.18	$487.33	845 EL CENTRO ST
5315-019-049	C/I	3	0	0.18	1.06	$83.42	835 EL CENTRO ST
5315-020-004	C/I	1	0	0.30	1.73	$167.53	905 MISSION ST
5315-020-006	C/I	3	0	0.14	1.00	$78.92	921 MERIDIAN AVE
5315-020-008	VAC	3	0	0.40	0.58	$46.09	
5315-020-009	VAC	3	0	0.27	0.39	$30.62	
5315-020-010	C/I	1	0	0.27	1.55	$150.63	835 MISSION ST
5315-020-013	C/I	1	0	0.28	1.61	$156.27	853 MISSION ST
5315-020-014	C/I	1	0	1.14	6.02	$584.37	919 MISSION ST
5315-020-016	C/I	3	0	0.31	1.80	$142.06	915 MERIDIAN AVE
5315-020-017	C/I	1	0	0.40	2.34	$226.77	841 MISSION ST
5315-021-001	C/I	1	0	0.10	1.00	$97.12	950 MISSION ST
5315-021-008	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE E
5315-021-009	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE G
5315-021-010	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE J
5315-021-011	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE L
5315-021-012	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE N
5315-021-013	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE P
5315-021-014	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE M
5315-021-015	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE K
5315-021-016	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE H
5315-021-017	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE F
5315-021-018	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE D
5315-021-019	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE C
5315-021-020	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE B
5315-021-021	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE A
5315-021-022	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE Q
5315-021-023	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE R
5315-021-024	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE S
5315-021-025	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE T
5315-021-026	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE U
5315-021-027	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE V
5315-021-028	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE W
5315-021-029	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE Z
5315-021-030	MFR	3	1	0.00	0.80	$63.14	809 MERIDIAN AVE Y
5315-021-031	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE A
5315-021-032	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE B
5315-021-033	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE C
5315-021-034	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE D
5315-021-035	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE E
5315-021-036	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE H

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5315-021-037	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE J
5315-021-038	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE K
5315-021-039	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE N
5315-021-040	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE P
5315-021-041	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE R
5315-021-042	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE U
5315-021-043	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE V
5315-021-044	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE F
5315-021-045	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE G
5315-021-046	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE L
5315-021-047	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE M
5315-021-048	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE Q
5315-021-049	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE S
5315-021-050	MFR	3	1	0.00	0.80	$63.14	801 MERIDIAN AVE T
5315-021-051	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE A
5315-021-052	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE B
5315-021-053	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE C
5315-021-054	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE D
5315-021-055	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE E
5315-021-056	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE F
5315-021-057	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE K
5315-021-058	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE L
5315-021-059	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE M
5315-021-060	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE Q
5315-021-061	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE S
5315-021-062	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE V
5315-021-063	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE W
5315-021-064	MFR	3	1	0.00	0.80	$63.14	929 MAGNOLIA ST
5315-021-065	MFR	3	1	0.00	0.80	$63.14	923 MAGNOLIA ST
5315-021-066	MFR	3	1	0.00	0.80	$63.14	917 MAGNOLIA ST
5315-021-067	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE G
5315-021-068	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE H
5315-021-069	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE J
5315-021-070	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE N
5315-021-071	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE P
5315-021-072	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE R
5315-021-073	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE T
5315-021-074	MFR	3	1	0.00	0.80	$63.14	727 MERIDIAN AVE U
5315-021-075	C/I	3	0	0.57	3.31	$261.30	805 MERIDIAN AVE
5315-021-076	C/I	3	0	0.57	3.31	$261.30	803 MERIDIAN AVE
5317-006-001	SFR	3	1	0.00	1.00	$78.92	209 BEACON AVE
5317-006-002	SFR	3	1	0.00	1.00	$78.92	201 BEACON AVE
5317-006-003	SFR	3	1	0.00	1.00	$78.92	925 COLUMBIA ST
5317-006-004	SFR	3	1	0.00	1.00	$78.92	919 COLUMBIA ST
5317-006-005	SFR	3	1	0.00	1.00	$78.92	907 COLUMBIA ST
5317-006-006	SFR	3	1	0.00	1.00	$78.92	901 COLUMBIA ST
5317-006-007	SFR	2	1	0.00	1.00	$104.09	204 ORANGE GROVE AVE
5317-006-008	SFR	3	1	0.00	1.00	$78.92	220 ORANGE GROVE AVE
5317-006-009	SFR	3	1	0.00	1.00	$78.92	920 OLIVER ST
5317-006-010	SFR	3	1	0.00	1.00	$78.92	924 OLIVER ST
5317-006-011	SFR	3	1	0.00	1.00	$78.92	930 OLIVER ST
5317-006-012	SFR	3	1	0.00	1.00	$78.92	1017 OLIVER ST
5317-006-013	SFR	3	1	0.00	1.00	$78.92	300 MERIDIAN AVE
5317-006-014	SFR	3	1	0.00	1.00	$78.92	310 MERIDIAN AVE
5317-006-015	SFR	2	1	0.00	1.00	$104.09	210 ORANGE GROVE AVE
5317-007-004	SFR	3	1	0.00	1.00	$78.92	223 FAIRVIEW AVE
5317-007-006	SFR	3	1	0.00	1.00	$78.92	221 FAIRVIEW AVE
5317-007-007	SFR	3	1	0.00	1.00	$78.92	219 FAIRVIEW AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5317-007-008	SFR	3	1	0.00	1.00	$78.92	222 BEACON AVE
5317-007-011	SFR	3	1	0.00	1.00	$78.92	1007 COLUMBIA ST
5317-007-012	SFR	3	1	0.00	1.00	$78.92	1001 COLUMBIA ST
5317-007-013	SFR	3	1	0.00	1.00	$78.92	214 BEACON AVE
5317-008-001	SFR	3	1	0.00	1.00	$78.92	1030 BUENA VISTA ST
5317-008-002	SFR	3	1	0.00	1.00	$78.92	1020 BUENA VISTA ST
5317-008-004	SFR	3	1	0.00	1.00	$78.92	1000 BUENA VISTA ST
5317-008-005	SFR	3	1	0.00	1.00	$78.92	1001 HIGHLAND ST
5317-008-011	SFR	3	1	0.00	1.00	$78.92	1025 HIGHLAND ST
5317-008-014	SFR	3	1	0.00	1.00	$78.92	1020 HIGHLAND ST
5317-008-015	SFR	3	1	0.00	1.00	$78.92	1014 HIGHLAND ST
5317-008-016	SFR	3	1	0.00	1.00	$78.92	1004 HIGHLAND ST
5317-008-017	SFR	3	1	0.00	1.00	$78.92	1002 HIGHLAND ST
5317-008-019	SFR	3	1	0.00	1.00	$78.92	1030 HIGHLAND ST
5317-008-020	SFR	3	1	0.00	1.00	$78.92	319 FAIRVIEW AVE
5317-008-021	SFR	3	1	0.00	1.00	$78.92	1011 HIGHLAND ST
5317-008-022	SFR	3	1	0.00	1.00	$78.92	1015 HIGHLAND ST
5317-008-024	SFR	3	1	0.00	1.00	$78.92	1014 BUENA VISTA ST
5317-008-025	SFR	3	1	0.00	1.00	$78.92	1033 HIGHLAND ST
5317-009-003	SFR	3	1	0.00	1.00	$78.92	524 MERIDIAN AVE
5317-009-004	SFR	3	1	0.00	1.00	$78.92	1008 FOOTHILL ST
5317-009-007	SFR	3	1	0.00	1.00	$78.92	1020 FOOTHILL ST
5317-009-009	SFR	3	1	0.00	1.00	$78.92	1026 FOOTHILL ST
5317-009-012	SFR	3	1	0.00	1.00	$78.92	1034 FOOTHILL ST
5317-009-014	SFR	3	1	0.00	1.00	$78.92	1037 BUENA VISTA ST
5317-009-017	SFR	3	1	0.00	1.00	$78.92	1039 FOOTHILL ST
5317-009-022	SFR	3	1	0.00	1.00	$78.92	1009 FOOTHILL ST
5317-009-027	SFR	3	1	0.00	1.00	$78.92	512 MERIDIAN AVE
5317-009-028	SFR	3	1	0.00	1.00	$78.92	1033 BUENA VISTA ST
5317-009-029	SFR	3	1	0.00	1.00	$78.92	1023 BUENA VISTA ST
5317-009-030	SFR	3	1	0.00	1.00	$78.92	1038 FOOTHILL ST
5317-009-031	SFR	3	1	0.00	1.00	$78.92	1010 FOOTHILL ST
5317-009-032	SFR	3	1	0.00	1.00	$78.92	532 MERIDIAN AVE
5317-009-034	SFR	3	1	0.00	1.00	$78.92	1001 BUENA VISTA ST
5317-010-003	SFR	3	1	0.00	1.00	$78.92	1111 FOOTHILL ST
5317-010-004	SFR	3	1	0.00	1.00	$78.92	1115 FOOTHILL ST
5317-010-005	SFR	3	1	0.00	1.00	$78.92	1117 FOOTHILL ST
5317-010-006	SFR	3	1	0.00	1.00	$78.92	1129 FOOTHILL ST
5317-010-007	SFR	3	1	0.00	1.00	$78.92	1131 FOOTHILL ST
5317-010-010	SFR	3	1	0.00	1.00	$78.92	1135 FOOTHILL ST
5317-010-011	SFR	3	1	0.00	1.00	$78.92	1137 FOOTHILL ST
5317-010-012	MFR	3	3	0.00	2.40	$189.40	1139 FOOTHILL ST
5317-010-013	SFR	3	1	0.00	1.00	$78.92	1140 FOOTHILL ST
5317-010-014	SFR	3	1	0.00	1.00	$78.92	1138 FOOTHILL ST
5317-010-015	SFR	3	1	0.00	1.00	$78.92	1132 FOOTHILL ST
5317-010-016	SFR	3	1	0.00	1.00	$78.92	1128 FOOTHILL ST
5317-010-017	SFR	3	1	0.00	1.00	$78.92	1124 FOOTHILL ST
5317-010-018	SFR	3	1	0.00	1.00	$78.92	1120 FOOTHILL ST
5317-010-019	SFR	3	1	0.00	1.00	$78.92	1116 FOOTHILL ST
5317-010-020	SFR	3	1	0.00	1.00	$78.92	1112 FOOTHILL ST
5317-010-022	SFR	3	1	0.00	1.00	$78.92	1106 FOOTHILL ST
5317-010-026	SFR	3	1	0.00	1.00	$78.92	1115 BUENA VISTA ST
5317-010-028	SFR	3	1	0.00	1.00	$78.92	1121 BUENA VISTA ST
5317-010-029	SFR	3	1	0.00	1.00	$78.92	517 FREMONT AVE
5317-010-032	SFR	3	1	0.00	1.00	$78.92	1105 BUENA VISTA ST
5317-010-033	SFR	3	1	0.00	1.00	$78.92	1107 BUENA VISTA ST
5317-010-034	SFR	3	1	0.00	1.00	$78.92	1133 FOOTHILL ST
5317-010-035	SFR	3	1	0.00	1.00	$78.92	1101 FOOTHILL ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5317-010-036	SFR	3	1	0.00	1.00	$78.92	1109 BUENA VISTA ST
5317-010-037	SFR	3	1	0.00	1.00	$78.92	1133 BUENA VISTA ST
5317-010-038	SFR	3	1	0.00	1.00	$78.92	1108 FOOTHILL ST
5317-010-039	SFR	3	1	0.00	1.00	$78.92	1102 FOOTHILL ST
5317-011-001	SFR	3	1	0.00	1.00	$78.92	1106 BUENA VISTA ST
5317-011-002	SFR	3	1	0.00	1.00	$78.92	1100 BUENA VISTA ST
5317-011-003	SFR	3	1	0.00	1.00	$78.92	414 FAIRVIEW AVE
5317-011-005	SFR	3	1	0.00	1.00	$78.92	402 FAIRVIEW AVE
5317-011-012	SFR	3	1	0.00	1.00	$78.92	408 FAIRVIEW AVE
5317-011-024	SFV	3	0	0.00	0.25	$19.74	
5317-011-025	SFV	3	0	0.00	0.25	$19.74	
5317-011-026	SFR	3	1	0.00	1.00	$78.92	1120 BUENA VISTA ST
5317-011-027	SFR	3	1	0.00	1.00	$78.92	415 FREMONT AVE
5317-011-028	SFR	3	1	0.00	1.00	$78.92	315 FREMONT AVE
5317-011-029	SFR	3	1	0.00	1.00	$78.92	320 FAIRVIEW AVE
5317-011-030	SFR	3	1	0.00	1.00	$78.92	318 FAIRVIEW AVE
5317-011-031	SFR	3	1	0.00	1.00	$78.92	411 FREMONT AVE
5317-011-032	SFR	3	1	0.00	1.00	$78.92	330 FAIRVIEW AVE
5317-011-033	SFR	3	1	0.00	1.00	$78.92	328 FAIRVIEW AVE
5317-011-034	SFR	3	1	0.00	1.00	$78.92	319 FREMONT AVE
5317-011-035	SFR	3	1	0.00	1.00	$78.92	325 FREMONT AVE
5317-011-036	SFR	3	1	0.00	1.00	$78.92	1124 BUENA VISTA ST
5317-011-037	SFR	3	1	0.00	1.00	$78.92	1134 BUENA VISTA ST
5317-011-038	SFR	3	1	0.00	1.00	$78.92	329 FREMONT AVE
5317-011-039	SFR	3	1	0.00	1.00	$78.92	311 FREMONT AVE
5317-012-004	SFR	3	1	0.00	1.00	$78.92	218 FAIRVIEW AVE
5317-012-005	SFR	3	1	0.00	1.00	$78.92	300 FAIRVIEW AVE
5317-012-007	SFR	3	1	0.00	1.00	$78.92	308 FAIRVIEW AVE
5317-012-008	SFR	3	1	0.00	1.00	$78.92	312 FAIRVIEW AVE
5317-012-014	SFR	3	1	0.00	1.00	$78.92	1115 COLUMBIA ST
5317-012-023	SFR	3	1	0.00	1.00	$78.92	307 FREMONT AVE
5317-012-026	SFR	3	1	0.00	1.00	$78.92	301 FREMONT AVE
5317-012-029	SFV	4	0	0.00	0.25	$17.82	
5317-012-030	SFR	3	1	0.00	1.00	$78.92	221 FREMONT AVE
5317-012-031	SFR	3	1	0.00	1.00	$78.92	1127 COLUMBIA ST
5317-012-032	SFR	3	1	0.00	1.00	$78.92	1117 COLUMBIA LN
5317-014-005	SFR	2	1	0.00	1.00	$104.09	325 OAKLAWN AVE
5317-014-006	SFR	2	1	0.00	1.00	$104.09	317 OAKLAWN AVE
5317-014-007	SFR	2	1	0.00	1.00	$104.09	309 OAKLAWN AVE
5317-014-015	SFR	2	1	0.00	1.00	$104.09	203 OAKLAWN AVE
5317-014-016	SFR	2	1	0.00	1.00	$104.09	409 OAKLAWN AVE
5317-014-017	SFR	2	1	0.00	1.00	$104.09	401 OAKLAWN AVE
5317-014-019	SFR	2	1	0.00	1.00	$104.09	227 OAKLAWN AVE
5317-014-020	SFR	2	1	0.00	1.00	$104.09	217 OAKLAWN AVE
5317-014-021	SFR	2	1	0.00	1.00	$104.09	207 OAKLAWN AVE
5317-014-022	SFR	2	1	0.00	1.00	$104.09	424 FREMONT AVE
5317-014-023	SFR	2	1	0.00	1.00	$104.09	415 OAKLAWN AVE
5317-015-001	SFR	2	1	0.00	1.00	$104.09	536 FREMONT AVE
5317-015-002	SFR	3	1	0.00	1.00	$78.92	1406 OZMUN CT
5317-015-006	SFR	3	1	0.00	1.00	$78.92	1407 OZMUN CT
5317-015-007	SFR	3	1	0.00	1.00	$78.92	1413 OZMUN CT
5317-015-008	SFR	3	1	0.00	1.00	$78.92	426 FREMONT AVE
5317-015-009	SFR	3	1	0.00	1.00	$78.92	500 FREMONT AVE
5317-015-010	SFR	3	1	0.00	1.00	$78.92	502 FREMONT AVE
5317-015-011	SFR	3	1	0.00	1.00	$78.92	508 FREMONT AVE
5317-015-012	SFR	3	1	0.00	1.00	$78.92	512 FREMONT AVE
5317-015-013	SFR	2	1	0.00	1.00	$104.09	514 FREMONT AVE
5317-015-014	SFR	2	1	0.00	1.00	$104.09	517 FREMONT LN

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5317-015-015	SFR	2	1	0.00	1.00	$104.09	522 FREMONT AVE
5317-015-016	SFR	2	1	0.00	1.00	$104.09	507 FREMONT LN
5317-015-017	SFR	2	1	0.00	1.00	$104.09	501 FREMONT LN
5317-015-018	SFR	2	1	0.00	1.00	$104.09	431 FREMONT LN
5317-015-019	SFR	2	1	0.00	1.00	$104.09	425 FREMONT LN
5317-015-021	SFR	3	1	0.00	1.00	$78.92	1401 OZMUN CT
5317-016-001	MFR	3	2	0.00	1.60	$126.28	349 GRACE DR
5317-016-002	MFR	3	2	0.00	1.60	$126.28	363 GRACE DR
5317-016-003	MFR	3	2	0.00	1.60	$126.28	371 GRACE DR
5317-016-004	MFR	3	2	0.00	1.60	$126.28	385 GRACE DR
5317-016-005	MFR	3	2	0.00	1.60	$126.28	390 GRACE DR
5317-016-007	MFR	3	2	0.00	1.60	$126.28	360 GRACE DR
5317-016-008	MFR	3	2	0.00	1.60	$126.28	348 GRACE DR
5317-016-009	MFR	3	2	0.00	1.60	$126.28	334 GRACE DR
5317-016-012	SFR	2	1	0.00	1.00	$104.09	326 OAKLAWN AVE
5317-016-013	SFR	2	1	0.00	1.00	$104.09	400 OAKLAWN AVE
5317-016-016	SFR	2	1	0.00	1.00	$104.09	424 OAKLAWN AVE
5317-016-017	SFR	2	1	0.00	1.00	$104.09	426 OAKLAWN AVE
5317-016-018	SFR	2	1	0.00	1.00	$104.09	432 OAKLAWN AVE
5317-016-019	SFR	2	1	0.00	1.00	$104.09	436 OAKLAWN AVE
5317-016-020	SFR	2	1	0.00	1.00	$104.09	444 OAKLAWN AVE
5317-016-023	SFR	2	1	0.00	1.00	$104.09	423 OAKLAWN AVE
5317-016-024	SFR	2	1	0.00	1.00	$104.09	423 OAKLAWN AVE
5317-016-025	SFR	2	1	0.00	1.00	$104.09	430 STRATTON LN
5317-016-026	SFR	3	1	0.00	1.00	$78.92	370 GRACE DR
5317-016-027	SFR	3	1	0.00	1.00	$78.92	372 GRACE DR
5317-016-028	SFR	2	1	0.00	1.00	$104.09	431 OAKLAWN AVE
5317-016-029	SFR	2	1	0.00	1.00	$104.09	318 OAKLAWN AVE
5317-016-030	SFR	2	1	0.00	1.00	$104.09	412 OAKLAWN AVE
5317-017-006	SFR	2	1	0.00	1.00	$104.09	304 OAKLAWN AVE
5317-017-007	SFR	2	1	0.00	1.00	$104.09	310 OAKLAWN AVE
5317-017-008	MFR	3	2	0.00	1.60	$126.28	201 GRACE DR
5317-017-009	MFR	3	2	0.00	1.60	$126.28	219 GRACE DR
5317-017-010	MFR	3	2	0.00	1.60	$126.28	229 GRACE DR
5317-017-011	MFR	3	2	0.00	1.60	$126.28	243 GRACE DR
5317-017-012	MFR	3	2	0.00	1.60	$126.28	257 GRACE DR
5317-017-013	MFR	3	2	0.00	1.60	$126.28	271 GRACE DR
5317-017-014	MFR	3	2	0.00	1.60	$126.28	287 GRACE DR
5317-017-015	MFR	3	2	0.00	1.60	$126.28	299 GRACE DR
5317-017-016	MFR	3	2	0.00	1.60	$126.28	319 GRACE DR
5317-017-017	MFR	3	2	0.00	1.60	$126.28	333 GRACE DR
5317-017-018	MFR	3	2	0.00	1.60	$126.28	314 GRACE DR
5317-017-019	MFR	3	2	0.00	1.60	$126.28	300 GRACE DR
5317-017-020	MFR	3	2	0.00	1.60	$126.28	284 GRACE DR
5317-017-021	MFR	3	2	0.00	1.60	$126.28	270 GRACE DR
5317-017-022	MFR	3	2	0.00	1.60	$126.28	256 GRACE DR
5317-017-023	MFR	3	2	0.00	1.60	$126.28	248 GRACE DR
5317-017-024	MFR	3	2	0.00	1.60	$126.28	230 GRACE DR
5317-017-025	MFR	3	2	0.00	1.60	$126.28	226 GRACE DR
5317-017-026	MFR	3	2	0.00	1.60	$126.28	200 GRACE DR
5317-017-027	C/I	3	0	0.12	1.00	$78.92	1545 COLUMBIA ST
5317-017-030	SFR	2	1	0.00	1.00	$104.09	216 OAKLAWN AVE
5317-017-031	SFR	2	1	0.00	1.00	$104.09	224 OAKLAWN AVE
5317-017-032	SFR	2	1	0.00	1.00	$104.09	202 OAKLAWN AVE
5317-017-033	SFR	2	1	0.00	1.00	$104.09	204 OAKLAWN AVE
5317-018-005	C/I	1	0	0.65	3.76	$364.98	209 FAIR OAKS AVE
5317-018-006	C/I	1	0	0.53	3.07	$298.35	245 FAIR OAKS AVE
5317-019-001	MFR	3	6	0.00	4.80	$378.82	500 MOUND AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5317-019-002	MFR	1	2	0.00	1.60	$155.40	501 FAIR OAKS AVE
5317-019-003	MFR	1	12	0.00	9.60	$932.36	505 FAIR OAKS AVE
5317-019-004	MFR	1	12	0.00	9.60	$932.36	509 FAIR OAKS AVE
5317-019-005	MFR	1	12	0.00	9.60	$932.36	513 FAIR OAKS AVE
5317-019-008	SFR	3	1	0.00	1.00	$78.92	507 MOUND AVE
5317-019-009	SFR	3	1	0.00	1.00	$78.92	505 MOUND AVE
5317-019-010	SFR	3	1	0.00	1.00	$78.92	504 MOUND AVE
5317-019-011	SFR	3	1	0.00	1.00	$78.92	506 MOUND AVE
5317-019-012	SFR	3	1	0.00	1.00	$78.92	508 MOUND AVE
5317-019-013	SFR	3	1	0.00	1.00	$78.92	510 MOUND AVE
5317-019-014	SFR	3	1	0.00	1.00	$78.92	509 MOUND AVE
5317-020-015	MFR	3	8	0.00	6.40	$505.08	1674 AMBERWOOD DR
5317-020-016	MFR	3	6	0.00	4.80	$378.82	1670 AMBERWOOD DR
5317-020-017	MFR	3	6	0.00	4.80	$378.82	1664 AMBERWOOD DR
5317-020-018	MFR	3	5	0.00	4.00	$315.68	1660 AMBERWOOD DR
5317-020-019	MFR	3	5	0.00	4.00	$315.68	1654 AMBERWOOD DR
5317-020-020	MFR	3	8	0.00	6.40	$505.08	1646 AMBERWOOD DR
5317-020-022	MFR	3	6	0.00	4.80	$378.82	313 RAYMONDALE DR B
5317-020-023	MFR	3	6	0.00	4.80	$378.82	319 RAYMONDALE DR
5317-020-024	MFR	3	8	0.00	6.40	$505.08	325 RAYMONDALE DR
5317-020-025	MFR	3	20	0.00	16.00	$1,262.72	1690 AMBERWOOD DR A
5317-020-026	MFR	1	26	0.00	20.80	$2,020.10	1675 AMBERWOOD DR
5317-020-028	MFR	3	24	0.00	19.20	$1,515.26	1689 AMBERWOOD DR
5317-020-029	MFR	3	24	0.00	19.20	$1,515.26	1681 AMBERWOOD DR
5317-020-030	MFR	3	30	0.00	24.00	$1,894.08	1699 AMBERWOOD DR
5317-020-031	C/I	1	0	4.44	10.81	$1,049.48	424 FAIR OAKS AVE
5317-020-032	C/I	1	0	0.35	2.02	$195.70	454 FAIR OAKS AVE
5317-020-033	MFR	3	1	0.00	0.80	$63.14	1630 AMBERWOOD DR A
5317-020-034	MFR	3	1	0.00	0.80	$63.14	305 RAYMONDALE DR B
5317-020-035	MFR	3	1	0.00	0.80	$63.14	305 RAYMONDALE DR C
5317-020-036	MFR	3	1	0.00	0.80	$63.14	1634 AMBERWOOD DR D
5317-020-037	MFR	3	1	0.00	0.80	$63.14	1634 AMBERWOOD DR E
5317-020-038	MFR	3	1	0.00	0.80	$63.14	1636 AMBERWOOD DR F
5317-020-039	MFR	3	1	0.00	0.80	$63.14	1636 AMBERWOOD DR G
5317-020-040	MFR	3	1	0.00	0.80	$63.14	1640 AMBERWOOD DR H
5317-020-041	MFR	3	1	0.00	0.80	$63.14	1640 AMBERWOOD DR I
5317-020-042	MFR	3	1	0.00	0.80	$63.14	1640 AMBERWOOD DR J
5317-020-043	MFR	3	1	0.00	0.80	$63.14	1630 AMBERWOOD DR K
5317-020-044	MFR	3	1	0.00	0.80	$63.14	305 RAYMONDALE DR L
5317-020-045	MFR	3	1	0.00	0.80	$63.14	305 RAYMONDALE DR M
5317-020-046	MFR	3	1	0.00	0.80	$63.14	1634 AMBERWOOD DR N
5317-020-047	MFR	3	1	0.00	0.80	$63.14	1634 AMBERWOOD DR O
5317-020-048	MFR	3	1	0.00	0.80	$63.14	1636 AMBERWOOD DR P
5317-020-049	MFR	3	1	0.00	0.80	$63.14	1636 AMBERWOOD DR Q
5317-020-050	MFR	3	1	0.00	0.80	$63.14	1640 AMBERWOOD DR R
5317-020-051	MFR	3	1	0.00	0.80	$63.14	1640 AMBERWOOD DR S
5317-020-052	MFR	3	1	0.00	0.80	$63.14	1640 AMBERWOOD DR T
5317-021-001	MFR	3	10	0.00	8.00	$631.36	300 MOCKINGBIRD LN
5317-021-002	MFR	3	6	0.00	4.80	$378.82	306 MOCKINGBIRD LN
5317-021-003	MFR	3	6	0.00	4.80	$378.82	310 MOCKINGBIRD LN
5317-021-004	MFR	3	6	0.00	4.80	$378.82	1743 ELLINCOURT DR
5317-021-007	MFR	3	16	0.00	12.80	$1,010.18	1715 ELLINCOURT DR
5317-021-014	MFR	3	8	0.00	6.40	$505.08	1718 STATE ST
5317-021-018	MFR	3	32	0.00	25.60	$2,020.36	1744 STATE ST
5317-021-019	MFR	3	8	0.00	6.40	$505.08	1748 STATE ST
5317-021-020	MFR	3	8	0.00	6.40	$505.08	1754 STATE ST
5317-021-023	MFR	3	42	0.00	33.60	$2,651.72	1760 STATE ST
5317-021-025	MFR	3	6	0.00	4.80	$378.82	322 RAYMONDALE DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5317-021-026	MFR	3	6	0.00	4.80	$378.82	312 RAYMONDALE DR D
5317-021-027	MFR	3	8	0.00	6.40	$505.08	308 RAYMONDALE DR
5317-021-028	MFR	3	8	0.00	6.40	$505.08	1608 AMBERWOOD DR 7
5317-021-029	MFR	3	10	0.00	8.00	$631.36	1600 AMBERWOOD DR
5317-021-030	MFR	3	8	0.00	6.40	$505.08	1734 ELLINCOURT DR
5317-021-031	MFR	3	10	0.00	8.00	$631.36	1720 ELLINCOURT DR
5317-021-032	MFR	3	6	0.00	4.80	$378.82	1733 ELLINCOURT DR
5317-021-033	MFR	3	8	0.00	6.40	$505.08	1732 STATE ST
5317-021-034	MFR	3	8	0.00	6.40	$505.08	1724 STATE ST
5317-021-036	MFR	3	32	0.00	25.60	$2,020.36	400 RAYMONDALE DR
5317-021-037	MFR	3	53	0.00	42.40	$3,346.20	410 RAYMONDALE DR
5317-021-038	MFR	3	1	0.00	0.80	$63.14	330 RAYMONDALE DR 1
5317-021-039	MFR	3	1	0.00	0.80	$63.14	330 RAYMONDALE DR 2
5317-021-040	MFR	3	1	0.00	0.80	$63.14	330 RAYMONDALE DR 3
5317-021-041	MFR	3	1	0.00	0.80	$63.14	330 RAYMONDALE DR 4
5317-021-042	MFR	3	1	0.00	0.80	$63.14	330 RAYMONDALE DR 5
5317-022-001	MFR	3	5	0.00	4.00	$315.68	1621 RAYMOND HILL RD A
5317-022-004	SFR	3	1	0.00	1.00	$78.92	
5317-022-006	MFR	3	40	0.00	32.00	$2,525.44	1633 AMBERWOOD DR
5317-022-007	MFR	3	6	0.00	4.80	$378.82	1627 AMBERWOOD DR
5317-022-008	MFR	3	8	0.00	6.40	$505.08	1621 AMBERWOOD DR
5317-022-009	MFR	3	6	0.00	4.80	$378.82	1615 AMBERWOOD DR
5317-022-010	MFR	3	6	0.00	4.80	$378.82	1607 AMBERWOOD DR
5317-022-011	MFR	3	8	0.00	6.40	$505.08	1601 AMBERWOOD DR
5317-022-012	MFR	3	12	0.00	9.60	$757.64	1625 RAYMOND HILL RD
5317-023-001	MFR	1	4	0.00	3.20	$310.78	1609 RAYMOND HILL RD
5317-023-002	MFR	3	4	0.00	3.20	$252.54	1613 RAYMOND HILL RD
5317-023-003	MFR	3	4	0.00	3.20	$252.54	1617 RAYMOND HILL RD
5317-023-004	MFR	1	10	0.00	8.00	$776.96	226 FAIR OAKS AVE
5317-023-005	MFR	1	10	0.00	8.00	$776.96	230 FAIR OAKS AVE
5317-023-006	MFR	1	20	0.00	16.00	$1,553.92	234 FAIR OAKS AVE
5317-023-009	MFR	1	28	0.00	22.40	$2,175.48	1645 AMBERWOOD DR
5317-023-010	MFR	1	35	0.00	28.00	$2,719.36	1653 AMBERWOOD DR
5317-024-001	C/I	1	0	0.07	1.00	$97.12	1250 S FAIR OAKS AVE
5317-024-002	MFR	3	4	0.00	3.20	$252.54	175 MOCKINGBIRD LN
5317-024-003	MFR	3	4	0.00	3.20	$252.54	179 MOCKINGBIRD LN
5317-024-004	MFR	3	4	0.00	3.20	$252.54	191 MOCKINGBIRD LN
5317-024-005	MFR	3	4	0.00	3.20	$252.54	1622 RAYMOND HILL RD
5317-024-006	MFR	3	4	0.00	3.20	$252.54	1608 RAYMOND HILL RD
5317-024-007	MFR	1	4	0.00	3.20	$310.78	1602 RAYMOND HILL RD
5317-025-001	MFR	3	4	0.00	3.20	$252.54	1712 RAYMOND HILL RD
5317-025-003	MFR	3	4	0.00	3.20	$252.54	1640 RAYMOND HILL RD
5317-025-004	MFR	3	4	0.00	3.20	$252.54	180 MOCKINGBIRD LN
5317-025-005	MFR	3	4	0.00	3.20	$252.54	1634 RAYMOND HILL RD
5317-025-006	MFR	3	4	0.00	3.20	$252.54	1648 RAYMOND HILL RD 4
5317-026-001	MFR	3	4	0.00	3.20	$252.54	1633 RAYMOND HILL RD
5317-026-002	MFR	3	4	0.00	3.20	$252.54	1637 RAYMOND HILL RD
5317-026-005	MFR	3	1	0.00	0.80	$63.14	204 MOCKINGBIRD LN
5317-027-001	MFR	3	4	0.00	3.20	$252.54	238 MOCKINGBIRD LN
5317-027-002	MFR	3	4	0.00	3.20	$252.54	1733 RAYMOND HILL RD
5317-027-003	MFR	3	4	0.00	3.20	$252.54	1729 RAYMOND HILL RD
5317-027-004	MFR	3	4	0.00	3.20	$252.54	1719 RAYMOND HILL RD
5317-027-005	MFR	3	4	0.00	3.20	$252.54	1715 RAYMOND HILL RD
5317-027-006	MFR	3	4	0.00	3.20	$252.54	178 CEDAR CREST AVE
5317-027-007	MFR	3	4	0.00	3.20	$252.54	188 CEDAR CREST AVE
5317-027-008	MFR	3	4	0.00	3.20	$252.54	204 CEDAR CREST AVE
5317-027-009	MFR	3	4	0.00	3.20	$252.54	210 CEDAR CREST AVE
5317-027-010	MFR	3	4	0.00	3.20	$252.54	232 MOCKINGBIRD LN

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5317-028-001	MFR	3	4	0.00	3.20	$252.54	260 MOCKINGBIRD LN
5317-028-002	MFR	3	4	0.00	3.20	$252.54	252 MOCKINGBIRD LN
5317-028-003	MFR	3	4	0.00	3.20	$252.54	248 MOCKINGBIRD LN
5317-028-004	MFR	3	4	0.00	3.20	$252.54	1740 RAYMOND HILL RD
5317-028-005	MFR	3	4	0.00	3.20	$252.54	1732 RAYMOND HILL RD
5317-028-006	MFR	3	4	0.00	3.20	$252.54	1728 RAYMOND HILL RD
5317-028-007	MFR	3	4	0.00	3.20	$252.54	1722 RAYMOND HILL RD
5317-028-008	MFR	3	4	0.00	3.20	$252.54	1718 RAYMOND HILL RD
5317-028-015	SFR	3	1	0.00	1.00	$78.92	262 MOCKINGBIRD LN
5317-028-016	MFR	3	96	0.00	76.80	$6,061.06	1800 STATE ST 2
5317-034-001	SFR	2	1	0.00	1.00	$104.09	303 MERIDIAN AVE
5317-034-002	SFR	2	1	0.00	1.00	$104.09	909 OLIVER ST
5317-034-003	SFR	2	1	0.00	1.00	$104.09	300 ORANGE GROVE AVE
5317-034-004	SFR	2	1	0.00	1.00	$104.09	310 ORANGE GROVE AVE
5317-034-005	SFR	2	1	0.00	1.00	$104.09	320 ORANGE GROVE AVE
5317-034-006	SFR	2	1	0.00	1.00	$104.09	330 ORANGE GROVE AVE
5317-034-007	SFR	2	1	0.00	1.00	$104.09	340 ORANGE GROVE AVE
5317-034-008	SFR	2	1	0.00	1.00	$104.09	441 PROSPECT CIR
5317-034-009	SFR	2	1	0.00	1.00	$104.09	431 PROSPECT CIR
5317-034-010	SFR	2	1	0.00	1.00	$104.09	425 PROSPECT CIR
5317-034-011	SFR	2	1	0.00	1.00	$104.09	411 PROSPECT CIR
5317-034-012	SFR	2	1	0.00	1.00	$104.09	401 PROSPECT CIR
5317-034-014	SFR	2	1	0.00	1.00	$104.09	410 PROSPECT CIR
5317-034-015	SFR	2	1	0.00	1.00	$104.09	420 PROSPECT CIR
5317-034-016	SFR	2	1	0.00	1.00	$104.09	430 PROSPECT CIR
5317-034-017	SFR	2	1	0.00	1.00	$104.09	902 BUENA VISTA ST
5317-034-018	SFR	2	1	0.00	1.00	$104.09	910 BUENA VISTA ST
5317-034-019	SFR	2	1	0.00	1.00	$104.09	918 BUENA VISTA ST
5317-034-020	SFR	2	1	0.00	1.00	$104.09	928 BUENA VISTA ST
5317-034-021	SFR	2	1	0.00	1.00	$104.09	930 BUENA VISTA ST
5317-035-001	SFR	2	1	0.00	1.00	$104.09	905 BUENA VISTA ST
5317-035-002	SFR	2	1	0.00	1.00	$104.09	917 BUENA VISTA ST
5317-035-003	SFR	3	1	0.00	1.00	$78.92	516 PROSPECT AVE
5317-035-004	SFR	2	1	0.00	1.00	$104.09	929 BUENA VISTA ST
5317-035-005	SFR	3	1	0.00	1.00	$78.92	515 MERIDIAN AVE
5317-035-006	SFR	3	1	0.00	1.00	$78.92	525 MERIDIAN AVE
5317-035-007	SFR	3	1	0.00	1.00	$78.92	529 MERIDIAN AVE
5317-035-009	SFR	3	1	0.00	1.00	$78.92	534 PROSPECT AVE
5317-035-010	SFR	3	1	0.00	1.00	$78.92	530 PROSPECT AVE
5317-035-011	SFR	3	1	0.00	1.00	$78.92	522 PROSPECT AVE
5317-036-001	SFR	2	1	0.00	1.00	$104.09	410 ORANGE GROVE AVE
5317-036-002	SFR	2	1	0.00	1.00	$104.09	420 ORANGE GROVE AVE
5317-036-006	SFR	2	1	0.00	1.00	$104.09	450 ORANGE GROVE AVE
5317-036-007	SFR	2	1	0.00	1.00	$104.09	460 ORANGE GROVE AVE
5317-036-008	SFR	2	1	0.00	1.00	$104.09	506 ORANGE GROVE AVE
5317-036-010	SFR	2	1	0.00	1.00	$104.09	481 PROSPECT CIR
5317-036-011	SFR	2	1	0.00	1.00	$104.09	471 PROSPECT CIR
5317-036-012	SFR	2	1	0.00	1.00	$104.09	461 PROSPECT CIR
5317-036-013	SFR	2	1	0.00	1.00	$104.09	451 PROSPECT CIR
5317-036-014	SFR	2	1	0.00	1.00	$104.09	400 ORANGE GROVE AVE
5317-036-015	SFR	2	1	0.00	1.00	$104.09	516 ORANGE GROVE AVE
5317-036-016	SFR	3	1	0.00	1.00	$78.92	501 PROSPECT AVE
5317-036-017	SFR	3	1	0.00	1.00	$78.92	505 PROSPECT AVE
5317-036-019	SFR	3	1	0.00	1.00	$78.92	519 PROSPECT AVE
5317-036-020	SFR	3	1	0.00	1.00	$78.92	523 PROSPECT AVE
5317-036-022	SFR	2	1	0.00	1.00	$104.09	524 ORANGE GROVE AVE
5317-036-027	SFR	3	1	0.00	1.00	$78.92	532 ORANGE GROVE AVE
5317-036-028	SFR	3	1	0.00	1.00	$78.92	540 ORANGE GROVE AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5317-036-031	SFR	3	1	0.00	1.00	$78.92	541 PROSPECT AVE
5317-036-033	SFR	3	1	0.00	1.00	$78.92	526 ORANGE GROVE AVE
5317-036-034	SFR	2	1	0.00	1.00	$104.09	528 ORANGE GROVE AVE
5317-036-035	SFR	2	1	0.00	1.00	$104.09	430 ORANGE GROVE AVE
5317-036-036	SFR	2	1	0.00	1.00	$104.09	440 ORANGE GROVE AVE
5317-036-037	SFR	3	1	0.00	1.00	$78.92	547 PROSPECT AVE
5317-036-038	SFR	3	1	0.00	1.00	$78.92	545 PROSPECT AVE
5317-036-039	SFR	3	1	0.00	1.00	$78.92	543 PROSPECT AVE
5317-037-001	SFR	3	1	0.00	1.00	$78.92	500 FLORAL PARK TER
5317-037-002	SFR	3	1	0.00	1.00	$78.92	504 FLORAL PARK TER
5317-037-003	SFR	3	1	0.00	1.00	$78.92	508 FLORAL PARK TER
5317-037-004	SFR	3	1	0.00	1.00	$78.92	514 FLORAL PARK TER
5317-037-005	SFR	3	1	0.00	1.00	$78.92	520 FLORAL PARK TER
5317-037-006	SFR	3	1	0.00	1.00	$78.92	526 FLORAL PARK TER
5317-037-007	SFR	3	1	0.00	1.00	$78.92	528 FLORAL PARK TER
5317-037-008	SFR	3	1	0.00	1.00	$78.92	532 FLORAL PARK TER
5317-037-009	SFR	3	1	0.00	1.00	$78.92	700 STERLING PL
5317-037-010	MFR	3	2	0.00	1.60	$126.28	704 STERLING PL
5317-037-011	SFR	3	1	0.00	1.00	$78.92	537 ORANGE GROVE AVE
5317-037-012	SFR	3	1	0.00	1.00	$78.92	533 ORANGE GROVE AVE
5317-037-013	SFR	3	1	0.00	1.00	$78.92	700 ORANGE GROVE TER
5317-037-014	SFR	3	1	0.00	1.00	$78.92	708 ORANGE GROVE TER
5317-037-015	SFR	3	1	0.00	1.00	$78.92	712 ORANGE GROVE TER
5317-037-016	SFR	3	1	0.00	1.00	$78.92	720 ORANGE GROVE TER
5317-037-017	SFR	3	1	0.00	1.00	$78.92	715 ORANGE GROVE TER
5317-037-018	SFR	3	1	0.00	1.00	$78.92	707 ORANGE GROVE TER
5317-037-019	SFR	3	1	0.00	1.00	$78.92	703 ORANGE GROVE TER
5317-038-001	SFR	3	1	0.00	1.00	$78.92	419 HERMOSA PL
5317-038-002	SFR	3	1	0.00	1.00	$78.92	415 HERMOSA PL
5317-038-003	SFR	3	1	0.00	1.00	$78.92	409 HERMOSA PL
5317-038-004	SFR	3	1	0.00	1.00	$78.92	405 HERMOSA PL
5317-038-005	SFR	3	1	0.00	1.00	$78.92	401 HERMOSA PL
5317-038-006	SFR	3	1	0.00	1.00	$78.92	408 HERMOSA PL
5317-038-007	SFR	2	1	0.00	1.00	$104.09	412 HERMOSA PL
5317-038-008	SFR	2	1	0.00	1.00	$104.09	416 HERMOSA PL
5317-038-009	SFR	2	1	0.00	1.00	$104.09	420 HERMOSA PL
5317-038-010	SFR	3	1	0.00	1.00	$78.92	709 HERMOSA ST
5317-038-011	SFR	3	1	0.00	1.00	$78.92	400 FLORAL PARK TER
5317-038-012	SFR	3	1	0.00	1.00	$78.92	404 FLORAL PARK TER
5317-038-013	SFR	3	1	0.00	1.00	$78.92	410 FLORAL PARK TER
5317-038-014	SFR	3	1	0.00	1.00	$78.92	412 FLORAL PARK TER
5317-038-017	SFR	3	1	0.00	1.00	$78.92	428 FLORAL PARK TER
5317-038-020	SFR	3	1	0.00	1.00	$78.92	424 FLORAL PARK TER
5317-038-021	SFR	3	1	0.00	1.00	$78.92	418 FLORAL PARK TER
5317-039-001	SFR	4	1	0.00	1.00	$71.26	201 HILLSIDE RD
5317-039-002	SFR	3	1	0.00	1.00	$78.92	803 COLUMBIA ST
5317-039-003	SFR	3	1	0.00	1.00	$78.92	815 COLUMBIA ST
5317-039-004	SFR	4	1	0.00	1.00	$71.26	255 HILLSIDE RD
5317-039-005	SFR	4	1	0.00	1.00	$71.26	245 HILLSIDE RD
5317-039-006	SFR	4	1	0.00	1.00	$71.26	233 HILLSIDE RD
5317-039-007	SFR	4	1	0.00	1.00	$71.26	220 HILLSIDE RD
5317-039-009	SFR	4	1	0.00	1.00	$71.26	250 HILLSIDE RD
5317-039-010	SFR	4	1	0.00	1.00	$71.26	240 HILLSIDE RD
5317-039-011	SFR	4	1	0.00	1.00	$71.26	260 HILLSIDE RD
5317-039-012	SFR	4	1	0.00	1.00	$71.26	270 HILLSIDE RD
5317-039-013	SFR	2	1	0.00	1.00	$104.09	201 ORANGE GROVE AVE
5317-039-014	SFR	3	1	0.00	1.00	$78.92	825 COLUMBIA ST
5317-039-018	SFR	2	1	0.00	1.00	$104.09	301 ORANGE GROVE AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5317-039-019	SFR	2	1	0.00	1.00	$104.09	217 ORANGE GROVE AVE
5317-039-020	SFR	2	1	0.00	1.00	$104.09	215 ORANGE GROVE AVE
5317-039-022	SFR	4	1	0.00	1.00	$71.26	230 HILLSIDE RD
5317-040-001	SFR	3	1	0.00	1.00	$78.92	208 GRAND AVE
5317-040-002	SFR	3	1	0.00	1.00	$78.92	220 GRAND AVE
5317-040-003	SFR	3	1	0.00	1.00	$78.92	224 GRAND AVE
5317-040-004	SFR	3	1	0.00	1.00	$78.92	302 GRAND AVE
5317-040-005	SFR	3	1	0.00	1.00	$78.92	308 GRAND AVE
5317-040-006	SFR	3	1	0.00	1.00	$78.92	304 GRAND AVE
5317-040-007	SFR	3	1	0.00	1.00	$78.92	312 GRAND AVE
5317-040-008	SFR	3	1	0.00	1.00	$78.92	320 GRAND AVE
5317-040-009	SFR	3	1	0.00	1.00	$78.92	612 HERMOSA ST
5317-040-010	SFR	3	1	0.00	1.00	$78.92	618 HERMOSA ST
5317-040-011	SFR	3	1	0.00	1.00	$78.92	704 HERMOSA ST
5317-040-013	SFR	3	1	0.00	1.00	$78.92	300 GRAND AVE
5317-040-016	SFR	3	1	0.00	1.00	$78.92	311 HERMOSA ST
5317-040-017	SFR	3	1	0.00	1.00	$78.92	321 HERMOSA ST
5317-040-018	SFR	3	1	0.00	1.00	$78.92	718 HERMOSA ST
5317-040-022	SFR	3	1	0.00	1.00	$78.92	305 HERMOSA ST
5317-040-028	SFR	4	1	0.00	1.00	$71.26	700 HERMOSA ST
5317-040-029	SFR	3	1	0.00	1.00	$78.92	301 HERMOSA ST
5317-040-030	C/I	3	0	1.60	6.68	$527.11	500 COLUMBIA ST
5317-040-031	VAC	3	0	0.53	0.77	$60.77	
5317-040-032	SFR	3	1	0.00	1.00	$78.92	500 COLUMBIA ST
5317-041-001	SFR	3	1	0.00	1.00	$78.92	400 GRAND AVE
5317-041-002	SFR	3	1	0.00	1.00	$78.92	404 GRAND AVE
5317-041-003	SFR	3	1	0.00	1.00	$78.92	410 GRAND AVE
5317-041-004	SFR	3	1	0.00	1.00	$78.92	412 GRAND AVE
5317-041-005	SFR	3	1	0.00	1.00	$78.92	416 GRAND AVE
5317-041-006	SFR	3	1	0.00	1.00	$78.92	420 GRAND AVE
5317-041-007	SFR	3	1	0.00	1.00	$78.92	424 GRAND AVE
5317-041-008	SFR	3	1	0.00	1.00	$78.92	428 GRAND AVE
5317-041-009	SFR	3	1	0.00	1.00	$78.92	500 GRAND AVE
5317-041-010	SFR	3	1	0.00	1.00	$78.92	504 GRAND AVE
5317-041-011	SFR	3	1	0.00	1.00	$78.92	508 GRAND AVE
5317-041-012	SFR	3	1	0.00	1.00	$78.92	512 GRAND AVE
5317-041-013	SFR	3	1	0.00	1.00	$78.92	516 GRAND AVE
5317-041-014	SFR	3	1	0.00	1.00	$78.92	520 GRAND AVE
5317-041-015	SFR	3	1	0.00	1.00	$78.92	524 GRAND AVE
5317-041-016	SFR	3	1	0.00	1.00	$78.92	528 GRAND AVE
5317-041-017	SFR	3	1	0.00	1.00	$78.92	534 GRAND AVE
5317-041-018	SFR	3	1	0.00	1.00	$78.92	533 FLORAL PARK TER
5317-041-019	SFR	3	1	0.00	1.00	$78.92	529 FLORAL PARK TER
5317-041-020	SFR	3	1	0.00	1.00	$78.92	525 FLORAL PARK TER
5317-041-021	SFR	3	1	0.00	1.00	$78.92	521 FLORAL PARK TER
5317-041-022	SFR	3	1	0.00	1.00	$78.92	517 FLORAL PARK TER
5317-041-023	SFR	3	1	0.00	1.00	$78.92	515 FLORAL PARK TER
5317-041-024	SFR	3	1	0.00	1.00	$78.92	509 FLORAL PARK TER
5317-041-025	SFR	3	1	0.00	1.00	$78.92	505 FLORAL PARK TER
5317-041-026	SFR	3	1	0.00	1.00	$78.92	501 FLORAL PARK TER
5317-041-027	SFR	3	1	0.00	1.00	$78.92	429 FLORAL PARK TER
5317-041-028	SFR	3	1	0.00	1.00	$78.92	425 FLORAL PARK TER
5317-041-029	SFR	3	1	0.00	1.00	$78.92	421 FLORAL PARK TER
5317-041-030	SFR	3	1	0.00	1.00	$78.92	417 FLORAL PARK TER
5317-041-031	SFR	3	1	0.00	1.00	$78.92	413 FLORAL PARK TER
5317-041-032	SFR	3	1	0.00	1.00	$78.92	411 FLORAL PARK TER
5317-041-033	SFR	3	1	0.00	1.00	$78.92	407 FLORAL PARK TER
5317-041-034	SFR	3	1	0.00	1.00	$78.92	401 FLORAL PARK TER

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5317-041-035	SFR	3	1	0.00	1.00	$78.92	609 STERLING PL
5317-041-036	SFR	3	1	0.00	1.00	$78.92	601 STERLING PL
5317-042-001	SFR	3	1	0.00	1.00	$78.92	525 GRAND AVE
5317-042-002	SFR	3	1	0.00	1.00	$78.92	533 GRAND AVE
5317-042-003	SFR	3	1	0.00	1.00	$78.92	537 GRAND AVE
5317-042-004	SFR	3	1	0.00	1.00	$78.92	539 GRAND AVE
5317-042-005	SFR	3	1	0.00	1.00	$78.92	603 GRAND AVE
5317-042-006	SFR	3	1	0.00	1.00	$78.92	605 GRAND AVE
5317-042-007	SFR	4	1	0.00	1.00	$71.26	601 FIVE OAKS DR
5317-042-008	SFR	4	1	0.00	1.00	$71.26	526 STERLING PL
5317-042-009	SFR	4	1	0.00	1.00	$71.26	537 FIVE OAKS DR
5317-042-010	SFR	4	1	0.00	1.00	$71.26	533 FIVE OAKS DR
5317-042-011	SFR	4	1	0.00	1.00	$71.26	529 FIVE OAKS DR
5317-042-012	SFR	4	1	0.00	1.00	$71.26	525 FIVE OAKS DR
5317-042-013	SFR	3	1	0.00	1.00	$78.92	510 ARROYO DR
5317-042-014	SFR	3	1	0.00	1.00	$78.92	516 ARROYO DR
5317-042-015	SFR	3	1	0.00	1.00	$78.92	520 ARROYO DR
5317-042-016	SFR	3	1	0.00	1.00	$78.92	530 ARROYO DR
5317-042-017	SFR	3	1	0.00	1.00	$78.92	534 ARROYO DR
5317-042-018	MFR	3	2	0.00	1.60	$126.28	600 ARROYO DR
5317-042-019	SFR	3	1	0.00	1.00	$78.92	604 ARROYO DR
5317-042-020	SFR	3	1	0.00	1.00	$78.92	610 ARROYO DR
5317-042-021	SFR	3	1	0.00	1.00	$78.92	618 ARROYO DR
5317-042-022	SFR	4	1	0.00	1.00	$71.26	514 STERLING PL
5317-042-023	SFR	4	1	0.00	1.00	$71.26	518 STERLING PL
5317-042-024	SFR	4	1	0.00	1.00	$71.26	522 STERLING PL
5317-042-025	SFR	3	1	0.00	1.00	$78.92	521 GRAND AVE
5317-042-026	SFR	3	1	0.00	1.00	$78.92	519 GRAND AVE
5317-042-027	SFR	3	1	0.00	1.00	$78.92	517 GRAND AVE
5317-042-028	SFR	3	1	0.00	1.00	$78.92	515 GRAND AVE
5317-042-029	SFR	3	1	0.00	1.00	$78.92	511 GRAND AVE
5317-043-001	SFR	3	1	0.00	1.00	$78.92	401 GRAND AVE
5317-043-002	SFR	3	1	0.00	1.00	$78.92	409 GRAND AVE
5317-043-003	SFR	3	1	0.00	1.00	$78.92	415 GRAND AVE
5317-043-004	SFR	3	1	0.00	1.00	$78.92	417 GRAND AVE
5317-043-005	SFR	3	1	0.00	1.00	$78.92	421 GRAND AVE
5317-043-006	SFR	3	1	0.00	1.00	$78.92	530 PALOMA DR
5317-043-007	SFR	3	1	0.00	1.00	$78.92	526 PALOMA DR
5317-043-008	SFR	3	1	0.00	1.00	$78.92	427 GRAND AVE
5317-043-009	SFR	3	1	0.00	1.00	$78.92	431 GRAND AVE
5317-043-010	SFR	3	1	0.00	1.00	$78.92	531 PALOMA DR
5317-043-011	SFR	3	1	0.00	1.00	$78.92	527 PALOMA DR
5317-043-012	SFR	3	1	0.00	1.00	$78.92	533 HERMOSA ST
5317-043-013	SFR	3	1	0.00	1.00	$78.92	531 HERMOSA ST
5317-043-014	SFR	3	1	0.00	1.00	$78.92	525 HERMOSA ST
5317-043-015	SFR	3	1	0.00	1.00	$78.92	414 ARROYO DR
5317-043-016	SFR	3	1	0.00	1.00	$78.92	418 ARROYO DR
5317-043-017	SFR	3	1	0.00	1.00	$78.92	424 ARROYO DR
5317-043-018	SFR	3	1	0.00	1.00	$78.92	430 ARROYO DR
5317-043-019	SFR	3	1	0.00	1.00	$78.92	500 ARROYO DR
5317-043-020	SFR	3	1	0.00	1.00	$78.92	400 ARROYO DR
5317-043-021	SFR	3	1	0.00	1.00	$78.92	515 HERMOSA ST
5317-043-022	SFR	3	1	0.00	1.00	$78.92	410 ARROYO DR
5317-043-023	SFR	3	1	0.00	1.00	$78.92	517 HERMOSA ST
5317-043-024	SFR	3	1	0.00	1.00	$78.92	523 HERMOSA ST
5317-043-025	SFR	3	1	0.00	1.00	$78.92	501 GRAND AVE
5317-043-026	SFR	3	1	0.00	1.00	$78.92	505 GRAND AVE
5317-044-001	SFR	2	1	0.00	1.00	$104.09	500 ARROYO SQ

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5317-044-002	SFR	2	1	0.00	1.00	$104.09	512 ARROYO SQ
5317-044-003	SFR	2	1	0.00	1.00	$104.09	520 ARROYO SQ
5317-044-004	SFR	2	1	0.00	1.00	$104.09	530 ARROYO SQ
5317-044-005	SFR	2	1	0.00	1.00	$104.09	531 ARROYO SQ
5317-044-006	SFR	2	1	0.00	1.00	$104.09	525 ARROYO SQ
5317-044-007	SFR	2	1	0.00	1.00	$104.09	511 ARROYO SQ
5317-044-008	SFR	2	1	0.00	1.00	$104.09	501 ARROYO SQ
5317-044-009	SFR	3	1	0.00	1.00	$78.92	304 ARROYO DR
5317-044-010	SFR	3	1	0.00	1.00	$78.92	308 ARROYO DR
5317-044-011	SFR	3	1	0.00	1.00	$78.92	314 ARROYO DR
5317-044-012	SFR	3	1	0.00	1.00	$78.92	318 ARROYO DR
5317-044-013	SFR	3	1	0.00	1.00	$78.92	514 HERMOSA ST
5317-044-014	SFR	3	1	0.00	1.00	$78.92	522 HERMOSA ST
5317-044-015	SFR	3	1	0.00	1.00	$78.92	524 HERMOSA ST
5317-044-016	SFR	3	1	0.00	1.00	$78.92	526 HERMOSA ST
5317-044-017	SFR	3	1	0.00	1.00	$78.92	528 HERMOSA ST
5317-044-018	SFR	3	1	0.00	1.00	$78.92	339 GRAND AVE
5317-044-019	SFR	3	1	0.00	1.00	$78.92	333 GRAND AVE
5317-044-020	SFR	3	1	0.00	1.00	$78.92	309 GRAND AVE
5317-044-021	SFR	3	1	0.00	1.00	$78.92	303 GRAND AVE
5317-044-023	SFR	3	1	0.00	1.00	$78.92	225 GRAND AVE
5317-044-024	SFR	2	1	0.00	1.00	$104.09	445 COLUMBIA ST
5317-044-025	SFR	2	1	0.00	1.00	$104.09	543 COLUMBIA ST
5318-001-001	SFR	3	1	0.00	1.00	$78.92	409 GARFIELD AVE
5318-001-002	SFR	3	1	0.00	1.00	$78.92	413 GARFIELD AVE
5318-001-003	MFR	3	2	0.00	1.60	$126.28	417 GARFIELD AVE
5318-001-004	SFR	3	1	0.00	1.00	$78.92	427 GARFIELD AVE
5318-001-005	MFR	3	3	0.00	2.40	$189.40	429 GARFIELD AVE B
5318-001-011	MFR	3	42	0.00	33.60	$2,651.72	435 GARFIELD AVE
5318-002-001	MFR	2	2	0.00	1.60	$166.55	527 GARFIELD AVE
5318-002-002	SFR	3	1	0.00	1.00	$78.92	517 GARFIELD AVE
5318-002-003	SFR	3	1	0.00	1.00	$78.92	511 GARFIELD AVE
5318-002-007	SFR	3	1	0.00	1.00	$78.92	501 GARFIELD AVE
5318-002-008	SFR	3	1	0.00	1.00	$78.92	447 GARFIELD AVE
5318-002-016	SFR	3	1	0.00	1.00	$78.92	443 GARFIELD AVE
5318-002-018	SFR	2	1	0.00	1.00	$104.09	1804 FOOTHILL ST
5318-002-020	MFR	2	52	0.00	41.60	$4,330.15	1750 FOOTHILL ST
5318-002-022	SFR	3	1	0.00	1.00	$78.92	507 GARFIELD AVE
5318-002-027	SFR	3	1	0.00	1.00	$78.92	505 GARFIELD AVE
5318-002-028	SFR	3	1	0.00	1.00	$78.92	1810 FOOTHILL ST
5318-003-001	MFR	3	10	0.00	8.00	$631.36	1700 GREVELIA ST
5318-003-002	MFR	3	8	0.00	6.40	$505.08	1714 GREVELIA ST
5318-003-004	MFR	3	8	0.00	6.40	$505.08	1728 GREVELIA ST
5318-003-005	MFR	3	8	0.00	6.40	$505.08	1730 GREVELIA ST
5318-003-006	MFR	3	16	0.00	12.80	$1,010.18	1734 GREVELIA ST
5318-003-007	MFR	3	20	0.00	16.00	$1,262.72	1742 GREVELIA ST
5318-003-008	MFR	2	20	0.00	16.00	$1,665.44	1750 GREVELIA ST
5318-003-009	MFR	2	24	0.00	19.20	$1,998.53	1768 GREVELIA ST
5318-003-011	MFR	3	16	0.00	12.80	$1,010.18	1720 GREVELIA ST
5318-004-010	SFR	3	1	0.00	1.00	$78.92	1614 HOPE ST
5318-004-011	SFR	3	1	0.00	1.00	$78.92	735 BRENT AVE
5318-004-012	C/I	3	0	0.21	1.20	$94.39	727 BRENT AVE
5318-004-015	MFR	3	12	0.00	9.60	$757.64	715 BRENT AVE
5318-004-016	MFR	3	12	0.00	9.60	$757.64	711 BRENT AVE
5318-004-017	MFR	3	4	0.00	3.20	$252.54	705 BRENT AVE
5318-004-018	C/I	3	0	0.34	1.95	$153.58	701 BRENT AVE
5318-004-019	C/I	1	0	0.50	2.92	$283.20	716 FAIR OAKS AVE
5318-004-020	C/I	1	0	0.21	1.21	$117.32	710 FAIR OAKS AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5318-004-021	C/I	1	0	0.31	1.81	$175.98	714 FAIR OAKS AVE
5318-004-022	C/I	1	0	0.35	2.01	$195.21	718 FAIR OAKS AVE
5318-004-023	C/I	3	0	0.41	2.39	$188.86	733 BRENT AVE
5318-004-024	C/I	1	0	2.00	7.25	$704.41	606 FAIR OAKS AVE
5318-005-001	MFR	3	4	0.00	3.20	$252.54	620 BRENT AVE
5318-005-002	MFR	3	4	0.00	3.20	$252.54	626 BRENT AVE
5318-005-007	MFR	3	4	0.00	3.20	$252.54	634 BRENT AVE
5318-005-008	MFR	3	4	0.00	3.20	$252.54	700 BRENT AVE
5318-005-009	MFR	3	14	0.00	11.20	$883.90	706 BRENT AVE G
5318-005-010	MFR	3	5	0.00	4.00	$315.68	716 BRENT AVE
5318-005-011	MFR	3	5	0.00	4.00	$315.68	718 BRENT AVE
5318-005-012	MFR	3	4	0.00	3.20	$252.54	722 BRENT AVE
5318-005-013	MFR	3	4	0.00	3.20	$252.54	726 BRENT AVE
5318-005-014	MFR	3	4	0.00	3.20	$252.54	730 BRENT AVE
5318-005-015	MFR	3	3	0.00	2.40	$189.40	733 PARK AVE
5318-005-016	MFR	3	4	0.00	3.20	$252.54	729 PARK AVE
5318-005-017	MFR	3	4	0.00	3.20	$252.54	721 PARK AVE
5318-005-018	MFR	3	4	0.00	3.20	$252.54	717 PARK AVE
5318-005-019	MFR	3	4	0.00	3.20	$252.54	713 PARK AVE
5318-005-020	MFR	3	4	0.00	3.20	$252.54	709 PARK AVE
5318-005-021	MFR	3	4	0.00	3.20	$252.54	705 PARK AVE
5318-005-022	MFR	3	5	0.00	4.00	$315.68	701 PARK AVE
5318-005-023	MFR	3	5	0.00	4.00	$315.68	633 PARK AVE D
5318-005-024	MFR	3	4	0.00	3.20	$252.54	629 PARK AVE
5318-005-025	MFR	3	4	0.00	3.20	$252.54	625 PARK AVE
5318-005-026	MFR	3	4	0.00	3.20	$252.54	619 PARK AVE
5318-005-027	MFR	3	24	0.00	19.20	$1,515.26	620 PARK AVE
5318-005-030	MFR	3	4	0.00	3.20	$252.54	710 PARK AVE
5318-005-031	MFR	3	4	0.00	3.20	$252.54	714 PARK AVE
5318-005-034	MFR	3	4	0.00	3.20	$252.54	726 PARK AVE
5318-005-035	MFR	3	20	0.00	16.00	$1,262.72	1745 GREVELIA ST
5318-005-036	MFR	3	6	0.00	4.80	$378.82	1751 GREVELIA ST
5318-005-038	MFR	3	4	0.00	3.20	$252.54	630 BRENT AVE
5318-005-065	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 101
5318-005-066	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 102
5318-005-067	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE
5318-005-068	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 201
5318-005-069	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 202
5318-005-070	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 203
5318-005-071	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 204
5318-005-072	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 205
5318-005-073	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 206
5318-005-074	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 207
5318-005-075	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 208
5318-005-076	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 209
5318-005-077	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 210
5318-005-078	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 301
5318-005-079	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 302
5318-005-080	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 303
5318-005-081	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 304
5318-005-082	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 305
5318-005-083	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 306
5318-005-084	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 307
5318-005-085	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 308
5318-005-086	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 309
5318-005-087	MFR	3	1	0.00	0.80	$63.14	702 PARK AVE 310
5318-005-088	MFR	3	6	0.00	4.80	$378.82	720 PARK AVE
5318-006-001	SFR	2	1	0.00	1.00	$104.09	1822 MISSION ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5318-006-002	SFR	2	1	0.00	1.00	$104.09	1818 MISSION ST
5318-006-003	SFR	2	1	0.00	1.00	$104.09	1814 MISSION ST
5318-006-004	SFR	2	1	0.00	1.00	$104.09	1810 MISSION ST
5318-006-005	SFR	3	1	0.00	1.00	$78.92	841 STRATFORD AVE
5318-006-006	SFR	3	1	0.00	1.00	$78.92	839 STRATFORD AVE
5318-006-007	SFR	3	1	0.00	1.00	$78.92	833 STRATFORD AVE
5318-006-008	SFR	3	1	0.00	1.00	$78.92	829 STRATFORD AVE
5318-006-009	SFR	3	1	0.00	1.00	$78.92	825 STRATFORD AVE
5318-006-010	MFR	3	2	0.00	1.60	$126.28	821 STRATFORD AVE
5318-006-011	SFR	3	1	0.00	1.00	$78.92	817 STRATFORD AVE
5318-006-012	SFR	3	1	0.00	1.00	$78.92	813 STRATFORD AVE
5318-006-013	SFR	3	1	0.00	1.00	$78.92	809 STRATFORD AVE
5318-006-016	SFR	3	1	0.00	1.00	$78.92	1740 HOPE ST
5318-006-017	SFR	3	1	0.00	1.00	$78.92	1738 HOPE ST
5318-006-018	MFR	3	14	0.00	11.20	$883.90	1777 GREVELIA ST
5318-006-024	SFR	3	1	0.00	1.00	$78.92	805 STRATFORD AVE
5318-007-001	SFR	3	1	0.00	1.00	$78.92	1845 CLARK PL
5318-007-002	MFR	3	4	0.00	3.20	$252.54	1841 CLARK PL B
5318-007-004	MFR	3	3	0.00	2.40	$189.40	622 STRATFORD AVE
5318-007-005	MFR	3	2	0.00	1.60	$126.28	626 STRATFORD AVE
5318-007-006	SFR	3	1	0.00	1.00	$78.92	630 STRATFORD AVE
5318-007-007	SFR	3	1	0.00	1.00	$78.92	634 STRATFORD AVE
5318-007-008	SFR	3	1	0.00	1.00	$78.92	640 STRATFORD AVE
5318-007-009	SFR	3	1	0.00	1.00	$78.92	644 STRATFORD AVE
5318-007-010	SFR	3	1	0.00	1.00	$78.92	1840 HOPE ST
5318-007-011	SFR	3	1	0.00	1.00	$78.92	1848 HOPE ST
5318-007-012	SFR	3	1	0.00	1.00	$78.92	633 MILAN AVE
5318-007-013	SFR	3	1	0.00	1.00	$78.92	625 MILAN AVE
5318-007-014	SFR	3	1	0.00	1.00	$78.92	621 MILAN AVE
5318-007-015	SFR	3	1	0.00	1.00	$78.92	619 MILAN AVE
5318-007-016	SFR	3	1	0.00	1.00	$78.92	615 MILAN AVE
5318-007-017	SFR	3	1	0.00	1.00	$78.92	611 MILAN AVE
5318-007-018	SFR	3	1	0.00	1.00	$78.92	607 MILAN AVE
5318-007-019	SFR	2	1	0.00	1.00	$104.09	621 GARFIELD AVE
5318-007-020	SFR	2	1	0.00	1.00	$104.09	601 MILAN AVE
5318-007-021	SFR	3	1	0.00	1.00	$78.92	618 MILAN AVE
5318-007-022	MFR	2	6	0.00	4.80	$499.63	604 MILAN AVE
5318-007-023	SFR	2	1	0.00	1.00	$104.09	715 GARFIELD AVE
5318-007-024	MFR	2	2	0.00	1.60	$166.55	719 GARFIELD AVE
5318-007-025	SFR	2	1	0.00	1.00	$104.09	727 GARFIELD AVE
5318-007-026	SFR	2	1	0.00	1.00	$104.09	731 GARFIELD AVE
5318-007-027	SFR	3	1	0.00	1.00	$78.92	624 MILAN AVE
5318-007-028	MFR	3	2	0.00	1.60	$126.28	626 MILAN AVE
5318-007-029	MFR	3	2	0.00	1.60	$126.28	632 MILAN AVE
5318-007-030	SFR	2	1	0.00	1.00	$104.09	735 GARFIELD AVE
5318-007-031	SFR	2	1	0.00	1.00	$104.09	741 GARFIELD AVE
5318-007-032	SFR	3	1	0.00	1.00	$78.92	800 MILAN AVE
5318-007-034	SFR	3	1	0.00	1.00	$78.92	804 MILAN AVE
5318-007-035	SFR	2	1	0.00	1.00	$104.09	807 GARFIELD AVE
5318-007-036	SFR	2	1	0.00	1.00	$104.09	809 GARFIELD AVE
5318-007-038	SFR	2	1	0.00	1.00	$104.09	805 GARFIELD AVE
5318-008-012	SFR	3	1	0.00	1.00	$78.92	2036 LE DROIT DR
5318-008-013	SFR	3	1	0.00	1.00	$78.92	2032 LE DROIT DR
5318-008-014	SFR	3	1	0.00	1.00	$78.92	2028 LE DROIT DR
5318-008-015	SFR	3	1	0.00	1.00	$78.92	2024 LE DROIT DR
5318-008-016	SFR	3	1	0.00	1.00	$78.92	2020 LE DROIT DR
5318-008-017	SFR	3	1	0.00	1.00	$78.92	2016 LE DROIT DR
5318-008-018	SFR	3	1	0.00	1.00	$78.92	2012 LE DROIT DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5318-008-019	SFR	3	1	0.00	1.00	$78.92	2008 LE DROIT DR
5318-008-020	SFR	3	1	0.00	1.00	$78.92	2004 LE DROIT DR
5318-008-021	SFR	3	1	0.00	1.00	$78.92	1104 MONTROSE AVE
5318-008-022	SFR	3	1	0.00	1.00	$78.92	2001 LE DROIT DR
5318-008-023	SFR	3	1	0.00	1.00	$78.92	2005 LE DROIT DR
5318-008-024	SFR	3	1	0.00	1.00	$78.92	2009 LE DROIT DR
5318-008-025	SFR	3	1	0.00	1.00	$78.92	2013 LE DROIT DR
5318-008-026	SFR	3	1	0.00	1.00	$78.92	2017 LE DROIT DR
5318-008-027	SFR	3	1	0.00	1.00	$78.92	2021 LE DROIT DR
5318-008-028	SFR	3	1	0.00	1.00	$78.92	2025 LE DROIT DR
5318-008-029	SFR	3	1	0.00	1.00	$78.92	2029 LE DROIT DR
5318-008-030	SFR	3	1	0.00	1.00	$78.92	2033 LE DROIT DR
5318-008-031	SFR	3	1	0.00	1.00	$78.92	2037 LE DROIT DR
5318-008-032	SFR	3	1	0.00	1.00	$78.92	2041 LE DROIT DR
5318-008-033	SFR	3	1	0.00	1.00	$78.92	2045 LE DROIT DR
5318-008-034	SFR	2	1	0.00	1.00	$104.09	1129 GARFIELD AVE
5318-008-035	SFR	3	1	0.00	1.00	$78.92	2058 MONTEREY RD
5318-008-036	SFR	3	1	0.00	1.00	$78.92	2050 MONTEREY RD
5318-008-037	SFR	3	1	0.00	1.00	$78.92	2044 MONTEREY RD
5318-008-038	SFR	3	1	0.00	1.00	$78.92	2040 MONTEREY RD
5318-008-039	SFR	3	1	0.00	1.00	$78.92	2034 MONTEREY RD
5318-008-040	SFR	3	1	0.00	1.00	$78.92	2030 MONTEREY RD
5318-008-041	SFR	3	1	0.00	1.00	$78.92	2024 MONTEREY RD
5318-008-042	SFR	3	1	0.00	1.00	$78.92	2020 MONTEREY RD
5318-008-043	SFR	3	1	0.00	1.00	$78.92	2018 MONTEREY RD
5318-008-044	SFR	3	1	0.00	1.00	$78.92	2014 MONTEREY RD
5318-008-045	SFR	3	1	0.00	1.00	$78.92	2010 MONTEREY RD
5318-008-046	SFR	3	1	0.00	1.00	$78.92	1130 MONTROSE AVE
5318-008-047	SFR	3	1	0.00	1.00	$78.92	2000 MONTEREY RD
5318-009-016	SFR	3	1	0.00	1.00	$78.92	1926 MONTEREY RD
5318-009-017	SFR	3	1	0.00	1.00	$78.92	1922 MONTEREY RD
5318-009-018	SFR	3	1	0.00	1.00	$78.92	1918 MONTEREY RD
5318-009-019	SFR	3	1	0.00	1.00	$78.92	1912 MONTEREY RD
5318-009-020	SFR	3	1	0.00	1.00	$78.92	1910 MONTEREY RD
5318-009-021	SFR	3	1	0.00	1.00	$78.92	1904 MONTEREY RD
5318-009-022	MFR	3	4	0.00	3.20	$252.54	1900 MONTEREY RD
5318-009-023	SFR	3	1	0.00	1.00	$78.92	1130 MILAN AVE
5318-009-024	SFR	3	1	0.00	1.00	$78.92	1126 MILAN AVE
5318-009-025	SFR	3	1	0.00	1.00	$78.92	1122 MILAN AVE
5318-009-026	SFR	3	1	0.00	1.00	$78.92	1116 MILAN AVE
5318-009-027	SFR	3	1	0.00	1.00	$78.92	1114 MILAN AVE
5318-009-028	SFR	3	1	0.00	1.00	$78.92	1901 OXLEY ST
5318-009-029	SFR	3	1	0.00	1.00	$78.92	1905 OXLEY ST
5318-009-030	SFR	3	1	0.00	1.00	$78.92	1909 OXLEY ST
5318-009-031	MFR	3	2	0.00	1.60	$126.28	1913 OXLEY ST
5318-009-032	SFR	3	1	0.00	1.00	$78.92	1917 OXLEY ST
5318-009-033	SFR	3	1	0.00	1.00	$78.92	1921 OXLEY ST
5318-009-034	MFR	3	2	0.00	1.60	$126.28	1925 OXLEY ST
5318-009-035	SFR	3	1	0.00	1.00	$78.92	1115 MONTROSE AVE
5318-009-036	SFR	3	1	0.00	1.00	$78.92	1121 MONTROSE AVE
5318-009-037	SFR	3	1	0.00	1.00	$78.92	1123 MONTROSE AVE
5318-009-038	MFR	3	3	0.00	2.40	$189.40	1127 MONTROSE AVE
5318-010-018	SFR	3	1	0.00	1.00	$78.92	1901 MISSION ST
5318-010-019	SFR	3	1	0.00	1.00	$78.92	1010 MILAN AVE
5318-010-020	SFR	3	1	0.00	1.00	$78.92	1907 MISSION ST
5318-010-021	SFR	3	1	0.00	1.00	$78.92	1909 MISSION ST
5318-010-022	SFR	3	1	0.00	1.00	$78.92	1915 MISSION ST
5318-010-023	MFR	3	2	0.00	1.60	$126.28	1919 MISSION ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5318-010-024	SFR	3	1	0.00	1.00	$78.92	1923 MISSION ST
5318-010-025	MFR	3	2	0.00	1.60	$126.28	1011 MONTROSE AVE
5318-010-026	SFR	3	1	0.00	1.00	$78.92	1014 MILAN AVE
5318-010-027	SFR	3	1	0.00	1.00	$78.92	1020 MILAN AVE
5318-010-028	SFR	3	1	0.00	1.00	$78.92	1024 MILAN AVE
5318-010-029	MFR	3	2	0.00	1.60	$126.28	1026 MILAN AVE
5318-010-030	SFR	3	1	0.00	1.00	$78.92	1030 MILAN AVE
5318-010-031	MFR	3	2	0.00	1.60	$126.28	1036 MILAN AVE
5318-010-032	MFR	3	2	0.00	1.60	$126.28	1040 MILAN AVE
5318-010-033	SFR	3	1	0.00	1.00	$78.92	1910 OXLEY ST
5318-010-034	MFR	3	2	0.00	1.60	$126.28	1918 OXLEY ST
5318-010-035	SFR	3	1	0.00	1.00	$78.92	1035 MONTROSE AVE
5318-010-036	SFR	3	1	0.00	1.00	$78.92	1033 MONTROSE AVE
5318-010-037	SFR	3	1	0.00	1.00	$78.92	1027 MONTROSE AVE
5318-010-038	SFR	3	1	0.00	1.00	$78.92	1025 MONTROSE AVE
5318-010-039	SFR	3	1	0.00	1.00	$78.92	1019 MONTROSE AVE
5318-010-040	SFR	3	1	0.00	1.00	$78.92	1017 MONTROSE AVE
5318-010-041	SFR	2	1	0.00	1.00	$104.09	2001 MISSION ST
5318-010-042	SFR	2	1	0.00	1.00	$104.09	2007 MISSION ST
5318-010-043	SFR	2	1	0.00	1.00	$104.09	2011 MISSION ST
5318-010-044	SFR	2	1	0.00	1.00	$104.09	2015 MISSION ST
5318-010-045	SFR	2	1	0.00	1.00	$104.09	1001 GARFIELD AVE
5318-010-046	SFR	2	1	0.00	1.00	$104.09	1007 GARFIELD AVE
5318-010-047	SFR	2	1	0.00	1.00	$104.09	1011 GARFIELD AVE
5318-010-048	SFR	2	1	0.00	1.00	$104.09	1017 GARFIELD AVE
5318-010-049	SFR	2	1	0.00	1.00	$104.09	1019 GARFIELD AVE
5318-010-050	MFR	2	5	0.00	4.00	$416.36	1023 GARFIELD AVE
5318-010-051	SFR	2	1	0.00	1.00	$104.09	1027 GARFIELD AVE
5318-010-052	MFR	2	2	0.00	1.60	$166.55	1031 GARFIELD AVE
5318-010-053	SFR	2	1	0.00	1.00	$104.09	1037 GARFIELD AVE
5318-010-054	SFR	2	1	0.00	1.00	$104.09	1041 GARFIELD AVE
5318-010-055	SFR	3	1	0.00	1.00	$78.92	2018 OXLEY ST
5318-010-056	SFR	3	1	0.00	1.00	$78.92	2014 OXLEY ST
5318-010-057	SFR	3	1	0.00	1.00	$78.92	2010 OXLEY ST
5318-010-058	SFR	3	1	0.00	1.00	$78.92	2006 OXLEY ST
5318-010-059	MFR	3	2	0.00	1.60	$126.28	2000 OXLEY ST
5318-010-061	MFR	3	2	0.00	1.60	$126.28	1016 MONTROSE AVE
5318-010-062	SFR	3	1	0.00	1.00	$78.92	1014 MONTROSE AVE
5318-010-063	SFR	3	1	0.00	1.00	$78.92	1026 MONTROSE AVE
5318-010-064	SFR	3	1	0.00	1.00	$78.92	1020 MONTROSE AVE
5318-011-001	SFR	3	1	0.00	1.00	$78.92	828 MILAN AVE
5318-011-002	SFR	3	1	0.00	1.00	$78.92	834 MILAN AVE
5318-011-003	SFR	3	1	0.00	1.00	$78.92	838 MILAN AVE
5318-011-004	SFR	3	1	0.00	1.00	$78.92	844 MILAN AVE
5318-011-005	SFR	2	1	0.00	1.00	$104.09	1900 MISSION ST
5318-011-006	SFR	2	1	0.00	1.00	$104.09	1906 MISSION ST
5318-011-007	SFR	2	1	0.00	1.00	$104.09	1908 MISSION ST
5318-011-011	SFR	2	1	0.00	1.00	$104.09	1920 MISSION ST
5318-011-012	MFR	2	2	0.00	1.60	$166.55	1926 MISSION ST
5318-011-013	SFR	4	1	0.00	1.00	$71.26	831 MONTROSE AVE
5318-011-014	SFR	4	1	0.00	1.00	$71.26	825 MONTROSE AVE
5318-011-016	SFR	4	1	0.00	1.00	$71.26	819 MONTROSE AVE
5318-011-017	SFR	4	1	0.00	1.00	$71.26	815 MONTROSE AVE
5318-011-023	SFR	2	1	0.00	1.00	$104.09	1916 MISSION ST
5318-011-024	SFR	2	1	0.00	1.00	$104.09	1912 MISSION ST
5318-011-025	SFR	4	1	0.00	1.00	$71.26	821 MONTROSE AVE
5318-011-026	SFR	3	1	0.00	1.00	$78.92	808 MILAN AVE
5318-011-027	MFR	4	2	0.00	1.60	$114.02	801 MONTROSE AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5318-011-028	MFR	4	2	0.00	1.60	$114.02	803 MONTROSE AVE
5318-011-029	SFR	4	1	0.00	1.00	$71.26	805 MONTROSE AVE
5318-011-030	SFR	4	1	0.00	1.00	$71.26	811 MONTROSE AVE
5318-011-031	SFR	3	1	0.00	1.00	$78.92	820 MILAN AVE
5318-011-032	SFR	3	1	0.00	1.00	$78.92	816 MILAN AVE
5318-011-033	SFR	4	1	0.00	1.00	$71.26	700 MONTROSE AVE
5318-011-034	SFR	2	1	0.00	1.00	$104.09	815 GARFIELD AVE
5318-011-035	SFR	2	1	0.00	1.00	$104.09	823 GARFIELD AVE
5318-011-036	SFR	4	1	0.00	1.00	$71.26	800 MONTROSE AVE
5318-011-037	SFR	4	1	0.00	1.00	$71.26	808 MONTROSE AVE
5318-011-038	SFR	2	1	0.00	1.00	$104.09	833 GARFIELD AVE
5318-011-039	SFR	4	1	0.00	1.00	$71.26	810 MONTROSE AVE
5318-011-040	SFR	4	1	0.00	1.00	$71.26	818 MONTROSE AVE
5318-011-041	SFR	2	1	0.00	1.00	$104.09	835 GARFIELD AVE
5318-011-042	SFR	2	1	0.00	1.00	$104.09	839 GARFIELD AVE
5318-011-043	SFR	4	1	0.00	1.00	$71.26	820 MONTROSE AVE
5318-011-044	SFR	2	1	0.00	1.00	$104.09	843 GARFIELD AVE
5318-011-045	SFR	4	1	0.00	1.00	$71.26	826 MONTROSE AVE
5318-011-046	SFR	2	1	0.00	1.00	$104.09	847 GARFIELD AVE
5318-011-047	SFR	4	1	0.00	1.00	$71.26	830 MONTROSE AVE
5318-011-048	MFR	2	2	0.00	1.60	$166.55	2000 MISSION ST
5318-011-049	SFR	2	1	0.00	1.00	$104.09	2008 MISSION ST
5318-011-050	SFR	2	1	0.00	1.00	$104.09	2010 MISSION ST
5318-011-051	MFR	2	8	0.00	6.40	$666.17	851 GARFIELD AVE
5318-012-001	MFR	3	2	0.00	1.60	$126.28	1857 HOPE ST
5318-012-004	SFR	3	1	0.00	1.00	$78.92	1851 HOPE ST
5318-012-005	SFR	3	1	0.00	1.00	$78.92	811 MILAN AVE
5318-012-006	SFR	3	1	0.00	1.00	$78.92	815 MILAN AVE
5318-012-007	SFR	3	1	0.00	1.00	$78.92	817 MILAN AVE
5318-012-008	SFR	3	1	0.00	1.00	$78.92	825 MILAN AVE
5318-012-009	SFR	3	1	0.00	1.00	$78.92	831 MILAN AVE
5318-012-010	SFR	2	1	0.00	1.00	$104.09	1858 MISSION ST
5318-012-011	SFR	2	1	0.00	1.00	$104.09	1848 MISSION ST
5318-012-012	SFR	2	1	0.00	1.00	$104.09	1846 MISSION ST
5318-012-013	SFR	2	1	0.00	1.00	$104.09	1840 MISSION ST
5318-012-014	SFR	2	1	0.00	1.00	$104.09	1836 MISSION ST
5318-012-015	SFR	3	1	0.00	1.00	$78.92	804 STRATFORD AVE
5318-012-016	SFR	3	1	0.00	1.00	$78.92	1845 HOPE ST
5318-012-017	SFR	3	1	0.00	1.00	$78.92	810 STRATFORD AVE
5318-012-018	SFR	3	1	0.00	1.00	$78.92	816 STRATFORD AVE
5318-012-019	SFR	3	1	0.00	1.00	$78.92	820 STRATFORD AVE
5318-012-020	SFR	3	1	0.00	1.00	$78.92	824 STRATFORD AVE
5318-012-021	SFR	3	1	0.00	1.00	$78.92	828 STRATFORD AVE
5318-012-022	SFR	3	1	0.00	1.00	$78.92	832 STRATFORD AVE
5318-012-023	SFR	3	1	0.00	1.00	$78.92	836 STRATFORD AVE
5318-012-024	SFR	3	1	0.00	1.00	$78.92	840 STRATFORD AVE
5318-012-025	SFR	3	1	0.00	1.00	$78.92	839 MILAN AVE
5318-012-026	SFR	3	1	0.00	1.00	$78.92	835 MILAN AVE
5318-012-027	SFR	3	1	0.00	1.00	$78.92	833 MILAN AVE
5318-012-028	SFR	3	1	0.00	1.00	$78.92	809 MILAN AVE
5318-013-025	MFR	2	2	0.00	1.60	$166.55	1700 MONTEREY RD
5318-013-026	SFR	3	1	0.00	1.00	$78.92	1140 BRENT AVE
5318-013-027	SFR	3	1	0.00	1.00	$78.92	1138 BRENT AVE
5318-013-028	SFR	3	1	0.00	1.00	$78.92	1128 BRENT AVE
5318-013-029	SFR	3	1	0.00	1.00	$78.92	1124 BRENT AVE
5318-013-030	MFR	3	2	0.00	1.60	$126.28	1120 BRENT AVE
5318-013-031	SFR	3	1	0.00	1.00	$78.92	1118 BRENT AVE
5318-013-032	MFR	3	2	0.00	1.60	$126.28	1116 BRENT AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5318-013-033	MFR	3	13	0.00	10.40	$820.76	1701 OXLEY ST
5318-013-034	MFR	3	6	0.00	4.80	$378.82	1711 OXLEY ST
5318-013-035	MFR	3	2	0.00	1.60	$126.28	1713 OXLEY ST
5318-013-036	MFR	3	2	0.00	1.60	$126.28	1714 MONTEREY RD
5318-013-037	C/I	3	0	0.17	1.00	$78.92	1714 MONTEREY RD REAR
5318-013-038	MFR	3	14	0.00	11.20	$883.90	1721 OXLEY ST
5318-013-039	MFR	3	4	0.00	3.20	$252.54	1725 OXLEY ST
5318-013-040	MFR	3	5	0.00	4.00	$315.68	1112 DONALDO CT
5318-013-041	MFR	3	10	0.00	8.00	$631.36	1731 OXLEY ST
5318-013-042	SFR	3	1	0.00	1.00	$78.92	1735 OXLEY ST
5318-013-043	SFR	3	1	0.00	1.00	$78.92	1101 MARENGO AVE
5318-013-044	SFR	3	1	0.00	1.00	$78.92	1105 MARENGO AVE
5318-013-045	SFR	3	1	0.00	1.00	$78.92	1109 MARENGO AVE
5318-013-046	SFR	3	1	0.00	1.00	$78.92	1113 MARENGO AVE
5318-013-047	SFR	3	1	0.00	1.00	$78.92	1117 MARENGO AVE
5318-013-048	MFR	3	2	0.00	1.60	$126.28	1716 MONTEREY RD
5318-013-049	SFR	3	1	0.00	1.00	$78.92	1720 MONTEREY RD
5318-013-050	SFR	3	1	0.00	1.00	$78.92	1724 MONTEREY RD
5318-013-051	SFR	3	1	0.00	1.00	$78.92	1730 MONTEREY RD
5318-013-052	MFR	3	2	0.00	1.60	$126.28	1732 MONTEREY RD
5318-013-053	MFR	3	2	0.00	1.60	$126.28	1736 MONTEREY RD
5318-013-054	MFR	3	2	0.00	1.60	$126.28	1740 MONTEREY RD
5318-013-055	MFR	3	2	0.00	1.60	$126.28	1139 MARENGO AVE
5318-013-056	SFR	3	1	0.00	1.00	$78.92	1131 MARENGO AVE
5318-013-057	SFR	3	1	0.00	1.00	$78.92	1125 MARENGO AVE
5318-013-058	SFR	3	1	0.00	1.00	$78.92	1121 MARENGO AVE
5318-013-059	MFR	3	2	0.00	1.60	$126.28	1120 DONALDO CT
5318-013-060	MFR	3	2	0.00	1.60	$126.28	1124 DONALDO CT
5318-013-061	MFR	3	2	0.00	1.60	$126.28	1132 DONALDO CT
5318-013-062	SFR	3	1	0.00	1.00	$78.92	1133 DONALDO CT
5318-013-063	SFR	3	1	0.00	1.00	$78.92	1127 DONALDO CT
5318-013-064	SFR	3	1	0.00	1.00	$78.92	1123 DONALDO CT
5318-014-001	C/I	1	0	0.18	1.06	$102.65	820 FAIR OAKS AVE
5318-014-002	C/I	1	0	0.09	1.00	$97.12	1610 MISSION ST
5318-014-003	C/I	1	0	0.19	1.12	$108.87	818 FAIR OAKS AVE
5318-014-008	C/I	1	0	0.18	1.02	$98.67	806 FAIR OAKS AVE
5318-014-009	C/I	1	0	0.21	1.22	$118.49	800 FAIR OAKS AVE
5318-014-010	C/I	2	0	0.16	1.00	$104.09	801 BRENT AVE
5318-014-011	MFR	2	3	0.00	2.40	$249.81	805 BRENT AVE
5318-014-012	MFR	2	5	0.00	4.00	$416.36	809 BRENT AVE #1
5318-014-013	C/I	2	0	0.18	1.02	$105.76	817 BRENT AVE
5318-014-014	VAC	2	0	0.18	0.25	$26.44	821 BRENT AVE
5318-014-018	MFR	2	4	0.00	3.20	$333.09	831 BRENT AVE
5318-014-020	C/I	1	0	0.25	1.48	$143.25	1616 MISSION ST
5318-014-022	MFR	2	3	0.00	2.40	$249.81	820 BRENT AVE
5318-014-023	MFR	2	4	0.00	3.20	$333.09	816 BRENT AVE
5318-014-026	SFR	3	1	0.00	1.00	$78.92	1711 HOPE ST
5318-014-027	SFR	3	1	0.00	1.00	$78.92	1715 HOPE ST
5318-014-028	MFR	3	2	0.00	1.60	$126.28	1717 HOPE ST
5318-014-029	SFR	3	1	0.00	1.00	$78.92	1721 HOPE ST
5318-014-030	MFR	3	2	0.00	1.60	$126.28	1725 HOPE ST
5318-014-031	MFR	3	2	0.00	1.60	$126.28	1729 HOPE ST
5318-014-032	MFR	3	2	0.00	1.60	$126.28	1735 HOPE ST
5318-014-033	MFR	3	7	0.00	5.60	$441.96	815 PARK AVE
5318-014-034	MFR	3	4	0.00	3.20	$252.54	819 PARK AVE
5318-014-035	SFR	3	1	0.00	1.00	$78.92	825 PARK AVE
5318-014-037	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 1
5318-014-038	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 2

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5318-014-039	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 3
5318-014-040	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 4
5318-014-041	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 5
5318-014-042	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 6
5318-014-043	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 7
5318-014-044	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 8
5318-014-045	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 9
5318-014-046	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 10
5318-014-047	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 11
5318-014-048	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 12
5318-014-049	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 13
5318-014-050	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 14
5318-014-051	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 15
5318-014-052	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 16
5318-014-053	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 17
5318-014-054	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 18
5318-014-055	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 19
5318-014-056	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 20
5318-014-057	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 21
5318-014-058	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 22
5318-014-059	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 23
5318-014-060	MFR	2	1	0.00	0.80	$83.27	1700 MISSION ST 24
5318-014-061	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 2
5318-014-062	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 26
5318-014-063	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 4
5318-014-064	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 3
5318-014-065	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 6
5318-014-066	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 5
5318-014-067	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 8
5318-014-068	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 7
5318-014-069	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 10
5318-014-070	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 9
5318-014-071	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 12
5318-014-072	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 11
5318-014-073	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 14
5318-014-074	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 13
5318-014-075	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 16
5318-014-076	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 15
5318-014-077	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 18
5318-014-078	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 17
5318-014-079	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 43
5318-014-080	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 19
5318-014-081	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 45
5318-014-082	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 21
5318-014-083	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 24
5318-014-084	MFR	2	1	0.00	0.80	$83.27	1720 MISSION ST 23
5318-014-086	MFR	2	1	0.00	0.80	$83.27	1705 HOPE ST 1
5318-014-087	MFR	2	1	0.00	0.80	$83.27	1705 HOPE ST 2
5318-014-088	MFR	2	1	0.00	0.80	$83.27	1705 HOPE ST 3
5318-014-089	MFR	2	1	0.00	0.80	$83.27	1705 HOPE ST 4
5318-014-090	MFR	2	1	0.00	0.80	$83.27	1705 HOPE ST 5
5318-014-091	MFR	2	1	0.00	0.80	$83.27	1705 HOPE ST 6
5318-014-092	MFR	2	1	0.00	0.80	$83.27	1705 HOPE ST 7
5318-014-093	MFR	2	1	0.00	0.80	$83.27	1705 HOPE ST 8
5318-014-094	MFR	2	2	0.00	1.60	$166.55	812 BRENT AVE
5318-014-095	C/I	1	0	0.18	1.02	$98.67	810 FAIR OAKS AVE
5318-014-096	C/I	1	0	0.18	1.02	$98.67	814 FAIR OAKS AVE
5318-014-097	SFR	2	1	0.00	1.00	$104.09	825 BRENT AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5318-015-001	C/I	1	0	0.19	1.12	$108.87	1020 FAIR OAKS AVE
5318-015-002	C/I	1	0	0.18	1.02	$98.67	1016 FAIR OAKS AVE A
5318-015-003	C/I	1	0	0.09	1.00	$97.12	1014 FAIR OAKS AVE
5318-015-004	C/I	1	0	0.27	1.54	$149.47	1008 FAIR OAKS AVE
5318-015-005	C/I	1	0	0.18	1.02	$98.67	1000 FAIR OAKS AVE
5318-015-006	C/I	1	0	0.21	1.22	$118.49	1000 FAIR OAKS AVE
5318-015-007	C/I	3	0	0.19	1.12	$88.47	1001 BRENT AVE
5318-015-008	C/I	3	0	0.19	1.12	$88.47	1005 BRENT AVE
5318-015-009	C/I	3	0	0.18	1.03	$81.13	1009 BRENT AVE
5318-015-010	SFR	3	1	0.00	1.00	$78.92	1015 BRENT AVE
5318-015-011	SFR	3	1	0.00	1.00	$78.92	1017 BRENT AVE
5318-015-012	MFR	3	2	0.00	1.60	$126.28	1612 OXLEY ST
5318-015-013	MFR	3	2	0.00	1.60	$126.28	1021 BRENT AVE
5318-015-017	C/I	1	0	0.62	3.58	$347.50	900 FAIR OAKS AVE
5318-015-018	MFR	3	4	0.00	3.20	$252.54	1036 BRENT AVE
5318-015-019	MFR	3	2	0.00	1.60	$126.28	1030 BRENT AVE
5318-015-020	SFR	3	1	0.00	1.00	$78.92	1033 PARK AVE
5318-015-023	MFR	3	2	0.00	1.60	$126.28	1018 BRENT AVE
5318-015-024	MFR	3	2	0.00	1.60	$126.28	1012 BRENT AVE
5318-015-025	MFR	2	3	0.00	2.40	$249.81	1701 MISSION ST
5318-015-026	SFR	2	1	0.00	1.00	$104.09	1705 MISSION ST
5318-015-027	SFR	2	1	0.00	1.00	$104.09	1711 MISSION ST
5318-015-028	SFR	2	1	0.00	1.00	$104.09	1715 MISSION ST
5318-015-029	SFR	2	1	0.00	1.00	$104.09	1717 MISSION ST
5318-015-030	SFR	2	1	0.00	1.00	$104.09	1721 MISSION ST
5318-015-031	SFR	3	1	0.00	1.00	$78.92	1011 PARK AVE
5318-015-032	SFR	3	1	0.00	1.00	$78.92	1015 PARK AVE
5318-015-033	SFR	3	1	0.00	1.00	$78.92	1021 PARK AVE
5318-015-034	SFR	3	1	0.00	1.00	$78.92	1023 PARK AVE
5318-015-035	MFR	3	2	0.00	1.60	$126.28	1029 PARK AVE
5318-015-036	C/I	1	0	0.85	4.95	$481.13	900 FAIR OAKS AVE
5318-015-037	SFR	3	1	0.00	1.00	$78.92	1026 BRENT AVE
5318-015-038	SFR	3	1	0.00	1.00	$78.92	1022 BRENT AVE
5318-016-019	C/I	1	0	0.26	1.52	$147.82	1138 N FAIR OAKS AVE
5318-016-021	C/I	1	0	0.01	1.00	$97.12	1134 FAIR OAKS AVE
5318-016-022	C/I	1	0	0.01	1.00	$97.12	1132 FAIR OAKS AVE
5318-016-023	C/I	1	0	0.43	2.49	$242.02	1118 FAIR OAKS AVE
5318-016-024	C/I	1	0	0.17	1.00	$97.12	1114 FAIR OAKS AVE
5318-016-025	C/I	1	0	0.17	1.00	$97.12	1112 FAIR OAKS AVE
5318-016-026	C/I	1	0	0.17	1.00	$97.12	1108 FAIR OAKS AVE
5318-016-027	C/I	1	0	0.35	2.03	$197.44	1100 FAIR OAKS AVE
5318-016-028	MFR	3	2	0.00	1.60	$126.28	1617 OXLEY ST
5318-016-029	SFR	3	1	0.00	1.00	$78.92	1107 BRENT AVE
5318-016-030	SFR	3	1	0.00	1.00	$78.92	1109 BRENT AVE
5318-016-031	SFR	3	1	0.00	1.00	$78.92	1115 BRENT AVE
5318-016-032	SFR	3	1	0.00	1.00	$78.92	1119 BRENT AVE
5318-016-033	SFR	3	1	0.00	1.00	$78.92	1123 BRENT AVE
5318-016-034	SFR	3	1	0.00	1.00	$78.92	1125 BRENT AVE
5318-016-035	MFR	3	2	0.00	1.60	$126.28	1129 BRENT AVE
5318-016-036	SFR	3	1	0.00	1.00	$78.92	1135 BRENT AVE
5318-016-037	SFR	3	1	0.00	1.00	$78.92	1137 BRENT AVE
5318-016-038	C/I	1	0	0.08	1.00	$97.12	1130 N FAIR OAKS AVE
5318-016-039	C/I	1	0	0.08	1.00	$97.12	1128 FAIR OAKS AVE
5318-017-001	SFR	2	1	0.00	1.00	$104.09	1735 MISSION ST
5318-017-002	SFR	2	1	0.00	1.00	$104.09	1737 MISSION ST
5318-017-003	MFR	2	2	0.00	1.60	$166.55	1741 MISSION ST
5318-017-004	SFR	3	1	0.00	1.00	$78.92	1740 VIRGINIA PL
5318-017-005	SFR	3	1	0.00	1.00	$78.92	1738 VIRGINIA PL

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5318-017-006	SFR	3	1	0.00	1.00	$78.92	1732 VIRGINIA PL
5318-017-007	SFR	3	1	0.00	1.00	$78.92	1728 VIRGINIA PL
5318-017-008	SFR	3	1	0.00	1.00	$78.92	1725 VIRGINIA PL
5318-017-009	SFR	3	1	0.00	1.00	$78.92	1729 VIRGINIA PL
5318-017-010	SFR	3	1	0.00	1.00	$78.92	1733 VIRGINIA PL
5318-017-011	SFR	3	1	0.00	1.00	$78.92	1737 VIRGINIA PL
5318-017-012	SFR	3	1	0.00	1.00	$78.92	1743 VIRGINIA PL
5318-017-013	SFR	3	1	0.00	1.00	$78.92	1742 OXLEY ST
5318-017-014	SFR	3	1	0.00	1.00	$78.92	1734 OXLEY ST
5318-017-015	MFR	3	2	0.00	1.60	$126.28	1730 OXLEY ST
5318-017-016	SFR	3	1	0.00	1.00	$78.92	1728 OXLEY ST
5318-017-017	SFR	3	1	0.00	1.00	$78.92	1724 OXLEY ST
5318-017-018	SFR	3	1	0.00	1.00	$78.92	1720 OXLEY ST
5318-017-019	SFR	3	1	0.00	1.00	$78.92	1039 STRATFORD AVE
5318-017-020	MFR	3	2	0.00	1.60	$126.28	1035 STRATFORD AVE
5318-017-021	SFR	3	1	0.00	1.00	$78.92	1031 STRATFORD AVE
5318-017-022	MFR	3	2	0.00	1.60	$126.28	1025 STRATFORD AVE
5318-017-023	MFR	3	2	0.00	1.60	$126.28	1019 STRATFORD AVE
5318-017-024	SFR	3	1	0.00	1.00	$78.92	1017 STRATFORD AVE
5318-017-025	MFR	3	2	0.00	1.60	$126.28	1015 STRATFORD AVE
5318-017-026	SFR	3	1	0.00	1.00	$78.92	1011 STRATFORD AVE
5318-017-027	SFR	3	1	0.00	1.00	$78.92	1006 MARENGO AVE
5318-017-028	SFR	3	1	0.00	1.00	$78.92	1005 STRATFORD AVE
5318-017-029	SFR	2	1	0.00	1.00	$104.09	1001 STRATFORD AVE
5318-018-001	MFR	3	8	0.00	6.40	$505.08	1800 MONTEREY RD
5318-018-002	MFR	3	2	0.00	1.60	$126.28	1133 STRATFORD AVE
5318-018-003	SFR	3	1	0.00	1.00	$78.92	1129 STRATFORD AVE
5318-018-004	SFR	3	1	0.00	1.00	$78.92	1125 STRATFORD AVE
5318-018-005	SFR	3	1	0.00	1.00	$78.92	1123 STRATFORD AVE
5318-018-006	SFR	3	1	0.00	1.00	$78.92	1119 STRATFORD AVE
5318-018-007	SFR	3	1	0.00	1.00	$78.92	1115 STRATFORD AVE
5318-018-008	MFR	3	2	0.00	1.60	$126.28	1111 STRATFORD AVE
5318-018-009	SFR	3	1	0.00	1.00	$78.92	1105 STRATFORD AVE
5318-018-010	SFR	3	1	0.00	1.00	$78.92	1801 OXLEY ST
5318-018-011	SFR	3	1	0.00	1.00	$78.92	1101 STRATFORD AVE
5318-018-023	SFR	3	1	0.00	1.00	$78.92	1102 STRATFORD AVE
5318-018-024	SFR	3	1	0.00	1.00	$78.92	1106 STRATFORD AVE
5318-018-025	SFR	3	1	0.00	1.00	$78.92	1110 STRATFORD AVE
5318-018-026	SFR	3	1	0.00	1.00	$78.92	1114 STRATFORD AVE
5318-018-027	SFR	3	1	0.00	1.00	$78.92	1118 STRATFORD AVE
5318-018-028	SFR	3	1	0.00	1.00	$78.92	1122 STRATFORD AVE
5318-018-029	SFR	3	1	0.00	1.00	$78.92	1126 STRATFORD AVE
5318-018-030	SFR	3	1	0.00	1.00	$78.92	1132 STRATFORD AVE
5318-018-031	SFR	3	1	0.00	1.00	$78.92	1136 STRATFORD AVE
5318-018-034	SFR	3	1	0.00	1.00	$78.92	1140 STRATFORD AVE
5318-018-035	SFR	3	1	0.00	1.00	$78.92	1852 MONTEREY RD
5318-018-036	SFR	3	1	0.00	1.00	$78.92	1850 MONTEREY RD
5318-018-037	SFR	3	1	0.00	1.00	$78.92	1848 MONTEREY RD
5318-018-038	SFR	3	1	0.00	1.00	$78.92	1844 MONTEREY RD
5318-018-039	SFR	3	1	0.00	1.00	$78.92	1840 MONTEREY RD
5318-018-040	SFR	3	1	0.00	1.00	$78.92	1836 MONTEREY RD
5318-018-041	SFR	3	1	0.00	1.00	$78.92	1832 MONTEREY RD
5318-018-042	SFR	3	1	0.00	1.00	$78.92	1127 MILAN AVE
5318-018-043	MFR	3	2	0.00	1.60	$126.28	1123 MILAN AVE
5318-018-044	SFR	3	1	0.00	1.00	$78.92	1121 MILAN AVE
5318-018-045	SFR	3	1	0.00	1.00	$78.92	1117 MILAN AVE
5318-018-047	MFR	3	2	0.00	1.60	$126.28	1851 OXLEY ST
5318-018-048	MFR	3	2	0.00	1.60	$126.28	1845 OXLEY ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5318-018-049	SFR	4	1	0.00	1.00	$71.26	1114 AVON PL
5318-018-050	SFR	3	1	0.00	1.00	$78.92	1841 OXLEY ST
5318-018-051	SFR	4	1	0.00	1.00	$71.26	1101 AVON PL
5318-018-052	SFR	4	1	0.00	1.00	$71.26	1105 AVON PL
5318-018-053	SFR	4	1	0.00	1.00	$71.26	1109 AVON PL
5318-018-054	SFR	4	1	0.00	1.00	$71.26	1115 AVON PL
5318-018-055	SFR	4	1	0.00	1.00	$71.26	1117 AVON PL
5318-018-056	SFR	4	1	0.00	1.00	$71.26	1121 AVON PL
5318-018-057	SFR	4	1	0.00	1.00	$71.26	1125 AVON PL
5318-018-058	SFR	4	1	0.00	1.00	$71.26	1126 AVON PL
5318-018-059	SFR	4	1	0.00	1.00	$71.26	1122 AVON PL
5318-018-060	SFR	4	1	0.00	1.00	$71.26	1118 AVON PL
5318-018-061	SFR	4	1	0.00	1.00	$71.26	1116 AVON PL
5318-018-062	SFR	3	1	0.00	1.00	$78.92	1105 MILAN AVE
5318-018-063	MFR	3	2	0.00	1.60	$126.28	1109 MILAN AVE
5318-019-001	SFR	2	1	0.00	1.00	$104.09	1861 MISSION ST
5318-019-002	SFR	2	1	0.00	1.00	$104.09	1857 MISSION ST
5318-019-003	SFR	2	1	0.00	1.00	$104.09	1853 MISSION ST
5318-019-004	SFR	2	1	0.00	1.00	$104.09	1847 MISSION ST
5318-019-005	MFR	2	2	0.00	1.60	$166.55	1835 MISSION ST
5318-019-006	SFR	3	1	0.00	1.00	$78.92	1005 AVON PL
5318-019-007	SFR	3	1	0.00	1.00	$78.92	1007 AVON PL
5318-019-008	SFR	3	1	0.00	1.00	$78.92	1015 AVON PL
5318-019-009	SFR	3	1	0.00	1.00	$78.92	1017 AVON PL
5318-019-010	SFR	3	1	0.00	1.00	$78.92	1021 AVON PL
5318-019-011	SFR	3	1	0.00	1.00	$78.92	1025 AVON PL
5318-019-012	SFR	3	1	0.00	1.00	$78.92	1029 AVON PL
5318-019-013	SFR	3	1	0.00	1.00	$78.92	1033 AVON PL
5318-019-014	SFR	3	1	0.00	1.00	$78.92	1832 OXLEY ST
5318-019-015	SFR	3	1	0.00	1.00	$78.92	1041 AVON PL
5318-019-016	SFR	3	1	0.00	1.00	$78.92	1842 OXLEY ST
5318-019-017	SFR	3	1	0.00	1.00	$78.92	1848 OXLEY ST
5318-019-018	SFR	3	1	0.00	1.00	$78.92	1852 OXLEY ST
5318-019-019	MFR	3	2	0.00	1.60	$126.28	1035 MILAN AVE
5318-019-020	SFR	3	1	0.00	1.00	$78.92	1015 MILAN AVE
5318-019-021	SFR	3	1	0.00	1.00	$78.92	1013 MILAN AVE
5318-019-022	SFR	3	1	0.00	1.00	$78.92	1014 AVON PL
5318-019-023	SFR	3	1	0.00	1.00	$78.92	1018 AVON PL
5318-019-024	SFR	3	1	0.00	1.00	$78.92	1020 AVON PL
5318-019-025	SFR	3	1	0.00	1.00	$78.92	1024 AVON PL
5318-019-026	SFR	3	1	0.00	1.00	$78.92	1023 MILAN AVE
5318-019-027	SFR	3	1	0.00	1.00	$78.92	1025 MILAN AVE
5318-019-028	SFR	3	1	0.00	1.00	$78.92	1027 MILAN AVE
5318-019-029	SFR	2	1	0.00	1.00	$104.09	1000 STRATFORD AVE
5318-019-030	SFR	3	1	0.00	1.00	$78.92	1004 STRATFORD AVE
5318-019-031	SFR	3	1	0.00	1.00	$78.92	1010 STRATFORD AVE
5318-019-032	SFR	3	1	0.00	1.00	$78.92	1014 STRATFORD AVE
5318-019-033	SFR	3	1	0.00	1.00	$78.92	1016 STRATFORD AVE
5318-019-034	SFR	3	1	0.00	1.00	$78.92	1020 STRATFORD AVE
5318-019-035	SFR	3	1	0.00	1.00	$78.92	1024 STRATFORD AVE
5318-019-036	SFR	3	1	0.00	1.00	$78.92	1030 STRATFORD AVE
5318-019-037	SFR	3	1	0.00	1.00	$78.92	1034 STRATFORD AVE
5318-019-038	SFR	3	1	0.00	1.00	$78.92	1040 STRATFORD AVE
5319-002-004	MFR	1	3	0.00	2.40	$233.08	1409 MONTEREY RD
5319-002-005	MFR	1	4	0.00	3.20	$310.78	1415 MONTEREY RD
5319-002-006	MFR	1	9	0.00	7.20	$699.26	1419 MONTEREY RD
5319-002-007	SFR	1	1	0.00	1.00	$97.12	1427 MONTEREY RD
5319-002-008	MFR	1	4	0.00	3.20	$310.78	1429 MONTEREY RD

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-002-017	MFR	3	6	0.00	4.80	$378.82	1428 LYNDON ST
5319-002-018	MFR	3	2	0.00	1.60	$126.28	1422 LYNDON ST
5319-002-019	SFR	3	1	0.00	1.00	$78.92	1420 LYNDON ST
5319-002-020	MFR	3	3	0.00	2.40	$189.40	1416 LYNDON ST
5319-002-021	MFR	3	4	0.00	3.20	$252.54	1412 LYNDON ST
5319-002-026	MFR	3	2	0.00	1.60	$126.28	1224 FREMONT AVE
5319-002-027	MFR	3	2	0.00	1.60	$126.28	1220 FREMONT AVE
5319-002-028	MFR	3	5	0.00	4.00	$315.68	1216 FREMONT AVE
5319-002-032	MFR	1	5	0.00	4.00	$388.48	1401 MONTEREY RD
5319-002-033	MFR	1	6	0.00	4.80	$466.18	1405 MONTEREY RD
5319-002-034	C/I	1	0	2.67	8.23	$798.90	1213 N FAIR OAKS AVE
5319-003-001	MFR	3	8	0.00	6.40	$505.08	1300 FREMONT AVE
5319-003-002	SFR	3	1	0.00	1.00	$78.92	1308 FREMONT AVE
5319-003-003	MFR	3	3	0.00	2.40	$189.40	1407 LYNDON ST
5319-003-005	MFR	3	2	0.00	1.60	$126.28	1419 LYNDON ST
5319-003-006	MFR	3	3	0.00	2.40	$189.40	1421 LYNDON ST
5319-003-009	MFR	3	2	0.00	1.60	$126.28	1429 LYNDON ST
5319-003-015	MFR	3	3	0.00	2.40	$189.40	1504 BANK ST
5319-003-016	SFR	3	1	0.00	1.00	$78.92	1502 BANK ST
5319-003-019	MFR	3	6	0.00	4.80	$378.82	1422 BANK ST
5319-003-020	MFR	3	6	0.00	4.80	$378.82	1418 BANK ST
5319-003-022	SFR	3	1	0.00	1.00	$78.92	1324 FREMONT AVE
5319-003-023	MFR	3	2	0.00	1.60	$126.28	1320 FREMONT AVE
5319-003-024	SFR	3	1	0.00	1.00	$78.92	1314 FREMONT AVE
5319-003-029	C/I	1	0	0.89	5.14	$499.20	1315 FAIR OAKS AVE
5319-003-030	MFR	3	3	0.00	2.40	$189.40	1430 BANK ST
5319-003-032	C/I	1	0	0.89	5.16	$500.95	1305 FAIR OAKS AVE
5319-003-034	MFR	3	1	0.00	0.80	$63.14	1425 LYNDON ST A
5319-003-035	MFR	3	1	0.00	0.80	$63.14	1425 LYNDON ST B
5319-003-036	MFR	3	1	0.00	0.80	$63.14	1425 LYNDON ST C
5319-003-037	MFR	3	1	0.00	0.80	$63.14	1425 LYNDON ST D
5319-003-038	MFR	3	1	0.00	0.80	$63.14	1425 LYNDON ST E
5319-003-039	MFR	3	1	0.00	0.80	$63.14	1427 LYNDON ST E
5319-003-040	MFR	3	1	0.00	0.80	$63.14	1427 LYNDON ST D
5319-003-041	MFR	3	1	0.00	0.80	$63.14	1427 LYNDON ST C
5319-003-042	MFR	3	1	0.00	0.80	$63.14	1427 LYNDON ST B
5319-003-043	MFR	3	1	0.00	0.80	$63.14	1427 LYNDON ST A
5319-003-045	MFR	3	1	0.00	0.80	$63.14	1410 BANK ST A
5319-003-046	MFR	3	1	0.00	0.80	$63.14	1410 BANK ST B
5319-003-047	MFR	3	1	0.00	0.80	$63.14	1412 BANK ST C
5319-003-049	MFR	3	1	0.00	0.80	$63.14	1413 LYNDON ST A
5319-003-050	MFR	3	1	0.00	0.80	$63.14	1413 LYNDON ST B
5319-003-051	MFR	3	1	0.00	0.80	$63.14	1413 LYNDON ST C
5319-003-053	MFR	3	1	0.00	0.80	$63.14	1426 BANK ST UNIT 1
5319-003-054	MFR	3	1	0.00	0.80	$63.14	1426 BANK ST UNIT 2
5319-003-055	MFR	3	1	0.00	0.80	$63.14	1426 BANK ST UNIT 3
5319-004-001	C/I	3	0	0.18	1.06	$83.89	1424 FREMONT AVE
5319-004-002	SFR	3	1	0.00	1.00	$78.92	1418 FREMONT AVE
5319-004-003	MFR	3	4	0.00	3.20	$252.54	1414 FREMONT AVE
5319-004-004	MFR	3	2	0.00	1.60	$126.28	1412 FREMONT AVE
5319-004-005	SFR	3	1	0.00	1.00	$78.92	1408 FREMONT AVE
5319-004-006	MFR	3	12	0.00	9.60	$757.64	1400 FREMONT AVE
5319-004-007	MFR	3	12	0.00	9.60	$757.64	1415 BANK ST
5319-004-008	MFR	3	5	0.00	4.00	$315.68	1425 BANK ST
5319-004-009	MFR	3	3	0.00	2.40	$189.40	1429 BANK ST
5319-004-010	MFR	3	6	0.00	4.80	$378.82	1437 BANK ST
5319-004-011	SFR	3	1	0.00	1.00	$78.92	1512 ROLLIN ST
5319-004-012	MFR	3	2	0.00	1.60	$126.28	1510 ROLLIN ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-004-013	MFR	3	3	0.00	2.40	$189.40	1506 ROLLIN ST
5319-004-014	SFR	3	1	0.00	1.00	$78.92	1500 ROLLIN ST
5319-004-015	MFR	3	2	0.00	1.60	$126.28	1428 ROLLIN ST
5319-004-016	MFR	3	2	0.00	1.60	$126.28	1426 ROLLIN ST
5319-004-017	MFR	3	2	0.00	1.60	$126.28	1420 ROLLIN ST
5319-004-018	MFR	3	2	0.00	1.60	$126.28	1416 ROLLIN ST
5319-004-019	MFR	3	2	0.00	1.60	$126.28	1412 ROLLIN ST
5319-004-020	C/I	1	0	0.15	1.00	$97.12	1401 FAIR OAKS AVE
5319-004-021	SFR	1	1	0.00	1.00	$97.12	1407 FAIR OAKS AVE
5319-004-022	MFR	1	5	0.00	4.00	$388.48	1411 FAIR OAKS AVE
5319-004-023	MFR	3	3	0.00	2.40	$189.40	1515 BANK ST
5319-004-024	MFR	3	4	0.00	3.20	$252.54	1511 BANK ST
5319-004-025	MFR	3	7	0.00	5.60	$441.96	1507 BANK ST
5319-004-035	MFR	1	2	0.00	1.60	$155.40	1415 FAIR OAKS AVE
5319-004-036	MFR	1	2	0.00	1.60	$155.40	1421 FAIR OAKS AVE
5319-004-037	MFR	1	2	0.00	1.60	$155.40	1425 FAIR OAKS AVE
5319-004-039	MFR	3	1	0.00	0.80	$63.14	1501 BANK ST A
5319-004-040	MFR	3	1	0.00	0.80	$63.14	1501 BANK ST B
5319-004-041	MFR	3	1	0.00	0.80	$63.14	1503 BANK ST A
5319-004-042	MFR	3	1	0.00	0.80	$63.14	1503 BANK ST B
5319-005-001	MFR	3	8	0.00	6.40	$505.08	1401 ROLLIN ST
5319-005-008	MFR	3	3	0.00	2.40	$189.40	1416 OAK ST
5319-005-009	MFR	3	8	0.00	6.40	$505.08	1420 OAK ST
5319-005-010	MFR	3	4	0.00	3.20	$252.54	1428 OAK ST
5319-005-014	MFR	3	2	0.00	1.60	$126.28	1421 ROLLIN ST
5319-005-015	MFR	3	2	0.00	1.60	$126.28	1425 ROLLIN ST
5319-005-016	MFR	3	2	0.00	1.60	$126.28	1429 ROLLIN ST
5319-005-017	SFR	3	1	0.00	1.00	$78.92	1501 ROLLIN ST
5319-005-018	MFR	3	2	0.00	1.60	$126.28	1507 ROLLIN ST
5319-005-019	MFR	3	6	0.00	4.80	$378.82	1506 OAK ST
5319-005-020	SFR	3	1	0.00	1.00	$78.92	1502 OAK ST
5319-005-021	MFR	1	12	0.00	9.60	$932.36	1505 FAIR OAKS AVE
5319-005-022	MFR	1	16	0.00	12.80	$1,243.14	1509 FAIR OAKS AVE
5319-005-023	C/I	1	0	0.38	2.22	$215.99	1517 FAIR OAKS AVE
5319-005-024	C/I	1	0	0.26	1.53	$148.40	1525 FAIR OAKS AVE
5319-005-025	SFR	3	1	0.00	1.00	$78.92	1512 OAK ST
5319-005-027	MFR	1	2	0.00	1.60	$155.40	1417 ROLLIN ST
5319-005-028	C/I	3	0	1.33	6.29	$496.41	1524 FREMONT AVE
5319-006-005	MFR	1	4	0.00	3.20	$310.78	1615 FAIR OAKS AVE
5319-006-007	SFR	3	1	0.00	1.00	$78.92	1505 OAK ST
5319-006-008	SFR	3	1	0.00	1.00	$78.92	1501 OAK ST
5319-006-010	SFR	3	1	0.00	1.00	$78.92	1431 OAK ST
5319-006-011	SFR	3	1	0.00	1.00	$78.92	1424 LAUREL ST
5319-006-012	MFR	3	3	0.00	2.40	$189.40	1425 OAK ST
5319-006-013	SFR	3	1	0.00	1.00	$78.92	1420 LAUREL ST
5319-006-014	SFR	3	1	0.00	1.00	$78.92	1414 LAUREL ST
5319-006-015	SFR	3	1	0.00	1.00	$78.92	1411 OAK ST
5319-006-016	SFR	3	1	0.00	1.00	$78.92	1408 LAUREL ST
5319-006-017	SFR	3	1	0.00	1.00	$78.92	1404 LAUREL ST
5319-006-018	MFR	3	4	0.00	3.20	$252.54	1600 FREMONT AVE
5319-006-019	SFR	3	1	0.00	1.00	$78.92	1610 FREMONT AVE
5319-006-020	MFR	3	2	0.00	1.60	$126.28	1614 FREMONT AVE
5319-006-021	SFR	3	1	0.00	1.00	$78.92	1400 LAUREL ST
5319-006-024	SFR	3	1	0.00	1.00	$78.92	1504 LAUREL ST
5319-006-025	MFR	1	16	0.00	12.80	$1,243.14	1540 LAUREL ST
5319-006-027	MFR	1	12	0.00	9.60	$932.36	1609 FAIR OAKS AVE
5319-006-028	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 11
5319-006-029	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 12

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-006-030	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 21
5319-006-031	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 22
5319-006-032	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 23
5319-006-033	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 24
5319-006-034	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 25
5319-006-035	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 26
5319-006-036	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 31
5319-006-037	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 32
5319-006-038	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 33
5319-006-039	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 34
5319-006-040	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 35
5319-006-041	MFR	2	1	0.00	0.80	$83.27	1515 OAK ST 36
5319-007-001	MFR	1	15	0.00	12.00	$1,165.44	1509 LAUREL ST
5319-007-005	SFR	3	1	0.00	1.00	$78.92	1505 LAUREL ST
5319-007-006	SFR	3	1	0.00	1.00	$78.92	1501 LAUREL ST
5319-007-007	SFR	3	1	0.00	1.00	$78.92	1500 SPRUCE ST
5319-007-008	SFR	3	1	0.00	1.00	$78.92	1425 LAUREL ST
5319-007-009	SFR	3	1	0.00	1.00	$78.92	1420 SPRUCE ST
5319-007-010	SFR	3	1	0.00	1.00	$78.92	1419 LAUREL ST
5319-007-011	SFR	3	1	0.00	1.00	$78.92	1415 LAUREL ST
5319-007-012	SFR	3	1	0.00	1.00	$78.92	1414 SPRUCE ST
5319-007-013	SFR	3	1	0.00	1.00	$78.92	1408 SPRUCE ST
5319-007-014	SFR	3	1	0.00	1.00	$78.92	1409 LAUREL ST
5319-007-015	SFR	3	1	0.00	1.00	$78.92	1401 LAUREL ST
5319-007-016	SFR	3	1	0.00	1.00	$78.92	1714 FREMONT AVE
5319-007-017	SFR	3	1	0.00	1.00	$78.92	1718 FREMONT AVE
5319-007-018	SFR	3	1	0.00	1.00	$78.92	1402 SPRUCE ST
5319-007-036	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 1
5319-007-037	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 2
5319-007-038	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 3
5319-007-039	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 4
5319-007-040	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 5
5319-007-041	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 6
5319-007-042	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 7
5319-007-043	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 8
5319-007-044	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 9
5319-007-045	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 10
5319-007-046	MFR	3	1	0.00	0.80	$63.14	1520 SPRUCE ST 11
5319-007-047	MFR	1	1	0.00	0.80	$77.70	1520 SPRUCE ST 12
5319-007-048	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 1
5319-007-049	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 2
5319-007-050	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 3
5319-007-051	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 4
5319-007-052	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE
5319-007-053	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 6
5319-007-054	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 7
5319-007-055	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 8
5319-007-056	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 9
5319-007-057	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 10
5319-007-058	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE
5319-007-059	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 12
5319-007-061	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 14
5319-007-062	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 15
5319-007-063	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 16
5319-007-064	MFR	1	1	0.00	0.80	$77.70	1715 FAIR OAKS AVE 13
5319-008-001	C/I	1	0	0.24	1.41	$136.55	1400 HUNTINGTON DR
5319-008-002	C/I	1	0	0.16	1.00	$97.12	1406 HUNTINGTON DR
5319-008-005	C/I	1	0	0.14	1.00	$97.12	1414 HUNTINGTON DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-008-006	C/I	1	0	0.14	1.00	$97.12	1502 HUNTINGTON DR
5319-008-007	C/I	1	0	0.14	1.00	$97.12	1506 HUNTINGTON DR
5319-008-008	C/I	1	0	0.29	1.66	$161.31	1510 HUNTINGTON DR
5319-008-009	C/I	1	0	0.20	1.19	$115.08	1811 FAIR OAKS AVE
5319-008-012	SFR	3	1	0.00	1.00	$78.92	1519 SPRUCE ST
5319-008-013	SFR	3	1	0.00	1.00	$78.92	1515 SPRUCE ST
5319-008-014	SFR	3	1	0.00	1.00	$78.92	1415 SPRUCE ST
5319-008-015	SFR	3	1	0.00	1.00	$78.92	1411 SPRUCE ST
5319-008-016	SFR	3	1	0.00	1.00	$78.92	1407 SPRUCE ST
5319-008-017	SFR	3	1	0.00	1.00	$78.92	1403 SPRUCE ST
5319-008-018	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE A
5319-008-019	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE B
5319-008-020	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE C
5319-008-021	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE D
5319-008-022	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE E
5319-008-024	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE G
5319-008-025	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE H
5319-008-026	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE I
5319-008-027	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE J
5319-008-028	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE K
5319-008-029	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE L
5319-008-030	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE M
5319-008-031	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE N
5319-008-032	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE O
5319-008-033	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE P
5319-008-034	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE Q
5319-008-035	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE R
5319-008-036	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE S
5319-008-037	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE T
5319-008-038	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE U
5319-008-039	C/I	1	0	0.30	1.72	$166.95	1408 HUNTINGTON DR
5319-008-040	MFR	1	1	0.00	0.80	$77.70	1801 FAIR OAKS AVE F
5319-009-003	C/I	1	0	0.07	1.00	$97.12	
5319-009-004	C/I	1	0	0.20	1.16	$112.85	1431 HUNTINGTON DR
5319-009-005	C/I	1	0	0.20	1.16	$112.85	1439 HUNTINGTON DR
5319-009-013	MFR	1	12	0.00	9.60	$932.36	1505 HUNTINGTON DR
5319-009-014	MFR	1	14	0.00	11.20	$1,087.74	1513 HUNTINGTON DR
5319-009-015	MFR	1	4	0.00	3.20	$310.78	1521 HUNTINGTON DR
5319-009-016	MFR	1	4	0.00	3.20	$310.78	1529 HUNTINGTON DR
5319-009-017	SFR	2	1	0.00	1.00	$104.09	1520 ONEONTA KNL
5319-009-018	SFR	2	1	0.00	1.00	$104.09	1516 ONEONTA KNL
5319-009-019	SFR	2	1	0.00	1.00	$104.09	1512 ONEONTA KNL
5319-009-020	SFR	2	1	0.00	1.00	$104.09	1508 ONEONTA KNL
5319-009-021	SFR	2	1	0.00	1.00	$104.09	1504 ONEONTA KNL
5319-009-022	SFR	2	1	0.00	1.00	$104.09	1500 ONEONTA KNL
5319-009-023	SFR	2	1	0.00	1.00	$104.09	1432 ONEONTA KNL
5319-009-024	SFR	2	1	0.00	1.00	$104.09	1428 ONEONTA KNL
5319-009-025	SFR	2	1	0.00	1.00	$104.09	1424 ONEONTA KNL
5319-009-026	SFR	2	1	0.00	1.00	$104.09	1420 ONEONTA KNL
5319-009-027	SFR	2	1	0.00	1.00	$104.09	1414 ONEONTA KNL
5319-009-028	SFR	2	1	0.00	1.00	$104.09	1412 ONEONTA KNL
5319-009-029	SFR	2	1	0.00	1.00	$104.09	1406 ONEONTA KNL
5319-009-030	SFR	2	1	0.00	1.00	$104.09	1404 ONEONTA KNL
5319-009-031	SFR	2	1	0.00	1.00	$104.09	1400 ONEONTA KNL
5319-009-033	C/I	1	0	0.28	1.64	$159.08	1445 HUNTINGTON DR
5319-009-036	C/I	1	0	0.69	3.98	$386.93	1499 HUNTINGTON DR
5319-009-037	C/I	1	0	1.23	6.14	$596.12	1401 HUNTINGTON DR
5319-010-001	SFR	2	1	0.00	1.00	$104.09	1401 ONEONTA KNL

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-010-002	SFR	2	1	0.00	1.00	$104.09	1405 ONEONTA KNL
5319-010-003	SFR	2	1	0.00	1.00	$104.09	1409 ONEONTA KNL
5319-010-004	SFR	2	1	0.00	1.00	$104.09	1415 ONEONTA KNL
5319-010-005	SFR	2	1	0.00	1.00	$104.09	1417 ONEONTA KNL
5319-010-006	SFR	2	1	0.00	1.00	$104.09	1421 ONEONTA KNL
5319-010-007	SFR	2	1	0.00	1.00	$104.09	1425 ONEONTA KNL
5319-010-008	SFR	2	1	0.00	1.00	$104.09	1429 ONEONTA KNL
5319-010-009	SFR	2	1	0.00	1.00	$104.09	1431 ONEONTA KNL
5319-010-010	SFR	2	1	0.00	1.00	$104.09	1503 ONEONTA KNL
5319-010-011	SFR	2	1	0.00	1.00	$104.09	1505 ONEONTA KNL
5319-010-012	SFR	2	1	0.00	1.00	$104.09	1509 ONEONTA KNL
5319-010-013	SFR	2	1	0.00	1.00	$104.09	1515 ONEONTA KNL
5319-010-014	SFR	2	1	0.00	1.00	$104.09	1517 ONEONTA KNL
5319-010-015	SFR	2	1	0.00	1.00	$104.09	1521 ONEONTA KNL
5319-010-016	SFR	2	1	0.00	1.00	$104.09	1522 BEECH ST
5319-010-017	SFR	2	1	0.00	1.00	$104.09	1516 BEECH ST
5319-010-018	SFR	2	1	0.00	1.00	$104.09	1512 BEECH ST
5319-010-019	SFR	2	1	0.00	1.00	$104.09	1508 BEECH ST
5319-010-020	SFR	2	1	0.00	1.00	$104.09	1504 BEECH ST
5319-010-021	SFR	2	1	0.00	1.00	$104.09	1500 BEECH ST
5319-010-022	SFR	2	1	0.00	1.00	$104.09	1430 BEECH ST
5319-010-023	SFR	2	1	0.00	1.00	$104.09	1426 BEECH ST
5319-010-024	SFR	2	1	0.00	1.00	$104.09	1422 BEECH ST
5319-010-025	SFR	2	1	0.00	1.00	$104.09	1418 BEECH ST
5319-010-026	SFR	2	1	0.00	1.00	$104.09	1414 BEECH ST
5319-010-027	SFR	2	1	0.00	1.00	$104.09	1410 BEECH ST
5319-010-028	SFR	2	1	0.00	1.00	$104.09	1408 BEECH ST
5319-010-029	SFR	2	1	0.00	1.00	$104.09	1404 BEECH ST
5319-010-030	SFR	2	1	0.00	1.00	$104.09	1400 BEECH ST
5319-011-001	SFR	2	1	0.00	1.00	$104.09	1401 BEECH ST
5319-011-002	SFR	2	1	0.00	1.00	$104.09	1405 BEECH ST
5319-011-003	SFR	2	1	0.00	1.00	$104.09	1409 BEECH ST
5319-011-004	SFR	2	1	0.00	1.00	$104.09	1415 BEECH ST
5319-011-005	SFR	2	1	0.00	1.00	$104.09	1417 BEECH ST
5319-011-006	SFR	2	1	0.00	1.00	$104.09	1421 BEECH ST
5319-011-007	SFR	2	1	0.00	1.00	$104.09	1425 BEECH ST
5319-011-008	SFR	2	1	0.00	1.00	$104.09	1427 BEECH ST
5319-011-009	SFR	2	1	0.00	1.00	$104.09	1431 BEECH ST
5319-011-010	SFR	2	1	0.00	1.00	$104.09	1501 BEECH ST
5319-011-011	SFR	2	1	0.00	1.00	$104.09	1505 BEECH ST
5319-011-012	SFR	2	1	0.00	1.00	$104.09	1509 BEECH ST
5319-011-013	SFR	2	1	0.00	1.00	$104.09	1513 BEECH ST
5319-011-014	SFR	2	1	0.00	1.00	$104.09	1517 BEECH ST
5319-011-015	SFR	2	1	0.00	1.00	$104.09	1521 BEECH ST
5319-011-016	SFR	3	1	0.00	1.00	$78.92	1520 MAPLE ST
5319-011-017	SFR	3	1	0.00	1.00	$78.92	1516 MAPLE ST
5319-011-018	SFR	3	1	0.00	1.00	$78.92	1514 MAPLE ST
5319-011-019	SFR	3	1	0.00	1.00	$78.92	1510 MAPLE ST
5319-011-020	SFR	3	1	0.00	1.00	$78.92	1506 MAPLE ST
5319-011-021	SFR	3	1	0.00	1.00	$78.92	1502 MAPLE ST
5319-011-022	SFR	3	1	0.00	1.00	$78.92	1500 MAPLE ST
5319-011-023	SFR	3	1	0.00	1.00	$78.92	1430 MAPLE ST
5319-011-024	SFR	3	1	0.00	1.00	$78.92	1426 MAPLE ST
5319-011-025	SFR	3	1	0.00	1.00	$78.92	1422 MAPLE ST
5319-011-026	SFR	3	1	0.00	1.00	$78.92	1418 MAPLE ST
5319-011-027	SFR	3	1	0.00	1.00	$78.92	1414 MAPLE ST
5319-011-028	SFR	3	1	0.00	1.00	$78.92	1412 MAPLE ST
5319-011-029	SFR	3	1	0.00	1.00	$78.92	1408 MAPLE ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-011-030	SFR	3	1	0.00	1.00	$78.92	1404 MAPLE ST
5319-011-031	SFR	3	1	0.00	1.00	$78.92	1400 MAPLE ST
5319-012-001	MFR	3	2	0.00	1.60	$126.28	2000 FAIR OAKS AVE
5319-012-002	SFR	3	1	0.00	1.00	$78.92	2004 FAIR OAKS AVE
5319-012-003	SFR	3	1	0.00	1.00	$78.92	2010 FAIR OAKS AVE
5319-012-004	SFR	3	1	0.00	1.00	$78.92	2012 FAIR OAKS AVE
5319-012-005	SFR	3	1	0.00	1.00	$78.92	2016 FAIR OAKS AVE
5319-012-006	SFR	3	1	0.00	1.00	$78.92	2020 FAIR OAKS AVE
5319-012-007	SFR	3	1	0.00	1.00	$78.92	2024 FAIR OAKS AVE
5319-012-008	MFR	3	2	0.00	1.60	$126.28	2028 FAIR OAKS AVE
5319-012-009	SFR	3	1	0.00	1.00	$78.92	2032 FAIR OAKS AVE
5319-012-010	SFR	3	1	0.00	1.00	$78.92	2038 FAIR OAKS AVE
5319-012-013	SFR	3	1	0.00	1.00	$78.92	2044 FAIR OAKS AVE
5319-012-014	SFR	3	1	0.00	1.00	$78.92	2050 FAIR OAKS AVE
5319-012-015	SFR	3	1	0.00	1.00	$78.92	2052 FAIR OAKS AVE
5319-012-016	SFR	3	1	0.00	1.00	$78.92	2056 FAIR OAKS AVE
5319-012-017	SFR	3	1	0.00	1.00	$78.92	2060 FAIR OAKS AVE
5319-012-018	SFR	3	1	0.00	1.00	$78.92	1500 ALHAMBRA RD
5319-012-019	SFR	3	1	0.00	1.00	$78.92	1506 ALHAMBRA RD
5319-012-020	MFR	3	2	0.00	1.60	$126.28	1508 ALHAMBRA RD
5319-012-021	SFR	3	1	0.00	1.00	$78.92	2073 PRIMROSE AVE
5319-012-022	SFR	3	1	0.00	1.00	$78.92	2065 PRIMROSE AVE
5319-012-023	SFR	3	1	0.00	1.00	$78.92	2061 PRIMROSE AVE
5319-012-024	SFR	3	1	0.00	1.00	$78.92	2057 PRIMROSE AVE
5319-012-025	SFR	3	1	0.00	1.00	$78.92	2053 PRIMROSE AVE
5319-012-026	SFR	3	1	0.00	1.00	$78.92	2049 PRIMROSE AVE
5319-012-027	SFR	3	1	0.00	1.00	$78.92	2045 PRIMROSE AVE
5319-012-028	SFR	3	1	0.00	1.00	$78.92	2041 PRIMROSE AVE
5319-012-029	SFR	3	1	0.00	1.00	$78.92	2037 PRIMROSE AVE
5319-012-030	SFR	3	1	0.00	1.00	$78.92	2033 PRIMROSE AVE
5319-012-031	SFR	3	1	0.00	1.00	$78.92	2029 PRIMROSE AVE
5319-012-032	SFR	3	1	0.00	1.00	$78.92	2025 PRIMROSE AVE
5319-012-033	SFR	3	1	0.00	1.00	$78.92	2021 PRIMROSE AVE
5319-012-034	SFR	3	1	0.00	1.00	$78.92	2017 PRIMROSE AVE
5319-012-035	SFR	3	1	0.00	1.00	$78.92	2015 PRIMROSE AVE
5319-012-036	SFR	3	1	0.00	1.00	$78.92	2011 PRIMROSE AVE
5319-012-037	SFR	3	1	0.00	1.00	$78.92	2007 PRIMROSE AVE
5319-012-038	MFR	3	3	0.00	2.40	$189.40	2001 PRIMROSE AVE
5319-012-039	MFR	3	2	0.00	1.60	$126.28	2040 FAIR OAKS AVE
5319-013-001	SFR	3	1	0.00	1.00	$78.92	2000 FREMONT AVE
5319-013-002	SFR	3	1	0.00	1.00	$78.92	2004 FREMONT AVE
5319-013-004	MFR	3	2	0.00	1.60	$126.28	2012 FREMONT AVE
5319-013-005	SFR	3	1	0.00	1.00	$78.92	2016 FREMONT AVE
5319-013-006	SFR	3	1	0.00	1.00	$78.92	2020 FREMONT AVE
5319-013-007	SFR	3	1	0.00	1.00	$78.92	2030 FREMONT AVE
5319-013-008	SFR	3	1	0.00	1.00	$78.92	2040 FREMONT AVE
5319-013-009	SFR	3	1	0.00	1.00	$78.92	2042 FREMONT AVE
5319-013-010	SFR	3	1	0.00	1.00	$78.92	2046 FREMONT AVE
5319-013-011	SFR	3	1	0.00	1.00	$78.92	2050 FREMONT AVE
5319-013-012	SFR	3	1	0.00	1.00	$78.92	2054 FREMONT AVE
5319-013-013	SFR	3	1	0.00	1.00	$78.92	2060 FREMONT AVE
5319-013-014	MFR	3	2	0.00	1.60	$126.28	1411 MAPLE ST
5319-013-015	SFR	3	1	0.00	1.00	$78.92	1417 MAPLE ST
5319-013-018	SFR	3	1	0.00	1.00	$78.92	1425 MAPLE ST
5319-013-019	SFR	3	1	0.00	1.00	$78.92	2001 FAIR OAKS AVE
5319-013-020	SFR	3	1	0.00	1.00	$78.92	2005 FAIR OAKS AVE
5319-013-021	SFR	3	1	0.00	1.00	$78.92	2009 FAIR OAKS AVE
5319-013-022	SFR	3	1	0.00	1.00	$78.92	2013 FAIR OAKS AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-013-023	SFR	3	1	0.00	1.00	$78.92	2017 FAIR OAKS AVE
5319-013-024	SFR	3	1	0.00	1.00	$78.92	2025 FAIR OAKS AVE
5319-013-026	SFR	3	1	0.00	1.00	$78.92	2029 FAIR OAKS AVE
5319-013-027	SFR	3	1	0.00	1.00	$78.92	2033 FAIR OAKS AVE
5319-013-028	SFR	3	1	0.00	1.00	$78.92	2037 FAIR OAKS AVE
5319-013-030	SFR	3	1	0.00	1.00	$78.92	2041 FAIR OAKS AVE
5319-013-031	SFR	3	1	0.00	1.00	$78.92	2045 FAIR OAKS AVE
5319-013-032	SFR	3	1	0.00	1.00	$78.92	2051 FAIR OAKS AVE
5319-013-033	SFR	3	1	0.00	1.00	$78.92	2057 FAIR OAKS AVE
5319-013-034	SFR	3	1	0.00	1.00	$78.92	2061 FAIR OAKS AVE
5319-013-035	SFR	3	1	0.00	1.00	$78.92	2064 FREMONT AVE
5319-013-036	SFR	3	1	0.00	1.00	$78.92	2070 FREMONT AVE
5319-013-037	SFR	3	1	0.00	1.00	$78.92	1406 ALHAMBRA RD
5319-013-038	SFR	3	1	0.00	1.00	$78.92	1410 ALHAMBRA RD
5319-013-039	SFR	3	1	0.00	1.00	$78.92	1414 ALHAMBRA RD
5319-013-040	SFR	3	1	0.00	1.00	$78.92	1418 ALHAMBRA RD
5319-013-041	SFR	3	1	0.00	1.00	$78.92	1422 ALHAMBRA RD
5319-013-042	SFR	3	1	0.00	1.00	$78.92	1426 ALHAMBRA RD
5319-013-043	SFR	3	1	0.00	1.00	$78.92	1430 ALHAMBRA RD
5319-013-046	MFR	3	2	0.00	1.60	$126.28	1421 MAPLE ST
5319-013-047	SFR	3	1	0.00	1.00	$78.92	2008 FREMONT AVE
5319-014-001	SFR	3	1	0.00	1.00	$78.92	2067 FREMONT AVE
5319-014-002	SFR	3	1	0.00	1.00	$78.92	2061 FREMONT AVE
5319-014-003	SFR	3	1	0.00	1.00	$78.92	2057 FREMONT AVE
5319-014-004	SFR	3	1	0.00	1.00	$78.92	2055 FREMONT AVE
5319-014-005	SFR	3	1	0.00	1.00	$78.92	2051 FREMONT AVE
5319-014-006	SFR	3	1	0.00	1.00	$78.92	2045 FREMONT AVE
5319-014-007	SFR	3	1	0.00	1.00	$78.92	2040 CRESTLAKE AVE
5319-014-008	SFR	3	1	0.00	1.00	$78.92	2048 CRESTLAKE AVE
5319-014-009	SFR	3	1	0.00	1.00	$78.92	2052 CRESTLAKE AVE
5319-014-010	SFR	3	1	0.00	1.00	$78.92	2056 CRESTLAKE AVE
5319-014-011	SFR	3	1	0.00	1.00	$78.92	2060 CRESTLAKE AVE
5319-014-012	SFR	3	1	0.00	1.00	$78.92	2066 CRESTLAKE AVE
5319-014-013	SFR	3	1	0.00	1.00	$78.92	2034 CRESTLAKE AVE
5319-014-014	SFR	3	1	0.00	1.00	$78.92	2028 CRESTLAKE AVE
5319-014-015	SFR	3	1	0.00	1.00	$78.92	2026 CRESTLAKE AVE
5319-014-016	SFR	3	1	0.00	1.00	$78.92	2022 CRESTLAKE AVE
5319-014-017	SFR	3	1	0.00	1.00	$78.92	2018 CRESTLAKE AVE
5319-014-018	SFR	3	1	0.00	1.00	$78.92	2014 CRESTLAKE AVE
5319-014-019	SFR	3	1	0.00	1.00	$78.92	2015 FREMONT AVE
5319-014-020	SFR	3	1	0.00	1.00	$78.92	2019 FREMONT AVE
5319-014-021	SFR	3	1	0.00	1.00	$78.92	2023 FREMONT AVE
5319-014-022	SFR	3	1	0.00	1.00	$78.92	2027 FREMONT AVE
5319-014-023	SFR	3	1	0.00	1.00	$78.92	2031 FREMONT AVE
5319-014-024	SFR	3	1	0.00	1.00	$78.92	2035 FREMONT AVE
5319-015-001	SFR	3	1	0.00	1.00	$78.92	2065 CRESTLAKE AVE
5319-015-002	SFR	3	1	0.00	1.00	$78.92	2061 CRESTLAKE AVE
5319-015-003	SFR	3	1	0.00	1.00	$78.92	2057 CRESTLAKE AVE
5319-015-004	SFR	3	1	0.00	1.00	$78.92	2053 CRESTLAKE AVE
5319-015-005	SFR	3	1	0.00	1.00	$78.92	2051 CRESTLAKE AVE
5319-015-006	SFR	3	1	0.00	1.00	$78.92	2047 CRESTLAKE AVE
5319-015-007	SFR	3	1	0.00	1.00	$78.92	2039 CRESTLAKE AVE
5319-015-008	SFR	3	1	0.00	1.00	$78.92	2038 EMPRESS AVE
5319-015-009	SFR	3	1	0.00	1.00	$78.92	2044 EMPRESS AVE
5319-015-010	SFR	3	1	0.00	1.00	$78.92	2050 EMPRESS AVE
5319-015-011	SFR	3	1	0.00	1.00	$78.92	2052 EMPRESS AVE
5319-015-012	SFR	3	1	0.00	1.00	$78.92	2056 EMPRESS AVE
5319-015-013	SFR	3	1	0.00	1.00	$78.92	2060 EMPRESS AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-015-014	SFR	3	1	0.00	1.00	$78.92	2066 EMPRESS AVE
5319-015-015	SFR	3	1	0.00	1.00	$78.92	2034 EMPRESS AVE
5319-015-016	SFR	3	1	0.00	1.00	$78.92	2030 EMPRESS AVE
5319-015-017	SFR	3	1	0.00	1.00	$78.92	2026 EMPRESS AVE
5319-015-018	SFR	3	1	0.00	1.00	$78.92	2022 EMPRESS AVE
5319-015-019	SFR	3	1	0.00	1.00	$78.92	2018 EMPRESS AVE
5319-015-020	SFR	3	1	0.00	1.00	$78.92	2014 EMPRESS AVE
5319-015-021	SFR	3	1	0.00	1.00	$78.92	2015 CRESTLAKE AVE
5319-015-022	SFR	3	1	0.00	1.00	$78.92	2019 CRESTLAKE AVE
5319-015-023	SFR	3	1	0.00	1.00	$78.92	2023 CRESTLAKE AVE
5319-015-024	SFR	3	1	0.00	1.00	$78.92	2027 CRESTLAKE AVE
5319-015-025	SFR	3	1	0.00	1.00	$78.92	2031 CRESTLAKE AVE
5319-015-026	SFR	3	1	0.00	1.00	$78.92	2035 CRESTLAKE AVE
5319-016-001	SFR	3	1	0.00	1.00	$78.92	2011 EMPRESS AVE
5319-016-002	SFR	3	1	0.00	1.00	$78.92	2015 EMPRESS AVE
5319-016-003	SFR	3	1	0.00	1.00	$78.92	2019 EMPRESS AVE
5319-016-004	SFR	3	1	0.00	1.00	$78.92	2023 EMPRESS AVE
5319-016-005	SFR	3	1	0.00	1.00	$78.92	2027 EMPRESS AVE
5319-016-006	SFR	3	1	0.00	1.00	$78.92	2031 EMPRESS AVE
5319-016-007	SFR	3	1	0.00	1.00	$78.92	2035 EMPRESS AVE
5319-016-008	SFR	3	1	0.00	1.00	$78.92	2065 EMPRESS AVE
5319-016-009	SFR	3	1	0.00	1.00	$78.92	2063 EMPRESS AVE
5319-016-010	SFR	3	1	0.00	1.00	$78.92	2059 EMPRESS AVE
5319-016-011	SFR	3	1	0.00	1.00	$78.92	2053 EMPRESS AVE
5319-016-012	SFR	3	1	0.00	1.00	$78.92	2049 EMPRESS AVE
5319-016-013	SFR	3	1	0.00	1.00	$78.92	2045 EMPRESS AVE
5319-016-014	SFR	3	1	0.00	1.00	$78.92	2039 EMPRESS AVE
5319-017-001	SFR	3	1	0.00	1.00	$78.92	2001 FREMONT AVE
5319-017-002	SFR	3	1	0.00	1.00	$78.92	1358 ELM PARK ST
5319-017-003	SFR	3	1	0.00	1.00	$78.92	1354 ELM PARK ST
5319-017-004	SFR	3	1	0.00	1.00	$78.92	1350 ELM PARK ST
5319-017-005	SFR	3	1	0.00	1.00	$78.92	1346 ELM PARK ST
5319-017-006	SFR	3	1	0.00	1.00	$78.92	1340 ELM PARK ST
5319-017-007	SFR	3	1	0.00	1.00	$78.92	1336 ELM PARK ST
5319-017-008	SFR	3	1	0.00	1.00	$78.92	1332 ELM PARK ST
5319-017-009	SFR	3	1	0.00	1.00	$78.92	1328 ELM PARK ST
5319-017-010	SFR	3	1	0.00	1.00	$78.92	1324 ELM PARK ST
5319-017-011	MFR	1	4	0.00	3.20	$310.78	1917 FREMONT AVE
5319-017-013	MFR	1	8	0.00	6.40	$621.56	1929 FREMONT AVE
5319-017-014	MFR	1	12	0.00	9.60	$932.36	1931 FREMONT AVE
5319-017-016	SFR	1	1	0.00	1.00	$97.12	1941 FREMONT AVE
5319-017-018	MFR	1	1	0.00	0.80	$77.70	1935 FREMONT AVE A
5319-017-019	MFR	1	1	0.00	0.80	$77.70	1935 FREMONT AVE B
5319-017-020	MFR	1	1	0.00	0.80	$77.70	1935 FREMONT AVE C
5319-017-021	MFR	1	1	0.00	0.80	$77.70	1927 FREMONT AVE A
5319-017-022	MFR	1	1	0.00	0.80	$77.70	1927 FREMONT AVE B
5319-017-023	MFR	1	1	0.00	0.80	$77.70	1927 FREMONT AVE C
5319-018-001	MFR	1	4	0.00	3.20	$310.78	1171 HUNTINGTON DR
5319-018-002	MFR	1	8	0.00	6.40	$621.56	1163 HUNTINGTON DR
5319-018-004	MFR	1	5	0.00	4.00	$388.48	1155 HUNTINGTON DR
5319-018-005	MFR	1	2	0.00	1.60	$155.40	1149 HUNTINGTON DR
5319-018-006	MFR	1	2	0.00	1.60	$155.40	1145 HUNTINGTON DR
5319-018-011	MFR	1	8	0.00	6.40	$621.56	1127 HUNTINGTON DR
5319-018-012	MFR	1	7	0.00	5.60	$543.88	1125 HUNTINGTON DR
5319-018-013	MFR	1	8	0.00	6.40	$621.56	1119 HUNTINGTON DR
5319-018-015	MFR	1	4	0.00	3.20	$310.78	1111 HUNTINGTON DR
5319-018-016	SFR	1	1	0.00	1.00	$97.12	1314 ALHAMBRA RD
5319-018-017	SFR	1	1	0.00	1.00	$97.12	1107 HUNTINGTON DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-018-018	SFR	1	1	0.00	1.00	$97.12	1101 HUNTINGTON DR
5319-018-019	MFR	1	3	0.00	2.40	$233.08	1139 HUNTINGTON DR
5319-018-020	C/I	1	0	0.56	3.22	$313.02	1133 HUNTINGTON DR
5319-018-022	MFR	1	1	0.00	0.80	$77.70	1159 HUNTINGTON DR 1
5319-018-023	MFR	1	1	0.00	0.80	$77.70	1159 HUNTINGTON DR 2
5319-018-024	MFR	1	1	0.00	0.80	$77.70	1159 HUNTINGTON DR 3
5319-018-025	MFR	1	1	0.00	0.80	$77.70	1159 HUNTINGTON DR 4
5319-018-027	MFR	1	1	0.00	0.80	$77.70	1115 HUNTINGTON DR A
5319-018-028	MFR	1	1	0.00	0.80	$77.70	1115 HUNTINGTON DR B
5319-018-029	MFR	1	1	0.00	0.80	$77.70	1115 HUNTINGTON DR C
5319-018-030	MFR	1	1	0.00	0.80	$77.70	1115 HUNTINGTON DR D
5319-018-031	MFR	1	1	0.00	0.80	$77.70	1115 HUNTINGTON DR E
5319-018-032	MFR	1	1	0.00	0.80	$77.70	1115 HUNTINGTON DR F
5319-018-033	MFR	1	1	0.00	0.80	$77.70	1115 HUNTINGTON DR G
5319-018-034	MFR	1	1	0.00	0.80	$77.70	1115 HUNTINGTON DR H
5319-019-001	C/I	1	0	0.17	1.00	$97.12	1327 HUNTINGTON DR
5319-019-002	C/I	3	0	0.08	1.00	$78.92	1905 FREMONT AVE
5319-019-005	C/I	3	0	0.07	1.00	$78.92	1915 FREMONT AVE
5319-019-007	MFR	1	10	0.00	8.00	$776.96	1313 HUNTINGTON DR
5319-019-008	MFR	1	2	0.00	1.60	$155.40	1305 HUNTINGTON DR
5319-019-009	MFR	1	2	0.00	1.60	$155.40	1301 HUNTINGTON DR
5319-019-013	SFR	1	1	0.00	1.00	$97.12	1247 HUNTINGTON DR
5319-019-014	MFR	1	2	0.00	1.60	$155.40	1243 HUNTINGTON DR
5319-019-015	MFR	1	3	0.00	2.40	$233.08	1237 HUNTINGTON DR
5319-019-016	MFR	1	3	0.00	2.40	$233.08	1231 HUNTINGTON DR
5319-019-019	MFR	1	8	0.00	6.40	$621.56	1219 HUNTINGTON DR
5319-019-021	MFR	1	7	0.00	5.60	$543.88	1207 HUNTINGTON DR
5319-019-024	C/I	1	0	0.15	1.00	$97.12	1909 FREMONT AVE
5319-019-025	C/I	1	0	0.21	1.20	$116.16	1317 HUNTINGTON DR
5319-019-027	MFR	1	1	0.00	0.80	$77.70	1263 HUNTINGTON DR A
5319-019-028	MFR	1	1	0.00	0.80	$77.70	1263 HUNTINGTON DR B
5319-019-029	MFR	1	1	0.00	0.80	$77.70	1263 HUNTINGTON DR C
5319-019-030	MFR	1	1	0.00	0.80	$77.70	1263 HUNTINGTON DR D
5319-019-031	MFR	1	1	0.00	0.80	$77.70	1263 HUNTINGTON DR E
5319-019-032	MFR	1	1	0.00	0.80	$77.70	1263 HUNTINGTON DR F
5319-019-033	MFR	1	1	0.00	0.80	$77.70	1257 HUNTINGTON DR A
5319-019-034	MFR	1	1	0.00	0.80	$77.70	1257 HUNTINGTON DR B
5319-019-035	MFR	1	1	0.00	0.80	$77.70	1257 HUNTINGTON DR C
5319-019-036	MFR	1	1	0.00	0.80	$77.70	1257 HUNTINGTON DR D
5319-019-037	MFR	1	1	0.00	0.80	$77.70	1257 HUNTINGTON DR E
5319-019-038	MFR	1	1	0.00	0.80	$77.70	1257 HUNTINGTON DR F
5319-019-040	MFR	1	1	0.00	0.80	$77.70	1227 HUNTINGTON DR A
5319-019-041	MFR	1	1	0.00	0.80	$77.70	1223 HUNTINGTON DR A
5319-019-042	MFR	1	1	0.00	0.80	$77.70	1227 HUNTINGTON DR B
5319-019-043	MFR	1	1	0.00	0.80	$77.70	1223 HUNTINGTON DR B
5319-019-044	MFR	1	1	0.00	0.80	$77.70	1227 HUNTINGTON DR C
5319-019-045	MFR	1	1	0.00	0.80	$77.70	1223 HUNTINGTON DR C
5319-019-046	MFR	1	1	0.00	0.80	$77.70	1227 HUNTINGTON DR D
5319-019-047	MFR	1	1	0.00	0.80	$77.70	1223 HUNTINGTON DR D
5319-019-048	MFR	1	1	0.00	0.80	$77.70	1227 HUNTINGTON DR E
5319-019-049	MFR	1	1	0.00	0.80	$77.70	1223 HUNTINGTON DR E
5319-019-050	MFR	1	1	0.00	0.80	$77.70	1227 HUNTINGTON DR F
5319-019-051	MFR	1	1	0.00	0.80	$77.70	1223 HUNTINGTON DR F
5319-019-053	MFR	1	1	0.00	0.80	$77.70	1211 HUNTINGTON DR
5319-019-054	MFR	1	1	0.00	0.80	$77.70	1211 HUNTINGTON DR B
5319-019-055	MFR	1	1	0.00	0.80	$77.70	1211 HUNTINGTON DR C
5319-019-056	MFR	1	1	0.00	0.80	$77.70	1211 HUNTINGTON DR D
5319-019-057	MFR	1	1	0.00	0.80	$77.70	1211 HUNTINGTON DR E

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-019-058	MFR	1	1	0.00	0.80	$77.70	1211 HUNTINGTON DR F
5319-019-059	MFR	1	1	0.00	0.80	$77.70	1211 HUNTINGTON DR G
5319-019-060	MFR	1	1	0.00	0.80	$77.70	1211 HUNTINGTON DR H
5319-019-061	MFR	1	1	0.00	0.80	$77.70	1201 HUNTINGTON DR
5319-019-062	MFR	1	1	0.00	0.80	$77.70	1203 HUNTINGTON DR
5319-019-063	MFR	1	1	0.00	0.80	$77.70	1205 HUNTINGTON DR
5319-019-064	MFR	1	1	0.00	0.80	$77.70	1253 HUNTINGTON DR A
5319-019-065	MFR	1	1	0.00	0.80	$77.70	1253 HUNTINGTON DR B
5319-019-066	MFR	1	1	0.00	0.80	$77.70	1253 HUNTINGTON DR C
5319-020-003	SFR	3	1	0.00	1.00	$78.92	1317 SPRUCE ST
5319-020-004	MFR	3	5	0.00	4.00	$315.68	1811 FREMONT AVE 5
5319-020-005	MFR	3	8	0.00	6.40	$505.08	1815 FREMONT AVE
5319-020-006	MFR	3	4	0.00	3.20	$252.54	1817 FREMONT AVE
5319-020-007	MFR	3	12	0.00	9.60	$757.64	1821 FREMONT AVE
5319-020-008	MFR	3	8	0.00	6.40	$505.08	1827 FREMONT AVE
5319-020-011	C/I	1	0	0.21	1.21	$117.90	1314 HUNTINGTON DR
5319-020-012	MFR	1	12	0.00	9.60	$932.36	1308 HUNTINGTON DR
5319-020-013	MFR	1	6	0.00	4.80	$466.18	1300 PINE ST
5319-020-016	SFR	3	1	0.00	1.00	$78.92	1301 SPRUCE ST
5319-020-017	SFR	3	1	0.00	1.00	$78.92	1806 RAMONA AVE
5319-020-018	MFR	3	2	0.00	1.60	$126.28	1307 SPRUCE ST
5319-020-019	SFR	3	1	0.00	1.00	$78.92	1313 SPRUCE ST
5319-020-025	MFR	3	14	0.00	11.20	$883.90	1807 FREMONT AVE
5319-020-026	C/I	1	0	0.37	2.15	$208.71	1318 HUNTINGTON DR
5319-020-046	MFR	2	1	0.00	0.80	$83.27	1828 RAMONA AVE A
5319-020-047	MFR	2	1	0.00	0.80	$83.27	1828 RAMONA AVE B
5319-020-048	MFR	2	1	0.00	0.80	$83.27	1828 RAMONA AVE C
5319-020-049	MFR	2	1	0.00	0.80	$83.27	1828 RAMONA AVE D
5319-020-050	MFR	2	1	0.00	0.80	$83.27	1828 RAMONA AVE E
5319-020-051	MFR	2	1	0.00	0.80	$83.27	1826 RAMONA AVE A
5319-020-052	MFR	2	1	0.00	0.80	$83.27	1826 RAMONA AVE B
5319-020-053	MFR	2	1	0.00	0.80	$83.27	1826 RAMONA AVE C
5319-020-054	MFR	2	1	0.00	0.80	$83.27	1826 RAMONA AVE D
5319-020-055	MFR	2	1	0.00	0.80	$83.27	1826 RAMONA AVE E
5319-020-056	MFR	2	16	0.00	12.80	$1,332.35	1818 RAMONA AVE
5319-020-057	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 12
5319-020-058	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 11
5319-020-059	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 13
5319-020-060	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 14
5319-020-061	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 15
5319-020-062	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 16
5319-020-063	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 22
5319-020-064	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 21
5319-020-065	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 23
5319-020-066	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 24
5319-020-067	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 25
5319-020-068	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 26
5319-020-069	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 32
5319-020-070	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 31
5319-020-071	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 33
5319-020-072	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 34
5319-020-073	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 35
5319-020-074	MFR	2	1	0.00	0.80	$83.27	1810 RAMONA AVE 36
5319-021-001	SFR	2	1	0.00	1.00	$104.09	1801 RAMONA AVE
5319-021-002	SFR	2	1	0.00	1.00	$104.09	1805 RAMONA AVE
5319-021-003	SFR	3	1	0.00	1.00	$78.92	1215 SPRUCE ST
5319-021-004	SFR	2	1	0.00	1.00	$104.09	1809 RAMONA AVE
5319-021-005	MFR	2	3	0.00	2.40	$249.81	1813 RAMONA AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-021-006	MFR	2	2	0.00	1.60	$166.55	1821 RAMONA AVE
5319-021-007	MFR	2	4	0.00	3.20	$333.09	1823 RAMONA AVE
5319-021-008	MFR	2	10	0.00	8.00	$832.72	1831 RAMONA AVE
5319-021-011	MFR	3	17	0.00	13.60	$1,073.32	1218 PINE ST
5319-021-012	MFR	3	4	0.00	3.20	$252.54	1214 PINE ST
5319-021-013	MFR	3	4	0.00	3.20	$252.54	1210 PINE ST
5319-021-014	MFR	3	17	0.00	13.60	$1,073.32	1204 PINE ST
5319-021-015	SFR	3	1	0.00	1.00	$78.92	1828 DIAMOND AVE
5319-021-016	MFR	3	2	0.00	1.60	$126.28	1826 DIAMOND AVE
5319-021-017	SFR	3	1	0.00	1.00	$78.92	1820 DIAMOND AVE
5319-021-018	SFR	3	1	0.00	1.00	$78.92	1818 DIAMOND AVE
5319-021-019	SFR	3	1	0.00	1.00	$78.92	1812 DIAMOND AVE
5319-021-020	SFR	3	1	0.00	1.00	$78.92	1808 DIAMOND AVE
5319-021-021	SFR	3	1	0.00	1.00	$78.92	1806 DIAMOND AVE
5319-021-022	SFR	3	1	0.00	1.00	$78.92	1800 DIAMOND AVE
5319-021-023	SFR	3	1	0.00	1.00	$78.92	1211 SPRUCE ST
5319-021-025	MFR	2	1	0.00	0.80	$83.27	1222 PINE ST 101
5319-021-026	MFR	2	1	0.00	0.80	$83.27	1224 PINE ST 102
5319-021-027	MFR	2	1	0.00	0.80	$83.27	1226 PINE ST 103
5319-021-028	MFR	2	1	0.00	0.80	$83.27	1228 PINE ST 104
5319-021-029	MFR	2	1	0.00	0.80	$83.27	1230 PINE ST 105
5319-021-030	MFR	2	1	0.00	0.80	$83.27	1232 PINE ST 106
5319-021-031	MFR	2	1	0.00	0.80	$83.27	1843 RAMONA AVE 107
5319-021-032	MFR	2	1	0.00	0.80	$83.27	1841 RAMONA AVE 108
5319-021-033	MFR	2	1	0.00	0.80	$83.27	1839 RAMONA AVE 109
5319-021-034	MFR	2	1	0.00	0.80	$83.27	1837 RAMONA AVE 110
5319-021-035	MFR	2	1	0.00	0.80	$83.27	1835 RAMONA AVE 111
5319-021-036	MFR	2	1	0.00	0.80	$83.27	1833 RAMONA AVE 112
5319-022-001	SFR	2	1	0.00	1.00	$104.09	1601 RAMONA AVE
5319-022-002	SFR	2	1	0.00	1.00	$104.09	1611 RAMONA AVE
5319-022-003	SFR	2	1	0.00	1.00	$104.09	1701 RAMONA AVE
5319-022-004	SFR	2	1	0.00	1.00	$104.09	1705 RAMONA AVE
5319-022-005	SFR	2	1	0.00	1.00	$104.09	1709 RAMONA AVE
5319-022-006	SFR	2	1	0.00	1.00	$104.09	1715 RAMONA AVE
5319-022-007	MFR	2	2	0.00	1.60	$166.55	1717 RAMONA AVE
5319-022-008	MFR	2	4	0.00	3.20	$333.09	1214 SPRUCE ST
5319-022-009	MFR	3	2	0.00	1.60	$126.28	1210 SPRUCE ST
5319-022-010	SFR	3	1	0.00	1.00	$78.92	1716 DIAMOND AVE
5319-022-011	SFR	3	1	0.00	1.00	$78.92	1712 DIAMOND AVE
5319-022-012	SFR	3	1	0.00	1.00	$78.92	1708 DIAMOND AVE
5319-022-013	SFR	3	1	0.00	1.00	$78.92	1704 DIAMOND AVE
5319-022-014	SFR	3	1	0.00	1.00	$78.92	1700 DIAMOND AVE
5319-022-015	SFR	3	1	0.00	1.00	$78.92	1205 OAK ST
5319-022-016	SFR	3	1	0.00	1.00	$78.92	1211 OAK ST
5319-023-001	MFR	3	6	0.00	4.80	$378.82	1601 FREMONT AVE
5319-023-004	MFR	3	8	0.00	6.40	$505.08	1617 FREMONT AVE
5319-023-006	SFR	3	1	0.00	1.00	$78.92	1701 FREMONT AVE
5319-023-007	MFR	3	6	0.00	4.80	$378.82	1705 FREMONT AVE
5319-023-008	MFR	3	6	0.00	4.80	$378.82	1711 FREMONT AVE
5319-023-011	SFR	3	1	0.00	1.00	$78.92	1312 SPRUCE ST
5319-023-012	SFR	3	1	0.00	1.00	$78.92	1308 SPRUCE ST
5319-023-013	SFR	3	1	0.00	1.00	$78.92	1306 SPRUCE ST
5319-023-014	SFR	3	1	0.00	1.00	$78.92	1300 SPRUCE ST
5319-023-015	SFR	2	1	0.00	1.00	$104.09	1716 RAMONA AVE
5319-023-016	SFR	2	1	0.00	1.00	$104.09	1714 RAMONA AVE
5319-023-017	SFR	2	1	0.00	1.00	$104.09	1704 RAMONA AVE
5319-023-018	SFR	2	1	0.00	1.00	$104.09	1700 RAMONA AVE
5319-023-019	SFR	2	1	0.00	1.00	$104.09	1608 RAMONA AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-023-020	SFR	2	1	0.00	1.00	$104.09	1606 RAMONA AVE
5319-023-021	SFR	2	1	0.00	1.00	$104.09	1301 OAK ST
5319-023-022	SFR	2	1	0.00	1.00	$104.09	1311 OAK ST
5319-023-023	MFR	2	2	0.00	1.60	$166.55	1315 OAK ST
5319-023-024	SFR	2	1	0.00	1.00	$104.09	1710 RAMONA AVE
5319-023-025	SFR	2	1	0.00	1.00	$104.09	1708 RAMONA AVE
5319-023-026	MFR	3	18	0.00	14.40	$1,136.44	1609 FREMONT AVE
5319-023-027	MFR	3	25	0.00	20.00	$1,578.40	1719 FREMONT AVE
5319-023-042	MFR	3	1	0.00	0.80	$63.14	1625 FREMONT AVE A-1
5319-023-043	MFR	3	1	0.00	0.80	$63.14	1625 FREMONT AVE A-2
5319-023-044	MFR	3	1	0.00	0.80	$63.14	1625 FREMONT AVE A-3
5319-023-045	MFR	3	1	0.00	0.80	$63.14	1625 FREMONT AVE A-4
5319-023-046	MFR	3	1	0.00	0.80	$63.14	1625 FREMONT AVE A-5
5319-023-047	MFR	3	1	0.00	0.80	$63.14	1625 FREMONT AVE A-6
5319-023-048	MFR	3	1	0.00	0.80	$63.14	1625 FREMONT AVE A-7
5319-023-049	MFR	3	1	0.00	0.80	$63.14	1629 FREMONT AVE B-1
5319-023-050	MFR	3	1	0.00	0.80	$63.14	1629 FREMONT AVE B-2
5319-023-051	MFR	3	1	0.00	0.80	$63.14	1629 FREMONT AVE B-3
5319-023-052	MFR	3	1	0.00	0.80	$63.14	1629 FREMONT AVE B-4
5319-023-053	MFR	3	1	0.00	0.80	$63.14	1629 FREMONT AVE B-5
5319-023-054	MFR	3	1	0.00	0.80	$63.14	1629 FREMONT AVE B-6
5319-023-055	MFR	3	1	0.00	0.80	$63.14	1629 FREMONT AVE B-7
5319-024-003	SFR	2	1	0.00	1.00	$104.09	1512 RAMONA AVE
5319-024-004	SFR	2	1	0.00	1.00	$104.09	1522 RAMONA AVE
5319-024-006	C/I	3	0	0.51	2.94	$231.94	1501 FREMONT AVE
5319-024-010	SFR	2	1	0.00	1.00	$104.09	1510 RAMONA AVE
5319-024-017	SFR	2	1	0.00	1.00	$104.09	1524 RAMONA AVE
5319-024-031	SFR	2	1	0.00	1.00	$104.09	1534 RAMONA AVE
5319-024-032	SFR	2	1	0.00	1.00	$104.09	1528 RAMONA AVE
5319-024-033	SFR	2	1	0.00	1.00	$104.09	1532 RAMONA AVE
5319-024-034	SFR	2	1	0.00	1.00	$104.09	1534 RAMONA AVE
5319-024-039	C/I	2	0	0.72	4.16	$432.91	1301 ROLLIN ST
5319-024-040	C/I	3	0	1.25	6.17	$487.25	1519 FREMONT AVE
5319-025-001	SFR	2	1	0.00	1.00	$104.09	1501 RAMONA AVE
5319-025-002	SFR	2	1	0.00	1.00	$104.09	1505 RAMONA AVE
5319-025-003	MFR	2	2	0.00	1.60	$166.55	1509 RAMONA AVE
5319-025-004	SFR	2	1	0.00	1.00	$104.09	1511 RAMONA AVE
5319-025-005	SFR	3	1	0.00	1.00	$78.92	1500 DIAMOND AVE
5319-025-006	MFR	3	2	0.00	1.60	$126.28	1504 DIAMOND AVE
5319-025-007	SFR	3	1	0.00	1.00	$78.92	1508 DIAMOND AVE
5319-025-008	SFR	3	1	0.00	1.00	$78.92	1510 DIAMOND AVE
5319-025-009	MFR	2	2	0.00	1.60	$166.55	1519 RAMONA AVE
5319-025-010	SFR	2	1	0.00	1.00	$104.09	1521 RAMONA AVE
5319-025-011	SFR	3	1	0.00	1.00	$78.92	1512 DIAMOND AVE
5319-025-012	SFR	3	1	0.00	1.00	$78.92	1518 DIAMOND AVE
5319-025-013	SFR	3	1	0.00	1.00	$78.92	1222 OAK ST
5319-025-015	SFR	2	1	0.00	1.00	$104.09	1541 RAMONA AVE
5319-025-016	SFR	2	1	0.00	1.00	$104.09	1537 RAMONA AVE
5319-025-017	SFR	2	1	0.00	1.00	$104.09	1535 RAMONA AVE
5319-025-018	SFR	2	1	0.00	1.00	$104.09	1531 RAMONA AVE
5319-025-019	SFR	2	1	0.00	1.00	$104.09	1529 RAMONA AVE
5319-025-020	SFR	2	1	0.00	1.00	$104.09	1525 RAMONA AVE
5319-025-022	SFR	3	1	0.00	1.00	$78.92	1520 DIAMOND AVE
5319-025-023	SFR	3	1	0.00	1.00	$78.92	1526 DIAMOND AVE
5319-025-024	SFR	3	1	0.00	1.00	$78.92	1530 DIAMOND AVE
5319-025-025	SFR	3	1	0.00	1.00	$78.92	1534 DIAMOND AVE
5319-025-026	SFR	3	1	0.00	1.00	$78.92	1538 DIAMOND AVE
5319-025-027	SFR	3	1	0.00	1.00	$78.92	1544 DIAMOND AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-025-028	SFR	3	1	0.00	1.00	$78.92	1546 DIAMOND AVE
5319-025-029	SFR	3	1	0.00	1.00	$78.92	1550 DIAMOND AVE
5319-025-030	SFR	3	1	0.00	1.00	$78.92	1554 DIAMOND AVE
5319-025-031	SFR	3	1	0.00	1.00	$78.92	1558 DIAMOND AVE
5319-025-032	SFR	2	1	0.00	1.00	$104.09	1545 RAMONA AVE
5319-027-011	MFR	3	2	0.00	1.60	$126.28	1211 LYNDON ST
5319-027-013	MFR	3	11	0.00	8.80	$694.50	1303 LYNDON ST A
5319-027-016	MFR	3	4	0.00	3.20	$252.54	1311 FREMONT AVE
5319-027-017	SFR	3	1	0.00	1.00	$78.92	1313 FREMONT AVE
5319-027-018	SFR	3	1	0.00	1.00	$78.92	1317 LYNDON ST
5319-027-020	MFR	3	8	0.00	6.40	$505.08	1311 LYNDON ST
5319-027-021	MFR	3	10	0.00	8.00	$631.36	1325 LYNDON ST
5319-027-022	MFR	3	6	0.00	4.80	$378.82	1213 LYNDON ST
5319-027-023	MFR	3	8	0.00	6.40	$505.08	1215 LYNDON ST 4
5319-027-025	MFR	3	22	0.00	17.60	$1,389.00	1221 LYNDON ST
5319-028-001	SFR	1	1	0.00	1.00	$97.12	1103 MONTEREY RD
5319-028-002	SFR	3	1	0.00	1.00	$78.92	1210 DIAMOND AVE
5319-028-003	SFR	1	1	0.00	1.00	$97.12	1107 MONTEREY RD
5319-028-004	SFR	3	1	0.00	1.00	$78.92	1212 DIAMOND AVE
5319-028-005	SFR	3	1	0.00	1.00	$78.92	1104 LYNDON ST
5319-028-006	SFR	3	1	0.00	1.00	$78.92	1100 LYNDON ST
5319-028-010	SFR	3	1	0.00	1.00	$78.92	1216 LYNDON ST
5319-028-011	MFR	3	2	0.00	1.60	$126.28	1212 LYNDON ST
5319-028-012	MFR	3	2	0.00	1.60	$126.28	1208 LYNDON ST
5319-028-013	MFR	3	2	0.00	1.60	$126.28	1204 LYNDON ST
5319-028-014	SFR	3	1	0.00	1.00	$78.92	1200 LYNDON ST
5319-028-015	SFR	1	1	0.00	1.00	$97.12	1221 MONTEREY RD
5319-028-016	MFR	1	4	0.00	3.20	$310.78	1225 MONTEREY RD
5319-028-017	SFR	1	1	0.00	1.00	$97.12	1231 MONTEREY RD
5319-028-024	C/I	3	0	0.38	2.22	$175.52	1316 LYNDON ST
5319-028-033	MFR	3	14	0.00	11.20	$883.90	1302 LYNDON ST
5319-028-034	MFR	3	22	0.00	17.60	$1,389.00	1220 LYNDON ST
5319-028-035	SFR	1	1	0.00	1.00	$97.12	1305 MONTEREY RD
5319-028-036	C/I	1	0	0.82	4.74	$460.25	1325 MONTEREY RD
5319-028-037	C/I	1	0	0.39	2.25	$218.32	1307 MONTEREY RD
5319-028-039	MFR	1	1	0.00	0.80	$77.70	1169 MONTEREY RD
5319-028-040	MFR	1	1	0.00	0.80	$77.70	1171 MONTEREY RD
5319-028-041	MFR	1	1	0.00	0.80	$77.70	1173 MONTEREY RD
5319-028-042	MFR	1	1	0.00	0.80	$77.70	1175 MONTEREY RD
5319-028-043	MFR	1	1	0.00	0.80	$77.70	1177 MONTEREY RD
5319-028-044	MFR	1	1	0.00	0.80	$77.70	1179 MONTEREY RD
5319-028-045	MFR	1	1	0.00	0.80	$77.70	1181 MONTEREY RD
5319-028-046	MFR	1	1	0.00	0.80	$77.70	1183 MONTEREY RD
5319-028-047	MFR	1	1	0.00	0.80	$77.70	1185 MONTEREY RD
5319-028-048	MFR	1	1	0.00	0.80	$77.70	1187 MONTEREY RD #10
5319-028-049	MFR	1	1	0.00	0.80	$77.70	1189 MONTEREY RD
5319-028-050	MFR	1	1	0.00	0.80	$77.70	1191 MONTEREY RD
5319-028-051	MFR	1	1	0.00	0.80	$77.70	1193 MONTEREY RD
5319-028-052	MFR	1	1	0.00	0.80	$77.70	1195 MONTEREY RD
5319-028-053	MFR	1	1	0.00	0.80	$77.70	1197 MONTEREY RD
5319-028-054	MFR	1	1	0.00	0.80	$77.70	1199 MONTEREY RD
5319-028-056	MFR	3	1	0.00	0.80	$63.14	1310 LYNDON ST A
5319-028-057	MFR	3	1	0.00	0.80	$63.14	1310 LYNDON ST B
5319-028-058	MFR	3	1	0.00	0.80	$63.14	1310 LYNDON ST C
5319-028-059	MFR	3	1	0.00	0.80	$63.14	1310 LYNDON ST D
5319-028-060	MFR	3	1	0.00	0.80	$63.14	1310 LYNDON ST E
5319-028-061	MFR	3	1	0.00	0.80	$63.14	1310 LYNDON ST F
5319-028-062	MFR	3	1	0.00	0.80	$63.14	1310 LYNDON ST G

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-029-002	MFR	3	2	0.00	1.60	$126.28	1208 MERIDIAN AVE
5319-029-003	SFR	1	1	0.00	1.00	$97.12	1007 MONTEREY RD
5319-029-004	SFR	1	1	0.00	1.00	$97.12	1011 MONTEREY RD
5319-029-005	SFR	1	1	0.00	1.00	$97.12	1015 MONTEREY RD
5319-029-008	SFR	3	1	0.00	1.00	$78.92	1225 DIAMOND AVE
5319-029-009	MFR	3	2	0.00	1.60	$126.28	1220 MERIDIAN AVE
5319-029-010	MFR	3	2	0.00	1.60	$126.28	1216 MERIDIAN AVE
5319-029-011	MFR	3	2	0.00	1.60	$126.28	1212 MERIDIAN AVE
5319-029-012	SFR	3	1	0.00	1.00	$78.92	1226 EL CERRITO CIR
5319-029-013	SFR	3	1	0.00	1.00	$78.92	1232 EL CERRITO CIR
5319-029-014	SFR	3	1	0.00	1.00	$78.92	1234 EL CERRITO CIR
5319-029-015	SFR	3	1	0.00	1.00	$78.92	1302 EL CERRITO CIR
5319-029-016	SFR	3	1	0.00	1.00	$78.92	1304 EL CERRITO CIR
5319-029-017	SFR	3	1	0.00	1.00	$78.92	1312 MERIDIAN AVE
5319-029-018	SFR	3	1	0.00	1.00	$78.92	1316 MERIDIAN AVE
5319-029-019	SFR	2	1	0.00	1.00	$104.09	1314 EL CERRITO CIR
5319-029-020	SFR	2	1	0.00	1.00	$104.09	1320 EL CERRITO CIR
5319-029-021	SFR	2	1	0.00	1.00	$104.09	1305 EL CERRITO CIR
5319-029-022	SFR	2	1	0.00	1.00	$104.09	1332 EL CERRITO CIR
5319-029-023	SFR	2	1	0.00	1.00	$104.09	1229 EL CERRITO CIR
5319-029-024	SFR	2	1	0.00	1.00	$104.09	1233 EL CERRITO CIR
5319-029-025	SFR	3	1	0.00	1.00	$78.92	1301 DIAMOND AVE
5319-029-026	SFR	3	1	0.00	1.00	$78.92	1307 DIAMOND AVE
5319-029-030	SFR	3	1	0.00	1.00	$78.92	1215 DIAMOND AVE
5319-029-031	SFR	3	1	0.00	1.00	$78.92	1217 DIAMOND AVE
5319-029-033	SFR	1	1	0.00	1.00	$97.12	1003 MONTEREY RD
5319-031-003	SFR	3	1	0.00	1.00	$78.92	1543 DIAMOND AVE
5319-031-004	SFR	3	1	0.00	1.00	$78.92	1547 DIAMOND AVE
5319-031-005	SFR	3	1	0.00	1.00	$78.92	1551 DIAMOND AVE
5319-031-006	SFR	3	1	0.00	1.00	$78.92	1555 DIAMOND AVE
5319-031-007	SFR	3	1	0.00	1.00	$78.92	1559 DIAMOND AVE
5319-031-008	SFR	3	1	0.00	1.00	$78.92	1563 DIAMOND AVE
5319-031-009	SFR	3	1	0.00	1.00	$78.92	1636 MERIDIAN AVE
5319-031-010	MFR	3	2	0.00	1.60	$126.28	1150 OAK ST
5319-031-011	SFR	3	1	0.00	1.00	$78.92	1138 OAK ST
5319-031-012	SFR	3	1	0.00	1.00	$78.92	1134 OAK ST
5319-031-013	SFR	3	1	0.00	1.00	$78.92	1130 OAK ST
5319-031-014	SFR	3	1	0.00	1.00	$78.92	1126 OAK ST
5319-031-015	SFR	3	1	0.00	1.00	$78.92	1124 OAK ST
5319-032-001	SFR	3	1	0.00	1.00	$78.92	1705 DIAMOND AVE
5319-032-002	SFR	3	1	0.00	1.00	$78.92	1711 DIAMOND AVE
5319-032-003	SFR	3	1	0.00	1.00	$78.92	1715 DIAMOND AVE
5319-032-004	MFR	3	2	0.00	1.60	$126.28	1717 DIAMOND AVE
5319-032-005	SFR	3	1	0.00	1.00	$78.92	1721 DIAMOND AVE
5319-032-006	SFR	3	1	0.00	1.00	$78.92	1807 DIAMOND AVE
5319-032-007	SFR	3	1	0.00	1.00	$78.92	1809 DIAMOND AVE
5319-032-008	SFR	3	1	0.00	1.00	$78.92	1811 DIAMOND AVE
5319-032-009	SFR	3	1	0.00	1.00	$78.92	1815 DIAMOND AVE
5319-032-010	SFR	3	1	0.00	1.00	$78.92	1817 DIAMOND AVE
5319-032-011	SFR	3	1	0.00	1.00	$78.92	1823 DIAMOND AVE
5319-032-012	SFR	3	1	0.00	1.00	$78.92	1825 DIAMOND AVE
5319-032-014	SFR	3	1	0.00	1.00	$78.92	1130 PINE ST
5319-032-015	MFR	3	4	0.00	3.20	$252.54	1124 PINE ST
5319-032-016	MFR	3	1	0.00	0.80	$63.14	1855 DIAMOND AVE
5319-032-017	MFR	3	1	0.00	0.80	$63.14	1857 DIAMOND AVE
5319-032-018	MFR	3	1	0.00	0.80	$63.14	1863 DIAMOND AVE
5319-032-019	MFR	3	1	0.00	0.80	$63.14	1859 DIAMOND AVE
5319-032-020	MFR	3	1	0.00	0.80	$63.14	1861 DIAMOND AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-032-021	MFR	3	1	0.00	0.80	$63.14	1865 DIAMOND AVE
5319-032-022	MFR	3	1	0.00	0.80	$63.14	1841 DIAMOND AVE
5319-032-023	MFR	3	1	0.00	0.80	$63.14	1843 DIAMOND AVE
5319-032-024	MFR	3	1	0.00	0.80	$63.14	1849 DIAMOND AVE
5319-032-025	MFR	3	1	0.00	0.80	$63.14	1845 DIAMOND AVE 10A
5319-032-026	MFR	3	1	0.00	0.80	$63.14	1847 DIAMOND AVE
5319-032-027	MFR	3	1	0.00	0.80	$63.14	1851 DIAMOND AVE
5319-032-028	MFR	3	1	0.00	0.80	$63.14	1853 DIAMOND AVE
5319-033-001	SFR	3	1	0.00	1.00	$78.92	1732 MERIDIAN AVE
5319-033-002	MFR	3	2	0.00	1.60	$126.28	1738 MERIDIAN AVE
5319-033-004	SFR	3	1	0.00	1.00	$78.92	1100 PINE ST
5319-033-005	SFR	3	1	0.00	1.00	$78.92	1104 PINE ST
5319-033-006	SFR	3	1	0.00	1.00	$78.92	1800 MERIDIAN AVE
5319-033-010	SFR	3	1	0.00	1.00	$78.92	1115 OAK ST
5319-033-011	SFR	3	1	0.00	1.00	$78.92	1113 OAK ST
5319-033-012	SFR	3	1	0.00	1.00	$78.92	1107 OAK ST
5319-033-013	SFR	3	1	0.00	1.00	$78.92	1101 OAK ST
5319-033-016	MFR	3	4	0.00	3.20	$252.54	1718 MERIDIAN AVE
5319-033-017	MFR	3	4	0.00	3.20	$252.54	1714 MERIDIAN AVE
5319-033-018	MFR	3	4	0.00	3.20	$252.54	1708 MERIDIAN AVE
5319-033-019	MFR	3	7	0.00	5.60	$441.96	1116 PINE ST
5319-033-020	SFR	3	1	0.00	1.00	$78.92	1700 MERIDIAN AVE
5319-033-024	MFR	3	13	0.00	10.40	$820.76	1724 MERIDIAN AVE
5319-033-025	SFR	3	1	0.00	1.00	$78.92	1722 MERIDIAN AVE
5319-033-026	MFR	3	2	0.00	1.60	$126.28	1728 MERIDIAN AVE
5319-033-027	MFR	3	4	0.00	3.20	$252.54	1110 PINE ST
5319-033-028	SFR	3	1	0.00	1.00	$78.92	1106 PINE ST
5319-034-002	MFR	3	2	0.00	1.60	$126.28	1105 PINE ST
5319-034-003	SFR	3	1	0.00	1.00	$78.92	1111 PINE ST
5319-034-004	MFR	3	2	0.00	1.60	$126.28	1115 PINE ST
5319-034-005	MFR	3	2	0.00	1.60	$126.28	1119 PINE ST
5319-034-006	SFR	3	1	0.00	1.00	$78.92	1123 PINE ST
5319-034-007	MFR	3	4	0.00	3.20	$252.54	1127 PINE ST
5319-034-008	SFR	3	1	0.00	1.00	$78.92	1912 MERIDIAN AVE
5319-034-010	SFR	3	1	0.00	1.00	$78.92	1104 BEECH ST
5319-034-011	SFR	3	1	0.00	1.00	$78.92	1108 BEECH ST
5319-034-012	SFR	3	1	0.00	1.00	$78.92	1112 BEECH ST
5319-034-013	SFR	3	1	0.00	1.00	$78.92	1118 BEECH ST
5319-034-014	SFR	3	1	0.00	1.00	$78.92	1120 BEECH ST
5319-034-015	MFR	3	2	0.00	1.60	$126.28	1124 BEECH ST
5319-034-016	SFR	3	1	0.00	1.00	$78.92	1100 BEECH ST
5319-035-001	C/I	1	0	0.58	3.37	$327.19	1260 HUNTINGTON DR STE101
5319-035-002	MFR	1	5	0.00	4.00	$388.48	1250 HUNTINGTON DR
5319-035-003	MFR	1	8	0.00	6.40	$621.56	1236 HUNTINGTON DR
5319-035-005	MFR	3	12	0.00	9.60	$757.64	1141 PINE ST
5319-035-006	SFR	3	1	0.00	1.00	$78.92	1203 PINE ST
5319-035-010	SFR	3	1	0.00	1.00	$78.92	1136 BEECH ST
5319-035-011	SFR	3	1	0.00	1.00	$78.92	1236 HUNTINGTON DR
5319-035-012	MFR	1	7	0.00	5.60	$543.88	1234 HUNTINGTON DR 7
5319-035-013	SFR	1	1	0.00	1.00	$97.12	1230 HUNTINGTON DR
5319-035-014	MFR	1	2	0.00	1.60	$155.40	1226 HUNTINGTON DR
5319-035-015	SFR	1	1	0.00	1.00	$97.12	1240 1/2 HUNTINGTON DR
5319-035-016	MFR	3	4	0.00	3.20	$252.54	1209 PINE ST
5319-035-017	SFR	3	1	0.00	1.00	$78.92	1130 BEECH ST
5319-035-018	MFR	3	3	0.00	2.40	$189.40	1132 BEECH ST
5319-035-036	MFR	3	1	0.00	0.80	$63.14	1147 PINE ST A
5319-035-037	MFR	3	1	0.00	0.80	$63.14	1151 PINE ST B
5319-035-038	MFR	3	1	0.00	0.80	$63.14	1147 PINE ST C

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-035-039	MFR	3	1	0.00	0.80	$63.14	1147 PINE ST D
5319-035-040	MFR	3	1	0.00	0.80	$63.14	1147 PINE ST E
5319-035-041	MFR	3	1	0.00	0.80	$63.14	1151 PINE ST A
5319-035-042	MFR	3	1	0.00	0.80	$63.14	1147 PINE ST B
5319-035-043	MFR	3	1	0.00	0.80	$63.14	1151 PINE ST C
5319-035-044	MFR	3	1	0.00	0.80	$63.14	1151 PINE ST D
5319-035-045	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 101
5319-035-046	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 102
5319-035-047	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 103
5319-035-048	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 104
5319-035-049	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 105
5319-035-050	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 106
5319-035-051	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST
5319-035-052	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 108
5319-035-053	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 109
5319-035-054	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 110
5319-035-055	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 111
5319-035-056	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 112
5319-035-057	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 113
5319-035-058	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 114
5319-035-059	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 115
5319-035-060	MFR	3	1	0.00	0.80	$63.14	1133 PINE ST 116
5319-036-001	MFR	3	2	0.00	1.60	$126.28	1103 BEECH ST
5319-036-002	SFR	3	1	0.00	1.00	$78.92	1107 BEECH ST
5319-036-003	SFR	3	1	0.00	1.00	$78.92	1113 BEECH ST
5319-036-004	SFR	3	1	0.00	1.00	$78.92	1117 BEECH ST
5319-036-005	SFR	3	1	0.00	1.00	$78.92	1121 BEECH ST
5319-036-006	SFR	3	1	0.00	1.00	$78.92	1125 BEECH ST
5319-036-007	SFR	3	1	0.00	1.00	$78.92	1127 BEECH ST
5319-036-008	MFR	3	2	0.00	1.60	$126.28	1131 BEECH ST
5319-036-009	MFR	3	4	0.00	3.20	$252.54	1940 MERIDIAN AVE
5319-036-010	MFR	3	2	0.00	1.60	$126.28	1104 MAPLE ST
5319-036-011	MFR	3	3	0.00	2.40	$189.40	1108 MAPLE ST
5319-036-012	MFR	3	4	0.00	3.20	$252.54	1112 MAPLE ST
5319-036-013	MFR	3	3	0.00	2.40	$189.40	1116 MAPLE ST
5319-036-014	MFR	3	3	0.00	2.40	$189.40	1120 MAPLE ST
5319-036-016	MFR	1	4	0.00	3.20	$310.78	1216 HUNTINGTON DR
5319-036-017	MFR	1	3	0.00	2.40	$233.08	1210 HUNTINGTON DR
5319-036-018	MFR	1	4	0.00	3.20	$310.78	1206 HUNTINGTON DR
5319-036-019	SFR	1	1	0.00	1.00	$97.12	1200 HUNTINGTON DR
5319-036-020	MFR	1	1	0.00	0.80	$77.70	1220 HUNTINGTON DR 1
5319-036-021	MFR	1	1	0.00	0.80	$77.70	1220 HUNTINGTON DR 2
5319-036-022	MFR	1	1	0.00	0.80	$77.70	1220 HUNTINGTON DR 3
5319-036-023	MFR	1	1	0.00	0.80	$77.70	1220 HUNTINGTON DR 4
5319-037-001	MFR	1	20	0.00	16.00	$1,553.92	1170 HUNTINGTON DR
5319-037-002	MFR	1	4	0.00	3.20	$310.78	1160 HUNTINGTON DR
5319-037-003	MFR	1	7	0.00	5.60	$543.88	1156 HUNTINGTON DR
5319-037-004	MFR	1	8	0.00	6.40	$621.56	1152 HUNTINGTON DR
5319-037-005	MFR	1	7	0.00	5.60	$543.88	1150 HUNTINGTON DR
5319-037-006	MFR	1	4	0.00	3.20	$310.78	1144 HUNTINGTON DR
5319-037-007	MFR	1	3	0.00	2.40	$233.08	1140 HUNTINGTON DR
5319-037-008	MFR	3	8	0.00	6.40	$505.08	2028 MERIDIAN AVE
5319-037-009	MFR	3	4	0.00	3.20	$252.54	2020 MERIDIAN AVE
5319-037-010	MFR	3	11	0.00	8.80	$694.50	2016 MERIDIAN AVE
5319-037-011	MFR	3	9	0.00	7.20	$568.22	2014 MERIDIAN AVE
5319-037-012	MFR	3	3	0.00	2.40	$189.40	2004 MERIDIAN AVE
5319-037-013	SFR	3	1	0.00	1.00	$78.92	1107 MAPLE ST
5319-037-014	MFR	3	2	0.00	1.60	$126.28	1109 MAPLE ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5319-037-015	SFR	3	1	0.00	1.00	$78.92	1115 MAPLE ST
5319-038-001	MFR	1	6	0.00	4.80	$466.18	1136 HUNTINGTON DR
5319-038-008	MFR	3	4	0.00	3.20	$252.54	1014 KENDALL AVE
5319-038-009	SFR	3	1	0.00	1.00	$78.92	1010 KENDALL AVE
5319-038-010	SFR	3	1	0.00	1.00	$78.92	2070 MERIDIAN AVE
5319-038-011	SFR	3	1	0.00	1.00	$78.92	2074 MERIDIAN AVE
5319-038-012	MFR	3	7	0.00	5.60	$441.96	2064 MERIDIAN AVE
5319-038-013	MFR	3	1	0.00	0.80	$63.14	2060 MERIDIAN AVE
5319-038-014	MFR	3	1	0.00	0.80	$63.14	2056 MERIDIAN AVE
5319-038-017	MFR	3	8	0.00	6.40	$505.08	2038 MERIDIAN AVE
5319-038-018	C/I	1	0	0.44	2.53	$245.91	1100 HUNTINGTON DR
5319-038-019	MFR	3	26	0.00	20.80	$1,641.54	2052 MERIDIAN AVE
5319-038-020	MFR	1	24	0.00	19.20	$1,864.70	1120 HUNTINGTON DR
5319-038-022	MFR	1	1	0.00	0.80	$77.70	1130 HUNTINGTON DR A
5319-038-023	MFR	1	1	0.00	0.80	$77.70	1130 HUNTINGTON DR B
5319-038-024	MFR	1	1	0.00	0.80	$77.70	1130 HUNTINGTON DR C
5319-038-025	MFR	1	1	0.00	0.80	$77.70	1130 HUNTINGTON DR D
5319-038-026	MFR	1	1	0.00	0.80	$77.70	1130 HUNTINGTON DR E
5319-038-028	MFR	1	1	0.00	0.80	$77.70	1128 HUNTINGTON DR A
5319-038-029	MFR	1	1	0.00	0.80	$77.70	1128 HUNTINGTON DR B
5319-038-030	MFR	1	1	0.00	0.80	$77.70	1128 HUNTINGTON DR C
5320-001-004	C/I	1	0	0.12	1.00	$97.12	1216 FAIR OAKS AVE
5320-001-008	MFR	3	2	0.00	1.60	$126.28	1617 MONTEREY RD
5320-001-009	MFR	3	2	0.00	1.60	$126.28	1619 MONTEREY RD
5320-001-010	MFR	3	3	0.00	2.40	$189.40	1623 MONTEREY RD
5320-001-011	SFR	3	1	0.00	1.00	$78.92	1629 MONTEREY RD
5320-001-012	MFR	3	2	0.00	1.60	$126.28	1631 MONTEREY RD
5320-001-013	SFR	3	1	0.00	1.00	$78.92	1635 MONTEREY RD
5320-001-014	MFR	3	2	0.00	1.60	$126.28	1636 LYNDON ST
5320-001-015	MFR	3	2	0.00	1.60	$126.28	1630 LYNDON ST
5320-001-016	MFR	3	6	0.00	4.80	$378.82	1626 LYNDON ST
5320-001-017	SFR	3	1	0.00	1.00	$78.92	1624 LYNDON ST
5320-001-018	MFR	3	2	0.00	1.60	$126.28	1620 LYNDON ST
5320-001-019	MFR	3	2	0.00	1.60	$126.28	1614 LYNDON ST
5320-001-020	MFR	3	3	0.00	2.40	$189.40	1608 LYNDON ST
5320-001-021	C/I	1	0	0.36	2.09	$203.07	1220 FAIR OAKS AVE
5320-001-024	C/I	1	0	0.69	3.98	$386.34	1200 FAIR OAKS AVE
5320-002-001	SFR	3	1	0.00	1.00	$78.92	1703 MONTEREY RD
5320-002-002	SFR	3	1	0.00	1.00	$78.92	1707 MONTEREY RD
5320-002-003	SFR	3	1	0.00	1.00	$78.92	1711 MONTEREY RD
5320-002-004	SFR	3	1	0.00	1.00	$78.92	1715 MONTEREY RD
5320-002-005	SFR	3	1	0.00	1.00	$78.92	1719 MONTEREY RD
5320-002-008	MFR	3	4	0.00	3.20	$252.54	1729 MONTEREY RD
5320-002-009	SFR	3	1	0.00	1.00	$78.92	1211 MARENGO AVE
5320-002-010	MFR	3	3	0.00	2.40	$189.40	1201 MARENGO AVE
5320-002-011	MFR	3	2	0.00	1.60	$126.28	1700 LYNDON ST
5320-002-012	SFR	3	1	0.00	1.00	$78.92	1708 LYNDON ST
5320-002-013	SFR	3	1	0.00	1.00	$78.92	1710 LYNDON ST
5320-002-014	SFR	3	1	0.00	1.00	$78.92	1712 LYNDON ST
5320-002-015	SFR	3	1	0.00	1.00	$78.92	1714 LYNDON ST
5320-002-016	SFR	3	1	0.00	1.00	$78.92	1716 LYNDON ST
5320-002-017	SFR	3	1	0.00	1.00	$78.92	1722 LYNDON ST
5320-002-018	SFR	3	1	0.00	1.00	$78.92	1726 LYNDON ST
5320-002-019	SFR	3	1	0.00	1.00	$78.92	1217 MARENGO AVE
5320-002-020	SFR	3	1	0.00	1.00	$78.92	1221 MARENGO AVE
5320-002-021	SFR	3	1	0.00	1.00	$78.92	1225 MARENGO AVE
5320-002-022	MFR	3	2	0.00	1.60	$126.28	1725 MONTEREY RD
5320-003-001	C/I	1	0	0.39	2.28	$221.73	1300 FAIR OAKS AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-003-003	C/I	1	0	0.20	1.13	$110.04	1310 FAIR OAKS AVE
5320-003-005	C/I	1	0	0.21	1.21	$117.90	1312 FAIR OAKS AVE
5320-003-006	C/I	1	0	0.22	1.26	$121.88	1318 FAIR OAKS AVE
5320-003-007	C/I	1	0	0.25	1.42	$138.20	1326 FAIR OAKS AVE
5320-003-008	SFR	3	1	0.00	1.00	$78.92	1616 BANK ST
5320-003-009	MFR	3	4	0.00	3.20	$252.54	1622 BANK ST
5320-003-010	SFR	3	1	0.00	1.00	$78.92	1624 BANK ST
5320-003-011	MFR	3	3	0.00	2.40	$189.40	1628 BANK ST
5320-003-012	SFR	3	1	0.00	1.00	$78.92	1630 BANK ST
5320-003-013	SFR	3	1	0.00	1.00	$78.92	1635 LYNDON ST
5320-003-014	SFR	3	1	0.00	1.00	$78.92	1631 LYNDON ST
5320-003-015	MFR	3	4	0.00	3.20	$252.54	1627 LYNDON ST
5320-003-016	SFR	3	1	0.00	1.00	$78.92	1625 LYNDON ST
5320-003-017	MFR	3	5	0.00	4.00	$315.68	1621 LYNDON ST
5320-003-019	SFR	3	1	0.00	1.00	$78.92	1615 LYNDON ST
5320-004-001	SFR	3	1	0.00	1.00	$78.92	1735 LYNDON ST
5320-004-002	SFR	3	1	0.00	1.00	$78.92	1303 MARENGO AVE
5320-004-003	SFR	3	1	0.00	1.00	$78.92	1315 MARENGO AVE
5320-004-004	MFR	3	2	0.00	1.60	$126.28	1317 MARENGO AVE
5320-004-005	SFR	3	1	0.00	1.00	$78.92	1321 MARENGO AVE
5320-004-006	SFR	3	1	0.00	1.00	$78.92	1325 MARENGO AVE
5320-004-007	SFR	3	1	0.00	1.00	$78.92	1730 BANK ST
5320-004-008	MFR	3	2	0.00	1.60	$126.28	1327 MARENGO AVE
5320-004-009	SFR	3	1	0.00	1.00	$78.92	1726 BANK ST
5320-004-010	SFR	3	1	0.00	1.00	$78.92	1720 BANK ST
5320-004-011	MFR	3	3	0.00	2.40	$189.40	1716 BANK ST
5320-004-012	SFR	3	1	0.00	1.00	$78.92	1712 BANK ST
5320-004-013	SFR	3	1	0.00	1.00	$78.92	1710 BANK ST
5320-004-014	SFR	3	1	0.00	1.00	$78.92	1708 BANK ST
5320-004-015	SFR	3	1	0.00	1.00	$78.92	1702 BANK ST
5320-004-016	SFR	3	1	0.00	1.00	$78.92	1703 LYNDON ST
5320-004-017	SFR	3	1	0.00	1.00	$78.92	1707 LYNDON ST
5320-004-018	SFR	3	1	0.00	1.00	$78.92	1713 LYNDON ST
5320-004-019	SFR	3	1	0.00	1.00	$78.92	1715 LYNDON ST
5320-004-020	SFR	3	1	0.00	1.00	$78.92	1717 LYNDON ST
5320-004-021	SFR	3	1	0.00	1.00	$78.92	1721 LYNDON ST
5320-004-022	SFR	3	1	0.00	1.00	$78.92	1727 LYNDON ST
5320-005-007	SFR	3	1	0.00	1.00	$78.92	1719 BANK ST
5320-005-008	SFR	3	1	0.00	1.00	$78.92	1401 MARENGO AVE
5320-005-009	SFR	3	1	0.00	1.00	$78.92	1407 MARENGO AVE
5320-005-010	SFR	3	1	0.00	1.00	$78.92	1409 MARENGO AVE
5320-005-012	SFR	3	1	0.00	1.00	$78.92	1417 MARENGO AVE
5320-005-013	SFR	3	1	0.00	1.00	$78.92	1421 MARENGO AVE
5320-005-014	SFR	3	1	0.00	1.00	$78.92	1423 MARENGO AVE
5320-005-015	SFR	3	1	0.00	1.00	$78.92	1726 ROLLIN ST
5320-005-017	SFR	3	1	0.00	1.00	$78.92	1722 ROLLIN ST
5320-005-018	SFR	3	1	0.00	1.00	$78.92	1725 BANK ST
5320-005-022	SFR	3	1	0.00	1.00	$78.92	1415 MARENGO AVE
5320-005-023	C/I	1	0	0.81	4.68	$454.62	1414 FAIR OAKS AVE
5320-006-001	SFR	3	1	0.00	1.00	$78.92	1715 ROLLIN ST
5320-006-002	SFR	3	1	0.00	1.00	$78.92	1717 ROLLIN ST
5320-006-003	SFR	3	1	0.00	1.00	$78.92	1723 ROLLIN ST
5320-006-005	SFR	3	1	0.00	1.00	$78.92	1727 ROLLIN ST
5320-006-006	SFR	3	1	0.00	1.00	$78.92	1511 MARENGO AVE
5320-006-007	SFR	3	1	0.00	1.00	$78.92	1501 MARENGO AVE
5320-006-008	SFR	3	1	0.00	1.00	$78.92	1505 MARENGO AVE
5320-006-009	SFR	3	1	0.00	1.00	$78.92	1517 MARENGO AVE
5320-006-012	SFR	3	1	0.00	1.00	$78.92	1728 OAK ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-006-014	SFR	3	1	0.00	1.00	$78.92	1720 OAK ST
5320-006-015	SFR	3	1	0.00	1.00	$78.92	1718 OAK ST
5320-006-017	SFR	3	1	0.00	1.00	$78.92	1700 OAK ST
5320-006-018	SFR	3	1	0.00	1.00	$78.92	1704 OAK ST
5320-006-019	SFR	3	1	0.00	1.00	$78.92	1706 OAK ST
5320-006-020	SFR	3	1	0.00	1.00	$78.92	1709 ROLLIN ST
5320-006-021	SFR	3	1	0.00	1.00	$78.92	1701 ROLLIN ST
5320-006-022	SFR	3	1	0.00	1.00	$78.92	1525 MARENGO AVE
5320-006-023	SFR	3	1	0.00	1.00	$78.92	1724 OAK ST
5320-007-001	SFR	3	1	0.00	1.00	$78.92	1601 MARENGO AVE
5320-007-002	SFR	3	1	0.00	1.00	$78.92	1611 MARENGO AVE
5320-007-003	SFR	3	1	0.00	1.00	$78.92	1617 MARENGO AVE
5320-007-004	SFR	3	1	0.00	1.00	$78.92	1623 MARENGO AVE
5320-007-005	SFR	3	1	0.00	1.00	$78.92	1720 LAUREL ST
5320-007-007	SFR	3	1	0.00	1.00	$78.92	1716 LAUREL ST
5320-007-008	SFR	3	1	0.00	1.00	$78.92	1710 LAUREL ST
5320-007-009	SFR	3	1	0.00	1.00	$78.92	1704 LAUREL ST
5320-007-010	SFR	3	1	0.00	1.00	$78.92	1703 OAK ST
5320-007-011	SFR	3	1	0.00	1.00	$78.92	1640 LAUREL ST
5320-007-012	SFR	3	1	0.00	1.00	$78.92	1632 LAUREL ST
5320-007-014	SFR	3	1	0.00	1.00	$78.92	1628 LAUREL ST
5320-007-016	SFR	3	1	0.00	1.00	$78.92	1618 LAUREL ST
5320-007-017	SFR	3	1	0.00	1.00	$78.92	1621 OAK ST
5320-007-018	SFR	3	1	0.00	1.00	$78.92	1617 OAK ST
5320-007-019	SFR	3	1	0.00	1.00	$78.92	1611 OAK ST
5320-007-020	MFR	1	4	0.00	3.20	$310.78	1600 FAIR OAKS AVE
5320-007-021	MFR	1	12	0.00	9.60	$932.36	1612 FAIR OAKS AVE
5320-007-022	MFR	1	19	0.00	15.20	$1,476.22	1616 FAIR OAKS AVE
5320-007-025	SFR	3	1	0.00	1.00	$78.92	1705 OAK ST
5320-007-027	SFR	3	1	0.00	1.00	$78.92	1707 OAK ST
5320-007-029	SFR	3	1	0.00	1.00	$78.92	1635 OAK ST
5320-007-030	SFR	3	1	0.00	1.00	$78.92	1625 OAK ST
5320-008-001	SFR	3	1	0.00	1.00	$78.92	1701 MARENGO AVE
5320-008-002	SFR	3	1	0.00	1.00	$78.92	1719 LAUREL ST
5320-008-003	SFR	3	1	0.00	1.00	$78.92	1709 MARENGO AVE
5320-008-004	SFR	3	1	0.00	1.00	$78.92	1715 MARENGO AVE
5320-008-006	SFR	3	1	0.00	1.00	$78.92	1719 MARENGO AVE
5320-008-007	SFR	3	1	0.00	1.00	$78.92	1721 MARENGO AVE
5320-008-009	SFR	3	1	0.00	1.00	$78.92	1715 LAUREL ST
5320-008-010	SFR	3	1	0.00	1.00	$78.92	1711 LAUREL ST
5320-008-011	SFR	3	1	0.00	1.00	$78.92	1703 LAUREL ST
5320-008-012	SFR	3	1	0.00	1.00	$78.92	1641 LAUREL ST
5320-008-013	SFR	3	1	0.00	1.00	$78.92	1648 SPRUCE ST
5320-008-014	SFR	3	1	0.00	1.00	$78.92	1640 SPRUCE ST
5320-008-015	SFR	3	1	0.00	1.00	$78.92	1635 LAUREL ST
5320-008-016	SFR	3	1	0.00	1.00	$78.92	1634 SPRUCE ST
5320-008-017	SFR	3	1	0.00	1.00	$78.92	1629 LAUREL ST
5320-008-018	SFR	3	1	0.00	1.00	$78.92	1627 LAUREL ST
5320-008-019	SFR	3	1	0.00	1.00	$78.92	1628 SPRUCE ST
5320-008-020	SFR	3	1	0.00	1.00	$78.92	1624 SPRUCE ST
5320-008-021	SFR	3	1	0.00	1.00	$78.92	1625 LAUREL ST
5320-008-022	SFR	3	1	0.00	1.00	$78.92	1620 SPRUCE ST
5320-008-023	SFR	3	1	0.00	1.00	$78.92	1616 SPRUCE ST
5320-008-024	MFR	1	27	0.00	21.60	$2,097.80	1700 FAIR OAKS AVE
5320-008-025	MFR	1	7	0.00	5.60	$543.88	1714 FAIR OAKS AVE
5320-008-028	SFR	3	1	0.00	1.00	$78.92	1680 SPRUCE ST
5320-008-029	SFR	3	1	0.00	1.00	$78.92	1700 SPRUCE ST
5320-009-001	SFR	3	1	0.00	1.00	$78.92	1801 MARENGO AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-009-002	SFR	3	1	0.00	1.00	$78.92	1705 SPRUCE ST
5320-009-003	SFR	3	1	0.00	1.00	$78.92	1807 MARENGO AVE
5320-009-004	MFR	3	2	0.00	1.60	$126.28	1811 MARENGO AVE
5320-009-005	MFR	1	22	0.00	17.60	$1,709.32	1656 HUNTINGTON DR
5320-009-006	MFR	1	8	0.00	6.40	$621.56	1652 HUNTINGTON DR
5320-009-008	MFR	1	13	0.00	10.40	$1,010.04	1644 HUNTINGTON DR
5320-009-009	SFR	3	1	0.00	1.00	$78.92	1649 SPRUCE ST
5320-009-010	MFR	1	12	0.00	9.60	$932.36	1636 HUNTINGTON DR
5320-009-011	SFR	3	1	0.00	1.00	$78.92	1641 SPRUCE ST
5320-009-014	SFR	3	1	0.00	1.00	$78.92	1637 SPRUCE ST
5320-009-015	MFR	1	6	0.00	4.80	$466.18	1620 HUNTINGTON DR
5320-009-016	SFR	3	1	0.00	1.00	$78.92	1625 SPRUCE ST
5320-009-017	MFR	1	24	0.00	19.20	$1,864.70	1612 HUNTINGTON DR
5320-009-018	SFR	3	1	0.00	1.00	$78.92	1621 SPRUCE ST
5320-009-019	SFR	3	1	0.00	1.00	$78.92	1617 SPRUCE ST
5320-009-022	SFR	3	1	0.00	1.00	$78.92	1611 SPRUCE ST
5320-009-024	C/I	1	0	0.17	1.00	$97.12	1800 FAIR OAKS AVE
5320-009-025	C/I	1	0	0.33	1.92	$186.66	1810 FAIR OAKS AVE
5320-009-028	MFR	1	10	0.00	8.00	$776.96	1628 HUNTINGTON DR
5320-009-029	SFV	3	0	0.00	0.25	$19.74	
5320-009-030	SFR	3	1	0.00	1.00	$78.92	1661 SPRUCE ST
5320-009-031	C/I	1	0	0.81	4.68	$454.62	1600 HUNTINGTON DR
5320-010-001	C/I	1	0	0.38	2.20	$213.18	1631 HUNTINGTON DR
5320-010-002	C/I	1	0	0.25	1.43	$138.78	1637 HUNTINGTON DR
5320-010-003	MFR	1	4	0.00	3.20	$310.78	1645 HUNTINGTON DR
5320-010-005	MFR	1	8	0.00	6.40	$621.56	1901 MARENGO AVE
5320-010-006	SFR	3	1	0.00	1.00	$78.92	1915 MARENGO AVE
5320-010-007	SFR	3	1	0.00	1.00	$78.92	1919 MARENGO AVE
5320-010-008	SFR	3	1	0.00	1.00	$78.92	1923 MARENGO AVE
5320-010-009	SFR	3	1	0.00	1.00	$78.92	1927 MARENGO AVE
5320-010-010	SFR	3	1	0.00	1.00	$78.92	1931 MARENGO AVE
5320-010-013	SFR	3	1	0.00	1.00	$78.92	1951 MARENGO AVE
5320-010-016	SFR	3	1	0.00	1.00	$78.92	1959 MARENGO AVE
5320-010-017	SFR	3	1	0.00	1.00	$78.92	1963 MARENGO AVE
5320-010-018	SFR	3	1	0.00	1.00	$78.92	1967 MARENGO AVE
5320-010-019	MFR	3	2	0.00	1.60	$126.28	1970 LA FRANCE AVE
5320-010-020	SFR	3	1	0.00	1.00	$78.92	1964 LA FRANCE AVE
5320-010-021	SFR	3	1	0.00	1.00	$78.92	1960 LA FRANCE AVE
5320-010-022	SFR	3	1	0.00	1.00	$78.92	1956 LA FRANCE AVE
5320-010-023	SFR	3	1	0.00	1.00	$78.92	1948 LA FRANCE AVE
5320-010-025	SFR	3	1	0.00	1.00	$78.92	1944 LA FRANCE AVE
5320-010-026	SFR	3	1	0.00	1.00	$78.92	1940 LA FRANCE AVE
5320-010-027	SFR	3	1	0.00	1.00	$78.92	1938 LA FRANCE AVE
5320-010-029	SFR	3	1	0.00	1.00	$78.92	1934 LA FRANCE AVE
5320-010-031	SFR	3	1	0.00	1.00	$78.92	1930 LA FRANCE AVE
5320-010-032	SFR	3	1	0.00	1.00	$78.92	1926 LA FRANCE AVE
5320-010-033	SFR	3	1	0.00	1.00	$78.92	1922 LA FRANCE AVE
5320-010-034	SFR	3	1	0.00	1.00	$78.92	1918 LA FRANCE AVE
5320-010-035	SFR	3	1	0.00	1.00	$78.92	1914 LA FRANCE AVE
5320-010-036	SFR	3	1	0.00	1.00	$78.92	1941 MARENGO AVE
5320-010-037	SFR	3	1	0.00	1.00	$78.92	1945 MARENGO AVE
5320-010-038	SFR	3	1	0.00	1.00	$78.92	1935 MARENGO AVE
5320-010-039	SFR	3	1	0.00	1.00	$78.92	1955 MARENGO AVE
5320-011-001	MFR	1	4	0.00	3.20	$310.78	1601 HUNTINGTON DR
5320-011-002	SFR	3	1	0.00	1.00	$78.92	1912 PRIMROSE AVE
5320-011-003	SFR	1	1	0.00	1.00	$97.12	1611 HUNTINGTON DR
5320-011-004	MFR	1	4	0.00	3.20	$310.78	1619 HUNTINGTON DR
5320-011-005	SFR	3	1	0.00	1.00	$78.92	1913 LA FRANCE AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-011-006	SFR	3	1	0.00	1.00	$78.92	1915 LA FRANCE AVE
5320-011-007	SFR	3	1	0.00	1.00	$78.92	1917 LA FRANCE AVE
5320-011-008	SFR	3	1	0.00	1.00	$78.92	1929 LA FRANCE AVE
5320-011-009	SFR	3	1	0.00	1.00	$78.92	1933 LA FRANCE AVE
5320-011-011	SFR	3	1	0.00	1.00	$78.92	1945 LA FRANCE AVE
5320-011-012	SFR	3	1	0.00	1.00	$78.92	1947 LA FRANCE AVE
5320-011-013	SFR	3	1	0.00	1.00	$78.92	1953 LA FRANCE AVE
5320-011-014	SFR	3	1	0.00	1.00	$78.92	1957 LA FRANCE AVE
5320-011-015	SFR	3	1	0.00	1.00	$78.92	1961 LA FRANCE AVE
5320-011-016	SFR	3	1	0.00	1.00	$78.92	1963 LA FRANCE AVE
5320-011-017	SFR	3	1	0.00	1.00	$78.92	1967 LA FRANCE AVE
5320-011-018	MFR	3	4	0.00	3.20	$252.54	1606 MAPLE ST
5320-011-019	MFR	3	2	0.00	1.60	$126.28	1966 PRIMROSE AVE
5320-011-020	SFR	3	1	0.00	1.00	$78.92	1962 PRIMROSE AVE
5320-011-021	SFR	3	1	0.00	1.00	$78.92	1958 PRIMROSE AVE
5320-011-022	SFR	3	1	0.00	1.00	$78.92	1954 PRIMROSE AVE
5320-011-023	SFR	3	1	0.00	1.00	$78.92	1950 PRIMROSE AVE
5320-011-024	SFR	3	1	0.00	1.00	$78.92	1944 PRIMROSE AVE
5320-011-025	SFR	3	1	0.00	1.00	$78.92	1940 PRIMROSE AVE
5320-011-027	MFR	3	3	0.00	2.40	$189.40	1934 PRIMROSE AVE
5320-011-028	SFR	3	1	0.00	1.00	$78.92	1930 PRIMROSE AVE
5320-011-029	SFR	3	1	0.00	1.00	$78.92	1928 PRIMROSE AVE
5320-011-030	MFR	3	2	0.00	1.60	$126.28	1922 PRIMROSE AVE
5320-011-031	MFR	3	2	0.00	1.60	$126.28	1918 PRIMROSE AVE
5320-011-032	SFR	3	1	0.00	1.00	$78.92	1914 PRIMROSE AVE
5320-011-033	SFR	3	1	0.00	1.00	$78.92	1937 LA FRANCE AVE
5320-012-001	SFR	3	1	0.00	1.00	$78.92	2071 LA FRANCE AVE
5320-012-002	SFR	3	1	0.00	1.00	$78.92	2065 LA FRANCE AVE
5320-012-003	SFR	3	1	0.00	1.00	$78.92	2063 LA FRANCE AVE
5320-012-004	SFR	3	1	0.00	1.00	$78.92	2059 LA FRANCE AVE
5320-012-005	SFR	3	1	0.00	1.00	$78.92	2055 LA FRANCE AVE
5320-012-006	SFR	3	1	0.00	1.00	$78.92	2049 LA FRANCE AVE
5320-012-007	SFR	3	1	0.00	1.00	$78.92	2045 LA FRANCE AVE
5320-012-008	SFR	3	1	0.00	1.00	$78.92	2041 LA FRANCE AVE
5320-012-009	SFR	3	1	0.00	1.00	$78.92	2037 LA FRANCE AVE
5320-012-010	SFR	3	1	0.00	1.00	$78.92	2035 LA FRANCE AVE
5320-012-011	SFR	3	1	0.00	1.00	$78.92	2029 LA FRANCE AVE
5320-012-012	SFR	3	1	0.00	1.00	$78.92	2025 LA FRANCE AVE
5320-012-016	SFR	3	1	0.00	1.00	$78.92	2015 LA FRANCE AVE
5320-012-019	SFR	3	1	0.00	1.00	$78.92	2005 LA FRANCE AVE
5320-012-020	SFR	3	1	0.00	1.00	$78.92	2001 LA FRANCE AVE
5320-012-021	SFR	3	1	0.00	1.00	$78.92	2000 PRIMROSE AVE
5320-012-022	SFR	3	1	0.00	1.00	$78.92	2004 PRIMROSE AVE
5320-012-023	SFR	3	1	0.00	1.00	$78.92	2008 PRIMROSE AVE
5320-012-024	MFR	3	2	0.00	1.60	$126.28	2012 PRIMROSE AVE
5320-012-025	MFR	3	2	0.00	1.60	$126.28	2016 PRIMROSE AVE
5320-012-026	SFR	3	1	0.00	1.00	$78.92	2020 PRIMROSE AVE
5320-012-027	SFR	3	1	0.00	1.00	$78.92	2024 PRIMROSE AVE
5320-012-028	SFR	3	1	0.00	1.00	$78.92	2028 PRIMROSE AVE
5320-012-029	SFR	3	1	0.00	1.00	$78.92	2032 PRIMROSE AVE
5320-012-030	SFR	3	1	0.00	1.00	$78.92	2036 PRIMROSE AVE
5320-012-031	SFR	3	1	0.00	1.00	$78.92	2040 PRIMROSE AVE
5320-012-032	SFR	3	1	0.00	1.00	$78.92	2044 PRIMROSE AVE
5320-012-033	SFR	3	1	0.00	1.00	$78.92	2048 PRIMROSE AVE
5320-012-034	SFR	3	1	0.00	1.00	$78.92	2054 PRIMROSE AVE
5320-012-035	SFR	3	1	0.00	1.00	$78.92	2056 PRIMROSE AVE
5320-012-036	SFR	3	1	0.00	1.00	$78.92	2060 PRIMROSE AVE
5320-012-037	MFR	3	2	0.00	1.60	$126.28	2064 PRIMROSE AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-012-038	MFR	3	2	0.00	1.60	$126.28	2068 PRIMROSE AVE
5320-012-039	SFR	3	1	0.00	1.00	$78.92	1602 ALHAMBRA RD
5320-012-040	SFR	3	1	0.00	1.00	$78.92	2023 LA FRANCE AVE
5320-012-041	SFR	3	1	0.00	1.00	$78.92	2011 LA FRANCE AVE
5320-013-001	SFR	3	1	0.00	1.00	$78.92	2071 MARENGO AVE
5320-013-002	SFR	3	1	0.00	1.00	$78.92	1640 ALHAMBRA RD
5320-013-003	SFR	3	1	0.00	1.00	$78.92	2065 MARENGO AVE
5320-013-004	SFR	3	1	0.00	1.00	$78.92	2057 MARENGO AVE
5320-013-005	SFR	3	1	0.00	1.00	$78.92	2053 MARENGO AVE
5320-013-006	SFR	3	1	0.00	1.00	$78.92	2049 MARENGO AVE
5320-013-007	SFR	3	1	0.00	1.00	$78.92	2045 MARENGO AVE
5320-013-008	SFR	3	1	0.00	1.00	$78.92	2043 MARENGO AVE
5320-013-009	SFR	3	1	0.00	1.00	$78.92	2037 MARENGO AVE
5320-013-014	SFR	3	1	0.00	1.00	$78.92	2025 MARENGO AVE
5320-013-015	SFR	3	1	0.00	1.00	$78.92	2021 MARENGO AVE
5320-013-016	SFR	3	1	0.00	1.00	$78.92	2017 MARENGO AVE
5320-013-017	SFR	3	1	0.00	1.00	$78.92	2015 MARENGO AVE
5320-013-018	SFR	3	1	0.00	1.00	$78.92	2007 MARENGO AVE
5320-013-021	SFR	3	1	0.00	1.00	$78.92	1633 MAPLE ST
5320-013-022	SFR	3	1	0.00	1.00	$78.92	2004 LA FRANCE AVE
5320-013-023	SFR	3	1	0.00	1.00	$78.92	2008 LA FRANCE AVE
5320-013-024	SFR	3	1	0.00	1.00	$78.92	2012 LA FRANCE AVE
5320-013-025	SFR	3	1	0.00	1.00	$78.92	2016 LA FRANCE AVE
5320-013-026	SFR	3	1	0.00	1.00	$78.92	2020 LA FRANCE AVE
5320-013-027	SFR	3	1	0.00	1.00	$78.92	2024 LA FRANCE AVE
5320-013-028	SFR	3	1	0.00	1.00	$78.92	2028 LA FRANCE AVE
5320-013-029	SFR	3	1	0.00	1.00	$78.92	2032 LA FRANCE AVE
5320-013-030	SFR	3	1	0.00	1.00	$78.92	2036 LA FRANCE AVE
5320-013-031	SFR	3	1	0.00	1.00	$78.92	2040 LA FRANCE AVE
5320-013-032	MFR	3	2	0.00	1.60	$126.28	2044 LA FRANCE AVE
5320-013-033	SFR	3	1	0.00	1.00	$78.92	2048 LA FRANCE AVE
5320-013-034	SFR	3	1	0.00	1.00	$78.92	2052 LA FRANCE AVE
5320-013-035	SFR	3	1	0.00	1.00	$78.92	2056 LA FRANCE AVE
5320-013-036	SFR	3	1	0.00	1.00	$78.92	2060 LA FRANCE AVE
5320-013-037	SFR	3	1	0.00	1.00	$78.92	2064 LA FRANCE AVE
5320-013-038	SFR	3	1	0.00	1.00	$78.92	2070 LA FRANCE AVE
5320-013-039	SFR	3	1	0.00	1.00	$78.92	2001 MARENGO AVE
5320-013-040	SFR	3	1	0.00	1.00	$78.92	2033 MARENGO AVE
5320-013-043	SFR	3	1	0.00	1.00	$78.92	2029 MARENGO AVE
5320-014-001	SFR	3	1	0.00	1.00	$78.92	2002 MARENGO AVE
5320-014-002	SFR	3	1	0.00	1.00	$78.92	2006 MARENGO AVE
5320-014-003	SFR	3	1	0.00	1.00	$78.92	2010 MARENGO AVE
5320-014-004	SFR	3	1	0.00	1.00	$78.92	2014 MARENGO AVE
5320-014-005	SFR	3	1	0.00	1.00	$78.92	2020 MARENGO AVE
5320-014-006	SFR	3	1	0.00	1.00	$78.92	2022 MARENGO AVE
5320-014-007	SFR	3	1	0.00	1.00	$78.92	2026 MARENGO AVE
5320-014-008	SFR	3	1	0.00	1.00	$78.92	2030 MARENGO AVE
5320-014-009	SFR	3	1	0.00	1.00	$78.92	2034 MARENGO AVE
5320-014-010	SFR	3	1	0.00	1.00	$78.92	2038 MARENGO AVE
5320-014-011	SFR	3	1	0.00	1.00	$78.92	2040 MARENGO AVE
5320-014-012	SFR	3	1	0.00	1.00	$78.92	2046 MARENGO AVE
5320-014-013	SFR	3	1	0.00	1.00	$78.92	2050 MARENGO AVE
5320-014-014	SFR	3	1	0.00	1.00	$78.92	2054 MARENGO AVE
5320-014-015	SFR	3	1	0.00	1.00	$78.92	2060 MARENGO AVE
5320-014-016	SFR	3	1	0.00	1.00	$78.92	2062 MARENGO AVE
5320-014-017	SFR	3	1	0.00	1.00	$78.92	2066 MARENGO AVE
5320-014-018	SFR	3	1	0.00	1.00	$78.92	1704 ALHAMBRA RD
5320-014-019	SFR	3	1	0.00	1.00	$78.92	2003 STRATFORD AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-014-020	SFR	3	1	0.00	1.00	$78.92	2007 STRATFORD AVE
5320-014-021	SFR	3	1	0.00	1.00	$78.92	2011 STRATFORD AVE
5320-014-022	SFR	3	1	0.00	1.00	$78.92	2015 STRATFORD AVE
5320-014-023	SFR	3	1	0.00	1.00	$78.92	2019 STRATFORD AVE
5320-014-024	SFR	3	1	0.00	1.00	$78.92	2023 STRATFORD AVE
5320-014-025	SFR	3	1	0.00	1.00	$78.92	2027 STRATFORD AVE
5320-014-026	SFR	3	1	0.00	1.00	$78.92	2031 STRATFORD AVE
5320-014-027	SFR	3	1	0.00	1.00	$78.92	2035 STRATFORD AVE
5320-014-028	SFR	3	1	0.00	1.00	$78.92	2039 STRATFORD AVE
5320-014-029	SFR	3	1	0.00	1.00	$78.92	2043 STRATFORD AVE
5320-014-030	SFR	3	1	0.00	1.00	$78.92	2047 STRATFORD AVE
5320-014-031	SFR	3	1	0.00	1.00	$78.92	2051 STRATFORD AVE
5320-014-032	SFR	3	1	0.00	1.00	$78.92	2055 STRATFORD AVE
5320-014-033	SFR	3	1	0.00	1.00	$78.92	2059 STRATFORD AVE
5320-014-034	SFR	3	1	0.00	1.00	$78.92	2063 STRATFORD AVE
5320-014-035	SFR	3	1	0.00	1.00	$78.92	2067 STRATFORD AVE
5320-014-036	SFR	3	1	0.00	1.00	$78.92	1714 ALHAMBRA RD
5320-015-001	SFR	3	1	0.00	1.00	$78.92	2000 STRATFORD AVE
5320-015-002	SFR	3	1	0.00	1.00	$78.92	2006 STRATFORD AVE
5320-015-003	SFR	3	1	0.00	1.00	$78.92	2010 STRATFORD AVE
5320-015-004	SFR	3	1	0.00	1.00	$78.92	2014 STRATFORD AVE
5320-015-005	SFR	3	1	0.00	1.00	$78.92	2018 STRATFORD AVE
5320-015-006	SFR	3	1	0.00	1.00	$78.92	2022 STRATFORD AVE
5320-015-007	SFR	3	1	0.00	1.00	$78.92	2026 STRATFORD AVE
5320-015-008	SFR	3	1	0.00	1.00	$78.92	2032 STRATFORD AVE
5320-015-009	SFR	3	1	0.00	1.00	$78.92	2034 STRATFORD AVE
5320-015-010	SFR	3	1	0.00	1.00	$78.92	2038 STRATFORD AVE
5320-015-011	SFR	3	1	0.00	1.00	$78.92	2042 STRATFORD AVE
5320-015-012	SFR	3	1	0.00	1.00	$78.92	2046 STRATFORD AVE
5320-015-013	SFR	3	1	0.00	1.00	$78.92	2050 STRATFORD AVE
5320-015-014	SFR	3	1	0.00	1.00	$78.92	2054 STRATFORD AVE
5320-015-015	SFR	3	1	0.00	1.00	$78.92	2058 STRATFORD AVE
5320-015-016	SFR	3	1	0.00	1.00	$78.92	2062 STRATFORD AVE
5320-015-017	SFR	3	1	0.00	1.00	$78.92	2066 STRATFORD AVE
5320-015-018	SFR	3	1	0.00	1.00	$78.92	2070 STRATFORD AVE
5320-015-019	SFR	3	1	0.00	1.00	$78.92	1726 ALHAMBRA RD
5320-016-001	SFR	3	1	0.00	1.00	$78.92	2003 MILAN AVE
5320-016-002	MFR	3	2	0.00	1.60	$126.28	2007 MILAN AVE
5320-016-003	SFR	3	1	0.00	1.00	$78.92	2013 MILAN AVE
5320-016-004	MFR	3	2	0.00	1.60	$126.28	2017 MILAN AVE
5320-016-005	MFR	3	2	0.00	1.60	$126.28	2021 MILAN AVE
5320-016-006	MFR	3	2	0.00	1.60	$126.28	2025 MILAN AVE
5320-016-007	MFR	3	2	0.00	1.60	$126.28	2031 MILAN AVE
5320-016-010	SFR	3	1	0.00	1.00	$78.92	2043 MILAN AVE
5320-016-012	SFR	3	1	0.00	1.00	$78.92	2049 MILAN AVE
5320-016-013	MFR	3	2	0.00	1.60	$126.28	2053 MILAN AVE
5320-016-014	SFR	3	1	0.00	1.00	$78.92	2055 MILAN AVE
5320-016-017	SFR	3	1	0.00	1.00	$78.92	2065 MILAN AVE
5320-016-018	SFR	3	1	0.00	1.00	$78.92	2069 MILAN AVE
5320-016-019	SFR	3	1	0.00	1.00	$78.92	1808 ALHAMBRA RD
5320-016-020	SFR	3	1	0.00	1.00	$78.92	1804 ALHAMBRA RD
5320-016-021	SFR	3	1	0.00	1.00	$78.92	1800 ALHAMBRA RD
5320-016-022	SFR	3	1	0.00	1.00	$78.92	2073 MILAN AVE
5320-016-024	MFR	3	2	0.00	1.60	$126.28	2063 MILAN AVE
5320-016-026	SFR	3	1	0.00	1.00	$78.92	2039 MILAN AVE
5320-016-027	SFR	3	1	0.00	1.00	$78.92	2035 MILAN AVE
5320-017-001	SFR	3	1	0.00	1.00	$78.92	1972 MARENGO AVE
5320-017-002	SFR	3	1	0.00	1.00	$78.92	1968 MARENGO AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-017-003	SFR	3	1	0.00	1.00	$78.92	1964 MARENGO AVE
5320-017-004	SFR	3	1	0.00	1.00	$78.92	1956 MARENGO AVE
5320-017-005	SFR	3	1	0.00	1.00	$78.92	1952 MARENGO AVE
5320-017-006	SFR	3	1	0.00	1.00	$78.92	1950 MARENGO AVE
5320-017-007	SFR	3	1	0.00	1.00	$78.92	1944 MARENGO AVE
5320-017-008	SFR	3	1	0.00	1.00	$78.92	1940 MARENGO AVE
5320-017-009	SFR	3	1	0.00	1.00	$78.92	1934 MARENGO AVE
5320-017-010	SFR	3	1	0.00	1.00	$78.92	1930 MARENGO AVE
5320-017-011	SFR	3	1	0.00	1.00	$78.92	1924 MARENGO AVE
5320-017-012	SFR	3	1	0.00	1.00	$78.92	1920 MARENGO AVE
5320-017-013	SFR	3	1	0.00	1.00	$78.92	1916 MARENGO AVE
5320-017-014	SFR	3	1	0.00	1.00	$78.92	1914 MARENGO AVE
5320-017-015	SFR	3	1	0.00	1.00	$78.92	1908 MARENGO AVE
5320-017-016	SFR	3	1	0.00	1.00	$78.92	1942 STRATFORD AVE
5320-017-017	SFR	3	1	0.00	1.00	$78.92	1945 STRATFORD AVE
5320-017-018	SFR	3	1	0.00	1.00	$78.92	1951 STRATFORD AVE
5320-017-019	SFR	3	1	0.00	1.00	$78.92	1955 STRATFORD AVE
5320-017-020	SFR	3	1	0.00	1.00	$78.92	1961 STRATFORD AVE
5320-017-021	SFR	3	1	0.00	1.00	$78.92	1973 STRATFORD AVE
5320-017-022	SFR	3	1	0.00	1.00	$78.92	1977 STRATFORD AVE
5320-017-023	SFR	3	1	0.00	1.00	$78.92	1980 STRATFORD AVE
5320-017-024	SFR	3	1	0.00	1.00	$78.92	1970 STRATFORD AVE
5320-017-025	SFR	3	1	0.00	1.00	$78.92	1964 STRATFORD AVE
5320-017-026	SFR	3	1	0.00	1.00	$78.92	1960 STRATFORD AVE
5320-017-029	SFR	3	1	0.00	1.00	$78.92	1948 STRATFORD AVE
5320-018-001	MFR	1	8	0.00	6.40	$621.56	1731 HUNTINGTON DR
5320-018-003	MFR	1	11	0.00	8.80	$854.66	1721 HUNTINGTON DR
5320-018-004	MFR	1	8	0.00	6.40	$621.56	1717 HUNTINGTON DR
5320-018-006	MFR	1	6	0.00	4.80	$466.18	1709 HUNTINGTON DR
5320-018-008	SFR	3	1	0.00	1.00	$78.92	1915 LEMAN ST
5320-018-010	SFR	3	1	0.00	1.00	$78.92	1919 LEMAN ST
5320-018-011	SFR	3	1	0.00	1.00	$78.92	1923 LEMAN ST
5320-018-015	SFR	4	1	0.00	1.00	$71.26	1960 WINDING LN
5320-018-016	SFR	4	1	0.00	1.00	$71.26	1970 WINDING LN
5320-018-017	SFR	4	1	0.00	1.00	$71.26	1980 WINDING LN
5320-018-018	SFR	4	1	0.00	1.00	$71.26	1990 WINDING LN
5320-018-019	SFR	4	1	0.00	1.00	$71.26	2000 WINDING LN
5320-018-024	VAC	3	0	0.05	0.25	$19.74	
5320-018-026	MFR	3	1	0.00	0.80	$63.14	1907 LEMAN ST A
5320-018-027	MFR	3	1	0.00	0.80	$63.14	1909 LEMAN ST B
5320-018-028	MFR	3	1	0.00	0.80	$63.14	1911 LEMAN ST C
5320-019-001	SFR	3	1	0.00	1.00	$78.92	1927 LEMAN ST
5320-019-002	SFR	3	1	0.00	1.00	$78.92	1931 LEMAN ST
5320-019-003	MFR	3	2	0.00	1.60	$126.28	1935 LEMAN ST
5320-019-004	SFR	3	1	0.00	1.00	$78.92	1945 LEMAN ST
5320-019-005	SFR	3	1	0.00	1.00	$78.92	1949 LEMAN ST
5320-019-006	SFR	3	1	0.00	1.00	$78.92	1951 LEMAN ST
5320-019-007	SFR	3	1	0.00	1.00	$78.92	1957 LEMAN ST
5320-019-008	SFR	3	1	0.00	1.00	$78.92	1955 MILAN AVE
5320-019-009	SFR	3	1	0.00	1.00	$78.92	1957 MILAN AVE
5320-019-010	MFR	3	2	0.00	1.60	$126.28	1961 MILAN AVE
5320-019-015	SFR	3	1	0.00	1.00	$78.92	1965 MILAN AVE
5320-019-016	SFR	3	1	0.00	1.00	$78.92	1971 MILAN AVE
5320-020-001	MFR	1	8	0.00	6.40	$621.56	1827 HUNTINGTON DR
5320-020-002	MFR	3	3	0.00	2.40	$189.40	1915 MILAN AVE
5320-020-003	MFR	1	7	0.00	5.60	$543.88	1811 HUNTINGTON DR
5320-020-004	MFR	1	4	0.00	3.20	$310.78	1809 HUNTINGTON DR G
5320-020-005	MFR	3	3	0.00	2.40	$189.40	1914 LEMAN ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-020-006	MFR	1	5	0.00	4.00	$388.48	1801 HUNTINGTON DR
5320-020-007	SFR	3	1	0.00	1.00	$78.92	1918 LEMAN ST
5320-020-008	SFR	3	1	0.00	1.00	$78.92	1921 MILAN AVE
5320-020-009	SFR	3	1	0.00	1.00	$78.92	1920 LEMAN ST
5320-020-010	SFR	3	1	0.00	1.00	$78.92	1925 MILAN AVE
5320-020-011	SFR	3	1	0.00	1.00	$78.92	1924 LEMAN ST
5320-020-012	MFR	3	2	0.00	1.60	$126.28	1930 LEMAN ST
5320-020-013	SFR	3	1	0.00	1.00	$78.92	1935 MILAN AVE
5320-020-014	SFR	3	1	0.00	1.00	$78.92	1941 MILAN AVE
5320-020-015	SFR	3	1	0.00	1.00	$78.92	1943 MILAN AVE
5320-021-001	SFR	3	1	0.00	1.00	$78.92	1849 SPRUCE ST
5320-021-002	SFR	3	1	0.00	1.00	$78.92	1811 MILAN AVE
5320-021-003	SFR	3	1	0.00	1.00	$78.92	1823 MILAN AVE
5320-021-004	MFR	1	5	0.00	4.00	$388.48	1744 HUNTINGTON DR
5320-021-005	SFR	3	1	0.00	1.00	$78.92	1839 SPRUCE ST
5320-021-006	SFR	3	1	0.00	1.00	$78.92	1837 SPRUCE ST
5320-021-007	MFR	1	12	0.00	9.60	$932.36	1740 HUNTINGTON DR
5320-021-008	MFR	3	2	0.00	1.60	$126.28	1831 SPRUCE ST
5320-021-009	C/I	1	0	0.40	2.33	$226.19	1730 HUNTINGTON DR
5320-021-010	SFR	3	1	0.00	1.00	$78.92	1823 SPRUCE ST
5320-021-011	SFR	3	1	0.00	1.00	$78.92	1821 SPRUCE ST
5320-021-012	SFR	3	1	0.00	1.00	$78.92	1817 SPRUCE ST
5320-021-014	MFR	1	11	0.00	8.80	$854.66	1718 HUNTINGTON DR
5320-021-015	SFR	3	1	0.00	1.00	$78.92	1800 MARENGO AVE
5320-021-016	SFR	3	1	0.00	1.00	$78.92	1806 MARENGO AVE
5320-021-017	SFR	3	1	0.00	1.00	$78.92	1811 SPRUCE ST
5320-021-018	SFR	3	1	0.00	1.00	$78.92	1812 MARENGO AVE
5320-021-020	MFR	3	4	0.00	3.20	$252.54	1814 MARENGO AVE
5320-021-021	MFR	1	6	0.00	4.80	$466.18	1700 HUNTINGTON DR
5320-021-023	MFR	1	14	0.00	11.20	$1,087.74	1708 HUNTINGTON DR
5320-021-024	MFR	1	12	0.00	9.60	$932.36	1720 HUNTINGTON DR
5320-021-025	MFR	1	12	0.00	9.60	$932.36	1724 HUNTINGTON DR
5320-022-001	SFR	3	1	0.00	1.00	$78.92	1703 MILAN AVE
5320-022-002	SFR	3	1	0.00	1.00	$78.92	1709 MILAN AVE
5320-022-004	SFR	3	1	0.00	1.00	$78.92	1725 MILAN AVE
5320-022-005	SFR	3	1	0.00	1.00	$78.92	1831 LAUREL ST
5320-022-006	SFR	3	1	0.00	1.00	$78.92	1830 SPRUCE ST
5320-022-007	SFR	3	1	0.00	1.00	$78.92	1825 LAUREL ST
5320-022-008	SFR	3	1	0.00	1.00	$78.92	1821 LAUREL ST
5320-022-009	SFR	3	1	0.00	1.00	$78.92	1822 SPRUCE ST
5320-022-011	SFR	3	1	0.00	1.00	$78.92	1702 MARENGO AVE
5320-022-013	SFR	3	1	0.00	1.00	$78.92	1718 MARENGO AVE
5320-022-015	SFR	3	1	0.00	1.00	$78.92	1722 MARENGO AVE
5320-022-017	SFR	3	1	0.00	1.00	$78.92	1812 SPRUCE ST
5320-022-018	SFR	3	1	0.00	1.00	$78.92	1816 SPRUCE ST
5320-022-019	SFR	3	1	0.00	1.00	$78.92	1708 MARENGO AVE
5320-023-003	SFR	3	1	0.00	1.00	$78.92	1611 MILAN AVE
5320-023-008	SFR	3	1	0.00	1.00	$78.92	1833 OAK ST
5320-023-010	SFR	3	1	0.00	1.00	$78.92	1828 LAUREL ST
5320-023-012	SFR	3	1	0.00	1.00	$78.92	1819 OAK ST
5320-023-013	SFR	3	1	0.00	1.00	$78.92	1600 MARENGO AVE
5320-023-014	SFR	3	1	0.00	1.00	$78.92	1610 MARENGO AVE
5320-023-016	SFR	3	1	0.00	1.00	$78.92	1620 MARENGO AVE
5320-023-017	SFR	3	1	0.00	1.00	$78.92	1816 LAUREL ST
5320-023-018	SFR	3	1	0.00	1.00	$78.92	1818 LAUREL ST
5320-023-022	SFR	3	1	0.00	1.00	$78.92	1840 LAUREL ST
5320-023-024	SFR	3	1	0.00	1.00	$78.92	1825 OAK ST
5320-023-025	SFR	3	1	0.00	1.00	$78.92	1601 MILAN AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-023-026	SFR	3	1	0.00	1.00	$78.92	1617 MILAN AVE
5320-023-027	SFR	3	1	0.00	1.00	$78.92	1625 MILAN AVE
5320-023-029	SFR	3	1	0.00	1.00	$78.92	1614 MARENGO AVE
5320-023-030	SFR	3	1	0.00	1.00	$78.92	1824 LAUREL ST
5320-024-005	SFR	3	1	0.00	1.00	$78.92	1509 STRATFORD AVE
5320-024-006	SFR	3	1	0.00	1.00	$78.92	1510 MARENGO AVE
5320-024-007	MFR	3	2	0.00	1.60	$126.28	1810 OAK ST
5320-024-008	SFR	3	1	0.00	1.00	$78.92	1816 OAK ST
5320-024-009	SFR	3	1	0.00	1.00	$78.92	1514 MARENGO AVE
5320-024-010	SFR	3	1	0.00	1.00	$78.92	1518 MARENGO AVE
5320-024-011	SFR	3	1	0.00	1.00	$78.92	1522 MARENGO AVE
5320-024-012	SFR	3	1	0.00	1.00	$78.92	1808 OAK ST
5320-025-001	SFR	3	1	0.00	1.00	$78.92	1204 MARENGO AVE
5320-025-002	SFR	3	1	0.00	1.00	$78.92	1208 MARENGO AVE
5320-025-003	SFR	3	1	0.00	1.00	$78.92	1212 MARENGO AVE
5320-025-004	SFR	3	1	0.00	1.00	$78.92	1216 MARENGO AVE
5320-025-005	SFR	3	1	0.00	1.00	$78.92	1220 MARENGO AVE
5320-025-006	SFR	3	1	0.00	1.00	$78.92	1224 MARENGO AVE
5320-025-007	SFR	3	1	0.00	1.00	$78.92	1228 MARENGO AVE
5320-025-008	SFR	3	1	0.00	1.00	$78.92	1300 MARENGO AVE
5320-025-009	SFR	3	1	0.00	1.00	$78.92	1304 MARENGO AVE
5320-025-010	SFR	3	1	0.00	1.00	$78.92	1308 MARENGO AVE
5320-025-011	SFR	3	1	0.00	1.00	$78.92	1312 MARENGO AVE
5320-025-012	SFR	3	1	0.00	1.00	$78.92	1314 MARENGO AVE
5320-025-016	SFR	3	1	0.00	1.00	$78.92	1323 STRATFORD AVE
5320-025-017	SFR	3	1	0.00	1.00	$78.92	1319 STRATFORD AVE
5320-025-018	SFR	3	1	0.00	1.00	$78.92	1315 STRATFORD AVE
5320-025-019	SFR	3	1	0.00	1.00	$78.92	1311 STRATFORD AVE
5320-025-020	SFR	3	1	0.00	1.00	$78.92	1307 STRATFORD AVE
5320-025-021	SFR	3	1	0.00	1.00	$78.92	1305 STRATFORD AVE
5320-025-022	SFR	3	1	0.00	1.00	$78.92	1301 STRATFORD AVE
5320-025-023	SFR	3	1	0.00	1.00	$78.92	1225 STRATFORD AVE
5320-025-024	SFR	3	1	0.00	1.00	$78.92	1221 STRATFORD AVE
5320-025-025	SFR	3	1	0.00	1.00	$78.92	1217 STRATFORD AVE
5320-025-026	SFR	3	1	0.00	1.00	$78.92	1815 MONTEREY RD
5320-025-027	SFR	3	1	0.00	1.00	$78.92	1819 MONTEREY RD
5320-025-028	SFR	3	1	0.00	1.00	$78.92	1209 STRATFORD AVE
5320-025-029	SFR	3	1	0.00	1.00	$78.92	1213 STRATFORD AVE
5320-026-003	SFR	2	1	0.00	1.00	$104.09	1217 MILAN AVE
5320-026-004	SFR	2	1	0.00	1.00	$104.09	1227 MILAN AVE
5320-026-005	SFR	2	1	0.00	1.00	$104.09	1303 MILAN AVE
5320-026-006	SFR	2	1	0.00	1.00	$104.09	1311 MILAN AVE
5320-026-007	SFR	2	1	0.00	1.00	$104.09	1317 MILAN AVE
5320-026-015	SFR	3	1	0.00	1.00	$78.92	1212 STRATFORD AVE
5320-026-016	SFR	3	1	0.00	1.00	$78.92	1218 STRATFORD AVE
5320-026-018	SFR	3	1	0.00	1.00	$78.92	1224 STRATFORD AVE
5320-026-019	SFR	3	1	0.00	1.00	$78.92	1228 STRATFORD AVE
5320-026-020	SFR	3	1	0.00	1.00	$78.92	1306 STRATFORD AVE
5320-026-021	SFR	3	1	0.00	1.00	$78.92	1312 STRATFORD AVE
5320-026-022	SFR	3	1	0.00	1.00	$78.92	1314 STRATFORD AVE
5320-026-023	SFR	3	1	0.00	1.00	$78.92	1318 STRATFORD AVE
5320-026-024	SFR	3	1	0.00	1.00	$78.92	1322 STRATFORD AVE
5320-026-025	SFR	3	1	0.00	1.00	$78.92	1326 STRATFORD AVE
5320-026-026	SFR	3	1	0.00	1.00	$78.92	1332 STRATFORD AVE
5320-026-028	SFR	2	1	0.00	1.00	$104.09	1203 MILAN AVE
5320-026-029	SFR	3	1	0.00	1.00	$78.92	1845 MONTEREY RD
5320-026-030	SFR	2	1	0.00	1.00	$104.09	1209 MILAN AVE
5320-026-031	MFR	3	3	0.00	2.40	$189.40	1835 MONTEREY RD

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-026-032	SFR	3	1	0.00	1.00	$78.92	1831 MONTEREY RD
5320-026-033	SFR	2	1	0.00	1.00	$104.09	1325 MILAN AVE
5320-026-034	SFR	2	1	0.00	1.00	$104.09	1331 MILAN AVE
5320-026-035	SFR	3	1	0.00	1.00	$78.92	1220 STRATFORD AVE
5320-027-001	SFR	2	1	0.00	1.00	$104.09	1425 MILAN AVE
5320-027-002	SFR	2	1	0.00	1.00	$104.09	1429 MILAN AVE
5320-027-003	SFR	2	1	0.00	1.00	$104.09	1505 MILAN AVE
5320-027-004	SFR	2	1	0.00	1.00	$104.09	1507 MILAN AVE
5320-027-005	SFR	2	1	0.00	1.00	$104.09	1515 MILAN AVE
5320-027-006	SFR	2	1	0.00	1.00	$104.09	1517 MILAN AVE
5320-027-007	SFR	2	1	0.00	1.00	$104.09	1525 MILAN AVE
5320-027-008	SFR	3	1	0.00	1.00	$78.92	1826 OAK ST
5320-027-009	SFR	3	1	0.00	1.00	$78.92	1836 OAK ST
5320-027-010	SFR	3	1	0.00	1.00	$78.92	1512 STRATFORD AVE
5320-027-011	SFR	3	1	0.00	1.00	$78.92	1506 STRATFORD AVE
5320-027-012	SFR	3	1	0.00	1.00	$78.92	1500 STRATFORD AVE
5320-027-013	SFR	3	1	0.00	1.00	$78.92	1424 STRATFORD AVE
5320-027-014	MFR	3	2	0.00	1.60	$126.28	1422 STRATFORD AVE
5320-027-015	MFR	3	2	0.00	1.60	$126.28	1418 STRATFORD AVE
5320-027-016	MFR	3	2	0.00	1.60	$126.28	1414 STRATFORD AVE
5320-027-017	MFR	3	2	0.00	1.60	$126.28	1410 STRATFORD AVE
5320-027-018	SFR	3	1	0.00	1.00	$78.92	1406 STRATFORD AVE
5320-027-019	SFR	3	1	0.00	1.00	$78.92	1402 STRATFORD AVE
5320-027-022	SFR	2	1	0.00	1.00	$104.09	1405 MILAN AVE
5320-027-023	SFR	2	1	0.00	1.00	$104.09	1415 MILAN AVE
5320-027-024	SFR	2	1	0.00	1.00	$104.09	1421 MILAN AVE
5320-027-025	SFR	3	1	0.00	1.00	$78.92	1400 STRATFORD AVE
5320-028-002	SFR	4	1	0.00	1.00	$71.26	1219 CHELTEN WAY
5320-028-003	SFR	4	1	0.00	1.00	$71.26	1225 CHELTEN WAY
5320-028-004	SFR	4	1	0.00	1.00	$71.26	1301 CHELTEN WAY
5320-028-005	SFR	4	1	0.00	1.00	$71.26	1311 CHELTEN WAY
5320-028-006	SFR	3	1	0.00	1.00	$78.92	1315 CHELTEN WAY
5320-028-007	SFR	3	1	0.00	1.00	$78.92	1920 EDGEWOOD DR
5320-028-008	SFR	3	1	0.00	1.00	$78.92	1930 EDGEWOOD DR
5320-028-012	SFR	2	1	0.00	1.00	$104.09	1212 MILAN AVE
5320-028-013	SFR	2	1	0.00	1.00	$104.09	1228 MILAN AVE
5320-028-014	SFR	2	1	0.00	1.00	$104.09	1230 MILAN AVE
5320-028-015	SFR	2	1	0.00	1.00	$104.09	1300 MILAN AVE
5320-028-016	SFR	2	1	0.00	1.00	$104.09	1310 MILAN AVE
5320-028-017	SFR	2	1	0.00	1.00	$104.09	1318 MILAN AVE
5320-028-018	SFR	2	1	0.00	1.00	$104.09	1326 MILAN AVE
5320-028-019	SFR	2	1	0.00	1.00	$104.09	1400 MILAN AVE
5320-028-020	SFR	3	1	0.00	1.00	$78.92	1914 EDGEWOOD DR
5320-028-021	SFR	2	1	0.00	1.00	$104.09	1410 MILAN AVE
5320-028-022	SFR	4	1	0.00	1.00	$71.26	1215 CHELTEN WAY
5320-028-023	SFR	3	1	0.00	1.00	$78.92	1921 MONTEREY RD
5320-028-024	SFR	3	1	0.00	1.00	$78.92	1936 EDGEWOOD DR
5320-028-025	SFR	3	1	0.00	1.00	$78.92	1915 MONTEREY RD
5320-028-026	SFR	2	1	0.00	1.00	$104.09	1204 MILAN AVE
5320-029-003	SFR	3	1	0.00	1.00	$78.92	1935 EDGEWOOD DR
5320-029-004	SFR	3	1	0.00	1.00	$78.92	1929 EDGEWOOD DR
5320-029-005	SFR	3	1	0.00	1.00	$78.92	1923 EDGEWOOD DR
5320-029-006	SFR	3	1	0.00	1.00	$78.92	1921 EDGEWOOD DR
5320-029-007	SFR	3	1	0.00	1.00	$78.92	1915 EDGEWOOD DR
5320-029-008	SFR	2	1	0.00	1.00	$104.09	1414 MILAN AVE
5320-029-009	SFR	2	1	0.00	1.00	$104.09	1422 MILAN AVE
5320-029-010	SFR	2	1	0.00	1.00	$104.09	1500 MILAN AVE
5320-029-011	SFR	2	1	0.00	1.00	$104.09	1504 MILAN AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-029-012	SFR	2	1	0.00	1.00	$104.09	1508 MILAN AVE
5320-029-017	SFR	3	1	0.00	1.00	$78.92	1525 OAK MEADOW LN
5320-029-018	SFR	3	1	0.00	1.00	$78.92	1521 OAK MEADOW LN
5320-029-019	SFR	3	1	0.00	1.00	$78.92	1519 OAK MEADOW LN
5320-029-020	SFR	3	1	0.00	1.00	$78.92	1515 OAK MEADOW LN
5320-029-021	SFR	3	1	0.00	1.00	$78.92	1509 OAK MEADOW LN
5320-029-022	SFR	3	1	0.00	1.00	$78.92	1505 OAK MEADOW LN
5320-029-023	SFR	3	1	0.00	1.00	$78.92	1501 OAK MEADOW LN
5320-029-025	SFR	3	1	0.00	1.00	$78.92	1507 CHELTEN WAY
5320-029-026	SFR	3	1	0.00	1.00	$78.92	1501 CHELTEN WAY
5320-029-027	SFR	3	1	0.00	1.00	$78.92	1509 CHELTEN WAY
5320-029-028	SFR	3	1	0.00	1.00	$78.92	1525 CHELTEN WAY
5320-029-029	C/I	3	0	0.83	4.80	$378.58	1920 OAK ST
5320-029-030	SFR	3	1	0.00	1.00	$78.92	1524 OAK MEADOW LN
5320-029-031	SFR	1	1	0.00	1.00	$97.12	1512 MILAN AVE
5320-029-032	SFR	1	1	0.00	1.00	$97.12	1524 MILAN AVE
5320-030-001	SFR	3	1	0.00	1.00	$78.92	1600 MILAN AVE
5320-030-002	SFR	3	1	0.00	1.00	$78.92	1610 MILAN AVE
5320-030-007	SFR	3	1	0.00	1.00	$78.92	1620 MILAN AVE
5320-030-009	SFR	3	1	0.00	1.00	$78.92	1626 MILAN AVE
5320-030-010	SFR	3	1	0.00	1.00	$78.92	1630 MILAN AVE
5320-030-011	SFR	3	1	0.00	1.00	$78.92	1708 MILAN AVE
5320-030-014	SFR	2	1	0.00	1.00	$104.09	1601 FLETCHER AVE
5320-030-015	SFR	2	1	0.00	1.00	$104.09	1611 FLETCHER AVE
5320-030-016	SFR	2	1	0.00	1.00	$104.09	1615 FLETCHER AVE
5320-030-017	SFR	2	1	0.00	1.00	$104.09	1619 FLETCHER AVE
5320-030-018	SFR	2	1	0.00	1.00	$104.09	1623 FLETCHER AVE
5320-030-019	SFR	2	1	0.00	1.00	$104.09	1625 FLETCHER AVE
5320-030-020	SFR	2	1	0.00	1.00	$104.09	1631 FLETCHER AVE
5320-030-021	SFR	2	1	0.00	1.00	$104.09	1703 FLETCHER AVE
5320-030-023	SFR	2	1	0.00	1.00	$104.09	1705 FLETCHER AVE
5320-030-024	SFR	2	1	0.00	1.00	$104.09	1711 FLETCHER AVE
5320-030-029	SFR	2	1	0.00	1.00	$104.09	1715 FLETCHER AVE
5320-030-030	SFR	3	1	0.00	1.00	$78.92	1923 OAK ST
5320-030-033	SFR	3	1	0.00	1.00	$78.92	1712 MILAN AVE
5320-030-038	MFR	3	2	0.00	1.60	$126.28	1923 OAK ST
5320-030-039	SFR	3	1	0.00	1.00	$78.92	1917 OAK ST
5320-030-040	SFR	3	1	0.00	1.00	$78.92	1913 OAK ST
5320-031-001	SFR	2	1	0.00	1.00	$104.09	1717 FLETCHER AVE
5320-031-002	SFR	2	1	0.00	1.00	$104.09	1721 FLETCHER AVE
5320-031-003	SFR	2	1	0.00	1.00	$104.09	1727 FLETCHER AVE
5320-031-004	SFR	2	1	0.00	1.00	$104.09	1801 FLETCHER AVE
5320-031-005	MFR	2	2	0.00	1.60	$166.55	1805 FLETCHER AVE
5320-031-006	SFR	2	1	0.00	1.00	$104.09	1809 FLETCHER AVE
5320-031-007	SFR	2	1	0.00	1.00	$104.09	1813 FLETCHER AVE
5320-031-008	SFR	2	1	0.00	1.00	$104.09	1821 FLETCHER AVE
5320-031-011	C/I	1	0	0.32	1.88	$182.19	1932 HUNTINGTON DR
5320-031-012	MFR	1	2	0.00	1.60	$155.40	1922 HUNTINGTON DR
5320-031-013	MFR	1	4	0.00	3.20	$310.78	1916 HUNTINGTON DR
5320-031-014	C/I	1	0	0.33	1.89	$183.36	1910 HUNTINGTON DR
5320-031-015	MFR	1	10	0.00	8.00	$776.96	1900 HUNTINGTON DR B
5320-031-017	SFR	3	1	0.00	1.00	$78.92	1722 MILAN AVE
5320-031-019	SFR	3	1	0.00	1.00	$78.92	1730 MILAN AVE
5320-031-020	SFR	3	1	0.00	1.00	$78.92	1806 MILAN AVE
5320-031-021	SFR	3	1	0.00	1.00	$78.92	1808 MILAN AVE
5320-031-022	C/I	1	0	0.30	1.75	$170.35	1928 HUNTINGTON DR
5320-031-023	SFR	3	1	0.00	1.00	$78.92	1910 SPRUCE ST
5320-031-024	SFR	3	1	0.00	1.00	$78.92	1920 SPRUCE ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-031-025	SFR	3	1	0.00	1.00	$78.92	1921 SPRUCE ST
5320-031-026	SFR	3	1	0.00	1.00	$78.92	1911 SPRUCE ST
5320-031-029	SFR	3	1	0.00	1.00	$78.92	1718 MILAN AVE
5320-032-003	C/I	1	0	0.33	1.91	$185.01	1931 HUNTINGTON DR
5320-032-006	SFR	2	1	0.00	1.00	$104.09	1929 FLETCHER AVE
5320-032-007	SFR	2	1	0.00	1.00	$104.09	1931 FLETCHER AVE
5320-032-008	SFR	2	1	0.00	1.00	$104.09	1937 FLETCHER AVE
5320-032-009	SFR	2	1	0.00	1.00	$104.09	1941 FLETCHER AVE
5320-032-010	SFR	2	1	0.00	1.00	$104.09	1945 FLETCHER AVE
5320-032-011	SFR	2	1	0.00	1.00	$104.09	1949 FLETCHER AVE
5320-032-012	MFR	2	2	0.00	1.60	$166.55	1953 FLETCHER AVE
5320-032-013	SFR	2	1	0.00	1.00	$104.09	1957 FLETCHER AVE
5320-032-014	SFR	2	1	0.00	1.00	$104.09	1961 FLETCHER AVE
5320-032-015	SFR	2	1	0.00	1.00	$104.09	1965 FLETCHER AVE
5320-032-016	SFR	2	1	0.00	1.00	$104.09	1969 FLETCHER AVE
5320-032-017	MFR	2	2	0.00	1.60	$166.55	1973 FLETCHER AVE
5320-032-018	SFR	3	1	0.00	1.00	$78.92	1972 MILAN AVE
5320-032-019	SFR	3	1	0.00	1.00	$78.92	1968 MILAN AVE
5320-032-020	MFR	3	3	0.00	2.40	$189.40	1964 MILAN AVE
5320-032-021	MFR	3	3	0.00	2.40	$189.40	1960 MILAN AVE
5320-032-022	SFR	3	1	0.00	1.00	$78.92	1956 MILAN AVE
5320-032-023	SFR	3	1	0.00	1.00	$78.92	1954 MILAN AVE
5320-032-026	SFR	3	1	0.00	1.00	$78.92	1940 MILAN AVE
5320-032-027	SFR	3	1	0.00	1.00	$78.92	1938 MILAN AVE
5320-032-028	SFR	3	1	0.00	1.00	$78.92	1934 MILAN AVE
5320-032-029	MFR	3	2	0.00	1.60	$126.28	1930 MILAN AVE
5320-032-036	SFR	3	1	0.00	1.00	$78.92	1944 MILAN AVE
5320-032-039	C/I	1	0	2.47	7.95	$771.62	1919 HUNTINGTON DR
5320-033-001	SFR	2	1	0.00	1.00	$104.09	2001 FLETCHER AVE
5320-033-002	SFR	2	1	0.00	1.00	$104.09	2005 FLETCHER AVE
5320-033-003	SFV	2	0	0.00	0.25	$26.03	
5320-033-004	SFR	2	1	0.00	1.00	$104.09	2011 FLETCHER AVE
5320-033-005	SFR	2	1	0.00	1.00	$104.09	2019 FLETCHER AVE
5320-033-006	SFR	2	1	0.00	1.00	$104.09	2025 FLETCHER AVE
5320-033-007	SFR	2	1	0.00	1.00	$104.09	2029 FLETCHER AVE
5320-033-010	SFR	2	1	0.00	1.00	$104.09	2041 FLETCHER AVE
5320-033-011	SFR	2	1	0.00	1.00	$104.09	2049 FLETCHER AVE
5320-033-012	SFR	2	1	0.00	1.00	$104.09	2055 FLETCHER AVE
5320-033-013	SFR	2	1	0.00	1.00	$104.09	2061 FLETCHER AVE
5320-033-014	SFR	2	1	0.00	1.00	$104.09	2065 FLETCHER AVE
5320-033-015	SFR	2	1	0.00	1.00	$104.09	2071 FLETCHER AVE
5320-033-016	SFR	3	1	0.00	1.00	$78.92	1916 ALHAMBRA RD
5320-033-017	SFR	2	1	0.00	1.00	$104.09	2075 FLETCHER AVE
5320-033-018	MFR	3	2	0.00	1.60	$126.28	2074 MILAN AVE
5320-033-019	SFR	3	1	0.00	1.00	$78.92	1912 ALHAMBRA RD
5320-033-020	SFR	3	1	0.00	1.00	$78.92	2070 MILAN AVE
5320-033-021	SFR	3	1	0.00	1.00	$78.92	2066 MILAN AVE
5320-033-022	SFR	3	1	0.00	1.00	$78.92	2060 MILAN AVE
5320-033-023	SFR	3	1	0.00	1.00	$78.92	2056 MILAN AVE
5320-033-024	SFR	3	1	0.00	1.00	$78.92	2054 MILAN AVE
5320-033-025	SFR	3	1	0.00	1.00	$78.92	2048 MILAN AVE
5320-033-026	SFR	3	1	0.00	1.00	$78.92	2044 MILAN AVE
5320-033-027	SFR	3	1	0.00	1.00	$78.92	2040 MILAN AVE
5320-033-028	SFR	3	1	0.00	1.00	$78.92	2038 MILAN AVE
5320-033-029	SFR	3	1	0.00	1.00	$78.92	2032 MILAN AVE
5320-033-030	MFR	3	2	0.00	1.60	$126.28	2028 MILAN AVE
5320-033-031	SFR	3	1	0.00	1.00	$78.92	2024 MILAN AVE
5320-033-032	SFR	3	1	0.00	1.00	$78.92	2020 MILAN AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5320-033-033	MFR	3	2	0.00	1.60	$126.28	2018 MILAN AVE
5320-033-034	SFR	3	1	0.00	1.00	$78.92	2014 MILAN AVE
5320-033-035	MFR	3	2	0.00	1.60	$126.28	2008 MILAN AVE
5320-033-036	MFR	3	2	0.00	1.60	$126.28	2004 MILAN AVE
5320-033-037	MFR	3	2	0.00	1.60	$126.28	2000 MILAN AVE
5320-033-038	SFR	2	1	0.00	1.00	$104.09	2037 FLETCHER AVE
5321-001-001	SFR	3	1	0.00	1.00	$78.92	1305 GARFIELD AVE
5321-001-004	SFR	3	1	0.00	1.00	$78.92	1215 GARFIELD AVE
5321-001-005	SFR	3	1	0.00	1.00	$78.92	1205 GARFIELD AVE
5321-001-009	SFR	3	1	0.00	1.00	$78.92	2033 MONTEREY RD
5321-001-012	SFR	4	1	0.00	1.00	$71.26	2040 ASHBOURNE DR
5321-001-013	SFR	4	1	0.00	1.00	$71.26	2050 ASHBOURNE DR
5321-001-015	SFR	4	1	0.00	1.00	$71.26	1222 CHELTEN WAY
5321-001-016	SFR	4	1	0.00	1.00	$71.26	1300 CHELTEN WAY
5321-001-017	SFR	4	1	0.00	1.00	$71.26	2000 ASHBOURNE DR
5321-001-019	SFR	4	1	0.00	1.00	$71.26	1210 CHELTEN WAY
5321-001-020	SFV	4	0	0.00	0.25	$17.82	1200 CHELTEN WAY
5321-001-021	SFR	3	1	0.00	1.00	$78.92	2015 MONTEREY RD
5321-001-022	SFR	4	1	0.00	1.00	$71.26	2024 ASHBOURNE DR
5321-001-024	SFR	3	1	0.00	1.00	$78.92	1233 GARFIELD AVE
5321-001-025	SFR	3	1	0.00	1.00	$78.92	2045 MONTEREY RD
5321-002-002	SFR	4	1	0.00	1.00	$71.26	2019 ASHBOURNE DR
5321-002-005	SFR	4	1	0.00	1.00	$71.26	2055 ASHBOURNE DR
5321-002-007	SFR	3	1	0.00	1.00	$78.92	1401 WAYNE AVE
5321-002-010	SFR	3	1	0.00	1.00	$78.92	2000 EDGEWOOD DR
5321-002-012	SFR	3	1	0.00	1.00	$78.92	2008 EDGEWOOD DR
5321-002-013	SFR	3	1	0.00	1.00	$78.92	2016 EDGEWOOD DR
5321-002-014	SFR	3	1	0.00	1.00	$78.92	2022 EDGEWOOD DR
5321-002-015	SFR	3	1	0.00	1.00	$78.92	2028 EDGEWOOD DR
5321-002-016	SFR	3	1	0.00	1.00	$78.92	2040 EDGEWOOD DR
5321-002-017	SFR	3	1	0.00	1.00	$78.92	2042 EDGEWOOD DR
5321-002-018	SFR	3	1	0.00	1.00	$78.92	2044 EDGEWOOD DR
5321-002-019	SFR	3	1	0.00	1.00	$78.92	2048 EDGEWOOD DR
5321-002-020	SFR	3	1	0.00	1.00	$78.92	2052 EDGEWOOD DR
5321-002-021	SFR	3	1	0.00	1.00	$78.92	2056 EDGEWOOD DR
5321-002-022	SFR	3	1	0.00	1.00	$78.92	2060 EDGEWOOD DR
5321-002-024	SFR	4	1	0.00	1.00	$71.26	2065 ASHBOURNE DR
5321-002-025	SFR	4	1	0.00	1.00	$71.26	2075 ASHBOURNE DR
5321-002-026	SFR	3	1	0.00	1.00	$78.92	1313 GARFIELD AVE
5321-002-027	SFR	3	1	0.00	1.00	$78.92	1339 GARFIELD AVE
5321-002-029	SFR	4	1	0.00	1.00	$71.26	2041 ASHBOURNE DR
5321-002-030	SFR	4	1	0.00	1.00	$71.26	2045 ASHBOURNE DR
5321-002-031	SFR	3	1	0.00	1.00	$78.92	2007 ASHBOURNE DR
5321-003-001	SFR	3	1	0.00	1.00	$78.92	1950 OAK ST
5321-003-002	SFR	3	1	0.00	1.00	$78.92	1510 CHELTEN WAY
5321-003-003	SFR	3	1	0.00	1.00	$78.92	1500 CHELTEN WAY
5321-003-004	SFR	3	1	0.00	1.00	$78.92	1428 CHELTEN WAY
5321-003-005	SFR	3	1	0.00	1.00	$78.92	2061 EDGEWOOD DR
5321-003-006	SFR	3	1	0.00	1.00	$78.92	2053 EDGEWOOD DR
5321-003-007	SFR	3	1	0.00	1.00	$78.92	2051 EDGEWOOD DR
5321-003-010	SFR	3	1	0.00	1.00	$78.92	2039 EDGEWOOD DR
5321-003-011	SFR	3	1	0.00	1.00	$78.92	2035 EDGEWOOD DR
5321-003-012	SFR	3	1	0.00	1.00	$78.92	2029 EDGEWOOD DR
5321-003-013	SFR	3	1	0.00	1.00	$78.92	2056 AMHERST DR
5321-003-014	SFR	3	1	0.00	1.00	$78.92	2052 AMHERST DR
5321-003-015	SFR	3	1	0.00	1.00	$78.92	2048 AMHERST DR
5321-003-016	SFR	3	1	0.00	1.00	$78.92	2044 AMHERST DR
5321-003-017	SFR	3	1	0.00	1.00	$78.92	2040 AMHERST DR

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5321-003-018	SFR	3	1	0.00	1.00	$78.92	2036 AMHERST DR
5321-003-019	SFR	3	1	0.00	1.00	$78.92	2032 AMHERST DR
5321-003-020	SFR	3	1	0.00	1.00	$78.92	2028 AMHERST DR
5321-003-021	SFR	3	1	0.00	1.00	$78.92	2024 AMHERST DR
5321-003-022	SFR	3	1	0.00	1.00	$78.92	2020 AMHERST DR
5321-003-023	SFR	3	1	0.00	1.00	$78.92	2016 AMHERST DR
5321-003-024	SFR	3	1	0.00	1.00	$78.92	2012 AMHERST DR
5321-003-025	SFR	3	1	0.00	1.00	$78.92	2025 EDGEWOOD DR
5321-003-026	SFR	3	1	0.00	1.00	$78.92	2043 EDGEWOOD DR
5321-004-001	SFR	3	1	0.00	1.00	$78.92	2006 OAK ST
5321-004-002	SFR	3	1	0.00	1.00	$78.92	2002 OAK ST
5321-004-003	SFR	3	1	0.00	1.00	$78.92	1988 OAK ST
5321-004-004	SFR	3	1	0.00	1.00	$78.92	1984 OAK ST
5321-004-005	SFR	3	1	0.00	1.00	$78.92	1980 OAK ST
5321-004-006	SFR	3	1	0.00	1.00	$78.92	1976 OAK ST
5321-004-007	SFR	3	1	0.00	1.00	$78.92	1974 OAK ST
5321-004-008	SFR	3	1	0.00	1.00	$78.92	1968 OAK ST
5321-004-009	SFR	3	1	0.00	1.00	$78.92	1964 OAK ST
5321-004-010	SFR	3	1	0.00	1.00	$78.92	1960 OAK ST
5321-004-011	SFR	3	1	0.00	1.00	$78.92	2017 AMHERST DR
5321-004-012	SFR	3	1	0.00	1.00	$78.92	2021 AMHERST DR
5321-004-013	SFR	3	1	0.00	1.00	$78.92	2025 AMHERST DR
5321-004-014	SFR	3	1	0.00	1.00	$78.92	2029 AMHERST DR
5321-004-015	SFR	3	1	0.00	1.00	$78.92	2033 AMHERST DR
5321-004-016	SFR	3	1	0.00	1.00	$78.92	2037 AMHERST DR
5321-004-017	SFR	3	1	0.00	1.00	$78.92	2041 AMHERST DR
5321-004-018	SFR	3	1	0.00	1.00	$78.92	2045 AMHERST DR
5321-004-019	SFR	3	1	0.00	1.00	$78.92	2049 AMHERST DR
5321-004-020	SFR	3	1	0.00	1.00	$78.92	2053 AMHERST DR
5321-004-021	SFR	3	1	0.00	1.00	$78.92	2057 AMHERST DR
5321-005-005	SFR	3	1	0.00	1.00	$78.92	2030 OAK ST
5321-005-007	SFR	3	1	0.00	1.00	$78.92	2024 OAK ST
5321-005-009	SFR	3	1	0.00	1.00	$78.92	2016 OAK ST
5321-005-011	SFR	3	1	0.00	1.00	$78.92	1508 WAYNE AVE
5321-005-013	SFR	3	1	0.00	1.00	$78.92	1502 WAYNE AVE
5321-005-014	SFR	3	1	0.00	1.00	$78.92	1432 WAYNE AVE
5321-005-015	SFR	3	1	0.00	1.00	$78.92	1428 WAYNE AVE
5321-005-016	SFR	3	1	0.00	1.00	$78.92	1422 WAYNE AVE
5321-005-017	SFR	3	1	0.00	1.00	$78.92	1414 WAYNE AVE
5321-005-018	SFR	3	1	0.00	1.00	$78.92	1410 WAYNE AVE
5321-005-019	SFR	3	1	0.00	1.00	$78.92	1408 WAYNE AVE
5321-005-020	SFR	3	1	0.00	1.00	$78.92	1400 WAYNE AVE
5321-005-021	SFR	3	1	0.00	1.00	$78.92	1403 GARFIELD AVE
5321-005-022	SFR	3	1	0.00	1.00	$78.92	1407 GARFIELD AVE
5321-005-028	SFR	3	1	0.00	1.00	$78.92	2036 OAK ST
5321-005-030	SFR	3	1	0.00	1.00	$78.92	1423 GARFIELD AVE
5321-005-032	C/I	3	0	4.40	10.74	$847.84	1515 GARFIELD AVE
5321-006-001	SFR	2	1	0.00	1.00	$104.09	1961 OAK ST
5321-006-002	SFR	2	1	0.00	1.00	$104.09	1609 BUSHNELL AVE
5321-006-004	SFR	2	1	0.00	1.00	$104.09	1615 BUSHNELL AVE
5321-006-005	SFR	2	1	0.00	1.00	$104.09	1621 BUSHNELL AVE
5321-006-006	SFR	2	1	0.00	1.00	$104.09	1623 BUSHNELL AVE
5321-006-007	SFR	2	1	0.00	1.00	$104.09	1625 BUSHNELL AVE
5321-006-008	SFR	2	1	0.00	1.00	$104.09	1633 BUSHNELL AVE
5321-006-009	SFR	2	1	0.00	1.00	$104.09	1701 BUSHNELL AVE
5321-006-010	SFR	2	1	0.00	1.00	$104.09	1705 BUSHNELL AVE
5321-006-011	SFR	2	1	0.00	1.00	$104.09	1711 BUSHNELL AVE
5321-006-012	SFR	2	1	0.00	1.00	$104.09	1721 BUSHNELL AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5321-006-013	SFR	2	1	0.00	1.00	$104.09	1727 BUSHNELL AVE
5321-006-014	SFR	2	1	0.00	1.00	$104.09	1726 FLETCHER AVE
5321-006-015	SFR	2	1	0.00	1.00	$104.09	1720 FLETCHER AVE
5321-006-016	SFR	2	1	0.00	1.00	$104.09	1716 FLETCHER AVE
5321-006-017	SFR	2	1	0.00	1.00	$104.09	1714 FLETCHER AVE
5321-006-018	SFR	2	1	0.00	1.00	$104.09	1710 FLETCHER AVE
5321-006-019	SFR	2	1	0.00	1.00	$104.09	1708 FLETCHER AVE
5321-006-020	SFR	2	1	0.00	1.00	$104.09	1700 FLETCHER AVE
5321-006-021	SFR	2	1	0.00	1.00	$104.09	1632 FLETCHER AVE
5321-006-022	SFR	2	1	0.00	1.00	$104.09	1626 FLETCHER AVE
5321-006-023	SFR	2	1	0.00	1.00	$104.09	1616 FLETCHER AVE
5321-006-024	SFR	2	1	0.00	1.00	$104.09	1947 OAK ST
5321-006-026	SFR	2	1	0.00	1.00	$104.09	1955 OAK ST
5321-007-001	SFR	2	1	0.00	1.00	$104.09	1803 BUSHNELL AVE
5321-007-002	SFR	2	1	0.00	1.00	$104.09	1807 BUSHNELL AVE
5321-007-003	SFR	2	1	0.00	1.00	$104.09	1809 BUSHNELL AVE
5321-007-004	SFR	2	1	0.00	1.00	$104.09	1815 BUSHNELL AVE
5321-007-005	SFR	2	1	0.00	1.00	$104.09	1817 BUSHNELL AVE
5321-007-006	SFR	2	1	0.00	1.00	$104.09	1821 BUSHNELL AVE
5321-007-011	MFR	2	2	0.00	1.60	$166.55	1806 FLETCHER AVE
5321-007-012	SFR	2	1	0.00	1.00	$104.09	1812 FLETCHER AVE
5321-007-013	MFR	2	4	0.00	3.20	$333.09	1814 FLETCHER AVE
5321-007-014	C/I	1	0	0.32	1.87	$181.62	1826 FLETCHER AVE
5321-007-016	MFR	2	2	0.00	1.60	$166.55	1800 FLETCHER AVE
5321-007-018	MFR	1	1	0.00	0.80	$77.70	1946 HUNTINGTON DR
5321-007-019	MFR	1	1	0.00	0.80	$77.70	1948 HUNTINGTON DR
5321-007-020	MFR	1	1	0.00	0.80	$77.70	1950 HUNTINGTON DR
5321-007-021	MFR	1	1	0.00	0.80	$77.70	1952 HUNTINGTON DR
5321-007-022	MFR	1	1	0.00	0.80	$77.70	1954 HUNTINGTON DR
5321-007-023	MFR	1	1	0.00	0.80	$77.70	1956 HUNTINGTON DR
5321-007-024	MFR	1	1	0.00	0.80	$77.70	1958 HUNTINGTON DR
5321-007-025	MFR	1	1	0.00	0.80	$77.70	1960 HUNTINGTON DR
5321-007-026	MFR	1	1	0.00	0.80	$77.70	1843 BUSHNELL AVE
5321-007-027	MFR	1	1	0.00	0.80	$77.70	1825 BUSHNELL AVE
5321-007-028	MFR	1	1	0.00	0.80	$77.70	1827 BUSHNELL AVE
5321-007-029	MFR	1	1	0.00	0.80	$77.70	1829 BUSHNELL AVE
5321-007-030	MFR	1	1	0.00	0.80	$77.70	1831 BUSHNELL AVE
5321-007-031	MFR	1	1	0.00	0.80	$77.70	1833 BUSHNELL AVE
5321-007-032	MFR	1	1	0.00	0.80	$77.70	1835 BUSHNELL AVE
5321-007-033	MFR	1	1	0.00	0.80	$77.70	1837 BUSHNELL AVE
5321-007-034	MFR	1	1	0.00	0.80	$77.70	1839 BUSHNELL AVE
5321-007-035	MFR	1	1	0.00	0.80	$77.70	1841 BUSHNELL AVE
5321-008-004	SFR	2	1	0.00	1.00	$104.09	1810 BUSHNELL AVE
5321-008-005	SFR	2	1	0.00	1.00	$104.09	1814 BUSHNELL AVE
5321-008-006	SFR	2	1	0.00	1.00	$104.09	1818 BUSHNELL AVE
5321-008-007	SFR	2	1	0.00	1.00	$104.09	1820 BUSHNELL AVE
5321-008-011	SFR	2	1	0.00	1.00	$104.09	1807 WAYNE AVE
5321-008-012	SFR	2	1	0.00	1.00	$104.09	1807 WAYNE AVE
5321-008-013	SFR	2	1	0.00	1.00	$104.09	1813 WAYNE AVE
5321-008-014	SFR	2	1	0.00	1.00	$104.09	1817 WAYNE AVE
5321-008-015	MFR	2	3	0.00	2.40	$249.81	1821 WAYNE AVE
5321-008-065	SFR	1	1	0.00	1.00	$97.12	1974 HUNTINGTON DR
5321-008-017	MFR	1	6	0.00	4.80	$466.18	1825 WAYNE AVE
5321-008-018	SFR	2	1	0.00	1.00	$104.09	1806 BUSHNELL AVE
5321-008-019	SFR	2	1	0.00	1.00	$104.09	1800 BUSHNELL AVE
5321-008-020	SFR	2	1	0.00	1.00	$104.09	1722 BUSHNELL AVE
5321-008-021	SFR	2	1	0.00	1.00	$104.09	1716 BUSHNELL AVE
5321-008-022	SFR	2	1	0.00	1.00	$104.09	1712 BUSHNELL AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5321-008-023	SFR	2	1	0.00	1.00	$104.09	1710 BUSHNELL AVE
5321-008-024	SFR	2	1	0.00	1.00	$104.09	1704 BUSHNELL AVE
5321-008-025	SFR	2	1	0.00	1.00	$104.09	1700 BUSHNELL AVE
5321-008-026	SFR	2	1	0.00	1.00	$104.09	1628 BUSHNELL AVE
5321-008-027	SFR	2	1	0.00	1.00	$104.09	1624 BUSHNELL AVE
5321-008-028	SFR	2	1	0.00	1.00	$104.09	1622 BUSHNELL AVE
5321-008-029	SFR	2	1	0.00	1.00	$104.09	1618 BUSHNELL AVE
5321-008-030	SFR	2	1	0.00	1.00	$104.09	1616 BUSHNELL AVE
5321-008-031	SFR	2	1	0.00	1.00	$104.09	1610 BUSHNELL AVE
5321-008-032	SFR	2	1	0.00	1.00	$104.09	1606 BUSHNELL AVE
5321-008-033	SFR	2	1	0.00	1.00	$104.09	1973 OAK ST
5321-008-034	SFR	2	1	0.00	1.00	$104.09	1981 OAK ST
5321-008-035	MFR	2	2	0.00	1.60	$166.55	1983 OAK ST
5321-008-036	SFR	2	1	0.00	1.00	$104.09	1991 OAK ST
5321-008-037	SFR	2	1	0.00	1.00	$104.09	1617 WAYNE AVE
5321-008-038	SFR	2	1	0.00	1.00	$104.09	1621 WAYNE AVE
5321-008-039	SFR	2	1	0.00	1.00	$104.09	1625 WAYNE AVE
5321-008-040	SFR	2	1	0.00	1.00	$104.09	1631 WAYNE AVE
5321-008-041	SFR	2	1	0.00	1.00	$104.09	1701 WAYNE AVE
5321-008-043	SFR	2	1	0.00	1.00	$104.09	1705 WAYNE AVE
5321-008-044	SFR	2	1	0.00	1.00	$104.09	1715 WAYNE AVE
5321-008-045	SFR	2	1	0.00	1.00	$104.09	1719 WAYNE AVE
5321-008-046	SFR	2	1	0.00	1.00	$104.09	1721 WAYNE AVE
5321-008-047	SFR	2	1	0.00	1.00	$104.09	1801 WAYNE AVE
5321-008-049	MFR	1	1	0.00	0.80	$77.70	1962 HUNTINGTON DR
5321-008-050	MFR	1	1	0.00	0.80	$77.70	1964 HUNTINGTON DR
5321-008-051	MFR	1	1	0.00	0.80	$77.70	1966 HUNTINGTON DR
5321-008-052	MFR	1	1	0.00	0.80	$77.70	1968 HUNTINGTON DR
5321-008-053	MFR	1	1	0.00	0.80	$77.70	1970 HUNTINGTON DR
5321-008-054	MFR	1	1	0.00	0.80	$77.70	1972 HUNTINGTON DR
5321-008-055	MFR	1	1	0.00	0.80	$77.70	1832 BUSHNELL AVE
5321-008-056	MFR	1	1	0.00	0.80	$77.70	1830 BUSHNELL AVE
5321-008-057	MFR	1	1	0.00	0.80	$77.70	1828 BUSHNELL AVE
5321-008-058	MFR	1	1	0.00	0.80	$77.70	1826 BUSHNELL AVE
5321-008-059	MFR	1	1	0.00	0.80	$77.70	1824 BUSHNELL AVE 11
5321-008-060	MFR	1	1	0.00	0.80	$77.70	1822 BUSHNELL AVE
5321-008-063	SFR	2	1	0.00	1.00	$104.09	1703 WAYNE AVE
5321-010-001	SFR	2	1	0.00	1.00	$104.09	1726 WAYNE AVE
5321-010-002	SFR	2	1	0.00	1.00	$104.09	1720 WAYNE AVE
5321-010-003	SFR	2	1	0.00	1.00	$104.09	1716 WAYNE AVE
5321-010-004	SFR	2	1	0.00	1.00	$104.09	1714 WAYNE AVE
5321-010-005	SFR	2	1	0.00	1.00	$104.09	1710 WAYNE AVE
5321-010-006	SFR	2	1	0.00	1.00	$104.09	1706 WAYNE AVE
5321-010-007	SFR	2	1	0.00	1.00	$104.09	1702 WAYNE AVE
5321-010-008	SFR	2	1	0.00	1.00	$104.09	1700 WAYNE AVE
5321-010-009	SFR	2	1	0.00	1.00	$104.09	1628 WAYNE AVE
5321-010-010	SFR	2	1	0.00	1.00	$104.09	1624 WAYNE AVE
5321-010-011	SFR	2	1	0.00	1.00	$104.09	1618 WAYNE AVE
5321-010-012	SFR	2	1	0.00	1.00	$104.09	1616 WAYNE AVE
5321-010-013	SFR	2	1	0.00	1.00	$104.09	1608 WAYNE AVE
5321-010-014	SFR	2	1	0.00	1.00	$104.09	2001 OAK ST
5321-010-015	SFR	3	1	0.00	1.00	$78.92	2007 OAK ST
5321-010-016	SFR	2	1	0.00	1.00	$104.09	2035 OAK ST
5321-010-017	SFR	3	1	0.00	1.00	$78.92	2021 OAK ST
5321-010-018	SFR	3	1	0.00	1.00	$78.92	2015 OAK ST
5321-010-019	SFR	2	1	0.00	1.00	$104.09	1609 CAMDEN PKWY
5321-010-020	SFR	2	1	0.00	1.00	$104.09	1615 CAMDEN PKWY
5321-010-021	SFR	2	1	0.00	1.00	$104.09	1619 CAMDEN PKWY

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5321-010-022	SFR	2	1	0.00	1.00	$104.09	1629 CAMDEN PKWY
5321-010-023	SFR	2	1	0.00	1.00	$104.09	1701 CAMDEN PKWY
5321-010-024	SFR	2	1	0.00	1.00	$104.09	1707 CAMDEN PKWY
5321-010-026	SFR	2	1	0.00	1.00	$104.09	1711 CAMDEN AVE
5321-010-027	SFR	2	1	0.00	1.00	$104.09	1717 CAMDEN AVE
5321-010-028	SFR	2	1	0.00	1.00	$104.09	1723 CAMDEN AVE
5321-010-029	SFR	2	1	0.00	1.00	$104.09	1725 CAMDEN AVE
5321-011-001	SFR	2	1	0.00	1.00	$104.09	1800 WAYNE AVE
5321-011-002	SFR	2	1	0.00	1.00	$104.09	1806 WAYNE AVE
5321-011-003	SFR	2	1	0.00	1.00	$104.09	1812 WAYNE AVE
5321-011-004	SFR	2	1	0.00	1.00	$104.09	1814 WAYNE AVE
5321-011-005	SFR	2	1	0.00	1.00	$104.09	1818 WAYNE AVE
5321-011-006	MFR	1	6	0.00	4.80	$466.18	1822 WAYNE AVE
5321-011-007	MFR	1	5	0.00	4.00	$388.48	2008 HUNTINGTON DR
5321-011-008	MFR	1	12	0.00	9.60	$932.36	2012 HUNTINGTON DR 2
5321-011-009	SFR	2	1	0.00	1.00	$104.09	1819 CAMDEN AVE
5321-011-010	SFR	2	1	0.00	1.00	$104.09	1815 CAMDEN AVE
5321-011-011	SFR	2	1	0.00	1.00	$104.09	1811 CAMDEN AVE
5321-011-012	SFR	2	1	0.00	1.00	$104.09	1807 CAMDEN AVE
5321-011-013	SFV	2	0	0.00	0.25	$26.03	1803 CAMDEN AVE
5321-012-001	SFR	2	1	0.00	1.00	$104.09	2014 CAMDEN PKWY
5321-012-002	SFR	2	1	0.00	1.00	$104.09	2018 CAMDEN PKWY
5321-012-003	SFR	2	1	0.00	1.00	$104.09	2022 CAMDEN PKWY
5321-012-004	SFR	2	1	0.00	1.00	$104.09	2026 CAMDEN PKWY
5321-012-005	SFR	2	1	0.00	1.00	$104.09	1721 COURT AVE
5321-012-006	SFR	2	1	0.00	1.00	$104.09	1722 CAMDEN AVE
5321-012-007	SFR	2	1	0.00	1.00	$104.09	1727 COURT AVE
5321-012-008	C/I	1	0	0.33	1.94	$188.41	2044 HUNTINGTON DR
5321-012-010	SFR	2	1	0.00	1.00	$104.09	1809 COURT AVE
5321-012-011	SFR	2	1	0.00	1.00	$104.09	1805 COURT AVE
5321-012-012	SFR	2	1	0.00	1.00	$104.09	1801 COURT AVE
5321-012-013	SFR	2	1	0.00	1.00	$104.09	1800 CAMDEN AVE
5321-012-014	SFR	2	1	0.00	1.00	$104.09	1806 CAMDEN AVE
5321-012-015	SFR	2	1	0.00	1.00	$104.09	1810 CAMDEN AVE
5321-012-016	MFR	2	2	0.00	1.60	$166.55	1812 CAMDEN AVE
5321-012-017	C/I	2	0	0.16	1.00	$104.09	2036 HUNTINGTON DR
5321-012-018	MFR	1	8	0.00	6.40	$621.56	1822 CAMDEN AVE
5321-013-001	MFR	3	2	0.00	1.60	$126.28	1725 LA SENDA PL
5321-013-002	SFR	3	1	0.00	1.00	$78.92	1721 LA SENDA PL
5321-013-003	SFR	3	1	0.00	1.00	$78.92	1717 LA SENDA PL
5321-013-004	MFR	3	2	0.00	1.60	$126.28	1713 LA SENDA PL
5321-013-005	MFR	3	2	0.00	1.60	$126.28	1707 LA SENDA PL
5321-013-006	SFR	3	1	0.00	1.00	$78.92	1705 LA SENDA PL
5321-013-007	SFR	3	1	0.00	1.00	$78.92	1703 LA SENDA PL
5321-013-008	C/I	3	0	0.72	4.19	$330.52	1605 GARFIELD AVE
5321-013-009	MFR	3	2	0.00	1.60	$126.28	2067 OAK ST
5321-013-010	SFR	3	1	0.00	1.00	$78.92	2065 OAK ST
5321-013-019	SFR	2	1	0.00	1.00	$104.09	1700 CAMDEN PKWY
5321-013-026	SFR	2	1	0.00	1.00	$104.09	1628 CAMDEN PKWY
5321-013-027	SFR	2	1	0.00	1.00	$104.09	1618 CAMDEN PKWY
5321-013-028	SFR	2	1	0.00	1.00	$104.09	1614 CAMDEN PKWY
5321-013-029	SFR	2	1	0.00	1.00	$104.09	1608 CAMDEN PKWY
5321-013-031	SFR	2	1	0.00	1.00	$104.09	1602 CAMDEN PKWY
5321-013-032	SFR	3	1	0.00	1.00	$78.92	2061 OAK ST
5321-013-035	SFV	3	0	0.00	0.25	$19.74	
5321-014-001	SFV	1	0	0.00	0.25	$24.29	
5321-014-002	MFR	3	3	0.00	2.40	$189.40	1749 LA SENDA PL
5321-014-003	MFR	3	3	0.00	2.40	$189.40	1745 LA SENDA PL

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5321-014-004	MFR	3	2	0.00	1.60	$126.28	1741 LA SENDA PL
5321-014-005	MFR	3	2	0.00	1.60	$126.28	1737 LA SENDA PL
5321-014-006	MFR	3	2	0.00	1.60	$126.28	1733 LA SENDA PL
5321-014-007	MFR	3	2	0.00	1.60	$126.28	1731 LA SENDA PL
5321-014-008	SFR	3	1	0.00	1.00	$78.92	1706 CAMDEN PKWY
5321-014-009	SFR	2	1	0.00	1.00	$104.09	1714 COURT AVE
5321-014-010	SFR	2	1	0.00	1.00	$104.09	1718 COURT AVE
5321-014-011	SFR	2	1	0.00	1.00	$104.09	1724 COURT AVE
5321-014-012	SFR	1	1	0.00	1.00	$97.12	2070 HUNTINGTON DR
5321-014-013	SFR	2	1	0.00	1.00	$104.09	1800 COURT AVE
5321-014-017	SFR	1	1	0.00	1.00	$97.12	1806 COURT AVE
5321-014-018	SFV	1	0	0.00	0.25	$24.29	
5321-015-004	MFR	1	5	0.00	4.00	$388.48	2124 HUNTINGTON DR
5321-015-005	C/I	1	0	0.13	1.00	$97.12	2120 HUNTINGTON DR
5321-015-006	MFR	1	3	0.00	2.40	$233.08	2114 HUNTINGTON DR
5321-015-007	MFR	1	4	0.00	3.20	$310.78	2100 HUNTINGTON DR
5321-015-008	SFR	3	1	0.00	1.00	$78.92	1730 LA SENDA PL
5321-015-009	MFR	3	2	0.00	1.60	$126.28	1724 LA SENDA PL
5321-015-010	MFR	3	2	0.00	1.60	$126.28	1720 LA SENDA PL
5321-015-011	MFR	3	2	0.00	1.60	$126.28	1714 LA SENDA PL
5321-015-012	SFR	3	1	0.00	1.00	$78.92	1712 LA SENDA PL
5321-015-013	SFR	3	1	0.00	1.00	$78.92	1708 LA SENDA PL
5321-015-014	MFR	3	2	0.00	1.60	$126.28	1704 LA SENDA PL
5321-015-015	MFR	3	2	0.00	1.60	$126.28	1701 GARFIELD AVE
5321-015-016	SFR	3	1	0.00	1.00	$78.92	1707 GARFIELD AVE
5321-015-017	SFR	3	1	0.00	1.00	$78.92	1709 GARFIELD AVE
5321-015-018	SFV	3	0	0.00	0.25	$19.74	1713 GARFIELD AVE
5321-015-020	C/I	1	0	0.33	1.91	$185.60	2140 HUNTINGTON DR
5321-015-021	C/I	1	0	0.20	1.14	$111.10	2130 HUNTINGTON DR
5321-016-019	MFR	2	2	0.00	1.60	$166.55	2074 FLETCHER AVE
5321-016-020	MFR	2	2	0.00	1.60	$166.55	1938 ALHAMBRA RD
5321-016-021	SFR	2	1	0.00	1.00	$104.09	2066 FLETCHER AVE
5321-016-022	SFR	2	1	0.00	1.00	$104.09	2056 FLETCHER AVE
5321-016-023	SFR	2	1	0.00	1.00	$104.09	2054 FLETCHER AVE
5321-016-024	SFR	2	1	0.00	1.00	$104.09	2050 FLETCHER AVE
5321-016-025	SFR	2	1	0.00	1.00	$104.09	2044 FLETCHER AVE
5321-016-026	SFR	2	1	0.00	1.00	$104.09	2040 FLETCHER AVE
5321-016-027	SFR	2	1	0.00	1.00	$104.09	2036 FLETCHER AVE
5321-016-028	SFR	2	1	0.00	1.00	$104.09	2032 FLETCHER AVE
5321-016-029	SFR	2	1	0.00	1.00	$104.09	2026 FLETCHER AVE
5321-016-030	SFR	2	1	0.00	1.00	$104.09	2024 FLETCHER AVE
5321-016-031	SFR	2	1	0.00	1.00	$104.09	2020 FLETCHER AVE
5321-016-032	SFR	2	1	0.00	1.00	$104.09	2016 FLETCHER AVE
5321-016-033	SFR	2	1	0.00	1.00	$104.09	2012 FLETCHER AVE
5321-016-034	MFR	2	2	0.00	1.60	$166.55	2006 FLETCHER AVE
5321-016-054	MFR	2	3	0.00	2.40	$249.81	601 N BUSHNELL AVE
5321-016-055	MFR	2	2	0.00	1.60	$166.55	2002 FLETCHER AVE
5321-017-002	MFR	1	8	0.00	6.40	$621.56	2019 HUNTINGTON DR
5321-017-003	MFR	1	8	0.00	6.40	$621.56	2035 HUNTINGTON DR
5321-017-004	SFR	3	1	0.00	1.00	$78.92	2032 PINE ST
5321-017-006	SFV	1	0	0.00	0.25	$24.29	
5321-017-008	C/I	1	0	0.16	1.00	$97.12	2045 HUNTINGTON DR
5321-017-009	MFR	1	10	0.00	8.00	$776.96	2051 HUNTINGTON DR
5321-017-010	SFR	3	1	0.00	1.00	$78.92	2042 PINE ST
5321-017-011	SFR	3	1	0.00	1.00	$78.92	2046 PINE ST
5321-017-012	C/I	1	0	0.14	1.00	$97.12	2005 HUNTINGTON DR
5321-017-013	SFR	3	1	0.00	1.00	$78.92	2038 PINE ST
5321-018-001	SFR	3	1	0.00	1.00	$78.92	2100 PINE ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5321-018-002	SFR	3	1	0.00	1.00	$78.92	2104 PINE ST
5321-018-003	SFR	3	1	0.00	1.00	$78.92	2108 PINE ST
5321-018-004	MFR	3	2	0.00	1.60	$126.28	2112 PINE ST
5321-018-005	SFR	3	1	0.00	1.00	$78.92	2122 PINE ST
5321-018-006	MFR	4	10	0.00	8.00	$570.08	2111 HUNTINGTON DR
5321-018-007	SFR	4	1	0.00	1.00	$71.26	1813 OLIVE AVE
5321-018-008	SFR	4	1	0.00	1.00	$71.26	1817 OLIVE AVE
5321-018-009	SFR	4	1	0.00	1.00	$71.26	1821 OLIVE AVE
5321-018-010	SFR	4	1	0.00	1.00	$71.26	1825 OLIVE AVE
5321-018-011	SFR	1	1	0.00	1.00	$97.12	2107 HUNTINGTON DR
5321-018-012	SFR	1	1	0.00	1.00	$97.12	2101 HUNTINGTON DR
5321-018-013	SFR	1	1	0.00	1.00	$97.12	2107 HUNTINGTON DR A
5321-018-014	SFR	1	1	0.00	1.00	$97.12	2107 HUNTINGTON DR B
5321-018-015	SFR	1	1	0.00	1.00	$97.12	2101 HUNTINGTON DR A
5321-018-016	SFR	1	1	0.00	1.00	$97.12	2107 HUNTINGTON DR C
5321-018-017	SFR	1	1	0.00	1.00	$97.12	2101 HUNTINGTON DR B
5321-018-020	SFR	1	1	0.00	1.00	$97.12	2105 HUNTINGTON DR A
5321-018-025	MFR	1	2	0.00	1.60	$155.40	2103 HUNTINGTON DR
5321-018-026	MFR	1	2	0.00	1.60	$155.40	2105 HUNTINGTON DR
5321-019-003	SFR	3	1	0.00	1.00	$78.92	2188 PINE ST
5321-019-004	C/I	1	0	0.38	2.20	$213.76	1833 ATLANTIC BLVD
5321-019-009	VAC	1	0	0.17	0.25	$24.29	2185 HUNTINGTON DR
5321-019-012	SFR	3	1	0.00	1.00	$78.92	2130 PINE ST
5321-019-013	MFR	3	3	0.00	2.40	$189.40	2136 PINE ST
5321-019-014	SFR	4	1	0.00	1.00	$71.26	1828 OLIVE AVE
5321-019-015	MFR	4	2	0.00	1.60	$114.02	1824 OLIVE AVE
5321-019-016	SFR	4	1	0.00	1.00	$71.26	1820 OLIVE AVE
5321-019-017	SFR	4	1	0.00	1.00	$71.26	1816 OLIVE AVE
5321-019-018	SFR	4	1	0.00	1.00	$71.26	1812 OLIVE AVE
5321-019-019	SFR	4	1	0.00	1.00	$71.26	1808 OLIVE AVE
5321-019-020	MFR	4	2	0.00	1.60	$114.02	1804 OLIVE AVE
5321-019-021	MFR	4	3	0.00	2.40	$171.02	1800 OLIVE AVE
5321-019-022	C/I	1	0	2.92	8.60	$834.94	1745 GARFIELD AVE
5321-019-023	C/I	1	0	0.35	2.03	$196.86	1833 ATLANTIC BLVD
5321-038-001	MFR	2	2	0.00	1.60	$166.55	1972 FLETCHER AVE
5321-038-002	SFR	2	1	0.00	1.00	$104.09	1970 FLETCHER AVE
5321-038-003	SFR	2	1	0.00	1.00	$104.09	1968 FLETCHER AVE
5321-038-004	MFR	2	2	0.00	1.60	$166.55	1960 FLETCHER AVE
5321-038-005	SFR	2	1	0.00	1.00	$104.09	1954 FLETCHER AVE
5321-038-006	SFR	2	1	0.00	1.00	$104.09	1952 FLETCHER AVE
5321-038-007	SFR	2	1	0.00	1.00	$104.09	1948 FLETCHER AVE
5321-038-008	SFR	2	1	0.00	1.00	$104.09	1946 FLETCHER AVE
5321-038-009	SFR	2	1	0.00	1.00	$104.09	1940 FLETCHER AVE
5321-038-010	SFR	2	1	0.00	1.00	$104.09	1936 FLETCHER AVE
5321-038-011	SFR	2	1	0.00	1.00	$104.09	1932 FLETCHER AVE
5321-038-012	SFR	2	1	0.00	1.00	$104.09	1928 FLETCHER AVE
5321-038-013	SFR	2	1	0.00	1.00	$104.09	1924 FLETCHER AVE
5321-038-014	SFR	2	1	0.00	1.00	$104.09	1920 FLETCHER AVE
5321-038-015	SFR	2	1	0.00	1.00	$104.09	1918 FLETCHER AVE
5321-038-016	C/I	1	0	0.31	1.79	$173.74	1941 HUNTINGTON DR
5321-038-017	C/I	1	0	0.33	1.91	$185.01	1949 HUNTINGTON DR
5321-038-035	VAC	1	0	0.08	0.25	$24.29	
5324-010-043	MFR	2	6	0.00	4.80	$499.63	1018 GARFIELD AVE
5324-010-046	SFR	2	1	0.00	1.00	$104.09	1012 GARFIELD AVE
5324-010-047	SFR	2	1	0.00	1.00	$104.09	1010 GARFIELD AVE
5324-010-050	SFR	2	1	0.00	1.00	$104.09	1006 GARFIELD AVE
5324-010-051	SFR	2	1	0.00	1.00	$104.09	2101 MISSION ST
5324-010-052	SFR	2	1	0.00	1.00	$104.09	2111 MISSION ST

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5324-012-024	SFR	3	1	0.00	1.00	$78.92	1935 MARINO TER
5324-012-025	SFR	2	1	0.00	1.00	$104.09	1144 GARFIELD AVE
5324-012-026	SFR	2	1	0.00	1.00	$104.09	1134 GARFIELD AVE
5324-012-027	SFR	3	1	0.00	1.00	$78.92	2120 MONTEREY RD
5324-012-028	SFR	2	1	0.00	1.00	$104.09	1148 GARFIELD AVE
5324-012-032	SFR	2	1	0.00	1.00	$104.09	1114 GARFIELD AVE
5324-012-033	SFR	2	1	0.00	1.00	$104.09	1104 GARFIELD AVE
5324-012-034	SFR	2	1	0.00	1.00	$104.09	1108 GARFIELD AVE
5324-012-035	SFR	2	1	0.00	1.00	$104.09	1044 GARFIELD AVE
5324-012-036	SFR	2	1	0.00	1.00	$104.09	1040 GARFIELD AVE
5324-012-037	SFR	2	1	0.00	1.00	$104.09	1036 GARFIELD AVE
5324-012-039	SFR	2	1	0.00	1.00	$104.09	1128 GARFIELD AVE
5324-012-040	SFR	2	1	0.00	1.00	$104.09	1120 GARFIELD AVE
5324-012-042	SFR	2	1	0.00	1.00	$104.09	1028 GARFIELD AVE
5324-012-043	SFR	2	1	0.00	1.00	$104.09	1032 GARFIELD AVE
5324-018-003	MFR	3	6	0.00	4.80	$378.82	306 GARFIELD AVE
5324-018-004	MFR	3	6	0.00	4.80	$378.82	308 GARFIELD AVE
5324-018-012	MFR	3	2	0.00	1.60	$126.28	300 GARFIELD AVE
5324-018-013	MFR	3	7	0.00	5.60	$441.96	1812 HARDISON PL 4
5324-018-014	MFR	3	13	0.00	10.40	$820.76	1818 HARDISON PL
5324-018-016	MFR	3	10	0.00	8.00	$631.36	1810 HARDISON PL
5324-018-017	MFR	3	13	0.00	10.40	$820.76	302 GARFIELD AVE
5324-018-018	MFR	3	4	0.00	3.20	$252.54	440 GARFIELD AVE
5324-019-009	SFR	2	1	0.00	1.00	$104.09	622 GARFIELD AVE
5324-019-010	SFR	2	1	0.00	1.00	$104.09	626 GARFIELD AVE
5324-019-011	SFR	2	1	0.00	1.00	$104.09	1900 MILL RD
5324-019-012	SFR	3	1	0.00	1.00	$78.92	1904 MILL RD
5324-019-013	SFR	3	1	0.00	1.00	$78.92	1906 MILL RD
5324-019-014	MFR	3	2	0.00	1.60	$126.28	1910 MILL RD
5324-019-015	SFR	3	1	0.00	1.00	$78.92	1912 MILL RD
5324-019-016	SFR	3	1	0.00	1.00	$78.92	1916 MILL RD
5324-019-017	MFR	3	2	0.00	1.60	$126.28	1920 MILL RD
5324-019-018	SFR	3	1	0.00	1.00	$78.92	1926 MILL RD
5324-019-019	SFR	3	1	0.00	1.00	$78.92	1928 MILL RD
5324-019-023	MFR	3	5	0.00	4.00	$315.68	1938 MILL RD
5324-019-024	MFR	3	3	0.00	2.40	$189.40	1934 MILL RD
5324-019-025	MFR	3	5	0.00	4.00	$315.68	1930 MILL RD
5324-019-029	MFR	3	1	0.00	0.80	$63.14	540 GARFIELD AVE
5324-019-030	MFR	3	1	0.00	0.80	$63.14	538 GARFIELD AVE
5324-019-031	MFR	3	1	0.00	0.80	$63.14	536 GARFIELD AVE
5324-019-032	MFR	3	1	0.00	0.80	$63.14	534 GARFIELD AVE
5324-019-033	MFR	3	1	0.00	0.80	$63.14	528 GARFIELD AVE
5324-019-034	MFR	3	1	0.00	0.80	$63.14	530 GARFIELD AVE
5324-019-035	MFR	3	1	0.00	0.80	$63.14	532 GARFIELD AVE
5324-019-036	MFR	3	1	0.00	0.80	$63.14	552 GARFIELD AVE #B
5324-019-037	MFR	3	1	0.00	0.80	$63.14	550 GARFIELD AVE
5324-019-038	MFR	3	1	0.00	0.80	$63.14	548 GARFIELD AVE
5324-019-039	MFR	3	1	0.00	0.80	$63.14	546 GARFIELD AVE
5324-019-040	MFR	3	1	0.00	0.80	$63.14	574 GARFIELD AVE
5324-019-041	MFR	3	1	0.00	0.80	$63.14	576 GARFIELD AVE
5324-019-042	MFR	3	1	0.00	0.80	$63.14	578 GARFIELD AVE
5324-019-043	MFR	3	1	0.00	0.80	$63.14	580 GARFIELD AVE
5324-019-044	MFR	3	1	0.00	0.80	$63.14	582 GARFIELD AVE
5324-019-045	MFR	3	1	0.00	0.80	$63.14	566 GARFIELD AVE
5324-019-046	MFR	3	1	0.00	0.80	$63.14	568 GARFIELD AVE
5324-019-047	MFR	3	1	0.00	0.80	$63.14	570 GARFIELD AVE
5324-019-048	MFR	3	1	0.00	0.80	$63.14	572 GARFIELD AVE
5324-019-049	MFR	3	1	0.00	0.80	$63.14	590 GARFIELD AVE

Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5324-019-050	MFR	3	1	0.00	0.80	$63.14	592 GARFIELD AVE
5324-019-051	MFR	3	1	0.00	0.80	$63.14	594 GARFIELD AVE
5324-019-052	MFR	3	1	0.00	0.80	$63.14	596 GARFIELD AVE
5324-019-053	MFR	3	1	0.00	0.80	$63.14	598 GARFIELD AVE
5324-019-054	MFR	3	1	0.00	0.80	$63.14	584 GARFIELD AVE
5324-019-055	MFR	3	1	0.00	0.80	$63.14	586 GARFIELD AVE
5324-019-056	MFR	3	1	0.00	0.80	$63.14	588 GARFIELD AVE
5324-019-057	MFR	3	1	0.00	0.80	$63.14	600 GARFIELD AVE
5324-019-058	MFR	3	1	0.00	0.80	$63.14	602 GARFIELD AVE
5324-019-059	MFR	3	1	0.00	0.80	$63.14	604 GARFIELD AVE
5324-019-060	MFR	3	1	0.00	0.80	$63.14	606 GARFIELD AVE
5324-019-061	MFR	3	1	0.00	0.80	$63.14	616 GARFIELD AVE
5324-019-062	MFR	3	1	0.00	0.80	$63.14	618 GARFIELD AVE
5324-019-063	MFR	3	1	0.00	0.80	$63.14	620 GARFIELD AVE
5324-019-064	MFR	3	1	0.00	0.80	$63.14	608 GARFIELD AVE
5324-019-065	MFR	3	1	0.00	0.80	$63.14	610 GARFIELD AVE
5324-019-066	MFR	3	1	0.00	0.80	$63.14	612 GARFIELD AVE
5324-019-067	MFR	3	1	0.00	0.80	$63.14	614 GARFIELD AVE
5324-019-068	MFR	3	1	0.00	0.80	$63.14	560 GARFIELD AVE
5324-019-069	MFR	3	1	0.00	0.80	$63.14	562 GARFIELD AVE
5324-019-070	MFR	3	1	0.00	0.80	$63.14	564 GARFIELD AVE
5324-019-071	MFR	3	1	0.00	0.80	$63.14	554 GARFIELD AVE
5324-019-072	MFR	3	1	0.00	0.80	$63.14	556 GARFIELD AVE
5324-019-073	MFR	3	1	0.00	0.80	$63.14	558 GARFIELD AVE
5324-019-074	MFR	3	1	0.00	0.80	$63.14	544 GARFIELD AVE
5324-019-078	MFR	3	1	0.00	0.80	$63.14	516 GARFIELD AVE A
5324-019-079	MFR	3	1	0.00	0.80	$63.14	516 GARFIELD AVE B
5324-019-080	MFR	3	1	0.00	0.80	$63.14	516 GARFIELD AVE C
5324-019-081	MFR	3	1	0.00	0.80	$63.14	518 GARFIELD AVE A
5324-019-082	MFR	3	1	0.00	0.80	$63.14	518 GARFIELD AVE B
5324-019-083	MFR	3	1	0.00	0.80	$63.14	520 GARFIELD AVE A
5324-019-084	MFR	3	1	0.00	0.80	$63.14	520 GARFIELD AVE B
5324-019-085	MFR	3	1	0.00	0.80	$63.14	522 GARFIELD AVE A
5324-019-086	MFR	3	1	0.00	0.80	$63.14	522 GARFIELD AVE B
5324-019-087	MFR	3	1	0.00	0.80	$63.14	524 GARFIELD AVE A
5324-019-088	MFR	3	1	0.00	0.80	$63.14	524 GARFIELD AVE B
5324-019-089	MFR	3	1	0.00	0.80	$63.14	526 GARFIELD AVE A
5324-019-090	MFR	3	1	0.00	0.80	$63.14	526 GARFIELD AVE B
5324-019-091	MFR	3	1	0.00	0.80	$63.14	1820 HARDISON PL A
5324-019-092	MFR	3	1	0.00	0.80	$63.14	1820 HARDISON PL B
5324-019-093	MFR	3	1	0.00	0.80	$63.14	504 GARFIELD AVE B
5324-019-094	MFR	3	1	0.00	0.80	$63.14	504 GARFIELD AVE A
5324-019-095	MFR	3	1	0.00	0.80	$63.14	502 GARFIELD AVE B
5324-019-096	MFR	3	1	0.00	0.80	$63.14	502 GARFIELD AVE A
5324-019-097	MFR	3	1	0.00	0.80	$63.14	500 GARFIELD AVE B
5324-019-098	MFR	3	1	0.00	0.80	$63.14	500 GARFIELD AVE A
5324-019-099	MFR	3	1	0.00	0.80	$63.14	506 GARFIELD AVE A
5324-019-100	MFR	3	1	0.00	0.80	$63.14	506 GARFIELD AVE B
5324-019-101	MFR	3	1	0.00	0.80	$63.14	506 GARFIELD AVE C
5324-019-102	MFR	3	1	0.00	0.80	$63.14	508 GARFIELD AVE A
5324-019-103	MFR	3	1	0.00	0.80	$63.14	508 GARFIELD AVE B
5324-019-104	MFR	3	1	0.00	0.80	$63.14	510 GARFIELD AVE A
5324-019-105	MFR	3	1	0.00	0.80	$63.14	510 GARFIELD AVE B
5324-019-106	MFR	3	1	0.00	0.80	$63.14	514 GARFIELD AVE C
5324-019-107	MFR	3	1	0.00	0.80	$63.14	514 GARFIELD AVE B
5324-019-108	MFR	3	1	0.00	0.80	$63.14	514 GARFIELD AVE A
5324-019-109	MFR	3	1	0.00	0.80	$63.14	512 GARFIELD AVE C
5324-019-110	MFR	3	1	0.00	0.80	$63.14	512 GARFIELD AVE B

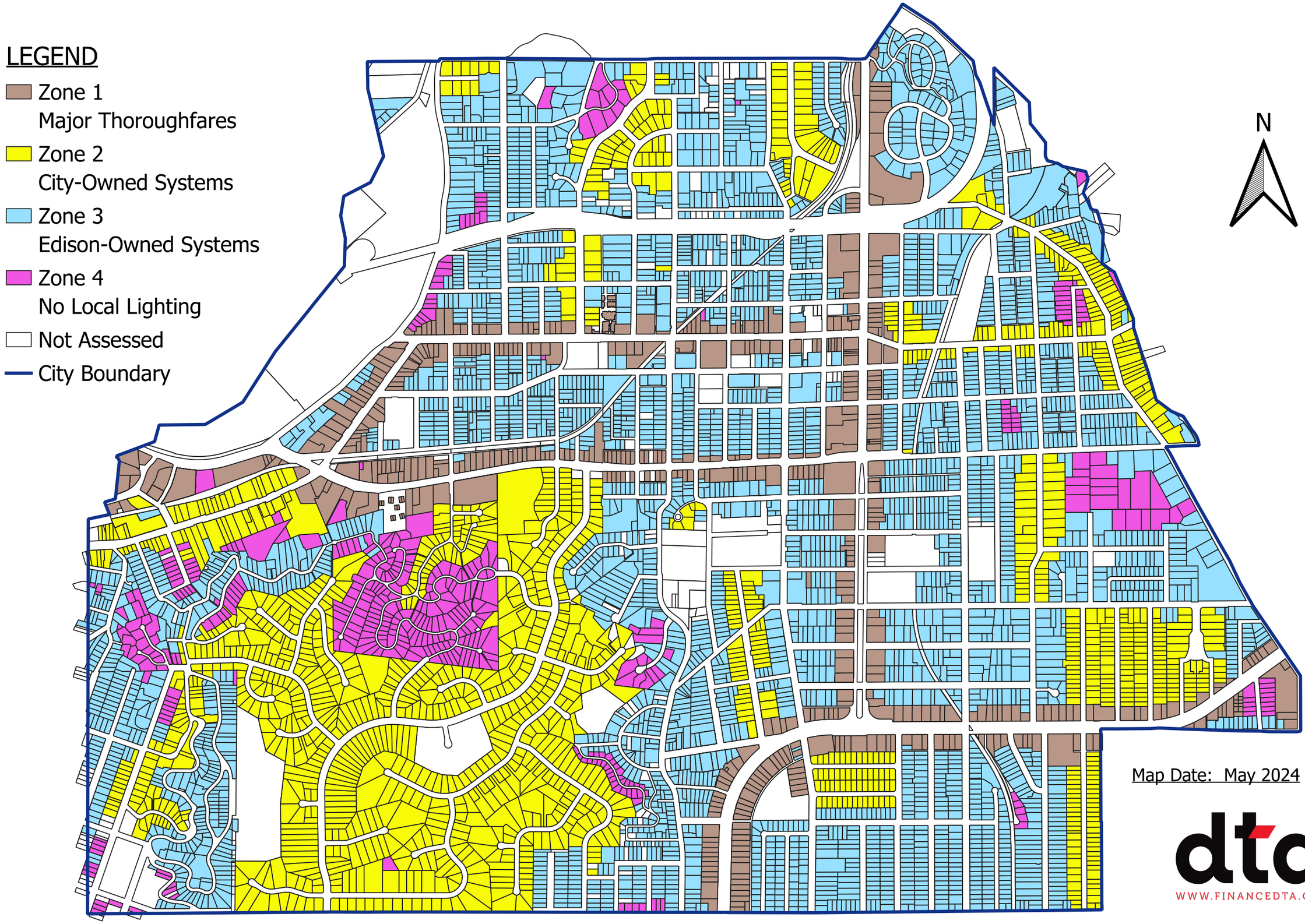
Formatted APN	Land Use	Zone	Units	Acres	EDUs	Assessment	Property Address
5324-019-111	MFR	3	1	0.00	0.80	$63.14	512 GARFIELD AVE A
5324-020-032	SFV	4	0	0.00	0.25	$17.82	
5324-020-041	MFR	3	3	0.00	2.40	$189.40	1950 MILL RD
5324-024-003	SFR	3	1	0.00	1.00	$78.92	1915 MILL RD
5324-024-004	SFR	2	1	0.00	1.00	$104.09	706 GARFIELD AVE
5324-024-013	MFR	3	2	0.00	1.60	$126.28	1929 MILL RD
5324-024-017	SFR	2	1	0.00	1.00	$104.09	720 GARFIELD AVE
5324-024-018	SFR	2	1	0.00	1.00	$104.09	722 GARFIELD AVE
5324-024-020	SFR	2	1	0.00	1.00	$104.09	738 GARFIELD AVE
5324-024-021	SFR	2	1	0.00	1.00	$104.09	740 GARFIELD AVE
5324-024-022	SFR	2	1	0.00	1.00	$104.09	802 GARFIELD AVE
5324-024-023	SFR	2	1	0.00	1.00	$104.09	804 GARFIELD AVE
5324-024-024	SFR	2	1	0.00	1.00	$104.09	810 GARFIELD AVE
5324-024-025	SFR	2	1	0.00	1.00	$104.09	814 GARFIELD AVE
5324-024-026	SFR	2	1	0.00	1.00	$104.09	818 GARFIELD AVE
5324-024-027	SFR	2	1	0.00	1.00	$104.09	822 GARFIELD AVE
5324-024-028	SFR	2	1	0.00	1.00	$104.09	826 GARFIELD AVE
5324-024-029	SFR	2	1	0.00	1.00	$104.09	832 GARFIELD AVE
5324-024-030	SFR	2	1	0.00	1.00	$104.09	836 GARFIELD AVE
5324-024-031	SFR	2	1	0.00	1.00	$104.09	844 GARFIELD AVE
5324-024-032	SFR	2	1	0.00	1.00	$104.09	846 GARFIELD AVE
5324-024-033	SFR	2	1	0.00	1.00	$104.09	850 GARFIELD AVE
5324-024-035	SFR	2	1	0.00	1.00	$104.09	858 GARFIELD AVE
5324-024-036	SFR	2	1	0.00	1.00	$104.09	862 GARFIELD AVE
5324-024-040	SFR	2	1	0.00	1.00	$104.09	852 GARFIELD AVE
5324-024-041	SFR	2	1	0.00	1.00	$104.09	726 GARFIELD AVE
5324-024-042	SFR	2	1	0.00	1.00	$104.09	700 GARFIELD AVE
5324-024-043	SFR	3	1	0.00	1.00	$78.92	2112 MISSION ST
5324-024-046	SFV	4	0	0.00	0.25	$17.82	
5324-024-047	SFR	2	1	0.00	1.00	$104.09	2120 MISSION ST
5324-024-048	SFR	3	1	0.00	1.00	$78.92	1921 MILL RD
5324-024-049	SFR	3	1	0.00	1.00	$78.92	1947 MILL RD
5324-024-051	SFR	2	1	0.00	1.00	$104.09	712 GARFIELD AVE
5324-024-052	SFR	3	1	0.00	1.00	$78.92	1925 MILL RD
5324-024-053	SFR	3	1	0.00	1.00	$78.92	1933 MILL ROAD
5324-024-054	SFR	3	1	0.00	1.00	$78.92	1935 MILL ROAD
5324-024-055	SFR	3	1	0.00	1.00	$78.92	1937 MILL ROAD
5324-024-056	SFR	3	1	0.00	1.00	$78.92	1939 MILL ROAD
5324-024-057	SFR	3	1	0.00	1.00	$78.92	1941 MILL ROAD
5716-021-007	SFR	3	1	0.00	1.00	$78.92	307 SAN PASQUAL AVE
5716-022-034	SFR	3	1	0.00	1.00	$78.92	6703 SAN RAMON DR
5716-022-035	SFR	3	1	0.00	1.00	$78.92	319 SAN PASCUAL AVE
5716-022-036	SFR	3	1	0.00	1.00	$78.92	317 SAN PASQUAL AVE
5716-022-038	SFR	3	1	0.00	1.00	$78.92	315 SAN PASQUAL AVE
5320-008-030	SFV	3	0	0.00	0.25	$19.74	1612 SPRUCE ST
5315-008-047	C/I	1	0	0.40	2.32	$225.61	
5317-026-006	MFR	3	1	0.00	0.80	$63.14	203 CEDARCREST AVENUE
5321-008-066	SFR	1	1	0.00	1.00	$97.12	
5321-008-067	SFR	1	1	0.00	1.00	$97.12	
Total	**6,946**	**Parcels**	**10,902**	**125.09**	**10,300.41**	**$898,274.68**	

APPENDIX B

City of South Pasadena LLMD

ASSESSMENT DIAGRAM

Street Lighting & Landscape Maintenance District



Map Date: May 2024

dta
WWW.FINANCEDTA.COM



www.FinanceDTA.com

18201 VON KARMAN AVENUE, SUITE 220
IRVINE, CA 92612
PHONE: (800) 969-4DTA

Public Finance
Public-Private Partnerships
Development Economics
Clean Energy Bonds

City Council Agenda Report

ITEM NO. 16

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Erika Ramirez, Community Development Director
Dean Flores, Acting Planning Manager

SUBJECT: **CONSIDERATION OF THE PROPOSED AMENDMENT TO THE CITY'S LAND USE AND OPEN SPACE ELEMENTS OF THE GENERAL PLAN, THE 2021-2029 (6TH CYCLE) HOUSING ELEMENT OF THE GENERAL PLAN AND THE DOWNTOWN SPECIFIC PLAN; AND INTRODUCTION OF AN ORDINANCE TO AMEND SOUTH PASADENA MUNICIPAL CODE (SPMC) CHAPTER 36 (ZONING) AND SOUTH PASADENA ZONING MAP TO PROPOSE NEW HEIGHT LIMITS, DENSITY ADJUSTMENTS, AND OTHER DEVELOPMENT STANDARD ADJUSTMENTS TO FACILITATE HOUSING AND IMPLEMENT HOUSING ELEMENT PROGRAMS**

Recommendation

It is recommended that the City Council conduct a public hearing and take the following actions:

1. Adopt a resolution amending the Land Use and Open Space Elements of the General Plan (Attachment 1),
2. Adopt a resolution conditionally amending the 2021-2029 (6th Cycle) Housing Element of the General Plan (Attachment 2),
3. Adopt a resolution amending the Downtown Specific Plan (Attachment 3),
4. Introduce and waive full reading of an ordinance amending Chapter 36 of the South Pasadena Municipal Code (Zoning Code) and the Zoning Map and request the City Attorney read the ordinance by title only (Attachment 4), and
5. Finding the actions in compliance with the California Environmental Quality Act (CEQA) via an Addendum to the General Plan's Program Environmental Impact Report (PEIR) and as statutorily exempt.

Executive Summary

This item recommends amendments to the City's General Plan Land Use and Housing Elements (and Land Use Map), the Downtown Specific Plan (DTSP), SPMC Chapter 36 (Zoning) and the official Zoning Map to implement Housing Element programs that support multi-family housing throughout the city. These changes include updated height and development standards, consistent with Measure SP, approved by the voters in November 2024. Measure SP authorizes the City Council to adopt appropriate height limits needed to meet the City's state-mandated Regional Housing Need Assessment (RHNA) and maintain Housing Element certification with the California Department of Housing and Community

Development (HCD). The proposal also includes refinements to the Housing Opportunity Overlay District to align densities with RHNA allocations across income levels, informed by further analysis and community feedback.

Below is a summarized list of the proposed amendments:

- General Plan – Align maximum heights of 45', 50' 60' or 70' and minimum density requirements as proposed in the Downtown Specific Plan (DTSP) Resolution and Zoning Ordinance; reflect proposed changes in the Land Use map
- Housing Element - Revise Tables VI-51 (now referred to as VI-53) and Table VI-52 (now referred to as VI-44) to remove calculation errors and remove sites that are unnecessary and to generally demonstrate RHNA compliance along with related information updates and consistency edits. (Note, that these amendments would only take effect once the Housing and Community Development Department (HCD) finds the amended Housing Element in compliance with State Housing Element Law).
- Downtown Specific Plan (DTSP) - in Fair Oaks Corridor Zone, allow a density of 90 du/acre (reduced from 110 du/acre) and a maximum height of 70 feet; amend the portion of the Mixed Use Core Zone on Mission Street west of Orange Grove Avenue to allow a density of 50 du/acre (instead of 70 du/acre) with a maximum height of 50 feet; allow a maximum height of 60 feet for remaining properties in the Mixed Use Core Zone with a density of 70 du/acre; revise applicable development standards and update the DTSP map and other associated figures accordingly
- Zoning Code and Zoning Map - Modification of the maximum allowable height (using a concept known as height averaging) and other development standards in the Mixed-Use Overlay Zone and Housing Opportunity Overlay (HOO) Zone, modifying the boundary of the HOO zone by removing the majority of the RM-zoned properties (while maintaining all of the RH-zoned properties) in the Ostrich Farm area and maintaining most of the RM-zoned properties (while maintaining all of the RH-zoned properties) along Huntington Drive; establishing a CF-50 zoning district to allow higher intensity multifamily housing on certain religious congregation or private school sites that are larger than two acres; and revising the Zoning Map accordingly to show all of the affected areas and referencing their maximum allowable densities and heights.

Multiple outreach efforts and public hearings were held from January - June 2025 that helped the Planning Commission make their formal recommendations to City Council on the proposed amendments. Feedback from these meetings has been incorporated into the proposed amendments, which have also been informed by ongoing analysis and review of the data and by the work of the Planning Commission sub-committee which has provided research and analysis, while working with staff and the consultants. Lastly, an Addendum to the Environmental Impact Report for the General Plan and Downtown Specific Plan Update & 2021–2029 Housing Element Implementation Programs has been prepared in compliance with the California Environmental Quality Act, although the actions are also exempt from CEQA pursuant to a recently enacted statutory exemption.

Background

Current Zoning and Project Initiation

In May 2023, the City adopted the 6th Cycle Housing Element, which included programs to increase residential capacity and facilitate affordable housing production. Since then, the City Council has adopted several ordinances to implement these programs by increasing allowable

residential densities, including affordable units, in targeted areas.

In 2023, a Mixed-Use Overlay was established for commercial zones along the city's corridors, permitting residential and mixed-use projects at densities up to 70 dwelling units per acre (du/acre). Later that year in October, The Downtown Specific Plan (DTSP) was adopted creating two new zones:

- **Mixed-Use Core Zone** (Mission Street and some adjacent streets): up to 70 du/acre
- **Fair Oaks Avenue Zone:** up to 110 du/acre.

In 2024, the City increased residential densities in the RM (Residential Medium Density) and RH (Residential High Density) zones:

- RM: from 14 to 30 du/acre
- RH: from 24 to 45 du/acre

Subsequently, in 2024, the City created the Housing Opportunity Overlay (HOO) Zone, which was applied to selected areas within the RM and RH zones. The HOO Zone was established in locations near the Ostrich Farm, along the length of Huntington Drive, and the southern part of Fair Oaks Avenue. It permits residential development at a density of up to 70 du/acre, subject to additional applicable standards.

Because of the previous citywide cap on building heights of 45 feet, the Council was unable to adopt heights limits exceeding 45 feet when these increased densities were established. As a result, all zones permitting densities of 50 du/acre or more- including the RM, RH, Mixed Use Overlay, DTSP, and HOO- remain limited to a 45-foot maximum building height. The Housing Element identified that future development may require greater heights (estimated at up to 84 or 110 feet) to accommodate increased densities, particularly along Fair Oaks Avenue, but these projections were not based on detailed modeling or feasibility analysis.

Pursuant to SPMC Section 36.620.030, amendments to the General Plan, Specific Plans, and Zoning Code/Map must follow established procedures. The City Council's adoption of the Housing Element- specifically Program 2.n (Citywide Height Limit Ballot Initiative) and 3.n (Zoning Changes)- demonstrated intent to initiate the height and development standard amendments, to support allowing for 50 dwelling units/acre or more, which are included in this item. Program 2.n the City to revise height standards within 120 days of voter approval of Measure SP. Program 3.n, already partially implemented through prior zoning code updates, is now being advanced further through this proposed set of amendments.

These amendments are necessary to align height limits and development standards with the increased densities, complete implementation of Housing Element programs, support RHNA compliance, and guide context-sensitive housing development across the City.

Community Outreach and Planning Commission Recommendation

In order to provide multiple opportunities to communicate with and hear from the community following the approval of Measure SP, the Community Development Department, together with its consultants, the Arroyo Group, developed and implemented an extensive outreach plan over the months of January through June.

On January 14 and 23, 2025, the City hosted two community listening sessions. These listening sessions included am informational portion, educating attendees on the current status

of the Measure SP implementation and other relevant updates from the Community Development Department. Additionally, these community listening sessions gave residents an opportunity to ask questions and leave comments regarding the Housing Element and Measure SP. Where applicable, City staff was able to answer questions and provide clarification to residents' inquiries. Longer written responses were later prepared and posted on the Department's website.

On February 1, 2025, the City hosted a walking tour in the Downtown Mission Street and Fair Oaks areas. During this walking tour, the planning team shared local examples of higher density and heights, visited new multifamily and mixed-use developments in the City, and visited the sites of proposed/approved housing developments and suitable sites included in the Housing Element. City staff and stakeholders discussed appropriate densities and heights in different areas as well as development standards that make higher heights and densities possible and palatable.

A second walking tour took place on February 15, 2025, in the Ostrich Farm and Huntington Drive areas. This walking tour covered the same topics as the first walking tour within the different contexts of these areas. Each walking tour was attended by approximately 40 stakeholders, including City Councilmembers and Planning Commissioners. Valuable feedback was collected during these walking tours and incorporated into the open houses held in February.

On February 18, 2025, the City hosted an open house to showcase the analysis prepared in regard to height limits in conjunction with housing density. The open house visuals included boards explaining the process, maps of the current and proposed zoning and density, examples of height studies conducted on development scenarios in the Huntington Drive, Ostrich Farm, Fair Oaks, and Mission Street areas, and an interactive board for participants to weigh in on their priorities as they related to density and height.

A second open house was held on March 18, 2025, this time focusing on current development standards that may factor into the challenges of developing housing, including: setbacks, stepbacks, building breaks, parking location, open space, and minimum unit sizes. The session featured a presentation, real-time polling activity to gauge reactions to the standards and a Q&A session. Both open houses were attended by approximately 40 stakeholders.

On March 26, 2025, the Planning Commission and City Council hosted a joint study session on Measure SP Implementation, to hear additional public comments and get feedback and direction for preparation of the draft amendments to the Land Use Element, Housing Element, Downtown Specific Plan, and Zoning Code.

On April 29, 2025, the Planning Commission held its initial public hearing on the proposed amendments. Following review and public input, the Commission continued the hearing to May 7, 2025. The Commission requested the Arroyo Group and staff, consider alternative scenarios of the proposed adjustments to maximum heights, densities, and boundary of the HOO Zone. The public hearing was continued with further Planning Commission deliberations and public input opportunities on May 20, 2025, June 10, 2025, and June 24, 2025. An open house on June 16, 2025 provided the community an opportunity to review the Commission's draft recommendations to City Council. At a continued public hearing meeting held on June 24, 2025, the Commission adopted four Resolutions recommending approval of the proposed amendments to the City Council.

Analysis
The primary objective of the proposed project is to adjust maximum allowable building heights and residential densities (dwelling units per acre) in targeted areas of the city. As summarized in Attachment 5, the final recommendations reflect an iterative process informed by public input, development scenario testing by the Arroyo Group, and detailed review by the Planning Commission over the course of several public meetings, beginning with the March 26 Study Session and concluding with the Commission's formal recommendation on June 24, 2025.

The Commission carefully evaluated existing conditions across affected areas, including downtown districts, Huntington Drive and the Ostrich Farm area. Based on this analysis, the majority of RM-zoned properties in the Ostrich Farm and portions of Huntington Drive were removed from the Housing Opportunity Overlay (HOO) Zone. The Commission also emphasized aligning height limits with allowed densities across all areas, resulting in the following standards:

- Areas with a maximum density of 70 units/acre - 60 ft. max height
- Areas with a maximum density of 90 units/acre - 70 ft. max height
- Areas with a maximum of density of 50 units/acre - 50 ft. max height
- Areas with a maximum density of 30 units/acre - 45 ft. max height

Additionally, the Planning Commission recommended allowing residential development on certain religious congregation and private school sites, subject to the following criteria:

- Sites in the CF zone larger than two acres: up to 50 du/ac, or
- Sites in the DTSP Civic zone larger than one acre:
- Rezone non-sanctuary properties to Mixed-Use Core (70 du/ac)

These recommendations are reflected in the proposed amended Zoning Map (Exhibit B of Attachment 4), which illustrates each area's zoning designation along with corresponding maximum densities and building heights.

Housing Element Amendment

As noted above, a formula error in Housing Element Table VI-51 (now known as Table VI-53) led to an overestimation of the zoning needed to meet the City's RHNA allocation by income category. The table incorrectly signaled a need for additional high-density zoning to demonstrate compliance. In response, the City proceeded with rezoning actions to secure HCD certification of the Housing Element. As a result, the City's current residential development capacity significantly exceeds RHNA requirements, creating a buffer that is larger than necessary.

Further review also identified discrepancies in the assumed probability of development for certain sites. While the narrative stated a 30% assumption, the calculation used only 8%, effectively lowering the projected capacity. In addition, the total number of units reflected in the table did not align with totals reported elsewhere in the document due to the absence of a summarized total. These combined errors further contributed to the conclusion that additional zoning was required and which was undertaken to obtain HCD certification.

The draft Housing Element amendment will correct these issues by applying a more realistic development probability of 7.5% over the eight-year planning period—consistent with the prior 8% assumption—and now includes a total that aligns with the RHNA compliance summary

(Table VI-44). The current process to revise height limits presents an opportunity to “right-size” allowable density, better aligning it with RHNA obligations and reducing the surplus buffer. Additional related updates to the Housing Element are provided in Exhibits A (Summary of Changes) and B (Full Amendment) of Attachment 2. As noted above, the Housing Element amendments would only become effective at such time as the required HCD review process has been completed, and HCD finds that the amended Housing Element substantially complies with Housing Element Law, which is also known as HCD certification.

General Plan Amendment

To maintain internal consistency among General Plan elements, corresponding updates to the Land Use Element are required as a result of the proposed Housing Element amendments. As noted in the Executive Summary, the Planning Commission’s recommendations generally align maximum allowable residential densities with corresponding height limits in specific zoning areas and their associated General Plan land use designations. Accordingly, the proposed General Plan Amendment includes the following changes:

- Allowing up to 60' in building height in the Mixed-Use Core and HOO Zone
- Allowing up to 50 units/acre and 50' building height on Mission Street, west of Orange Grove Avenue
- Allowing up to 90 units/acre in the Fair Oaks Corridor with a maximum building height of 70'
- Allowing up to 50 units/acre and 50' in building height for properties in the Civic land use designation (so long as they meet the aforementioned zoning requirements),
- An updated Land Use map consistent with the proposed Zoning Map Amendment
- Other minor associated edits throughout

These general plan amendments would take effect when the Zoning Ordinance and Zoning Map amendments are effective, in order to allow, among other things, the new height standards to become effective in furtherance of Housing Element Program 2.n.

DTSP, Zoning Code, and Zoning Map Amendments

To implement the proposed adjustments to maximum allowable density and building height, amendments to the Downtown Specific Plan (DTSP), Zoning Code, and Zoning Map are required. Attachments 3 and 4 include the draft DTSP Resolution and zoning ordinance for these amendments. In addition to updating allowable densities and heights, the resolution and ordinance also include related modifications to development standards necessary to support the proposed changes.

A Planning Commission subcommittee, composed of Commissioners Claypool and Gallatin, collaborated with staff and the Arroyo Group to evaluate and recommend updates to existing standards. Proposed adjustments include, but are not limited to: minimum setbacks, stepbacks, building articulation, private and common open space, minimum site landscaping, and parking requirements. These revised standards would apply to the DTSP zones (Mixed-Use Core and Fair Oaks Corridor), as well as the RM, RH, Mixed-Use Overlay, and Housing Opportunity Overlay (HOO) zones. The full list of proposed development standard amendments are incorporated into the attached DTSP Resolution and zoning ordinance as well as a summary table being provided as Attachment 6.

The Zoning Map is also proposed to be updated to reflect the locations of all affected areas. For reference, the current Zoning Map is provided as Attachment 7, and the proposed map is included as Exhibit B of Attachment 4 and as Attachment 8. The proposed changes include the following:

- Clearly delineating the zoning districts' maximum allowable densities with corresponding maximum allowable heights in the "Legend" area of the document
- Allowing housing on certain CF-zoned properties (as mentioned previously) and showing their locations on the map
- Modifying the boundaries of the HOO Zone by removing the many of the RM-zoned properties along Ostrich Farm area while maintaining most of the RM-zoned properties along Huntington Drive
- Including the boundary of the Historic Business District and location of existing Historic Landmarks for reference

Economic Feasibility and RHNA Capacity Buffer

A key consideration in the Planning Commission's recommendations was ensuring that the proposed adjustments would support economically feasible development. The Arroyo Group prepared multiple iterations of an Economic Feasibility Memorandum, with the most recent version included as Attachment 8. The memorandum incorporates a 7.5% development probability for Housing Element sites over the eight-year planning period and includes prototypical development models aligned with the Commission's recommended standards.

As noted above, the proposed amendments—supported by the feasibility analysis—result in a projected surplus of 641 units beyond the City's RHNA requirements, as shown in Table VI-44 of the Housing Element Amendment. Of these, 118 units (10.2%) are allocated to the lower-income category, which is anticipated to meet HCD expectations if the City Council adopts the recommended changes.

Findings

The required Municipal Code findings for each proposed amendment can be found in their corresponding resolution or ordinance in Attachments 1-4.

Alternatives

As an alternative to the recommendation, the City Council may consider:

1. Revising the draft recommendations, introduce the ordinance, and approve the resolutions with any applicable revisions,
2. Continue the public hearing, and direct staff to modify any requested information or run additional development scenarios

Fiscal Impact

Upon adoption of the proposed amendments, staff time would be required to implement the updated General Plan, Downtown Specific Plan, Zoning Code, and Zoning Map. These costs are included in Community Development's operating budget for fiscal year 2024-5 and

proposed budget of fiscal year 2025-26. Additionally, any future development projects as a result of the proposed amendments will have to pay their respective permit and development impact fees.

Key Performance Indicators and Strategic Plan
This project supports the following priority in the Strategic Plan:

Priority 5: Plan for affordable housing to comply with state mandates and respond to community needs.

Commission Review and Recommendation
As mentioned earlier in the report, the Planning Commission initially opened the public hearing on this item on April 29, 2025 and continued the hearing multiple times on May 7th, May 20th, June 10th and June 24th. On June 24, 2025, in a 6-0 vote, the Planning Commission passed four resolutions (one for the General Plan Amendment, Housing Element Amendment, DTSP Amendment, and Zoning Code/Zoning Map Amendment) to recommend that the City Council adopt each amendment as presented in Attachments 1-4 of this staff report.

Public Notification
A public notice for this Public Hearing was published in the South Pasadena Review on July 4, 2025 as required by law. The public was also made aware of this public hearing through its inclusion in the legally publicly noticed agenda, posted physically at City Hall on the City's website, City social media posts, and via email sent to a list of interested parties.

Environmental Analysis
The policies and implementation documents that were adopted and now proposed for amendment were analyzed in the Environmental Assessment (EA) prepared for the Housing Element, and adopted by the City Council on May 30, 2023, and the changes are within the scope of that analysis.

Further, the policies and implementation documents that were adopted and now proposed for amendment were analyzed in the Program Environmental Impact Report (PEIR) for the General Plan and Downtown Specific Plan Update and 2021-2029 Housing Element Implementation Programs, which was certified by the Council on September 27, 2023. Section 15164 of the State CEQA Guidelines states that an Addendum to an earlier Mitigated Negative Declaration or EIR shall be prepared if some changes or additions are necessary to the previously adopted document, but none of the conditions described in Section 15162 calling for preparation of a subsequent Mitigated Negative Declaration or EIR have occurred. Based on the analysis and information contained in the Addendum to the PEIR, included as Attachment 10 to the staff report presented herein, there is no evidence that the proposed project requires major changes to the PEIR. Comparison of the previous project with the proposed Amendments indicates that there are no new significant environmental impacts associated with implementation of height, density and development standards to support housing development. In addition, there is no substantial evidence that the circumstances under which the project is undertaken have substantially changed, and there is no evidence of new or more severe environmental impacts arising out of the proposed changes to the policy documents. The amendments to these policy documents are considered in the same context of compliance with the City's Regional Housing Needs Assessment (RHNA), as it has been allocated to require planning for additional housing development amid a statewide housing shortage, as reflected in the certified Housing Element. Therefore, an addendum to the PEIR

has been prepared in compliance with CEQA.

This Project also qualifies for a recently enacted CEQA exemption for housing element implementation, as codified in Public Resources Code Section 21080.085, and adopted as part of SB 131 which took immediate effect. This exemption provides as follows:

"21080.085 (a) This division [CEQA] does not apply to a rezoning that implements the schedule of actions contained in an approved housing element pursuant to subdivision (c) of Section 65583 of the Government Code."

Section 65583 (c) implementation actions, although referred to in the exemption as rezoning, are broadly defined to include, but are not limited to:

- making make sites available during the planning period with appropriate zoning and development standards to accommodate RHNA needs for all income levels that could not be accommodated on sites identified in the sites inventory,
- assisting in the development of adequate housing to meet the needs of extremely low, very low, low-, and moderate-income households.
- removing governmental and nongovernmental constraints for development of housing for all income levels

The Project includes consistency amendments among the various interrelated documents (General Plan, Housing Element, Downtown Specific Plan, and Zoning) that are within the scope of, and contemplated by programs under Section 65583 (c).

With respect to tribal consultation, the proposed adjustments to height, density, and other standards have no impact on tribal cultural resources. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of tribal cultural resources because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of any tribal cultural resources as listed above. Although not required pursuant to CEQA, the City invited tribal consultation pursuant to SB 19. The Gabrieleño Band of Mission Indians - Kizh Nation requested consultation. The Tribe and the City engaged in consultation, and the Tribe requested mitigation related to tribal monitoring for any ground disturbing activities associated with the Project. However, this Project involved policy and planning decisions with no ground disturbance contemplated, thus there is no ground monitoring to be monitored, and there would not be any unanticipated discovery of tribal cultural resources or human remains. In the future, specific development projects would be reviewed for CEQA applicability and compliance, and based on the environmental review process undertaken, tribal monitoring of related ground disturbances, and protocols for unanticipated discovery of tribal cultural resources or human remains may be required or added as a mitigation. Further, all projects are subject to existing laws related to discovery and treatment of human remains.

Additionally, during the June 24, 2025 Planning Commission meeting a resident, Mr. Ed Elsner, provided a public comment that questioned the environmental review of the Housing Opportunity Overlay zone with a 70 dwelling units per acre allowed density. Mr. Elsner referred to comments he made on the Program EIR for the General Plan and Downtown Specific Plan Update and Housing Element Implementation Programs related to Housing Element Table VI-51 (now Table VI-53) assumptions and responses to those comments regarding the City's intent to correct the table through a future amendment process, which is

part of this current project effort. However, when the City Council adopted the Housing Opportunity Overlay zone in March 2024, in order to implement the housing element and obtain HCD certification, the City Council found that the rezoning action was exempt from CEQA, pursuant to Government Code Section 65759. This determination was based on the action being taken to bring the General Plan into compliance with state law and a court order related to the Housing Element litigation. Further, an Environmental Assessment was prepared and adopted for the Housing Element, pursuant to the special provisions of Government Code Section 65759, and the Housing Overlay zone implemented the housing element. The City filed a notice of exemption related to adoption of the Housing Opportunity Overlay zone, and the CEQA challenge period has long since expired. Therefore, CEQA review of the Housing Opportunity Overlay has been completed, and the implementation actions contemplated as part of this Project result in scaling back the Housing Opportunity Overlay Zone on certain RM properties, and thus would have lesser impacts, including any impacts to views or vistas, than under current regulations.

Attachment:
Attachment 1 - Resolution Amending the General Plan re Height, Density and Development.pdf
Attachment 2 - Resolution Adopting an Amendment to the Housing Element.pdf
Attachment 3 - DTSP Resolution
Attachment 4 - Ordinance for Zoning Text & Map Amendment.pdf
Attachment 5 - Summary Heights & Densities Table.pdf
Attachment 6 - PC Subcommittee Development Standards Table.pdf
Attachment 7 - Existing Zoning Map with Densities & Heights.pdf
Attachment 8 - Amended Zoning Map.pdf
Attachment 9 - Feasibility Memo June 2025.pdf
Attachment 10 - Addendum for GP - DTSP-HE-ZTA.pdf

RESOLUTION NO. __

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING A GENERAL PLAN AMENDMENT TO IMPLEMENT THE 2021-2029 (6TH CYCLE) HOUSING ELEMENT AND RELATED ACTIONS

WHEREAS, Sections 65300 *et. seq.* of the California Government Code requires each city and county to adopt a comprehensive, long-term General Plan for the physical development of land within its jurisdiction and Sphere of Influence; and

WHEREAS, Sections 65580 *et. seq.* of the California Government Code requires each city and county to periodically prepare and update its Housing Element in its General Plan. The City of South Pasadena received the Regional Housing Needs Allocation (RHNA) numbers from the Southern California Association of Government in 2019, in conjunction with the requirement that the City update its Housing Element for the 6th Cycle (2021-2029); and

WHEREAS, on May 30, 2023, the City Council adopted the Environmental Assessment (EA) prepared for the 2021-2029 (6th Cycle) Housing Element ("Housing Element") and then adopted the Housing Element; and

WHEREAS, certain further actions were necessary to obtain a determination from the State Department of Housing and Community Development (HCD) that the Housing Element substantially complied with Housing Element Law; and,

WHEREAS, the City completed the necessary actions and on July 29, 2024, HCD found the City's Housing Element to substantially comply with State Housing Element Law; and,

WHEREAS, on September 27, 2023, the City Council adopted the Program Environmental Impact Report prepared for the General Plan Update and the Downtown Specific Plan and 2021-2029 Housing Element Implementation Programs Project; and

WHEREAS, the City has continued to work diligently to implement Housing Element programs, including adopting a new General Plan, Downtown Specific Plan, and rezoning; and

WHEREAS, Housing Element Program 2.n called for the City to place a ballot initiative before the voters of South Pasadena to consider removing the 45-foot building height limit in certain parts of the City, and on November 5, 2024, South Pasadena residents approved said measure with the results being certified by the City Council on December 18, 2025, thus enabling amendments to the General Plan, Downtown Specific Plan, and the South Pasadena Zoning Code consistent with the adopted Housing Element; and

WHEREAS, on February 1 and February 15, 2025, the City conducted walking tours to familiarize residents and public officials with the areas under consideration for revised building height limits and development standards, with staff receiving feedback and suggestions from the community on potential changes to both the South Pasadena Municipal Code and Downtown Specific Plan, as well as the Housing Element, with approximately 40 residents in attendance at each event; and

WHEREAS, on February 18, 2025, the City conducted an open house to showcase the analysis prepared in regard to height limits in conjunction with housing density, with maps showing areas in which the City proposed to increase height and exhibits showing examples of conceptual development scenarios in areas that included Huntington Drive, Ostrich Farm, Fair Oaks Avenue, and Mission Street, with staff receiving feedback from the approximately 40 residents who attended; and

WHEREAS, on March 11, 2025, a subcommittee of two Commissioners was formed to study in-depth the assumptions and methodology involved in the proposed amendments; and

WHEREAS, on March 18, 2025, the City conducted a second open house, this time focusing on current development standards that may present challenges to housing development including setbacks, stepbacks, building breaks, parking location, open space, and minimum unit sizes, with staff receiving feedback from the approximately 40 participants who attended; and

WHEREAS, on March 26, 2025, a joint City Council and Planning Commission study session was held wherein additional public comment and feedback from both the Planning Commission and the City Council were received regarding potential amendments to the General Plan, Housing Element, Downtown Specific Plan, the Zoning Code found in the South Pasadena Municipal Code, and the City's Zoning Map; and

WHEREAS, On April 8, 2025, the Planning Commission subcommittee that was convened to study the assumptions and methodologies upon which potential amendments would be based reported to the full Planning Commission, resulting in further feedback to staff with the subcommittee continuing to work with staff to prepare a recommendation for future consideration by the Planning Commission; and

WHEREAS, on April 29, 2025, the Planning Commission held a duly noticed Public Hearing, wherein the Planning Commission received a staff presentation and staff report on potential amendments to the General Plan, Housing Element, Downtown Specific Plan, the City's Zoning Code and the City's Zoning Map ("proposed project" or "project"; received public testimony; and held Planning

Commission discussion. Thereafter, the Planning Commission continued the Public Hearing to May 7, 2025; and

WHEREAS, on May 7, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission resumed its discussion, received corrected maps and exhibits, including a density/height summary table and received public testimony. Thereafter, the Planning Commission continued the public hearing to May 20, 2025; and

WHEREAS, on May 20, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission resumed its discussion, received corrections to the zoning map and density/height summary table, received public testimony and gave direction to staff and the City's consultant for additional information and scenarios related to the density and height amendments. Thereafter, the Planning Commission continued the public hearing to June 10, 2025; and

WHEREAS, on June 10, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission received an updated density and height table of density based on recommendations and suggestions from the Planning Commission, received the updated Housing Element inventory zoning scenarios with corresponding Zoning Maps, received updated development standards table prepared by the Subcommittee and staff; resumed its discussion and provided preliminary recommendations to Staff in preparation for a community meeting to be held on June 16, 2025. Thereafter, the Planning Commission continued the public hearing to June 24, 2025; and

WHEREAS, on June 16, 2025, the Planning Commission held a community meeting to received input from the community and stakeholders regarding the Planning Commission's preliminary recommendations related to density, height and development standards in order to implement the Housing Element programs; and

WHEREAS, on June 24, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission received a staff presentation and staff report on the amendments to the General Plan, Housing Element, Downtown Specific Plan, the City's Zoning Code and the City's Zoning Map based on the Planning Commission's previous discussion and direction; received a summary of the comments received at the June 16, 2025 community meeting; received public testimony; and held Planning Commission discussion and provided further direction to staff. Thereafter, the Planning Commission adopted a Resolution to recommend that the City Council adopt a General Plan Amendment to implement the Housing Element; and

WHEREAS, on July 16, 2025, the City Council held a duly noticed Public Hearing, wherein the City Council received a staff presentation and staff report on the proposed General Plan Amendment, as well as amendments to the Housing

Element and Downtown Specific Plan and a Zoning Text Amendment and Zoning Map Amendment, as it relates to height, density and development standards in the City's zoning and overlay districts in order to implement the Housing Element. The City Council received public testimony and all interested persons had an opportunity to, and did, testify in this matter. Thereafter, the City Council asked questions and deliberated; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. Recitals. The above recitals are hereby declared to be true and correct and are incorporated herein as if set forth in full.

SECTION 2. Findings. Based upon substantial evidence presented to the City Council during the Public Hearing, including public testimony and written and oral staff reports, along with the environmental documentation, the City Council finds:

A. All necessary Public Hearings and opportunities for public testimony and comment have been conducted in compliance with applicable law;

B. That the proposed General Plan Amendment (GPA) is consistent with the Housing Goals and residential densities prescribed in the 2021-2029 (6th Cycle) Housing Element and other General Plan elements.

SECTION 3. California Environmental Quality Act (CEQA). The policies and implementation documents that were adopted and now proposed for the amendment were analyzed in the Environmental Assessment (EA) prepared for the Housing Element, and adopted by the City Council on May 30, 2023, and the changes are within the scope of that analysis. Further, the policies and implementation documents that were adopted and now proposed for amendment were analyzed in the Program Environmental Impact Report (PEIR) for the General Plan and Downtown Specific Plan Update and 2021-2029 Housing Element Implementation Programs, which was certified by the Council on September 27, 2023. Section 15164 of the State CEQA Guidelines states that an Addendum to an earlier Mitigated Negative Declaration or EIR shall be prepared if some changes or additions are necessary to the previously adopted document, but none of the conditions described in Section 15162 calling for preparation of a subsequent Mitigated Negative Declaration or EIR have occurred. Based on the analysis and information contained in the Addendum to the PEIR, there is no evidence that the proposed project requires major changes to the PEIR. Comparison of the previous project with the proposed amendments indicates that there are no new significant

environmental impacts associated with implementation of height, density and development standards to support housing development. In addition, there is no substantial evidence that the circumstances under which the project is undertaken have substantially changed, and there is no evidence of new or more severe environmental impacts arising out of the proposed changes to the policy documents. The amendments to these policy documents, are considered in the same context of compliance with the City's Regional Housing Needs Assessment (RHNA), as it has been allocated to require planning for additional housing development amid a statewide housing shortage, as reflected in the Housing Element.

Therefore, the City Council adopts the July 2025 addendum to the PEIR. Further, on a separate and independent basis, the City Council finds that the project is exempt from CEQA pursuant to recently enacted Public Resources Code Section 21080.085, which provides that CEQA does not apply to a rezoning that implements the schedule of actions contained in an approved housing element pursuant to subdivision (c) of Section 65583 of the Government Code. Section 65583(c) implementation actions, although referred to in the exemption as rezoning, are broadly defined to include, but are not limited to: making make sites available during the planning period with appropriate zoning and development standards to accommodate RHNA needs for all income levels that could not be accommodated on sites identified in the sites inventory; assisting in the development of adequate housing to meet the needs of extremely low, very low, low-, and moderate-income households; removing governmental and nongovernmental constraints for development of housing for all income levels. The project includes consistency amendments among the various interrelated documents (General Plan, Housing Element, Downtown Specific Plan, and Zoning) that are within the scope of, and contemplated by programs under Section 65583 (c). Also, the actions included in the project reflect implementation of the Housing Element in light of Measure SP, and implementation of other Housing Element programs contemplated under Section 65583(c).

SECTION 4. General Plan Amendment Findings. South Pasadena Municipal Code Section 36.620.070(A) provides that a General Plan Amendment may be approved only if certain findings are met. Accordingly, based upon substantial evidence, including public testimony and written and oral staff reports, along with the environmental documentation, the City Council makes the following findings:

A. The General Plan Amendment is internally consistent with the actions, goals, objectives, and policies of the General Plan as well as programs contained in the 2021-2029 (6th Cycle) Housing Element with the amendments of July 16, 2025. Specifically, the project is consistent with the following:

Housing Element Program 2.n: Citywide Height Limit Ballot Initiative.

Housing Element Program 3.n:	Zoning Changes.
General Plan Policy P5.8:	Support the reduction of governmental and regulatory constraints, and advocate for the production of affordable housing.

Given that the General Plan Amendment would implement changes to support heights and building standards in support of, and consistent with, the Housing Element as amended on July 16, 2025, the City Council makes this finding.

B. The General Plan Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would further implement the adopted 2021-2029 Housing Element as amended on July 16, 2025, specifically the rezoning necessary to implement new building heights enabled by the voter approval of Measure SP in November 2024. This supports Housing Element Programs 2.n (Citywide Height Limit Ballot Initiative) and 3.n (Zoning Changes). Therefore, the City Council can make this finding.

Furthermore, the General Plan Land Use Map would be amended to reduce the area covered by the Housing Opportunity (HO) Overlay by removing the overlay from applying to RM zoning districts identified on the current Zoning Map except for certain RM zoned parcels along Huntington Drive, and adding a new CF-50 designation to applicable properties to allow higher intensity multifamily housing on certain religious congregation or private school sites that are larger than two acres. Such revisions would not impact the development suitability of the affected areas, and would not impact the physical constraints, access, the provision of utilities, or the compatibility of adjacent land uses in the affected areas, and, in conjunction with related Housing Element Amendment of July 16, 2025, would ensure internal consistency related to land use densities. Therefore, the City Council makes this finding.

SECTION 5. Based upon the foregoing, the City Council herby adopt the General Plan Amendment, including updating the General Plan Land Use Map, as set forth in Exhibit A and Exhibit B to this Resolution, to implement the necessary changes to the General Plan consistent with the Housing Element Amendment of July 16, 2025 and the Housing Element Housing Programs as permitted by Measure SP.

SECTION 6. This Resolution shall be effective on the date that the Ordinance entitled “An Ordinance of the City of South Pasadena Amending Chapter 36 (Zoning) of the South Pasadena Municipal Code as it Related to Height, Density and Development Standards in the City’s Zoning and Overlay

Districts and Amending the City's Zoning Map to Implement the City's 2021-2029 (6th Cycle) Housing Element" becomes effective.

PASSED, APPROVED, AND ADOPTED on this 16th day of August, 2025.

AYES:

NOES:

ABSENT:

ABSTAIN:

Janet Braun, Mayor

ATTEST:

Mark Perez, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

EXHIBIT A

GENERAL PLAN AMENDMENT

In Chapter 3, Sub-section C (Urban Form), 2. Corridors, Mission Street and Fair Oaks (Downtown Specific Plan), the following shall be amended:

6. Infills along Mission Street—New infill along Mission will be up to 50 feet in height calculated using average building height along Mission Street west of Orange Grove Avenue or up to 60 feet in height calculated using average building height in the Mixed Use Core Zone east of Orange Grove Avenue, keeping the pedestrian scale of Mission Street. To enable buildings to create a fabric that is contrasting to the one on Fair Oaks, building frontage along Mission will allow the creation of courts and yards directly facing the sidewalk, enabling a more porous fabric.

7. Infills along Fair Oaks Avenue—The plan envisions various mixed-use infill developments along Fair Oaks Avenue. These infills will be up to 70 feet in height calculated using average building height, with active ground floors lining the sidewalks. In order to ensure that the form and character of these new buildings is not monolithic, a number of standards and guidelines are provided as part of this vision to enable contextually sensitive development.

In Chapter 3, Sub-section C (Urban Form), 3. Neighborhood Centers, the following shall be amended:

C. Huntington Drive and Fremont Avenue

This center has a mix of one, two, and three-story office, retail, and residential buildings. These buildings are placed next to each other along the edge of a wide sidewalk, many with active storefronts that engage the pedestrian, with the one exception of a supermarket store. The parking lot for the supermarket store interrupts the walking experience along Huntington Drive. The supermarket stores and parking area offer redevelopment opportunity for an appropriately scaled mixed use project with active neighborhood serving retail or cafes at street level. Parking should be located away from the street~~s~~ edge.

Streetscape and lighting improvements would enhance the comfort and safety~~,~~ of the walking experience. Portions of the neighborhood lack access to a park within a 10-minute walk. The islands and turn lanes make crossing the intersection at Huntington Drive and Fair

Oaks Avenue confusing. The City should examine the feasibility of consolidating and repurposing the excess traffic islands at the corner of Fair Oaks Avenue and Huntington Drive as one large public open space, which would also simplify the traffic flow and pedestrian crossing experience. Public views to the San Gabriel Mountains to the north should be protected by careful massing setbacks at street corners that open up the vistas. The proposed protected bike lane along Fair Oaks in the Downtown area~~,~~ could be extended south to Huntington Drive.

In Chapter 3, Sub-section D (Planning Designations), the following shall be amended:

D. Planning Designations

Neighborhood
The physical size of the neighborhood is defined by a five-minute walk from its center to edge~~.~~ with primarily residential uses with the basic needs of daily life met by uses in close proximity. Streets form a connected network, providing alternate routes that help to disperse traffic, and are equitable for vehicles, pedestrians, and bicyclists. Diversity in the type, size, and disposition of buildings, streets, and open spaces creates many options in environments, experiences, functions, uses, prices, and populations.

Very Low Intensity: This land use classification permits detached single-family homes and is characterized by lots over 10,000 square feet.
Scale: House-scale.
Intensity: Max 3 units/acre.
Height: 1-2 stories.

Low Intensity: This land use classification permits detached single-family~~-~~homes and is characterized by lots of 5,000 to 10,000 square feet.
Scale: House-scale.
Intensity: Max 5 units/acre.
Height: 1-2 stories.

Medium Intensity: This land use classification permits attached housing types, such as courtyard housing, townhomes, bungalow court, and multiplexes, including single-family homes on smaller lots.
Scale: House-scale. Attached, semi-detached, and detached buildings.
Intensity: Max 30 units/acre and up to 70 units/acre in the Housing Opportunity Overlay (HOO).

Height: Up to 45 feet in height or up to 60 feet in height in the HOO calculated using average building height.
High Intensity: This land use classification permits multi-family residential development. It is intended to identity and conserve existing concentrations of such development in the city. These areas are characterized by multi-story apartments and condominiums.
Scale: House-scale and some block-scale buildings. Attached, semi-detached, and detached buildings.
Intensity: Max 45 units/acre and up to 70 units/acre in the Housing Opportunity Overlay (HOO).
Height: Up to 45 feet in height or up to 60 feet in height in the HOO calculated using average building height.
Housing Opportunity Overlay: This land use classification permits multi-family residential development and is applied to higher-density corridors and community centers where higher density projects are appropriate. Multi-story apartment and condominium developments are appropriate for this land use designation.
Scale: Medium to large scale multi-family buildings.
Intensity: Max 70 units/acre.
Height: 60 feet calculated using average building height

Mixed Use Core
Encourages a wide range of building types based on neighborhood characteristics that house a mix of functions, including commercial, entertainment, office, and housing. South Pasadena's mixed-use areas are distinctive with varying context and building types.

Downtown is a Citywide destination where people work, live, shop, and play. It is accessible from across the city by multiple forms of transportation. Downtown is characterized by mid-rise mixed-use buildings placed close to the sidewalk to create a thriving pedestrian environment which is supported by high quality streetscapes and public spaces. The downtown area supports continued reinvestment and context sensitive intensification that enhance housing choices and promotes local businesses. Range of open spaces and walkable streets and alleys weave together the various downtown assets.

Community centers along Huntington Drive are located at key intersections and serve daily needs of multiple neighborhoods. Some larger sites can be developed with urban residential mixed-uses in a walkable environment. The massing of new development should respect the adjacent stable residential neighborhood.

The Ostrich Farm area is along the western edge of the city and faces the Arroyo Park. Ostrich Farm area currently has a mix of stable office, industrial, and urban residential uses. Many of the commercial

uses support the local creative industry. Redevelopment of these sites should maintain and enhance the creative industries and businesses while allowing for residential development on upper floors.
Intensity: Max 70 units/acre, or 50 units/acre on Mission Street west of Orange Grove Avenue
Height: 60 feet calculated using average building height, or 50 feet calculated using average building height on Mission Street west of Orange Grove Avenue

Fair Oaks Corridor

The Fair Oaks Corridor is the major north-south connector with direct drop-off from the 110 freeway. The corridor is a gateway into the City and downtown area. The 100 feet wide corridor has a collection of medium and large sized parcels and has large 3 and 4 story buildings that form continuous street frontage. The corridor is home to several significant retail anchors. The larger parcels are developed with auto-oriented uses and present a significant opportunity for reinforcing historic development patterns while allowing much needed affordable housing in the city. The typical lot depths are around 165 feet and the frontage parcels on the east side back on to an established single-family neighborhood.
Scale: Block-scale buildings with house scale buildings providing contextual response to established residential neighborhoods.
Intensity: Max 90 units/acre.
Height: 70 feet calculated using average building height.

Civic

Public or quasi-public in operation, civic buildings and spaces are the cornerstone of neighborhoods and a symbolic reflection of South Pasadena's values and aspirations. The civic buildings may operate in the fields of the arts, culture, education, recreation, government, transit, security, health, and safety. Since public buildings represent a collective identity, their design should set them apart from more conventional private buildings. Civic building sites should be located within or adjacent to a civic space, or at the terminated vista of a significant thoroughfare. These places are easily accessible by foot or automobile and have formal access points that address the street.

Within the Civic land use designation, certain large properties are designated for residential uses, such as multi-family residential development. When residential uses are permitted through the implementing zoning, the following applies:

Scale: House-scale and some block-scale buildings. Attached, semi-detached, and detached buildings.
Intensity: Max 50 units/acre.
Height: 50 feet.

Except for the residential uses on the designated parcels set forth in the zoning code and zoning map, residential uses are not typically permitted or encouraged unless specifically allowed by state law.

Parks & Open Space
Lands designated for public recreation and leisure and visual resources and can range from neighborhood tot lots and pocket parks, to urban squares and plazas, and from playgrounds to large regional parks.

Preserves
Undeveloped areas within the hills adjacent to existing established single-family residences. The Preserves are natural areas designated for preservation of flora, fauna, geological, natural, historical, or similar features of scientific or educational value, and/or outstanding scenic beauty.

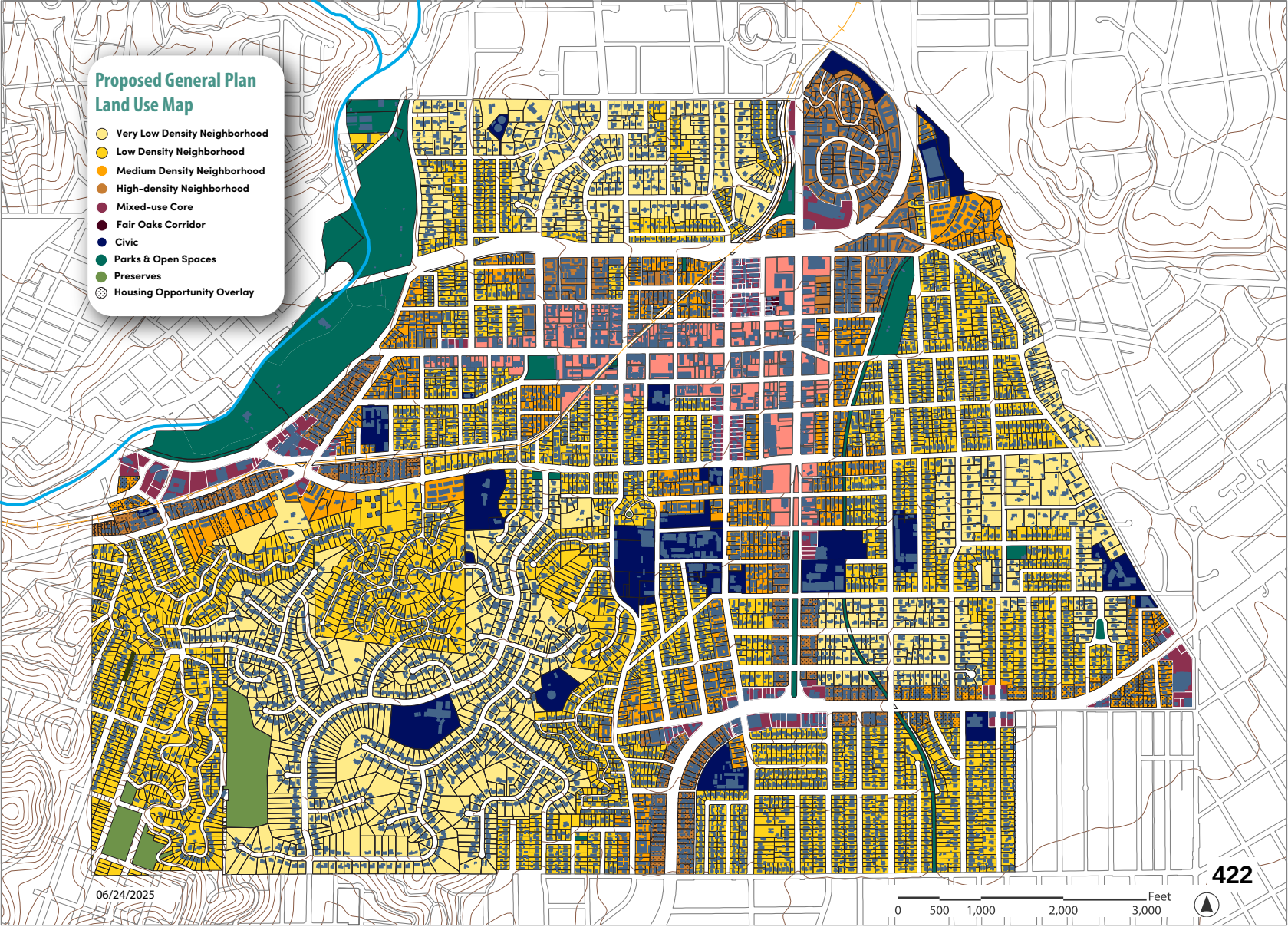
In Chapter 8, Sub-section D (Standards), the following shall be amended:

The 1998 General Plan recommended 4 acres of park and recreational facilities per 1,000 residents. Currently, the City provides 4.7 acres per 1,000 residents, exceeding the 1998 General Plan's recommendation. South Pasadena has no development requirement to provide public open space. Park fees are collected when land is subdivided. However, as South Pasadena is generally built out, there are few opportunities for land subdivision, so park fees are not a reliable source of revenue.

While South Pasadena does not require public open space in new development, the City does require private open space in new residential projects. This private open space is provided in the form of balconies, patios, and minimum yards, or setbacks (front, side, and rear), and a limitation on the percentage of a lot that can be covered by a building. Open space requirements are set forth in the Zoning Code and in the Downtown Specific Plan.

EXHIBIT B

JULY 2025 GENERAL PLAN LAND USE MAP


Proposed General Plan Land Use Map
Very Low Density Neighborhood
Low Density Neighborhood
Medium Density Neighborhood
High-density Neighborhood
Mixed-use Core
Fair Oaks Corridor
Civic
Parks & Open Spaces
Preserves
Housing Opportunity Overlay
06/24/2025
0
500
1,000
2,000
3,000
Feet

RESOLUTION NO. __

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA CONDITIONALLY ADOPTING A HOUSING ELEMENT AMENDMENT TO THE 2021-2029 (6TH CYCLE) HOUSING ELEMENT

WHEREAS, Sections 65300 *et. seq.* of the California Government Code requires each city and county to adopt a comprehensive, long-term, General Plan for the physical development of land within its jurisdiction and Sphere of Influence; and

WHEREAS, Sections 65580 *et. seq.* of the California Government Code requires each city and county to periodically prepare and update its Housing Element in its General Plan. Accordingly, the City of South Pasadena received the Regional Housing Needs Allocation (RHNA) numbers from the Southern California Association of Government in 2019, in conjunction with the requirement that the City update its Housing Element for the 6th Cycle (2021-2029); and

WHEREAS, certain further actions were necessary to obtain a determination from the State Department of Housing and Community Development (HCD) that the 2021-2029 (6th Cycle) Housing Element ("Housing Element") substantially complied with Housing Element Law; and

WHEREAS, the City completed the necessary actions and on July 29, 2024, HCD found the City's Housing Element to substantially comply with State Housing Element Law; and

WHEREAS, on May 30, 2023, the City Council adopted the Environmental Assessment (EA) prepared for the Housing Element and then adopted the Housing Element; and

WHEREAS, on September 27, 2023, the City Council adopted the Program Environmental Impact Report (PEIR) prepared for the General Plan Update and the Downtown Specific Plan and 2012-2029 Housing Element Implementation Programs Project; and

WHEREAS, on May 29, 2024, the City Council adopted Resolution No. 7851 making findings pursuant to Government Code Section 65583.2(g) that existing uses of nonvacant sites does not constitute an impediment to additional residential development during the period covered by the 2021-2029 Housing Element; and

WHEREAS, the City has continued to work diligently to implement Housing Element programs, including adopting a new General Plan, Downtown Specific Plan, and rezoning; and

WHEREAS, Housing Element Program 2.n called for the City to place a ballot initiative before the voters of South Pasadena to consider removing the 45-foot building height limit in certain parts of the City, and on November 5, 2024, South Pasadena residents approved said measure with the results being certified by the City Council on December 18, 2025, thus enabling amendments to the Housing Element, General Plan, Downtown Specific Plan, and the South Pasadena Municipal Code consistent with the adopted Housing Element; and

WHEREAS, on February 1 and February 15, 2025, the City conducted walking tours to familiarize residents and public officials with the areas under consideration for revised building height limits and development standards, with staff receiving feedback and suggestions from the community on potential changes to both the South Pasadena Municipal Code and Downtown Specific Plan as well as the Housing Element, with approximately 40 residents in attendance at each event; and

WHEREAS, on February 18, 2025, the City conducted an open house to showcase the analysis prepared in regard to height limits in conjunction with housing density, with maps showing areas in which the City proposed to increase height and exhibits showing examples of conceptual development scenarios in areas that included Huntington Drive, Ostrich Farm, Fair Oaks Avenue, and Mission Street, with staff receiving feedback from the approximately 40 residents who attended; and

WHEREAS, on March 11, 2025, Planning Commission Chair appointed a sub-committee of two Commissioners to study in-depth the assumptions and methodology involved in the proposed amendments; and

WHEREAS, on March 18, 2025, the City conducted a second open house, this time focusing on current development standards that may present challenges to housing development including setbacks, stepbacks, building breaks, parking location, open space, and minimum unit sizes, with staff receiving feedback from the approximately 40 participant who attended; and

WHEREAS, on March 26, 2025, a joint City Council and Planning Commission study session was held wherein additional public comment and feedback from both the Planning Commission and the City Council were received regarding potential amendments to the General Plan, Housing Element, Downtown Specific Plan, the City's Zoning Code (Chapter 36 of the South Pasadena Municipal Code), and the City's Zoning Map; and

WHEREAS, On April 8, 2025, the Planning Commission sub-committee that was convened to study the assumptions and methodologies upon which potential amendments would be based, reported to the full Planning Commission, resulting in further feedback to staff as to how to proceed, with the sub-committee continuing to work with staff to prepare a recommendation for future consideration by the Planning Commission; and

WHEREAS, on April 29, 2025, the Planning Commission held a duly noticed Public Hearing, wherein the Planning Commission received a staff presentation and staff report on potential amendments to the General Plan, Housing Element, Downtown Specific Plan, the City's Zoning Code and the City's Zoning Map ("proposed project" or "project"); received public testimony; and held Planning Commission discussion. Thereafter, the Planning Commission continued the Public Hearing to May 7, 2025; and

WHEREAS, on May 7, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission resumed its discussion, received corrected maps and exhibits, including a density/height summary table and received public testimony. Thereafter, the Planning Commission continued the public hearing to May 20, 2025; and

WHEREAS, on May 20, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission resumed its discussion, received corrections to the zoning map and density/height summary table, received public testimony and gave direction to staff and the City's consultant for additional information and scenarios related to the density and height amendments. Thereafter, the Planning Commission continued the public hearing to June 10, 2025; and

WHEREAS, on June 10, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission received an updated density and height table of density based on recommendations and suggestions from the Planning Commission, received the updated Housing Element inventory zoning scenarios with corresponding Zoning Maps, received updated development standards table prepared by the Subcommittee and staff; resumed its discussion and provided preliminary recommendations to Staff in preparation for a community meeting to be held on June 16, 2025. Thereafter, the Planning Commission continued the public hearing to June 24, 2025; and

WHEREAS, on June 16, 2025, the Planning Commission held a community meeting to received input from the community and stakeholders regarding the Planning Commission's preliminary recommendations related to density, height and development standards in order to implement the Housing Element programs; and

WHEREAS, on June 24, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission received a staff presentation and staff report on the amendments to the General Plan, Housing Element, Downtown Specific Plan, the City's Zoning Code and the City's Zoning Map based on the Planning Commission's previous discussion and direction; received a summary of the comments received at the June 16, 2025 community meeting; received public testimony; and held Planning Commission discussion and provided further direction to staff. Thereafter, the Planning Commission adopted a Resolution to recommend

that the City Council adopt a Housing Element Amendment to the 2021-2029 (6th Cycle) Housing Element; and

WHEREAS, on July 16, 2025, the City Council held a duly noticed Public Hearing, wherein the City Council received a staff presentation and staff report on the proposed Amendment to the Housing Element, as well as amendments to the General Plan and Downtown Specific Plan and a Zoning Text Amendment and Zoning Map Amendment, as it relates to height, density and development standards in the City's zoning and overlay districts in order to implement the Housing Element. The City Council received public testimony and all interested persons had an opportunity to, and did, testify in this matter. Thereafter, the City Council asked questions and deliberated; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. Recitals. The above recitals are hereby declared to be true and correct and are incorporated herein as if set forth in full.

SECTION 2. Findings. Based upon substantial evidence, including public testimony and written and oral staff reports, along with the environmental documentation, the City Council Planning Commission finds:

A. All necessary Public Hearings and opportunities for public testimony and comment have been conducted in compliance with applicable law;

B. That the proposed Housing Element (HE) Amendment is consistent with the Housing Goals and policies in the current 2021-2029 (6th Cycle) Housing Element and other General Plan elements.

SECTION 3. California Environmental Quality Act (CEQA). The policies and implementation documents that were adopted and now proposed for the amendment were analyzed in the Environmental Assessment (EA) prepared for the Housing Element, and adopted by the City Council on May 30, 2023, and the changes are within the scope of that analysis. Further, the policies and implementation documents that were adopted and now proposed for amendment were analyzed in the Program Environmental Impact Report (PEIR) for the General Plan and Downtown Specific Plan Update and 2021-2029 Housing Element Implementation Programs, which was certified by the Council on September 27, 2023. Section 15164 of the State CEQA Guidelines states that an Addendum to an earlier Mitigated Negative Declaration or EIR shall be prepared if some changes or additions are necessary to the previously adopted document, but none of the

conditions described in Section 15162 calling for preparation of a subsequent Mitigated Negative Declaration or EIR have occurred. Based on the analysis and information contained in the Addendum to the PEIR, there is no evidence that the proposed project requires major changes to the PEIR. Comparison of the previous project with the proposed amendments indicates that there are no new significant environmental impacts associated with implementation of height, density and development standards to support housing development. In addition, there is no substantial evidence that the circumstances under which the project is undertaken have substantially changed, and there is no evidence of new or more severe environmental impacts arising out of the proposed changes to the policy documents. The amendments to these policy documents, are considered in the same context of compliance with the City's Regional Housing Needs Assessment (RHNA), as it has been allocated to require planning for additional housing development amid a statewide housing shortage, as reflected in the Housing Element.

Therefore, the City Council adopts the July 2025 addendum to the PEIR. Further, on a separate and independent basis, the City Council finds that the project is exempt from CEQA pursuant to recently enacted Public Resources Code Section 21080.085, which provides that CEQA does not apply to a rezoning that implements the schedule of actions contained in an approved housing element pursuant to subdivision (c) of Section 65583 of the Government Code. Section 65583(c) implementation actions, although referred to in the exemption as rezoning, are broadly defined to include, but are not limited to: making make sites available during the planning period with appropriate zoning and development standards to accommodate RHNA needs for all income levels that could not be accommodated on sites identified in the sites inventory; assisting in the development of adequate housing to meet the needs of extremely low, very low, low-, and moderate-income households; removing governmental and nongovernmental constraints for development of housing for all income levels. The project includes consistency amendments among the various interrelated documents (General Plan, Housing Element, Downtown Specific Plan, and Zoning) that are within the scope of, and contemplated by programs under Section 65583 (c). Also, the actions included in the project reflect implementation of the Housing Element in light of Measure SP, and implementation of other Housing Element programs contemplated under Section 65583(c).

SECTION 4. General Plan Amendment Findings. South Pasadena Municipal Code Section 36.620.070(A) provides that a General Plan Amendment may be approved only if certain findings are met. Accordingly, based upon substantial evidence, including public testimony and written and oral staff reports, along with the environmental documentation, the City Council makes the following findings:

A. The Housing Element Amendment is internally consistent with the actions, goals, objectives, and policies of the General Plan with the amendments of July 16, 2025 as well as programs contained in the 2021-2029 (6th Cycle) Housing

Element that was adopted on May 30, 2023 and. Specifically, the project is consistent with the following:

Housing Element Program 2.n:	Citywide Height Limit Ballot Initiative.
Housing Element Program 3.n:	Zoning Changes.
General Plan Policy P5.8:	Support the reduction of governmental and regulatory constraints, and advocate for the production of affordable housing.

Given that the Housing Element Amendment would serve to demonstrate compliance with the Regional Housing Needs Assessment by updating and correcting data, and would facilitate changes in the implementation documents in support of appropriate heights and building standards consistent with the remaining General Plan Elements, the City Council makes this finding.

B. The Housing Element Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it is a component of the general plan policy changes and rezoning necessary to provide housing needed by the community. Specifically, the Amendment supports implementation of new building heights enabled by the voter approval of Measure SP in November 2024, which results were certified on December 18, 2024. The Amendment retains the Housing Plan that was certified by the State, with updates that continue to foster an environment that supports housing, including updates for consistency with actions already taken by the City to increase development intensity and adopt processes and requirements that facilitate and streamline the permit process as required by State law. Therefore, the City Council makes this finding.

SECTION 5. The City Council hereby finds, pursuant to Government Code Section 65583.2(g):

A. The existing uses on the nonvacant sites identified in the site inventory to accommodate the regional housing needs allocation ("RHNA") are likely to be discontinued during the planning period and therefore do not constitute an impediment to planned residential development on the sites during the planning period.

B. The inventory sites relied upon to meet the City's RHNA allocation for lower income housing allow for development densities of at least 30 dwelling units per acre default density pursuant to Government Code Section 655893.2(c)(3)(b), with many such sites allowing up to 70 or 90 dwelling units per acre.

C. Detailed analyses of the sites included in Housing Element provide evidence that the existing uses are likely to be discontinued and are not

impediments to the planned residential uses of the sites. In addition, a multi-factor analysis was completed for the numerous parcels included in updated Table VI-53 (formerly Table VI-51), to demonstrate that a sufficient number of sites would be redeveloped during the course of the planning period to accommodate well in excess of the RHNA allocation, resulting in a buffer of approximately 31% (or 641 units) beyond the RHNA requirements of 2,067 units.

D. The updated Table VI-53 analysis takes into account current zoning, existing units, the maximum allowed density under the Housing Element with zoning implementation actions, historic considerations, commercial utilization, date of construction of existing structures, and proximity to transit, to analyze the potential for redevelopment, and as noted above shows a significant buffer beyond the City's RHNA allocations.

SECTION 6. Based on the foregoing the City Council hereby conditionally adopts the Amendments to the 2021-2029 (6th Cycle) Housing Element, as set forth in the Amended Housing Element, attached hereto as Exhibit B.

SECTION 7. Effective Date. The amendments to the Housing Element contemplated within this Resolution shall become effective only at such time as the California Department of Housing and Community Development (HCD) has completed its review of the amendments pursuant to Government Code Section 65585, and has considered any HCD review findings, and HCD issues findings that the Amended Housing Element is in substantial compliance with Housing Element Law. The City's previously adopted and certified Housing Element shall remain in full force and effect until such time as HCD issues findings that the Amended Housing Element is in substantial compliance with Housing Element Law.

SECTION 8. The City Council does hereby authorize and direct the City Manager and Community Development Director to make any technical or clerical revisions or clarifications to the Amendment to the Housing Element as may be required by HCD in order to obtain an HCD finding of substantial compliance with Housing Element Law.

PASSED, APPROVED AND ADOPTED ON this 16th day of August, 2025

AYES:

NOES:

ABSENT:

ABSTAIN:

Janet Braun, Mayor

ATTEST:

Mark Perez, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

EXHIBIT A

HOUSING ELEMENT AMENDMENT SUMMARY OF CHANGES

Section	Page Number(s)	Description of Change
6.1 Executive Summary	4-5	Summary of changes that have been made to the Housing Element, for the draft amended version released for public review on July 10th, 2025.
6.1 Executive Summary	5	Added text discussing recent community engagement efforts undertaken as part of the Housing Element process. Discusses the successful ballot initiative, outreach events, and study sessions.
6.1 Executive Summary	18	Removed programs 2.j – General Plan Affordable Housing Overlay and 2.k – Affordable Housing Overlay Zone. Per the last adopted Housing Element, the Affordable Housing Overlay is not required to meet the City's RHNA.
6.1 Executive Summary	21	Edit to Program 2.n – Citywide Height Limit Ballot Initiative to reflect the passage of the ballot measure and inform about the language of Measure SP.
6.1 Executive Summary	21-22	Removing language from Program 3.a - Rezone and Redesignate Sites to Meet RHNA, such as lowering the density of the DTSP FOC from 110 du/ac to 90 du/ac. Adding "and on large, underutilized sites" language.
6.1 Executive Summary	22	Removing language from Program 3.b - Mixed-Use Developments and Adaptive Re-Use to reduce densities in the DTSP zone from 70 to 110 du/ac down to 50 to 90 du/ac.
6.2 Introduction	41-43	Added text discussing recent community engagement efforts undertaken as part of the Housing Element process. Discusses the successful ballot initiative, town halls, open houses, listening sessions, walking tours, Planning Commission subcommittee, and a joint City Council and Planning Commission study session.
6.3 Housing Needs Assessment	58	Removal of mentions of programs 2.j – General Plan Affordable Housing Overlay and 2.k – Affordable Housing Overlay Zone.
6.4 Fair Housing Assessment	82	Mention of Measure SP and Measure SP implementation.
6.4 Fair Housing Assessment	84	Addition of text directing readers to Section 6.2.4 of the Housing Element for more detailed information on the outreach undertaken for the Housing Element in 2024 and 2025.
6.4 Fair Housing Assessment	90	Removal of mentions of programs 2.j – General Plan Affordable Housing Overlay and 2.k – Affordable Housing Overlay Zone.
6.4 Fair Housing Assessment	107	Removal of mentions of programs 2.j – General Plan Affordable Housing Overlay and 2.k – Affordable Housing Overlay Zone.
6.5 Housing Constraints	145	Removal of mentions of program 2.j – General Plan Affordable Housing Overlay.

Section	Page Number(s)	Description of Change
6.6 Housing Development Resources	163	Removal of mentions of programs 2.j – General Plan Affordable Housing Overlay and 2.k – Affordable Housing Overlay Zone.
6.6 Housing Development Resources	180	Updated Table VI-44 Comparison of Site Capacity and RHNA to reflect the updated capacity based on changes to methodology. The "Entitled and Pipeline Sites" category is completely new to this table.
6.6 Housing Development Resources	181	Clarifying text added to the Constructed Units section, regarding the income level of the units. New section of text introducing the site category for Entitled and Pipeline/Pending Units.
6.6 Housing Development Resources	182	New table listing all entitled and pipeline sites that are being counted towards the RHNA.
6.6 Housing Development Resources	184	Addition of text in the Available Sites section, clarifying the new methodology for the site capacity. Removal of methodology text that no longer applies. Additional housing capacity is targeted for the following areas: Downtown Specific Plan, a Mixed-Use Overlay on parcels zoned CG, CO and BP, and Housing Opportunity Overlay on certain parcels zoned RH.
6.6 Housing Development Resources	184-185	Addition of text related to methodology for vacant sites in the City's single-family residential zones. These sites are located within the Altos de Monterey Residential (AM), Residential Estate (RE), and Residential Low-Density (RS) zoning districts.
6.6 Housing Development Resources	185-186	Removal of methodology text that is no longer relevant.
6.6 Housing Development Resources	188	Amendment of the general plan land use category and zoning for some parcels in Table VI-46 Vacant Sites That Allow Residential Development for Moderate and Above-Moderate
6.6 Housing Development Resources	195	Additional text added to the Accessory Dwelling Unit Potential section, including updated ADU building permit counts from 2022-2024.
6.6 Housing Development Resources	195	An updated analysis of Accessory Dwelling Unit Potential for the July 2025 Housing Element. This updated analysis finds a 2021-2029 projected ADU capacity of 390 units.
6.6 Housing Development Resources	197	Removal of Market Trends text.

Section	Page Number(s)	Description of Change
6.6 Housing Development Resources	199-200	Updating of text in Table VI-50 Representative Projects on Non-Vacant Sites in South Pasadena to match the most recent City knowledge on the status of these projects. Addition of Carrows site project.
6.6 Housing Development Resources	203	Removal of mentions of programs 2.j – General Plan Affordable Housing Overlay and 2.k – Affordable Housing Overlay Zone.
6.6 Housing Development Resources	204	Removal of mentions of the Affordable Housing Overlay Zone. Small text addition. Removal of mentions of programs 2.j – General Plan Affordable Housing Overlay and 2.k – Affordable Housing Overlay Zone.
6.6 Housing Development Resources	206-207	Entire Table VI-52 Sites Suitable to Address the Lower-Income RHNA updated to turn some former suitable sites into entitled or pipeline sites, such as sites 3, 10, 11, and 14. Adjusted capacity of Suitable Site 9 down as part of the site is now within the DTSP MUC 50 du/ac zone, instead of the full site being classified as DTSP MUC 70 du/ac.
6.6 Housing Development Resources	212-213	Addition of methodology text for the "Other High-Density Sites" category to meet the RHNA. Completely new addition.
6.6 Housing Development Resources	214-237	Entire Table VI-53 Other Redevelopable Sites Anticipated Capacity Analysis renamed and updated to reflect the new methodology in Section 6.6. These sites do not include suitable sites or entitled/pipeline sites. A total line has been added at the bottom of Table VI-53.
6.6 Housing Development Resources	240-241	Removal of text from the Additional Capacity Through Rezoning section that is no longer relevant. No longer reflective of the Housing Element's current methodology.
6.6 Housing Development Resources	242	Removal of Comparison of Site Inventory with RHNA section text. This text and table have been replaced by Table VI-44.
6.8 Housing Plan and Quantified Objectives	272-273	Removal of mentions of programs 2.j – General Plan Affordable Housing Overlay and 2.k – Affordable Housing Overlay Zone.
6.8 Housing Plan and Quantified Objectives	275-276	Removal of text related to Program 2.n – Citywide Height Limit Ballot Initiative that is no longer relevant. Edit to Program 2.n – Citywide Height Limit Ballot Initiative to reflect the passage of the ballot measure and inform about the language of Measure SP.
6.8 Housing Plan and Quantified Objectives	277	Removing language from Program 3.a - Rezone and Redesignate Sites to Meet RHNA, such as lowering the density of the DTSP FOC from 110 du/ac to 90 du/ac. Adding "and on large, underutilized sites" language.
6.8 Housing Plan and Quantified Objectives	277	Removing language from Program 3.b - Mixed-Use Developments and Adaptive Re-Use to reduce densities in the DTSP zone from 70 to 110 du/ac down to 50 to 90 du/ac.

Section	Page Number(s)	Description of Change
Appendix A: Sites Exhibits	A1-1	Removal of two mentions of unnecessary maps.
Appendix A: Sites Exhibits	A1-2 – A1-17	Addition of new updated site inventory maps, matching the capacity tables in the Housing Element.
Appendix A: Sites Exhibits	A1-18 – A1-37	Removal of old site inventory maps that are no longer accurate.
Appendix A: Sites Exhibits	A1-38	Edit to title for suitable sites exhibits. Only including sites suitable to accommodate the lower income RHNA.
Appendix A: Sites Exhibits	A1-39	Clarification for Site 2, entire capacity of site is not assumed.
Appendix A: Sites Exhibits	A1-40	Removal of site 3 from suitable sites list. It is now a pipeline site, included in the Housing Element Table VI-45 Entitled and Pipeline Projects.
Appendix A: Sites Exhibits	A1-42	Clarification regarding density assumed on site 5. Density assumed on the site is lower than the max allowed due to the site's unusual shape.
Appendix A: Sites Exhibits	A1-45	Amendments to site 8's proposed zoning, general plan land use, and density.
Appendix A: Sites Exhibits	A1-46	Amendments to site 9's proposed zoning and general plan land use. Adjusted capacity of Suitable Site 9 down as part of the site is now within the DTSP MUC 50 du/ac zone, instead of the full site being classified as DTSP MUC 70 du/ac.
Appendix A: Sites Exhibits	A1-47	Removal of site 10 from suitable sites list. It is now a pipeline site, included in the Housing Element Table VI-45 Entitled and Pipeline Projects.
Appendix A: Sites Exhibits	A1-48	Removal of site 11 from suitable sites list. It is now a pipeline site, included in the Housing Element Table VI-45 Entitled and Pipeline Projects.
Appendix A: Sites Exhibits	A1-49	Amendments to site 12's proposed zoning, general plan land use, density, and realistic/net units.
Appendix A: Sites Exhibits	A1-50	Amendments to site 13's proposed zoning, general plan land use, density, and realistic/net units.
Appendix A: Sites Exhibits	A1-51	Removal of site 14 from suitable sites list. It is now a pipeline site, included in the Housing Element Table VI-45 Entitled and Pipeline Projects.
Appendix A: Sites Exhibits	A1-52	Addition of text related to site study conducted for the site to determine capacity. Amendments to site 15's proposed zoning, general plan land use, and density.

Section	Page Number(s)	Description of Change
Appendix B: Summary of Public Participation	B1-18 – B1-20; B1-35	Addition of detailed information regarding recent public engagement efforts undertaken throughout the Housing Element process. These efforts include a ballot measure SP town hall, a ballot measure SP open house, two community listening sessions, two walking tours, two open houses, two study sessions, four Planning Commission meetings, and one Planning Commission Community Meeting.

EXHIBIT B

LINK/ FULL HOUSING ELEMENT AMENDMENT

RESOLUTION NO. __

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADOPTING A SPECIFIC PLAN AMENDMENT TO AMEND THE DOWNTOWN SPECIFIC PLAN TO IMPLEMENT THE HOUSING ELEMENT

WHEREAS, Sections 65300 *et. seq.* of the California Government Code requires each city and county to adopt a comprehensive, long-term, General Plan for the physical development of land within its jurisdiction and Sphere of Influence; and

WHEREAS, Sections 65580 *et. seq.* of the California Government Code requires each city and county to periodically prepare and update its Housing Element in its General Plan. The City of South Pasadena received the Regional Housing Needs Allocation (RHNA) numbers from the Southern California Association of Government in 2019, in conjunction with the requirement that the City update its Housing Element for the 6th Cycle (2021-2029); and

WHEREAS, on May 30, 2023, the City Council adopted the Environmental Assessment (EA) prepared for the 2021-2029 (6th Cycle) Housing Element ("Housing Element") and then adopted the Housing Element; and

WHEREAS, certain further actions were necessary to obtain a determination from the State Department of Housing and Community Development (HCD) that the Housing Element substantially complied with Housing Element Law; and,

WHEREAS, the City completed the necessary actions and on July 29, 2024, HCD found the City's Housing Element to substantially comply with State Housing Element Law; and,

WHEREAS, on September 27, 2023, the City Council adopted the Program Environmental Impact Report (PEIR) prepared for the General Plan Update and adopted the Downtown Specific PlaN and 2021-2029 Housing Element Implementation Programs Project; and

WHEREAS, in conjunction with adoption, implementation, and certification of the City's 2021-2029 Housing Element, by the California Department of Housing and Community Development (HCD), the City Council on May 29, 2024, adopted several amendments to the DTSP as set forth in Resolution No. 7850; and

WHEREAS, Housing Element Program 2.n called for the City to place a ballot initiative before the voters of South Pasadena to consider removing the 45-foot building height limit in certain parts of the City, and on November 5, 2024, South Pasadena residents approved said measure with the results being certified by the

City Council on December 18, 2025, thus enabling amendments to the General Plan, Downtown Specific Plan, and the South Pasadena Municipal Code (SPMC) to implement the adopted Housing Element; and

WHEREAS, on February 1 and February 15, 2025, the City conducted walking tours to familiarize residents and public officials with the areas under consideration for revised building height limits and development standards, with staff receiving feedback and suggestions from the community on potential changes to both the SPMC and Downtown Specific Plan (DTSP), with approximately 40 residents in attendance at each event; and

WHEREAS, on February 18, 2025, the City conducted an open house to showcase the analysis prepared in regard to height limits in conjunction with housing density, with maps showing areas in which the City proposed to increase height and exhibits showing examples of conceptual development scenarios in areas that included Huntington Drive, Ostrich Farm, Fair Oaks Avenue, and Mission Street, with staff receiving feedback from the approximately 40 residents who attended; and

WHEREAS, on March 11, 2025, Planning Commission Chair appointed a sub-committee of two Commissioners to study in-depth the assumptions and methodology involved in the proposed amendments; and

WHEREAS, on March 18, 2025, the City conducted a second open house, this time focusing on current development standards that may present challenges to housing development including setbacks, stepbacks, building breaks, parking location, open space, and minimum unit sizes, with staff receiving feedback from the approximately 40 participants who attended; and

WHEREAS, on March 26, 2025, a joint City Council and Planning Commission study session was held wherein additional public comment and feedback from both the Planning Commission and the City Council were received regarding potential amendments to the General Plan, Housing Element, Downtown Specific Plan, the South Pasadena Municipal Code (SPMC), and the City's Zoning Map; and

WHEREAS, On April 8, 2025, the Planning Commission sub-committee that was convened to study the assumptions and methodologies upon which potential amendments would be based reported to the full Planning Commission, resulting in further feedback to staff, with the sub-committee continuing to work with staff to prepare a recommendation for future consideration by the Planning Commission; and

WHEREAS, on April 29, 2025, the Planning Commission held a duly noticed Public Hearing, wherein the Planning Commission received a staff presentation and staff report on potential amendments to the General Plan, Housing Element, Downtown Specific Plan, the City's Zoning Code and the City's Zoning Map

("proposed project" or "project"); received public testimony; and held Planning Commission discussion. Thereafter, the Planning Commission continued the Public Hearing to May 7, 2025; and

WHEREAS, on May 7, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission resumed its discussion, received corrected maps and exhibits, including a density/height summary table and received public testimony. Thereafter, the Planning Commission continued the public hearing to May 20, 2025; and

WHEREAS, on May 20, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission resumed its discussion, received corrections to the zoning map and density/height summary table, received public testimony and gave direction to staff and the City's consultant for additional information and scenarios related to the density and height amendments, including those impacting the Downtown Specific Plan. Thereafter, the Planning Commission continued the public hearing to June 10, 2025; and

WHEREAS, on June 10, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission received an updated density and height table of density based on recommendations and suggestions from the Planning Commission, received the updated Housing Element inventory zoning scenarios with corresponding Zoning Maps, received updated development standards table prepared by the Subcommittee and staff; resumed its discussion and provided preliminary recommendations to Staff in preparation for a community meeting to be held on June 16, 2025. Thereafter, the Planning Commission continued the public hearing to June 24, 2025; and

WHEREAS, on June 16, 2025, the Planning Commission held a community meeting to received input from the community and stakeholders regarding the Planning Commission's preliminary recommendations related to density, height and development standards in order to implement the Housing Element programs; and

WHEREAS, on June 24, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission received a staff presentation and staff report on the amendments to the General Plan, Housing Element, Downtown Specific Plan, the City's Zoning Code and the City's Zoning Map based on the Planning Commission's previous discussion and direction; received a summary of the comments received at the June 16, 2025 community meeting; received public testimony; and held Planning Commission discussion and provided further direction to staff. Thereafter, the Planning Commission adopted a Resolution to recommend that the City Council adopt an Amendment to the Downtown Specific Plan to implement the Housing Element; and

WHEREAS, on July 16, 2025, the City Council held a duly noticed Public Hearing, wherein the City Council received a staff presentation and staff report on

the proposed General Plan Amendment, as well as amendments to the Housing Element and Downtown Specific Plan and a Zoning Text Amendment and Zoning Map Amendment, as it relates to height, density and development standards in the City's zoning and overlay districts in order to implement the Housing Element. The City Council received public testimony and all interested persons had an opportunity to, and did, testify in this matter. Thereafter, the City Council asked questions and deliberated; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1. Recitals. The above recitals are hereby declared to be true and correct and are incorporated herein as if set forth in full.

SECTION 2. Findings. Based upon substantial evidence presented to the City Council during the Public Hearing, including public testimony and written and oral staff reports, along with the environmental documentation, the City Council finds:

A. All necessary Public Hearings and opportunities for public testimony and comment have been conducted in compliance with applicable law;

B. That the proposed Specific Plan Amendment (SPA) complies with the Housing Goals and residential densities prescribed in the 2021-2029 (6th Cycle) Housing Element and General Plan element as amended on July 16, 2025.

SECTION 3. California Environmental Quality Act (CEQA). The policies and implementation documents that were adopted and now proposed for the amendment were analyzed in the Environmental Assessment (EA) prepared for the Housing Element, and adopted by the City Council on May 30, 2023, and the changes are within the scope of that analysis. Further, the policies and implementation documents that were adopted and now proposed for amendment were analyzed in the Program Environmental Impact Report (PEIR) for the General Plan and Downtown Specific Plan Update and 2021-2029 Housing Element Implementation Programs, which was certified by the Council on September 27, 2023. Section 15164 of the State CEQA Guidelines states that an Addendum to an earlier Mitigated Negative Declaration or EIR shall be prepared if some changes or additions are necessary to the previously adopted document, but none of the conditions described in Section 15162 calling for preparation of a subsequent Mitigated Negative Declaration or EIR have occurred. Based on the

analysis and information contained in the Addendum to the PEIR, there is no evidence that the proposed project requires major changes to the PEIR. Comparison of the previous project with the proposed amendments indicates that there are no new significant environmental impacts associated with implementation of height, density and development standards to support housing development. In addition, there is no substantial evidence that the circumstances under which the project is undertaken have substantially changed, and there is no evidence of new or more severe environmental impacts arising out of the proposed changes to the policy documents. The amendments to these policy documents, are considered in the same context of compliance with the City's Regional Housing Needs Assessment (RHNA), as it has been allocated to require planning for additional housing development amid a statewide housing shortage, as reflected in the Housing Element.

Therefore, the City Council adopts the July 2025 addendum to the PEIR. Further, on a separate and independent basis, the City Council finds that the project is exempt from CEQA pursuant to recently enacted Public Resources Code Section 21080.085, which provides that CEQA does not apply to a rezoning that implements the schedule of actions contained in an approved housing element pursuant to subdivision (c) of Section 65583 of the Government Code. Section 65583(c) implementation actions, although referred to in the exemption as rezoning, are broadly defined to include, but are not limited to: making make sites available during the planning period with appropriate zoning and development standards to accommodate RHNA needs for all income levels that could not be accommodated on sites identified in the sites inventory; assisting in the development of adequate housing to meet the needs of extremely low, very low, low-, and moderate-income households; removing governmental and nongovernmental constraints for development of housing for all income levels. The project includes consistency amendments among the various interrelated documents (General Plan, Housing Element, Downtown Specific Plan, and Zoning) that are within the scope of, and contemplated by programs under Section 65583 (c). Also, the actions included in the project reflect implementation of the Housing Element in light of Measure SP, and implementation of other Housing Element programs contemplated under Section 65583(c).

SECTION 4. Specific Plan Amendment Findings. South Pasadena Municipal Code Section 36.440.060 provides that an amendment to a Specific Plan may be approved only if certain findings are met. Accordingly, based upon substantial evidence, including public testimony and written and oral staff reports, along with the environmental documentation, the City Council makes the following findings:

A. The Specific Plan Amendment conform with the actions, goals, objectives, policies and programs of the General Plan with the amendments of July 16, 2025 as well as the 2021-2029 (6th Cycle) Housing Element with the

amendments of July 16, 2025. Specifically, the Specific Plan Amendment conforms with and is internally consistent with the following:

Housing Element Program 2.n:	Citywide Height Limit Ballot Initiative.
Housing Element Program 3.n:	Zoning Changes.
General Plan Policy P5.8:	Support the reduction of governmental and regulatory constraints, and advocate for the production of affordable housing.

The proposed Specific Plan Amendment would define two areas within the Mixed-Use Core Zone of the Downtown Specific Plan (DTSP) area, generally along Mission Street, divided by Orange Grove Avenue. Residential density in the western section of the MUC Zone would be 50 dwelling units per acre, with a maximum building height of 50 feet. Other areas along Mission Street in the Mixed-Use Core Zone would retain the existing density of 70 dwelling units per acre and would be allowed a maximum building height of 60 feet. Standards in the Fair Oaks zoning district would be amended to reduce the residential density from 110 units per acre to 90 units per acre, and the maximum building height would be reduced from 110 feet to 70 feet consistent with the Housing Element Amendment of July 16, 2025. The existing language referring to buildings of more than 45-feet tall would be removed for all zoning districts. Height in these areas would be calculated using average building height, except for properties in the National Register Historic District.

Given that the Specific Plan Amendment would implement changes to support the heights and building standards consistent with the Housing Element as amended on July 16, 2025, the City Council makes this finding.

SECTION 5. Based upon the foregoing, the City Council herby adopts the Amendment to the Downtown Specific Plan, as set forth in Exhibit A and Exhibit B to this Resolution.

SECTION 6. This Resolution shall be effective on the date that the Ordinance entitled “An Ordinance of the City of South Pasadena Amending Chapter 36 (Zoning) of the South Pasadena Municipal Code as it Related to Height, Density and Development Standards in the City’s Zoning and Overlay Districts and Amending the City’s Zoning Map to Implement the City’s 2021-2029 (6th Cycle) Housing Element” becomes effective.

PASSED, APPROVED, AND ADOPTED on this 16th day of August, 2025.

AYES:

NOES:

ABSENT:

ABSTAIN:

Janet Braun, Mayor

ATTEST:

Mark Perez, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

EXHIBIT A

DOWNTOWN SPECIFIC PLAN AMENDMENT

Section 1. Section 1 ("Two Distinct Districts") of Paragraph B ("Key Ideas of the Vision") of Part A, 2 ("Vision") of the DTSP is amended to read as follows:

"1 Two Distinct Districts—The vision sees the study area as two distinct districts that are adjacent and complimentary to one another. Both districts have a clear historic center with commercial and retail uses surrounded by single and multi-family neighborhood fabric. The Mission Street District (Mixed-Use Core) is centered on the light rail station, and standards differentiate the residentially-focused area west of Orange Grove Avenue from the central business district to the east. The Fair Oaks Avenue District is centered on the Fair Oaks Avenue-/Mission sStreet intersection. Both Mission Street and Fair Oaks Avenue are enhanced in this vision."

Section 2. Subsection 1 ("Various Infills along Fair Oaks Avenue") and Subsection 2 ("Various Infills along Mission Street") of Section 3 ("Private Projects with Municipal Collaboration") of Paragraph C ("Catalytic Projects") of Part A, 2 ("Vision") of the DTSP is amended to read as follows:

"1. Various Infills along Fair Oaks Avenue—The plan envisions various mixed-use infill developments along Fair Oaks Avenue. These infills will be up to 4 to 6 stories tall, 70 feet in height calculated using average building height, with active ground floors lining the sidewalks. In order to ensure that the form and character of these new buildings is not monolithic, a number of standards and guidelines are provided as part of this vision to enable contextually sensitive development.

2. Various Infills along Mission Street—New infill Development along Mission Street will be up to 4 to 5 stories tall have a maximum height of 50 feet in height calculated using average building height in the area west of Orange Grove Avenue with a two-story base with active ground floor, keeping the existing scale of Mission Street development. To enable new buildings to preserve the historic two-story context of Mission Street, building frontage along Mission Street will have a two-story base. The massing for additional floors will provide a stepback of six feet. Infill building east of Orange Grove Avenue will have a maximum height of 60 feet calculated using average building height."

Section 3. The narrative entitled "Existing Conditions" under Subsection ("Our Prosperous Community") of Part B ("Policy") of the DTSP is amended to read as follows:

“Existing Conditions

Fair Oaks Avenue is an existing high-traffic, north-south arterial that is well-positioned to capture latent retail demand of the surrounding market. Larger parcels along Fair Oaks Avenue are better able to accommodate a mixed-use program. Larger parcels also offer enough flexibility to accommodate physical requirements of national retailers as well as creative and tech office users, who generally prefer larger floors plates. The proposed higher intensity residential/commercial mixed-use development, enhances the likelihood of future development ~~feasibility~~.

Mission Street is notable for its pedestrian-friendly “Main Street” character, with an existing collection of small, locally-owned businesses. The existing Metro A Line light rail station provides a critical link to the countywide transit system as well as a convenient link to Downtown Los Angeles, enhancing the area’s desirability for multi-family residential development. It also opens up the area to a wider retail audience, as Downtown South Pasadena is only a station or two away from residents of Pasadena as well as ~~the~~ a number of Downtown Los Angeles neighborhoods, such as Chinatown, Little Tokyo, and the Arts District.

~~Key limiting factors to achieving a vibrant mixed-use downtown include the lack of a daytime population as well as the citywide 45-foot height limit.~~ The lack of a significant daytime population in ~~the~~ downtown South Pasadena area poses a significant challenge to sustaining a critical mass of retail and dining establishments, and most businesses find it difficult to survive on just weekend and night-time patrons alone. ~~The 45-foot height limit, on the other hand, effectively limits mixed-use development capacity to a maximum of three stories. This is due to the fact that most national retailers expect ceiling heights of 16 to 24 feet, leaving, at most, 29 feet for residential or office uses above, which generally require 10 to 15 feet of height per story (including thickness of floors). As such, most new developments with ground floor retails would only be able to reasonably accommodate three full stories. This limited development capacity hampers financial feasibility of new projects.~~

Therefore, if the City is to support the transformation of Downtown South Pasadena into a vibrant urban district, there must be a concerted effort to introduce higher density nodes within Downtown South Pasadena that includes residents, office space, ~~as well~~ and other non-retail ~~destinations~~ uses. This will ensure that the City can effectively leverage the value capture potential of new development while providing a greater chance that new retailers can flourish.

This strategy provides a framework for the City to take advantage of the aforementioned strengths to address the key limitations described above, improving the vibrancy of Downtown South Pasadena, while enhancing the city’s overall fiscal health and quality of life.

Update for 2025 Amendment: In November 2024, South Pasadena voters approved Measure SP, which eliminated the citywide 45-foot height cap. Height limits in this document were increased as appropriate to support the base densities of this plan and are sensitive to the context of surrounding development."

Section 4. Section C2.2 ("Regulating Plan") of Chapter 2 ("Zones and Regulating Plan") of Part C ("Code") of the DTSP is amended to read as follows:

"C.2.2 REGULATING PLAN

A. Purpose and Establishment of Regulating Plan

This section establishes the regulating plan, Figure C2.1, as the map that identifies and implements the various intentions and principles of the Downtown Plan. Table C2.1 defines the zoning districts, overlays and standards for site development, design and land use through the following:

1 Zoning Districts: Each zoning district is allocated standards in the following areas:

- Building Placement;
- Allowed Building Types;
- Allowed Frontage Types;
- Building Height and Size;
- Allowed Encroachments into Required Yards;
- Parking Placement and Site Access;
- Recommended Parking; and
- Allowed Land Uses

2 Shopfront Frontage Overlay: This overlay requires buildings to have shopfront frontage and a minimum floor-to-ceiling height. This requirement is to establish a consistent building street wall and accommodate ground floor live work, commercial, retail or other such non-residential activity on streets where the vision expects active, pedestrian-oriented streetscapes. Setbacks shall be 0 to 5 ft. maximum and the ground floor height shall be 15 ft. floor to floor.

~~3 Mission Street Height Overlay: This overlay allows maximum building height up to 2 stories (maximum 26 feet) along the rear frontage of the lot. Within the overlay area, the frontage lots along Mission Street back up to side yards of existing residential development. Proposed development should focus greater building mass along the Mission Street frontage with a contextual two-story massing along the rear frontage of the lot~~.

3 ~~4~~ Historic District Overlay: Any development on parcels located within the Mission West/ Historic Business and North of Mission Historic Districts will need to comply with the Secretary of Interior's Standards and Guidelines for the treatment of historic properties and subject to review by the Cultural Heritage Commission.

4 ~~5~~ Regulating Plan Diagram: Each zoning district and overlay established by the Downtown Code is identified on Figure C2.1 to show the boundaries of each zoning district, overlays, and the parcels within each boundary. Figure C2.1 is established as the zoning atlas for all property within the Downtown Code boundaries.

5. Any project located on a site included in either Table VI-52 or Table VI-53 of the Adopted 2021-2029 Housing Element that reserves at least 20% of the residential units reserved for lower income households, shall a) be processed through a ministerial approval process, b) qualify for priority processing as compared to other projects processed by the Community Development Department, and c) be exempt from and not subject to the Public Art Program and Public Art Development requirements of Divisions 36.390 and 36.395 of Article 3 of Chapter 36 of the City Code."

Section 5. Figure C2.1 ("Downtown Regulating Plan") shall be replaced with the figure in Exhibit B to this Resolution.

Section 6. Section C4.3 ("Mixed Use Core Zone") of Chapter 4 ("Development Standards") of Part C ("Code") of the DTSP is amended to read as follows:

C4 DEVELOPMENT STANDARDS (PAGES 108-109)

C4.3 MIXED-USE CORE ZONE

A. Purpose

The Mixed-Use Core Zone permits community serving retail, office, cultural, and transit-oriented residential mixed-uses. ~~with between 20 and 70 dwelling units per acre~~ For properties located east of Orange Grove Avenue, density of between 20 and 70 dwelling units per acre shall be permitted and the maximum height shall be 60 feet calculated using average building height. For properties located along Mission Street west of Orange Grove Avenue, and properties in the National Register Historic District, density of between 20 and 50 dwelling units per acre shall be permitted and the maximum height shall be 50 feet calculated using average building height. Uses include small-scale commercial activities

that are typically located along the main street. The standards in this zone are intended to promote a walkable, diverse, and well-connected area.

B. Zoning Designations

Within the Mixed-Use Core Zone, there are two zoning designations. The Mixed-Use Core-70 (MUC-70) includes the properties located east of Orange Grove Avenue, which have a density of between 20 and 70 dwelling units per acre and a maximum height of 60 feet. The Mixed-Use Core-50 includes the properties located along Mission Street west of Orange Grove Avenue, which have a density of between 20 and 50 dwelling units per acre and a maximum height of 50 feet. Any property in the National Register Historic District shall have a density of up to 50 dwelling units per acre and a maximum height of 50 feet.

C~~B~~. Building Placement

Setback	
Primary Street	~~0 to 15 ft. max~~ 0 to 5 ft, except as permitted by Frontage Type size requirements
Side Street	~~0 to 15 ft. max~~ 0 to 5 ft, except as permitted by Frontage Type size requirements
Side Yard	0 ft.
Rear (with alley)	5 ft. min
Rear (no alley)	10 ft. min

~~**Massing Stepback**~~	
F~~ront~~	~~8 ft. min above 3 stories~~
O~~ver 4 stories (w/density bonus)~~	~~10 ft. min. above 3 stories~~
R~~ear~~	~~20 ft. min above 3 stories~~

D~~C~~. Frontages and Encroachments

i. Allowed Frontages

- Arcade
- Gallery
- Shopfront
- Lightcourt
- Forecourt
- Stoop
- Dooryard
- Porch
- Frontyard

ii Encroachments: Architectural features, and signs may encroach into the required setbacks subject to the following requirements:

<table>
<tr><td rowspan="3">Description</td><td colspan="5">Encroachment</td></tr>
<tr><td colspan="4">Horizontal</td><td>Vertical</td></tr>
<tr><td>Front</td><td>Side St.</td><td>Rear</td><td>Side</td><td rowspan="5">min. 8 ft. clear</td></tr>
<tr><td>Arcade, gallery, awning</td><td colspan="2">6 ft. max</td><td rowspan="3">min. 5 ft. from PL</td><td>not allowed</td></tr>
<tr><td>Balcony</td><td colspan="2">4 ft. max</td><td rowspan="2">min. 5 ft. from PL</td></tr>
<tr><td>Bay window</td><td colspan="2">4 ft. max on upper floors only</td></tr>
<tr><td>Eave</td><td colspan="2">2 ft. max</td><td>min. 3 ft. from PL</td><td>min. 3 ft. from PL</td></tr>
</table>

E. ~~D.~~ Allowed Building Types, Height and Site Size

Allowed Building Types	Minimum		Maximum	
	Stories/Feet	Site W/D	Stories/Feet	Site W/D
Stacked Flats	2/25	125/100	4/45 5/ZD*	200/200
Flex Building	2/25	~~125~~ 125/100	~~4/45~~(1) ZD*	200/150
Liner	1/18	100/100	~~4/45~~ (1) ZD*	200/200
Hybrid court	2/25	125/125	~~4/45~~ (1) ZD*	200/200
Court	1~~/18~~ 2/25	125/125	~~3/35~~ (1) ZD*	200/200
Live-work	1~~/18~~ 2/25	70/95	2~~/25~~ 3/45	200/150
Rowhouse	1~~/18~~ 2/25	90/95	2/25 3/35	150/150
Rowhouse or Bungalow Court	1/18	125/125	2/25	150/150
Duplex,multiplex	1/18	50/95	2/25	150/150
S~~ingle Family~~	1~~/18~~	4~~0/80~~	2~~/30~~	8~~0/150~~

W=Building site width along primary frontage;
D=Building site depth perpendicular to primary frontage.

(1) There are no maximum stories for the following building types: Flex Building, Liner, Hybrid Court and Court. The maximum height is governed by the applicable zoning designation (See ZD*)

ZD*- Height is governed by the applicable zoning designation described in C4.3.B above. If the property is in National Register Historic District, the density is up to 50 dwelling units per acre and the maximum height is 50 feet.

	Ground Floor	~~Upper Stories~~
Interior floor to floor height	15 ft. min	~~8 ft. min.~~

F ~~E~~. Parking

i Pursuant to Section 21155 of the California Public Resources Code, there shall be no minimum parking requirement for any residential, commercial, or other development project if the project is located within one-half mile of a major transit stop. The Metro A Line station qualifies as a Major Transit Stop.

ii Recommended Parking

a Residential uses	Studio ~~or 1 bedroom~~	0.50 ~~1~~ space per unit
	1 bedroom	1 space per unit
	2+ bedroom	1.5 spaces per unit
b Non-residential uses		2 spaces per 1,000 sq.ft.

iii Parking Placement: If on-site parking is provided, the location of parking spaces/areas shall be located within the setback areas set forth below and shall comply with the following: ~~then it shall be located in compliance with the following requirements:~~ (1) Located to the rear of the building on the ground level or underground, and (2) shall not be located above the ground level or within 30 feet of the front or side street property line.

Setback

Primary street	min. 30 ft. for surface or garage parking
Side street	min. 30 ft. ~~15 ft.~~ for surface or garage parking
Side property	min. 5 ft. for surface parking; otherwise, per building setback requirements
Rear property	min. 5 ft. for surface parking; otherwise, per building setback requirements

Parking may be placed within setback areas below grade.

~~F. Standards for Buildings Exceeding 45 feet in Height~~
~~1. For any building above 45 feet in height, the minimum lot width shall be 100 feet and the minimum lot depth shall be 100 feet.~~
~~2. For any building above 45 feet in height, the minimum dimension of a courtyard enclosed by a building on all sides shall be 40 feet.~~
~~3. For any building above 45 feet in height, the minimum dimension of a courtyard open on one side shall be a minimum of 35 feet.~~
~~4. For any portion of a building above 45 feet in height, the minimum space between two adjacent buildings shall be 30 feet.~~
~~5. Roof tops with amenities shall be counted as part of the common open space of a building.~~

~~6. Building heights in excess of 45 feet are subject to State Density Bonus concessions and waivers. See SPMC § 36.370.030~~

~~**G. Minimum Unit Size**~~

~~Residential units shall be no less than 450 square feet.~~

Section 7. The figures in Section C4.3 ("Mixed Use Core Zone") of Chapter 4 ("Development Standards") of Part C ("Code") of the DTSP on page 108 shall be revised to be consistent with the newly revised text. The figure on page 109 depicting a project with state density bonus shall be deleted.

Section 8. Section C4.4 ("Fair Oaks Avenue Zone") of Chapter 4 ("Development Standards") of Part C ("Code") of the DTSP is amended to read as follows:

"C4.4 FAIR OAKS AVENUE ZONE

A. Purpose

The Fair Oaks Zone permits regional and community serving retail, office, cultural and residential mixed-uses with between 20 and ~~110~~ 90 dwelling units per acre. The maximum height shall be 70 feet. Uses include larger-scale commercial uses that are typically located along this busy commercial street. The standards in this zone are intended to promote a walkable, diverse, and well-connected area. The buildings located along the edges that back-up to residential districts require very careful residential scale massing and articulation."

B. Building Placement

Setback	
Primary Street	~~0 to 15 ft. max~~ 0 to 5 ft.
Side Street	~~0 to 15 ft. max~~ 0 to 5 ft.
Side Yard	0 ft.
Rear (with alley)	5 ft. min
Rear (no alley)	10 ft. min

~~**Massing Stepback**~~	
~~Front~~	~~10 ft. min above 3 stories~~
~~Over 4 stories~~	~~10 ft. min. above 3 stories~~

~~(w/density bonus)~~	
~~Rear~~	~~20 ft. min above 3 stories~~

C. Frontages and Encroachments

I. Allowed Frontages

- Arcade
- Gallery
- Shopfront
- Lightcourt
- Forecourt
- Stoop
- Dooryard
- Porch

ii Encroachments: Architectural features, and signs may encroach into the required setbacks subject to the following requirements.

Description	Encroachment				
	Horizontal				Vertical
	Front	Side St.	Rear	Side	
Arcade, gallery, awning	6 ft. max		min. 5 ft. from PL	not allowed	min. 8 ft. clear
Balcony	4 ft. max			min. 5 ft. from PL	
Bay window	4 ft. max on upper floors only				
Eave	2 ft. max		min. 3 ft. from PL	min. 3 ft. from PL	

D. Allowed Building Types, Height and Site Size

Allowed Building Types	Minimum		Maximum	
	Stories/Feet	Site W/D	Stories/Feet	Site W/D
Stacked Flats	2/25	125/100	~~4/45~~ (1)/70	200/200
Flex Building	2/25	125/100	~~4/45~~ (1)/70	200/150
Liner	1/18	100/100	~~4/45~~ (1)/70	200/150
Hybrid court	2/25	125/125	~~4/45~~ (1)/70	200/200
Court	1/18	125/125	~~3/45~~ 5/60	200/200
Live-work	1/18	70/95	~~3/45~~ 4/50	200/150
Rowhouse	1/18	90/95	3/35	200/150
~~Rowhouse or Bungalow Court~~	~~1/18~~	~~50/85~~	~~3/35~~	~~150/150~~
~~Duplex/multiplex~~	~~1/18~~	~~50/95~~	~~3/35~~	~~150/150~~
W=Building site width along primary frontage; D=Building site depth perpendicular to primary frontage. (1)There are no maximum stories for the following building types: Stacked Flats, Flex Building, Liner and Hybrid Court.				

	Ground Floor	~~Upper Stories~~
Interior floor to floor height	15 ft. min	~~8 ft. min.~~

E. Parking

i Pursuant to Section 21155 of the California Public Resources Code, there shall be no minimum parking requirement for any residential, commercial, or other development project if the project is located within one-half mile of a major transit stop. The Metro A Line station qualifies as a Major Transit Stop.

ii Recommended Parking

a Residential uses Studio ~~or 1 bedroom~~	0.50 ~~1~~ space per unit
1 bedroom	1 space per unit
2+ bedroom	1.5 spaces per unit

b Non-residential uses 2 spaces per 1,000 sq.ft.

iii Parking Placement: If on-site parking is provided, the location of parking spaces/areas shall be located within the setback areas set forth below and shall comply with the following: ~~then it shall be located in compliance with the following requirements:~~ (1) Located to the rear of the building on the ground level or underground, and (2) shall not be located above the ground level or within 30 feet of the front or side street property line.

Setback

Primary street min. 30 ft. for surface or garage parking
Side street min. 30 ft. ~~15 ft.~~ for surface or garage parking
Side property min. 5 ft. for surface parking; otherwise, per building setback requirements
Rear property min. 5 ft. for surface parking; otherwise, per building setback requirements

Parking may be placed within setback areas below grade.

~~F. Standards for Buildings Exceeding 45 feet in Height~~

~~1. For any building above 45 feet in height, the minimum lot width shall be 100 feet and the minimum lot depth shall be 100 feet.~~
~~2. For any building above 45 feet in height, the minimum dimension of a courtyard enclosed by a building on all sides shall be 40 feet.~~
~~3. For any building above 45 feet in height, the minimum dimension of a courtyard open on one side shall be a minimum of 35 feet.~~
~~4. For any portion of a building above 45 feet in height, the minimum space between two adjacent buildings shall be 30 feet.~~
~~5. Roof tops with amenities shall be counted as part of the common open space of a building.~~
~~6. Building heights in excess of 45 feet are subject to State Density Bonus concessions and waivers. See SPMC § 36.370.030~~

~~**G. Minimum Unit Size**~~

~~Residential units shall be no less than 450 square feet.~~"

Section 9. The figures in Section C4.4 ("Fair Oaks Corridor") of Chapter 4 ("Development Standards") of Part C ("Code") of the DTSP on page 110 shall be revised to be consistent with the newly revised text. The figure on page 111 depicting a project with state density bonus shall be deleted.

****

C4 DEVELOPMENT STANDARDS (ADD AFTER PAGE 111)

Section 9. A new section C.4.5 entitled "Housing Element" shall be added to Chapter 4 ("Development Standards") of Part C ("Code") of the DTSP to read as follows:

"**C.4.5 HOUSING ELEMENT**

In compliance with State law, any property that is included in the 2021-2029 Housing Element Tables VI- 52 or VI-53 shall require a minimum density of 20 dwelling units per acre."

Section 10. The current definition of "Building Height set for in Subsection C11.1 ("Definitions of General Terms" of Chapter 11 ("Definitions") shall be deleted and subsequently amended to read as follows:

"Building Height. ~~Building Height. The vertical extent of a building measured in stories to the eave of the highest story, not including a raised basement or a habitable attic. Height limits do not apply to masts, belfries, clock towers, chimney flues, and similar structures. Building height shall be measured from the average grade of the fronting thoroughfare.~~ Building Height shall have the same meaning and measuring conventions as set forth in South Pasadena Municipal Code Section 36.300.040."

ADDITIONAL AMENDMENTS WILL BE MADE TO VARIOUS PAGES OF THE DTSP AND WILL BE PROVIDED VIA AN ADD DOC

EXHIBIT B

FIGURE C2.1 - DOWNTOWN REGULATING PLAN

TO BE ADDED

ORDINANCE NO.____

AN ORDINANCE OF THE CITY OF SOUTH PASADENA AMENDING CHAPTER 36 (ZONING) OF THE SOUTH PASADENA MUNICIPAL AS IT RELATES TO HEIGHT, DENSITY AND DEVELOPMENT STANDARDS IN THE CITY'S ZONING AND OVERLAY DISTRICTS AND AMENDING THE CITY'S ZONING MAP TO IMPLEMENT THE CITY'S 2021-2029 (6TH CYCLE) HOUSING ELEMENT

WHEREAS, on May 30, 2023, the City Council adopted the Environmental Assessment (EA) prepared for the 2021-2029 (6th Cycle) Housing Element ("Housing Element") and then adopted the Housing Element;

WHEREAS, on September 27, 2023, the City Council adopted the Program Environmental Impact Report (PEIR) prepared for the General Plan Update and the Downtown Specific Plan, and the Housing Element Implementation Programs Project;

WHEREAS, on July 29, 2024, the California Housing and Community Development Department issued a findings letter indicating that the City's Housing Element, is in substantial compliance with State Law;

WHEREAS, the City has continued to work diligently to implement Housing Element programs, including adopting a new General Plan, Downtown Specific Plan, and rezoning;

WHEREAS, Housing Element Program 2.n called for the City to place a ballot initiative before the voters of South Pasadena to consider removing the 45-foot building height limit in certain parts of the City, and on November 5, 2024, South Pasadena residents approved said measure with the results being certified by the City Council on December 18, 2025, thus enabling amendments to the General Plan, Downtown Specific Plan, and the South Pasadena Zoning Code consistent with the adopted Housing Element;

WHEREAS, on February 1 and February 15, 2025, the City conducted walking tours to familiarize residents and public officials with the areas under consideration for revised building height limits and development standards, with staff receiving feedback and suggestions from the community on potential changes to both the South Pasadena Municipal Code and Downtown Specific Plan, with approximately 40 residents in attendance at each event;

WHEREAS, on February 18, 2025, the City conducted an open house to showcase the analysis prepared in regard to height limits in conjunction with housing density, with maps showing areas in which the City proposed to increase height and exhibits showing examples of conceptual development scenarios in areas that included Huntington Drive, Ostrich Farm, Fair Oaks Avenue, and Mission Street, with staff receiving feedback from the approximately 40 residents who attended;

WHEREAS, on March 11, 2025, Planning Commission Chair appointed a subcommittee of two Commissioners to study in-depth the assumptions and methodology involved in the proposed amendments;

WHEREAS, on March 18, 2025, the City conducted a second open house, this time focusing on current development standards that may present challenges to housing development including setbacks, stepbacks, building breaks, parking location, open space, and minimum unit sizes, with staff receiving feedback from the approximately 40 participant who attended;

WHEREAS, on March 26, 2025, a joint City Council and Planning Commission study session was held wherein additional public comment and feedback from both the Planning Commission and the City Council was were received regarding potential amendments to the General Plan, Housing Element, Downtown Specific Plan, the City's Zoning Code (Chapter 36), and the City's Zoning Map;

WHEREAS, on April 8, 2025, the Planning Commission subcommittee that was convened to study the assumptions and methodologies upon which potential amendments would be based, reported to the full Planning Commission, resulting in further feedback to staff as to how to proceed, with the subcommittee continuing to work with staff to prepare a recommendation for future consideration by the Planning Commission;

WHEREAS, on April 29, 2025, the Planning Commission held a duly noticed Public Hearing, wherein the Planning Commission received a staff presentation and staff report on potential amendments to the General Plan, Housing Element, Downtown Specific Plan, the City's Zoning Code and the City's Zoning Map ("proposed project" or "project"); received public testimony; and held Planning Commission discussion. Thereafter, the Planning Commission continued the Public Hearing to May 7, 2025;

WHEREAS, on May 7, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission resumed its discussion, received corrected maps and exhibits, including a density/height summary table and received public testimony. Thereafter, the Planning Commission continued the public hearing to May 20, 2025;

WHEREAS, on May 20, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission resumed its discussion, received corrections to the zoning map and density/height summary table, received public testimony and gave direction to staff and the City's consultant for additional information and scenarios related to the density and height amendments. Thereafter, the Planning Commission continued the public hearing to June 10, 2025;

WHEREAS, on June 10, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission received an updated density and height table of density based on recommendations and suggestions from the Planning Commission, received the updated Housing Element inventory zoning scenarios with corresponding Zoning Maps, received updated development standards table prepared by the subcommittee and staff; resumed its discussion and provided preliminary recommendations to Staff in preparation for a community meeting to be held on June 16, 2025. Thereafter, the Planning Commission continued the public hearing to June 24, 2025;

WHEREAS, on June 16, 2025, the Planning Commission held a community meeting to received input from the community and stakeholders regarding the Planning Commission's preliminary recommendations related to density, height and development standards in order to implement the Housing Element programs;

WHEREAS, on June 24, 2025, the Planning Commission continued its Public Hearing, wherein the Planning Commission received a staff presentation and staff report on the amendments to the General Plan, Housing Element, Downtown Specific Plan, the City's Zoning Code and the City's Zoning Map based on the Planning Commission's previous discussion and direction; received a summary of the comments received at the June 16, 2025 community meeting; received public testimony; and held Planning Commission discussion and provided further direction to staff. Thereafter, the Planning Commission adopted a Resolution to recommend that the City Council adopt a zoning text amendment and zoning map amendment to amend Chapter 36 (Zoning) of the South Pasadena Municipal Code to implement the Housing Element;

WHEREAS, on July 16, 2025, the City Council held a duly noticed Public Hearing, wherein the City Council received a staff presentation and staff report on the proposed Ordinance implementing a Zoning Text Amendment and Zoning Map Amendment, as well as amendments to the General Plan, Housing Element and Downtown Specific Plan, as it relates to height, density and development standards in the City's zoning and overlay districts in order to implement the Housing Element. The City Council received public testimony and all interested persons had an opportunity to, and did, testify in this matter. Thereafter, the City Council asked questions and deliberated; and

WHEREAS, all legal prerequisites to the adoption of this Ordinance have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. Recitals. The facts set forth in the recitals of this Ordinance are true and correct and incorporated herein as if set forth in full.

SECTION 2. Findings. Based upon substantial evidence presented, including public testimony and written and oral staff reports, and the environmental documentation, the City Council finds:

A. All necessary public hearings and opportunities for public testimony and comment have been conducted in compliance with applicable law;

B. The proposed Zoning Text and Map Amendment is consistent with the actions, goals, objectives, policies and programs of the General Plan and the Amendment to the Housing Element, as such documents have been amended and updated in conjunction with this Ordinance. Specifically, the proposed Zoning Text Amendment is internally consistent with the actions, goals, objectives, policies and programs of the General Plan, with the amendments of July 16, 2025 and the July 16, 2025 Amendment to the Housing Element. Specifically, Housing Element Program 2.n: Citywide Height Limit Ballot Initiative; Housing Element Program 3.n: Zoning Changes; and General Plan Policy P5.8: Support the reduction of governmental and regulatory constraints, and advocate for the production of affordable housing. Given that this Zoning Text and Map Amendment implements changes to support heights and building and development standards in support of, and consistent with, the Housing Element, the City Council makes this finding.

C. The Zoning Text and Map Amendment would not be detrimental to the public interest, health, safety, convenience or general welfare of the City because it would achieve consistency with the Housing Element and the July 16, 2025 Amendment to the Housing Element, specifically the rezoning necessary to implement new building heights as part of the Measure SP implementation process. This supports Housing Element Programs 2.n (Citywide Height Limit Ballot Initiative) and 3.n (Zoning Changes). In addition, the implementation of the amendment further supports the general welfare of the City by focusing growth into specific areas where residents will have access to services and public transportation. The General Plan supports mixed-use, walkable neighborhoods, and provides the development capacity to accommodate projected future growth along with the housing programs identified in the Housing Element. Therefore, the City Council hereby makes this finding.

D. The proposed Zoning Map Amendment is physically suitable for the requested zoning designations and anticipated land uses because the proposed amendments related to height, density and development standards allow for development of the areas amended on the proposed map. Therefore, the City Council makes this finding.

SECTION 3. California Environmental Quality Act (CEQA). The policies and implementation documents that were adopted and now proposed for amendment were analyzed in the Program Environmental Impact Report (PEIR) for the General Plan and Downtown Specific Plan Update and 2021-2029 Housing Element Implementation Programs, which was certified by the Council on September 27, 2023. Section 15164 of the State CEQA Guidelines states that an Addendum to an earlier Mitigated Negative Declaration or EIR shall be prepared if some changes or additions are necessary to the previously adopted document, but none of the conditions described in Section 15162 calling for preparation of a subsequent Mitigated Negative Declaration or EIR have occurred. Based on the analysis and information contained in the Addendum to the PEIR, there is no evidence that the proposed project requires major changes to the PEIR. Comparison of the previous project with the proposed amendments indicates that there are no new significant environmental impacts associated with implementation of height, density and development standards to support housing development. In addition, there is no substantial evidence that the circumstances under which the project is undertaken have substantially changed, and there is no evidence of new or more severe environmental impacts arising out of the proposed changes to the policy documents. The amendments to these policy documents, are considered in the same context of compliance with the City's Regional Housing Needs Assessment (RHNA), as it has been allocated to require planning for additional housing development amid a statewide housing shortage, as reflected in the Housing Element.

Therefore, the City Council adopts the July 2025 addendum to the PEIR. Further, on a separate and independent basis, the City Council finds that the project is exempt from CEQA pursuant to recently enacted Public Resources Code Section 21080.085, which provides that CEQA does not apply to a rezoning that implements the schedule of actions contained in an approved housing element pursuant to subdivision (c) of Section 65583 of the Government Code. The actions included in the Project reflect implementation of the Housing Element in light of Measure SP, and implementation of other Housing Element programs contemplated under Section 65583(c).

SECTION 4. The City Council hereby amends various sections of Chapter 36 (Zoning) of the South Pasadena Municipal Code to incorporate the text changes set forth in Exhibit A, attached hereto and incorporated herein by reference, with all sections of Chapter 36 that have no amendments identified in Exhibit A remaining in effect without amendment.

SECTION 5. The City Council hereby adopts the Amended Zoning Map attached hereto as Exhibit B, and incorporated herein by reference.

SECTION 6. If any section subsection, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, or contravened by reason of any preemptive legislation, the remaining sections and/or provisions of this Ordinance shall remain valid. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, regardless of the fact that any one or more section(s) or provision(s) may be declared invalid or unconstitutional or contravened via legislation.

SECTION 7. The City Clerk shall certify to the passage of this Ordinance and shall cause the same to be published in the manner prescribed by law, and this Ordinance shall become effective 30 days following its adoption.

PASSED, APPROVED AND ADOPTED ON this 20th day of August, 2025

AYES:

NOES:

ABSENT:

ABSTAIN:

Janet Braun, Mayor

ATTEST:

Mark Perez, Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

EXHIBIT A

ZONING TEXT AMENDMENT

36.220.020 Purposes of Residential Zoning Districts.

Different residential zoning districts are intended to provide for a variety of housing opportunities through new construction, and the maintenance of existing homes and neighborhoods. The purposes of the individual residential zoning districts and the manner in which they are applied are as follows:

A. RE (Residential Estate) district. The RE zoning district applies to areas appropriate for detached, single-family residential homes on large estate parcels. The allowable residential density is a maximum of three dwelling units per acre. The RE zoning district is consistent with the Very Low Density Neighborhood land use designation of the General Plan.

B. RS (Residential Single-Family) district. The RS zoning district is intended for areas appropriate for the development of detached, single-family homes. The allowable residential density is a maximum of five dwelling units per acre. The RS zoning district is consistent with the Low Density Neighborhood land use designation of the General Plan.

C. RM (Residential Medium Density) district. The RM zoning district applies to areas appropriate for a variety of housing types. Typical residential land uses include single-family bungalow courts, courtyard housing, townhomes, duplexes, triplexes, multiplexes, and other attached dwellings on smaller lots. The allowable residential density ranges from 5.1 to 30 dwelling units per acre, except that any property in the RM district that is also included on the Housing Element Table ~~VI-50~~ VI-52 or ~~VI-51~~ VI-53 shall require a minimum density of 20 dwelling units per acre. Up to 70 dwelling units per acre are allowed for properties located within the Housing Opportunity (HO) Overlay District. The RM zoning district is consistent with the Medium Density Neighborhood land use designation of the General Plan.

D. RH (Residential High Density) district. The RH zoning district is intended for areas appropriate for high density attached dwelling units, including courtyard housing, townhouses, condominiums, and apartments. The allowable residential density ranges from 30.1 to 45 dwelling units per acre. Up to 70 dwelling units per acre are allowed for properties located within the Housing Opportunity (HO) Overlay District. The RH zoning district is consistent with the High Density Neighborhood land use designation of the General Plan.

Table 2-3 Residential District General Development Standards.

TABLE 2-3. RESIDENTIAL DISTRICT GENERAL DEVELOPMENT STANDARDS				
	Requirement by Zoning District (1)			
Development Feature	**RE**	**RS**	**RM**	**RH**
Minimum lot size	Minimum area and width for parcels proposed in new subdivisions.			

TABLE 2-3. RESIDENTIAL DISTRICT GENERAL DEVELOPMENT STANDARDS				
	Requirement by Zoning District (1)			
Development Feature	**RE**	**RS**	**RM**	**RH**
Area	12,500 sf	10,000 sf	10,000 sf	10,000 sf
Width	75 ft; 85 ft for a corner lot	50 ft; 60 ft for a corner lot	60 ft; 80 ft for a corner lot	70 ft
Residential density	Maximum number of dwelling units allowed in a project. The actual number of units allowed will be determined by the City through subdivision or land use permit approval, as applicable.			
Allowable density	Maximum of 3 du/acre	Maximum of 5 du/acre	5.1 to 30 du/acre (2)	30.1 to 45 du/acre (3)
Setbacks	Minimum and, where noted, maximum setbacks required. See SPMC 36.300.030 for setback measurement, allowed projections into setbacks, and specific exceptions to setbacks.			
Front	25% of lot depth, with a minimum of 25 ft, and a maximum requirement of 35 ft		~~20 ft~~ 10 ft	~~15 ft~~ 7.5 ft
Front exception	If 60 percent or more of the lots on the same block face have structures with front setbacks different from the above, the required front setback shall be the average of the existing front setbacks, provided that no more than 45 feet shall be required in the RE district, and 35 ft shall be required elsewhere.		~~An additional minimum 5 ft setback from the property line shall be provided for every story above the second story.~~	
Sides, each	10% of lot width	10% of lot width, 4 ft minimum	4 ft An additional minimum 1 ft ~~4 ft~~ setback from the property line shall be provided for each ~~every additional~~ story above the second story. (i.e. 3 story building = 5 ft; 4 story building = 6 ft, etc.)	4 ft ~~8 ft minimum~~; An additional 1 ft ~~10 ft minimum~~ setback from the property line shall be provided for each story above the second story. (i.e. 3 story building = 5 ft; 4 story building = 6 ft, etc.)
Side, street side	20% of lot width, to a maximum requirement of 15 ft		~~15~~ 10 ft minimum	

TABLE 2-3. RESIDENTIAL DISTRICT GENERAL DEVELOPMENT STANDARDS				
	Requirement by Zoning District (1)			
Development Feature	**RE**	**RS**	**RM**	**RH**
Rear	25 ft		15 ft minimum; or 5 ft minimum abutting an alley	15 ft. minimum; or 5 ft. minimum abutting an alley ~~20 ft minimum; 22 ft minimum setback shall be provided for each additional story above the second story.~~
Garage	An attached garage shall be set back a minimum of 10 ft from the front of the main structure		N/A	
Accessory structures	As required for primary structures, except that: • A structure of 120 sf or less may be placed within a required side or rear setback, but not a front setback or in front of the frontmost dwelling unit on the lot; • A detached garage or carport or other accessory residential structure shall be located at least 5 ft from a side and/or rear property line, except if the required side yard setback for the dwelling/s is less than 5 ft, in which case the lesser side yard setback may be used for a detached garage or carport only. Such structures cannot be located in the front setback or in front of the frontmost dwelling unit on the lot; • Accessory structures shall be located at or beyond the required street-facing side yard setback for the dwelling/s, except if the Director determines that a lesser setback can be approved using the Administrative Use Permit process detailed in SPMC 36.350.170(C)(3)(e);		See SPMC 36.350.170 (Residential Uses—Accessory Residential Structures)	
	• Private residential recreational facilities shall be located at least 5 ft from a side and/or rear property line and cannot be located in the front setback, or in front of the frontmost dwelling unit on the lot or in the			

TABLE 2-3. RESIDENTIAL DISTRICT GENERAL DEVELOPMENT STANDARDS				
	Requirement by Zoning District (1)			
Development Feature	**RE**	**RS**	**RM**	**RH**
	street-facing side setback of a corner lot. See also SPMC 36.350.170 (Residential Uses—Accessory Residential Structures).			
Building separation	10 ft between structures on the same site.		Minimum distances shall comply with Fire Code requirements but in no case shall be less than 10 ft.	
Lot coverage	Maximum percentage of total lot area that may be covered by structures.			
	40%		N/A	
Floor area ratio requirement	0.35		N/A	N/A
Height limit	Maximum allowable height of structures in other than hillside areas (see SPMC 36.340 (Hillside Protection) for height limits in hillside areas). See SPMC 36.300.040 (Height Limits and Exceptions) for height measurement requirements. See also SPMC 36.350.170 (Residential Uses—Accessory Residential Structures).			
Maximum height	35 ft (no height averaging)		45 ft (no height averaging) For properties located in the HO Overlay District, the maximum height is 60 feet calculated using average building height (See, SPMC 36.300.040.E)	
Multiple story exception	No portion of a structure shall encroach through a 45 degree angle projected perpendicularly from the front property line toward the rear property line. See Figure 2-1 in this division. Building height in addition to the above limits may be authorized by design review (SPMC 36.410.040) to accommodate dormer windows and/or uninhabitable roof structures where appropriate to the architectural style of the dwelling.		N/A	

TABLE 2-3. RESIDENTIAL DISTRICT GENERAL DEVELOPMENT STANDARDS				
	Requirement by Zoning District (1)			
Development Feature	**RE**	**RS**	**RM**	**RH**
OPEN SPACE (4)				
Minimum Total Combined Useable Open Space per Residential Unit (Common and Private Combined)	N/A		200 sf per unit, minimum ~~As required by SPMC 36.350.190 (Multifamily Project Standards)~~	
Common Open Space Required	N/A		50% minimum of the total required open space; 1,000 sf minimum; Up to 25% of the required common open space may be indoor common open space such as fitness rooms, resident lounges and similar or typical facilities. Mail rooms and leasing offices and associated areas do not count towards the required common open space.	
Dimensions of Private Open Space	N/A		~~Private open space areas shall have a minimum dimension of eight feet on any side, and a configuration that would accommodate a rectangle of at least 100 square feet.~~ If individual balconies, ground floor patios, porches, or similar private open space are provided to meet the area requirements, such areas shall have minimum dimensions of 8 ft width and 6 ft depth.	
Dimensions of Common Open Space	N/A		Common open space areas shall have a minimum dimension of 20 feet on any side.	
Dimensions of Outdoor Common Open Space and Landscaping Requirement			Outdoor common open space shall have a minimum dimension of 20 feet in two directions. In addition, a minimum 20% of outdoor common open space shall be landscaped that may count	

TABLE 2-3. RESIDENTIAL DISTRICT GENERAL DEVELOPMENT STANDARDS				
	Requirement by Zoning District (1)			
Development Feature	**RE**	**RS**	**RM**	**RH**
			toward the minimum Site Landscaping requirement.	
Landscaping	As required by SPMC 36.330 (Landscaping Standards)			
Parking	As required by SPMC 36.310 (Parking and Loading), unless such development qualifies for an exception to providing parking under provisions of State law			
Signs	As required by SPMC 36.320 (Signs)			

Notes:

(1) Altos de Monterey exceptions. The standards and requirements for development within the Altos de Monterey (AM) overlay zoning district are different from those in this table; see SPMC 36.250.030.

(2) Up to 70 dwelling units per acre allowed for properties located within the HO Overlay District. See SPMC 36.220.050.

(3) Up to 70 dwelling units per acre allowed for properties located within the HO Overlay District. See SPMC 36.220.050.

(4) As it pertains to the RM and RH Zoning District, the development standards related to open space as set forth in SPMC 36.350.190(C) (Multifamily Project Standards) shall apply in the RM and RH Zoning District, except to the extent the standard has been modified by the specific provisions in this Table 2-3.

Table 2-5 Commercial District General Development Standards.

TABLE 2-5. COMMERCIAL DISTRICT GENERAL DEVELOPMENT STANDARDS			
Development Feature	**Requirement by Zoning District**		
	CO	**CG**	**BP**
Minimum lot size	Minimum area and width for parcels proposed in new subdivisions.		
Area	10,000 sf		
Width	50 ft		
Setbacks	Minimum setbacks required. See SPMC 36.300.030 for setback measurement, allowed projections into setbacks, and exceptions to setbacks.		
Front	~~25 ft on Fremont St. between the 110 freeway and Monterey Rd., 20 ft required otherwise.~~	None required	None required ~~25 ft~~

TABLE 2-5. COMMERCIAL DISTRICT GENERAL DEVELOPMENT STANDARDS			
Development Feature	**Requirement by Zoning District**		
	CO	**CG**	**BP**
	10 ft		
Sides, each	4 ft; An additional 1 ft. setback shall be provided for each story above the second story. (3 story building = 5 ft. 4 story building = 6 ft, etc.)	None required	None required
~~Sides, each~~	~~15 ft if adjacent to an RS district; none required otherwise.~~		
Street side	None required		None required
~~Rear~~	~~None, except if adjacent to an alley 5 ft, or if adjacent to a RS district 25 ft~~		~~None required~~
Rear	None, except if adjacent to an alley 5 ft, or if adjacent to a RS district 25 ft	None required	None required
Lot Coverage	Maximum percentage of total lot area that may be covered by structures		
	No maximum		50% MAY BE SUBJECT TO FURTHER DISCUSSION
Height limit	Maximum allowable height of structures. See SPMC 36.300.040 (Height Limits and Exceptions) for height measurement requirements		
Maximum height	35 ft		
Landscaping	As required by SPMC 36.330 (Landscaping Standards)		
Parking	As required by SPMC 36.310 (Parking and Loading)		
Signs	As required by SPMC 36.320 (Signs)		

Table 2-6 Mixed Use Overlay District Development Standards.

TABLE 2-6. MIXED USE OVERLAY DISTRICT DEVELOPMENT STANDARDS		
Development Feature	**Requirement**	**Notes**
DEVELOPMENT INTENSITY		
Minimum Size or Area	20,000 sf	Minimum area for parcels proposed for new subdivisions.
Minimum Lot Frontage	80 ft	Minimum width for parcels proposed for new subdivisions.
Density Range for Residential	52 to 70 du/ac	
Maximum Lot Coverage	70%	
Minimum Residential Unit Size	~~Studio—450 sf~~ ~~One-bedroom—750 sf~~ ~~Two-bedroom—900 sf~~	
NONRESIDENTIAL USES		
Location	Nonresidential uses are required along the street frontage in the areas described in the General Plan for development within a Corridor, District, or Neighborhood Centers.	
BUILDING HEIGHT AND FORM		
Maximum Height	60 feet calculated using average building height (See, SPMC 36.300.040.E ~~45 ft~~	DRAFT LANGUAGE-SUBJECT TO REVISION Nonhabitable building features such as chimneys, cupolas, flagpoles, monuments, steeples, pitched roofs, ~~roof screens,~~ screened equipment, roof access stairs, elevator rooms and shafts, elevator overruns and similar structures or projections shall be counted towards the average building height. ~~covering no more than 10% of the top floor roof area may exceed the maximum height by up to 8 ft.~~
Maximum Stories	~~4~~	
Maximum Floor Area by Story	~~Up through second story—100%~~ ~~Third story—90%~~ ~~Fourth story—80%~~	~~The standard refers to the percentage relative to the ground floor building footprint area~~

TABLE 2-6. MIXED USE OVERLAY DISTRICT DEVELOPMENT STANDARDS		
Development Feature	**Requirement**	**Notes**
Maximum Façade Length ~~Building Length~~	~~150 ft~~ 100 ft	A minimum building break of 10 feet wide by 10 feet deep is required so as to prevent façade lengths longer than 100 feet.
BUILDING RELATIONSHIP TO STREET		
Minimum Building Frontage	60%	
Maximum Elevation of Building Entry Above the Street/Sidewalk Level and Maximum Recess Below the Street/Sidewalk Level	2 ft	Entries into individual residential units may be located up to 4 feet above the street/sidewalk level
Minimum Ground Floor Height	12 ft	
NONRESIDENTIAL USE GROUND FLOOR BUILDING DESIGN		
Maximum Blank Wall Length	25 ft	
Minimum Glazing	50%	
Minimum Tenant Space Width	25 ft	
Minimum Number of Entries	1 per 100 lineal ft	
Minimum Wall Plane Articulation	To/from window/door—minimum 6 inches To/from column/other feature—minimum 18 inches	Windows, door, columns, and other features shall be recessed or project forward to provide the respective minimum differential from the wall plane
Signs	As required by SPMC 36.320 (Signs)	
SETBACKS FOR NONRESIDENTIAL		
Front—Ground Floor	Per the underlying zoning district	~~May be increased to 15 ft where outdoor uses or small plazas are provided directly in front of the nonresidential use~~
Side—Ground Floor	Per the underlying zoning district	
Rear	~~Per the underlying zoning district~~ 15 ft	
SETBACKS FOR RESIDENTIAL		
Front—Ground Floor	5 ft in CG District 7.5 ft in other than CG District ~~20 ft minimum~~	

TABLE 2-6. MIXED USE OVERLAY DISTRICT DEVELOPMENT STANDARDS		
Development Feature	**Requirement**	**Notes**
Side	4 ft; An additional 1 ft. setback shall be provided for each story above the second story. (i.e. 3 story building = 5 ft; 4 story building = 6 ft, etc.). ~~10 ft minimum for first two floors~~ ~~15 ft minimum from property line for third floor and above~~	~~For any property adjacent to an RE or RS district, the minimum setback for the first and second stories shall be 20 ft, and any story above the second story shall be set back a minimum distance of 25 ft from the property line.~~
Rear	10 ft; or 5 ft abutting an alley ~~20 ft minimum for first two floors~~ ~~25 ft minimum for third floor and above~~	~~For any property adjacent to an RE or RS district, the minimum setback for the first and second stories shall be 30 ft, and any story above the second story shall be set back a minimum distance of 35 ft from the property line.~~
~~**SETBACKS—GENERAL**~~		
~~Setback From Access Driveway~~	~~5 ft minimum~~	
~~Distance Between Buildings~~	~~As required by the Fire Code, but in no instance less than 10 ft~~	
PARKING, LOCATION AND DESIGN (1)		
Site Access/Driveway Location	The location of site access/driveways shall be prioritized as follows: (1) From an alleyway, (2) From a side street, or (3) If the previous two locations are infeasible as determined by the Director, then access from the front shall be limited to a maximum 24-ft wide driveway.	
Location of Parking Spaces/Areas	The location of parking spaces/areas shall be limited as follows: (1) Located to the rear of the building on the ground level or underground, and (2) Shall not be located above the ground level or within 30 feet of ~~within~~ the front or side street	

TABLE 2-6. MIXED USE OVERLAY DISTRICT DEVELOPMENT STANDARDS		
Development Feature	**Requirement**	**Notes**
	property line ~~setback areas.~~, and (3) Parking may be placed within setback areas below grade.	
Number of Spaces for Nonresidential Uses	As required by SPMC 36.310 (Parking and Loading)	Shared parking or a reduction in parking subject to approval of a parking study—SPMC 36.310.060. Within one-half mile of a high-quality transit station, no parking minimums shall apply for any use except for hotels, motels, bed and breakfast inns, and similar transient lodging facilities per Government Code Section 65863.2.
Number of Spaces for Residential Uses	Studio—0.50 space One-bedroom—1 space Two-bedroom—1.5 ~~2~~ spaces Guest Space—not required ~~0.25 per unit~~	~~Guest spaces are not required if nonresidential spaces are available during non-operational hours.~~ Parking is reduced, not required, for qualifying development projects within one-half mile of a major transit stop ~~high-quality transit station,~~ as defined in Government Code Section 65863.2.
Design of Surface or Structure Parking	As required by SPMC 36.310 (Parking and Loading)	Unless modified by standards herein
LANDSCAPING AND OPEN SPACE		
Minimum Site Landscaping	20% MAY BE SUBJECT TO FURTHER DISCUSSION	~~Exclusive of areas on the site providing useable open space for residential uses.~~ ~~Improved rooftop areas can be counted toward open space.~~
Minimum Driveway and Parking Area Side Landscaping	5 ft	
Minimum Total Combined Useable Open Space per	~~300 sf/du~~ 150 sf/du	Improved rooftop open space, balconies, and indoor common

TABLE 2-6. MIXED USE OVERLAY DISTRICT DEVELOPMENT STANDARDS		
Development Feature	**Requirement**	**Notes**
Residential Unit (Common and Private Combined)		spaces can be counted toward usable open space.
Common Open Space Requirements	1,000 sf area minimum 25 ft minimum depth and width 50% minimum of the "Minimum Total Combined Useable Open Space" requirement above; 1,000 sf minimum; a minimum of 20 feet in two directions.	Up to 25% of the required common open space may be indoor common open space such as fitness rooms, resident lounges and similar or typical facilities. Mail rooms and leasing offices and associated areas do not count towards the required common open space. A minimum of 20% of outdoor common open space shall be landscaped with pervious plant materials that are permanently maintained and irrigated and may count toward the minimum Site Landscaping requirement. Outdoor open space shall comply with SPMC Section 36.180.D.1 (General Landscape Standards)
Private Open Space Requirements	Less than 50% of the total required open space. Private Open Space shall be 8 ft in width and 6ft in depth to count towards the area requirements ~~No private open space is required for individual units.~~	~~If~~ ~~i~~ Individual balconies, ground floor patios, porches, or similar private open space ~~are~~ may be provided to meet the area requirements, ~~for a residential unit, such area shall have minimum dimensions of 6 ft width and 4 ft depth.~~
Notes: (1) Guest parking spaces shall be clearly marked for guest parking only and are encouraged to be evenly dispersed throughout the development site. Signs shall be provided at appropriate locations to direct visitors to guest parking locations		

36.240.030 Special Purpose District Land Uses and Permit Requirements.

A. CF and OS Districts. Table 2-7 identifies the uses of land allowed by this Zoning Code in each special purpose zoning district, and the zoning approval required to establish each use, in compliance with SPMC 36.210.030 (Allowable Land Uses and Permit Requirements).

Note: where the last column in the tables ("Specific Use Regulations") includes a section number, the regulations in the referenced section apply to the use; however, provisions in other sections of this Zoning Code may also apply.

B. DTSP District. Land uses in the DTSP zoning district are as permitted in the Downtown Specific Plan.

C. HFSP District. Land uses in the HFSP zoning district are as permitted in the Holy Family Specific Plan.

D. CF-50 District.

1. Purpose. The CF-50 District is intended to provide opportunities for higher intensity multi-family housing on religious congregation or private school sites that are larger than two acres and designated CF-50.

2. Applicability. The CF-50 District shall consist of those parcels designated CF-50 on the City's Zoning Map.

3. Allowable Density and Height. Maximum 50 dwelling units per acre with a maximum height of up to 50 feet (no height averaging).

4. Allowable land uses and development standards. Allowable land uses shall be as in the CF District, except that multi-family residential development is permitted. Multi-family residential uses shall be subject to the Mixed Use Overlay District Development Standard of SPMC 36.230.050(D) and Table 2-6, except for the maximum height limit.

Table 2-7 Allowed uses and Permit Requirements for Special Purpose Zoning Districts.

TABLE 2-7. ALLOWED USES AND PERMIT REQUIREMENTS FOR SPECIAL PURPOSE ZONING DISTRICTS	P	Permitted Use	
	CUP	Conditional Use Permit required	
	AUP	Administrative Use Permit required	
	—	Use not allowed	
	PERMIT REQUIRED BY DISTRICT		**Specific Use Regulations**
LAND USE (1)	**CF (2) (3)**	**OS**	
AGRICULTURE & OPEN SPACE USES			
Community gardens	CUP	CUP	36.350.230
Hiking trails	—	P	

TABLE 2-7. ALLOWED USES AND PERMIT REQUIREMENTS FOR SPECIAL PURPOSE ZONING DISTRICTS	P	Permitted Use	
	CUP	Conditional Use Permit required	
	AUP	Administrative Use Permit required	
	—	Use not allowed	
	PERMIT REQUIRED BY DISTRICT		**Specific Use Regulations**
LAND USE (1)	**CF (2) (3)**	**OS**	
Nature preserves and accessory uses (e.g., interpretive centers)	—	P	
RECREATION, EDUCATION & PUBLIC ASSEMBLY USES			
Community centers	P	AUP	
Equestrian facilities	—	AUP	
Libraries, museums, galleries	P	—	
Schools, private	AUP	—	
Outdoor recreational facilities	P	AUP	
Parks and playgrounds	P	AUP	
Religious institutions	CUP	—	
SERVICES			
Medical services – Hospitals	CUP	—	
TRANSPORTATION & COMMUNICATIONS			
Parking facilities/vehicle storage	CUP	—	
Telecommunications facilities	CUP	CUP	36.350.210

Notes:

(1) See Article 7 for land use definitions.

(2) Residential development with a density between 20 and 30 dwelling units per acre is allowed on Assessor Parcel No. 5314-003-083 pursuant to the 2021-2029 (6th Cycle) Housing Element. Any project on this parcel that includes at least 20 percent of the residential units reserved for lower income households shall (a) be processed through a ministerial approval process, (b) qualify for priority processing as compared to other projects processed by the Community Development Department, and (c) be exempt from and not subject to the Public Art Program and Public Art Development requirements of SPMC 36.390 and 36.395.

(3) See also, 36.240.030(D) pertaining to the CF-50 District.

36.250.050 Housing Opportunity (HO) Overlay District.

A. Purpose. The HO Overlay District is intended to implement the City's goals and objectives for higher intensity development in the RM and RH zones along certain corridors, consistent with the City's housing element ~~as adopted on May 30, 2023.~~

B. Applicability. The HO Overlay District shall be applied on the Zoning Map to the areas shown as Housing Opportunity Overlay on the Land Use Map of the General Plan.

C. Allowable density. Maximum of 70 dwelling units per acre.

D. Maximum height. The maximum height is 60 feet calculated using average building height (See, SPMC 36.300.040.E)

E~~D~~. Allowable land uses and development standards. New land uses shall comply with all applicable requirements in Division 36.220 (Residential Zoning Districts) consistent with the Planning Designations outlined in the General Plan. The Residential Only standards found in Table 2-6 (Mixed Use Overlay District Development Standards) of SPMC 36.230.050(D) shall apply to multifamily residential development located within the HO Overlay District.

Table 3-1. Allowed Projections Into the Setbacks

TABLE 3-1. ALLOWED PROJECTIONS INTO SETBACKS			
Projecting Feature	Allowed Projection into Specified Setback		
	Front	Side	Rear
Sills, cornices, roof overhang or eaves	No closer than 30 inches to a lot line; provided, that the lowest edge of the feature is at least eight feet above ground level.		
Chimney, bay window, greenhouse window	24 inches for no more than 10% of the length of the building wall from which it projects, or a maximum length of 10 feet, whichever is less; but no closer than 30 inches to a side lot line.		
Stoops, ~~B~~balconi~~es~~y, deck, or porch, which may be roofed but is otherwise unenclosed~~:~~ ~~stoops~~	~~0 feet~~ 8 feet, but no closer than 30 inches to a lot line.	36 inches for a deck if its walking surface is 30 inches or less above grade. 36 inches for another projecting feature if it extends along no more than 10% of the length of the building wall from which it projects, or a maximum length of 10 feet, whichever is less. In no case shall a feature project closer than 30 inches to a side lot line.	8 feet ~~For stoops, 8 feet, but no closer than 30 inches to a lot line.~~
Uncovered steps or landings up to 36 inches in height	36 inches in width, up to 10 feet in length.		

TABLE 3-1. ALLOWED PROJECTIONS INTO SETBACKS			
Projecting Feature	Allowed Projection into Specified Setback		
	Front	Side	Rear
Miscellaneous equipment attached to the structure	24 inches. Attached equipment shall not be located less than three feet to any lot line and shall not be located in the front yard setback.		
Note: Air conditioning (HVAC) units may be permitted if located outside the front setback, and may be located in the side yard setback provided the equipment is not located closer than three feet to any lot line. Such equipment shall be fully screened when it is located in a street side yard. HVAC equipment located on rooftops in single-family residential districts (RE, AM and RS zones) shall require approval by the Planning Commission Chair.			

36.300.040 Height Limits and Exceptions.

Each structure shall comply with the height limits of this section, except for fences and walls, which are instead subject to the provisions of SPMC 36.300.050 (Walls, Fences and Hedges).

A. Maximum height of structures. No structure shall exceed the height limit established by the applicable zoning district in Article 2 (Zoning Districts, Allowable Land Uses, and Zone-Specific Standards).

B. Height Averaging. In the DTSP District (except for properties in the National Register Historic District), the Housing Opportunity Overlay District and the Mixed Use Overlay District, the maximum allowable height of a structure is calculated using average building height. (See, SPMC 36.300.040.E)

C~~B.~~ Height measurement. The maximum allowable height shall be measured as the vertical distance from the existing grade of the site to an imaginary plane located the allowed number of feet above and parallel to the grade. See Figure 3-4. “Existing grade” shall be established by the Director, consistent with parcels in the immediate vicinity, and shall not be, nor have been artificially raised to gain additional building height.

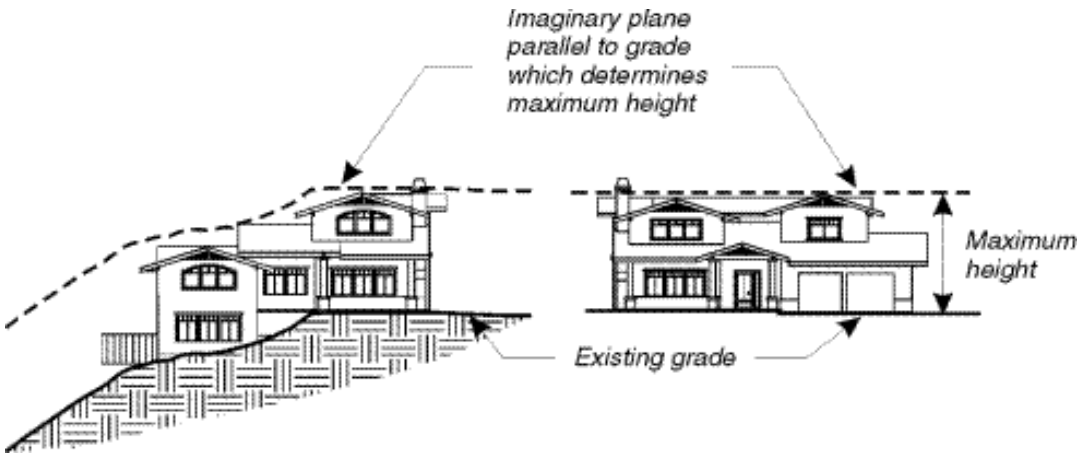


Figure 3-4. Height Measurement

D~~C~~. Height limitations at intersections/sight visibility. A structure or landscaping, excluding existing trees, shall not exceed a height of 36 inches in areas where vehicular or pedestrian traffic lines of sight may be impacted, as established by the Public Works Director. Planting of parkway trees shall be in compliance with SPMC 31.48(d)(2).

E. Calculation of average building height. Height averaging may be used in the calculation of height provided that the average height of all portions of the building shall not exceed the height limit of the district and the highest point shall not exceed 10 feet above the height limit of the district. All roofed portions of the building, including overhangs, porches, and galleries shall be included. In the case of a flat roof is proposed that includes a parapet perimeter wall, the height of that entire roof area shall be measured to the top of the parapet wall.

The height averaging calculation shall be shown in graphic and tabular form on the Site Plan.

36.310.040 Number of Parking Spaces Required.

TABLE 3-6. PARKING REQUIREMENTS BY LAND USE	
Land Use Type:	**Number of Parking Spaces Required***
Manufacturing, Processing, and Warehousing	
General manufacturing, industrial, and processing uses	2.5 spaces for each 1,000 sf.
Recycling facilities	6 spaces for large collection facilities; as determined by Conditional Use Permit approval for other facilities.
Research and development, offices and laboratories	3 spaces for each 1,000 sf.
Warehouses, distribution centers, and storage facilities	2 spaces for each 1,000 sf.
Recreation, Education, and Public Assembly	
Child day care facilities	
Child day care center	1 space per employee, plus 1 space per 5 children.
Large family day care home	1 space per employee, in addition to required residential spaces.
Small family day care home	As required for the single-family dwelling (see the parking requirements for residential uses).
Commercial recreation activities: Ball courts, outdoor or indoor	3 spaces for each court, plus 4 spaces for each 1,000 sf of floor area for each additional use.
Indoor recreation/fitness centers	
Arcades	4 spaces for each 1,000 sf.
Bowling alleys	3 spaces for each lane.
Health/fitness clubs	4 spaces for each 1,000 sf plus 1 space for each employee.

TABLE 3-6. PARKING REQUIREMENTS BY LAND USE	
Land Use Type:	**Number of Parking Spaces Required***
Pool and billiard rooms	2 spaces for each table, plus required space for each additional use (e.g., restaurant, bar).
Skating rinks	10 spaces for each 1,000 sf of skating area.
Libraries, museums, art galleries	2 spaces for each 1,000 sf.
Recreation, Education, and Public Assembly (cont'd)	
Outdoor Recreation Facilities Golf course Miniature golf Driving range Equestrian facilities	Parking spaces determined per parking plan approved by review authority.
Public assembly uses (e.g., religious facilities, cinemas, performance theaters, meeting halls, and membership organizations)	1 space for each 4 fixed seats (see SPMC 36.310.040(F) for instructions on how to calculate bench or bleacher seating), and 1 space for every 40 sf of gross assembly area, classrooms, meeting rooms, etc., exclusive of areas of fixed seats and their access aisles. For day care facilities in conjunction with a public assembly use, see the parking requirement for "child day care facilities."
Schools (private)	
Elementary, junior high/middle school	1.5 spaces for each classroom, plus 5 spaces for each 1,000 sf of assembly area in an auditorium.
High school	1 space for each 5 students plus 1 space for each employee.
Specialized education and training schools	5 spaces for each 1,000 sf.
Private colleges and universities	5 spaces for each 1,000 sf.
Special needs educational and training facilities	As determined by the review authority based on a parking study by a professional traffic engineer or qualified parking consultant.
Studio for dance, art, etc.	5 spaces for each 1,000 sf.
Residential Uses (1)	
Accessory dwelling unit	See SPMC 36.350.200(H).
Duplex	4 spaces within a garage or carport, plus 1 guest space. (3)
Live/work unit	2 spaces for each 1,000 sf of combined floor area.
Mixed-use development	As required for each individual land use.
Multifamily dwelling, condominiums and other attached dwellings	Studio - 0.50 space 1 bedroom - 1 space 2 or more bedrooms - 1.5 spaces

TABLE 3-6. PARKING REQUIREMENTS BY LAND USE	
Land Use Type:	**Number of Parking Spaces Required***
	Guest spaces - not required (1)(3) ~~1 bedroom unit—1 space;~~ ~~2 bedrooms and/or greater—2 spaces within a garage or carport for each unit, plus 1 guest space per each 2 units. (1), (3)~~
Organizational house	1 space for each bed.
Residential Uses (cont'd)	
Senior citizen residential	
Assisted living and group homes	0.5 space for each residential unit, plus 1 space for each 4 units for guests and employees.
Independent living	1 covered space for each unit, plus 1 uncovered guest parking space for each 10 units.
Single-family housing	2 covered spaces. (2), (3), (4)
Retail Trade	
Appliances, building materials, furniture, and hardware stores	2 spaces for each 1,000 sf.
Automobile, mobile home, vehicle, machinery and parts sales	1 space for each 1,000 sf, including outdoor display area.
Bars/nightclubs/dancing establishments	1 space for each 30 sf of dance floor area; 1 space for each 100 sf of bar/nightclub area.
Convenience stores	4 spaces for each 1,000 sf.
Gas stations (including multi-use stations)	2 spaces for each 1,000 sf plus 3 spaces for each service bay.
Grocery stores	4 spaces for each 1,000 sf.
Multi-tenant retail site or building (2 or more uses)	4 spaces for each 1,000 sf.
Restaurant—Not part of multi-tenant retail site or building	
New use occupying new space more than 1,200 sf.	10 spaces for each 1,000 sf.
New use occupying existing space of 1,200 sf or less.	No new parking required.
Outdoor dining	No parking required.
Take-out with customer tables	20 spaces for each 1,000 sf.
Take-out service only (e.g., delicatessens)	4 spaces for each 1,000 sf.
Restaurant—Within multi-tenant retail site or building	See requirement for "Multi-tenant retail site or building."

TABLE 3-6. PARKING REQUIREMENTS BY LAND USE	
Land Use Type:	**Number of Parking Spaces Required***
Retail sales and services	1 space for each 500 sf.
Services	
Banks and financial services	4 spaces for each 1,000 sf of financial customer service area, plus 3 spaces per 1,000 sf of office space.
Services (cont'd)	
Bed and breakfast inns	1 space for each guest room, and 1 space for each 2 employees, plus 2 parking spaces for the residents.
Copy and reproduction centers	2 spaces for each 1,000 sf.
Consumer products—repair and maintenance	4 spaces for each 1,000 sf.
Equipment rental	1 space for each 300 sf of floor area, plus 1 space for each 1,500 sf of outdoor use area.
Hotels and motels	1 space for each guest room, and 1.5 spaces for each multi-room suite; plus 1 space for each 20 guest rooms and 10 spaces for each 1,000 sf of conference meeting room area.
Kennels and animal boarding	1 space for each 1,000 sf.
Laundromats	4 spaces for each 1,000 sf.
Medical services	
Clinics, medical/dental offices	4 spaces for each 1,000 sf.
In-patient drug treatment facilities	1 space for each 3 beds, plus 1 for each employee.
Hospitals	1 space for each patient bed, plus 2 for each 1,000 sf of office area, plus required spaces for ancillary uses as determined by the review authority.
Medical/dental labs	3 spaces for each 1,000 sf.
Mortuary	1 space for each 4 fixed seats (see subsection (F) of this section for instructions on how to calculate bench seating), and 1 space for each 40 sf of gross public assembly area.
Offices, administrative, corporate	3 spaces for each 1,000 sf.
Personal services	8 spaces for each 1,000 sf.
Vehicle repair and maintenance	
Repair garage	2 spaces for each 1,000 sf.
Self-service vehicle washing	3 spaces for each washing stall.
Full-service vehicle washing	2 spaces for each 3 employees on largest shift, plus 4 spaces for each 1,000 sf of

TABLE 3-6. PARKING REQUIREMENTS BY LAND USE	
Land Use Type:	**Number of Parking Spaces Required***
	store/lounge area, with a minimum of 3 spaces.
Veterinary clinics and hospitals	3 spaces for each 1,000 sf, plus 1 space for each 1,000 sf of boarding area.
Transportation and Communications	
Truck and freight terminals	1 space for each 400 sf of freight area, plus 1 space for each 100 sf of office/lobby area.

Notes:

(1) Guest parking spaces shall be clearly marked for guest parking only and ~~shall~~ are encouraged to be evenly dispersed throughout the development site. Signs shall be provided at appropriate locations to direct visitors to guest parking locations.

(2) On a lot requiring a Hillside Development Permit, a minimum of three spaces shall be provided, with two covered. The Planning Commission may authorize one of the three spaces to be in tandem. One additional space shall be provided for each 1,000 square feet of floor area or fraction thereof above 3,000 square feet.

(3) The requirement of two covered spaces may be waived by the Director for the alteration of a residential unit that is listed on the City's Cultural Heritage Inventory as defined by SPMC 2.64, provided the circumstances listed under SPMC 36.360.090(F)(1) apply.

(4) The City shall maintain compliance with Government Code Section 65863.3 regarding single-family residential parking.

* The actual parking requirements for all uses subject to a Conditional Use Permit (CUP) or Administrative Use Permit (AUP) (refer to SPMC 36.230, Table 2-4 Commercial Zoning Districts—Allowed Uses and Permit Requirements for Commercial and Business Park Districts) are reviewed on a case-by-case basis via the CUP/AUP entitlement process. The listed parking requirements are the minimum; the CUP/AUP process may determine that additional parking is required. Reductions in required parking can only be approved via the variance process (SPMC 36.410.080) and, per the 1983 Initiative, variances for parking are limited to a maximum of five percent of the required number of spaces.

36.310.080 Parking Design Standards.

A. Location of parking areas. Required off-street parking shall be located on the same parcel as the uses served or on a contiguous parcel, or within 400 feet of the proposed use it is intended to serve. When a proposed off-street parking spaces are provided on a separate parcel from the use, a recorded covenant running with the land, recorded by the owner of the parking lot, guaranteeing that the required parking will be maintained exclusively for the use or activity served for the duration of the use or activity approved in a form acceptable to the City Attorney.

B. Access to parking areas and parking spaces.

1. Access to parking lots. Parking lots shall be designed to prevent access at any point other than at designated access drives.

2. Parking space location. Parking spaces shall not be located within 10 feet of an access driveway, measured from the property line. See Figure 3-17.

Figure 3-17. Queuing Area

3. Internal maneuvering area. Parking areas shall provide suitable maneuvering room so that vehicles enter the street in a forward direction, except for single-family homes and duplexes.

C. Access to adjacent sites. Applicants for nonresidential developments are encouraged to provide shared vehicle and pedestrian access to adjacent nonresidential properties for convenience, safety and efficient circulation. A joint access agreement guaranteeing the continued availability of the shared access between the properties and running with the land shall be recorded by the owners of the abutting properties, as approved by the Director.

D. Parking space and lot dimensions.

1. Parking spaces.

a. Residential spaces. Parking spaces within carports and garages shall have minimum interior dimensions of 20 feet in length by 10 feet in width for each vehicle.

b. Tandem parking spaces. Tandem parking spaces shall be a minimum 35 feet in length by 8.5 ~~10~~ feet in width, and a maximum of 42 feet in length and 12 feet in width.

(1) Within multi-family districts, tandem parking spaces may be assigned to a single unit, and may count toward the requirement for covered spaces, but may not count as a guest space.

(2) Within single-family districts, tandem parking may count toward the requirement for covered spaces with the approval of an Administrative Use Permit where property is developed with a single-family home, where current parking requirements are not met, and there is no space available for the required standard size garage (20' x 20'). In determining whether it is impractical or unfeasible to provide a standard size garage (20' x 20'), the Director shall consider if such required parking will result in an inefficient site plan, a development pattern that is inconsistent with surrounding development, or the loss of the property's only available private outdoor living area, and whether the following conditions exist:

a. The property is substandard in size, less than 10,000 square feet,

b. The property is substandard in width, less than 50 feet wide, or

c. The property contains the following features:

i. protected heritage trees,

ii. a home listed on the City's Inventory of Historic Resources, or

iii. physical features that would make it impractical or unfeasible to provide the standard size garage.

(3) Within non-residential districts, tandem parking may be provided for all of the required parking spaces where authorized through Parking Use Permit approval, provided an attendant is on duty during the hours of parking lot operation.

2. Parking lot aisles. Drive aisles within parking areas shall be designed and constructed in compliance with the following standards.

a. Aisle width. Parking area aisles shall comply with the minimum dimensional requirements in Table 3-7.

b. Visibility. Drive aisles shall be designed and located so that adequate visibility is ensured for pedestrians, bicyclists, and motorists when entering individual parking spaces, circulating within a parking facility, and entering or leaving a parking facility.

TABLE 3-7. PARKING SPACE AND DRIVE AISLE DIMENSIONS

Angle of Parking	Minimum Dimensions		
	Parking Space Depth	Parking Space Width	Aisle Width (1)
0 degrees -- Parallel parking ~~(e.g. tandem or parallel parking)~~	24 ft	8.5 ft ~~8.6 ft~~ (2) (3)	12 ft
0 degrees --Tandem parking	35 ft	8.5 ft	24 ft
30 to 45 degrees	19 ft	8.5 ft ~~9 ft~~ (2) (3)	13 ft
46 to 60 degrees	21 ft	8.5 ft ~~9 ft~~ (2) (3)	18 ft
61 to 90 degrees	18 ft (4)	8.5 ft ~~9 ft~~ (2) (3)	24 ft

Notes:

(1) The Director may require greater aisle widths where slopes or other obstructions are encountered.

(2) Each parking space that is adjoined on either side of its longer dimension by a fence, wall, partition, column, post, or similar obstruction, and the obstruction is located less than 14 feet from the access aisle measured along the length of the stall, shall have its minimum width increased by at least 10 inches on the side of the obstruction. Exception: The 10-inch increase is not required if columns or posts are set back 18 inches from the drive aisle.

(3) The width can be 7.5 ft for all spaces exceeding one space per residential unit and 25% max of the provided non-residential spaces.

(4) The depth can be 15 ft for all spaces exceeding one space per residential unit and 25% max of the provided non-residential spaces.

E. Curbing and wheel stops.

1. Curbing. Continuous concrete curbing at least six inches high and six inches wide shall be provided along the edges of parking spaces adjacent to fences, walls, other structures, and landscaping.

a. Alternative barrier designs may be approved by the Director.

b. Parking spaces adjacent to landscaped areas or other obstructions shall incorporate an additional curbing width of 12 inches (for a total of 18 inches) to provide a place to stand while exiting and entering vehicles.

c. Curbing shall be placed within the parking space a minimum of two feet from the front of the space.

2. Wheel stops. Wheel stops other than continuous concrete curbing shall be prohibited except in work areas, and parking areas not open to the public.

3. Bumper overhang. To increase the parking lot landscaped area, a maximum of two feet of the parking stall depth may be landscaped with low-growth, hearty materials in lieu of paving, allowing a two-foot bumper overhang while maintaining the required parking dimensions.

F. Directional arrows and signs.

1. Parking spaces, aisles, approach lanes and maneuvering areas shall be clearly marked with directional arrows and lines to ensure the safe and efficient flow of vehicles.

2. The Director may require the installation of traffic signs in addition to directional arrows to ensure the safe and efficient flow of vehicles in a parking facility.

G. Grades of driveways and parking areas. The grades of driveways and parking areas shall comply with the standards in Municipal Code Section 31.35, and the following requirements.

1. Driveways. Driveways shall not exceed a maximum grade of 15 percent measured along the driveway centerline. Where there is a change in the slope of the driveway, it shall be demonstrated that vehicles will be able to pass over the change in slope without interference with an average vehicle's undercarriage.

2. Parking areas. Parking areas shall have a maximum grade of 6.6 percent ~~seven percent~~, measured in any direction.

H. Landscaping. Parking area landscaping shall be provided in compliance with Division 36.330 (Landscaping Standards).

I. Lighting. Parking areas within non-residential areas shall have lighting that provides adequate illumination for security and safety. Lighting standards shall be energy-efficient and in scale with the height and use of the on-site structures, and shall not exceed a maximum height of 16 feet. All illumination, including security lighting, shall be directed downward, away from adjacent properties and public rights-of-way. Lighting location shall take into account the location and expected mature characteristics of on-site landscape materials.

~~J. Residential guest parking. Guest parking for multi-family residential uses shall be designated and restricted for the exclusive use of the guests with appropriate signs and pavement marking~~s.

J ~~K~~. Striping and identification. Parking spaces shall be clearly outlined with four-inch wide lines painted on the surface of the parking facility. Circulation aisles, approach lanes, and turning areas shall be clearly marked with directional arrows and lines to ensure safe traffic movement.

K~~L~~. Surfacing. Parking spaces, driveways, and maneuvering areas shall be paved and permanently maintained.

36.350.190 Residential Uses—Multi-family Project Standards.

A. Purpose. The provisions of this Section are intended to:

1. Provide multi-family project residents with adequate private and common open space;

2. Encourage multi-family projects to incorporate courtyard open space design; and

3. Parking shall not be placed ~~Discourage on site parking~~ along the front building elevation or adjacent to the street so that buildings, rather than parking lots or garages, address the street and public view.

B. Applicability. These provisions apply to new or remodeled multi-family projects (50 percent or more of building area remodeled).

C. Open space requirements. All multi-family residential projects~~ except duplexes~~ shall provide permanently maintained outdoor open space for~~ each~~ dwelling unit~~s~~ (private space), and for all residents (common space).

1. Area required. ~~Private open space shall be provided at a ratio of 200 square feet per dwelling unit. Common open space shall be provided based on the size of the project, as follows.~~

~~TABLE 3-11. MULTI-FAMILY COMMON OPEN SPACE~~		
~~Project size~~	~~Common Open Space Required~~	~~Private Open Space Required~~
~~3 to 4 units~~	~~200 sf~~	~~200 sf per unit~~
~~5 to 10 units~~	~~500 sf~~	
~~11 to 30 units~~	~~1,000 sf~~	
~~31 and more units~~	~~2,000 sf~~	

Refer to Table 2-3 and Table 2-6 for Common and Private Open Space requirements.

2. Configuration of open space.

a. Location on site. Required open space areas:

(1) Shall be located adjacent to the primary entrance;

(2) Shall be provided as continuous, usable site elements, which shall not include setback areas but may be contiguous to required setbacks; and

(3) Private open space shall be at the same level as, and immediately accessible from, a kitchen, dining room, family room, master bedroom, or living room within the unit. Variations from these dimensional and locational standards may be allowed where it can be shown that the required private open space meets the intent and purpose of this Section. Provision of private open space shall not reduce the common open space requirements of this Section.

~~b. Dimensions. All open space areas shall be of sufficient size to be usable by residents.~~

~~(1) Private open space areas shall have a minimum dimension of eight feet on any side, and a configuration that would accommodate a rectangle of at least 100 square feet.~~

~~(2) Common open space areas shall have a minimum dimension of 20 feet on any side.~~

b ~~c.~~ Elevation. A minimum of 60 percent of the required common open space shall be located at grade or the level of the first habitable floor.

c ~~d~~. Uncovered areas required. At least 33 percent of the perimeter of the private open space of each unit, or 100 percent of the roof of the open space of each unit, shall be open to the outdoors. Reference to this requirement shall be included in the Covenants, Conditions, and Restrictions of any common interest development.

3. Allowed uses. Required common open space:

a. Shall be available for passive and active outdoor recreational purposes for the enjoyment of all residents of each multi-family project; and

b. Shall not include driveways, setbacks, public or private streets, or utility easements where the ground surface cannot be used appropriately for open space, parking spaces, or other areas primarily designed for other operational functions.

4. Maintenance and control of common open space. Required common open space shall be controlled and permanently maintained by the owner of the property or by a homeowners' association. Provisions for control and maintenance shall be included in any property covenants of common interest developments.

5. Surfacing. Open space areas shall be surfaced with any practical combination of lawn, paving, decking, concrete, or other serviceable material.

6. Landscaping. The applicant shall submit a landscape plan for approval. Landscape design, installation, and maintenance shall comply with Division 36.330 (Landscaping Standards).

7. Slope. Required open space areas shall not exceed a slope of 10 percent.

D. Facility and design requirements.

1. Accessory structures. Accessory structures and uses (e.g., car washing areas, bicycle storage, garages, laundry rooms, recreation facilities, etc.) shall incorporate a design, including materials and colors, similar to the dwelling units, and shall be located in an efficient manner in compliance with this Subsection.

2. Front façade. At least 50 percent of the front façade of all buildings fronting public streets shall be habitable space. A project shall have at least one private entry into the façade adjacent to the right-of-way, with the entry at or within five feet of the finished grade.

3. Front yard paving. No more than 45 percent of the total area of the front yard setback shall be paved for walkways, driveways, and other hardcover pavement.

4. Laundry facilities. All residential developments with five or more dwelling units shall provide common laundry facilities, except developments with facilities provided within each unit.

a. Keyed access. Laundry facilities shall be provided with keyed access for "tenants only."

b. Location. The facilities shall be evenly dispersed throughout the multi-family project and easily accessible to all tenants.

5. Outdoor lighting. Outdoor lighting shall be installed and maintained along all vehicular access ways and major walkways, in compliance with Section 36.300.090 (Outdoor Lighting). The lighting shall be directed onto the driveways and walkways within the development and

away from adjacent properties. Lighting of at least one foot candle shall also be installed and maintained within all covered and enclosed parking areas and shall be screened to minimize glare onto public sidewalks. All proposed lighting shall be shown on the required landscape plan.

6. Storage area. Each dwelling unit shall be provided a minimum of 100 cubic feet of lockable storage area with a minimum dimension of 30 inches, outside of the dwelling unit; provided that these storage areas shall not be visible from a public street.

7. Television antennas. Dwelling units shall not have exterior television antennas other than satellite dishes less than 39 inches in diameter. A single common, central antenna may be allowed, with underground cable service to all dwelling units. This restriction shall be included in any property covenants of a common interest development.

8. Solid waste recycling. Each project shall incorporate innovative designs, both interior and exterior, to make solid waste recycling more convenient and accessible to the occupants.

~~**36.375.080 Streamlined State Density Bonus Review.**~~

~~A. Purpose. For projects including on-site inclusionary units as required herein, the following design incentives process offers an alternative, streamlined State density bonus process. Design incentives are intended to encourage architectural designs that are well-conceived, thoughtfully detailed, consistent with the character of the City and compatible with the zoning district in which they are located.~~

~~B. Applicability. Design incentives may be requested for any project that provides all required inclusionary units on site and for which a density bonus is requested pursuant to SPMC 36.370, provided the site is located in:~~

~~1. Any mixed-use zoning district; or~~

~~2. Any multifamily residential district.~~

~~C. Consistent architectural design approach. To qualify for design incentives pursuant to this section, the applicant shall demonstrate that the proposed project supports a clear and consistent architectural design that includes the following:~~

~~1. Required standards. The project application shall include a narrative that explains the architectural design approach and how the project meets the following standards:~~

~~a. Stepbacks.~~

~~i. Front and corner building facades. A minimum 10-foot stepback above the third story, or above the second story for properties located on Mission Street, to reduce bulkiness and perceived height from street level;~~

~~ii. Side building facades. A minimum 10-foot stepback above the third story, or above the second story for properties located on Mission Street, along property lines that are adjacent to a residential district with a lower density or historic property. Notwithstanding, balconies open on at least two sides may project into the stepback area provided the balcony is at least five feet from the side property line;~~

~~iii. Rear building facades. A minimum 10-foot stepback above the third story, or above the second story for properties located on Mission Street, if the proposed~~

building is located within 10 feet of the rear property line of a parcel that is directly adjacent to a residential district with a lower density;

iv. Stepbacks may be reduced if the size of the parcel makes the stepbacks infeasible or such stepbacks are not consistent with the surrounding context as determined by the Director.

b. Terraces and balconies on properties adjacent to a single-family residential use. For properties located adjacent to a single-family residential use, terraces and balconies facing the single-family residential use shall be prohibited above the ground level. Roof terraces shall be located toward the front of the building and at least 10 feet from the edge of the building facing the single-family residential use and shall provide an eight-foot-high sound wall along the single-family facing elevation with a 10-foot-long return on each side of the roof terrace.

c. Three-hundred-sixty-degree architectural design. The project shall have consistent design features or patterns that render it as unique with all elevations designed at the same level of architectural detail and articulation as the front elevation.

d. A signature architectural element that is described in the application. Some examples include but are not limited to: a signature element that identifies the building and relates to its location in the City; a courtyard or open space pattern is visible from the street; a prominent corner feature.

e. Ground-floor facades. Building facades shall avoid blank walls and long expanses without variation in form and design treatment as follows:

i. For mixed-use projects, the ground floor of commercial street facades shall be comprised of at least 75 percent openings in walls such as storefront windows and doors with transparent glazing. Facade variation achieved through form, materials and details is essential, with an emphasis on the ground-floor treatment experienced by pedestrians.

ii. For 100 percent residential projects, the ground floor front facade shall include direct entrances into units and articulation that indicates separate units.

2. Encouraged design features. The applicant should consider incorporating the following features as appropriate to support the request for design incentives in the project application:

a. Higher floor-to-floor height for commercial portion of mixed-use project with 16 to 18 feet considered to be desirable.

b. Higher floor-to-ceiling heights in residential units.

c. Leveraging of additional height to reduce overall site coverage and increase open space.

D. Design incentives. Projects that demonstrate a consistent architectural design approach per subsection (C) of this section shall be entitled to the following incentives, without requirement for feasibility studies or other analysis:

1. Height increase and height averaging. If requested in the project application, a height increase, using measurement based on height averaging, that facilitates the provision of features per subsection (C) of this section shall be approved with no further studies or analysis required as part of the submittal as follows:

a. For projects in mixed-use zoning districts on Mission Street where there is a predominance of historic resources. An increase of one additional story, with an average

maximum project height not to exceed five feet above the limit of the underlying zoning district; provided, that no portion of the building may exceed 10 feet above the height limit of the underlying zoning district.

b. For projects in other mixed-use zoning districts. An increase of one additional story, with an average maximum project height not to exceed 15 feet above the limit of the underlying zoning district; provided, that no portion of the building may exceed 20 feet above the height limit of the underlying zoning district.

c. For projects in multifamily residential districts. An increase of one additional story, with a maximum average height not to exceed 10 feet above the limit of the underlying zoning district provided no portion of the building may exceed 15 feet above the height limit of the underlying zoning district.

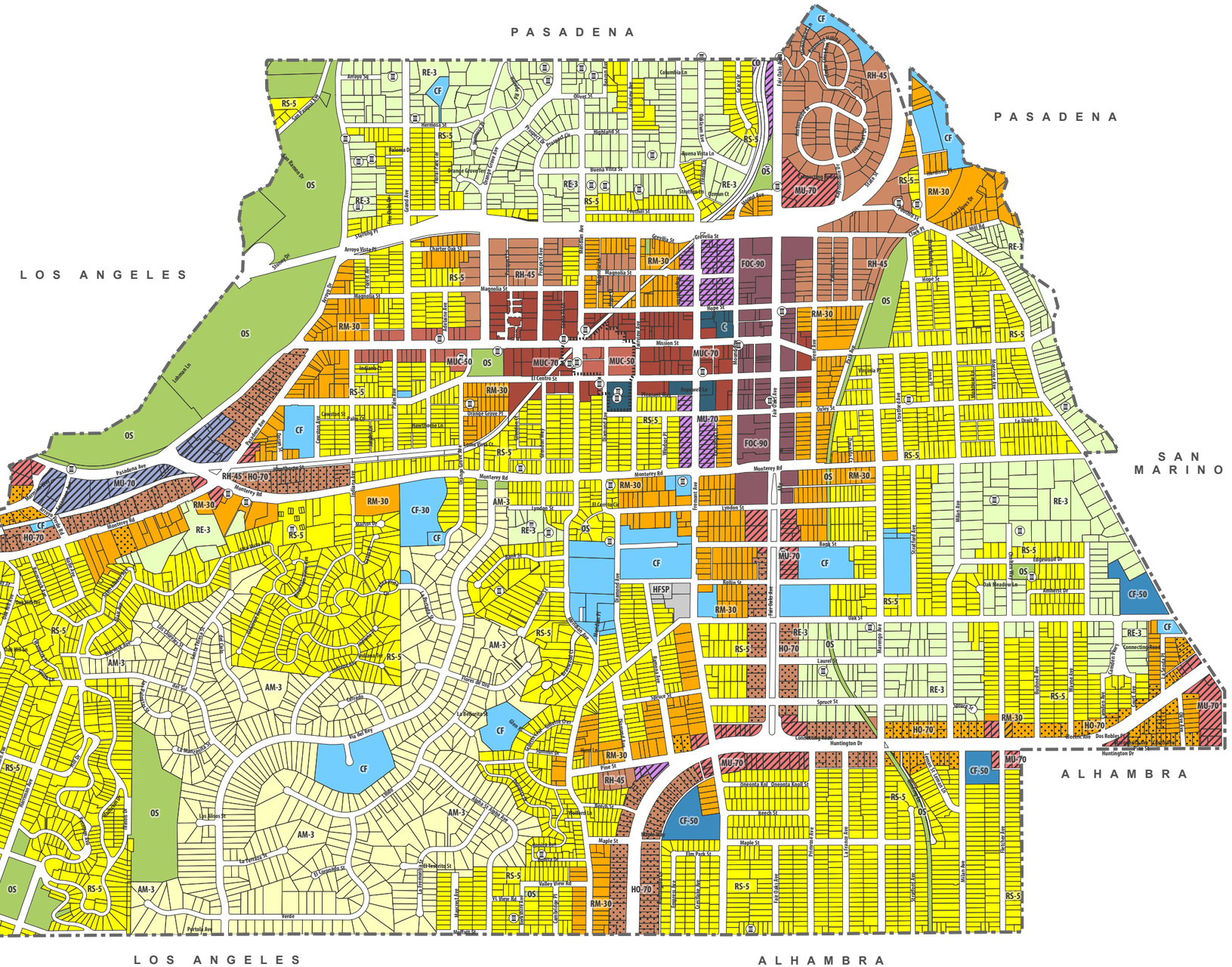
For purposes of this incentive, nonoccupiable architectural projections, including elevator shafts and stairwells, shall be permitted to exceed the adjusted height limit as necessary to comply with building code requirements.

2. Reduced minimum unit size. Notwithstanding SPMC 36.375.070, the floor area of inclusionary units may be up to 10 percent smaller than the market rate units in the project.

3. Parking reduction. The applicant may request to calculate parking for the residential portion of the property at one-half space per bedroom, with studios considered to be one-bedroom units for the purpose of this requirement. Fractional units shall be rounded up to the next whole unit.

EXHIBIT B

AMENDED ZONING MAP



City of SOUTH PASADENA

PC Proposal Zoning and Specific Plan Districts

Zoning Districts and Height Limits

- Residential Estate (RE) – 3 du/ac, 35 ft
- Altos De Monterey Residential (AM) – 3 du/ac, 25 ft
- Residential Low Density (RS) – 5 du/ac, 35 ft
- Residential Medium Density (RM) – 30 du/ac, 45 ft
- Residential High Density (RH) – 45 du/ac, 45 ft
- Commercial General (CG) – 35 ft
- Commercial Office (CO) – 35 ft
- Business Park (BP) – 35 ft
- Fair Oaks Corridor (FOC) – 90 du/ac, 70 ft
- Mixed Use Core (MUC-70) – 70 du/ac, 60 ft
- Mixed Use Core (MUC-50) – 50 du/ac, 50 ft
- Community Facilities (CF)
- Community Facilities (CF-50) – 50 du/ac, 50 ft
- Civic (C)
- Open Space (OS)
- Holy Family Specific Plan (HFSP)

Zoning Overlays

- HO Overlay – 70 du/ac, 60 ft
- MU Overlay – 70 du/ac, 60 ft

Historic Resources

- Historic Landmarks
- Historic Business District

Map Sources: City of South Pasadena Zoning (2023); National Register of Historic Places – South Pasadena Historic Business District (1982); City of South Pasadena Historic Landmarks (2025). Updated on July 7, 2025.

0 500 1,000 2,000 3,000 Feet

Summary Table of Height and Density Recommendations

Location[1]	Current Regulations			3/26 Study Session			4/29 Staff Recommendation			6/24 PC Recommendation		
	Zone	Density	Height	Zone	Density	Height[3 4]	Zone	Density	Height[3 4]	Zone	Density	Height[4 5]
Mission St												
Mission St and Adjacent Downtown Areas, east of Orange Grove	DTSP-MUC	70 du/ac	45'	DTSP-MUC	70 du/ac	51'	DTSP-MUC	70 du/ac	60'	DTSP-MUC	70 du/ac	60'
Nat'l Register Historic District	DTSP-MUC	70 du/ac	45'	DTSP-MUC	70 du/ac	45'	DTSP-MUC	70 du/ac	60'	DTSP-MUC	50 du/ac	50'
Mission St, West of Orange Grove	DTSP-MUC	70 du/ac	45'	DTSP-MUC	50 du/ac	45'	DTSP-MUC	50 du/ac	45'	DTSP-MUC	50 du/ac	50'
Fair Oaks Ave												
Fair Oaks Ave - Downtown	DTSP-FOC	110 du/ac	45'	DTSP-FOC	90 du/ac	65'	DTSP-FOC	90 du/ac	70'	DTSP-FOC	90 du/ac	70'
Fair Oaks Ave, South of Downtown	CG w/ MU Overlay RH w/ HO Overlay	70 du/ac	45'	CG w/ MU Overlay RH w/ HO Overlay	70 du/ac	55'	CG w/ MU Overlay RH w/ HO Overlay	70 du/ac	60'	CG w/ MU Overlay RH w/ HO Overlay	70 du/ac	60'
Huntington Dr												
Huntington Drive, Neighborhood Centers	CG, CO w/ MU Overlay	70 du/ac	45'	CG, CO w/ MU Overlay	70 du/ac	55'	CG, CO w/ MU Overlay	70 du/ac	60'	CG, CO w/ MU Overlay	70 du/ac	60'
Huntington Drive, West of Marengo Av.	RH w/ HO Overlay	70 du/ac	45'	RH	45 du/ac	45'	RH w/ HO Overlay	70 du/ac	60'	RH w/ HO Overlay	70 du/ac	60'
Huntington Drive, East of Marengo Av.	RM w/ HO Overlay	70 du/ac	45'	RM	30 du/ac	45'	RM	30 du/ac	45'	RM w/ HO Overlay	70 du/ac	60'
Large Congregational/Private School Sites on/near Huntington Drive	CF	0 du/ac	No max	CF	0 du/ac	No max	CF	0 du/ac	No max	CF	50 du/ac	50'
Ostrich Farm & Western Areas												
Ostrich Farm (Pasadena Ave.)	CG, BP w/ MU Overlay	70 du/ac	45'	CG, BP w/ MU Overlay	70 du/ac	55'	CG, BP w/ MU Overlay	70 du/ac	60'	CG, BP w/ MU Overlay	70 du/ac	60'
North Side of Monterey Rd., West of Indiana Av.	RH w/ HO Overlay	70 du/ac	45'	RH w/ HO Overlay	70 du/ac	55'	RH w/ HO Overlay	70 du/ac	60'	RH w/ HO Overlay	70 du/ac	60'
South Side of Monterey Rd., West of Pasadena Av.[6]	RM w/ HO Overlay	70 du/ac	45'	RM	30 du/ac	45'	RM	30 du/ac	45'	RM	30 du/ac	45'
West Side of Mission St/East Side of Arroyo Dr., South of Mission St.	RH w/ HO Overlay	70 du/ac	45'	RH	45 du/ac	45'	RH w/ HO Overlay	70 du/ac	60'	RH w/ HO Overlay	70 du/ac	60'
East Side of Pasadena Av. Between Mission St. and Hawthorne St.	RM w/ HO Overlay	70 du/ac	45'	RM	30 du/ac	45'	RM	30 du/ac	45'	RM	30 du/ac	45'
North Side of Mission St., West of Forest Av./ East Side of Arroyo Dr., North of Mission St.	RM w/ HO Overlay	70 du/ac	45'	RM	30 du/ac	45'	RM	30 du/ac	45'	RM	30 du/ac	45'

1. All boundaries approximate. See zoning map for details.
2. Under current regulations, 8' projections above the height limit are allowed only in the MU and HO Overlays.
3. 3/26 and 4/29 proposed height regulations allowed for 8' nonhabitable projections and 10' stairwells and elevator shafts above the height limit.
4. Height averaging allowed, with the maximum for any individual point in the building 10 feet above the number given below.
5. No projections allowed above the maximum for any individual point in the building.
6. Except Suitable Housing Sites, which remain in the HO Overlay in all scenarios.

lightgreytext – For reference - may be amended later through objective design standards project

* – Address through objective design standards project

South Pasadena Zoning Code
Development Standards correlating to Building Height
Tuesday, June 3, 2025
Article Article 2 Zoning Districts, Allowable Land Uses, and Zone-Specific Standards
Division 36.220.040 Residential Zoning District General Development Standards; 36.300.040 Height Limits and Exceptions, Downtown Specific Plan
Development Standard Building Height

Zoning District	Building Height (and form)	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
(HO) Housing Opportunity Overlay	Refer to Mixed-Use Overlay			
(MU) Mixed-Use Overlay	Maximum Height	45 ft	60 ft	60 ft
		Nonhabitable building features such as chimneys, cupolas, flagpoles, monuments, steeples, roof screens, equipment, and similar structures covering no more than 10% of the top floor roof area may exceed the maximum height by up to 8 ft.		Remove and add to "Building Height" exceptions in Section 36.300.040
	Maximum Stories	4 stories		Remove
	Maximum Floor Area by Story	Up through secondstory—100% Third story—90% Fourth story—80%		Remove*
		The standard refers to the percentage relative to the ground-floor building footprint area		Remove*
	Maxmum Building Length	150 ft	Apply to Primary Street Frontage only with the following note: Spaces between buildings must be interrupted by a break of at least 20 feet wide at all levels of the building, or at least 15% of the site width on the second level and above. The break must be at least 50 feet deep beyond the required front setback. For sites west of Monterey Rd/Pasadena Ave., must be interrupted by a break of at least 30 feet, with the first 55 feet depth from the first property line located along the ground level, and the remainder of the depth located on and above the second level.	Remove* or Rename "Maximum Façade Length" and require a building break of 10 feet wide by 10 feet deep ~~every 100 feet~~ ...SO AS TO PREVENT FACADE LENGTHS LONGER THAN 100 FEET
	Maximum Elevation of Building Entry Above the Street/Sidewalk Level and Maximum Recess Below the Street/Sidewalk Level	2 ft.	*Apply to Main Building entry only with the folowing note:* Entries into individual residential units may be located up to 6 feet above the street/sidewalk level	Entries into individual residential units may be located up to 4 feet above the street/sidewalk level
	Minimum Ground Floor Height	12 ft		

Zoning District	Building Height (and form)	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
36.300.040 Height Limits and Exceptions				
	A. Maximum height of structures.	No structure shall exceed the height limit established by the applicable zoning district in Article 2 (Zoning Districts, Allowable Land Uses, and Zone-Specific Standards). Because of a 1983 City of South Pasadena initiative, no commercial, office, manufacturing, or residential building shall exceed a height of 45 feet, and no Conditional Use Permit or Variance shall be granted to exceed 45 feet.		No structure shall exceed the height limit established by the applicable zoning district in Article 2 (Zoning Districts, Allowable Land Uses, and Zone-Specific Standards).
	B. Height measurement.	The maximum allowable height shall be measured as the vertical distance from the existing grade of the site to an imaginary plane located the allowed number of feet above and parallel to the grade. See Figure 3-4. "Existing grade" shall be established by the Director, consistent with parcels in the immediate vicinity, and shall not be, nor have been artificially raised to gain additional building height.	*Add the following:* 1.For projects that provide on-site deed-restricted affordable housing housing units, height averaging may be used in the calculation of height provided that the average height of all portions of the building containing residential uses shall not exceed the height limit of the district and the highest point shall not exceed 10 feet above the height limit of the district.	The maximum allowable height shall be measured as the vertical distance from the existing grade of the site to an imaginary plane located the allowed number of feet above and parallel to the grade. See Figure 3-4. "Existing grade" shall be established by the Director, consistent with parcels in the immediate vicinity, and shall not be, nor have been artificially raised to gain additional building height.
	C. Height limitations at intersections / sight visibility.	A structure or landscaping, excluding existing trees, shall not exceed a height of 36 inches in areas where vehicular or pedestrian traffic lines of sight may be impacted, as established by the Public Works Director. Planting of parkway trees shall be in compliance with SPMC 31.48(d)(2).		Make sure this Section does not result in all street intersection corners chamfering the buildable area. Maintain the 100% corner that currently exists throughout the City in many places
	Height exceptions	Not codified	New Section 36.300.040.D: Nonhabitable building features covering no more than 10% of the top floor roof area such as chimneys, cupolas, flagpoles, monuments, steeples, pitched roofs, screened equipment, parapets and similar structures may exceed the maximum height by up to 8 ft. and stairwells and elevator shafts may exceed the maximum height by up to 10 feet.	D. Height Exceptions. Nonhabitable building features such as masts, belfries, clock towers, chimneys, cupolas, flagpoles, monuments, steeples, roof screens, equipment, and similar structures covering no more than 10% of the top floor roof area may exceed the height limit by up to 8 ft. Roof access stairs, elevator rooms and shafts, and elevator overruns may exceed the height limit by up to 10 ft.

due to height averaging

2-48

include as part of modification

Zoning District	Building Height (and form)	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
Downtown Specific Plan (DTSP)			50'	50'
Mixed Use Core				
Height Overlay			45' west of Orange Grove Boulevard 60' in National Register Historic District 60' elsewhere on Mission Street	45' west of Orange Grove Boulevard 3 50' in National Register Historic District 3 60' elsewhere on Mission Street 5
		Min / Max		Min / Max
Height (Feet / Stories)	Stacked Flats	2 / 25 4 / 45	Remove the maximum stories/heights for the following building types: Flex Building, Liner, Hybrid Court, Court. No change to other building types.	2 / 25 per the height overlay 2 5
STORES / FEET	Flex Building	2 / 25 4 / 45		2 / 25 per the height overlay 2 5
	Liner	1 / 18 4 / 45		1 / 18 per the height overlay 1 5
	Hybrid Court	2 / 25 4 / 45		2 / 25 per the height overlay 2 5
	Court	1 / 18 3 / 35		2 / 25 per the height overlay 2 5
	Live-Work	1 / 18 2 / 25		2 / 25 3 / 45 2 3
	Rowhouse	1 / 18 2 / 25		2 / 25 3 / 35 2 4
	Rosewalk or Bungalow Court	1 / 18 2 /25		1 / 18 2 / 25 1 2
	Duplex, Multiplex	1 / 18 2 / 25		1 / 18 2 / 25 1 2
	Singe Family Residence	1 / 18 2 / 30		REMOVE
	Standards for Buildings Exceeding 45 feet in Height	Building heights in excess of 45 feet are subject to State Density Bonus concessions and waivers. See SPMC § 36.370.030.		REMOVE
Fair Oaks Corridor		Min / Max	Min / Max	Min / Max
			70 ft	70 ft
Height (Feet / Stories)	Stacked Flats	2 / 25 4 / 45	Remove maximum stories/heights for the following building types: Stacked Flats, Flex Building, Liner, Hybrid Court. No change to other building types.	2 / 25 unlimited / 70 2 6
STORES / FEET	Flex Building	2 / 25 4 / 45		2 / 25 unlimited / 70 2 6
	Liner	1 / 18 4 / 45		1 / 18 unlimited / 70 1 6
	Hybrid Court	2 / 25 4 / 45		2 / 25 unlimited / 70 2 6
	Court	1 / 18 3 / 35		2 / 25 5 / 60 2 5
	Live-Work	1 / 18 3 / 35		1 / 18 4 / 50 1 4
	Rowhouse	1 / 18 3 / 35		1 / 18 3 / 35 1 3
	Rosewalk or Bungalow Court	1 / 18 3 / 35		REMOVE
	Duplex, Multiplex	1 / 18 3 / 35		REMOVE
	Standards for Buildings Exceeding 45 feet in Height	In lots backing into single-family fabric, the building height can exceed 45 feet only in the first 75% of the lot, measured from the street-facing property line.	Remove	REMOVE
		Building heights in excess of 45 feet are subject to State Density Bonus concessions and waivers. See SPMC § 36.370.030.		REMOVE
Mission St. Height Overlay	Stepbacks	This overlay allows maximum building height up to 2 stories (maximum 26 feet) along the rear frontage of the lot.		REMOVE*

step back 10' abv?

Zoning District	Building Height (and form)	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
C11.1 Definitions of General Terms	"Building Height"	The vertical extent of a building measured in stories to the eave of the highest story, not including a raised basement or a habitable attic. Height limits do not apply to masts, belfries, clock towers, chimney flues, and similar structures. Building height shall be measured from the average grade of the fronting thoroughfare.		Remove and refer to 36.300.040 Height Limits and Exceptions
Streamlined Process				
(MU) Mixed-Use Overlay District	Maximum Height Increase (Feet / Stories)	20 ft / 1 Story		Remove
	Average Height Increase	15 ft		Remove
	Stepback	Above 3rd Story		Remove
Multifamily Districts (RM and RH)	Maximum Height Increase (Feet / Stories)	15 ft / 1 Story		Remove
	Average Height Increase	10 ft		Remove
	Stepback	Above 3rd Story		Remove
Mission Street	Maximum Height Increase (Feet / Stories)	10 ft / 1 Story		Remove
	Average Height Increase	5 ft		Remove
	Stepback	Above 2nd Story		Remove

Development Standard may be addressed in the future Objective Design Standards

South Pasadena Zoning Code
Development Standards correlating to Building Height
Tuesday, June 3, 2025
Article — Article 2 Zoning Districts, Allowable Land Uses, and Zone-Specific Standards
Division — 36.220.040 Residential Zoning District General Development Standards; 36.300.030 Setback Measurement and Exceptions; Downtown Specific Plan
Development Standard — Setbacks

Zoning District or Code Section	Setbacks (and Stepbacks)	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
(RM) Residential Medium Density	Front	20 ft		10 ft
	Front Exception	An additional minimum 5 ft setback from the property line shall be provided for every story above the second story.		REMOVE*
	Sides, each	10% of lot width, 4 ft minimum		4 ft
		An additional minimum 4 ft setback from the property line shall be provided for every additional story above the second story.		An additional 1 ft setback shall be provided for each story above the second story. (3 story building = 5 ft, 4 story building = 6 ft, etc.)
	Side, street side	15 ft. minimum		10 ft
	Rear	15 ft minimum; or 5 ft minimum abutting an alley		
(RH) Residential High Density	Front	15 ft		7.5 ft
	Front Exception	An additional minimum 5 ft setback from the property line shall be provided for every story above the second story.		REMOVE*
	Sides, each	8 ft. minimum		4 ft
		10 ft minimum setback from the property line shall be provided for each story above the second story.		An additional 1 ft setback shall be provided for each story above the second story. (3 story building = 5 ft, 4 story building = 6 ft, etc.)
	Side, street side	15 ft. minimum		7.5 ft
	Rear	20 ft minimum; 22 ft minimum setback shall be provided for each additional story above the second story.		15 ft; or 5 ft abutting an alley

Zoning District or Code Section	Setbacks (and Stepbacks)	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
(CG) Commercial General	Front	None Required		
	Sides, each	15 ft if adjacent to an RS district; none required otherwise.		None Required
	Street Side	None required		
	Rear	None, except if adjacent to an alley 5 ft, or if adjacent to a RS district 25 ft		None Required
(CO) Commercial Office	Front	25 ft on Fremont St. between the 110 freeway and Monterey Rd., 20 ft required otherwise.		10 ft
	Sides, each	15 ft if adjacent to an RS district; none required otherwise.		4 ft; An additional 1 ft setback shall be provided for each story above the second story. (3 story building = 5 ft, 4 story building = 6 ft, etc.)
	Street Side	None required		
	Rear	None, except if adjacent to an alley 5 ft, or if adjacent to a RS district 25 ft		
(BP) Business Park	Front	25 ft	25 ft; however, no required setback for residential lobbies or amenities or commercial uses	None required
	Sides, each	15 ft if adjacent to an RS district; none required otherwise.		None required
	Street Side	None required		
	Rear	None required		

Zoning District or Code Section	Setbacks (and Stepbacks)	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
(HO) Housing Opportunity Overlay	Refer to Mixed-use Overlay District			
(MU) Mixed-Use Overlay	**Setbacks for Non-Residential**			
	Front - Ground Floor	Per the underlying zoning district		
		May be increased to 15 ft where outdoor uses or small plazas are provided directly in front of the nonresidential use		Remove
	Side - Ground Floor	Per the underlying zoning district		
	Rear	Per the underlying zoning district		15 ft
	Setbacks for Residential			
	Front - Ground Floor	20 ft minimum	10 ft minimum on "Connector" or "Access," streets or 15 ft minimum on "Thoroughfare" streets as designated in the General Plan	5 ft in CG District 7.5 ft in other than CG District
	Side	10 ft minimum for first two floors 15 ft minimum from property line for third floor and above	5 ft minimum for first two floors 2 ft additional for each floor above the second	4 ft; An additional 1 ft setback shall be provided for each story above the second story. (3 story building = 5 ft, 4 story building = 6 ft, etc.)
		For any property adjacent to an RE or RS district, the minimum setback for the first and second stories shall be 20 ft, and any story above the second story shall be set back a minimum distance of 25 ft from the property line.	For any property line adjacent to an RE, RS or RM district: 10 ft minimum for first two floors 2 ft additional for each floor above the second	Remove*
	Rear	20 ft minimum for first two floors 25 ft minimum from property line for third floor and above		10 ft; or 5 ft abutting an alley
		For any property adjacent to an RE or RS district, the minimum setback for the first and second stories shall be 30 ft, and any story above the second story shall be set back a minimum distance of 35 ft from the property line.	For any property line adjacent to an RE, RS or RM district: First two floors: Minimum of 15 ft or 5' if abutting an alley. 45-degree inward angle above a line 15 feet above the property line shared with RE or RS	Remove*
	Setbacks - General			Remove
	Setback From Access Driveway	5 ft minimum		Remove
	Distance Between Buildings	As required by the Fire Code, but in no instance less than 10 ft		Remove*

Zoning District or Code Section	Setbacks (and Stepbacks)	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
36.300.030 Setback Measurement and Exceptions				
	Subsection B. Exemption from setback requirements			
	Subsection C.4 Measurement of setbacks > Corner traffic visibility setbacks	Corner traffic visibility setbacks. All structures and landscaping over 36 inches in height on corner lots shall be set back from the center of the adjacent intersection a minimum of 75 feet, as required by Section 36.300.040.C.		Remove in DTSP, Mission Street, Fair Oaks, Fremont, and Huntington Drive. (*Contact Public Works Director for clarification*)
	Subsection D. Setback exceptions > Balcony, deck, or porch, which may be roofed but is otherwise unenclosed	Front: 0 ft		Add stoops to the list; 8 feet, no closer than 30 inches to a lot line, or as permitted by the Frontage Type within the DTSP area.

Zoning District or Code Section	Setbacks (and Stepbacks)	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
Downtown Specific Plan (DTSP)				
Mixed Use Core	Primary Street	0 to 15 ft. max.		0' to 5' setback, except as permitted by Frontage Type size requirements
	Side Street	0 to 15 ft. max.		0' to 10' setback, except as permitted by Frontage Type size requirements
	Side Yard	0 ft.		
	Rear (with alley)	5 ft. minimum		
	Rear (no alley)	10 ft. minimum		
	Massing Stepback			
	Front	8 ft. min. above 3 stories		Remove*
	Over 4 Stories (w/density bonus)	10 ft. min. above 3 stories		Remove*
	Rear	20 ft. min. above 3 stories		Remove*
Fair Oaks Corridor	Primary Street	0 to 15 ft. max.		0' to 5' setback
	Side Street	0 to 15 ft. max.		0' to 10' setback
	Side Yard	0 ft.		
	Rear (with alley)	5 ft. minimum		
	Rear (no alley)	10 ft. minimum		
	Massing Stepback		Modify for Fair Oaks	
	Front	10 ft. min. above 3 stories		Remove*
	Over 4 Stories (w/density bonus)	10 ft. min. above 3 stories		Remove*
	Rear	20 ft. min. above 3 stories		Remove*
~~Storefront~~ (Shopfront) Overlay		This overlay requires buildings to have shopfront frontage and a minimum floor-to-ceiling height. This requirement is to accommodate ground floor live-work, commercial, retail or other such non-residential activity on streets where the vision expects active, pedestrian-oriented streetscapes.		Correct the naming from Storefont to Shopfront; Add a 0' to 5' setback allowance; 15 ft. floor-to-floor ground floor height; This requirement is to establish a consistent building street wall and accommodate ground floor live-work, commercial, retail or other such non-residential activity on streets where the vision expects active, pedestrian-oriented streetscapes.

**** Development Standard may be addressed in the future Objective Design Standards***

South Pasadena Zoning Code
Development Standards correlating to Building Height
Tuesday, June 3, 2025
Article Article 2 Zoning Districts, Allowable Land Uses, and Zone-Specific Standards
Division 36.220.040 Residential Zoning District General Development Standards.
Development Standard Open Space

Zoning District	Open Space	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
(RM) Residential Medium Density	Total Combined Usable Open Space	(not codified)		200 sf per unit, minimum
	Private Open Space	200 sf per unit; Private open space areas shall have a minimum dimension of eight feet on any side, and a configuration that would accommodate a rectangle of at least 100 square feet.		If individual balconies, ground floor patios, porches, or similar private open space are provided to meet the area requirements, such area shall have minimum dimensions of 8 ft width and 6 ft depth.
	Common Open Space	Common open space areas shall have a minimum dimension of 20 feet on any side.		50% minimum of the total required Open Space; 1,000sf minimum; Up to 25% of the required Common Open Space may be indoor common open space like fitness rooms, resident lounges, etc. Mail rooms and Leasing offices and assocaited areas do not count; Outdoor Common Open Space shall have a minimum dimension of 20 feet in two directions; A minimum 20% of Outdoor Common Open Space shall be landscaped adn count toward the minimum site requirement
	3 to 4 units	200 sf		
	5 to 10 units	500 sf		
	11 to 30 units	1,000 sf		
	31 and more units	2,000 sf		
(RH) Residential High Density	Total Combined Usable Open Space	(not codified)		Same as RM District
	Private Open Space	200 sf per unit; Private open space areas shall have a minimum dimension of eight feet on any side, and a configuration that would accommodate a rectangle of at least 100 square feet.		
	Common Open Space	Common open space areas shall have a minimum dimension of 20 feet on any side.		
	3 to 4 units	200 sf		
	5 to 10 units	500 sf		
	11 to 30 units	1,000 sf		
	31 and more units	2,000 sf		
(CG) Commercial General	None Required			
(CO) Commercial Office	None Required			
(BP) Business Park	None Required			

2-56

Zoning District	Open Space	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
(HO) Housing Opportunity Overlay	Per Mixed-Use Overlay District			
(MU) Mixed-Use Overlay	Minimum Total Combined Usable Open Space per Residential Unit (Common and Private Combined)	300 sf/du	200 sf per unit	150 sf per unit, minimum
		Improved rooftop open space, balconies, and indoor common spaces can be counted toward usable open space.		(refer to revised requirements below)
	Common Open Space Requirements	1,000 sf area minimum 25 ft minimum depth and width	Note revised to: Improved rooftop open space and balconies can be counted toward usable open space. Common indoor recreational and gathering spaces may be counted toward usable open space, up to a maximum of one-third of the requirement. with pervious plant materials that are permanently maintained and irrigated	50% minimum of the total required Open Space; 1,000sf minimum; Up to 25% of the required Common Open Space may be indoor common open space like fitness rooms, resident lounges, etc. Mail rooms and Leasing offices and assocaited areas do not count; Outdoor Common Open Space shall have a minimum dimension of 20 feet in two directions; A minimum 20% of Outdoor Common Open Space shall be landscaped adn count toward the minimum site requirement Outdoor Common Open Space shall comply with 36.350.180.D.1 General Landscape Standards
	Private Open Space Requirements	No private open space is required for individual units		Remove
		If individual balconies, ground floor patios, porches, or similar private open space are provided for a residential unit, such area shall have minimum dimensions of 6 ft width and 4 ft depth.		If individual balconies, ground floor patios, porches, or similar private open space are provided to meet the area requirements, such area shall have minimum dimensions of 8 ft width and 6 ft depth.
	Minimum Site Landscaping	20%	*No change to requirement, but removal of note:* "Exclusive of areas on the site providing useable open space for residential uses. Improved rooftop areas can be counted toward open space."	Remove "*Exclusive of areas on the site providing useable open space for residential uses. Improved rooftop areas can be counted toward open space.*" Add a requirement that 75% of established setbacks shall be landscaped to discourage impervious materials. Add language that landscaped Common Open Space and established setback areas may be attributed to the total requirement

Zoning District	Open Space	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
Downtown Specific Plan (DTSP)				
Mixed Use Core	Private Open Space			
	Stacked Flats, Flex Building, Liner	Private open space is required for each residential unit and shall be no less than 50 s.f. with a minimum dimension of five (5) feet in each direction.		Required for 50% of units; no less than 50 s.f. with a minimum dimensions of 8 ft width and 6 ft depth.
	Hybrid Court, Court, Live-Work, Rowhouse, Duplex / Multiplex	100 sf. minimum with a minimum dimension of eight (8) feet in each direction		Required for 50% of units; no less than 50 s.f. with minimum dimensions of 8 ft width and 6 ft depth.
	Rosewalk and Bungalow Court	400 sf. minimum with a minimum dimension of twenty (20) feet in each direction		Required for each unit; 200 sf. minimum with minimum dimensions of ten (10) feet in each direction
	Single Family Residence	300 sf. minimum with a minimum dimension of fifteen (15) feet in each direction		Required for each unit; 400 sf. minimum with minimum dimensions of fifteen (15) feet in each direction
	Shared Open Space			
	Stacked Flats, Flex Building, Liner	The primary shared common space is the rear or side yard designed as a courtyard. Courtyards can be located on the ground or on a podium and must be open to the sky. Side yards can also be formed to provide outdoor patios connected to ground floor commercial uses.		The primary shared **outdoor** common space is **the front**, rear, or side yard designed as a courtyard. Courtyards can be located on the ground or on a podium and must be open to the sky. Side yards can also be formed to provide outdoor patios connected to ground floor commercial uses.
	Courtyard width/depth/height ratio	1:1:1	Add minimum 25-foot width requirement to the width/depth/height ratio	1:1:1.5; 25-foot width and depth, minimum
	Standards for Buildings Exceeding 45 feet in Height	For any building above 45 feet in height, the minimum dimension of a courtyard enclosed by a building on all sides shall be 40 feet.	Simplify requirements and reduce minimum dimensions	Remove
		For any building above 45 feet in height, the minimum dimension of a courtyard open on one side shall be a minimum of 35 feet.	Simplify requirements and reduce minimum dimensions	Remove
Fair Oaks Corridor	Same as Mixed-Use Core			

**** Development Standard may be addressed in the future Objective Design Standards***

South Pasadena Zoning Code
Development Standards correlating to Building Height
Tuesday, June 3, 2025
Article Article 2 Zoning Districts, Allowable Land Uses, and Zone-Specific Standards
Division Division 36.310. Parking and Loading; 36.350.180 Residential Uses – Courtyard Housing; 36.350.190 Residential Uses – Multifamily Project Standards; 36.310.100 Bicycle Parking; Downtc
Development Standard Parking

Zoning District / Code Section	Parking	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
(RM) Residential Medium Density	Multi-family dwelling, condominiums and other attached dwellings	1 bedroom unit—1 space; 2 bedrooms and/or greater—2 spaces within a garage or carport for each unit, plus 1 guest space per each 2 units. (1), (3)	1.15 to 1.25 parking ratio	Studio—0.50 space One-bedroom—1 space Two or more bedrooms—1.5 spaces Guest Spaces - not required
(RH) Residential High Density				
(CG) Commercial General	Refer to Mixed Use Overlay			
(CO) Commercial Office	Refer to Mixed Use Overlay			
(BP) Business Park	Refer to Mixed Use Overlay			
(HO) Housing Opportunity Overlay	Refer to Mixed Use Overlay			

Zoning District / Code Section	Parking	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
(MU) Mixed-Use Overlay	Site Access / Driveway Location	The location of site access/driveways shall be prioritized as follows: (1) From an alleyway, (2) From a side street, or (3) If the previous two locations are infeasible as determined by the Director, then access from the front shall be limited to a maximum 24-ft wide driveway.		
	Location of Parking Spaces / Area	The location of parking spaces/areas shall be limited as follows: (1) Located to the rear of the building or underground, and (2) Shall not be located within the front or side street setback areas.		The location of parking spaces/areas shall be limited as follows: (1) Located to the rear of the building on the ground level or underground, and (2) Shall not be located above the ground level or within 30 feet of the front or side street property line. (3) Parking may be placed within setback areas below grade;
		Shared parking or a reduction in parking subject to approval of a parking study—SPMC 36.310.060. Within one-half mile of a high-quality transit station, no parking minimums shall apply for any use except for hotels, motels, bed and breakfast inns, and similar transient lodging facilities per Government Code Section 65863.2.		
	Number of Spaces for Residential Uses	Studio—0.50 space One-bedroom—1 space Two-bedroom—2 spaces Guest Space—0.25 per unit	1.15 to 1.25 parking ratio	Studio—0.50 space One-bedroom—1 space Two or more bedrooms—1.5 spaces Guest Spaces - not required
		Guest spaces are not required if non-residential spaces are available during non-operational hours. Parking is reduced, not required, for qualifying development projects within one-half mile of a high-quality transit station, as defined in Government Code Section 65863.2.		

Zoning District / Code Section	Parking	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
	Design of Surface or Structure Parking	As required by SPMC 36.310 (Parking and Loading)		
	(1) Guest parking spaces shall be clearly marked for guest parking only and shall be evenly dispersed throughout the development site. Signs shall be provided at appropriate locations to direct visitors to guest parking locations.			(1) Guest parking spaces shall be clearly marked for guest parking only and **are encouraged to be** evenly dispersed throughout the development site. Signs shall be provided at appropriate locations to direct visitors to guest parking locations.
	(3) The requirement of two covered spaces may be waived by the Director for the alteration of a residential unit that is listed on the City's Cultural Heritage Inventory as defined by SPMC Section 2.58, provided the circumstances listed under SPMC Section 36.360.090(F)(1) apply.			
36.350.180 Residential Uses – Courtyard Housing				
	A.1.d. Semi-subterranean parking garage…	A semi-subterranean parking garage that does not extend more than 30 inches above grade may be built to a side property line but shall not project into the required rear setback. An area equal to the area of the required side setback that is occupied by the garage shall be provided as common open space at grade level in the courtyard area.		**Apply to all Zoning Districts, no matter the type of housing configuration.** A semi-subterranean parking garage that does not extend more than 30 inches above grade may be built to a side property line but shall not project into the required rear setback. An area equal to the area of the required side setback that is occupied by the garage shall be provided as **Common Open Space ~~at grade level in the courtyard area.~~** **The exposed 30 inches of garage shall not be visible from the public way and shall be masked by plantings, residential stoops, steps up to the established finish floor, etc.**

2-61

Zoning District / Code Section	Parking	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
36.350.190 Residential Uses – Multifamily Project Standards				
	A. Purpose	3. Discourage on-site parking along the front building elevation or adjacent to the street so that buildings, rather than parking lots or garages, address the street and public		3. Parking shall not be placed along the front building elevation or adjacent to the street so that buildings, rather than parking lots or garages, address the street and public view.
36.310.100 Bicycle Parking				
	Provisions	A.1. Multi-family uses shall provide bicycle parking spaces equal to 10 percent of the required vehicle spaces. Bicycle parking shall be distributed throughout the project.		A.1. Multi-family uses shall provide bicycle parking spaces equal to 10 percent of the required vehicle spaces **based Zoning District prior to utilization of State Density Bonus Law**. Bicycle parking shall be distributed throughout the project.
	Design and devices	B.2.b. Each bicycle space shall be a minimum of two feet in width and six feet in length, and have a minimum of seven feet of overhead clearance.		B.2.b. Each bicycle space shall be a minimum of two feet in width and six feet in length, and have a minimum of seven feet of overhead clearance. **Exceptions can be made for the use of premanufactured storage systems that may hang on the wall or provide a stacked configuration**

Zoning District / Code Section	Parking	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
36.310.080 Parking Design Standards				
	Location of Parking areas	Required off-street parking shall be located on the same parcel as the uses served or on a contiguous parcel, or within 400 feet of the proposed use it is intended to serve. When a proposed off-street parking spaces are provided on a separate parcel from the use, a recorded covenant running with the land, recorded by the owner of the parking lot, guaranteeing that the required parking will be maintained exclusively for the use or activity served for the duration of the use or activity approved in a form acceptable to the City Attorney		
	Parking space and lot dimensions	b.Tandem parking spaces. Tandem parking spaces shall be a minimum 35 feet in length by 10 feet in width, and a maximum of 42 feet in length and 12 feet in width.		b.Tandem parking spaces. Tandem parking spaces shall be a minimum 35 feet in depth by 8.5 feet in width, and a maximum of 42 feet in depth and 12 feet in width.
	Table 3-7 Parking Space and Drive Aisle Dimensions			
	Parking Space for 0 degree Angle of Parking for tandem or parallel parking Depth Width Aisle	Depth 24 ft Width 8.6 ft Aisle 12 ft		Remove tandem space and create it's own requirements; Parallel Spaces - Change 8.6 ft to 8.5 ft Tandem Spaces Depth 35 ft Width 8.5 ft Aisle 24 ft
	Parking Space Width for all degrees of Angle of Parking	9 ft		8.5 ft Add footnote to permit 7.5 ft for all spaces exceeding one space per residential unit and 25% max of the provided non-residential spaces
	Obstructions	(2) Each parking space that is adjoined on either side of its longer dimension by a fence, wall, partition, column, post, or similar obstruction, and the obstruction is located less than 14 feet from the access aisle measured along the length of the stall, shall have its minimum width increased by at least 10 inches on the side of the obstruction.		Exception: The 10-inch increase is not required if columns are set back 18 inches from the drive aisle
	G. Grades of driveways and parking areas.	2. Parking areas. Parking areas shall have a maximum grade of seven percent, measured in any direction.		2. Parking areas. Parking areas shall have a maximum grade of 6.66 percent, measured in any direction.
		Garage speed ramp slope (not codified)		Garage speed ramps are limited to 15% slope, max.

2-63

Zoning District / Code Section	Parking	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
Downtown Specific Plan (DTSP)				
Mixed Use Core	Parking Count	Recommended: Studio or 1 bedroom unit—1 space; 2 bedrooms and/or greater—1.5 spaces		Recommended: Studio—0.50 space One-bedroom—1 space 2 bedrooms and/or greater—1.5 spaces
	Parking Placement			The location of parking spaces/areas shall be limited as follows: (1) Located to the rear of the building on the ground level or underground, and (2) Shall not be located above the ground level or within 30 feet of the front or side street property line. (3) Parking may be placed within setback areas below grade;
	Setback			
	Primary Street	30 ft minimum		30 ft minimum for surface or garage parking
	Side Street	15 ft minimum		30 ft minimum for surface or garage parking
	Side property	5 ft minimum		5 ft minimum for surface parking; otherwise, per building setback requirements
	Rear property	5 ft minimum		5 ft minimum for surface parking; otherwise, per building setback requirements
Fair Oaks Corridor	Same as Mixed Use Core			

**** Development Standard may be addressed in the future Objective Design Standards***

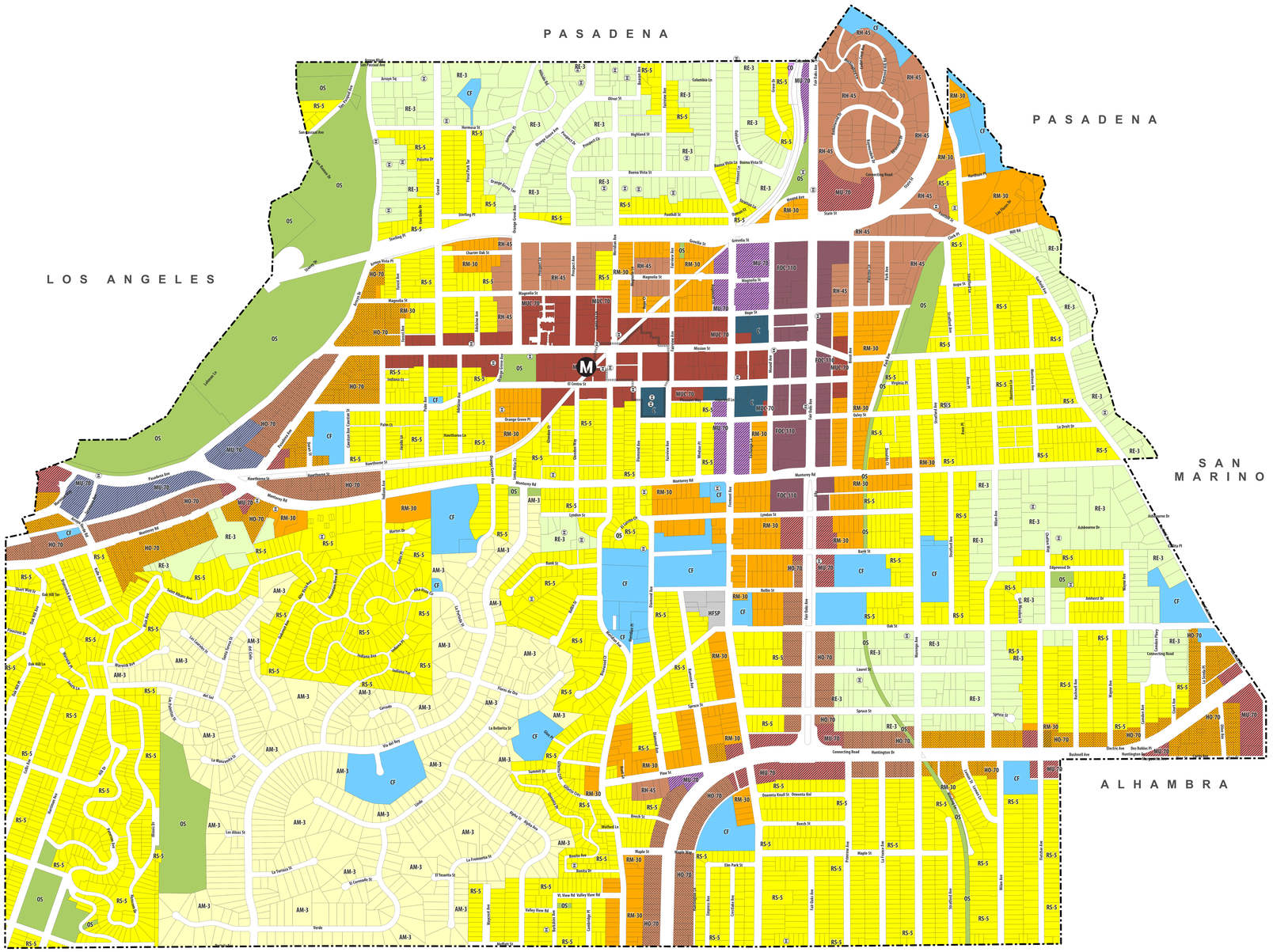
South Pasadena Zoning Code
Development Standards correlating to Building Height
Tuesday, June 3, 2025
Article — Article 2 Zoning Districts, Allowable Land Uses, and Zone-Specific Standards
Division — 36.220.040 Residential Zoning District General Development Standards; Downtown Specific Plan
Development Standard — Unit Size

Zoning District	Unit Size	Current Standard	Arroyo Group / Staff Recommended Modification	Planning Commission Subcommittee Recommended Modification
(HO) Housing Opportunity Overlay	Refer to Mixed-Use Overlay			
(MU) Mixed-Use Overlay	Minimum Residential Unit Size (recommended)	Studio—450 sf One-bedroom—750 sf Two-bedroom—900 sf	Harmonize with Downtown Specific Plan requirement (450 sf minimum for all units)	Remove
Downtown Specific Plan (DTSP)				
Mixed Use Core	Residential Unit Size	450 sf minimum		Remove
Fair Oaks Corridor	Residential Unit Size	450 sf minimum		Remove

**** Development Standard may be addressed in the future Objective Design Standards***

2-65

Current Densities & Heights



City of SOUTH PASADENA

Current Zoning and Specific Plan Districts

Zoning Districts and Height Limits

- Residential Estate (RE) – 3 du/ac, 35 ft
- Altos De Monterey Residential (AM) – 3 du/ac, 25 ft
- Residential Low Density (RS) – 5 du/ac, 35 ft
- Residential Medium Density (RM) – 30 du/ac, 45 ft
- Residential High Density (RH) – 45 du/ac, 45 ft
- Commercial General (CG) – 35 ft
- Commercial Office (CO) – 35 ft
- Business Park (BP) – 35 ft
- Fair Oaks Corridor (FOC) – 110 du/ac, 45 ft
- Mixed Use Core (MUC) – 70 du/ac, 45 ft
- Community Facilities (CF)
- Civic (C)
- Open Space (OS)
- Holy Family Specific Plan (HFSP)

Zoning Overlays

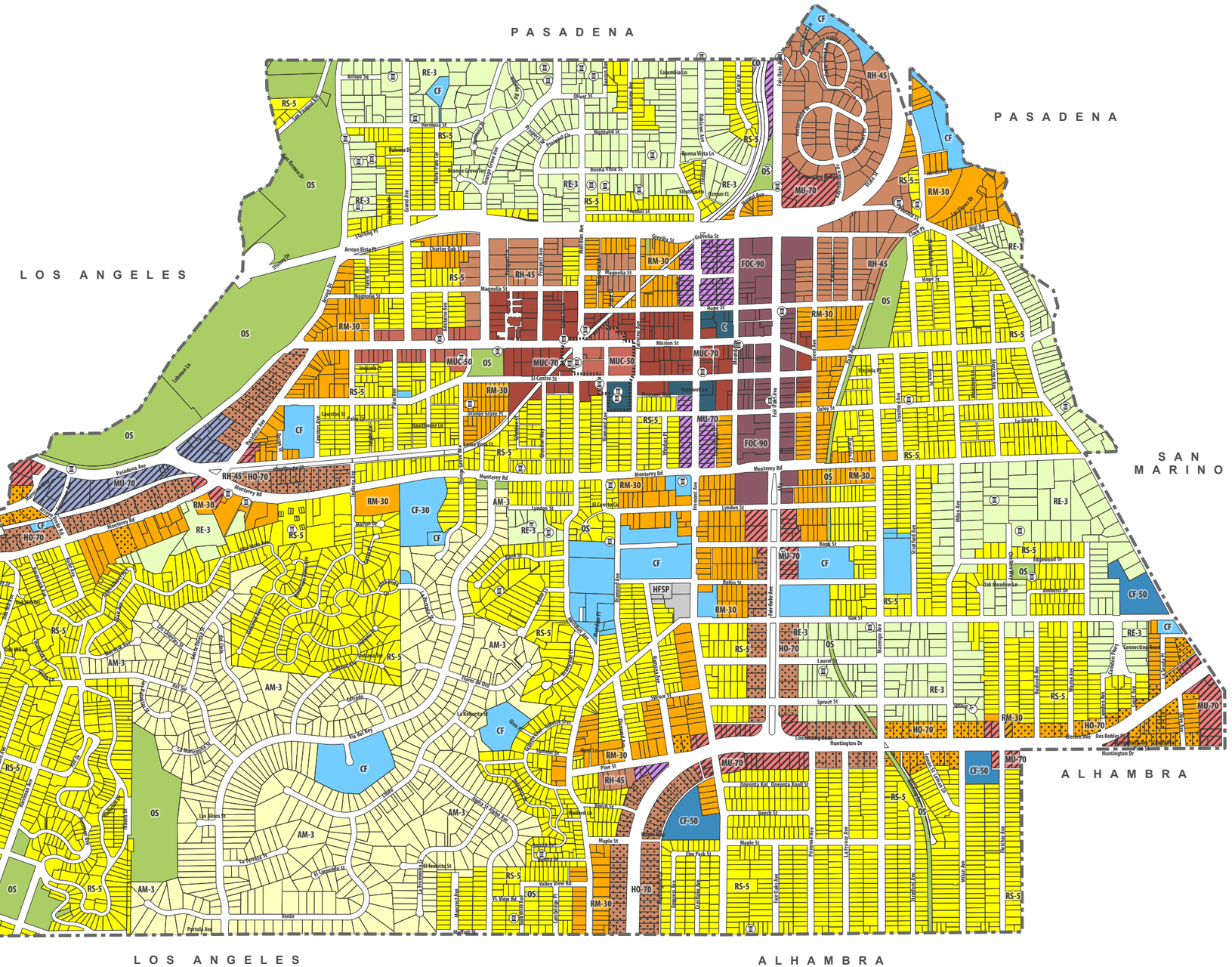
- HO Overlay – 70 du/ac, 45 ft
- MU Overlay – 70 du/ac, 45 ft

Historic Resources

- Historic Business District
- Historic Landmarks

City of South Pasadena Zoning (2023); National Register of Historic Places – South Pasadena Historic Business District (1982); City of South Pasadena Historic Landmarks (2025). Updated on June 4, 2025

0 500 1,000 2,000 3,000 Feet



City of SOUTH PASADENA

PC Proposal Zoning and Specific Plan Districts

Zoning Districts and Height Limits

- Residential Estate (RE) – 3 du/ac, 35 ft
- Altos De Monterey Residential (AM) – 3 du/ac, 25 ft
- Residential Low Density (RS) – 5 du/ac, 35 ft
- Residential Medium Density (RM) – 30 du/ac, 45 ft
- Residential High Density (RH) – 45 du/ac, 45 ft
- Commercial General (CG) – 35 ft
- Commercial Office (CO) – 35 ft
- Business Park (BP) – 35 ft
- Fair Oaks Corridor (FOC) – 90 du/ac, 70 ft
- Mixed Use Core (MUC-70) – 70 du/ac, 60 ft
- Mixed Use Core (MUC-50) – 50 du/ac, 50 ft
- Community Facilities (CF)
- Community Facilities (CF-50) – 50 du/ac, 50 ft
- Civic (C)
- Open Space (OS)
- Holy Family Specific Plan (HFSP)

Zoning Overlays

- HO Overlay – 70 du/ac, 60 ft
- MU Overlay – 70 du/ac, 60 ft

Historic Resources

- Historic Landmarks
- Historic Business District

Map Sources: City of South Pasadena Zoning (2023); National Register of Historic Places – South Pasadena Historic Business District (1982); City of South Pasadena Historic Landmarks (2025). Updated on July 7, 2025.

0 500 1,000 2,000 3,000 Feet

Memorandum

To: City of South Pasadena

From: BAE Urban Economics and The Arroyo Group

Date: June 2025

Re: Analysis and Recommendations for Amendments to Standards for Multi-family Housing Development to Implement Programs in the Housing Element

Introduction

This memorandum is prepared in response to the California Department of Housing and Community Development (HCD) request of the City to "closely evaluate the impacts of development standards and make adjustments as appropriate to address constraints on housing supply and costs, financial feasibility, and ability to encourage and facilitate maximum densities." Ultimately, the goal is to better understand which development standards are the most impactful in terms of feasibility outcomes in order to provide recommendations to ameliorate barriers to housing construction.

Key Questions

- Do **existing development standards** such as maximum height, setback/stepbacks, open space requirements, and other regulations achieve densities and buildouts that are both physically and financially feasible?

- If the answer is **"no"**, what regulatory changes and development standard updates may be needed to ensure that the development of housing is both physically and financially feasible?

- **Which development standard updates in particular** might improve physical and financial feasibility in the most impactful way?

Approach

The Arroyo Group conducted massing studies on one potential development site on Huntington Drive and one potential development site in Ostrich Farm. The massing studies were first conducted to determine the heights required to accommodate and facilitate housing

development, assuming typical development standards for mixed-use and multifamily housing development. Later, the massing studies were iterated upon to assess the financial and physical impacts of various levels of compliance with, or modifications to, the City's current development standards, while keeping density constant.

Both sites are governed by the standards of the Mixed-Use Overlay, which also apply to the Housing Opportunity Overlay. These two overlays, together with the Downtown Specific Plan (DTSP), represent the City's high-density growth areas, with densities of at least 50 du/acre. A base density of 70 du/acre was used for these analyses. Areas within the DTSP were not analyzed, given the City's experience processing development applications, including concession and waiver requests, which more readily highlight DTSP development standards that appear to constrain development.

Compliance with Inclusionary Housing Ordinance

All tested prototypes comply with the City's existing Inclusionary Housing Ordinance (IHO). For rental projects consisting of ten (10) or more units, this requires a minimum of 15 percent of dwelling units be provided at below-market-rate rents (7.5 percent of units affordable to extremely or very-low income households, and 7.5 percent of units affordable to lower-income households). For ownership projects with 10 or more units, this requires a minimum of 15 percent of dwelling units be affordable to moderate-income households. Given the affordability requirements associated with the City's IHO, rental projects are assumed to automatically qualify for a (minimum) 25 percent density bonus under California State Density Bonus Law, while ownership projects are assumed to qualify for a 10 percent density bonus. The bonus units have been included in the prototypes.

It is important to note that because density bonus projects will accommodate more units than the base density allows, they are eligible for concessions and waivers from development standards, including height limits. The number of concessions allowed is based on the percentage and affordability level of the affordable units. A rental project which provides the minimum number of affordable units required by the City's IHO qualifies for one concession. A developer may also request a waiver from any standard that physically precludes bonus densities from being achieved.

HCD's requirement is that the City's development standards (before any concessions and waivers) not pose a constraint to achieving the maximum base densities; a section of this memorandum is dedicated to demonstrating this. However, for financial feasibility, density bonus projects are analyzed, with use of up to one concession, if necessary.

Recent studies have indicated that the City's existing Inclusionary Housing Ordinance is financially feasible for both multifamily rental and condominium projects. The studies made this determination based on housing prototypes which would allow for densities of 70 dwelling units per acre, residential parking ratios of 1.0 spaces per unit located in ground-floor

structures, no ground-floor commercial space, and circulation efficiencies of 85 percent. To the extent that existing development standards may challenge the achievement of these metrics, adjusting these standards will enable developers to meet Inclusionary Housing Ordinance requirements with fewer waivers.

Alignment with Local Market Conditions
BAE worked closely with the Project Team to ensure that prototypes aligned with local market conditions to the extent possible under existing and proposed development standards.

Average unit sizes for the rental prototypes, modeled on the Huntington Drive site, ranged from 795 to 887 square feet per unit, with average unit sizes more limited by height, stepback and setback standards than by density. This yielded a unit mix in which one-bedrooms comprised the largest share of unit sizes, followed by two-bedrooms. Average unit sizes for the condominium prototypes, modeled on the Ostrich Farm site, were slightly higher, ranging from 986 to 1,013 square feet. Two-bedrooms comprised the largest share of unit sizes for condominiums.

The analysis also assumes that both rental and condominium prototypes are served by structured and/or subterranean parking, with parking ratios averaging 1.15 spaces per dwelling unit for rental projects, and 1.50 spaces per dwelling unit for condominiums. These ratios are typical for new-construction projects and meet required ratios under State Law and/or the City's streamlined density bonus incentives.

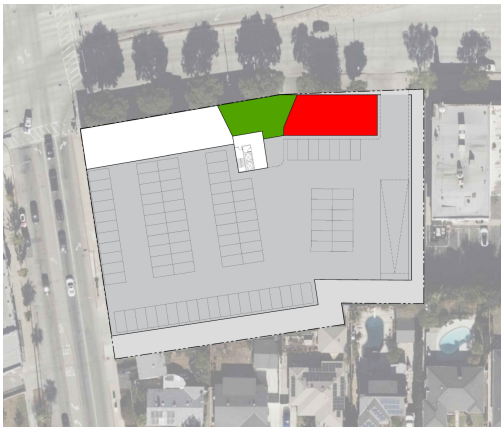
POTENTIAL CONSTRAINTS TESTED

The Consultant Team tested the following development standards for potential physical and economic constraints.

- *Height Restrictions*
  As a starting point, the consultant team tested the extent to which the existing height limit of 45 feet in the Mixed Use Overlay would result in a building prototype that is both physically and financially feasible. To achieve a building prototype that achieved the desired density within four stories, unit sizes were smaller than the prevailing market standard, as well as expensive parking treatments that were entirely subterranean. This constraint could be lifted by increasing the height limit, which is newly possible after the passage of Measure SP.



Ground floor on a four-story building with subterranean parking



Ground floor on a five-story building with first floor and subterranean parking

- *Setback Impacts*
  Setback and related requirements in South Pasadena are noticeably more restrictive than in other similar communities. The City's existing frontage requirements stipulate that nonresidential uses are required along street frontages in the Mixed-Use Overlay. If ground-floor residential space is provided, a 20-foot front setback is required. Side setbacks are 15 feet for buildings of three stories or more, or 25 feet adjacent to single-family residential districts. Rear setbacks are 25 feet for buildings of three stories or more, or 35 feet adjacent to single-family residential districts. Setbacks could be reduced to levels more consistent with adjacent communities.

- *Stepback Impacts*
  Next, the consultant team analyzed the extent to which existing stepback requirements (in the City's streamlined density bonus review process) may be impacting financial feasibility. Specifically, the team tested the impact of the upper (fourth or fifth) floor being "stepped back" at least ten feet from the lower floors, reducing the amount of leasable residential space. If a substantial impact was found, the City could remove all stepback requirements or relax them by requiring them in fewer locations.





- *Other Impacts*
  Building Breaks. The Mixed-Use Overlay currently restricts the length of any building to 150 feet, whether or not the building is located along a street frontage, and irrespective of whether the frontage is primary or not. The consultant team explored ways to introduce more flexibility into this standard, for example, by allowing for a longer building along secondary roads such as Fremont, but maintaining the break along Huntington.

FEASIBILITY OVERVIEW

As described above, The Arroyo Group formulated a series of prototypes evaluating the physical effects of various combinations of current and potential relaxed or removed development standards. To evaluate the financial feasibility of these physical prototypes, BAE created a series of static pro forma models structured to calculate the yield-on-cost, which compares stabilized Net Operating Income (NOI) to total development cost.[1] For condominiums, the pro forma models are structured to calculate the Residual Land Value (RLV). Land residuals equivalent to the typical sale price for land among recent comparable sales can indicate a financially feasible project. Table 1 below displays the feasibility results for each rental prototype.

- **The presence of a 45-foot height limit ("H-Base") presents a constraint to feasibility at the indicated density,** as shown in Table 1 below. This is due in large part due the expensive subterranean parking treatments required by the need to utilize the full ground-floor for residential space.

- **Raising the permissible height and removing standards which prohibit the creation of ground-floor parking podiums ("H-Height Only") improves feasibility when compared to the H-Base scenario.**
  However, compliance with existing development standards such as stepbacks and setback requirements still constrains financial feasibility, in large part due to reduced circulation efficiencies and the loss of net leasable area.

- **Combining a height increase with significant relaxation of one development standard and modest relaxation of a second ("H-Height+1", "H-Height+2") improves feasibility even further when compared to H-Base.**
  For example, removing the 10-foot stepback requirement on upper floors provides approximately 9,000 square feet of additional leasable area, translating into larger unit sizes and a greater share of two-and-three bedroom units most desired by the community.

- **Combining a height increase with significant relaxations of multiple development standards ("H-Package") will improve feasibility the most when compared to H-Base.**
  This package reflects the Planning Commission subcommittee recommendations which includes greater setback reductions and slightly different building break and parking location requirements than "H-Height+1" and "H-Height+2."

[1] For the purposes of this analysis, a development pro forma that shows a yield-on-cost spread of 100 basis points or above over the capitalization rate indicates a feasible project. Prototypes are considered "marginally feasible" when feasibility could be improved through a combination of reduced costs, returns, or other assumptions.

Table 2 below displays the feasibility results for ownership prototypes, which perform in a similar manner as the rental prototypes.

- Height increases, even when combined adjusting multiple development standards (O-Height+2), are not necessarily sufficient to overcome marginal financial feasibility.

- Similar to the Huntington Drive prototype, removing the stepback requirement is one of the more impactful levers at the City's disposal. The Planning Commission subcommittee recommendations "O-Package" combine the development standard adjustments in "O-Height+2" with elimination of stepback requirements and other changes which achieve likely financial feasibility.

Table 1: Feasibility by Scenario – Huntington Drive

	H-Base	H-Height Only	H – Height+1	H – Height+2	H - Package
Description/ Physical Feasibility	**-Complies with existing height limit of 45 feet** -Complies with setback, stepback, lot coverage, building form, and landscaping requirements	**-Increase height limit.** -Complies with setback, stepback, and other requirements. -Does not comply with lot coverage, landscaping.	**-Increase height limit.** **-Removes stepback** requirement + **-Relaxes building form** requirement for areas not on Huntington -Does not comply with lot coverage, landscaping.	**-Increase height limit.** **-Relaxes stepback** requirement + **-Relaxes building form** requirement to apply to upper floors only -Does not comply with lot coverage, landscaping	-**Increase height limit, plus:** **-Remove stepback** req. **-Relax building form** req. **-Reduce setbacks** -**Eliminate max. lot coverage** -**Relax open space and landscaping** standards -**Reduce minimum unit size** -Apply parking location requirements
Financial Feasibility/ Yield on Cost	4.43% Not Feasible (13 bp over cap)	4.96% Not Feasible (66 bp over cap)	5.10% Marginally Feasible (80 bp over cap)	5.10% Marginally Feasible (80 bp over cap)	5.10% Marginally Feasible (80 bp over cap)
Key Takeaways	No prototype with a height limit of 45 feet is financially feasible under current market conditions.	Raising the height limit by one additional story does not help achieve financial feasibility if still complying with existing development standards.	Combining the height increase with a relaxing of stepback requirements yields a project that is marginally feasible.	Relaxing building form standards also improves feasibility, similar to the previous alternative.	The comprehensive suite of recommendations from the Planning Commission subcommittee achieves a similar feasibility outcome as H-Height+1 and H-Height+2.

Note: The prototypes incorporate a proposed change to minimum unit size to 450 square feet, consistent with the DTSP, and assume reduced open space requirements of 189-295 sf/du.

Table 2: Feasibility by Scenario – Ostrich Farm

	O – Height+2	O - Package
Description/ Physical Feasibility	**-Increase height limit.** **-Relaxes setback** requirement + **-Relaxes building form** -Does not comply with lot coverage, landscaping, and open space requirements.	-**Increase height limit, plus:** **-Remove stepback** req. **-Relax building form** req. **-Reduce setbacks** -**Eliminate max. lot coverage** -**Relax open space and landscaping** standards -**Reduce minimum unit size** **-**Apply parking location requirements
Financial Feasibility	Marginally Feasible	Likely Feasible
Key Takeaways	Combining a height increase with relaxing the setback requirement yields a project that is marginally feasible. This project requires six stories.	Removing the stepback requirement in addition to relaxing the setback requirement also improves feasibility, as well as improves circulation efficiency. It also allows the density to be accommodated in five stories, enabling a more cost-effective construction type.

Note: The prototypes incorporate a proposed change to minimum unit size to 450 square feet, consistent with the DTSP, and assume reduced open space requirements of 200-240 sf/du.

Recommended "Package" for Improving Physical and Financial Feasibility

The Huntington Drive and Ostrich Farm sites are comparatively generous with respect to parcel size, lot dimension, and do not require lot assembly. Feasibility outcomes noted above could prove more challenging on smaller sites with additional constraints. For this reason, it is important to provide a variety of development standard relaxations which may prove to be of greater use in different situations.

The following recommendations below for standards in the Mixed-Use and Housing Opportunity Overlays, derived from physical and financial feasibility testing, are recommended for inclusion into a package for consideration that will address HCD concerns and comments, as well as align with community values.

Height Limit Modifications are Recommended as Follows:
Increase height limit to a minimum of 55 feet, allowing heights of at least 60 feet with density bonus concession.
Allow height averaging.

The prototypes demonstrate that heights of at least 59 feet must be allowed to accommodate inclusionary housing/density bonus projects of 77-88 du/ac in a financially feasible manner. A 59-foot height corresponds to a comfortable five-story mixed-use development (15-foot-tall commercial ground floor, four 10.5-foot-tall residential floors, and a 2-foot parapet). Non-habitable projections such as mechanical equipment, pitched roofs, etc. are assumed to be allowed above the height limit.

While density bonus projects require approximately 60 feet, HCD only requires that base development standards accommodate the base density. The Arroyo Group also ran physical feasibility analyses on these two sites without any density bonuses, assuming application of the rest of the recommended development standard package. These analyses found that base densities would require heights of 49 feet for Huntington Drive and 53 feet for Ostrich Farm, if height averaging is used in the calculation.[2] Density bonus projects could then use a concession to achieve heights of 60 feet, or greater, if needed.

A maximum average height of 55 feet accommodates four-story mixed-use projects, such as the Huntington Drive base density study, as well as those with a combination of four- and five-story elements, as seen in the Ostrich Farm base density study. This height limit would also generally accommodate a five-story, 100% residential project (e.g. 12-foot-tall ground floor, four 10-foot-tall upper floors, and a 2-foot parapet).

[2] Height averaging is calculated as the average height of all portions of the building containing residential units (i.e. not podium levels).

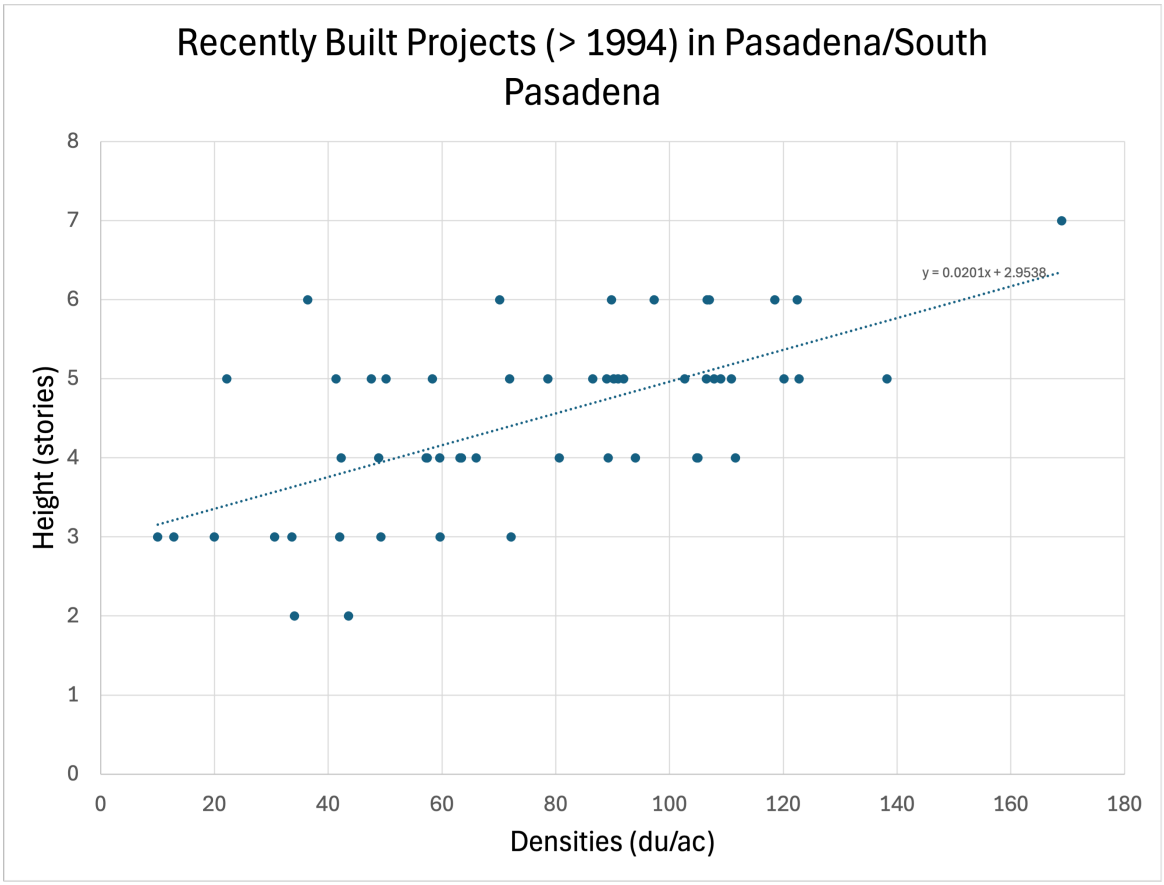


Huntington Drive base density study:
49’ avg height, 59’ max height



Ostrich Farm base density study:
53’ avg height, 58’ max height

The Arroyo Group also reviewed the heights and densities of multifamily and mixed-use projects built in the last 30 years in Pasadena (which has had high-density zoning since 1994) and South Pasadena. 45 of 54 projects (83%) were five stories or less. The historical trendline projects that 70 du/acre can be accommodated in 4.4 stories, and density bonus projects of up to 100 du/acre can be accommodated within 5.0 stories.



Source: The Arroyo Group, 2025

Setback Requirement Updates are Recommended as Follows:

- *Front, ground-floor residential: 5 ft in CG district, 10 ft in other zones*
- *Front, ground-floor commercial or amenity: 0 – 10 feet*
- *Side: 4 ft minimum for first two floors, 1 ft additional for each floor above the second*
- *Rear: 10 ft minimum, or 5 ft minimum adjacent to alley*

Compliance with setback requirements, including the 20-foot front setback for residential uses, and large side and rear setbacks, pose significant challenges to physical and financial feasibility. The multifamily prototype is challenged by a significant reduction in leasable residential space. During the March 18, 2025, open house, community members expressed a willingness to reduce setback requirements to typical ranges experienced in other communities.

Stepback Requirement Updates are Recommended as Follows:
Eliminate stepback requirements, and develop building articulation requirements through future objective design standards.

Stepback requirements often generate inefficient floor plates on floors affected by the stepback. In the case of the Ostrich Farm prototype, eliminating stepback requirements also allowed for the reduction of the height of the building by one floor on half of the building.

Maximum Lot Coverage and Landscaping Updates are Recommended as Follows:
Eliminate the 70% maximum lot coverage requirement. Relax landscaping standards to: a) allow open spaces to count toward the minimum 20% of site area requirement, b) define landscaping to be able to work on high-density sites, and/or c) change landscaping requirements to require a portion of common open spaces and setbacks be landscaped.

Compliance with 70% maximum lot coverage requirement and 20% landscaping requirements, exclusive of required open space, effectively preclude ground-floor podium parking structures, which reduce costs significantly when compared to subterranean parking. They also reduce leasable space. Lot coverage requirements are not appropriate for dense mixed-use and multifamily development and should be eliminated.

Open Space Requirement Updates are Recommended as Follows:
Reduce required open space to 150 to 200 sf/du per unit.

Compliance with existing Open Space requirements (300 sf/du exclusive of landscaped area) has not been possible given physical constraints. As such, the financial impact of reducing and/or maintaining open space requirements has not been quantified. Additionally, none of the iterations were able to achieve 300 sf/du, even accounting for balconies (not pictured) and including potentially landscaped areas within common open spaces and a limited amount of indoor common recreational space. A requirement of 150 to 200 sf/du is definitely achievable,

with the exact amount depending on specific definitions, including whether interior recreational spaces can count toward the requirement.

Building Break Requirement Updates are Recommended as Follows:

Relax building break requirements in one or more of the following ways:

1. *Apply maximum 150-foot building length to primary frontages only. Require the building break to be a minimum of 20 feet wide. West of the intersection of Monterey Road, Pasadena Avenue and Mission Street, require or establish incentives for wider building breaks which preserve pedestrian views to the hillside.*
2. *In addition to #1, allow building break to occur on the second floor and above only, with a minimum break of 15% of the lot width.*
3. *Replace the current maximum building length regulation with a maximum façade length of 100 feet, with a 10'x10' break in between façade segments.*

Currently, all buildings are limited to a maximum 150-foot length, requiring less efficient buildings with multiple circulation cores and a loss of leasable area and also prohibiting efficient ground-floor podium parking layouts. Building break requirements should instead focus on street-facing facades, principally on the primary street. For the Huntington Drive scenario, "H-Height+1," "H-Height+2" and "H-Package" all use slightly different building break requirements (#1, #2 and #3). While each of the three options have slightly different financial feasibility impacts, all three are feasible when combined with the other elements of this package.

MARKET ANALYSIS APPENDIX

Assumptions: Market / Financial Analysis

Market Conditions

BAE utilized CoStar to identify local market conditions including average unit size, asking rents, parking ratios, capitalization rates, and other factors. BAE also utilized Redfin to analyze sales of condominiums and townhomes over the most recent 12 month period.

Key Financial Feasibility Assumptions

The information on key assumptions below provide detail on the methodology used for this study to derive total development costs and project values. Developers vary somewhat in the categorization of various project costs, and therefore may describe different cost figures for individual categories. Any variation in the specific costs described below would not likely affect the findings of this analysis provided that the total development costs shown for each of the following proformas are consistent with total development costs for similar projects.

Hard Costs: Hard costs are the costs associated with the physical construction of a building, including all construction materials and labor. For the multifamily rental prototype, this analysis uses a hard cost assumption of roughly $350.00 per square foot of built space, while condominium construction assumes $375.00 per square foot. All pro formas included use a parking hard cost assumption of $50,000 per podium space, and $75,000 per subterranean space.

Soft Costs: This analysis assumes that soft costs are equal to 20 percent of hard costs. This soft cost estimate includes engineering, architecture, financing, and CEQA costs. It also includes City cost-recovery fees for planning, permitting, and entitlements, but does not include impact fees. Impact fees are a separate line item, discussed following.

Impact Fees: Impact fees incorporated into the pro-forma analysis include the South Pasadena School District Impact Fee (multifamily attached), Park Impact Fee, Growth Impact Fee, and Public Art Development Fee for market-rate units.

Market-Rate Residential Rents: This analysis assumes that rental rates for market-rate units will command a premium compared to current rental rates for recently constructed multifamily rental developments in the project area. The analysis assumes that market-rate rents for these prototypes will be approximately $5.70/sf/month for studio units; $4.86/sf/month for one-bedroom units; $4.75/sf/month for two-bedroom units; and $3.85/sf/month for three-bedroom units.

Affordable Residential Rents: The affordable rental rates used in this analysis are based on the income limits published in the California Department of Housing and Community

Development (HCD) 2024 State Income Limits for Los Angeles County. Affordable rents by income category (extremely low income, very low income, low income, etc.) are based on a percentage of the published income limits per HUD guidelines, and include a utility allowance based on published schedules from the Los Angeles County Development Authority.

Capitalization Rate: The capitalization rate is defined as the net operating income that a property generates divided by the estimated value of the property. Capitalization rates are a common metric used to estimate the value of a rental property based on its net operating income, and they vary by property type, location, and other property-specific characteristics. This analysis uses a 4.30 percent capitalization rate to value multifamily rental properties, based on a survey of CoStar.

Table 3: Feasibility Results by Development Standard, Huntington Drive

Description	H-Base	H-Height	H-Height+1	H-Height+2	H-Package
VLI (off Base)	7.5%	7.5%	7.5%	7.5%	7.5%
LI (off Base)	7.5%	7.5%	7.5%	7.5%	7.5%
MI (off Base)	n/a	n/a	n/a	n/a	n/a
Density Bonus	25%	25%	25%	25%	25%
Total Units	**110**	**110**	**110**	**110**	**110**
Avg Studio Size (sf)	480	476	477	449	449
Studio Units	23	22	16	23	15
Avg 1BD Size (sf)	690	704	769	767	767
1BD Units	46	48	43	46	39
Avg 2BD Size (sf)	1000	993	1044	907	907
2BD Units	23	26	36	23	31
Avg 3BD Size (sf)	1189	1194	1269	1,239	1,253
3BD Units	18	14	15	18	25
Average Unit Size (sf)	**803**	**795**	**887**	**806**	**869**
Leasable Residential (sf)	88,319	87,406	97,538	88,620	95,634
Lobby, Circ. and Amenity (sf)	16,710	22,814	22,814	20,323	20,146
Efficiency	**84.1%**	**79.3%**	**81.0%**	**81.3%**	**82.6%**
Open Space (sf)	32,510	25,608	25,608	20,803	20,803
Commercial (sf)	0	4,368	4,368	4,368	4,368
Gross Residential Area (sf)	105,029	110,220	120,352	108,943	115,780
Gross Building Area (sf)	105,029	114,588	124,720	113,311	120,148
Podium Parking	0	90	90	90	80
Subterranean Parking	129	48	48	48	58
Number of Stories	4	5	5	5	5
Height - Average, Max (ft)	45	60-61	57-61	57-60	54-59
Yield on Cost or RLV/acre	4.43%	4.96%	5.10%	5.10%	5.10%
Feasible?	No	No	Marginal	Marginal	Marginal

Table 4: Feasibility Results by Development Standard, Ostrich Farm

Description	O-Height+2	O-Package
VLI (off Base)	n/a	n/a
LI (off Base)	n/a	n/a
MI (off Base)	15%	15%
Density Bonus	10%	10%
Total Units	**81**	**80**
Avg Studio Size (sf)	n/a	n/a
Studio Units	n/a	n/a
Avg 1BD Size (sf)	748	748
1BD Units	32	28
Avg 2BD Size (sf)	1040	1040
2BD Units	32	32
Avg 3BD Size (sf)	1312	1312
3BD Units	17	20
Average Unit Size (sf)	**986**	**1,013**
Leasable Residential (sf)	79,888	81,000
Lobby, Circ. and Amenity (sf)	18,674	17,172
Efficiency	**81.5%**	**82.4%**
Open Space (sf)	17,742	17,680
Commercial (sf)	0	0
Gross Residential Area (sf)	98,562	97,713
Gross Building Area (sf)	98,562	97,713
Podium Parking	69	69
Subterranean Parking	53	51
Number of Stories	Part - 6, Part - 5	5
Height - Average, Max (ft)	62-70	57-60
Yield on Cost or RLV/acre	$4,752,037	$6,639,987
Feasible?	Marginal	Likely

Figure 1: Pro-Forma Analysis: H-Base

Development Program Assumptions

Site Size - acres / square feet	1.28	55,655
Assumed FAR		1.89
Assumed Density (du/ac)		86
"Base" Units		**88**
Total Dwelling Units		**110**
Gross Building Area (sf)		**105,029**
Gross Commercial Area (sf)		**0**
Gross Residential Area (sf)		105,029
Circulation (% / sf)	16%	**16,710**
Open Space (sf)		32,510
Net Residential Area (sf)		**88,319**
Avg. Unit Size (sf)		803
Total Parking Spaces		129
Surface Spaces		0
Podium Spaces		0
Underground Spaces		129
Commercial Allocation		0
Residential Allocation		129
Residential Parking (spaces/res unit)		1.17
Commercial Parking (spaces/1,000 sf.)		0.00

Unit Mix and Affordability Breakdown (off Base)

VLI (% - count)	7.5%	7
LI (% - count)	7.5%	7
MI (% - count)	0.0%	0
Market Rate (% - count)	85.0%	96

Unit Mix	(%)	VLI (#)	LI (#)	MI (#)	Market (#)
Studio	20%	1	1	0	19
1-BR	44%	3	3	0	42
2-BR	24%	2	2	0	23
3-BR	13%	1	1	0	12
All Units	100%	7	7	0	96

Cost and Income Assumptions

Construction	
Site Prep Costs (per site sf)	$25
Open Space Costs (per sf)	$55
Residential Hard Cost (per gross sf)	$318
Commercial Hard Cost (per gross sf)	$383
Podium Parking Cost (per space)	$50,000
Underground Parking Cost (per space)	$75,000
Soft Costs (% of hard costs)	20%
Impact Fees (per unit)	$13,444
Impact Fees (per sf commercial)	$0.78
Developer Profit (% of hard and soft)	10%
Financing	
MR Loan-to-Cost	65%
Loan Fees	2%
Drawdown Factor	65%
Interest rate	6.1%
Loan Term (months)	36

Revenues and Expenses (d)

	VLI	LI	MI	Market
Studio	$1,013	$1,742	$1,862	$2,736
1-BR	$1,154	$1,988	$2,126	$3,354
2-BR	$1,295	$2,233	$2,386	$4,749
3-BR	$1,425	$2,465	$2,637	$4,990

Commercial Revenue ($/sf)	$3.23
Vacancy Rate, Residential	5.0%
Vacancy Rate, Retail	5.0%
OpEx (% gross revenues)	30%
Cap. Rate (Multifamily)	4.30%
Cap. Rate (Retail)	5.5%

Development Cost Analysis

Hard Costs	**Residential**	**Commercial**	**Total**
Site Preparation	$1,391,375	$0	$1,391,375
Hard Construction	$33,397,121	$0	$33,397,121
Open Space	$1,788,050	$0	$1,788,050
Parking	$9,675,000	$0	$9,675,000
Soft Costs	$9,250,309	$0	$9,250,309
Impact Fees	$1,478,808	$0	$1,478,808
Subtotal, Hard + Soft	$56,980,664	$0	$56,980,664
Const. Loan Fees	$740,749	$0	$740,749
Const. Loan Interest	$4,398,380	$0	$4,398,380
Developer Profit	$5,698,066	$0	$5,698,066
Total Development Costs	**$67,817,859**	**$0**	**$67,817,859**

Valuation Analysis

Gross Scheduled Rents	$4,621,021	$0	$4,621,021
Less: Vacancy	($231,051)	$0	($231,051)
Less: Operating Expenses	($1,386,306)	$0	($1,386,306)
Net Operating Income	**$3,003,664**	**$0**	**$3,003,664**
Capitalized Project Value	$69,852,650	$0	$69,852,650
Less: Development Costs	($67,817,859)	$0	($67,817,859)
Residual Land Value	**$2,034,791**	**$0**	**$2,034,791**
RLV/Acre	***$1,592,588***	***$0***	***$1,592,588***
Yield on Cost (NOI/Costs)			*4.43%*

Sources: CoStar, 2025; California Housing and Community Development (HCD) 2024; BAE, 2025.

Figure 2: Pro-Forma Analysis: H-Height

Development Program Assumptions

Site Size - acres / square feet	1.28	55,655
Assumed FAR		2.06
Assumed Density (du/ac)		86
"Base" Units		**88**
Total Dwelling Units		**110**
Gross Building Area (sf)		**114,588**
Gross Commercial Area (sf)		4,368
Gross Residential Area (sf)		110,220
Circulation (% / sf)	20.7%	**22,814**
Open Space (sf)		25,608
Net Residential Area (sf)		**87,406**
Avg. Unit Size (sf)		795
Total Parking Spaces		138
Surface Spaces		0
Podium Spaces		90
Underground Spaces		48
Commercial Allocation		11
Residential Allocation		127
Residential Parking (spaces/res unit)		*1.15*
Commercial Parking (spaces/1,000 sf.)		*2.5*

Unit Mix and Affordability Breakdown (off Base)

VLI (% - count)	7.5%	7
LI (% - count)	7.5%	7
MI (% - count)	0.0%	0
Market Rate (% - count)	85.0%	96

Unit Mix	(%)	VLI (#)	LI (#)	MI (#)	Market (#)
Studio	20%	1	1	0	19
1-BR	44%	3	3	0	42
2-BR	24%	2	2	0	23
3-BR	13%	1	1	0	12
All Units	100%	7	7	0	96

Cost and Income Assumptions

Construction	
Site Prep Costs (per site sf)	$25
Open Space Costs (per sf)	$55
Residential Hard Cost (per gross sf)	$318
Commercial Hard Cost (per gross sf)	$383
Podium Parking Cost (per space)	$50,000
Underground Parking Cost (per space)	$75,000
Soft Costs (% of hard costs)	20%
Impact Fees (per unit)	$14,108
Impact Fees (per sf commercial)	$0.78
Developer Profit (% of hard and soft)	10%
Financing	
MR Loan-to-Cost	65%
Loan Fees	2%
Drawdown Factor	65%
Interest rate	6.1%
Loan Term (months)	36

Revenues and Expenses

	VLI	LI	MI	Market
Studio	$1,013	$1,742	$1,862	$2,714
1-BR	$1,154	$1,988	$2,126	$3,422
2-BR	$1,295	$2,233	$2,386	$4,716
3-BR	$1,425	$2,465	$2,637	$5,011

Commercial Revenue ($/sf)	$3.23
Vacancy Rate, Residential	5.0%
Vacancy Rate, Retail	5.0%
OpEx (% gross revenues)	30%
Retail OpEx (% gross revenues NNN)	5%
Cap. Rate (Multifamily)	4.30%
Cap. Rate (Retail)	5.5%

Development Cost Analysis

Hard Costs	**Residential**	**Commercial**	**Total**
Site Preparation	$1,338,337	$53,038	$1,391,375
Hard Construction	$35,047,756	$1,672,944	$36,720,700
Open Space	$1,354,751	$53,689	$1,408,440
Parking	$7,550,000	$550,000	$8,100,000
Soft Costs	$9,058,169	$465,934	$9,524,103
Impact Fees	$1,551,898	$3,407	$1,555,305
Subtotal, Hard + Soft	$55,900,910	$2,799,012	$58,699,922
Const. Loan Fees	$726,712	$36,387	$763,099
Const. Loan Interest	$4,315,033	$216,058	$4,531,091
Developer Profit	$5,590,091	$279,901	$5,869,992
Total Development Costs	**$66,532,746**	**$3,331,358**	**$69,864,104**

Valuation Analysis

Gross Scheduled Rents	$4,643,967	$169,304	$4,813,271
Less: Vacancy	($232,198)	($8,465)	($240,664)
Less: Operating Expenses	($1,393,190)	($8,465)	($1,401,655)
Net Operating Income	**$3,018,579**	**$152,373**	**$3,170,952**
Capitalized Project Value	$70,199,504	$2,770,424	$72,969,927
Less: Development Costs	($66,532,746)	($3,331,358)	($69,864,104)
Residual Land Value	**$3,666,757**	**($560,934)**	**$3,105,823**
RLV/Acre	***$2,869,894***	***($439,031)***	***$2,430,862***
Yield on Cost (NOI/Costs)			*4.96%*

Sources: CoStar, 2025; California Housing and Community Development (HCD) 2024; BAE, 2025.

Figure 3: Pro-Forma Analysis: H-Height+1

Development Program Assumptions

Site Size - acres / square feet	1.28	55,655
Assumed FAR		2.24
Assumed Density (du/ac)		86
"Base" Units		**88**
Total Dwelling Units		**110**
Gross Building Area (sf)		**124,720**
Gross Commercial Area (sf)		**4,368**
Gross Residential Area (sf)		120,352
Circulation (% / sf)	19.0%	**22,814**
Open Space (sf)		22,814
Net Residential Area (sf)		**97,538**
Avg. Unit Size (sf)		887
Total Parking Spaces		138
Surface Spaces		0
Podium Spaces		90
Underground Spaces		48
Commercial Allocation		11
Residential Allocation		127
Residential Parking (spaces/res unit)		1.15
Commercial Parking (spaces/1,000 sf.)		2.52

Unit Mix and Affordability Breakdown (off Base)

VLI (% - count)	7.5%	7
LI (% - count)	7.5%	7
MI (% - count)	0.0%	0
Market Rate (% - count)	85.0%	96

Unit Mix	(%)	VLI (#)	LI (#)	MI (#)	Market (#)
Studio	15%	1	1	0	14
1-BR	39%	3	3	0	38
2-BR	33%	2	2	0	31
3-BR	14%	1	1	0	13
All Units	100%	7	7	0	96

Cost and Income Assumptions

Construction	
Site Prep Costs (per site sf)	$25
Open Space Costs (per sf)	$55
Residential Hard Cost (per gross sf)	$318
Commercial Hard Cost (per gross sf)	$383
Podium Parking Cost (per space)	$50,000
Underground Parking Cost (per space)	$75,000
Soft Costs (% of hard costs)	20%
Impact Fees (per unit)	$15,405
Impact Fees (per sf commercial)	$0.78
Developer Profit (% of hard and soft)	10%
Financing	
MR Loan-to-Cost	65%
Loan Fees	2%
Drawdown Factor	65%
Interest rate	6.1%
Loan Term (months)	36

Revenues and Expenses (d)

	VLI	LI	MI	Market
Studio	$1,013	$1,742	$1,862	$2,719
1-BR	$1,154	$1,988	$2,126	$3,738
2-BR	$1,295	$2,233	$2,386	$4,958
3-BR	$1,425	$2,465	$2,637	$5,326

Commercial Revenue ($/sf)	$3.23
Vacancy Rate, Residential	5.0%
Vacancy Rate, Retail	5.0%
Res OpEx (% gross revenues)	30%
Retail OpEx (% gross revenues NNN)	5%
Cap. Rate (Multifamily)	4.30%
Cap. Rate (Retail)	5.5%

Development Cost Analysis

Hard Costs	**Residential**	**Commercial**	**Total**
Site Preparation	$1,342,646	$48,729	$1,391,375
Hard Construction	$38,269,529	$1,672,944	$39,942,473
Open Space	$1,210,825	$43,945	$1,254,770
Parking	$7,550,000	$550,000	$8,100,000
Soft Costs	$9,674,600	$463,124	$10,137,724
Impact Fees	$1,694,556	$3,407	$1,697,963
Subtotal, Hard + Soft	$59,742,156	$2,782,149	$62,524,305
Const. Loan Fees	$776,648	$36,168	$812,816
Const. Loan Interest	$4,611,542	$214,756	$4,826,298
Developer Profit	$5,974,216	$278,215	$6,252,430
Total Development Costs	**$71,104,561**	**$3,311,288**	**$74,415,849**

Valuation Analysis

Gross Scheduled Rents	$5,113,950	$169,304	$5,283,254
Less: Vacancy	($255,698)	($8,465)	($264,163)
Less: Operating Expenses	($1,534,185)	($8,465)	($1,542,650)
Net Operating Income	**$3,324,068**	**$152,373**	**$3,476,441**
Capitalized Project Value	$77,303,898	$2,770,424	$80,074,322
Less: Development Costs	($71,104,561)	($3,311,288)	($74,415,849)
Residual Land Value	**$6,199,337**	**($540,864)**	**$5,658,472**
RLV/Acre	***$4,852,091***	***($423,323)***	***$4,428,768***
Yield on Cost (NOI/Costs)			*5.10%*

Sources: CoStar, 2025; California Housing and Community Development (HCD) 2024; BAE, 2025.

Figure 4: Pro-Forma Analysis: H-Height+2

Development Program Assumptions

Site Size - acres / square feet	1.28	55,655
Assumed FAR		2.04
Assumed Density (du/ac)		86
"Base" Units		**88**
Total Dwelling Units		**110**
Gross Building Area (sf)		**113,311**
Gross Commercial Area (sf)		**4,368**
Gross Residential Area (sf)		108,943
Circulation (% / sf)	18.7%	**20,323**
Open Space (sf)		20,803
Net Residential Area (sf)		**88,620**
Avg. Unit Size (sf)		806
Total Parking Spaces		138
Surface Spaces		0
Podium Spaces		90
Underground Spaces		48
Commercial Allocation		11
Residential Allocation		127
Residential Parking (spaces/res unit)		1.15
Commercial Parking (spaces/1,000 sf.)		2.52

Unit Mix and Affordability Breakdown (off Base)

VLI (% - count)	7.5%	7
LI (% - count)	7.5%	7
MI (% - count)	0.0%	0
Market Rate (% - count)	85.0%	96

Unit Mix	(%)	VLI (#)	LI (#)	MI (#)	Market (#)
Studio	21%	1	1	0	20
1-BR	42%	3	3	0	40
2-BR	21%	2	2	0	20
3-BR	16%	1	1	0	16
All Units	100%	7	7	0	96

Cost and Income Assumptions

Construction	
Site Prep Costs (per site sf)	$25
Open Space Costs (per sf)	$55
Residential Hard Cost (per gross sf)	$318
Commercial Hard Cost (per gross sf)	$383
Podium Parking Cost (per space)	$50,000
Underground Parking Cost (per space)	$75,000
Soft Costs (% of hard costs)	20%
Impact Fees (per unit)	$13,945
Impact Fees (per sf commercial)	$0.78
Developer Profit (% of hard and soft)	10%
Financing	
MR Loan-to-Cost	65%
Loan Fees	2%
Drawdown Factor	65%
Interest rate	6.1%
Loan Term (months)	36

Revenues and Expenses (d)

	VLI	LI	MI	Market
Studio	$1,013	$1,742	$1,862	$2,560
1-BR	$1,154	$1,988	$2,126	$3,728
2-BR	$1,295	$2,233	$2,386	$4,307
3-BR	$1,425	$2,465	$2,637	$5,200

Commercial Revenue ($/sf)	$3.23
Vacancy Rate, Residential	5.0%
Vacancy Rate, Retail	5.0%
Res OpEx (% gross revenues)	30%
Retail OpEx (% gross revenues NNN)	5%
Cap. Rate (Multifamily)	4.30%
Cap. Rate (Retail)	5.5%

Development Cost Analysis

Hard Costs	**Residential**	**Commercial**	**Total**
Site Preparation	$1,337,739	$53,636	$1,391,375
Hard Construction	$34,641,695	$1,672,944	$36,314,639
Open Space	$1,100,059	$44,106	$1,144,165
Parking	$7,550,000	$550,000	$8,100,000
Soft Costs	$8,925,899	$464,137	$9,390,036
Impact Fees	$1,533,917	$3,407	$1,537,324
Subtotal, Hard + Soft	$55,089,309	$2,788,230	$57,877,539
Const. Loan Fees	$716,161	$36,247	$752,408
Const. Loan Interest	$4,252,385	$215,226	$4,467,611
Developer Profit	$5,508,931	$278,823	$5,787,754
Total Development Costs	**$65,566,786**	**$3,318,526**	**$68,885,312**

Valuation Analysis

Gross Scheduled Rents	$4,713,463	$169,304	$4,882,767
Less: Vacancy	($235,673)	($8,465)	($244,138)
Less: Operating Expenses	($1,414,039)	($8,465)	($1,422,504)
Net Operating Income	**$3,063,751**	**$152,373**	**$3,216,125**
Capitalized Project Value	$71,250,029	$2,770,424	$74,020,453
Less: Development Costs	($65,566,786)	($3,318,526)	($68,885,312)
Residual Land Value	**$5,683,243**	**($548,102)**	**$5,135,141**
RLV/Acre	***$4,448,155***	***($428,988)***	***$4,019,167***
Yield on Cost (NOI/Costs)			*5.10%*

Sources: CoStar, 2025; California Housing and Community Development (HCD) 2024; BAE, 2025.

Figure 5: Pro-Forma Analysis: H-Package

Development Program Assumptions

Site Size - acres / square feet	1.28	55,655
Assumed FAR		2.16
Assumed Density (du/ac)		86
"Base" Units		**88**
Total Dwelling Units		**110**
Gross Building Area (sf)		**120,148**
Gross Commercial Area (sf)		**4,368**
Gross Residential Area (sf)		115,780
Circulation (% / sf)	17.4%	**20,146**
Open Space (sf)		20,803
Net Residential Area (sf)		**95,634**
Avg. Unit Size (sf)		869
Total Parking Spaces		138
Surface Spaces		0
Podium Spaces		80
Underground Spaces		58
Commercial Allocation		11
Residential Allocation		127
Residential Parking (spaces/res unit)		1.15
Commercial Parking (spaces/1,000 sf.)		2.52

Unit Mix and Affordability Breakdown (off Base)

VLI (% - count)	7.5%	7
LI (% - count)	7.5%	7
MI (% - count)	0.0%	0
Market Rate (% - count)	85.0%	96

Unit Mix	(%)	VLI (#)	LI (#)	MI (#)	Market (#)
Studio	14%	1	1	0	13
1-BR	35%	2	2	0	34
2-BR	28%	2	2	0	27
3-BR	23%	2	2	0	22
All Units	100%	7	7	0	96

Cost and Income Assumptions

Construction	
Site Prep Costs (per site sf)	$25
Open Space Costs (per sf)	$55
Residential Hard Cost (per gross sf)	$318
Commercial Hard Cost (per gross sf)	$383
Podium Parking Cost (per space)	$50,000
Underground Parking Cost (per space)	$75,000
Soft Costs (% of hard costs)	20%
Impact Fees (per unit)	$14,820
Impact Fees (per sf commercial)	$0.78
Developer Profit (% of hard and soft)	10%
Financing	
MR Loan-to-Cost	65%
Loan Fees	2%
Drawdown Factor	65%
Interest rate	6.1%
Loan Term (months)	36

Revenues and Expenses (d)

	VLI	LI	MI	Market
Studio	$1,013	$1,742	$1,862	$2,560
1-BR	$1,154	$1,988	$2,126	$3,728
2-BR	$1,295	$2,233	$2,386	$4,307
3-BR	$1,425	$2,465	$2,637	$5,200

Commercial Revenue ($/sf)	$3.23
Vacancy Rate, Residential	5.0%
Vacancy Rate, Retail	5.0%
Res OpEx (% gross revenues)	30%
Retail OpEx (% gross revenues NNN)	5%
Cap. Rate (Multifamily)	4.30%
Cap. Rate (Retail)	5.5%

Development Cost Analysis

Hard Costs	**Residential**	**Commercial**	**Total**
Site Preparation	$1,340,791	$50,584	$1,391,375
Hard Construction	$36,815,724	$1,672,944	$38,488,668
Open Space	$1,102,569	$41,596	$1,144,165
Parking	$7,800,000	$550,000	$8,350,000
Soft Costs	$9,411,817	$463,025	$9,874,842
Impact Fees	$1,630,182	$3,407	$1,633,589
Subtotal, Hard + Soft	$58,101,084	$2,781,556	$60,882,640
Const. Loan Fees	$755,314	$36,160	$791,474
Const. Loan Interest	$4,484,866	$214,710	$4,699,577
Developer Profit	$5,810,108	$278,156	$6,088,264
Total Development Costs	**$69,151,372**	**$3,310,582**	**$72,461,954**

Valuation Analysis

Gross Scheduled Rents	$4,975,176	$169,304	$5,144,480
Less: Vacancy	($248,759)	($8,465)	($257,224)
Less: Operating Expenses	($1,492,553)	($8,465)	($1,501,018)
Net Operating Income	**$3,233,864**	**$152,373**	**$3,386,238**
Capitalized Project Value	$75,206,149	$2,770,424	$77,976,573
Less: Development Costs	($69,151,372)	($3,310,582)	($72,461,954)
Residual Land Value	**$6,054,776**	**($540,158)**	**$5,514,618**
RLV/Acre	***$4,738,946***	***($422,770)***	***$4,316,176***
Yield on Cost (NOI/Costs)			*5.10%*

Sources: CoStar, 2025; California Housing and Community Development (HCD) 2024; BAE, 2025.

Figure 6: Pro-Forma Analysis: O-Height+2

Development Program Assumptions

Site Size - acres / square feet	1.04	45,395
Assumed FAR		2.17
Assumed Density (du/ac)		78
"Base" Units		72
Total Dwelling Units		**81**
Gross Building Area (sf)		98,562
Gross Commercial Area (sf)		0
Gross Residential Area (sf)		98,562
Circulation (% / sf)	18.5%	18,215
Open Space (sf)		17,742
Net Residential Area (manual calc) (sf)		**79,888**
Avg. Unit Size (sf)		986
Total Parking Spaces		122
Surface Spaces		0
Podium Spaces		69
Underground Spaces		53
Residential Parking (spaces/res unit)		*1.5*

Unit Mix and Affordability Breakdown

VLI (% - count)	0.0%	0
LI (% - count)	0.0%	0
MI (% - count)	15.0%	11
Market Rate (% - count)	85.0%	70

Unit Mix	(%)	VLI (#)	LI (#)	MI (#)	Market (#)
Studio	0%	0	0	0	0
1-BR	40%	0	0	4	27
2-BR	40%	0	0	5	28
3-BR	21%	0	0	2	15
All Units	100%	0	0	11	70

Cost and Income Assumptions

Construction	
Site Prep Costs (per site sf)	$25
Open Space Costs (per sf)	$55
Residential Hard Cost (per gross sf)	$376
Podium Parking Cost (per space)	$50,000
Underground Parking Cost (per space)	$75,000
Soft Costs (% of hard costs)	20%
Impact Fees (per unit)	$17,133
IHO In-Lieu Fee (per unit)	$0
Developer Profit (% of hard and soft)	10%
Financing	
MR Loan-to-Cost	65%
Loan Fees	2%
Drawdown Factor	65%
Interest rate	6.1%
Loan Term (months)	36

Revenues and Expenses

	Moderate Income	Market Rate
Studio	$244,037	N/A
1-BR	$285,004	$794,647
2-BR	$325,692	$1,129,172
3-BR	$366,659	$1,358,694

Marketing + Sales Costs	5%

Development Cost Analysis

Hard Costs	
Site Preparation	$1,134,875
Hard Construction	$37,027,476
Open Space	$975,810
Parking	$7,425,000
Soft Costs	$9,312,632
Impact Fees	$1,387,753
IHO In-Lieu Fee	$0
Subtotal, Hard + Soft	$57,263,547
Const. Loan Fees	$744,426
Const. Loan Interest	$4,420,216
Developer Profit	$5,726,355
Total Development Costs	**$68,154,544**

Valuation Analysis

Projected Revenue	
Sales from Market Rate Units	$73,452,694
Sales from Moderate Income Units	$3,501,794
Total Gross Revenue	**$76,954,488**
Less Marketing/Sales/Admin Costs	**($3,847,724)**
Net Residual Land Value	**$4,952,220**
per acre	$4,752,037

Sources: Redfin, 2025; California Housing and Community Development (HCD) 2024; BAE, 2025.

Figure 7: Pro-Forma Analysis: O-Package

Development Program Assumptions

Site Size - acres / square feet	1.04	45,395
Assumed FAR		2.15
Assumed Density (du/ac)		77
"Base" Units		72
Total Dwelling Units		**80**
Gross Building Area (sf)		97,713
Gross Commercial Area (sf)		0
Gross Residential Area (sf)		97,713
Circulation (% / sf)	17.6%	17,172
Open Space (sf)		17,680
Net Residential Area (manual calc) (sf)		**81,000**
Avg. Unit Size (sf)		1,013
Total Parking Spaces		120
Surface Spaces		0
Podium Spaces		69
Underground Spaces		51
Residential Parking (spaces/res unit)		*1.5*

Unit Mix and Affordability Breakdown

VLI (% - count)	0.0%	0
LI (% - count)	0.0%	0
MI (% - count)	15.0%	11
Market Rate (% - count)	85.0%	69

Unit Mix	(%)	VLI (#)	LI (#)	MI (#)	Market (#)
Studio	0%	0	0	0	0
1-BR	35%	0	0	4	24
2-BR	40%	0	0	4	28
3-BR	25%	0	0	3	17
All Units	100%	0	0	11	69

Cost and Income Assumptions

Construction	
Site Prep Costs (per site sf)	$25
Open Space Costs (per sf)	$55
Residential Hard Cost (per gross sf)	$366
Podium Parking Cost (per space)	$50,000
Underground Parking Cost (per space)	$75,000
Soft Costs (% of hard costs)	20%
Impact Fees (per unit)	$17,197
IHO In-Lieu Fee (per unit)	$0
Developer Profit (% of hard and soft)	10%
Financing	
MR Loan-to-Cost	65%
Loan Fees	2%
Drawdown Factor	65%
Interest rate	6.1%
Loan Term (months)	36

Revenues and Expenses

	Moderate Income	Market Rate
Studio	$244,037	N/A
1-BR	$285,004	$773,917
2-BR	$325,692	$1,129,172
3-BR	$366,659	$1,358,694

Marketing + Sales Costs	5%

Development Cost Analysis

Hard Costs	
Site Preparation	$1,134,875
Hard Construction	$35,731,397
Open Space	$972,400
Parking	$7,275,000
Soft Costs	$9,022,734
Impact Fees	$1,375,799
IHO In-Lieu Fee	$0
Subtotal, Hard + Soft	$55,512,205
Const. Loan Fees	$721,659
Const. Loan Interest	$4,285,029
Developer Profit	$5,551,221
Total Development Costs	**$66,070,113**

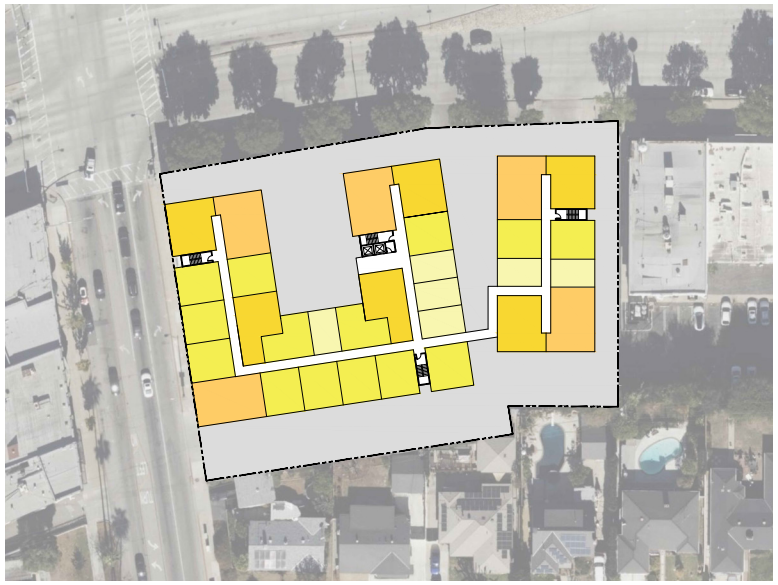
Valuation Analysis

Projected Revenue	
Sales from Market Rate Units	$73,288,624
Sales from Moderate Income Units	$3,542,761
Total Gross Revenue	**$76,831,384**
Less Marketing Costs	**($3,841,569)**
Net Residual Land Value	**$6,919,702**
per acre	$6,639,987

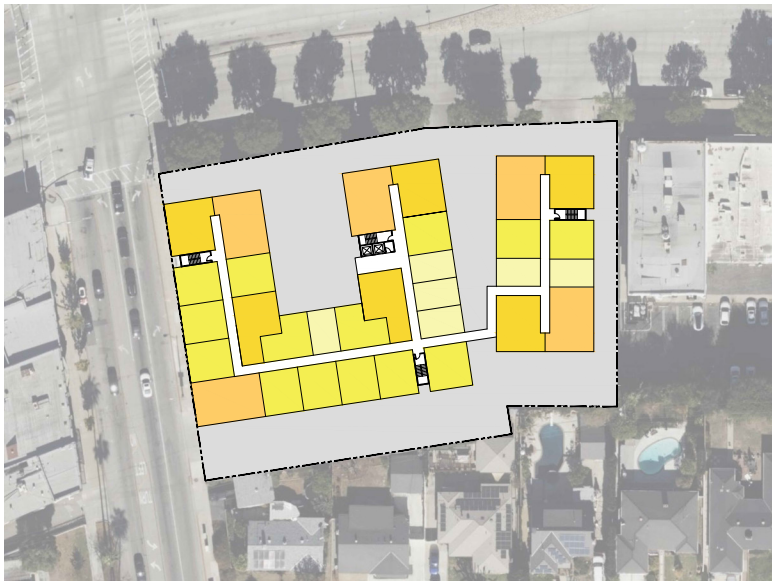
Sources: CoStar, 2025; California Housing and Community Development (HCD) 2024; BAE, 2025.



GROUND FLOOR



SECOND FLOOR

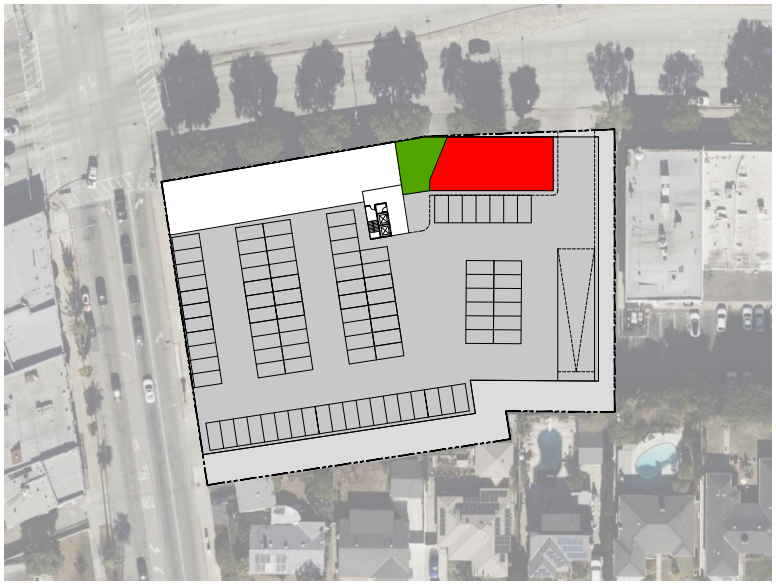


TYPICAL FLOOR



TOP FLOOR

H - HEIGHT ONLY



GROUND FLOOR



SECOND FLOOR



TYPICAL FLOOR WITH STEPBACK



TOP FLOOR

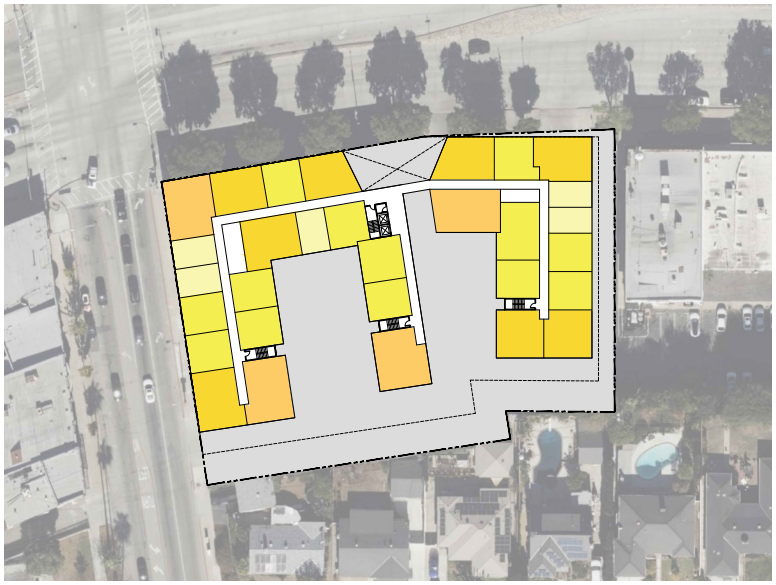
H - HEIGHT + 1



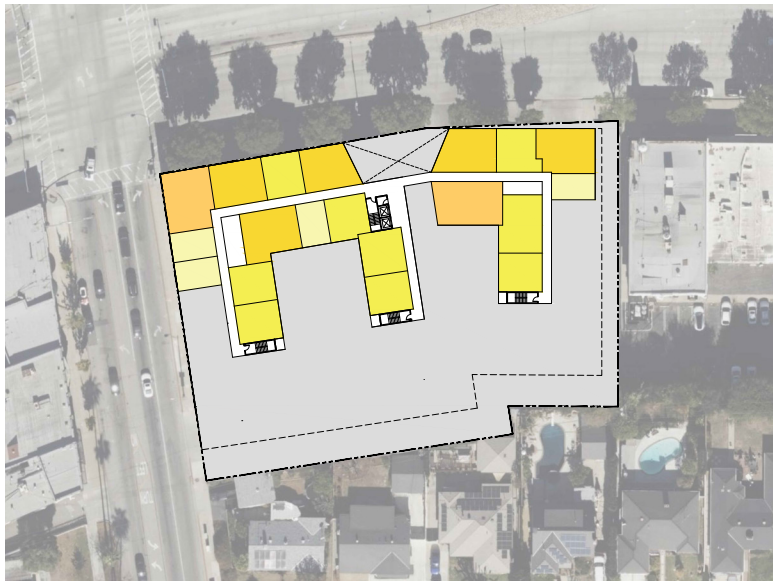
GROUND FLOOR



SECOND FLOOR

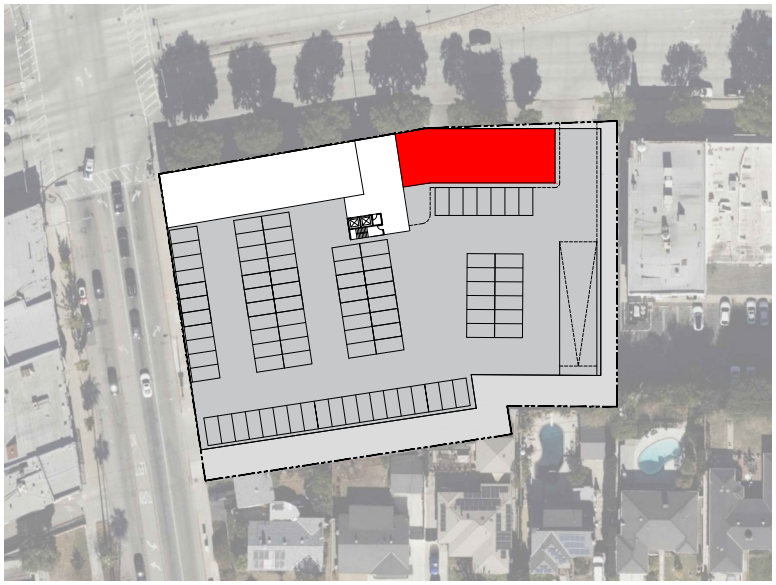


TYPICAL FLOOR



TOP FLOOR

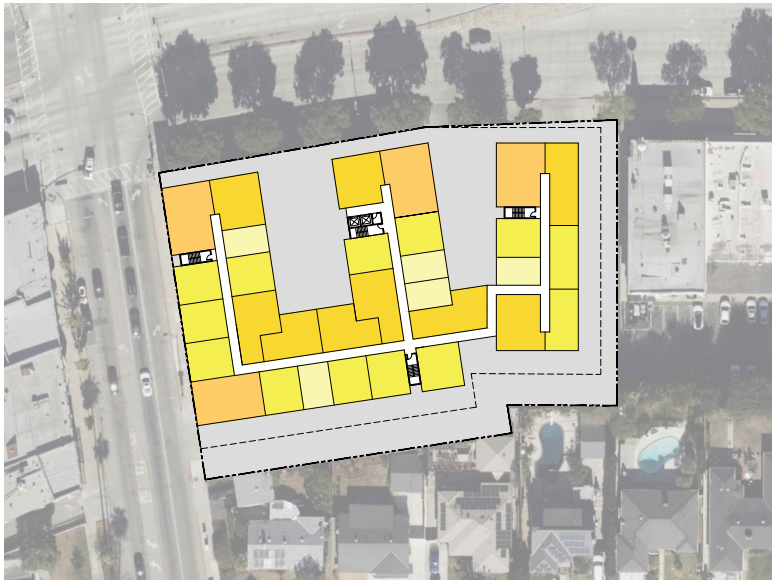
H - HEIGHT + 2



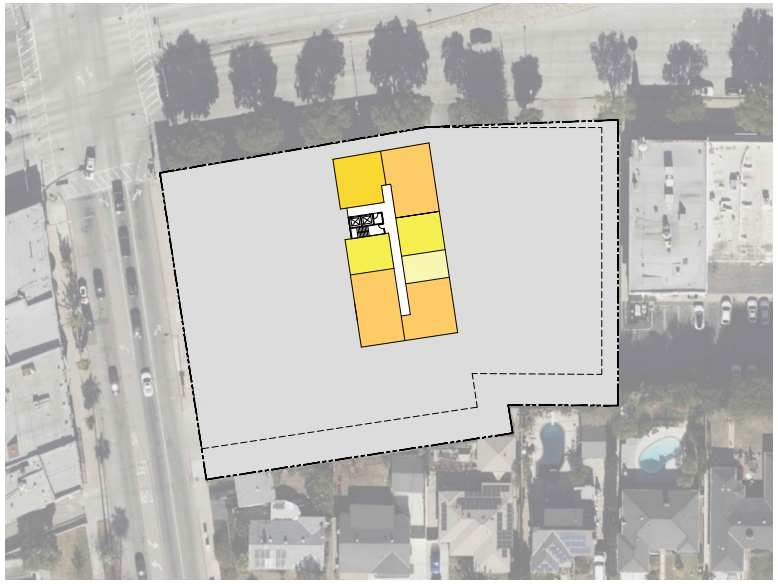
GROUND FLOOR



SECOND FLOOR



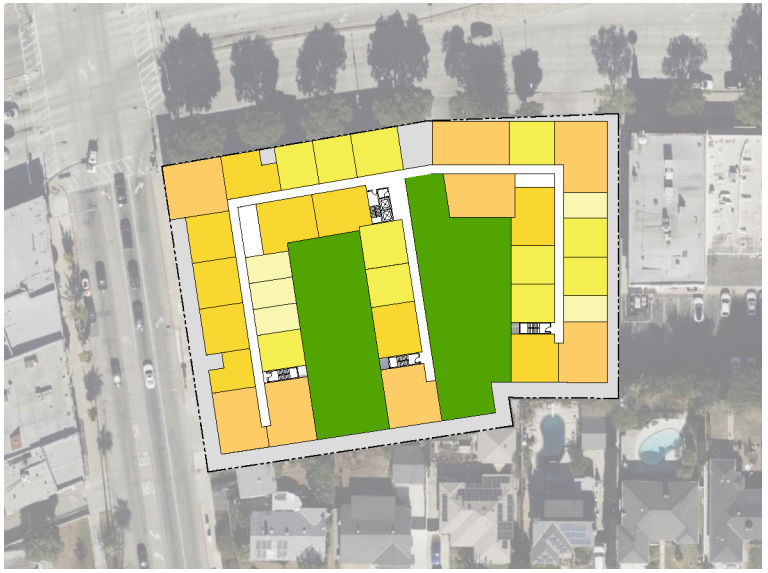
TYPICAL FLOOR WITH STEPBACK



TOP FLOOR



GROUND FLOOR



TYPICAL FLOOR



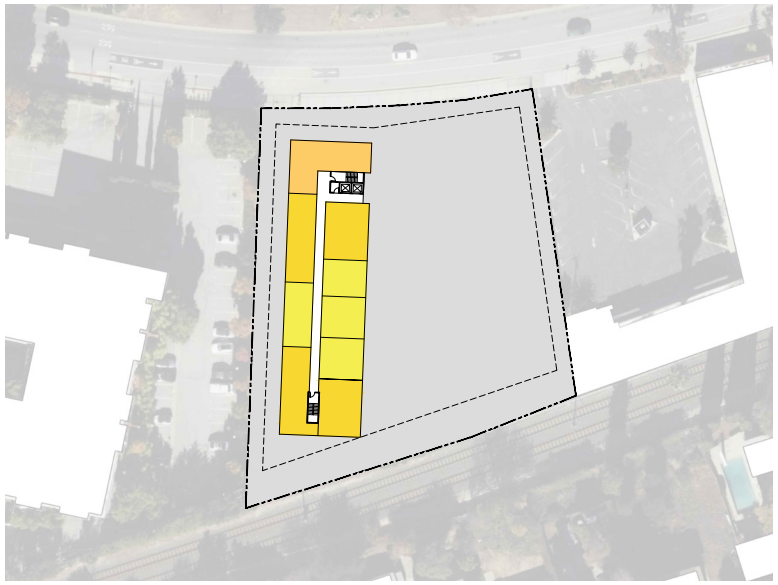
GROUND FLOOR



SECOND FLOOR



TYPICAL FLOOR WITH STEPBACK



TOP FLOOR



GROUND FLOOR



SECOND FLOOR



TYPICAL FLOOR



TOP FLOOR

ADDENDUM TO THE
PROGRAM ENVIRONMENTAL IMPACT REPORT

FOR
General Plan and Downtown Specific Plan Update & 2021–2029 Housing Element Implementation Programs

Prepared for

City of South Pasadena

July 2025

Prepared by

Community Development Department
City of South Pasadena

TABLE OF CONTENTS

Page

1. Purpose 1
2. The Previously Approved Project 1
3. The Previous EIR 1
4. Actions Subsequent to the Adoption of the EIR 2
5. Project Changes Addressed in this Addendum 2
6. Required Findings for Use of an Addendum 4
   - *A. The change in the project is substantial. 4*
   - *B. The circumstances under which the project is undertaken have substantially changed. 4*
   - *C. New information of substantial importance, which was not known and could have not been known, with the exercise of reasonable diligence at the time the previous environmental document was approved, shows: 4*
7. Evaluation of Environmental Impacts 5
8. Modified Environmental Checklist Form 8
   - *A. Substantial Change in Project Requiring Major Revision of Previous EIR. 8*
   - *B. Substantial Change in Circumstances under which Project is Undertaken Requiring Major Revision of Previous EIR 9*
   - *C. New Information of Substantial Importance Showing New or Greater Significant Effects Than Identified in Previous EIR. 9*
   - *D. New Information of Substantial Importance Showing Ability to Substantially Reduce Significant Impacts Identified in Previous EIR. 9*
   - *E. Less Than Significant Impact/No Changes or Circumstances and No New Information That Would Require the Preparation of a New EIR 9*
   - *F. No Impact. 9*

ADDENDUM TO THE
PROGRAM ENVIRONMENTAL IMPACT REPORT
FOR
General Plan and Downtown Specific Plan Update & 2021–2029 Housing Element Implementation Programs

Purpose

This Addendum is prepared to augment the previously adopted Program Environmental Impact Report (PEIR) that was certified by the City Council of the City of South Pasadena on September 18, 2023 for the General Plan and Downtown Specific Plan Update & 2021–2029 Housing Element Implementation Programs (henceforth referred to as the "GP/DTSP/ZC"). The previously adopted PEIR is hereinafter referred to as "the PEIR". This Addendum, together with the above-mentioned PEIR, serves as the environmental review of the proposed project, known generally as the **GP/DTSP/ZC/ZM Amendments** (collectively the "Amendments"), ("GP": encompassing amendments to two General Plan Elements, the Land Use Element and the Housing Element; "DTSP", the Downtown Specific Plan; and ZC, South Pasadena Municipal Code Chapter 36 (Zoning) and more fully described below, as required pursuant to the provisions of the California Environmental Quality Act (CEQA), Public Resources Code Section 21000 *et seq.* and the State and CEQA Guidelines.

Pursuant to the provisions of CEQA and the State and local CEQA Guidelines, the City of South Pasadena is the Lead Agency and is charged with the responsibility of deciding whether or not to approve the proposed Amendments. As part of the decision-making process, the City is required to review and consider the potential environmental effects that could result from the modification of the project analyzed in the previously adopted PEIR.

1. The Previously Approved Project

The PEIR was previously prepared for the General Plan and Downtown Specific Plan Update & 2021–2029 Housing Element Implementation Programs ("GP/DTSP/ZC"), which was approved and certified by the City Council on September 27, 2023.

2. The Previous PEIR

The PEIR analyzed the potential environmental impacts of the GP/DTSP/ZTA. The PEIR determined that, as a growth-inducing set of planning policies, each of the environmental categories examined as relevant to the City could have potentially significant impacts. With respect to those potentially significant impacted areas and resources, the PEIR identified feasible mitigation measures for most impacts, for example grading and construction monitoring measures. However, it was determined that unavoidable significant adverse impacts would result in the categories of Aesthetics, Air Quality, Cultural Resources, Greenhouse Gas Emissions, Noise, and Population and Housing. A Statement of Overriding Considerations (SOC) was adopted together with certification of the PEIR on September 27, 2023.

3. Actions Subsequent to the Adoption of the PEIR

Subsequent to the certification of the PEIR on September 27, 2023, and the approval of GP/DTSP/ZC the City now desires to make modifications and revisions to the policy documents in order to complete the zoning following the voters' approval of Measure SP in the November 2024 election, which repealed a 1983 ballot initiative's restrictions on heights citywide, allowing the Council to set new height limits that are consistent with allowable densities.

Accordingly, this Addendum to the PEIR was prepared to consider the impacts associated with the modifications and changes to these policy documents. This Addendum focuses on the changes between the project as previously evaluated and approved, and the modifications that are now recommended for adoption.

4. Project Changes Addressed in this Addendum

The General Plan Land Use Element, the 6th Cycle General Plan Housing Element, the Downtown Specific Plan, and amendments to the Zoning Ordinance to implement the policies as set forth in these documents were previously adopted following certification of the PEIR that analyzed the proposed actions and their potential for environmental impacts under CEQA.

At this time, following the voters' approval of Measure SP, the City Council is authorized to establish density and height thresholds commensurate with the intent of the Housing Element, and to modify density and development standards in order to be more consistent with the RHNA. The Amendments included in the current project would slightly reduce the density in areas within the DTSP (the National Register Historic District and Mission Street West of Orange Grove from 70 dwelling units (du)/acre to 50 du/acre, and Fair Oaks - Downtown from 110 du/acre to 90 du/acre), increase residential density at certain large congregational and private school sites to 50 du/acre, and reduce the area in the RM zone covered by the Housing Overlay Zone, while increasing heights in zoning districts with densities of more than 50 du/acre and in all districts within the DTSP. The proposed heights, which are based on feasibility analysis completed by project consultants, are as follows:

Maximum Density	Maximum Height
50 du/acre	50 feet
70 du/acre	60 feet
90 du/acre	70 feet

The certified Housing Element considered larger height increases at the time of the original project, which could not be implemented due to the 1983 ballot measure restrictions, which have now been repealed. Further, under current regulations, projects utilizing the provisions of State Density Bonus Law very likely could have been entitled to heights that are similar to those that would be allowed by the proposed height regulations.

The following summarizes the proposed Amendments in this project:

1. GP Land Use Element
   Sync proposed heights for consistency with the Zoning Code and DTSP amendments, and other consistency revisions.

2. GP Housing Element
   Correct Table VI-51 (which is now Table VI-53 in the Housing Element Amendments) regarding RHNA compliance; minor updates to other sections including describing public outreach related to the amendment process.
   a. The Executive Summary and Section 6.2.4 (Public Participation) have been updated to reflect the additional public participation in the amendment process.
   b. Table VI-51 (now proposed Table VI-53) is replaced with a corrected listing of sites, with assumptions explaining the capacity-estimation formula. The correction better aligns the sites identified for RHNA compliance with the PEIR assumptions, and scales back the number of properties, including by removing many properties zoned RM that were previously included, except for some along Huntington Drive.
   c. Program 2.n has been updated with a note on Ballot Measure SP, which was approved by voters to remove the citywide height cap.
   d. Programs 2.j and 2.k are being removed from the element because they were superseded by Program 3.a, which has been implemented.

3. Downtown Specific Plan
New heights; adjust densities in the Fair Oaks Avenue Zone and western end of Mission Street; ; remove references to 1983 Ballot Initiative restrictions; update various development standards to enhance development potential and project design elements, including, but not limited to:

- *private and shared open space standards*
- *courtyard standards*
- *parking design standards*
- *height standards for the use districts as noted above*
- *setbacks*
- *building placement*

4. Zoning Code:
Adjust Mixed-Use Overlay District Development Standards including heights; add height for Housing Opportunity Overlay Zone; clarify rooftop features that may exceed height limits and allow height averaging , add a CF-50 zoning district to allow higher intensity multi-family housing on religious congregation and private school sites larger than two acres in size; and adjustment to various development standards including:

- *residential and commercial setbacks*
- *residential private and common open space requirements and minimum*

dimensions

- *mixed-use lot size and dimension standards,*
- *mixed-use height and height averaging, façade length, and entry design standards, residential use setback standards, parking location and design standards, common and private open space standards and requirements,*
- *allowances for projections into setbacks for stoops*

5. Zoning Map: Reduce the area covered by the Housing Opportunity Overlay Zone by removing the overlay from applying to RM zoning districts identified on the current Zoning Map except for certain RM zoned parcels along Huntington Drive, and adding new CF-50 designation to applicable properties.

5. Required Findings for Use of an Addendum

Section 15164 of the State CEQA Guidelines states that an Addendum to an earlier Mitigated Negative Declaration or EIR shall be prepared if some changes or additions are necessary to the previously adopted document, but none of the conditions described in Section 15162 calling for preparation of a subsequent Mitigated Negative Declaration or EIR have occurred. Section 15162 of the State CEQA Guidelines identifies the conditions that require preparation of a subsequent EIR. A proposed change in a project will require preparation of a subsequent environmental document if:

A. The change in the project is substantial.

Substantial changes in the project are those that would require major revision of the previous environmental document due to the involvement of new significant environmental effects, or if a substantial increase in the severity of previously identified significant effects has occurred.

B. The circumstances under which the project is undertaken have substantially changed.

Substantial changes in circumstances are those defined as those that would require major revisions of the previous environmental document in order to describe and analyze new significant environmental effects, or any changes that would cause a substantial increase in the severity of the previously identified significant effects.

C. New information of substantial importance, which was not known and could have not been known, with the exercise of reasonable diligence at the time the previous environmental document was approved, shows:

(1) The project will have one or more significant effects not discussed in the previous environmental document;

(2) The significant effects previously examined will be substantially more severe than identified in the previous environmental document;

(3) Mitigation measures or alternatives previously found not to be feasible would in fact be feasible, and would substantially reduce one or more significant effects of the project, but the project proponent declines to adopt the mitigation measures or alternatives; or

(4) Mitigation measures or alternatives that are considerably different from those analyzed in the previous environmental document would substantially reduce one or more significant effects on the environment, but the project proponent declines to adopt the mitigation measures or alternatives.

If none of the above conditions are met, the City may prepare an Addendum in order to make minor changes to the previously certified Environmental Impact Report and to document the City's analysis as to why no further environmental review is required.

In performing the required analysis and determining that the criteria is met for use of an addendum, this Addendum relies on use of a Modified Environmental Checklist Form, as suggested in Section 15063(d)(3) of the State CEQA Guidelines. Section 7 of this document contains the Modified Environmental Checklist Form and explains the basis for each response to the questions on that Form. This Addendum has evaluated each of the changes to the GP/DTSP/ZTA between the adoption of these documents in September 2023 and the current proposed height, density and development standards to support housing development now presented and measures the impacts of those changes against the checklist of questions presented in Section 7 of this document.

Based on this analysis and the information contained in this Addendum, there is no evidence that the proposed project requires major changes to the PEIR. Comparison of the previous project with the proposed Amendments project indicates that there are no significant new environmental impacts associated with implementation of Amendments. In addition, there is no substantial evidence that the circumstances under which the project is undertaken have substantially changed and there is no evidence of new or more severe environmental impacts arising out of the Amendments to the policy documents. The Amendments to these policy documents are considered in the same context of compliance with the City's Regional Housing Needs Assessment (RHNA), as it has been allocated to require planning for additional housing development amid a statewide housing shortage.

6. Evaluation of Environmental Impacts

As indicated above, the Modified Environmental Checklist Form included in Section 7 of this Addendum was used to identify the potential environmental effects of the proposed project changes. Each project change was referenced against the standard environmental categories listed in Appendix G of the State CEQA Guidelines. A summary of the reasons why an Addendum is appropriate in this situation, are set forth below:

GP Land Use Element
The proposed height maximums in the Amendments project are consistent with, or lower than, the contemplated heights in the adopted Housing element, and comparable to what could be achieved through density bonus law, and thus are within the range anticipated in the PEIR. The heights were not included in the adopted General Plan because doing so was precluded by the

restrictions of the 1983 Ballot Initiative, which has now been superseded by Measure SP, as adopted by the voters. Although specific increased heights are proposed, buildings of similar height could have been entitled through State Density Bonus Law, which larger multi-family residential and mixed-use projects would be eligible for in light of the City's inclusionary housing requirements. Meeting the City's 15% inclusionary housing requirement would make projects with 10 or more units eligible for density bonus, including the potential for concession or waivers of development standards, including height limitation. Thus the Amendments, while clarifying and establishing seemingly more generous height standards, do not substantially change potential building height that could be allowed under current regulations. In the Fair Oaks Corridor and western portion of Mission Street, densities are proposed to be lowered. Therefore, there are no environmental impacts that were not reviewed and accounted for in the PEIR anticipated from the proposed revisions to the General Plan Land Use Element.

2. GP Housing Element

The Amendments do not propose to substantially change any of the Housing Element programs, and in particular does not increase the level of housing production that might be anticipated as a result of the policies contained in the document. Accordingly, the project would not increase the level of potential environmental impacts studied in the PEIR. The main purpose of the housing element amendment is to address inaccuracies in the data used to verify RHNA compliance, which resulted in an obligation to rezone more land area at higher densities than required. The proposed data table revisions are based on parcel-level data evaluated through a GIS-based program, which has accurately calculated potential unit construction at the allowable densities, including densities now proposed to be reduced in two areas within the Downtown Specific Plan, and the new CF-50 zoning. Therefore, there are no environmental impacts that were not reviewed and accounted for in the PEIR anticipated from the proposed revisions to the Housing Element.

3. Downtown Specific Plan (DTSP)

The proposed height maximums in the Amendments are consistent with the adopted allowable densities and are within the range anticipated in the PEIR. The heights were not included in the adopted DTSP because doing so was precluded by the restrictions of the 1983 Ballot Initiative, which has now been superseded by Measure SP as approved by voters. In the Fair Oaks Corridor and western portion of Mission Street, densities are proposed to be lowered. Additionally, standards are proposed to be amended in order to improve the ability of architects and developers to design projects that provide maximum residential capacity while meeting design goals of the DTSP conforming to the form-based plan. These development standards on their own would be exempt from environmental review, and would clearly not result in any environmental impacts. Therefore, there are no environmental impacts that were not reviewed and accounted for in the PEIR anticipated from the proposed revisions to the General Plan Land Use Element.

4. Zoning Code:

.

The proposed changes to the Mixed-Use Overlay Zone comprise the bulk of the proposed changes to the Zoning Ordinance included in this project, however revisions to zoning text for other zones and overlay zones, including RM, RH, CO, CG, BP, and Housing Opportunity Overlay Zone) are proposed. Most of these changes adjust standards for building design in order to improve the ability of architects and developers to propose projects that maximize residential uses, including changes to open space, setbacks, projections, parking, as well as revisions related to the measurement of height. These changes on their own would be exempt from the requirements of CEQA. There are no proposed changes to the current density of 70 du/acre, and the associated height of 60 feet is within the level anticipated in the PEIR but not adopted due to the previous citywide cap on height limits. Therefore, there are no environmental impacts that were not reviewed and accounted for in the PEIR anticipated from the proposed revisions to the Zoning Ordinance.

5. Zoning Map: Reduce the area covered by the Housing Opportunity Overlay Zone by removing the overlay from applying to RM zoning districts identified on the current Zoning Map, except for certain RM parcels along Huntington Drive that remain in the Housing Opportunity Overlay Zone.

The proposed map revision will effectively reduce maximum density on the parcels involved, which will be subject to the requirements of the RM (Medium Density) Zoning District, except for certain RM properties along Huntington Drive. Therefore, the reduced development potential on those RM parcels will not result in any potential environmental impacts that were not reviewed and accounted for in the PEIR. Further the new CF-50 designation contemplates development that could be accommodated under state law, and thus will not have significant impacts.

In summary, comparison of the previous project with the Amendments indicate that there are no new significant environmental impacts associated with implementation of height, density and development standards to support housing development. Furthermore, there is no substantial evidence that the circumstances under which the project is undertaken have substantially changed and there is no evidence of new or more severe environmental impacts arising out of the proposed changes to the policy documents.

However, this Project also qualifies for a recently enacted CEQA exemption for housing element implementation, as codified in Public Resources Code Section 21080.085. This exemption provides as follows:

> 21080.085 (a) This division [CEQA] does not apply to a rezoning that implements the schedule of actions contained in an approved housing element pursuant to subdivision (c) of Section 65583 of the Government Code.

Section 65583 (c) implementation actions, although referred to in the exemption as rezoning, are broadly defined to include, but are not limited to:

- making make sites available during the planning period with appropriate zoning and development standards to accommodate RHNA needs for all income levels that could not be accommodated on sites identified in the sites inventory,

- assisting in the development of adequate housing to meet the needs of extremely low, very low, low-, and moderate-income households.

- removing governmental and nongovernmental constraints for development of housing for all income levels

The Project includes consistency amendments among the various interrelated documents (General Plan, Housing Element, Downtown Specific Plan, and Zoning) that are within the scope of, and contemplated by programs under Section 65583 (c).

7. Modified Environmental Checklist Form

This Checklist Form is used to compare the anticipated environmental effects of the project with those disclosed in the previous PEIR and to review whether any of the conditions set forth in Section 15162 of the State CEQA Guidelines requiring preparation of a subsequent environmental document are met. The Form is used to review the potential environmental effects of the proposed project for each of the following areas:

- Aesthetics
- Agriculture and Forestry Resources
- Air Quality
- Biological Resources
- Cultural Resources
- Energy
- Geology and Soils
- Greenhouse Gas Emissions
- Hazards and Hazardous Materials
- Hydrology and Water Quality
- Land Use and Planning
- Mineral Resources
- Noise
- Population and Housing
- Public Services
- Recreation
- Transportation
- Tribal Cultural Resources
- Utilities and Service Systems
- Wildfire
- Mandatory Findings of Significance

Because the PEIR determined that the areas of Agricultural and Forestry Resources and Mineral Resources were not present for analysis in the City, this Addendum also removes those categories as part of the environmental analysis.

There are six possible responses to each of the questions included on the Form:

A. Substantial Change in Project Requiring Major Revision of Previous EIR.

This response is used when the project has changed to such an extent that major revisions of the previous EIR are required due to the involvement of new significant environmental effects or an increase in the severity of the previously identified significant effects.

B. Substantial Change in Circumstances under which Project is Undertaken Requiring Major Revision of Previous EIR.

This response is used when the circumstances under which the project is undertaken have changed to such an extent that major revisions of the previous EIR are required because such changes would result in the project having new significant environmental effects or would substantially increase the severity of the previously identified significant effects.

C. New Information of Substantial Importance Showing New or Greater Significant Effects Than Identified in Previous EIR.

This response is used when new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified, shows that the project would have a new significant environmental effect or more severe significant effect than identified in the previous EIR.

D. New Information of Substantial Importance Showing Ability to Substantially Reduce Significant Impacts Identified in Previous EIR.

This response is used when new information of substantial importance, which was not known and could not have been known with the exercise of reasonable diligence at the time the previous EIR was certified, shows:

(1) The significant environmental effects of the project could be substantially reduced through imposition of mitigation measures or alternatives that although previously found to be infeasible are in fact now feasible, but the project proponent declines to adopt them; or

(2) The significant environmental effects of the project could be substantially reduced through imposition of mitigation measures or alternatives that are considerably different from those analyzed in the previous EIR, but the project proponent declines to adopt them.

E. Less Than Significant Impact/No Changes or Circumstances and No New Information That Would Require the Preparation of a New EIR.

This response is used when: (1) the potential impact of the project is determined to be below known or measurable thresholds of significance and would not require mitigation; or (2) there are no changes in the project or circumstances and no new information that would require the preparation of a new EIR and/or EIR pursuant to Public Resources Code Section 21166 and Section 15162 of the State CEQA Guidelines.

F. No Impact.

This response is used when the proposed project does not have any measurable environmental impact.

The Form, and accompanying evaluation of the responses, provide the information and analysis upon which the City of South Pasadena makes its determination that no subsequent environmental document is required for the [insert name of project].

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
1. AESTHETICS. Would the project:						
a) Have a substantial adverse effect on a scenic vista?						X
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?						X
c) In non-urbanized areas, substantially degrade the existing visual character or quality of public views of the site and its surroundings? (Public views are those that are experienced from publicly accessible vantage point). If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?						X
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?						X

The proposed adjustments to heights, density and standards were reviewed in relation to the previously approved project in terms of Aesthetics. However, these impacts were considered in the PEIR and nothing contained in the Amendments alters the type, level or severity of impact in terms of Aesthetics because they do not result in any conflicting zoning regulations governing scenic quality nor would the adjustments adversely affect day or nighttime views in the area as the adjustments are limited to changes in existing standards, and are not introducing any new standards. Further, under current regulations, projects utilizing the provisions of State Density Bonus Law very likely could have been entitled to heights that are similar to those that would be allowed by the proposed height regulations, and thus the impacts were fully disclosed in the PEIR and addressed by the statement of overriding considerations adopted for that project. Therefore, the City finds:

A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred;

B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and

C. None of the proposed project changes would significantly affect this environmental resource.

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
3. AIR QUALITY. Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:						
a) Conflict with or obstruct implementation of the applicable air quality plan?						X
b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?						X
c) Expose sensitive receptors to substantial pollutant concentrations?						X
d) Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?						X
The proposed adjustments to height, density, and other standards have no impact on air quality resources. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of air quality because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts to any criteria pollutant, or other emissions relating to air quality. Thus the impacts were fully disclosed in the PEIR and addressed by the statement of overriding considerations adopted for that project. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would significantly affect this environmental resource.						
4. BIOLOGICAL RESOURCES. Would the project:						
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
b) Have substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?						X
c) Have a substantial adverse effect on state or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?						X
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?						X
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?						X
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?						X

The proposed adjustments to height, density, and other standards have no impact on biological resources. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of biological resources because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts to any protected wetlands, wildlife corridors, or any adopted ordinances, plans, or other local adopted plans related to biological resources. Therefore, the City finds:

A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred;

B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and

C. None of the proposed project changes would significantly affect this environmental resource.

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
5. CULTURAL RESOURCES. Would the project:						
a) Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?						X
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to §15064.5 ?						X
c) Disturb any human remains, including those interred outside of formal cemeteries?						X

The proposed adjustments to height, density, and other standards have no impact on cultural resources. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of cultural resources because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts to any historical or cultural resources relating to human remains. Thus the impacts were fully disclosed in the PEIR and addressed by the statement of overriding considerations adopted for that project. Therefore, the City finds:

A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred;

B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and

C. None of the proposed project changes would significantly affect this environmental resource.

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
6. ENERGY. Would the project:						
a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?						**X**
b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?						
The proposed adjustments to height, density, and other standards have no impact on energy. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of energy resources because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of energy resources or any state or local plan for renewable energy or energy efficiency. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would significantly affect this environmental resource.						
7. GEOLOGY AND SOILS. Would the project:						
a) Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:						X
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.						X
ii) Strong seismic ground shaking?						X
iii) Seismic-related ground failure, including liquefaction?						X
iv) Landslides?						X
b) Result in substantial soil erosion or the loss of topsoil?						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?						X
d) Be located on expansive soil, as defined in Table 18-1B of the Uniform Building Code (1994), creating substantial risks to life or property?						X
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?						X
f) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?						X
The proposed adjustments to height, density, and other standards have no impact on geological and soils resources. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of geological and soils resources because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts to impacts of the geological or soils resources listed above. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would significantly affect this environmental resource.						
8. GREENHOUSE GAS EMISSIONS. Would the project:						
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?						X
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
The proposed adjustments to height, density, and other standards have no impact on greenhouse gas emissions. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of greenhouse gases because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of the generation of GHG emissions. Thus the impacts were fully disclosed in the PEIR and addressed by the statement of overriding considerations adopted for that project. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would significantly affect this environmental resource.						
9. HAZARDS AND HAZARDOUS MATERIALS. Would the project:						
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?						X
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?						X
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one quarter mile of an existing or proposed school?						X
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?						X
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
f) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?						X
g) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?						X
The proposed adjustments to height, density, and other standards have no impact on hazards and hazardous materials. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of hazards/hazardous materials because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of the hazards/hazardous materials listed above. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would affect this environmental resource.						
10. HYDROLOGY AND WATER QUALITY. Would the project:						
a) Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?						X
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?						X
c) Substantially alter the existing drainage pattern of the site or area including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:						X
i) result in substantial erosion or siltation on- or off-site;						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
ii) substantially increase the rate or amount of surface runoff in a manner which would result in flooding on-or off-site;						X
iii) create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or						X
iv) impede or redirect flood flows?						X
d) In flood hazard, tsunami, or seiche zones risk release of pollutants due to project inundation?						X
e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?						X
The proposed adjustments to height, density, and other standards have no impact on hydrology and water quality. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of hydrology and water quality because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts to impacts of the hydrology and water quality listed above. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would significantly affect this environmental resource.						
11. LAND USE AND PLANNING. Would the project:						
a) Physically divide an established community?						X
b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
The proposed adjustments to height, density, and other standards have no impact on land use and planning. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of land use and planning because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to physically dividing and established community nor conflict with any land use plan, policy, or regulation as listed above. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; C. None of the proposed project changes would significantly affect this environmental resource.						
13. NOISE. Would the project result in:						
a) Generation of substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?						X
b) Generation of excessive groundborne vibration or groundborne noise levels?						X
c) For a project located within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
The proposed adjustments to height, density, and other standards have no impact on noise. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of noise because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of noise levels listed above. Thus, the impacts were fully disclosed in the PEIR and addressed by the statement of overriding considerations adopted for that project. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would significantly affect this environmental resource.						
14. POPULATION AND HOUSING. Would the project:						
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?						X
b) Displace substantial numbers of existing people or housing, necessitating the construction of the replacement housing elsewhere?						X
The proposed adjustments to height, density, and other standards have no impact on population and housing. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of population and housing because the proposal is limited to adjusting existing development standards and residential density which will further align with the density allowances as stipulated in the City's adopted Housing Element (2021-2029). Thus the impacts were fully disclosed in the PEIR and addressed by the statement of overriding considerations adopted for that project. Further, with the housing element update, excess capacity beyond what is required to meet RHNA requirements has been scaled back. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would significantly affect this environmental resource.						

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
15. PUBLIC SERVICES						
a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:						
i) Fire protection?						X
ii) Police protection?						X
iii) Schools?						X
iv) Parks?						X
v) Other public facilities?						X
The proposed adjustments to height, density, and other standards have no impact on public services. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of public services because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of any public services as listed above. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would significantly affect this environmental resource.						
16. RECREATION.						
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?						X
The proposed adjustments to height, density, and other standards have no impact on recreation. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of recreation because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of any aspect of recreation as listed above. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would significantly affect this environmental resource.						
17. TRANSPORTATION/TRAFFIC. Would the project:						
a) Conflict with a program, plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities?						**X**
b) Conflict or be inconsistent with CEQA Guidelines § 15064.3 subdivision (b)?						**X**
c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?						**X**
d) Result in inadequate emergency access?						**X**

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
The proposed adjustments to height, density, and other standards have no impact on transportation or traffic. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of traffic/transportation because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of any transportation/traffic issues as listed above. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred. B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified. C. None of the proposed project changes would affect this environmental resource.						
18. TRIBAL CULTURAL RESOURCES. Would the project:						
a) Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code § 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:						X
i) Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or						X
ii) A Resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code § 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code § 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
The proposed adjustments to height, density, and other standards have no impact on tribal cultural resources. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of tribal cultural resources because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of any tribal cultural resources as listed above. Although not required pursuant to CEQA, the City invited tribal consultation pursuant to SB 19. The Gabrieleño Band of Mission Indians - Kizh Nation requested consultation. The Tribe and the City engaged in consultation, and the Tribe requested mitigation related to tribal monitoring for any ground disturbing activities associated with the Project. However, this Project involved policy and planning decisions with no ground disturbance contemplated, thus there is no ground monitoring to be monitored, and there would not be any unanticipated discovery of tribal cultural resources or human remains. In the future, specific development projects would be reviewed for CEQA applicability and compliance, and based on the environmental review process undertaken, tribal monitoring of related ground disturbances, and protocols for unanticipated discovery of tribal cultural resources or human remains may be required or added as a mitigation. Further, all projects are subject to existing laws related to discovery and treatment of human remains. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred. B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified. C. None of the proposed project changes would affect this environmental resource.						
19. UTILITIES AND SERVICE SYSTEMS. Would the project:						
a) Require or result in the relocation or construction of new or expanded water, wastewater treatment or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?						X
b) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?						X
c) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
d) Generate solid waste in excess of state or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?						X
e) Comply with federal, state, and local management and reduction statues and regulations related to solid waste?						X
The proposed adjustments to height, density, and other standards have no impact on utilities and services systems. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of tribal utilities and services systems because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of any utilities and services systems as listed above. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would affect this environmental resource.						
20. WILDFIRES. If located in or near state responsibility areas or lands classified as very high fire hazard severity zones, would the project:						
a) Substantially impair an adopted emergency response plan or emergency evacuation plan? b) Due to slope, prevailing winds and other factors, exacerbate wildfire risks, and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of wildfires? c) Require to installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment? d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact
The proposed adjustments to height, density, and other standards have no impact on wildfires. However, these impacts were considered in the PEIR and nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of wildfires because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to wildfires as none of the properties affected by this are located in high-fire areas. Therefore, the City finds: A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred; B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and C. None of the proposed project changes would affect this environmental resource.						
21. MANDATORY FINDINGS OF SIGNIFICANCE.						
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?						X
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?						X
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?						X

Issues and Supporting Information Sources	Substantial Change in Project Requiring Major EIR Revisions	Substantial Change in Circumstances Requiring Major EIR Revisions	New Information Showing New or Greater Significant Effects than Previous EIR	New Information Showing Ability to Reduce, but not Eliminate Significant Effects in Previous EIR	Less than Significant Impact/No Changes or New Information Requiring Preparation of an EIR	No Impact

The proposed adjustments to height, density, and other standards have no impact to the items listed in the Mandatory Findings of Significance. However, these impacts were considered in the PEIR where a Statement of Overriding Considerations was prepared and adopted. Nothing contained in the proposed Amendments alters the type, level or severity of impact in terms of cumulatively considerable means because the proposal is limited to adjusting existing development standards and residential density which, in of itself, do not directly relate to adverse impacts of any items as listed above. Therefore, the City finds:

A. Substantial changes in the project and project circumstances resulting in new significant effects or a substantial increase in the severity of previously identified significant effects have not occurred;

B. New information of substantial importance with respect to this environmental resource/impact resulting in new significant effects or a substantial increase in the severity of previously identified effects has not been identified; and

C. None of the proposed project changes would significantly affect this environmental resource.

EXHIBIT A – KIZH NATION TRIBAL CONSULTATION LETTER

CITY OF SOUTH PASADENA
COMMUNITY DEVELOPMENT DEPARTMENT
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: 626.403.7220 ▪ FAX: 626.403.7221
WWW.SOUTHPASADENACA.GOV

April 10, 2025

Andrew Salas, Chairperson
Gabrieleño Band of Mission Indians—Kizh Nation
PO Box 393
Covina, CA 91723

Re: Native American Consultation, Pursuant to Senate Bill 18, Government Code §65352.3 and §65352.4, Measure SP Implementation Project, Los Angeles County

Dear Mr. Salas:

The City of South Pasadena (City) is amending its General Plan, Downtown Specific Plan (DTSP), Zoning Code, and Zoning Map as part of the effort to implement the City's Housing Element. This project is subject to Senate Bill (SB) 18. As such, the Native American Heritage Commission (NAHC) provided your contact information for consultation purposes under SB 18.

Regional Setting/Project Location/Background

The City of South Pasadena is located in Los Angeles County, on the western edge of the San Gabriel Valley, approximately five miles northeast of downtown Los Angeles. Exhibit 1 (attached) provides a map of the City's location in the regional context of Southern California. The project includes all territory within the South Pasadena City limits. The City adopted its current Housing Element on May 30, 2023, and the document was certified by the State on July 29, 2024. In order to implement the Housing Element's programs and policies, the City adopted a new General Plan and Downtown Specific Plan (DTSP) in October 2023. Zoning Code amendments were also adopted in support of the Housing Element and General Plan.

Project Description

The proposed project would continue to implement Housing Element Programs. In November 2024, South Pasadena voters approved Measure SP. This measure removed the existing 45-foot building height limit in certain areas of the City and allowed new height limits to be established in areas where the City seeks to increase housing production near transit and shopping. The City also seeks to correct errors in the Housing Element and General Plan capacity table that exceed the City's housing obligations under the Regional Housing Needs Allocation (RHNA). The project would reduce residential densities and building heights in certain areas identified in the Housing Element, in an effort to be more consistent with the City's RHNA obligation. The proposed project is summarized below:

- General Plan Land Use Element: Synchronize proposed building heights for consistency with the Zoning Code and DTSP amendments.

- Housing Element: Correct Table IV-51 regarding RHNA compliance, and minor updates to other sections, including public outreach, related to the proposed amendment.
- Downtown Specific Plan: Specify building heights and adjust densities along Fair Oaks Avenue, the western portion of Mission Street and National Register Historic District area; remove courtyard minimum dimensions and additional restrictions for buildings exceeding 45 feet in height; and remove remaining references to the 1983 Ballot Initiative that restricted building height to 45 feet.
- Zoning Ordinance: Adjust standards in Mixed-Use Overlay District Development Standards including heights; clarify rooftop features that may exceed height limits; revise stepbacks required as part of the streamlined density bonus review process in the inclusionary housing section.
- Zoning Map Amendment: Reduce the area covered by the Housing Opportunity Overlay Zone

The General Plan Amendment and Specific Plan Amendment would reduce building heights and residential densities for certain areas listed in the Housing Element. Residential and Commercial land use designations would not change, although certain heights and densities would be reduced.

SB18 Consultation Request

This letter serves as formal notification of the project and to invite consultation with your tribe under SB18. An addendum to the previously certified Program Environmental Impact Report is being prepared for the project. Since a Negative Declaration or Mitigated Declaration will not be prepared, the project is not subject to Assembly Bill 52 consultation under CEQA. Under the law, tribes identified by the NAHC are provided 90 days from receiving notification to request consultation with the City. A shorter timeframe can also be agreed to by the tribe.

Your participation in the local planning process is important. If you wish to consult with the City on this project, please contact Dean Flores, Acting Planning Manager at your earliest convenience. Mr. Flores may be reached by email at dflores@southpasadenaca.gov. Correspondence may also be sent to the following:

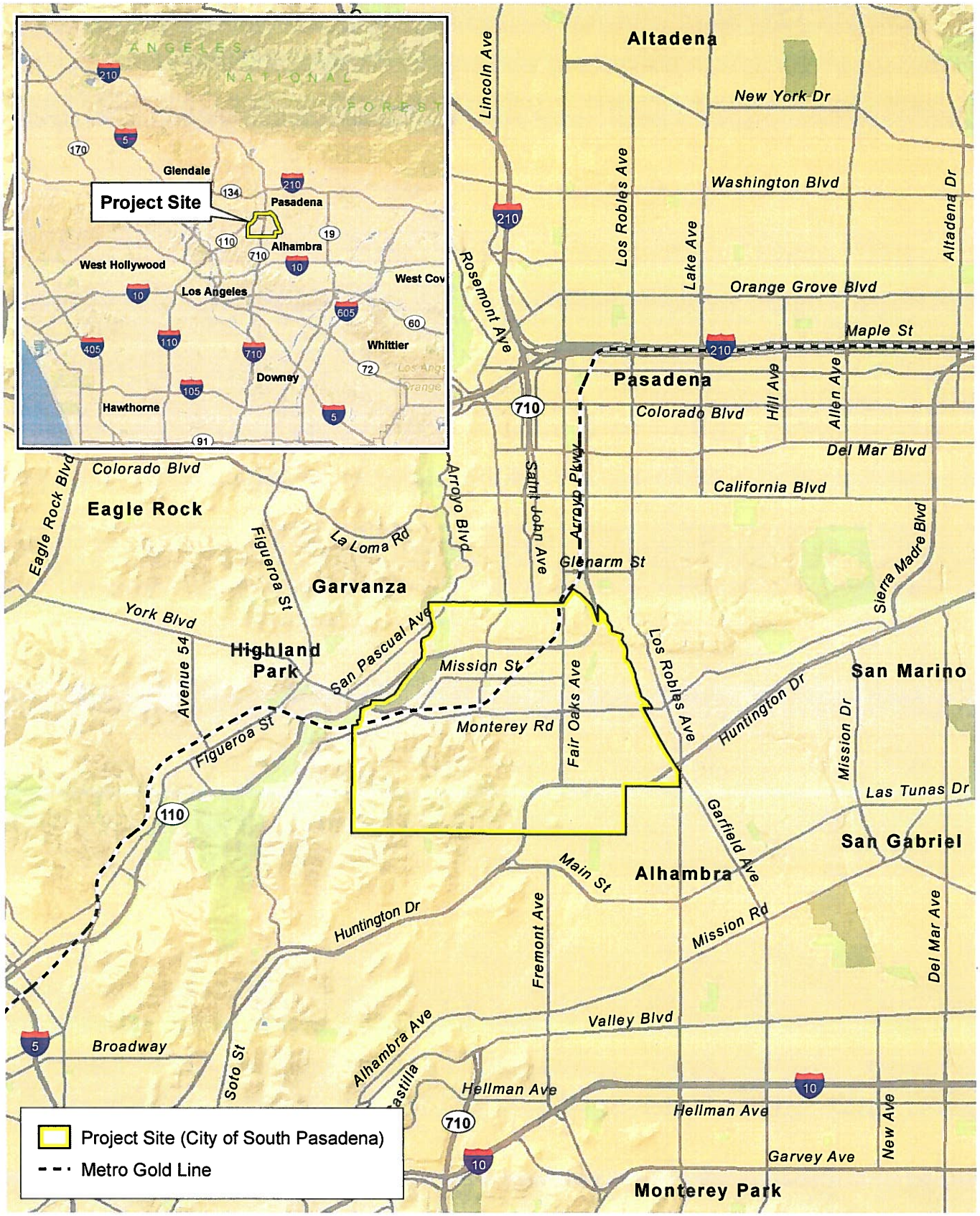
Mr. Robert (Dean) Flores; Acting Planning Manager
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

If you have any questions or would like to discuss this Project further, you can reach me by telephone at 626.403.7228.

Sincerely,

Robert (Dean) Flores, Acting Planning Manager
City of South Pasadena

Attachment: Exhibit 1 (City Map)



D:\Projects\3RAN\010100\MXD\NOP\ex_LV_RL_20171218.mxd

Regional and Local Vicinity

Exhibit 1

South Pasadena General Plan and Downtown Specific Plan Update Project

N W E S

1 0.5 0 1 Miles

PSOMAS

(Rev 12-18-2017 MMD) R:\Projects\RAN\3RAN010100\Graphics\NOP\ex_LV_RL.pdf

City Council Agenda Report

ITEM NO. 17

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Anteneh Tesfaye, Acting Public Works Co-Director
Arpy Kasparian, Environmental Services & Sustainability Manager

SUBJECT: **PUBLIC HEARING ON THE PROPOSED SOLID WASTE RATES AND ADOPTION OF A RESOLUTION ESTABLISHING A NEW SOLID WASTE RATE ADJUSTMENT FORMULA AND APPROVING THE SOLID WASTE RATES FOR THE COLLECTION, TRANSFER, TRANSPORTATION, RECYCLING, PROCESSING, AND DISPOSAL OF SOLID WASTE, INCLUDING ORGANIC WASTE, COMMENCING AUGUST 1, 2025, AND MAKING A DETERMINATION OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT**

Recommendation

It is recommended that the City Council conduct a public hearing on the proposed solid waste rate adjustment changes and determine whether there is a majority protest against the proposed changes and if no majority protest exists, adopt a resolution establishing the new solid waste rate adjustment formula and maximum service rates effective August 1, 2025. If a majority protest exists, the City Council should discuss and direct staff on how to proceed with the next steps.

Executive Summary

The Public Hearing is for the purpose of hearing testimony and considering adoption of previously proposed solid waste rates to be billed by the City's exclusive franchise waste hauler, Arakelian Enterprises, Inc. (dba Athens Services) ("Athens Services").

Background

Senate Bill (SB) 1383 requires the City to comply with new state law which requires jurisdictions to implement organics collection services for all waste customers, among other requirements. While the City approved an agreement in December 2024, an additional amendment was required to address the high diversion requirements of SB 1383. On May 21, 2025, staff proposed and Council approved an amended and restated agreement (Amended Agreement) which addresses high diversion requirements by transitioning the City's waste collection services from a two-stream collection system to a three-stream collection system.

The Amended Agreement adds a third waste stream to all waste customers with no immediate changes to rates. In addition, the Amended Agreement:

- waives the annual rate adjustments for all rates for the scheduled July 1, 2025 and July 1, 2026 rate adjustments (i.e. freeze all rates until the scheduled increase on July 1,

2027);
- modifies the annual rate adjustment formula from using the regional Consumer Price Index (CPI) to using the national 'Trash' CPI + 1%;
- increases the contract length from a seven-year (7) rolling term to a ten-year (10) rolling term;
- the City agrees to not issue a Notice of Intent to Wind Down for five years starting with the amendment effective date; and
- updates the bulky item pick-up service to a curbside program for all residential customers.

Additional information, including details on the new curbside bulky item pick-up service, can be found in the May 21, 2025 City Council Staff Report (Attachment 3).

Analysis

Proposition 218 Public Hearing

The implementation of the Amended Agreement is contingent upon the culmination of proceedings relating to Proposition 218 (holding a noticed public hearing and no majority protest) and the City Council's approval of the rates set forth in the Amended Agreement.

Proposition 218, which was passed by the voters in November 1996, added Articles XIII C and XIII D to the California Constitution. Article XIII D governs fees imposed by local governments for property-related services (property-related fees) and imposes procedural requirements for increasing property-related fees. Prior to increasing a property-related fee, Article XIII D requires a local government to mail notice of a required public hearing on the proposed rate increase to the record owners of all properties receiving the service for which the fee is charged not less than 45 days prior to the date of the public hearing. Although the Amended Agreement does not propose any changes to the current property-related fees, the proposed change to the annual rate adjustment formula (using Trash CPI +1% instead of CPI) triggers these procedural requirements.

At the public hearing, the local government must consider all oral and written protests against the proposed rate increases (in this case, the proposed changes to the annual rate adjustment formula). Pursuant to Article XIII D and the Proposition 218 Implementation Act, the record owners of the parcels subject to the property-related fee, and any tenants who are directly responsible for paying the fee, may file written protests against the proposed rate increases. However, only one written protest per parcel, filed by an owner or tenant of the parcel, will be counted in calculating a majority protest. At the conclusion of the public hearing, if there are written protests submitted (and not withdrawn) against the proposed rate changes that represent a majority of the parcels that receive the service for which the fee is charged, a majority protest will exist, and the local government may not approve the rate change.

The City currently provides solid waste services to approximately 5,517 parcels, which means it must receive written protests representing 2,759 or more of the parcels to prevent the City from approving the proposed rate changes. If no majority protest exists, then the City Council is requested to adopt a resolution (Attachment 1) establishing the new solid waste rate adjustment formula effective on August 1, 2025, which will be subject to annual rate adjustments beginning July 1, 2027 through July 1, 2029, in accordance with the Amended Agreement, without holding another public hearing under Proposition 218. If a majority protest exists, then the City Council is requested to discuss and direct staff on how to proceed with the next steps.

On May 21, 2025, the City Council adopted a Resolution directing staff to provide notice of a public hearing to consider the new solid waste rates. Accordingly, "A Notice of Public Hearing on Proposed Adjustments to the Maximum Service Rates for Solid Waste Services" (Attachment 2), which includes information regarding the proposed changes to the solid waste services and annual rate adjustment formula, requirements of Senate Bill 1383, the scheduled public hearing, and instructions on how to protest the proposed rate changes was developed.

Accordingly, on May 30, 2025, which was at least 45 days prior to the scheduled public hearing, the notices were mailed to the record owners of parcels receiving solid waste collection services and ratepayers who are not property owners but are directly responsible for paying the solid waste collection service charges. The most current assessor's parcel roll from the Los Angeles County Assessor's office was utilized for a direct mailing of the notice to each parcel record owner. Additionally, to the extent a tenant, rather than a property owner is the solid waste customer, a notice was mailed to the tenant utilizing the service address obtained through Athens Services.

The written protests are being collected by the City Clerk's Office and will be presented to the City Council at the public hearing. Written protests may also be submitted at the public hearing. If there is no majority protest at the conclusion of the public hearing, the new annual rate adjustment formula can be implemented with City Council approval.

Transition to Three-Stream Collection System

Upon a successful Prop 218 hearing, Athens services will begin procurement of new containers and vehicles. The new curbside bulky item service will become effective on Monday, July 21. City Staff and Athens Services will conduct extensive outreach to all waste customers regarding the new waste streams, new bulky item services, and deployment of new containers including, but not limited to:

- **Waste Assessments for Commercial and Multifamily Properties:** Athens Services will deploy Recycling Coordinators to conduct in-person, door-to-door waste assessments for commercial and multifamily accounts. During these assessments, on-site managers will receive flyers with information on the new three-stream collection system, deployment of recycling carts, and subscription to organics services. Recycling Coordinators will assess their current waste practices and recommend a service level to fit their individual needs. Athens will also offer training for employees at commercial properties and assist in applying for an organics waiver if eligible. Multifamily properties will receive information on the new bulky item services and a guide with email/signage templates for tenants describing the changes in waste collection. In-person assessments will be followed up with phone and email correspondence.

- **Letters to Residential and Commercial Customers:** Letters will be mailed to all waste customers in late July explaining the transition to a three-stream system, what to expect with new containers, and information on the new curbside bulky item program. The letters will include a list of frequently asked questions and a sorting cheat sheet.

- **Postcards to Manual Barrel Service Customers:** From mid-August to late-September, customers in single-family homes with manual barrel service will receive a postcard in the mail with information on the arrival of their new barrels and disposal of their old barrels. Customers will have the opportunity during this time to select their custom

combination of barrels (minimum one barrel of each color, up to seven total barrels). These postcards will also be available at City Hall and other City facilities and events.

- **Billing Inserts:** Customers will receive reminders with their Athens bills before deployment of their new containers. Instructions on how to dispose their current containers (if customers choose to do so) will also be provided.

- **Additional Outreach:** In addition to the in-person and mailed outreach described above, City staff and Athens will provide information through all social media avenues and will create webpages that house frequently asked questions and copies of all outreach materials. Lastly, City and Athens representatives will demonstrate new sorting practices at City and community events including, commission meetings, Chamber of Commerce presentations, the City's Summer Concert Series, etc.

- **Deployment of New Containers:** Deployment of commercial and multifamily recycling and organics containers will tentatively begin in September 2025. New manual service barrels for single-family homes will tentatively begin in November 2025.

Fiscal Impact
There is no General Fund impact associated with this item. If approved by the City Council, residential and commercial refuse rates, which are paid by customers directly to Athens, will remain at the January 1, 2025 rate schedule until the July 1, 2027 annual rate adjustment.

Key Performance Indicators and Strategic Plan
This item is in line with Task 4a of the City's Strategic Plan: Implement Climate Action Plan for environmental initiatives. It also aligns with the City's Green Action Plan, Goal III, to divert organics from landfill and to implement the requirements of Senate Bill 1383.

Commission Review and Recommendation
This item was not reviewed by a commission; however, the proposed terms were discussed at-length by the City Athens Negotiations Working Group consisting of City staff and two Councilmembers.

Public Notification
As described above, a public notification in line with holding a public hearing was conducted in relation to this item.

Environmental Analysis
City staff has evaluated the approval of the Amended Agreement and the proposed rate adjustments for purposes of compliance with the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) (CEQA) and the California CEQA Guidelines and has determined that approval of the Amended Agreement and proposed rate adjustments are intended to implement State mandated requirements of the California Senate Bill (SB) 1383, Short-lived Climate Pollutant Reduction Act of 2016. Pursuant to CEQA Guidelines Section 15308, Class 8, "Actions by Regulatory Agencies for Protection of the Environment," these actions are exempt from further review under CEQA. The development and implementation of the amended services is a requirement of the California Department of Resources Recycling and Recovery (CalRecycle) and is exempt from CEQA because it is an action pursuant to a regulatory requirement to assure the protection of the environment and involves procedures for protection of the environment. Furthermore, the amended services apply to the City's

existing volume of generated solid waste, where there is no expansion of use, and is therefore exempt from the CEQA analysis based on State CEQA Guidelines requirements under Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class (1) "existing facilities."

Attachment:
Attachment 1_Prop 218 Resolution.pdf
Attachment 2_Prop 218 Public Hearing Notice.pdf
Attachment 3_May 21, 2025 City Council Staff Report.pdf

RESOLUTION NO.____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, FINDING THAT NO MAJORITY PROTEST EXISTS IN ACCORDANCE WITH ARTICLE XIII D OF THE CALIFORNIA CONSTITUTION, APPROVING RATE ADJUSTMENTS TO THE CITY'S CHARGES FOR THE COLLECTION, TRANSFER, TRANSPORTATION, RECYCLING, PROCESSING, AND DISPOSAL OF SOLID WASTE, INCLUDING ORGANIC WASTE, COMMENCING AUGUST 1, 2025, AND MAKING A DETERMINATION OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

RECITALS:

WHEREAS, pursuant to California Public Resources Code Section 40059(a)(1) and Sections 16.5 and 16.6 of the South Pasadena Municipal Code, on May 21, 2025, the City Council approved an amended solid waste Exclusive Franchise Agreement (Amended Agreement) with Arakelian Enterprises, Inc. (dba Athens Services) ("Athens"), a copy of which is on file in the office of the City Clerk, to add services in order to bring the City into compliance with applicable law, including Senate Bill 1383 (SB 1383), the Short-lived Climate Pollutant Reduction Act, and the SB 1383 Regulations, which require jurisdictions to provide organic waste collection services for solid waste handling services; and

WHEREAS, implementation of an SB 1383 program will result in additional costs being incurred by Athens, and in order to compensate Athens for its additional costs, Athens has requested the City Council to adjust the annual rate adjustment formula for the maximum rates of the fee for the collection, transfer, transportation, recycling, processing, composting and disposal of solid waste, including organic waste and nonorganic waste ("Solid Waste Services) for all premises in the City (single-family premises, multi-family premises, and commercial premises) in accordance with the Maximum Service Rates set forth in Exhibit 1 of the approved Amended Agreement and Exhibit A, attached hereto and incorporated herein by reference, and to approve annual adjustments to the Maximum Service Rates for inflation in accordance with the Amended Agreement (the "Proposed Rate Adjustments"); and

WHEREAS, City staff previously recommended that the City Council consider the Proposed Rate Adjustments following a public hearing held and noticed in accordance with the requirements of Section 6 of Article XIII D of the California Constitution ("Article XIII D") (also known as Proposition 218) and the Proposition 218 Omnibus Implementation Act (Government Code Section 53750, et seq.) ("Implementation Act"); and

WHEREAS, the City identified the parcels upon which the fee for Solid Waste Services is imposed the "Identified Parcels") and calculated the proposed Maximum Service Rates for the Identified Parcels; and

WHEREAS, in accordance with Article XIII D and the Implementation Act, the City provided written notice (the "Notice") by mail of the time and place of a public hearing on the Proposed Rate Adjustments to the record owner of each Identified Parcel and any tenant directly responsible for the payment of the fee for Solid Waste Services, which Notice included the Proposed Rate Adjustments, the basis upon which the proposed rates were calculated, the reason for the Proposed Rate Adjustments, and the date, time, and location of a public hearing on the Proposed Rate Adjustments; and

WHEREAS, pursuant to Article XIII D, the Notice was mailed not less than 45 days prior to the public hearing on the Proposed Rate Adjustments; and

WHEREAS, on July 16, 2025, the City Council held a public hearing on the Proposed Rate Adjustments in accordance with Article XIII D; and

WHEREAS, any owner of an Identified Parcel and any tenant that is directly responsible for the payment of the fee for Solid Waste Services could submit a written protest against the Proposed Rate Adjustments. However, only one written protest per parcel, filed by an owner or a tenant of the parcel, shall be counted in calculating a majority protest; and

WHEREAS, at the public hearing, the City Council considered all oral testimony, written materials, and written protests concerning the Proposed Rate Adjustments, and at the close of the public hearing, the City Council determined that there were not written protests against the Proposed Rate Adjustments submitted (and not withdrawn) representing a majority of the Identified Parcels, and therefore there was not a majority protest filed against the Proposed Rate Adjustments; and

WHEREAS, the City Council now desires to approve the Proposed Rate Adjustments; and

WHEREAS, City staff has evaluated the entering into of the Agreement and approval of the Proposed Rate Adjustments for purposes of compliance with the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) (CEQA) and the California CEQA Guidelines and has determined that approval of the Agreement and Proposed Rate Adjustments are intended to implement State mandated requirements of the California Senate Bill (SB) 1383, Short-lived Climate Pollutant Reduction Act of 2016. Pursuant to CEQA Guidelines Section 15308, Class 8, “Actions by Regulatory Agencies for Protection of the Environment,” these actions are exempt from further review under CEQA. The development and implementation of the amended services is a requirement of the California Department of Resources Recycling and Recovery (CalRecycle) and is exempt from CEQA because it is an action pursuant to a regulatory requirement to assure the protection of the environment and involves procedures for protection of the environment. Furthermore, the amended services apply to the City’s existing volume of generated solid waste, where there is no expansion of use, and is therefore exempt from the CEQA analysis based on State CEQA Guidelines requirements under Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class (1) "existing facilities."

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA AS FOLLOWS:

Section 1. The above recitals are true and correct and incorporated herein as if set forth in full.

Section 2. The Maximum Service Rates described in Exhibit A are hereby approved and shall become effective August 1, 2025.

Section 3. In addition, on July 1, 2027, July 1, 2028, and July 1, 2029, without holding additional public hearings under Proposition 218, each cost component of the Maximum Service Rates (the Operations Component and Disposal Component) is subject to annual automatic inflation adjustments as described herein. The Operations Component may be adjusted by an amount not to exceed the percentage change in the Consumer Price Index for Trash & Garbage Collection, U.S. City Average (Trash CPI) for the immediately previous 12-month period (March through February) plus one percent (+1%). For purposes of the adjustment, the Trash CPI is the Consumer Price Index for Trash and Garbage Collection (Series ID: CUUR0000SEHGO2) U.S. City Average (not seasonally adjusted) as maintained and published by the United States Bureau of Labor Statistics, or its successor index. Also, the Disposal Component may be adjusted in proportion to the increase or decrease in costs as determined by the percentage change in gate rates or tipping fees (including but not limited to all taxes and surcharges) at the appropriate facility(ies) not to exceed the percentage change in the Trash CPI +1%, as described above. Therefore, on each July 1st from 2027 through 2029, each rate may be adjusted by an amount not to exceed the percentage change in the Trash CPI +1% as described above. The City shall provide, or cause to be provided, written notice each year to the record property owners of parcels receiving Solid Waste Services and tenants who are directly responsible for paying the fee for Solid Waste Services at least thirty (30) days in advance of each annual inflationary increase taking effect.

Section 4. The City Council concurs with staff's CEQA determination set forth in the recitals.

Section 5. The City Clerk's Office of the City of South Pasadena shall certify the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

Section 6. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED by the City Council of the City of South Pasadena on this 16th day of July 2025.

Janet Braun,
Mayor

ATTEST:

Mark Perez,
Deputy City Clerk

APPROVED AS TO FORM:

Roxanne Diaz,
City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 16th day of July, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Mark Perez,
Deputy City Clerk

EXHIBIT A
MAXIMUM SERVICE RATES

*Rates may escalate on July 1, 2027, July 1, 2028, and July 1, 2029

MANUAL BARREL COLLECTION (Solid Waste + Recyclables + Organics)

SINGLE-FAMILY (1 UNIT)

Waste Type	*For Solid Waste, Recyclable Materials, and Organic Waste Collection*
Container Type	*Customers will be provided up to seven 32-gallon Barrels and can choose a mix of Black Barrels (for Solid Waste), Blue Barrels (for Recyclable Materials), and Green Barrels (for Organic Waste) with a minimum of one Barrel of each color. Additional Barrels, after seven, require additional fees. There is no change in rate for having less than seven Barrels.*
Frequency	*1x Collection per week (minimum and maximum)*

	DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1 UNIT	11.75	51.89	63.64	7.07	**$70.71**
EACH ADDITIONAL 32-GALLON BARREL	3.19	3.68	6.87	0.76	**$7.63**
ONE TIME DELIVERY CHARGE FOR ADD. BARREL	-	25.43	25.43	2.83	**28.26***

***One-time charge**

SINGLE-FAMILY (2-4 UNITS)

Waste Type	*For Solid Waste, Recyclable Materials, and Organic Waste Collection*
Container Type	*Customers will be provided up to seven 32-gallon Barrels **per unit** and can choose a mix of Black Barrels (for Solid Waste), Blue Barrels (for Recyclable Materials), and Green Barrels (for Organic Waste) with a minimum of one Barrel of each color **per unit**. Additional Barrels, after seven **per unit**, require additional fees. There is no change in rate for having less than seven Barrels **per unit**.*
Frequency	*1x Collection per week (minimum and maximum)*

	DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
2 UNITS	15.59	70.51	86.10	9.57	**$95.67**
3 UNITS	19.09	84.57	103.66	11.52	**$115.18**
4 UNITS	22.50	98.62	121.12	13.46	**$134.58**
EACH ADDITIONAL 32-GALLON BARREL	3.19	3.68	6.87	0.76	**$7.63**
ONE TIME DELIVERY CHARGE FOR ADD. BARREL	-	25.43	25.43	2.83	**28.26***

***One-time charge**

MULTI-FAMILY (5+ UNITS) - MANUAL BARREL COLLECTION SERVICES ARE NOT OFFERED TO MULTI-FAMILY CUSTOMERS

COMMERCIAL - SEE COMMERCIAL COLLECTION BELOW FOR MANUAL BARREL COLLECTION OPTIONS

AUTOMATED BIN COLLECTION (Solid Waste + Recyclables)

SINGLE-FAMILY (1 UNIT)

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 1.5 yard, 2 yard, 3 yard, 4 yard, and 6 yard Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required and Additional Services/Fees	*For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1.5 YARD BIN	1X per week	31.99	98.03	130.02	14.45	**$144.47**
+ ONE 96-GAL	2X per week	64.03	174.04	238.07	26.45	**$264.52**
BLUE CART	3X per week	96.06	215.84	311.90	34.66	**$346.56**
(1X PER WEEK)	4X per week	128.15	257.49	385.64	42.85	**$428.49**
	5X per week	160.18	299.28	459.46	51.05	**$510.51**
	6X per week	192.16	341.01	533.17	59.24	**$592.41**
2 YARD BIN	1X per week	42.44	103.39	145.83	16.20	**$162.03**
+ ONE 96-GAL	2X per week	84.86	184.19	269.05	29.89	**$298.94**

BLUE CART	3X per week	127.33	229.58	356.91	39.66	**$396.57**
(1X PER WEEK)	4X per week	169.79	274.81	444.60	49.40	**$494.00**
	5X per week	212.22	320.23	532.45	59.16	**$591.61**
	6X per week	254.68	365.54	620.22	68.91	**$689.13**
3 YARD BIN	1X per week	64.10	145.44	209.54	23.28	**$232.82**
+ ONE 96-GAL	2X per week	128.19	171.80	299.99	33.33	**$333.32**
BLUE CART	3X per week	192.32	197.96	390.28	43.36	**$433.64**
(1X PER WEEK)	4X per week	256.45	235.62	492.07	54.67	**$546.74**
	5X per week	320.53	279.13	599.66	66.63	**$666.29**
	6X per week	384.67	305.45	690.12	76.68	**$766.80**
4 YARD BIN	1X per week	75.39	170.21	245.60	27.29	**$272.89**
+ ONE 96-GAL	2X per week	200.01	265.38	465.39	51.71	**$517.10**
BLUE CART	3X per week	339.41	345.76	685.17	76.13	**$761.30**
(1X PER WEEK)	4X per week	473.74	431.23	904.97	100.55	**$1,005.52**
	5X per week	603.45	521.31	1124.76	124.97	**$1,249.73**
	6X per week	751.96	592.61	1344.57	149.40	**$1,493.97**
6 YARD BIN	1X per week	99.15	222.38	321.53	35.73	**$357.26**
+ ONE 96-GAL	2X per week	261.93	346.09	608.02	67.56	**$675.58**
BLUE CART	3X per week	443.84	450.70	894.54	99.39	**$993.93**
(1X PER WEEK)	4X per week	619.01	562.03	1181.04	131.23	**$1,312.27**
	5X per week	788.13	679.42	1467.55	163.06	**$1,630.61**
	6X per week	981.76	772.27	1754.03	194.89	**$1,948.92**

MULTI-UNIT DWELLINGS (2 UNITS OR MORE)

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 1.5 yard, 2 yard, 3 yard, 4 yard, or 6 yard Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required and Additional Services/Fees	*Monthly Bin Rental Fee must be added to monthly service charge. For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
BIN RENTAL FEE (in addition to per unit charge below)						
ALL OPTIONS	1.5 YARD BIN	5.16	21.73	26.89	2.99	**$29.88**
INCLUDE ONE	2 YARD BIN	7.09	29.46	36.55	4.06	**$40.61**
96-GALLON	3 YARD BIN	10.42	43.32	53.74	5.97	**$59.71**
BLUE CART	*4 YARD BIN	13.75	57.17	70.92	7.88	**$78.80**
(1X PER WEEK)	*6 YARD BIN	17.08	71.02	88.10	9.79	**$97.89**
		*Scout Service not available due to Bin Size				
1X PER WEEK	2 UNITS	15.59	70.51	86.10	9.57	**$95.67**
	3 UNITS	19.09	84.57	103.66	11.52	**$115.18**
	4 UNITS	22.50	98.62	121.12	13.46	**$134.58**
	5 UNITS	25.85	112.43	138.28	15.36	**$153.64**
	6 UNITS	28.06	121.96	150.02	16.67	**$166.69**
	7 UNITS	29.96	129.70	159.66	17.74	**$177.40**
	8 UNITS	31.74	137.54	169.28	18.81	**$188.09**
	9 UNITS	33.68	145.42	179.10	19.90	**$199.00**
	10 UNITS	35.54	153.19	188.73	20.97	**$209.70**
	11 UNITS	37.46	161.08	198.54	22.06	**$220.60**
	12 UNITS	39.26	168.79	208.05	23.12	**$231.17**
	13+ UNITS (add per unit)	3.20	13.16	16.36	1.82	**$18.18**
2X PER WEEK	2 UNITS	38.83	167.00	205.83	22.87	**$228.70**
	3 UNITS	40.91	175.80	216.71	24.08	**$240.79**

	4 UNITS	43.05	184.65	227.70	25.30	**$253.00**
	5 UNITS	45.16	193.45	238.61	26.51	**$265.12**
	6 UNITS	47.04	201.27	248.31	27.59	**$275.90**
	7 UNITS	49.16	210.10	259.26	28.81	**$288.07**
	8 UNITS	51.26	218.84	270.10	30.01	**$300.11**
	9 UNITS	53.32	227.57	280.89	31.21	**$312.10**
	10 UNITS	55.51	236.29	291.80	32.42	**$324.22**
	11 UNITS	57.63	245.05	302.68	33.63	**$336.31**
	12 UNITS	59.60	253.82	313.42	34.82	**$348.24**
	13+ UNITS (add per unit)	4.81	19.74	24.55	2.73	**$27.28**
3X PER WEEK	2 UNITS	66.07	283.49	349.56	38.84	**$388.40**
	3 UNITS	69.57	297.55	367.12	40.79	**$407.91**
	4 UNITS	72.98	311.60	384.58	42.73	**$427.31**
	5 UNITS	76.33	325.41	401.74	44.64	**$446.38**
	6 UNITS	78.92	334.32	413.24	45.92	**$459.16**
	7 UNITS	80.83	342.14	422.97	47.00	**$469.97**
	8 UNITS	82.73	350.07	432.80	48.09	**$480.89**
	9 UNITS	84.51	357.69	442.20	49.13	**$491.33**
	10 UNITS	86.65	366.09	452.74	50.30	**$503.04**
	11 UNITS	88.65	374.25	462.90	51.43	**$514.33**
	12 UNITS	90.54	382.94	473.48	52.61	**$526.09**
	13+ UNITS (add per unit)	6.31	26.39	32.70	3.63	**$36.33**
4X PER WEEK	2 UNITS	97.31	419.99	517.30	57.48	**$574.78**
	3 UNITS	99.39	428.78	528.17	58.69	**$586.86**
	4 UNITS	101.53	437.63	539.16	59.91	**$599.07**
	5 UNITS	103.64	446.43	550.07	61.12	**$611.19**
	6 UNITS	105.52	454.25	559.77	62.20	**$621.97**
	7 UNITS	107.64	463.08	570.72	63.41	**$634.13**
	8 UNITS	109.74	471.82	581.56	64.62	**$646.18**
	9 UNITS	111.80	480.55	592.35	65.82	**$658.17**
	10 UNITS	113.99	489.27	603.26	67.03	**$670.29**
	11 UNITS	116.11	498.03	614.14	68.24	**$682.38**
	12 UNITS	118.08	506.80	624.88	69.43	**$694.31**
	13+ UNITS (add per unit)	7.84	33.02	40.86	4.54	**$45.40**
5X PER WEEK	2 UNITS	132.55	576.48	709.03	78.78	**$787.81**
	3 UNITS	136.05	590.54	726.59	80.73	**$807.32**
	4 UNITS	139.46	604.59	744.05	82.67	**$826.72**
	5 UNITS	142.81	618.39	761.20	84.58	**$845.78**
	6 UNITS	145.40	627.30	772.70	85.86	**$858.56**
	7 UNITS	147.31	635.12	782.43	86.94	**$869.37**
	8 UNITS	149.21	643.06	792.27	88.03	**$880.30**
	9 UNITS	150.99	650.68	801.67	89.07	**$890.74**
	10 UNITS	153.13	659.07	812.20	90.24	**$902.44**
	11 UNITS	155.13	667.23	822.36	91.37	**$913.73**
	12 UNITS	157.02	675.93	832.95	92.55	**$925.50**
	13+ UNITS (add per unit)	9.37	39.65	49.02	5.45	**$54.47**
6X PER WEEK	2 UNITS	171.79	752.97	924.76	102.75	**$1,027.51**
	3 UNITS	173.87	761.77	935.64	103.96	**$1,039.60**
	4 UNITS	176.01	770.61	946.62	105.18	**$1,051.80**
	5 UNITS	178.12	779.42	957.54	106.39	**$1,063.93**
	6 UNITS	180.00	787.23	967.23	107.47	**$1,074.70**
	7 UNITS	182.12	796.06	978.18	108.69	**$1,086.87**

8 UNITS		184.22	804.80	989.02	109.89	**$1,098.91**
9 UNITS		186.28	813.53	999.81	111.09	**$1,110.90**
10 UNITS		188.47	822.26	1010.73	112.30	**$1,123.03**
11 UNITS		190.59	831.02	1021.61	113.51	**$1,135.12**
12 UNITS		192.56	839.79	1032.35	114.71	**$1,147.06**
13+ UNITS (add per unit)		10.90	46.28	57.18	6.35	**$63.53**

COMMERCIAL

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 32-gallon Barrel, 1.5 yard, 2 yard, 3 yard, 4 yard, 6 yard, or 3 yard compactor Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required and Additional Services/Fees	*For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1.5 YARD BIN	1X per week	31.99	98.03	130.02	14.45	**$144.47**
+ ONE 96-GAL	2X per week	64.03	174.04	238.07	26.45	**$264.52**
BLUE CART	3X per week	96.06	215.84	311.90	34.66	**$346.56**
(1X PER WEEK)	4X per week	128.15	257.49	385.64	42.85	**$428.49**
	5X per week	160.18	299.28	459.46	51.05	**$510.51**
	6X per week	192.16	341.01	533.17	59.24	**$592.41**
2 YARD BIN	1X per week	42.44	103.39	145.83	16.20	**$162.03**
+ ONE 96-GAL	2X per week	84.86	184.19	269.05	29.89	**$298.94**
BLUE CART	3X per week	127.33	229.58	356.91	39.66	**$396.57**
(1X PER WEEK)	4X per week	169.79	274.81	444.60	49.40	**$494.00**
	5X per week	212.22	320.23	532.45	59.16	**$591.61**
	6X per week	254.68	365.54	620.22	68.91	**$689.13**
3 YARD BIN	1X per week	64.10	145.44	209.54	23.28	**$232.82**
+ ONE 96-GAL	2X per week	128.19	171.80	299.99	33.33	**$333.32**
BLUE CART	3X per week	192.32	197.96	390.28	43.36	**$433.64**
(1X PER WEEK)	4X per week	256.45	235.62	492.07	54.67	**$546.74**
	5X per week	320.53	279.13	599.66	66.63	**$666.29**
	6X per week	384.67	305.45	690.12	76.68	**$766.80**
4 YARD BIN	1X per week	75.39	170.21	245.60	27.29	**$272.89**
+ ONE 96-GAL	2X per week	200.01	265.38	465.39	51.71	**$517.10**
BLUE CART	3X per week	339.41	345.76	685.17	76.13	**$761.30**
(1X PER WEEK)	4X per week	473.74	431.23	904.97	100.55	**$1,005.52**
	5X per week	603.45	521.31	1124.76	124.97	**$1,249.73**
	6X per week	751.96	592.61	1344.57	149.40	**$1,493.97**
6 YARD BIN	1X per week	99.15	222.38	321.53	35.73	**$357.26**
+ ONE 96-GAL	2X per week	261.93	346.09	608.02	67.56	**$675.58**
BLUE CART	3X per week	443.84	450.70	894.54	99.39	**$993.93**
(1X PER WEEK)	4X per week	619.01	562.03	1181.04	131.23	**$1,312.27**
	5X per week	788.13	679.42	1467.55	163.06	**$1,630.61**
	6X per week	981.76	772.27	1754.03	194.89	**$1,948.92**
3 YARD COMPACTOR BIN	1X per week	192.30	149.83	342.13	38.01	**$380.14**
+ ONE 96-GAL	2X per week	384.58	180.58	565.16	62.80	**$627.96**
BLUE CART	3X per week	576.97	211.13	788.10	87.57	**$875.67**
(1X PER WEEK)	4X per week	769.37	253.17	1022.54	113.62	**$1,136.16**
	5X per week	961.62	301.09	1262.71	140.30	**$1,403.01**
	6X per week	1154.01	331.80	1485.81	165.09	**$1,650.90**

COMMERCIAL MANUAL BARREL COLLECTION (PER 32-GALLON BARREL) + ONE 96-GALLON BLUE CART (1X PER WEEK) **Only one blue Cart regardless of number of barrels. For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates.*						
	1X per week	14.56	66.98	81.54	9.06	**$90.60**

ORGANICS COLLECTION

The organics collection services below are <u>required</u> for all single-family customers with automated bin service, multi-family customers, and commercial customers.

FOR SINGLE-FAMILY, MULTI-FAMILY, AND COMMERCIAL CUSTOMERS WITH AUTOMATED BIN COLLECTION

Waste Type — *For Organic Waste Collection Only (Food Scraps, Food-soiled Paper, Green Waste, etc.). Organic Waste Collection Service is required and Solid Waste and Recyclable Materials Collection Service is required in addition to this Organic Waste Collection Service.*

Container Type — *Option of 64-gallon Cart, 1.5 yard Bin, 2 yard Bin, or Roll-off (3 or 3+ yard Bins are not offered for Organics Collection)*

Frequency — *Option of 1x, 2x, 3x, 4x, or 5x Collections per week*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
64-GALLON CART (PRIMARY)	1X per week	-	160.76	160.76	17.86	**$178.62**
	2X per week	-	280.69	280.69	31.19	**$311.88**
	3X per week	-	400.60	400.60	44.51	**$445.11**
	4X per week	-	520.54	520.54	57.84	**$578.38**
	5X per week	-	640.46	640.46	71.16	**$711.62**
64-GALLON CART (EACH ADDITIONAL)	1X per week	-	136.31	136.31	15.15	**$151.46**
	2X per week	-	238.67	238.67	26.52	**$265.19**
	3X per week	-	341.10	341.10	37.90	**$379.00**
	4X per week	-	443.47	443.47	49.27	**$492.74**
	5X per week	-	545.88	545.88	60.65	**$606.53**
1.5 YARD BIN (PRIMARY)	1X per week	-	337.40	337.40	37.49	**$374.89**
	2X per week	-	655.15	655.15	72.79	**$727.94**
	3X per week	-	974.54	974.54	108.28	**$1,082.82**
	4X per week	-	1292.28	1292.28	143.59	**$1,435.87**
	5X per week	-	1611.67	1611.67	179.07	**$1,790.74**
1.5 YARD BIN (EACH ADDITIONAL)	1X per week	-	276.88	276.88	30.76	**$307.64**
	2X per week	-	539.80	539.80	59.98	**$599.78**
	3X per week	-	804.55	804.55	89.39	**$893.94**
	4X per week	-	1067.70	1067.70	118.63	**$1,186.33**
	5X per week	-	1332.43	1332.43	148.05	**$1,480.48**
2 YARD BIN (PRIMARY)	1X per week	-	399.64	399.64	44.40	**$444.04**
	2X per week	-	779.63	779.63	86.63	**$866.26**
	3X per week	-	1157.98	1157.98	128.66	**$1,286.64**
	4X per week	-	1537.96	1537.96	170.88	**$1,708.84**
	5X per week	-	1917.95	1917.95	213.11	**$2,131.06**
2 YARD BIN (EACH ADDITIONAL)	1X per week	-	312.29	312.29	34.70	**$346.99**
	2X per week	-	613.04	613.04	68.12	**$681.16**
	3X per week	-	913.31	913.31	101.48	**$1,014.79**
	4X per week	-	1214.46	1214.46	134.94	**$1,349.40**
	5X per week	-	1516.00	1516.00	168.44	**$1,684.44**
ORGANICS OPEN ROLL-OFF OR COMPACTOR ROLL-OFF						
	Haul Rate		304.20	304.20	33.80	**$338.00**
	Disposal/Ton Rate		153.79	153.79	17.09	**$170.88**

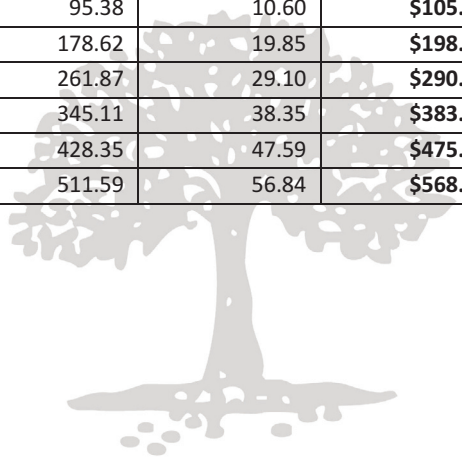
RECYCLABLE MATERIALS COLLECTION
Effective August 1, 2025

All customers receive Recyclable Materials Collection as part of their Solid Waste Collection Service. Single-family customers with automated bin service, multi-family customers, and commercial customers who wish to increase their Recycling Collection Services may add the services listed below for an additional fee.

FOR SINGLE-FAMILY, MULTI-FAMILY, AND COMMERCIAL CUSTOMERS WITH AUTOMATED BIN COLLECTION

Waste Type	*For additional Recyclable Materials Collection Only.*
Container Type	*Option of 96-gallon Cart, 1.5 yard, 2 yard, 3 yard, 4 yard, 6 yard Bin*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
96-GALLON CART	1X per week	0.00	47.58	47.58	5.29	**$52.87**
	2X per week	0.00	94.17	94.17	10.46	**$104.63**
	3X per week	0.00	140.75	140.75	15.64	**$156.39**
	4X per week	0.00	187.34	187.34	20.82	**$208.16**
	5X per week	0.00	233.92	233.92	25.99	**$259.91**
	6X per week	0.00	280.51	280.51	31.17	**$311.68**
1.5 YARD BIN	1X per week	0.00	59.10	59.10	6.57	**$65.67**
	2X per week	0.00	112.35	112.35	12.48	**$124.83**
	3X per week	0.00	165.60	165.60	18.40	**$184.00**
	4X per week	0.00	218.85	218.85	24.32	**$243.17**
	5X per week	0.00	272.10	272.10	30.23	**$302.33**
	6X per week	0.00	325.35	325.35	36.15	**$361.50**
2 YARD BIN	1X per week	0.00	63.03	63.03	7.00	**$70.03**
	2X per week	0.00	119.62	119.62	13.29	**$132.91**
	3X per week	0.00	176.20	176.20	19.58	**$195.78**
	4X per week	0.00	232.78	232.78	25.86	**$258.64**
	5X per week	0.00	289.36	289.36	32.15	**$321.51**
	6X per week	0.00	345.95	345.95	38.44	**$384.39**
3 YARD BIN	1X per week	0.00	70.66	70.66	7.85	**$78.51**
	2X per week	0.00	133.91	133.91	14.88	**$148.79**
	3X per week	0.00	197.16	197.16	21.91	**$219.07**
	4X per week	0.00	260.41	260.41	28.93	**$289.34**
	5X per week	0.00	323.65	323.65	35.96	**$359.61**
	6X per week	0.00	386.90	386.90	42.99	**$429.89**
4 YARD BIN	1X per week	0.00	78.70	78.70	8.74	**$87.44**
	2X per week	0.00	148.62	148.62	16.51	**$165.13**
	3X per week	0.00	218.53	218.53	24.28	**$242.81**
	4X per week	0.00	288.44	288.44	32.05	**$320.49**
	5X per week	0.00	358.35	358.35	39.82	**$398.17**
	6X per week	0.00	428.27	428.27	47.59	**$475.86**
6 YARD BIN	1X per week	0.00	95.38	95.38	10.60	**$105.98**
	2X per week	0.00	178.62	178.62	19.85	**$198.47**
	3X per week	0.00	261.87	261.87	29.10	**$290.97**
	4X per week	0.00	345.11	345.11	38.35	**$383.46**
	5X per week	0.00	428.35	428.35	47.59	**$475.94**
	6X per week	0.00	511.59	511.59	56.84	**$568.43**



CITY OF SOUTH PASADENA
Public Works Department
1414 Mission Street
South Pasadena, CA 91030-3298

PRESORTED STD
U.S. Postage
PAID
PMM

INSIDE

Notice of Public Hearing On Proposed Adjustments to the Maximum Service Rates for Solid Waste Services

July 16, 2025 • 7:00 p.m.

City Hall Council Chambers
1424 Mission Street
South Pasadena, CA 91030

NOTICE OF PUBLIC HEARING IN CONNECTION WITH PROPOSED ADJUSTMENTS TO THE MAXIMUM SERVICE RATES FOR SOLID WASTE SERVICES

July 16, 2025 • 7:00 p.m.

City Hall Council Chambers
1424 Mission Street • South Pasadena, CA 91030

See inside for complete details.



CITY OF SOUTH PASADENA
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: (626) 403-7210 ▪ FAX: (626) 403-7211
WWW.SOUTHPASADENACA.GOV

NOTICE OF PUBLIC HEARING IN CONNECTION WITH PROPOSED ADJUSTMENTS TO THE MAXIMUM SERVICE RATES FOR SOLID WASTE SERVICES

Dear City of South Pasadena Customer/Owner of Record:

This notice is to inform you of a public hearing on proposed rate adjustments due to the implementation of a third waste stream/source-separated recycling collection services in the City of South Pasadena.

PUBLIC HEARING

NOTICE IS HEREBY GIVEN that on **Wednesday, July 16, 2025, at 7:00 p.m.**, or as soon thereafter as the matter may be heard, the City Council of the City of South Pasadena will hold a public hearing in the Council Chambers of City Hall, 1424 Mission Street, South Pasadena, CA 91030, to consider approving proposed adjustments to the Maximum Service Rates ("Rates") for the collection, transfer, transportation, recycling, processing, and disposal of solid waste ("Solid Waste Services").

The public hearing will be conducted in accordance with California Constitution Article XIII D, Section 6 (also known as Proposition 218). This notice is being sent to record owners of properties in the City that are subject to the Rates and to tenants that are directly responsible for paying for Solid Waste Services. As a result, you may receive duplicates of this notice.

Please check the agenda for the July 16, 2025 City Council meeting once it is posted on the City's website for additional information about how you can participate in the public hearing. Currently, members of the public have the option to participate in City Council meetings in person or virtually via Zoom or written public comment.

THE PROPOSED ADUSTMENTS TO THE MAXIMUM SERVICE RATES -- CHANGES TO THE ANNUAL RATE ADJUSTMENT FORMULA

The City currently contracts with a private solid waste hauler, Arakelian Enterprises, Inc. (dba Athens Services) ("Athens"), to provide Solid Waste Services. On May 21, 2025, the City Council approved a first amended and restated agreement ("Amended Agreement") with Athens to add a third waste stream/source-separated recycling services to the current Solid Waste Services. The Amended Agreement will help ensure that the City complies with State law, including Senate Bill (SB)1383, the Short-Lived Climate Pollutant Reduction Act, and the SB 1383 Regulations, which require the City to provide organic waste collection services and meet organic waste processing requirements.

In connection with the City's current agreement with Athens, on October 2, 2024, following a public hearing, the City Council approved initial Rate increases effective on January 1, 2025, and a formula for adjusting the Rates on July 1, 2025, July 1, 2026, July 1, 2027 and July 1, 2028 without the need to hold additional public hearings. **The Amended Agreement will add a third waste stream/source-separated recycling collection services for all Solid Waste customers without an immediate increase to Rates.** Instead, the City is proposing a change in the current annual rate adjustment formula to cover the cost of providing the added recycling collection services. If the proposed Rate

adjustments are approved by City Council, Rates will not be adjusted on July 1, 2025 and July 1, 2026. In addition, the Rates may be adjusted on July 1, 2027, July 1, 2028, and July 1, 2029 using the new annual rate adjustment formula without holding additional public hearings. The Amended Agreement will not become effective unless the City Council approves the proposed Rate adjustments.

The current Rates and proposed Rates for additional optional recycling collection services are shown on the attached chart. Each Rate applies to a specific type and frequency of service, and is calculated by adding together the Operations Component, Disposal Component (if applicable), and the Franchise Fee Component. The Operations Component includes Athens' costs of collecting and transporting Solid Waste, the Disposal Component includes Athens' per ton costs of processing and disposing of Solid Waste, and the Franchise Fee Component is calculated as ten percent (10%) of the Rate.

If the new annual rate adjustment formula is approved by the City Council, on July 1, 2027, July 1, 2028, and July 1, 2029, without holding additional public hearings, the Operations Component may be adjusted by an amount not to exceed the percentage change in the Consumer Price Index for Trash and Garbage Collection (Trash CPI) for the immediately previous 12-month period (March through February) plus one percent (1%). For purposes of the adjustment, the Trash CPI is the Consumer Price Index for Trash and Garbage Collection Series ID: CUUR0000SEHGO2, Not Seasonally Adjusted, U.S. City Average as maintained and published by the United States Bureau of Labor Statistics, or its successor index. Also, the Disposal Component may be adjusted in proportion to the increase or decrease in costs as determined by the percentage change in gate rates or tipping fees (including but not limited to all taxes and surcharges) at the appropriate facility(ies) not to exceed the percentage change in the Trash CPI plus one percent (+1%), as described above. Therefore, on each July 1st from 2027 through 2029, each Rate may be adjusted by an amount not to exceed the percentage change in the Trash CPI plus one percent (+1%), as described above.

PROPOSED CHANGES TO SOLID WASTE SERVICES

Single-Family Customers (1-4 units) with Manual Barrel Collection Service will see no immediate changes to their current solid waste rates. In addition, the July 1, 2025 and July 1, 2026 annual rate adjustments will be waived and there will be no increases to Rates until the annual rate adjustment on July 1, 2027, which will use the new annual rate adjustment formula as described above. If the Amended Agreement becomes effective, Athens will provide these customers with a minimum of one thirty-two (32) gallon black barrel (for solid waste), one thirty-two (32) gallon blue barrel (for recyclables), one thirty-two (32) gallon green barrel (for organics), and up to four additional barrels, any combination of black, blue, or green, for a maximum of seven (7) barrels total. Additional Rates for barrels after seven are shown in the attached chart. The timeline of new barrel deployment is dependent upon approval of the proposed Rate adjustments. More information regarding new barrel deployment, old barrel collection, and new three-stream collection services will be provided to all customers prior to any changes.

Single-Family, Multi-Family, and Commercial Customers with Automated Bin (Dumpster) Service will see no immediate changes to their current solid waste rates. In addition, the July 1, 2025 and July 1, 2026 annual rate adjustments will be waived and there will be no increases to Rates until the annual rate adjustment on July 1, 2027, which will use the new annual rate adjustment formula as described above. If the Amended Agreement becomes effective, Athens will provide these customers with one ninety-six (96) gallon blue cart for recyclable materials, serviced one time per week, in addition to their current solid waste services. If these customers choose to increase the service level for recycling collection services by volume or frequency, additional Rates will apply as shown in the attached chart. These customers will also still be required to subscribe to organics collection services as required under the City's current agreement with Athens and the South Pasadena Municipal Code (Ch. 16, Art. 5). The timeline of new blue cart deployment is dependent upon approval of the proposed Rate adjustments. More information regarding new blue cart deployment and new three-stream collection services will be provided to all customers prior to any changes.

To view the complete current rate schedules, visit www.SouthPasadenaCA.gov.

If the proposed Rate adjustments are not approved, and the Amended Agreement does not become effective, Solid Waste Services will continue to be provided in accordance with the City's existing agreement with Athens. In addition, the Rates may be adjusted on July 1, 2025, July 1, 2026, July 1, 2027, and July 1, 2028 in accordance with the formula for adjusting Rates that the City Council approved on October 2, 2024.

PUBLIC HEARING AND PROTEST PROCESS

At the public hearing, the City Council will hear and consider all objections or protests to the proposed Rate adjustments. Any record owner of property subject to the Rates and any tenant that is directly liable for paying for Solid Waste Services (each, a "customer") may submit a written protest against the proposed Rate adjustments. If a parcel has more than one customer, only one written protest against the proposed Rate adjustments will be counted in determining the existence of a majority protest against the proposed Rate adjustments. A majority protest against the proposed Rate adjustments will exist if at the end of the public hearing, there are written protests submitted (and not withdrawn) by a majority of the customers subject to the proposed Rate adjustments. The City Council cannot adopt the proposed Rate adjustments if a majority protest exists.

How to Submit a Written Protest. To be counted in determining the existence of a majority protest against the proposed Rate adjustments, a protest must: (1) be in writing, (2) identify the parcel subject to the proposed Rate adjustments (by assessor's parcel number or service street address), (3) state opposition to the proposed Rate adjustments, and (4) include the name and original signature of the customer submitting the protest.

Written protests may be delivered in person to the City Clerk during the public hearing. Written protests may also be submitted prior to the public hearing by mail or personal delivery to the Office of the City Clerk at 1414 Mission Street, South Pasadena, CA 91030. Protests that are mailed or delivered to the Office of the City Clerk must be received (not postmarked) at City Hall prior to 12:00 p.m. on July 16, 2025 to be counted. Emailed and faxed protests will not be accepted.

If you have any questions regarding the proposed Rate adjustments or would like to view the current rate schedule, please contact the City of South Pasadena Public Works Department at (626) 403-7240 or visit www.SouthPasadenaCA.gov.

CITY OF SOUTH PASADENA
PROPOSED SCHEDULE OF RATES
Rates may escalate on July 1, 2027, July 1, 2028, and July 1, 2029

MANUAL BARREL COLLECTION (Solid Waste + Recyclables + Organics)

SINGLE-FAMILY (1 UNIT)

Waste Type	*For Solid Waste, Recyclable Materials, and Organic Waste Collection*
Container Type	*Customers will be provided up to seven 32-gallon Barrels and can choose a mix of Black Barrels (for Solid Waste), Blue Barrels (for Recyclable Materials), and Green Barrels (for Organic Waste) with a minimum of one Barrel of each color. Additional Barrels, after seven, require additional fees. There is no change in rate for having less than seven Barrels.*
Frequency	*1x Collection per week (minimum and maximum)*

	DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1 UNIT	11.75	51.89	63.64	7.07	**$70.71**
EACH ADDITIONAL 32-GALLON BARREL	3.19	3.68	6.87	0.76	**$7.63**
ONE TIME DELIVERY CHARGE FOR ADD. BARREL	-	25.43	25.43	2.83	**28.26***

***One-time charge**

SINGLE-FAMILY (2-4 UNITS)

Waste Type	*For Solid Waste, Recyclable Materials, and Organic Waste Collection*
Container Type	*Customers will be provided up to seven 32-gallon Barrels **per unit** and can choose a mix of Black Barrels (for Solid Waste), Blue Barrels (for Recyclable Materials), and Green Barrels (for Organic Waste) with a minimum of one Barrel of each color **per unit**. Additional Barrels, after seven **per unit**, require additional fees. There is no change in rate for having less than seven Barrels **per unit**.*
Frequency	*1x Collection per week (minimum and maximum)*

	DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
2 UNITS	15.59	70.51	86.10	9.57	**$95.67**
3 UNITS	19.09	84.57	103.66	11.52	**$115.18**
4 UNITS	22.50	98.62	121.12	13.46	**$134.58**
EACH ADDITIONAL 32-GALLON BARREL	3.19	3.68	6.87	0.76	**$7.63**
ONE TIME DELIVERY CHARGE FOR ADD. BARREL	-	25.43	25.43	2.83	**28.26***

***One-time charge**

MULTI-FAMILY (5+ UNITS) - MANUAL BARREL COLLECTION SERVICES ARE NOT OFFERED TO MULTI-FAMILY CUSTOMERS

COMMERCIAL - SEE COMMERCIAL COLLECTION BELOW FOR MANUAL BARREL COLLECTION OPTIONS

AUTOMATED BIN COLLECTION (Solid Waste + Recyclables)

SINGLE-FAMILY (1 UNIT)

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 1.5 yard, 2 yard, 3 yard, 4 yard, and 6 yard Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required and Additional Services/Fees	*For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1.5 YARD BIN	1X per week	31.99	98.03	130.02	14.45	**$144.47**
+ ONE 96-GAL	2X per week	64.03	174.04	238.07	26.45	**$264.52**
BLUE CART	3X per week	96.06	215.84	311.90	34.66	**$346.56**
(1X PER WEEK)	4X per week	128.15	257.49	385.64	42.85	**$428.49**
	5X per week	160.18	299.28	459.46	51.05	**$510.51**
	6X per week	192.16	341.01	533.17	59.24	**$592.41**
2 YARD BIN	1X per week	42.44	103.39	145.83	16.20	**$162.03**
+ ONE 96-GAL	2X per week	84.86	184.19	269.05	29.89	**$298.94**

BLUE CART	3X per week	127.33	229.58	356.91	39.66	**$396.57**
(1X PER WEEK)	4X per week	169.79	274.81	444.60	49.40	**$494.00**
	5X per week	212.22	320.23	532.45	59.16	**$591.61**
	6X per week	254.68	365.54	620.22	68.91	**$689.13**
3 YARD BIN	1X per week	64.10	145.44	209.54	23.28	**$232.82**
+ ONE 96-GAL	2X per week	128.19	171.80	299.99	33.33	**$333.32**
BLUE CART	3X per week	192.32	197.96	390.28	43.36	**$433.64**
(1X PER WEEK)	4X per week	256.45	235.62	492.07	54.67	**$546.74**
	5X per week	320.53	279.13	599.66	66.63	**$666.29**
	6X per week	384.67	305.45	690.12	76.68	**$766.80**
4 YARD BIN	1X per week	75.39	170.21	245.60	27.29	**$272.89**
+ ONE 96-GAL	2X per week	200.01	265.38	465.39	51.71	**$517.10**
BLUE CART	3X per week	339.41	345.76	685.17	76.13	**$761.30**
(1X PER WEEK)	4X per week	473.74	431.23	904.97	100.55	**$1,005.52**
	5X per week	603.45	521.31	1124.76	124.97	**$1,249.73**
	6X per week	751.96	592.61	1344.57	149.40	**$1,493.97**
6 YARD BIN	1X per week	99.15	222.38	321.53	35.73	**$357.26**
+ ONE 96-GAL	2X per week	261.93	346.09	608.02	67.56	**$675.58**
BLUE CART	3X per week	443.84	450.70	894.54	99.39	**$993.93**
(1X PER WEEK)	4X per week	619.01	562.03	1181.04	131.23	**$1,312.27**
	5X per week	788.13	679.42	1467.55	163.06	**$1,630.61**
	6X per week	981.76	772.27	1754.03	194.89	**$1,948.92**

MULTI-UNIT DWELLINGS (2 UNITS OR MORE)

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 1.5 yard, 2 yard, 3 yard, 4 yard, or 6 yard Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required and Additional Services/Fees	*Monthly Bin Rental Fee must be added to monthly service charge. For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
BIN RENTAL FEE (in addition to per unit charge below)						
ALL OPTIONS	1.5 YARD BIN	5.16	21.73	26.89	2.99	**$29.88**
INCLUDE ONE	2 YARD BIN	7.09	29.46	36.55	4.06	**$40.61**
96-GALLON	3 YARD BIN	10.42	43.32	53.74	5.97	**$59.71**
BLUE CART	*4 YARD BIN	13.75	57.17	70.92	7.88	**$78.80**
(1X PER WEEK)	*6 YARD BIN	17.08	71.02	88.10	9.79	**$97.89**
		*Scout Service not available due to Bin Size				
1X PER WEEK	2 UNITS	15.59	70.51	86.10	9.57	**$95.67**
	3 UNITS	19.09	84.57	103.66	11.52	**$115.18**
	4 UNITS	22.50	98.62	121.12	13.46	**$134.58**
	5 UNITS	25.85	112.43	138.28	15.36	**$153.64**
	6 UNITS	28.06	121.96	150.02	16.67	**$166.69**
	7 UNITS	29.96	129.70	159.66	17.74	**$177.40**
	8 UNITS	31.74	137.54	169.28	18.81	**$188.09**
	9 UNITS	33.68	145.42	179.10	19.90	**$199.00**
	10 UNITS	35.54	153.19	188.73	20.97	**$209.70**
	11 UNITS	37.46	161.08	198.54	22.06	**$220.60**
	12 UNITS	39.26	168.79	208.05	23.12	**$231.17**
	13+ UNITS (add per unit)	3.20	13.16	16.36	1.82	**$18.18**
2X PER WEEK	2 UNITS	38.83	167.00	205.83	22.87	**$228.70**
	3 UNITS	40.91	175.80	216.71	24.08	**$240.79**

	4 UNITS	43.05	184.65	227.70	25.30	**$253.00**
	5 UNITS	45.16	193.45	238.61	26.51	**$265.12**
	6 UNITS	47.04	201.27	248.31	27.59	**$275.90**
	7 UNITS	49.16	210.10	259.26	28.81	**$288.07**
	8 UNITS	51.26	218.84	270.10	30.01	**$300.11**
	9 UNITS	53.32	227.57	280.89	31.21	**$312.10**
	10 UNITS	55.51	236.29	291.80	32.42	**$324.22**
	11 UNITS	57.63	245.05	302.68	33.63	**$336.31**
	12 UNITS	59.60	253.82	313.42	34.82	**$348.24**
	13+ UNITS (add per unit)	4.81	19.74	24.55	2.73	**$27.28**
3X PER WEEK	2 UNITS	66.07	283.49	349.56	38.84	**$388.40**
	3 UNITS	69.57	297.55	367.12	40.79	**$407.91**
	4 UNITS	72.98	311.60	384.58	42.73	**$427.31**
	5 UNITS	76.33	325.41	401.74	44.64	**$446.38**
	6 UNITS	78.92	334.32	413.24	45.92	**$459.16**
	7 UNITS	80.83	342.14	422.97	47.00	**$469.97**
	8 UNITS	82.73	350.07	432.80	48.09	**$480.89**
	9 UNITS	84.51	357.69	442.20	49.13	**$491.33**
	10 UNITS	86.65	366.09	452.74	50.30	**$503.04**
	11 UNITS	88.65	374.25	462.90	51.43	**$514.33**
	12 UNITS	90.54	382.94	473.48	52.61	**$526.09**
	13+ UNITS (add per unit)	6.31	26.39	32.70	3.63	**$36.33**
4X PER WEEK	2 UNITS	97.31	419.99	517.30	57.48	**$574.78**
	3 UNITS	99.39	428.78	528.17	58.69	**$586.86**
	4 UNITS	101.53	437.63	539.16	59.91	**$599.07**
	5 UNITS	103.64	446.43	550.07	61.12	**$611.19**
	6 UNITS	105.52	454.25	559.77	62.20	**$621.97**
	7 UNITS	107.64	463.08	570.72	63.41	**$634.13**
	8 UNITS	109.74	471.82	581.56	64.62	**$646.18**
	9 UNITS	111.80	480.55	592.35	65.82	**$658.17**
	10 UNITS	113.99	489.27	603.26	67.03	**$670.29**
	11 UNITS	116.11	498.03	614.14	68.24	**$682.38**
	12 UNITS	118.08	506.80	624.88	69.43	**$694.31**
	13+ UNITS (add per unit)	7.84	33.02	40.86	4.54	**$45.40**
5X PER WEEK	2 UNITS	132.55	576.48	709.03	78.78	**$787.81**
	3 UNITS	136.05	590.54	726.59	80.73	**$807.32**
	4 UNITS	139.46	604.59	744.05	82.67	**$826.72**
	5 UNITS	142.81	618.39	761.20	84.58	**$845.78**
	6 UNITS	145.40	627.30	772.70	85.86	**$858.56**
	7 UNITS	147.31	635.12	782.43	86.94	**$869.37**
	8 UNITS	149.21	643.06	792.27	88.03	**$880.30**
	9 UNITS	150.99	650.68	801.67	89.07	**$890.74**
	10 UNITS	153.13	659.07	812.20	90.24	**$902.44**
	11 UNITS	155.13	667.23	822.36	91.37	**$913.73**
	12 UNITS	157.02	675.93	832.95	92.55	**$925.50**
	13+ UNITS (add per unit)	9.37	39.65	49.02	5.45	**$54.47**
6X PER WEEK	2 UNITS	171.79	752.97	924.76	102.75	**$1,027.51**
	3 UNITS	173.87	761.77	935.64	103.96	**$1,039.60**
	4 UNITS	176.01	770.61	946.62	105.18	**$1,051.80**
	5 UNITS	178.12	779.42	957.54	106.39	**$1,063.93**
	6 UNITS	180.00	787.23	967.23	107.47	**$1,074.70**
	7 UNITS	182.12	796.06	978.18	108.69	**$1,086.87**

8 UNITS		184.22	804.80	989.02	109.89	**$1,098.91**
9 UNITS		186.28	813.53	999.81	111.09	**$1,110.90**
10 UNITS		188.47	822.26	1010.73	112.30	**$1,123.03**
11 UNITS		190.59	831.02	1021.61	113.51	**$1,135.12**
12 UNITS		192.56	839.79	1032.35	114.71	**$1,147.06**
13+ UNITS (add per unit)		10.90	46.28	57.18	6.35	**$63.53**

COMMERCIAL

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 32-gallon Barrel, 1.5 yard, 2 yard, 3 yard, 4 yard, 6 yard, or 3 yard compactor Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required and Additional Services/Fees	*For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1.5 YARD BIN	1X per week	31.99	98.03	130.02	14.45	**$144.47**
+ ONE 96-GAL	2X per week	64.03	174.04	238.07	26.45	**$264.52**
BLUE CART	3X per week	96.06	215.84	311.90	34.66	**$346.56**
(1X PER WEEK)	4X per week	128.15	257.49	385.64	42.85	**$428.49**
	5X per week	160.18	299.28	459.46	51.05	**$510.51**
	6X per week	192.16	341.01	533.17	59.24	**$592.41**
2 YARD BIN	1X per week	42.44	103.39	145.83	16.20	**$162.03**
+ ONE 96-GAL	2X per week	84.86	184.19	269.05	29.89	**$298.94**
BLUE CART	3X per week	127.33	229.58	356.91	39.66	**$396.57**
(1X PER WEEK)	4X per week	169.79	274.81	444.60	49.40	**$494.00**
	5X per week	212.22	320.23	532.45	59.16	**$591.61**
	6X per week	254.68	365.54	620.22	68.91	**$689.13**
3 YARD BIN	1X per week	64.10	145.44	209.54	23.28	**$232.82**
+ ONE 96-GAL	2X per week	128.19	171.80	299.99	33.33	**$333.32**
BLUE CART	3X per week	192.32	197.96	390.28	43.36	**$433.64**
(1X PER WEEK)	4X per week	256.45	235.62	492.07	54.67	**$546.74**
	5X per week	320.53	279.13	599.66	66.63	**$666.29**
	6X per week	384.67	305.45	690.12	76.68	**$766.80**
4 YARD BIN	1X per week	75.39	170.21	245.60	27.29	**$272.89**
+ ONE 96-GAL	2X per week	200.01	265.38	465.39	51.71	**$517.10**
BLUE CART	3X per week	339.41	345.76	685.17	76.13	**$761.30**
(1X PER WEEK)	4X per week	473.74	431.23	904.97	100.55	**$1,005.52**
	5X per week	603.45	521.31	1124.76	124.97	**$1,249.73**
	6X per week	751.96	592.61	1344.57	149.40	**$1,493.97**
6 YARD BIN	1X per week	99.15	222.38	321.53	35.73	**$357.26**
+ ONE 96-GAL	2X per week	261.93	346.09	608.02	67.56	**$675.58**
BLUE CART	3X per week	443.84	450.70	894.54	99.39	**$993.93**
(1X PER WEEK)	4X per week	619.01	562.03	1181.04	131.23	**$1,312.27**
	5X per week	788.13	679.42	1467.55	163.06	**$1,630.61**
	6X per week	981.76	772.27	1754.03	194.89	**$1,948.92**
3 YARD COMPACTOR BIN	1X per week	192.30	149.83	342.13	38.01	**$380.14**
+ ONE 96-GAL	2X per week	384.58	180.58	565.16	62.80	**$627.96**
BLUE CART	3X per week	576.97	211.13	788.10	87.57	**$875.67**
(1X PER WEEK)	4X per week	769.37	253.17	1022.54	113.62	**$1,136.16**
	5X per week	961.62	301.09	1262.71	140.30	**$1,403.01**
	6X per week	1154.01	331.80	1485.81	165.09	**$1,650.90**

COMMERCIAL MANUAL BARREL COLLECTION (PER 32-GALLON BARREL) + ONE 96-GALLON BLUE CART (1X PER WEEK) **Only one blue Cart regardless of number of barrels. For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates.*						
	1X per week	14.56	66.98	81.54	9.06	**$90.60**

ORGANICS COLLECTION

The organics collection services below are required for all single-family customers with automated bin service, multi-family customers, and commercial customers.

FOR SINGLE-FAMILY, MULTI-FAMILY, AND COMMERCIAL CUSTOMERS WITH AUTOMATED BIN COLLECTION

Waste Type — *For Organic Waste Collection Only (Food Scraps, Food-soiled Paper, Green Waste, etc.). Organic Waste Collection Service is required and Solid Waste and Recyclable Materials Collection Service is required in addition to this Organic Waste Collection Service.*

Container Type — *Option of 64-gallon Cart, 1.5 yard Bin, 2 yard Bin, or Roll-off (3 or 3+ yard Bins are not offered for Organics Collection)*

Frequency — *Option of 1x, 2x, 3x, 4x, or 5x Collections per week*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
64-GALLON CART (PRIMARY)	1X per week	-	160.76	160.76	17.86	**$178.62**
	2X per week	-	280.69	280.69	31.19	**$311.88**
	3X per week	-	400.60	400.60	44.51	**$445.11**
	4X per week	-	520.54	520.54	57.84	**$578.38**
	5X per week	-	640.46	640.46	71.16	**$711.62**
64-GALLON CART (EACH ADDITIONAL)	1X per week	-	136.31	136.31	15.15	**$151.46**
	2X per week	-	238.67	238.67	26.52	**$265.19**
	3X per week	-	341.10	341.10	37.90	**$379.00**
	4X per week	-	443.47	443.47	49.27	**$492.74**
	5X per week	-	545.88	545.88	60.65	**$606.53**
1.5 YARD BIN (PRIMARY)	1X per week	-	337.40	337.40	37.49	**$374.89**
	2X per week	-	655.15	655.15	72.79	**$727.94**
	3X per week	-	974.54	974.54	108.28	**$1,082.82**
	4X per week	-	1292.28	1292.28	143.59	**$1,435.87**
	5X per week	-	1611.67	1611.67	179.07	**$1,790.74**
1.5 YARD BIN (EACH ADDITIONAL)	1X per week	-	276.88	276.88	30.76	**$307.64**
	2X per week	-	539.80	539.80	59.98	**$599.78**
	3X per week	-	804.55	804.55	89.39	**$893.94**
	4X per week	-	1067.70	1067.70	118.63	**$1,186.33**
	5X per week	-	1332.43	1332.43	148.05	**$1,480.48**
2 YARD BIN (PRIMARY)	1X per week	-	399.64	399.64	44.40	**$444.04**
	2X per week	-	779.63	779.63	86.63	**$866.26**
	3X per week	-	1157.98	1157.98	128.66	**$1,286.64**
	4X per week	-	1537.96	1537.96	170.88	**$1,708.84**
	5X per week	-	1917.95	1917.95	213.11	**$2,131.06**
2 YARD BIN (EACH ADDITIONAL)	1X per week	-	312.29	312.29	34.70	**$346.99**
	2X per week	-	613.04	613.04	68.12	**$681.16**
	3X per week	-	913.31	913.31	101.48	**$1,014.79**
	4X per week	-	1214.46	1214.46	134.94	**$1,349.40**
	5X per week	-	1516.00	1516.00	168.44	**$1,684.44**
ORGANICS OPEN ROLL-OFF OR COMPACTOR ROLL-OFF						
	Haul Rate		304.20	304.20	33.80	**$338.00**
	Disposal/Ton Rate		153.79	153.79	17.09	**$170.88**

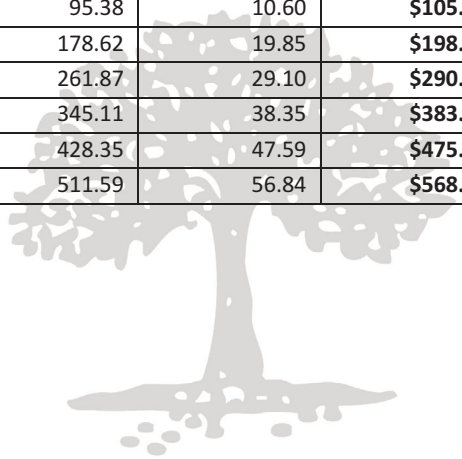
RECYCLABLE MATERIALS COLLECTION
Effective August 1, 2025

All customers receive Recyclable Materials Collection as part of their Solid Waste Collection Service. Single-family customers with automated bin service, multi-family customers, and commercial customers who wish to increase their Recycling Collection Services may add the services listed below for an additional fee.

FOR SINGLE-FAMILY, MULTI-FAMILY, AND COMMERCIAL CUSTOMERS WITH AUTOMATED BIN COLLECTION

Waste Type	*For additional Recyclable Materials Collection Only.*
Container Type	*Option of 96-gallon Cart, 1.5 yard, 2 yard, 3 yard, 4 yard, 6 yard Bin*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
96-GALLON CART	1X per week	0.00	47.58	47.58	5.29	**$52.87**
	2X per week	0.00	94.17	94.17	10.46	**$104.63**
	3X per week	0.00	140.75	140.75	15.64	**$156.39**
	4X per week	0.00	187.34	187.34	20.82	**$208.16**
	5X per week	0.00	233.92	233.92	25.99	**$259.91**
	6X per week	0.00	280.51	280.51	31.17	**$311.68**
1.5 YARD BIN	1X per week	0.00	59.10	59.10	6.57	**$65.67**
	2X per week	0.00	112.35	112.35	12.48	**$124.83**
	3X per week	0.00	165.60	165.60	18.40	**$184.00**
	4X per week	0.00	218.85	218.85	24.32	**$243.17**
	5X per week	0.00	272.10	272.10	30.23	**$302.33**
	6X per week	0.00	325.35	325.35	36.15	**$361.50**
2 YARD BIN	1X per week	0.00	63.03	63.03	7.00	**$70.03**
	2X per week	0.00	119.62	119.62	13.29	**$132.91**
	3X per week	0.00	176.20	176.20	19.58	**$195.78**
	4X per week	0.00	232.78	232.78	25.86	**$258.64**
	5X per week	0.00	289.36	289.36	32.15	**$321.51**
	6X per week	0.00	345.95	345.95	38.44	**$384.39**
3 YARD BIN	1X per week	0.00	70.66	70.66	7.85	**$78.51**
	2X per week	0.00	133.91	133.91	14.88	**$148.79**
	3X per week	0.00	197.16	197.16	21.91	**$219.07**
	4X per week	0.00	260.41	260.41	28.93	**$289.34**
	5X per week	0.00	323.65	323.65	35.96	**$359.61**
	6X per week	0.00	386.90	386.90	42.99	**$429.89**
4 YARD BIN	1X per week	0.00	78.70	78.70	8.74	**$87.44**
	2X per week	0.00	148.62	148.62	16.51	**$165.13**
	3X per week	0.00	218.53	218.53	24.28	**$242.81**
	4X per week	0.00	288.44	288.44	32.05	**$320.49**
	5X per week	0.00	358.35	358.35	39.82	**$398.17**
	6X per week	0.00	428.27	428.27	47.59	**$475.86**
6 YARD BIN	1X per week	0.00	95.38	95.38	10.60	**$105.98**
	2X per week	0.00	178.62	178.62	19.85	**$198.47**
	3X per week	0.00	261.87	261.87	29.10	**$290.97**
	4X per week	0.00	345.11	345.11	38.35	**$383.46**
	5X per week	0.00	428.35	428.35	47.59	**$475.94**
	6X per week	0.00	511.59	511.59	56.84	**$568.43**





CITY OF SOUTH PASADENA
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: (626) 403-7210 ▪ FAX: (626) 403-7211
WWW.SOUTHPASADENACA.GOV

City Council Agenda Report

ITEM NO. 20

DATE: May 21, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: H. Ted Gerber, Public Works Director
Arpy Kasparian, Environmental Services & Sustainability Manager

SUBJECT: **CONSIDERATION OF ADOPTION OF A RESOLUTION APPROVING THE FIRST AMENDED AND RESTATED EXCLUSIVE SOLID WASTE HANDLING AGREEMENT WITH ARAKELIAN ENTERPRISES, INC. (DBA ATHENS SERVICES) AND AUTHORIZING STAFF TO INITIATE A PROPOSITION 218 PUBLIC HEARING; AND APRROVE A LETTER AGREEMENT WITH ATHENS SERVICES RELATED TO THE PAUSE ON THE ANNUAL RATE ADJUSTMENT**

Recommendation

It is recommended that the City Council:

1. Adopt a Resolution that: (a) approves the first amended and restated agreement with Athens Services for Exclusive Solid Waste Handling services (Amended Agreement) in the final form approved by the City Attorney and City Manager; and directs staff to proceed and schedule a Proposition 218 (Prop 218) public hearing to consider the proposed solid waste rate adjustment changes and provide notice of the public hearing; and
2. Approve a letter agreement with Athens Services regarding a pause on the July 1, 2025 annual rate adjustment until the conclusion of a Prop 218 public hearing and authorize the City Manager to sign and transmit the same.

Executive Summary

Senate Bill (SB) 1383 requires the City to comply with new state law which requires jurisdictions to implement organics collection services for all waste customers, among other requirements. While the City approved an agreement in December 2024, an additional amendment is required to address the high diversion requirements of SB 1383. City staff continued negotiations with Athens Services regarding this requirement, which can be implemented with the addition of collection services for a third waste stream (blue container). On April 28, 2025, staff presented the proposed terms of an amendment to the current agreement and received direction from Council to proceed with an amendment with the following terms:

1. Waive the annual rate adjustments for all rates for the scheduled July 1, 2025 and July 1, 2026 rate adjustments, i.e. freeze all rates until the scheduled increase on July 1, 2027.
2. Modify the annual rate adjustment formula from using the regional Consumer Price Index (CPI) to using the national 'Trash' CPI + 1%.

3. Increase the contract length from a seven-year (7) rolling term to a ten-year (10) rolling term.
4. The City will agree to not issue a Notice of Intent to Wind Down for five years starting with the amendment effective date.

City staff are proposing and recommending approval of an amended and restated agreement (Attachment 1). In addition to the addition of a third waste stream and the terms outlined above, the proposed Amended Agreement also includes modifications to Bulky Item collection services to improve accessibility of the service to customers.

The effectiveness of the Amended Agreement is contingent upon the City Council's approval of the proposed rate escalation adjustments in the absence of a majority protest following a Prop 218 public hearing, which must be held at least 45 days after a notice is mailed to the public. City staff recommend approval of a resolution setting the Prop 218 public hearing date on July 16, 2025, or such other date selected by the City Manager (Attachment 2).

Lastly, staff recommends approval of a letter memorializing the agreement between the City and Athens Services to pause the July 1, 2025 annual rate adjustment until the Proposition 218 public hearing is held (Attachment 3).

Background
City staff worked with the City's franchise waste hauler, Athens Services, from 2022 - 2024 to update the Exclusive Solid Waste Handling Agreement (Current Agreement) to accommodate the additional services required by SB 1383. The Current Agreement was approved by City Council on October 2, 2024. On December 18, 2024, the City conducted a Prop 218 public hearing and there was no majority protest. Accordingly, the Current Agreement went into effect on January 1, 2025 and included a two-container collection service – black containers for non-organic solid waste mixed with recyclables and green containers for organic waste. While rates are typically adjusted by Athens each July 1 (Annual Rate Adjustment), the Current Agreement required an additional adjustment to rates on January 1, 2025.

Per SB 1383 regulations, all jurisdictions with a two-container collection service must send its black container material (non-organic solid waste mixed with recyclables) to a high-diversion organic waste processing facility. A high-diversion organic waste processing facility must meet an organics recovery efficiency rate of 75% by 2025 (50% in 2022). If a facility fails to meet this standard, it may not be used as a destination facility for black container material in a two-container collection system, and doing so may subject a jurisdiction to enforcement action. Alternatively, a jurisdiction may implement a three-container collection service where recyclables and organics are source-separated from other solid waste. With the extremely limited availability of approved high-diversion facilities in the state, transitioning to a three-container collection service in the City would be the most appropriate avenue for compliance.

At the December 18, 2024 public hearing, Council directed additional negotiations with Athens to address the high diversion requirements of SB 1383. In January 2025, Athens and a City Athens Negotiations Working Group (Working Group) - comprised of City staff and two City Councilmembers - began meeting to negotiate a transition to a three-container system in which each single-family-home residential customer would receive at minimum one green container for organic waste, one blue container for recyclable materials, and one black container for all other solid waste (up to seven barrels total for single-family-home residential customers).

The Working Group met with Athens Services several times between January and April 2025 to negotiate the terms for adding a third waste stream/blue container for recyclables. Considering the recent significant rate increases taking effect January 1, 2025, the Working Group pursued an option to extend services with minimal impact on ratepayers. On April 28, 2025, staff presented the proposed terms of an amendment to the current agreement and received direction from Council to proceed with an amendment with the following terms:

1. Freeze all rates at the January 1, 2025 rate schedule for all customers for two years, i.e. no annual rate adjustments on July 1, 2025 and July 1, 2026. The next rate adjustment would take place on July 1, 2027.
2. Modify the annual rate adjustment formula from using the "Consumer Price Index, All Urban Consumers, Los Angeles/Long Beach/Anaheim area" (CPI) to using the "Consumer Price Index for Trash & Garbage Collection, U.S. City Average" (Trash CPI) plus 1%.
3. Extend the current seven-year rolling term to a ten-year rolling term.
4. The City will agree to not issue a Notice of Intent to Wind Down for five years starting with the amendment effective date.

In addition, the Working Group used this opportunity to request modifications to the Bulky Item collection services to improve the accessibility of this service to customers.

Analysis

Proposed Annual Rate Adjustment Freeze

The proposed rate freeze on July 1, 2025 and 2026 provides South Pasadena ratepayers stability during current volatile market conditions. With the proposed Amended Agreement, the scheduled annual rate adjustments for July 1, 2025 and July 1, 2026 will be waived and rates will continue at the January 1, 2025 schedule until July 1, 2027.

Proposed Modification to Rate Adjustment Formula (CPI to Trash CPI + 1%)

Both the current and proposed CPI indices are published monthly by the U.S. Bureau of Labor Statistics. The CPI index used in the Current Agreement with Athens accounts for residential homes and the cost of household goods (e.g., milk, bread, eggs). This index does not represent trash industry cost escalation, and as a result, the actual operating costs of waste hauling outpace the rate adjustments based on 'household' CPI. The Trash CPI measures the direct costs of goods and services in the waste industry. Moreover, to add the services of a third waste stream as required by SB 1383, Athens will need to incur significant capital expenses, including the purchase of an additional Mother Truck, an additional Mini Class C Rear Loader, and four additional manual barrel service pick-up trucks. In addition, since the manual barrel service pick-up trucks contain only two compartments for two waste streams, the routes for single-family-home customers will now need to be conducted twice in order to pick up the third waste stream separately. The additional 1% rate escalator covers these increased labor, operational, and equipment costs of the third waste stream.

Proposed Changes to Contract Term Length

The additional time on the term length and the prohibition that the City does not terminate the Agreement for five years enables Athens to recoup their capital investments and the loss of the rate freeze over time. For market comparison, many peer cities which have agreements

with Athens use Trash CPI + 1% for the annual cost escalation and are bound by a minimum 10-year rolling term (with one city having a rolling term as long as 30 years). These peer cities include Azusa, Covina, Downey, Glendora, Norwalk, Sierra Madre, South El Monte, and more. Transitioning to a new collection service model citywide (procuring new trucks and barrels, deploying new barrels and bins citywide, getting residential and commercial customers on board and compliant with new waste disposal practices/procedures) will take several years. During this transition period, it is proposed that neither party will issue a Notice of Intent to Wind Down for five years starting the amendment effective date.

Modifications to Bulky Item Collection Services

In the Current Agreement, Athens provides four free Senior Citizen Dumpster Weeks and four free Dumpster Days for all residents on an annual basis to discard bulky items. Residents who wish to discard bulky items outside of these events must pay an additional fee per item. The lack of available locations in the City to host the Dumpster Day events has resulted in cancellations of the event. In addition, only those residents who have the means to transport bulky items to the event location are able to use this service (except senior citizens who have a curbside program). In order to address these issues, the Working Group worked with Athens to modify these services. The proposed Amended Agreement includes a free quarterly curbside bulky item pick-up program that would allow all residential customers, including multifamily customers, to request one free bulky item pick-up for up to five items per calendar quarter. This service will be provided on a “use it or lose it” basis and will completely replace the Senior Citizen Dumpster Weeks and Dumpster Days.

New Containers

Upon a successful Prop 218 public hearing and per SB 1383 regulations, Athens will procure and deploy new standardized 32-gallon barrels to all single-family-home customers. The new barrels will have wheels, lids, and handles that will make lifting into service trucks easier and safer. Single-family-home customers will have the opportunity to choose up to a total of 7 barrels – minimum one green barrel for organics (yard waste and food scraps), one blue barrel for recyclables, and one black barrel for all other solid waste. Athens will also collect and recycle old trash barrels if customers choose to discard their old barrels. Under the Amended Agreement, commercial and multi-family customers would receive one 96-gallon recycle/blue cart serviced one time per week as part of their regular collection service. Athens will conduct waste assessments for commercial and multi-family customers to assess service levels to ensure new containers meet their needs. All containers will have standard labeling indicating what is and is not acceptable in the container. It is estimated that the manufacturing of the new barrels will take 16-18 weeks and the deployment will take approximately 6-8 weeks.

Outreach and Education

City staff and Athens Services will work together to provide extensive public outreach and education regarding the new waste streams, new services, and deployment of new containers. Outreach plans include two to three direct mailers to all addresses in the City describing the changes in waste services, a webpage containing informational materials and FAQs, social content, physical flyers at all City facilities, etc. In addition, Athens representatives will be conducting waste assessments for commercial and multi-family customers.

Proposition 218

The implementation of the Amended Agreement is contingent upon the culmination of proceedings relating to Prop 218 (holding a noticed public hearing and no majority protest) and the City Council's approval of the rates set forth in the Amended Agreement. The public hearing must be held at least 45 days after notice is mailed to property owners and customers (Attachment 4). City staff recommends approval of a resolution setting the Prop 218 public hearing date to July 16, 2025, or such other date selected by the City Manager.

Next Steps

1. Upon Council's approval of the proposed Amended Agreement and resolution, City staff will provide all ratepayers mailed notices of a Prop 218 public hearing to occur on July 16, 2025.
2. Upon a successful Prop 218 public hearing, Athens will begin procurement of new residential barrels, commercial recycling carts, and additional collection vehicles. Athens will conduct waste assessments for all commercial and multi-family customers. Manufacturing of barrels may take 16-18 weeks and collection vehicles will take approximately 90 days.
3. New residential barrel and commercial and multi-family bin and cart deployment will begin with extensive outreach and education provided to all account holders. Deployment will take approximately 6-8 weeks. Athens will remove and dispose/recycle customer's old barrels as part of the deployment process.
4. Staff will continue SB 1383 implementation and education regarding new collection services, among other state-mandated requirements.

Fiscal Impact
Residential, multi-family, and commercial solid waste rates are paid by customers directly to Athens, therefore, there is no direct cost to the City being considered in this item. If approved by the City Council, residential and commercial refuse rates will see no changes, and no annual rate adjustments will be made for the years 2025 and 2026. In addition, on July 1, 2027, solid waste rates will be adjusted by the percent change in Trash CPI + 1%.

Key Performance Indicators and Strategic Plan
This item is related to infrastructure solid waste collection goals in the City Council's 2025 compilation of priorities, number 2(g).

Commission Review and Recommendation
This item was not reviewed by a commission; however, the proposed terms were discussed at-length by the City Athens Negotiations Working Group consisting of City staff and two Councilmembers.

Public Notification
The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Environmental Analysis
City staff has evaluated the entering into of the proposed Exclusive Franchise Agreement and approval of the proposed terms for purposes of compliance with the California Environmental Quality Act (Public Resources Code Section 21000 et seq.) (CEQA) and the California CEQA Guidelines and has determined that approval of the Exclusive Franchise Agreement and

proposed terms are intended to implement State mandated requirements of the California Senate Bill (SB) 1383, Short-lived Climate Pollutant Reduction Act of 2016. Pursuant to CEQA Guidelines Section 15308, Class 8, “Actions by Regulatory Agencies for Protection of the Environment,” these actions are exempt from further review under CEQA. The development and implementation of the amended services is a requirement of the California Department of Resources Recycling and Recovery (CalRecycle) and is exempt from CEQA because it is an action pursuant to a regulatory requirement to assure the protection of the environment and involves procedures for protection of the environment. Furthermore, the amended services apply to the City’s existing volume of generated solid waste, where there is no expansion of use, and is therefore exempt from the CEQA analysis based on State CEQA Guidelines requirements under Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class (1) "existing facilities."

Attachment:
Attachment No. 1 - Proposed Amended Agreement.pdf
Attachment No. 2 - Prop 218 Resolution.pdf
Attachment No. 3 - Rate Adjustment Billing Letter.pdf
Attachment No. 4 - Prop 218 Public Notice July 16.pdf
Attachment No. 5 - PowerPoint Approval of Proposed Athens Amended Agreement.pptx

FIRST AMENDED AND RESTATED

EXCLUSIVE SOLID WASTE HANDLING AGREEMENT

Between the

City of South Pasadena

and

Arakelian Enterprises, Inc. (dba Athens Services)

TABLE OF CONTENTS

1 DEFINITIONS 3
1.1 AB 341 3
1.2 AB 827 3
1.3 AB 939 3
1.4 AB 1826 3
1.5 Agreement 3
1.6 Applicable Law 3
1.7 Automated Collection Service 3
1.8 Back-Haul 4
1.9 Barrel 4
1.10 Bin 4
1.11 Biohazardous or Biomedical Waste 4
1.12 Black Container 4
1.13 Black Container Waste 4
1.14 Blue Container 4
1.15 Bulky Items 4
1.16 Bus Stop Barrel Collection 5
1.17 Business Day 5
1.18 C&D Processing Facility 5
1.19 California Code of Regulations or CCR 5
1.20 CalRecycle 5
1.21 Cart 5
1.22 CERCLA 5
1.23 City 5
1.24 City Facility 5
1.25 Collect, Collection, or Collecting 5
1.26 Commercial Business or Commercial 6
1.27 Commercial Edible Food Generators 6
1.28 Community Composting 6
1.29 Compactor 6
1.30 Compost or Composting 6
1.31 Construction and Demolition Debris or C&D 6
1.32 Consumer Price Index (CPI) 6
1.33 Consumer Price Index for Trash and Garbage Collection (Trash CPI) 6
1.34 Container 7
1.35 Container Contamination or Contaminated Container 7
1.36 Contamination Fee 7
1.37 Contractor 7
1.38 Customer 7
1.39 Disposal or Dispose 7
1.40 Disposal Facility(ies) or Site(s) 7
1.41 Diversion or Diverted 7
1.42 Dwelling Unit 7
1.43 Edible Food 7
1.44 Effective Date 8
1.45 Environmental Laws 8

1.46 Excluded Waste 8
1.47 Food Recovery 8
1.48 Food Recovery Organization 8
1.49 Food Recovery Service 9
1.50 Food Scraps 9
1.51 Food-Soiled Paper 9
1.52 Food Waste 9
1.53 Franchise 9
1.54 Franchise Area 9
1.55 Franchise Fee 9
1.56 Green Container 9
1.57 Green Waste 9
1.58 Gross Receipts 9
1.59 Hauler 10
1.60 Hauler Route 10
1.61 Hazardous Substance 10
1.62 Hazardous Waste 10
1.63 High Diversion Organic Waste Processing Facility 10
1.64 Holiday 11
1.65 Household Hazardous Waste 11
1.66 Invalidation Action 11
1.67 Large Event 11
1.68 Large Venue 11
1.69 Local Education Agency 11
1.70 Manual Barrel Collection Service 11
1.71 Materials Recovery Facility 12
1.72 Maximum Service Rate(s) 12
1.73 Medical Waste 12
1.74 Mulch 12
1.75 Multi-Family or Multi-Family Premises 12
1.76 Municipal Code 12
1.77 Non-Collection Notice 12
1.78 Non-Compostable Paper 12
1.79 Non-Organic Recyclables 13
1.80 Organic Waste or Organics 13
1.81 Overflow 13
1.82 Overweight 13
1.83 Owner 13
1.84 Person 13
1.85 Premises 13
1.86 Process, Processed, or Processing 13
1.87 Prohibited Container Contaminants 13
1.88 Public Works Director 14
1.89 Recyclables or Recyclable Materials 14
1.90 Recycle or Recycling 14
1.91 Recovered Organic Waste Products 14
1.92 Renewable Natural Gas or RNG 14
1.93 Residential or Residential Premises 14

1.94 Roll-Off Box 14
1.95 Route Review 14
1.96 SB 1383 14
1.97 SB 1383 Regulations 15
1.98 Self-Haul, Self-Hauler, or Self-Hauling 15
1.99 Seniors 15
1.100 SFD-A or SFD-A Premises 15
1.101 Single-Family Premises 15
1.102 Solid Waste 15
1.103 Solid Waste Handling Services 15
1.104 Source Separated 15
1.105 Source Separated Blue Container Organic Waste 16
1.106 Source Separated Blue Container Waste 16
1.107 Source Separated Green Container Organic Waste 16
1.108 State 16
1.109 Street Sweeping Service 16
1.110 Term 16
1.111 Temporary Service 16
1.112 Tier One Commercial Edible Food Generators 16
1.113 Tier Two Commercial Edible Food Generators 17
1.114 Tipping Fees 17
1.115 Transfer 17
1.116 Transportation or Transport 17
1.117 Transformation 17
1.118 Universal Waste 17
1.119 Waste Generator 17
1.120 White Goods 18
1.121 Workday 18
2 REPRESENTATION AND WARRANTIES OF CONTRACTOR AND CITY 19
2.1 Mutual Cooperation 19
2.2 Diversion 19
2.3 Exception 19
3 CONDITIONS GOVERNING SERVICES PROVIDED BY CONTRACTOR 20
3.1 Grant of Exclusive Agreement 20
3.2 Recyclable Materials and Organic Waste Discarded by Customer 20
3.3 Exclusions of Exclusivity 20
3.4 South Pasadena Municipal Code 21
3.5 Prior Agreements 21
4 TERM 22
4.1 Term 22
4.2 Wind Down of Term 22
4.3 Effective Date 22
5 COLLECTION SERVICES PROVIDED BY CONTRACTOR 24
5.1 Standard of Services 24
5.2 Commingling of Materials 24
5.3 Collection of C&D 24
5.4 Collection Hours 24
5.5 Collection Schedule and Routes 24

5.6 Title to Solid Waste 24
5.7 Residential Collection Service System 24
5.8 Automated Collection Service System, for Commercial Premises, Including Multi-Family Premises, and SFD-A Premises 26
5.9 Intentionally Omitted 26
5.10 Temporary Bin and Roll-Off Box Collection Service 27
5.11 Bulky Item Pick-Up Service 27
5.12 Transportation, Disposal and Processing Service 27
5.13 Contamination Monitoring 27
5.14 Education and Outreach 30
5.15 Edible Food Recovery Support 30
5.16 Provision of Recovered Organic Waste Products 31
5.17 Emergency or Disaster Recovery Service 31
6 OTHER CITY SERVICES 32
6.1 City Public Facilities Collection 32
6.2 City Special Events Collection 32
6.3 City Bus Stop Barrel Collection 32
6.4 City Street Sweeping Service 32
6.5 Compost Giveaway Events 32
6.6 Free Bulky Item Collection Program 32
6.7 Holiday Tree Collection 33
7 CUSTOMER BILLINGS, CHARGES, AND RATES 34
7.1 Billings for Collection Services 34
7.2 Partial Month Service 34
7.3 Production of Invoices 34
7.4 Late Fees 34
7.5 Delinquent Service Accounts 34
7.6 Annual City Approval of Maximum Service Rates 34
7.7 Adjustments to Maximum Service Rates 35
7.8 Annual Rate Adjustment Formula 35
7.9 Special Rate Adjustment 35
7.10 Proposition 218 35
8 RECORDKEEPING AND REPORTING 37
8.1 Recordkeeping 37
8.2 Quarterly Reporting 38
8.3 Annual Reporting 39
8.4 CalRecycle Reports 40
9 FEES PAID TO CITY 41
9.1 Franchise Fee 41
9.2 Recycling Revenue Sharing 41
9.3 Solid Waste Handling Fee 41
9.4 Time and Method of Payment; Late Fees 41
9.5 Disputes 41
10 QUALITY OF PERFORMANCE OF CONTRACTOR 43
10.1 City-Contractor Meetings 43
10.2 Collection Performance Standards 43
10.3 Contractor's Customer Service 43
10.4 Collection Vehicle Requirements 44

10.5 Containers 46
10.6 Personnel 48
11 INSURANCE AND PERFORMANCE BOND 50
11.1 Insurance Policies 50
11.2 Minimum Scope of Insurance 50
11.3 Minimum Limits of Insurance 50
11.4 Deductibles and Self-Insured Retention 51
11.5 Endorsements 51
11.6 Acceptability of Insurers 51
11.7 Verification of Coverage 51
11.8 Subcontractors 52
11.9 Modification of Insurance Requirements 52
11.10 Rights of Subrogation 52
11.11 Failure to Maintain Insurance 52
12 HOLD HARMLESS AND INDEMNIFICATION 53
12.1 Defense and Indemnity of Third-Party Claims/Liability 53
12.2 Nonwaiver 53
12.3 Diversion Indemnification 53
12.4 Hazardous Substances Indemnification 53
12.5 Consideration 54
12.6 Obligation 54
12.7 Subcontractors 54
12.8 Exception 54
12.9 Uncontrollable Circumstances 54
12.10 Damage by Contractor 54
13 TRANSITION TO NEXT SERVICE PROVIDER 56
14 DEFAULT OF AGREEMENT 57
14.1 Default 57
14.2 Discontinuance of Work 57
14.3 Survival 58
15 MODIFICATION TO THE AGREEMENT 59
15.1 City-Directed Change (Facilities; Containers) 59
15.2 Change in Law 59
15.3 Arbitration 59
16 OTHER AGREEMENT OF THE PARTIES 60
16.1 Assignment 60
16.2 Permits, Licenses, and Chamber Membership 60
16.3 Laws to Govern 60
17 GENERAL PROVISIONS 61
17.1 Consent to Jurisdiction 61
17.2 Compliance with Laws 61
17.3 Independent Contactor 61
17.4 Entire Agreement 61
17.5 Severability 61
17.6 Right to Require Performance 61
17.7 All Prior Agreements Superseded 61
17.8 Amendments to Agreement 62
17.9 Headings 62

17.10 Exhibits 62
17.11 Waiver 62
17.12 Prohibition Against Gifts 62
17.13 Point of Contact 62
17.14 City Representative 62
17.15 Notices 62
17.16 Signatures 63
EXHIBIT 1: MAXIMUM SERVICE RATES I
EXHIBIT 2: BUS STOP BARREL COLLECTION SCHEDULE IX
EXHIBIT 3: SWEEPING SERVICES XI
EXHIBIT 3-A: APPROVED SWEEPING PLAN XIV
EXHIBIT 4-1: LIST OF ACCEPTABLE SOURCE SEPARATED GREEN CONTAINER ORGANIC WASTE MATERIALS XVI
EXHIBIT 4-2: LIST OF ACCEPTABLE SOURCE SEPARATED BLUE CONTAINER WASTE MATERIALS XVII

FIRST AMENDED AND RESTATED EXCLUSIVE SOLID WASTE HANDLING AGREEMENT

This **FIRST AMENDED AND RESTATED EXCLUSIVE SOLID WASTE HANDLING AGREEMENT** ("Agreement") is dated as of May 21, 2025, by and between the **City of South Pasadena** ("City"), a general law city and municipal corporation, and Arakelian Enterprises, Inc. (dba Athens Services), a California corporation ("Contractor"), for the collection, transportation, recycling, processing, composting, and disposal of solid waste, recyclables, and organic materials.

RECITALS

A. The Legislature of the State of California, by enactment of the California Integrated Waste Management Act of 1989 ("AB 939"), has declared that it is in the public interest to authorize and require local agencies to make adequate provision for the disposal of all solid waste within their jurisdictions.

B. Pursuant to California Public Resources Code Section 40059(a)(1), the City Council of the City of South Pasadena has determined that the public health, safety, and welfare require that an exclusive franchise agreement be awarded to a qualified solid waste enterprise for Solid Waste Handling Services within the City limits.

C. City previously entered a franchise agreement, Exclusive Solid Waste Handling Agreement, dated October 2, 2024 ("2024 Agreement") and it is the desire of the parties by entering this First Amended and Restated Exclusive Solid Waste Handling Agreement to restate existing obligations and add three-Container Collection services, in order to bring City into compliance with Applicable Law.

D. City and Contractor are mindful of the provisions of the laws governing the safe Collection, Transport, Recycling, and Disposal of Solid Waste, including AB 939, the Resource Conservation and Recovery Act ("RCRA"), and the Comprehensive Environmental Response, Compensation and Liability Act ("CERCLA"). City and Contractor desire to leave no doubts as to their respective roles, and to memorialize that by entering into this Agreement. City is not thereby becoming an "arranger" or a "generator" as those terms are used in CERCLA, and that it is Contractor, not City, who is "arranging for" the Collection, Transport for Disposal, Composting, and Recycling of municipal Solid Waste in the City which may contain hazardous substances. City and Contractor understand and agree that it is Contractor, and not City, who will arrange to collect Solid Waste, that City has not, and, by this Agreement does not, instruct Contractor on its Collection methods, nor supervise the Collection process, nor do the Parties intend to place title to such Solid Waste in City, but rather intend that whatever, if any, title in and to such Solid Waste that otherwise might exist in or with City in the absence of this Agreement is hereby transferred to Contractor, and further that if Contractor gains title to such Solid Waste it is by operation of law and agreement with its Customers and is not the result of this Agreement.

E. City and Contractor are mindful of recent laws adopted by the State of California, with which the City must comply, intended to divert recyclables and organic materials from being landfilled. AB 341 mandates that commercial waste generators arrange for recycling services. AB 1826 mandates that commercial waste generators recycle their organic waste. AB 1594 excludes organic material from being counted as Alternative Daily Cover (ADC). SB 1383 Regulations require jurisdictions to provide organic waste collection services.

F. City and Contractor further desire to confirm that Contractor has agreed to indemnify the City in connection with any claims relating to the inadvertent or intentional Collection, Transportation

and/or Disposal of Hazardous Substances that may occur in connection with Contractor's performance under this Agreement. Contractor has agreed, as part of this Agreement, to provide such services as are necessary or desirable to ensure City complies with the requirements of AB 939 and Public Resources Code Section 40000, *et seq.*

NOW, THEREFORE, in consideration of the mutual covenants and conditions contained in this Agreement, the Parties hereby agree as follows**:**

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

//

1 Definitions

For the purpose of this Agreement, the definitions contained in this Article 1 apply unless otherwise specifically stated. When not inconsistent with the context, words used in the present tense include the future, words in the plural include the singular, and words in the singular include the plural. The meaning of terms or words not defined in this Article will be as commonly understood in the solid waste collection services industry when the common understanding is uncertain. In the event of a conflict between a definition in this Agreement and a definition in Title 14 California Code of Regulations Section 18982, the definition in Section 18982 shall control.

1.1 AB 341

"AB 341" means the California Jobs and Recycling Act of 2011 (Chapter 476, Statues of 2011 [Chesbro, AB 341]), as it may be amended from time to time. AB 341 requires businesses, defined to include Commercial or public entities that generate more than 4 cubic yards of Solid Waste per week or Multi-Family Premises, to arrange for Recycling services and requires jurisdictions to implement a Commercial Solid Waste Recycling program.

1.2 AB 827

"AB 827" means State of California Assembly Bill No. 827 approved October 2, 2019, as it may be amended from time to time. AB 827 requires businesses that are mandated to recycle under AB 341 ("MCR") and/or mandated to recycle organics under AB 1826 ("MOR") or SB 1383 and that provide customers access to the business, to provide customers with a recycling bin and/or organics collection bin for those waste streams that is visible, easily accessible, and adjacent to each bin or container for trash.

1.3 AB 939

"AB 939" means the California Integrated Waste Management Act of 1989 (CIWMA), currently codified as California Public Resources Code Section 40000 et seq. as it may be amended from time to time.

1.4 AB 1826

"AB 1826" means the Organic Waste Recycling Act of 2014 (Chapter 727, Statutes of 2014) as it may be amended from time to time. AB 1826 requires each jurisdiction, on and after January 1, 2016, to implement an organic waste recycling program to divert from the landfill organic waste from businesses. Each business meeting specific Organic Waste or Solid Waste generation thresholds phased in over time, is required to arrange for Organic Waste Recycling services.

1.5 Agreement

"Agreement" means this first amended and restated agreement between the City of South Pasadena and Arakelian Enterprises, Inc, for Exclusive Solid Waste Handling Services including all exhibits and attachments, and any amendments.

1.6 Applicable Law

"Applicable Law" means all Federal, State, County of Los Angeles ("County"), and local laws, regulations, rules, orders, judgments, decrees, permits, approvals, or other requirement of any governmental agency having jurisdiction over the Collection, Transportation, Processing, and Disposal of Solid Waste.

1.7 Automated Collection Service

"Automated Collection Service" means Collection of Solid Waste, by automated Collection vehicles including side, rear, and/or front-loading vehicles, from Containers supplied by the Contractor and stored in, and

returned to, a location determined by Contractor on that Customer's Premises but in no event in the City's public right-of-way.

1.8 Back-Haul

"Back-haul" means generating and transporting Recyclable Materials or Organic Waste by the Waste Generator to a destination owned and operated by Waste Generator using the generator's own employees and equipment.

1.9 Barrel

"Barrel" means a plastic Container with a separate lid, with wheels, and with a capacity of approximately thirty-two (32) gallons, supplied by Contractor for the deposit and Collection of Solid Waste and manually serviced by a Collection vehicle.

1.10 Bin

"Bin" means a metal or plastic waste Container designed or intended to be mechanically serviced by a commercial front-end loader vehicle, supplied by Contractor. It shall be designed to hold from one (1) to six (6) cubic yards of material with the lid properly closed.

1.11 Biohazardous or Biomedical Waste

"Biohazardous or Biomedical Waste" means any waste which may cause disease or reasonably be suspected of harboring pathogenic organisms; included is waste resulting from the operation of medical clinics, hospitals, and other facilities processing wastes which may consist of, but are not limited to, human and animal parts, contaminated bandages, pathological specimens, hypodermic needles, sharps, contaminated clothing, and surgical gloves.

1.12 Black Container

"Black Container" has the same meaning as in 14 CCR Section 18982(a)(28) and shall be used for the storage and collection of Black Container Waste, excluding Source Separated Green Container Organic Waste and Source Separated Blue Container Waste.

1.13 Black Container Waste

"Black Container Waste" means Solid Waste that is collected in a Black Container that is part of a three-Container Solid Waste Handling Service that prohibits the placement of Organic Waste in the Black Container as specified in 14 CCR Sections 18984.1(a), or as otherwise defined in 14 CCR Section 17402(a)(6.5).

1.14 Blue Container

"Blue Container" has the same meaning as in 14 CCR Section 18982(a)(5) and shall be used for the storage and collection of Source Separated Blue Container Waste.

1.15 Bulky Items

"Bulky Items" means large and small household appliances, furniture, carpets, mattresses, White Goods, clothing, tires, and other similar Solid Waste and oversized yard waste such as tree trunks and large branches if no larger than two (2) feet in diameter and four (4) feet in length and similar large items discarded from Customer Premises. Bulky Items do not include Excluded Waste, car bodies, car parts, tires, Construction and Demolition Debris or (except for appliances/White Goods described above) items that cannot reasonably be moved with equipment of the type which, pursuant to industry standards, would normally be carried in a truck Collecting Bulky Items. In the event a question arises as to whether a specific item, or

category of items meets the definition of Bulky Items, the Contractor shall be responsible for determining whether said definition shall apply.

1.16 Bus Stop Barrel Collection

"Bus Stop Barrel Collection" means emptying the bus stop Barrel(s) and Collecting Solid Waste therein, supplying the new Barrel liner, and replacing the Barrel liner.

1.17 Business Day

"Business Day" means any Monday through Friday, excluding any Holidays.

1.18 C&D Processing Facility

"C&D Processing Facility" means any facility that is designed, operated, and legally permitted for the purpose of receiving and Processing C&D.

1.19 California Code of Regulations or CCR

"California Code of Regulations" or "CCR" means the State of California Code of Regulations, as amended from time to time. CCR references in this chapter are preceded with a number that refers to the relevant title of the CCR (e.g., "14 CCR" refers to Title 14 of CCR).

1.20 CalRecycle

"CalRecycle" means California's Department of Resources Recycling and Recovery, which is the department designated with responsibility for developing, implementing, and enforcing SB 1383 regulations on cities (and others).

1.21 Cart

"Cart" means a plastic container with a hinged lid and wheels serviced by an automated or semi-automated truck with a capacity of no less than thirty-two (32) gallons and no greater than one hundred and one (101) gallons. Cart sizes vary depending on the manufacturer, and any reference to Cart sizes in this Agreement is an approximation.

1.22 CERCLA

"CERCLA" means the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 U.S.C. §§ 9601 et seq., as may be amended and regulations promulgated thereunder.

1.23 City

"City" shall mean the City of South Pasadena including any Premises which may be annexed and thereby added to the City limits following the Effective Date.

1.24 City Facility

"City Facility(ies)" means any building or other site owned or leased by the City or otherwise used regularly and significantly by the City for municipal business and the space therein occupied by more than seventy-five percent (75%) by employees or contractors of the City.

1.25 Collect, Collection, or Collecting

"Collect," "Collection," or "Collecting**"** means to take physical possession of, Transport, and remove Solid Waste from Premises.

1.26 Commercial Business or Commercial

"Commercial Business" or "Commercial" means a firm, partnership, proprietorship, joint stock company, corporation, or association, whether for-profit or nonprofit, strip mall, industrial facility, or a Multi-Family Premises, or as otherwise defined in 14 CCR Section 18982(a)(6). A multi-family residential dwelling that consists of fewer than five units is not a commercial business for the purposes of this Agreement.

1.27 Commercial Edible Food Generators

"Commercial Edible Food Generators" includes a Tier One or a Tier Two Commercial Edible Food Generator as defined in 14 CCR Section 18982(a)(73) and (a)(74). For the purposes of this definition, Food Recovery Organizations and Food Recovery Services are not Commercial Edible Food Generators pursuant to 14 CCR Section 18982(a)(7).

1.28 Community Composting

"Community Composting" means any activity that composts Green Waste, agricultural material, Food Scraps, alone or in combination, and the total amount of feedstock and Compost on-site at any one time does not exceed one hundred (100) cubic yards and seven hundred and fifty (750) square feet as specified in 14 CCR Section 17855(a)(4); or as otherwise defined in 14 CCR Section 18982(a)(8).

1.29 Compactor

"Compactor" means any Bin or Roll-Off Box that has a compaction mechanism, whether stationary or mobile.

1.30 Compost or Composting

"Compost" or "Composting" has the same meaning as in 14 CCR Section 17896.2(a)(4), as may be amended from time to time, and means the product resulting from the controlled biological decomposition of Organic Waste that are Source Separated from the municipal waste stream, or which are separated at a centralized facility.

1.31 Construction and Demolition Debris or C&D

"Construction and Demolition Debris," "C&D Debris," or "C&D" means any Solid Waste generated at a Premises that is directly related to construction or demolition activities. These activities include, but are not limited to, construction, demolition, remodeling, grading, land clearing, or renovation on any Residential Premises, Commercial, institutional, or industrial building, road, driveway, walkway, or other structure. C&D Debris includes but is not limited to concrete, asphalt paving, asphalt roofing, lumber, gypsum board, rock, soil, and metal.

1.32 Consumer Price Index (CPI)

"Consumer Price Index (CPI)" means the Consumer Price Index for All Urban Consumers (Series ID: CUURS49ASA0) All Items, Los Angeles-Long Beach-Anaheim, CA (not seasonally adjusted) as may be amended or renamed and replaced from time to time by the United States Bureau of Labor Statistics, or an equivalent index approved by mutual agreement in the event said index is no longer published.

1.33 Consumer Price Index for Trash and Garbage Collection (Trash CPI)

"Consumer Price Index for Trash and Garbage Collection (Trash CPI)" means the Consumer Price Index for Trash and Garbage Collection (Series ID: CUUR0000SEHGO2) U.S. City Average (not seasonally adjusted) as may be amended or renamed and replaced from time to time by the United States Bureau of Labor Statistics,

or an equivalent index approved by mutual agreement in the event said index is no longer published, and is used to calculate the Maximum Service Rates as it pertains to this Agreement.

1.34 Container

"Container" means any and all types of receptacles used for Solid Waste Handling Services, including Barrels, Bins, Carts, and Roll-Off Boxes.

1.35 Container Contamination or Contaminated Container

"Container Contamination" or "Contaminated Container" means a Container, regardless of color, that contains Prohibited Container Contaminants or contaminants otherwise defined in 14 CCR Section 18982(a)(55) or Excluded Waste.

1.36 Contamination Fee

"Contamination Fee" means an amount charged by Contractor to Customers to offset Contractor's additional costs or diminished revenue due to Prohibited Container Contaminants.

1.37 Contractor

"Contractor" shall mean Arakelian Enterprises, Inc. or any party permitted pursuant to the terms hereof to become the successor or assignee thereof.

1.38 Customer

"Customer" means any Person receiving and billed for services provided by Contractor under this Agreement, within the City.

1.39 Disposal or Dispose

"Disposal" or "Dispose" means the ultimate disposition of Solid Waste Collected by the Contractor at a permitted landfill or other permitted Solid Waste Disposal Facility, as defined in California Public Resources Code 40192.

1.40 Disposal Facility(ies) or Site(s)

"Disposal Facility(ies)" or "Disposal Site(s)" means the facility or facilities utilized for the ultimate Disposal of Solid Waste Collected by the Contractor.

1.41 Diversion or Diverted

"Diversion" or "Diverted" means any combination of waste prevention (source reduction), Recycling, reuse and Composting activities that reduces Solid Waste Disposed at landfills.

1.42 Dwelling Unit

"Dwelling Unit" means a building or a portion thereof, designated for residential occupation by one individual or a group of two or more individuals living together as a domestic unit.

1.43 Edible Food

"Edible Food" means food intended for human consumption, or as otherwise defined in 14 CCR Section 18982(a)(18). For the purposes of this Agreement, Edible Food is not Solid Waste if it is recovered and not discarded. Nothing in this Agreement requires or authorizes the recovery of Edible Food that does not meet the food safety requirements of the California Retail Food Code (California Health and Safety Code §§ 113700 *et seq*.).

1.44 Effective Date

"Effective Date" has the meaning set forth in Section 4.3 of this Agreement.

1.45 Environmental Laws

"Environmental Laws" means the National Environmental Policy Act (NEPA), the California Environmental Quality Act (CEQA), the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 USC §9601 et seq.; the Resource Conservation and Recovery Act, 42 USC §6902 et seq.; the Federal Clean Water Act, 33 USC §1251 et seq.; the Toxic Substances Control Act, 15 USC §1601 et seq.; the Occupational Safety and Health Act, 29 USC §651 et seq.; the California Hazardous Waste Control Act, California Health and Safety Code §25100 et seq.; the California Toxic Substances Control Act, California Health and Safety Code §25300 et seq.; the Porter-Cologne Water Quality Control Act, California Water Code §13000 et seq.; the Safe Drinking Water and Toxic Enforcement Act, California Health and Safety Code §25249.5 et seq.; as currently in force or as hereafter amended, and all rules and regulations promulgated thereunder.

1.46 Excluded Waste

"Excluded Waste" means Hazardous Substances, Hazardous Waste, Medical Waste, Biohazardous or Biomedical Waste, Universal Waste, infectious waste, designated waste, volatile, corrosive, regulated radioactive waste, and toxic substances or material that facility operator(s), which receive materials from the City and its generators, reasonably believe(s) would, as a result of or upon acceptance, Transfer, Processing, or Disposal, be a violation of local, State, or Federal law, regulation, or ordinance, including: land use restrictions or conditions, waste that cannot be Disposed of in Class III Landfills or accepted at the facility by permit conditions, waste that in Contractor's reasonable opinion would present a significant risk to human health or the environment, cause a nuisance or otherwise create or expose Contractor or City to potential liability; but not including de minimis volumes or concentrations of waste of a type and amount normally found in Single-Family or Multi-Family Solid Waste after implementation of programs for the safe Collection, Processing, Recycling, treatment, and Disposal of batteries and paint in compliance with Sections 41500 and 41802 of the California Public Resources Code.

1.47 Food Recovery

"Food Recovery" means actions to Collect and distribute food for human consumption which otherwise would be Disposed.

1.48 Food Recovery Organization

"Food Recovery Organization" means an entity that primarily engages in the Collection or receipt of Edible Food from Commercial Edible Food Generators and distributes that Edible Food to the public for Food Recovery either directly or through other entities, or as otherwise defined in 14 CCR Section 18982 (a)(25), including, but not limited to:

(1) A food bank as defined in Section 113783 of the Health and Safety Code;

(2) A nonprofit charitable organization as defined in Section 113841 of the Health and Safety code; and,

(3) A nonprofit charitable temporary food facility as defined in Section 113842 of the Health and Safety Code.

1.49 Food Recovery Service

"Food Recovery Service" means a Person or entity that Collects and Transports Edible Food from a Commercial Edible Food Generator to a Food Recovery Organization or other entities for Food Recovery, or as otherwise defined in 14 CCR Section 18982(a)(26).

1.50 Food Scraps

"Food Scraps" means discarded food that will decompose and/or putrefy and is segregated for Collection and Recycling that is accepted for Disposal and Processing by the applicable Processing facility utilized by Contractor under this Agreement. Food Scraps may include, but is not limited to, fruits, vegetables, meat, poultry, seafood, shellfish, bones, rice, beans, pasta, bread, cheese, and eggshells. Food Scraps excludes fats, oils, and grease when such materials are Source Separated from other Food Scraps.

1.51 Food-Soiled Paper

"Food-Soiled Paper" means compostable paper material that has come in contact with food or liquid, such as compostable paper plates, paper coffee cups, napkins, and pizza boxes. Food-Soiled Paper does not include Non-Compostable Paper.

1.52 Food Waste

"Food Waste" means Source Separated Food Scraps, Food-Soiled Paper, and 100 percent fiber-based compostable dinnerware. Food Waste is a subset of Source Separated Green Container Organic Waste as specified in Exhibit 4-1.

1.53 Franchise

"Franchise" means the exclusive right and privilege to provide Solid Waste Handling Services within the City granted by City to Contractor pursuant to the City's authority under Article 11, Section 7 of the State of California Constitution, and Section 40059 of the Public Resources Code.

1.54 Franchise Area

"Franchise Area" means all Premises within the City Limits, including Premises which may be annexed and thereby added to the City limits following the Effective Date.

1.55 Franchise Fee

"Franchise Fee" means the franchise fee set forth and more fully defined in Section 9.1 hereof.

1.56 Green Container

"Green Container" has the same meaning as in 14 CCR Section 18982 (a)(29) and shall be used for storage and Collection of Source Separated Green Container Organic Waste.

1.57 Green Waste

"Green Waste" means Solid Waste consisting of any vegetative waste generated from the maintenance or alteration of Residential, Commercial Premises including, but not limited to, grass clippings, leaves, tree trimmings, prunings, brush, weeds, flowers, herbs, and holiday trees and excluding cacti, succulents, yucca, and palm fronds; provided, it shall not include those materials which are not appropriate for Compost (such as tree trunks, more than four inches (4") in diameter or four feet (4') in length, or palm fronds).

1.58 Gross Receipts

"Gross Receipts" includes all monies, fees, charges, consideration, and revenue received by Contractor for the provision of Solid Waste Handling Services carried out by or on behalf of Contractor pursuant to this

Agreement. Gross Receipts includes the amounts collected from monthly Customer charges for the Collection of Solid Waste, any Franchise Fees or other fees imposed and collected pursuant to this Agreement, and amounts collected in connection with Temporary Services. Notwithstanding any provision to the contrary in this Agreement, Gross Receipts shall not include revenues received by Contractor from the sale of Recyclable Materials or other materials Diverted from Disposal, Compost or Organics-derived products or energy, grants, cash awards or rebates. Amounts collected as Contractor's "Recycling Revenue Sharing" and paid to City as specified in Section 9.2 shall be deducted from Gross Receipts.

1.59 Hauler

"Hauler" means the entity to whom the City Council shall have awarded a contract, or shall have been otherwise authorized to receive, Collect, carry, haul, Transport, and Dispose of any and all Solid Waste within the City.

1.60 Hauler Route

"Hauler Route" means the designated itinerary or sequence of stops for each segment of the Contractor's routes in the City.

1.61 Hazardous Substance

"Hazardous Substance" means any of the following: (a) any substances defined, regulated or listed (directly or by reference) as "Hazardous Substances", "hazardous materials", "Hazardous Waste", "toxic waste", "pollutants" or "toxic substances" or similarly identified as hazardous to human health or the environment, in or pursuant to (i) the Comprehensive Environmental Response, Compensation and Liability Act of 1980, 42 USC §9601 et seq. (CERCLA); (ii) the Hazardous Materials Transportation Act, 49 USC §1802, et seq.; (iii) the Resource Conservation and Recovery Act, 42 USC §6901 et seq.; (iv) the Clean Water Act, 33 USC §1251 et seq.; (v) California Health and Safety Code §§25115-25117, 25249.8, 25281, 25316, 25501 and 25501.1; (vi) the Clean Air Act, 42 USC §7901 et seq.; and (vii) California Water Code §13050; (b) any substances defined, regulated or listed by any amendments, rules or regulations promulgated thereunder to such enumerated statutes or acts currently existing or hereafter enacted; and (c) any other hazardous or toxic substance, material, chemical, waste or pollutant identified as hazardous or toxic or regulated under any other applicable Federal, State or local environmental laws currently existing or hereafter enacted, including, without limitation, friable asbestos, polychlorinated biphenyl's ("PCBs"), petroleum, natural gas and synthetic fuel products, and by-products.

1.62 Hazardous Waste

"Hazardous Waste" means all Hazardous Substances and substances defined as Hazardous Waste, acutely Hazardous Waste, or extremely Hazardous Waste by the State of California in Health and Safety Code §25110.02, §25115, and §25117 or in the future amendments to or recodifications of such statutes or identified and listed as Hazardous Waste by the US Environmental Protection Agency (EPA), pursuant to the Federal Resource Conservation and Recovery Act (42 USC §6901 et seq.), all future amendments thereto, and all rules and regulations promulgated thereunder.

1.63 High Diversion Organic Waste Processing Facility

"High Diversion Organic Waste Processing Facility" means a facility that is in compliance with the reporting requirements of 14 CCR Section 18815.5(d) and meets or exceeds an annual average mixed waste organic content recovery rate of 50 percent between January 1, 2022, and December 31, 2024, and 75 percent after January 1, 2025, as calculated pursuant to 14 CCR Section 18815.5(e) for organic waste received from the mixed waste organic collection stream as defined in 14 CCR Section 17402(a)(11.5); or as otherwise defined in 14 CCR Section 18982(a)(33).

1.64 Holiday

"Holiday" means New Years' Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.

1.65 Household Hazardous Waste

"Household Hazardous Waste" ("HHW") means waste resulting from products purchased by the general public for household use which, because of its quantity, concentration or physical, chemical or infectious characteristics, may pose a substantial known or potential hazard to human health or the environment when improperly treated, Disposed or otherwise managed, or, in combination with other Solid Waste, may be infectious, explosive, poisonous, caustic, toxic, or exhibit any of the characteristics of ignitability, corrosivity, reactivity, or toxicity as per 22 CCR Section 66261.3.

1.66 Invalidation Action

"Invalidation Action" means any event or action the result of which City is unable (i) by operation of Applicable Law, (ii) a valid majority protest pursuant to Proposition 218, or (iii) final and conclusive legal challenge, to approve or implement the establishment or adjustment of any Maximum Service Rate(s) that would otherwise be due and payable to Contractor under this Agreement, in whole or in part, but for such event or action.

1.67 Large Event

"Large Event" as defined in 14 CCR Section 18982(a)(38) means an event, including, but not limited to, a sporting event or a flea market, that charges an admission price, or is operated by a local agency, and serves an average of more than 2,000 individuals per day of operation of the event, at a location that includes, but is not limited to, a public, nonprofit, or privately owned park, parking lot, golf course, street system, or other open space when being used for an event.

1.68 Large Venue

"Large Venue" as defined in 14 CCR Section 18982(a)(39) means a permanent venue facility that annually seats or serves an average of more than 2,000 individuals within the grounds of the facility per day of operation of the venue facility. For purposes of 14 CCR, Division 7, Chapter 12 and this Agreement, a large venue facility includes, but is not limited to, a public, nonprofit, or privately owned or operated stadium, amphitheater, arena, hall, amusement park, conference or civic center, zoo, aquarium, airport, racetrack, horse track, performing arts center, fairground, museum, theater, or other public attraction facility. For purposes of 14 CCR, Division 7, Chapter 12 and this Agreement, a site under common ownership or control that includes more than one Large Venue that is contiguous with other Large Venues in the site, is a single Large Venue.

1.69 Local Education Agency

"Local Education Agency" means a school district, charter school, or county office of education that is not subject to the control of city or county regulations related to Solid Waste.

1.70 Manual Barrel Collection Service

"Manual Barrel Collection Service" means manual Collection of Solid Waste from Barrels supplied by the Contractor that includes the movement by Contractor's employees of Barrels from the Customer's backyard, side yard, driveway, garage, or other location approved by Contractor, and returned to, such location on that Customer's Premises, but in no event in the City's public right-of-way.

1.71 Materials Recovery Facility

"Materials Recovery Facility" or "MRF" means a facility where Solid Waste (not including Source Separated Green Container Organic Waste) or Recyclables are sorted or separated for the purposes of Recycling, Processing or Composting.

1.72 Maximum Service Rate(s)

"Maximum Service Rate(s)" means the maximum amount that Contractor may charge for the services listed in Exhibit 1 of this Agreement, as such exhibit and amounts may be amended or adjusted in accordance with the provisions of this Agreement.

1.73 Medical Waste

"Medical Waste" means any Solid Waste that is generated or has been used in the diagnosis, treatment, or immunization of human beings or animals, or research pertaining thereto, and shall include, but not be limited to, biomedical, biohazardous and medical waste, or other Solid Waste resulting from medical activities or services as defined by any State or Federal law or regulation, all as currently enacted or subsequently amended.

1.74 Mulch

"Mulch" means a layer of material applied on top of soil, and, for the purposes of this Agreement, Mulch shall conform with the following conditions, or conditions as otherwise specified in 14 CCR Section 18993.1(f)(4):

(1) Meets or exceeds the physical contamination, maximum metal concentration, and pathogen density standards for land application specified in 14 CCR Section 17852(a)(24.5) (A)(1) through (3).

(2) Was produced at one or more of the following types of facilities: a. A compostable material handling operation or facility as defined in 14 CCR Section 17852(a)(12), that is permitted or authorized under 14 CCR, Division 7, other than a chipping and grinding operation or facility as defined in 14 CCR Section 17852(a)(10); b. Transfer/Processing Facility or Transfer/Processing operation as defined in 14 CCR Section 17402(a)(30) and (31), respectively, that is permitted or authorized under 14 CCR, Division 7; or, c. a Solid Waste landfill as defined in Pub. Res. Code Section 40195.1.

1.75 Multi-Family or Multi-Family Premises

"Multi-Family" or "Multi-Family Premises" means a Premise with five (5) or more Dwelling Units.

1.76 Municipal Code

"Municipal Code" means the South Pasadena Municipal Code.

1.77 Non-Collection Notice

"Non-Collection Notice" means a form developed by Contractor and approved by the City to notify Customers of the reason for non-collection of materials set out by the Customer for Collection by Contractor pursuant to this Agreement.

1.78 Non-Compostable Paper

"Non-Compostable Paper" includes, but is not limited to, paper that is coated in a plastic material that will not breakdown in the Composting process, or as otherwise defined in 14 CCR Section 18982(a)(41).

1.79 Non-Organic Recyclables

"Non-Organic Recyclables" means non-putrescible and non-hazardous recyclable wastes, including, but not limited to bottles, cans, metals, plastics and glass, or as otherwise defined in 14 CCR Section 18982(a)(43).

1.80 Organic Waste or Organics

"Organic Waste" or "Organics" means Solid Waste containing material originating from living organisms and their metabolic waste products, including, but not limited to, Food Waste, Green Waste, organic textiles and carpets, lumber, wood, paper products, printing and writing paper, manure, biosolids, digestate, and sludges, or as otherwise defined in 14 CCR Section 18982(a)(46), excluding animal carcasses not eaten on the Premises such as small rodents (e.g., mice and rats).

1.81 Overflow

"Overflow" means excess Solid Waste (i) placed inside a Container that prevents the lid on the Container from being completely closed (i.e., lid remains open greater than forty-five (45) degrees) or excess materials placed on top of or around a Container and (ii) could potentially result in excess materials spilling/dislodging during collection activity by Contractor's vehicles.

1.82 Overweight

"Overweight" means Solid Waste placed in a Container used for Collection services in excess of the manufacturer's recommended weight capacity for that Container.

1.83 Owner

"Owner" means the Person holding the legal title to the real property constituting the Premises to which Solid Waste Handling Services is to be provided under this Agreement or the Person holding legal title to the Disposal site, depending upon the context used in this Agreement.

1.84 Person

"Person" means any individual, firm, association, organization, partnership, corporation, business trust, joint venture, the United States, the State, the County, towns, cities, and special purpose districts.

1.85 Premises

"Premises" means any land, building, and/or structure within the City limits where Solid Waste is generated or accumulated.

1.86 Process, Processed, or Processing

"Process," "Processed," or "Processing" means the controlled separation, recovery, volume reduction, conversion, or Recycling of Solid Waste including, but not limited to, organized, manual, automated, or mechanical sorting, the use of vehicles for spreading of waste for the purpose of recovery, and/or includes the use of conveyor belts, sorting lines, or volume reduction equipment.

1.87 Prohibited Container Contaminants

"Prohibited Container Contaminants" means any of the following: (i) discarded materials placed in any Blue Container that are not identified as acceptable Source Separated Blue Container Waste for such Container; (ii) discarded materials placed in any Green Container that are not identified as acceptable for Source Separated Green Container Organic Waste for such Container; (iii) discarded materials placed in any Black Container that are acceptable Source Separated Blue Container Waste to be placed in a Blue Container or acceptable Source Separated Green Container Organic Waste to be placed in a Green Container; (iv) to the extent not encompassed in the foregoing, discarded materials placed in any Container not identified by

Contractor or City as acceptable for such Containers; and (v) Excluded Waste. Contamination shall be determined by Contractor's visual or digital inspection.

1.88 Public Works Director

"Public Works Director" means the Director of Public Works for the City of South Pasadena or his/her designee.

1.89 Recyclables or Recyclable Materials

"Recyclables" or "Recyclable Materials" means Solid Waste consisting of any material which retains useful properties and can be reclaimed after the production or consumption process. "Recyclables" or "Recyclable Materials" include Source Separated Non-Organic Recyclables and Source Separated Blue Container Organic Waste.

1.90 Recycle or Recycling

"Recycle" or "Recycling" means the process of Collecting, sorting, cleaning, treating and reconstituting materials that would otherwise become waste and returning those materials to the economic mainstream in the form of raw materials for new, reused, or reconstituted products that meet the quality standards to be used in the marketplace. Recycling does not include Transformation as defined in Public Resources Code Section 40201.

1.91 Recovered Organic Waste Products

"Recovered Organic Waste Products" means products made from California, landfill-diverted, recovered Organic Waste Processed in a permitted or otherwise authorized facility, or as otherwise defined in 14 CCR Section 18982(a)(60).

1.92 Renewable Natural Gas or RNG

"Renewable Natural Gas" or "RNG" means gas derived from Organic Waste that has been Diverted from a landfill and processed at an in-vessel digestion Facility that is permitted or otherwise authorized by 14 CCR to recover Organic Waste, as defined in 14 CCR Section 18982(a)(62).

1.93 Residential or Residential Premises

"Residential" or "Residential Premises" means all Single-Family Premises.

1.94 Roll-Off Box

"Roll-Off Box" means Solid Waste Collection Containers of ten (10) cubic yards or larger, including Compactors.

1.95 Route Review

"Route Review" means a visual inspection of Containers along a Hauler Route as specified in Section 5.13.1 of the Agreement.

1.96 SB 1383

"SB 1383" means Senate Bill 1383 of 2016 approved by the Governor on September 19, 2016, which added Sections 39730.5, 39730.6, 39730.7, and 39730.8 to the Health and Safety Code, and added Chapter 13.1 (commencing with Section 42652) to Part 3 of Division 30 of the Public Resources Code, establishing methane emissions reduction targets in a statewide effort to reduce emissions of short-lived climate pollutants, as amended, supplemented, superseded, and replaced from time to time.

1.97 SB 1383 Regulations

"SB 1383 Regulations" means or refers to, for the purposes of this Agreement, the Short-Lived Climate Pollutants: Organic Waste Reductions regulations developed by CalRecycle and adopted in 2020 that created 14 CCR, Division 7, Chapter 12 and amended portions of regulations of 14 CCR and 27 CCR as amended from time to time.

1.98 Self-Haul, Self-Hauler, or Self-Hauling

"Self-Haul," "Self-Hauler," or "Self-Hauling" means a Person, who hauls Solid Waste, Recyclable Materials, or Organic Waste, that he or she has generated to an appropriate Processing facility. Self-Hauler also includes a Person who Back-Hauls.

1.99 Seniors

"Seniors" means a resident sixty-two years of age or older.

1.100 SFD-A or SFD-A Premises

"SFD-A" or "SFD-A Premises" means Single-Family Premises receiving Automated Collection Service as specified in Section 5.8.

1.101 Single-Family Premises

"Single-Family Premises" means Premises with fewer than five (5) Dwelling Units.

1.102 Solid Waste

"Solid Waste" has the same meaning as defined in the California Public Resources Code Section 40191, which includes all discarded putrescible and nonputrescible solid, semisolid, and liquid wastes, including garbage, trash, refuse, rubbish, C&D, industrial waste, Bulky Items, and any other discarded solid, semisolid, and liquid waste permitted to be Disposed of at a Class III landfill and which are included within the definition of "Nonhazardous Solid Waste" set forth in the California Code of Regulations, as it may be amended from time to time. Solid Waste includes Recyclable Materials and Organic Waste, unless specified otherwise in the Agreement, but does not include Excluded Waste.

1.103 Solid Waste Handling Services

"Solid Waste Handling Services" means the Collection, Transfer, Transportation, Recycling, Processing, and Disposal of Solid Waste.

1.104 Source Separated

"Source Separated" means materials that have been separated or kept separate from the waste stream, at the point of generation, for the purpose of additional sorting or Processing those materials for Recycling or reuse in order to return them to the economic mainstream in the form of raw material for new, reused, or reconstituted products, which meet the quality standards necessary to be used in the marketplace, or as otherwise defined in 14 CCR Section 17402.5(b)(4). For the purposes of this Agreement, Source Separated shall include separation of materials by the generator, property Owner, property Owner's employee, property manager, or property manager's employee into different Containers for the purposes of Collection and/or Processing. Black Container Waste, Source Separated Blue Container Waste, and Source Separated Green Container Organic Waste are separated for the purposes of Collection and/or Processing.

1.105 Source Separated Blue Container Organic Waste

"Source Separated Blue Container Organic Waste" means Source Separated Organic Waste that can be placed in a Blue Container that is limited to the Collection of that Organic Waste and Source Separated Non-Organic Recyclables, or as otherwise specified in 14 CCR Section 17402(a)(26.7).

1.106 Source Separated Blue Container Waste

"Source Separated Blue Container Waste" means Source Separated Blue Container Organic Waste and Source Separated Non-Organic Recyclables that can be placed in a Blue Container that is limited to the Collection of that waste, consistent with three-Container Collection service as described in 14 CCR Section 18894.1(a) and (d) and meets the requirements established by the Contractor as set forth in Exhibit 4-2, as may be amended upon mutual agreement of City and Contractor.

1.107 Source Separated Green Container Organic Waste

"Source Separated Green Container Organic Waste" means Source Separated Organic Waste that can be placed in a Green Container that is limited to the Collection of that Organic Waste, consistent with three-Container Collection service as described in 14 CCR Section 18984.1(a) and (d) and meets the requirements established by the Contractor as set forth in Exhibit 4-1, as may be amended from time to time upon mutual agreement of City and Contractor.

1.108 State

"State" means the State of California.

1.109 Street Sweeping Service

"Street Sweeping Service" means the services specified in Section 6.4 of this Agreement.

1.110 Term

"Term" has the meaning ascribed in Section 4 of this Agreement.

1.111 Temporary Service

"Temporary Service" means Solid Waste Handling Services provided by Contractor on an as needed and temporary basis to any Premises within the City in conjunction with construction, demolition, cleanup, or other projects, and by use of temporarily placed Bins or Roll-Off Boxes.

1.112 Tier One Commercial Edible Food Generators

"Tier One Commercial Edible Food Generator" as defined in 14 CCR Section 18982(a)(73) means a Commercial Edible Food Generator that is one of the following, each as defined in 14 CCR Section 18982(a)(73):

A. Supermarket.

B. Grocery Store with a total facility size equal to or greater than 10,000 square feet.

C. Food Service Provider.

D. Food Distributor.

E. Wholesale Food Vendor.

1.113 Tier Two Commercial Edible Food Generators

"Tier Two Commercial Edible Food Generator" as defined in 14 CCR Section 18982(a)(74) means a Commercial Edible Food Generator that is one of the following, each as defined in 14 CCR Section 18982(a)(74):

A. Restaurant with 250 or more seats, or a total facility size equal to or greater than 5,000 square feet.

B. Hotel with an on-site food facility and 200 or more rooms.

C. Health facility with an on-site food facility and 100 or more beds.

D. Large Venue.

E. Large Event.

F. A State agency with a cafeteria with 250 or more seats or total cafeteria facility size equal to or greater than 5,000 square feet.

G. A Local Education Agency with an on-site food facility.

1.114 Tipping Fees

"Tipping Fees" means the all-inclusive costs or charges imposed by a properly permitted Disposal Site, MRF, or Organic Waste Processing facility for Disposal or Processing of Solid Waste.

1.115 Transfer

"Transfer" means the act of transferring Solid Waste Collected by Contractor from Contractor's Collection vehicles into larger vehicles at a transfer facility for Transport to other facilities for Processing or Disposing of such materials.

1.116 Transportation or Transport

"Transportation" or "Transport" means the act of delivering Solid Waste from one location to another.

1.117 Transformation

"Transformation" means incineration, pyrolysis, distillation, or biological conversion other than Composting. Transformation does not include biomass conversion.

1.118 Universal Waste

"Universal Waste" means those Hazardous Wastes identified as universal wastes in 22 CCR Section 66261.9, including but not limited to: fluorescent bulbs and tubes; household batteries (e.g. D. AA, button-type, etc.); non-empty aerosol cans; electronic devices (e.g. televisions, computer monitors, cell phones, radios, video cassette recorders, etc.); and mercury containing devices (e.g. thermometers, thermostats, gauges, etc.), and generated by a Single-Family or Multi-Family residence. Universal Waste does not include any waste generated in the course of operating a business at a residence or business generated waste.

1.119 Waste Generator

"Waste Generator" means the Owner or occupant of Premises whose act initially produces Solid Waste that is subject to regulation under Federal, State, or local regulations.

1.120 White Goods

"White Goods" means discarded enameled household appliances, such as refrigerators, freezers, stoves, washer/dryers, water heaters, dishwashers, trash compactors and similar items.

1.121 Workday

"Workday" means any day, Monday through Saturday, which is not a Holiday as set forth in Section 1.61 of this Agreement.

2 Representation and Warranties of Contractor and City

2.1 Mutual Cooperation

City and Contractor will reasonably cooperate in good faith with all efforts by each other to meet City's Diversion and other compliance requirements imposed by Applicable Law. In this regard, City's obligations include, without limitation, making such petitions and applications as may be reasonably requested by Contractor for time extensions in meeting Diversion goals, or other exceptions from the terms of Applicable Laws, and to agree to authorize such changes to Contractor's Recycling, Organic Waste, or Solid Waste programs as may be reasonably requested by Contractor in order to achieve minimum annual CalRecycle Diversion as required of the City under Public Resources Code Section 41780.

2.2 Diversion

Contractor shall implement the Diversion programs set forth in this Agreement such that City will achieve minimum annual CalRecycle Diversion as required of City under Public Resources Code Section 41780. In this regard, Contractor agrees that it shall provide, undertake and perform the following at its sole cost and expense, in addition to any other Agreement requirement:

a. Assist City in responding to inquiries from CalRecycle or any other regulatory agency relating to this Agreement;

b. Assist City in preparing for, and participating in, CalRecycle's biannual review of City's Source Reduction and Recycling Element (SRRE) pursuant to Public Resources Code Section 41825;

c. Assist City in applying for any extension, including under Public Resources Code Section 41820, if so, directed by City;

d. Assist City in any hearing conducted by CalRecycle, or any other regulatory agency, relating to City's compliance with Applicable Law relating to this Agreement;

e. Assist City with the development of and implementation of a public awareness and education program that is consistent with City's SRRE and Household Hazardous Waste Element, as well as any related requirements of the Applicable Law;

f. Provide City with Recycling, source reduction, and other technical assistance as may be needed to comply with the Applicable Law;

g. Be responsible for and pay, any fees, penalties or other costs imposed against City by CalRecycle, and indemnify and hold harmless City from and against any fines, penalties, or other liabilities, levied against it for violation of the Diversion requirements, set forth in Public Resources Code Section 41780 to the extent arising from or in any way related to Contractor's performance of its obligations under this Agreement.

2.3 Exception

Notwithstanding other provisions of this Agreement, Contractor's obligations in this Article 2 will not extend to any loss, cost, liability, fine, penalty, damage, action, suit, duty, obligation, requirement, nonperformance, or noncompliance relating to, arising or resulting from, acts or omissions (i) not within the control of Contractor, (ii) constituting the active negligence, willful misconduct, material breach of this Agreement, or violation of law on the part of City, its officers or employees, (iii) in connection with the nonuse of a High Diversion Organic Waste Processing Facility for materials deposited in Black Containers prior to the Effective Date, or (iv) as limited by Public Resources Code Section 40059.1.

3 Conditions Governing Services Provided by Contractor

3.1 Grant of Exclusive Agreement

City hereby grants to Contractor, and Contractor accepts, on the terms and conditions set forth herein, an exclusive Franchise within the corporate limits of the City. The Franchise granted to Contractor shall be the exclusive right and privilege to Collect, Transfer, Transport, handle, Process, Recycle, and Dispose of in a lawful manner, all Solid Waste, Recyclable Materials, Organic Waste (including Green Waste and Food Waste), and C&D Debris accumulating in the City in accordance with the City's Municipal Code, for the Term of and within the scope set forth in this Agreement; provided, however, that if it has not done so, City shall, within five (5) days after the Effective Date, issue notice concerning C&D exclusivity hereunder in compliance with Public Resources Code Section 49520 and the exclusive right and privilege to Collect, Transfer, Transport, handle, Process, Recycle, and Dispose C&D Debris in the City shall commence on the earliest date permissible in compliance with Public Resources Code Section 49520.

3.1.1 Annexation

If during the term of the Agreement, additional territory within or adjacent to the City is acquired by City through annexation, subject to the requirements of Public Resources Code Section 49520, Contractor agrees to provide Solid Waste Handling Services in such annexed area in accordance with the provisions and Maximum Service Rates set forth in this Agreement.

3.2 Recyclable Materials and Organic Waste Discarded by Customer

Any Person may sell Recyclable Materials or Organic Waste or donate Recyclable Materials or Organic Waste to Persons other than Contractor, provided: (1) the Recyclable Materials or Organic Waste must be Source Separated from and not mixed with other Solid Waste; and (2) the seller/donor may not pay the buyer/donee any consideration for Collecting, Processing or Transporting such Recyclable Materials or Organic Waste. A discount or reduction in the price for Collection, Disposal and/or Recycling services for any form of un-segregated or segregated Solid Waste is not a sale or donation of Recyclable Materials or Organic Waste and such Solid Waste does not qualify for this exception. However, once the Recyclable Materials or Organic Waste have been placed in the Collection Container and the Container set out for Collection, the Recyclable Materials or Organic Waste is subject to Contractor's Franchise.

3.3 Exclusions of Exclusivity

The following are excluded from the Franchise:

3.3.1 Specialized Recyclable Materials

If Contractor is unable or unwilling to Collect and Process for Diversion Excluded Waste and/or waste to which a third party is able to sell or donate as specified in Section 3.2.

3.3.2 Byproduct of Food and Beverage Processing

Under AB 3036 (2018), certain byproducts from the Processing of food or beverages from agricultural or industrial sources, provided they are Source Separated and used as animal feed, are exempted from this Agreement. Entities requesting exemption must apply to the City and be any of the following: registered pursuant to Section 110460 of the Health and Safety Code or be exempted from registration pursuant to Section 110480 of the Health and Safety Code, or be a beer manufacturer as defined in Section 23012 of the Business and Professions Code, or a distilled spirits manufacturer as defined in Section 23015 of the Business and Professions Code.

3.3.3 Gardening or Landscape Services

Green Waste removed from a Premises by a gardening, landscaping, or tree trimming company as an incidental part of a total service offered by that company rather than as a hauling service are exempted from the Franchise.

3.3.4 Community Composting

Any Person performing Community Composting.

3.3.5 Structural Work Under a Proper Building Permit

Any Person permitted to Collect, Transport and Dispose of building material residue resulting from structural work under a proper building permit issued by the City as provided in Municipal Code Section 16.5 or a successor section.

3.4 South Pasadena Municipal Code

The provisions of the Municipal Code relating to Collection, Transfer, Transportation, handling, Processing, Recycling and Disposal are hereby incorporated into and made a part of this Agreement, and whenever the provisions of the Municipal Code conflict with the terms of this Agreement, the terms of the Municipal Code shall supersede the provisions of this Agreement, provided, for the avoidance of doubt Contractor's obligations will not extend to any loss, cost, liability, fine, penalty, damage, action, suit, duty, obligation, requirement, nonperformance, or noncompliance relating to, arising or resulting from, acts or omissions (i) not within the control of Contractor, (ii) constituting the active negligence, willful misconduct, material breach of this Agreement, or violation of law on the part of City, its officers or employees, (iii) in connection with the nonuse of a High Diversion Organic Waste Processing Facility for materials deposited in Black Containers prior to the Effective Date, or (iv) as limited by Public Resources Code Section 40059.1. In the event of a change in the Municipal Code, Section 15.2 (Change in Law) shall apply.

3.5 Prior Agreements

This Agreement amends and restates, and as a result, supersedes and replaces in its entirety all prior agreements or understandings between the City and the Contractor including the 2024 Agreement. In the event this Agreement is deemed null, void and of no force or effect by a court of competent jurisdiction, the agreements and understandings in force or effect prior to the Effective Date herein, shall apply.

4 Term

4.1 Term

This Agreement shall become effective on the Effective Date and continue and through and including the close of business on July 31, 2035 ("Expiration Date"); provided, however that beginning August 1, 2026, and each August 1 thereafter, automatic one-year extensions shall be applied to the Expiration Date (each an "Automatic Extension") so that the term of this Agreement shall thereafter remain at a constant ten (10) years (as may be extended, "Term").

4.2 Wind Down of Term

4.2.1 Notice of Intent to Wind Down

No earlier than five (5) years after the Effective Date, either party may issue a written notice of intent to cancel the Automatic Extension ("Notice of Intent to Wind Down"). The Notice of Intent to Wind Down may be issued by either party without cause.

4.2.2 Meet and Confer Period

The terminating party hereunder ("Terminating Party") shall host a minimum of two (2) negotiation sessions with the non-terminating party ("Non-Terminating Party") within ninety (90) days of the date upon which the Notice of Intent to Wind Down is received by Non-Terminating Party ("Meet and Confer Period"). The purpose of the Meet and Confer Period is to provide negotiation sessions to discuss, in good faith, rescission of the Notice of Intent to Wind Down in exchange for an amendment(s) to the Agreement. City and Contractor may, but are not obligated to, meet more frequently than required, provided that no such conferences shall act to extend or delay the Meet and Confer Period unless expressly agreed to in writing by the Parties.

4.2.3 Notice of Effective Wind-Down

No later than the end of the Meet and Confer Period, if the Terminating Party elects to cancel the Automatic Extension, the Terminating Party must deliver written notice to the Non-Terminating Party that it has concluded efforts to meet and confer in good faith and the Automatic Extension is canceled ("Notice of Effective Wind-Down"). Upon Notice of Effective Wind-Down, the Agreement will remain in full force and effect for a ten (10) year fixed term beginning on the date upon which the Notice of Intent to Wind Down was received by the Non-Terminating Party, unless sooner terminated pursuant to this Agreement.

4.2.4 Effectiveness

Notwithstanding any provision in this Agreement to the contrary, the cancellation of the Automatic Extension shall not become effective if (i) City and Contractor mutually agree to approve and execute an amendment to this Agreement as provided herein; (ii) the Terminating Party fails to hold the minimum number of good faith negotiation sessions during the Meet and Confer Period, provided that the Non-Terminating Party has not unreasonably postponed or delayed the scheduling of such sessions; or (iii) the Terminating Party fails to issue its Notice of Effective Wind-Down within the ninety-day period prescribed herein. Further, if the City issues notices to Contractor hereunder, the notices must be approved in advance by a majority vote of City Council.

4.3 Effective Date

This Agreement is hereby deemed effective when all of the following have occurred: (i) signing and delivery of this Agreement on behalf of the individual(s) authorized to bind Contractor hereto; (ii) approval of the Agreement by the City Council; (iii) this Agreement has been signed and delivered on behalf of the City by the individual(s) authorized to enter this Agreement on the City's behalf; (iv) the culmination of any

proceedings relating to Proposition 218, resulting in the approval by City Council of the Maximum Service Rates specified in Exhibit 1; and (v) the City Attorney indicates and delivers in writing its approval of this Agreement as to form.

5 Collection Services Provided by Contractor

5.1 Standard of Services

The scope of services to be performed by Contractor pursuant to this Agreement shall include the furnishing of all labor, supervision, equipment, materials, supplies, and all other items necessary to perform all requirements of this Agreement. The scope of services to be performed by Contractor pursuant to this Agreement shall be accomplished in a manner so that Customers are provided Solid Waste Handling Services and other services described in this Agreement at all times in accordance with local industry practice in similarly situated jurisdictions.

5.2 Commingling of Materials

Contractor shall not commingle Source Separated Black Container Waste, Source Separated Blue Container Waste, or Source Separated Green Container Organic Waste in any vehicles when Collected by Contractor unless otherwise approved by the Public Works Director, which shall not be unreasonably denied, conditioned, or delayed. Contractor shall not be deemed to have violated this Section where such materials were commingled prior to Collection by Customer or where the Container contains Prohibited Container Contaminants.

5.3 Collection of C&D

Contractor shall not be required to remove C&D Debris in the ordinary course of the Customer's regular Solid Waste Collection. Customers will be required to enter into separate Collection arrangements with Contractor for the Collection of such C&D Debris; provided, separate arrangements are not required for Customers that put out C&D Debris for Collection by Contractor if the work generating C&D Debris is minor in nature and is performed individually by Customer; provided, further, that such materials meet the volume and weight restrictions applicable to regular Collection of Solid Waste.

5.4 Collection Hours

Collection service must be provided, commencing no earlier than 7:00 a.m. and terminating no later than 5:00 p.m., Monday through Friday, and between the hours of 7:00 a.m. and 12:00 p.m., Saturday, except for Holidays in accordance with Section 10.2.2. The hours, day, or both of Collection may be extended due to extraordinary circumstances or conditions with the prior verbal or written consent of the City.

5.5 Collection Schedule and Routes

The schedule and routes for Solid Waste Collection shall be subject to approval of the Public Works Director, whose approval shall not be unreasonably denied, conditioned, or delayed. Contractor shall prepare and transmit to the Public Works Director a Solid Waste Collection, Bus Stop Barrel Collection, Street Sweeping Service, and City garage sweeping service schedule, together with a map of the Collection and Sweeping Service districts within the City.

5.6 Title to Solid Waste

Except as provided otherwise under Applicable Law, title to Solid Waste Collected by Contractor shall pass to Contractor at the time said materials are placed in Contractor's Collection vehicle and such title shall pass to parties that subsequently receive such materials upon deposit from Contractor.

5.7 Residential Collection Service System

5.7.1 Frequency and Scheduling of Service

Residential Collection service must be provided at minimum one (1) time per week for Source Separated Green Container Organic Waste, Source Separated Blue Container Waste, and Source Separated Black

Container Waste on a scheduled route basis. Residential Collection service must be scheduled so that all Customers receive Collection service for all Customer Barrels or Bins on the same Workday unless the Public Works Director permits otherwise upon the request of Contractor.

5.7.2 Determination of Type of Service

Except as specified in this Agreement, Contractor shall determine the appropriate service type (Automated Collection Service for SFD-A Premises and Manual Barrel Collection Service for all other Residential Premises) and Container size, type, frequency, and quantity for each Customer, subject to reasonable disapproval of City. Designation of a Residential Premises as a SFD-A Premises by Contractor shall be subject to the reasonable disapproval of City and City shall make the final determination as to any disputes between Customer and Contractor arising from the provision of Automated Collection Service for SFD-A Premises.

5.7.3 Residential Manual Barrel Collection Service

5.7.3.1 Default Service

Contractor shall provide Manual Barrel Collection Service to all Residential Premises, excluding SFD-A Premises, whose Solid Waste is properly containerized in Solid Waste Barrels. As a default, Customers must receive, at minimum, one thirty-two (32) gallon green Barrel for Source Separated Green Container Organic Waste, one thirty-two (32) gallon blue Barrel for Source Separated Blue Container Waste, one thirty-two (32) gallon black Barrel for Source Separated Black Container Waste, and up to four additional Solid Waste Barrels, any combination of black, blue, or green, for a maximum seven (7) Barrels total, for Manual Barrel Collection Services. Extra Barrels, in addition to the default service, shall be subject to additional charge in accordance with Exhibit 1.

5.7.3.2 Supply and Placement of Residential Manual Barrels

Barrels shall be supplied by the Contractor and stored in, and returned to, a location on the Customer's Premises mutually and reasonably agreed to between Contractor and that Customer, but in no event in the City's public right-of-way.

5.7.3.3 Uncontainerized Materials

Notwithstanding any provision in this Agreement to the contrary, (i) Customers using Manual Barrel Collection Service may place clean cardboard next to their blue Barrels and (ii) Food-Soiled cardboard must be placed inside the green Barrel; provided in each case, cardboard is flattened and stacked neatly. All other Solid Waste must be placed inside Customer's Barrels. Contractor shall not be required to Collect any other Solid Waste that is not placed inside a Barrel or Collect any Barrel that is Overflowing or Overweight.

5.7.3.4 Rates for Residential Manual Barrel Collection Service

Contractor shall provide Residential Customers with Manual Barrel Collection Service at the Maximum Service Rates specified in Exhibit 1.

5.7.4 SFD-A Premises

SFD-A Premises shall receive Collection services, including Automated Collection Service, in accordance with Section 5.8.

5.8 Automated Collection Service System, for Commercial Premises, Including Multi-Family Premises, and SFD-A Premises

5.8.1 Provision of Service

Contractor shall provide Solid Waste Collection services to Customers at Commercial Premises, including Multi-Family Premises, and to SFD-A Premises with Containers supplied by the Contractor. Contractor shall perform waste assessments at all Commercial Premises, including Multi-Family Premises, and at all SFD-A Premises in the City to determine the appropriate number and size of Containers and Collection frequency for Solid Waste.

5.8.2 Default Service

Contractor shall determine the appropriate Container size, type, frequency, and quantity for each Customer; provided that, as a default, Customers will receive one 64-gallon Cart for Source Separated Green Container Organic Waste, one 96-gallon Cart for Source Separated Blue Container Waste, and one 1.5-cubic yard Bin for Source Separated Black Container Waste. The appropriate Container size, type, frequency, and quantity for each Customer of Collection will be determined by Contractor, subject to reasonable disapproval of City, following a waste assessment. However, Container size, type, frequency, and quantity must be sufficient to comply with Applicable Law and such that no Solid Waste needs to be placed outside the Collection Container.

5.8.3 Location and Emptying of Containers

Contractor shall place Containers to ensure that the flow of traffic is not impeded. Contractor shall determine the Container location, provided that if City determines the Collection location is a nuisance or safety concern, City shall make the final determination as to where Containers shall be stored on Premises, and from where they will be Collected. Contractor shall replace empty Containers to their original location with gates or doors of enclosures secured after Collection is completed. A Bin shall be considered properly located for Collection if it is feasibly accessible by Contractor's front-loading Collection vehicles. A Cart shall be considered properly located for Collection if it is feasibly accessible by Contractor's side-loading Collection vehicles. Contractor shall not be required to Collect any Solid Waste that is not placed inside a Container or Collect any Container that is Overflowing or Overweight.

5.8.4 Automated Collection Service

Contractor shall use Automated Collection Service to Collect Source Separated Green Container Organic Waste, Source Separated Blue Container Waste, and Source Separated Black Container Waste from all Commercial Customers, including Multi-Family Customers, and from all SFD-A Customers. Contractor shall not Collect Source Separated Green Container Organic Waste from Commercial Customers, including Multi-Family Customers, that have been granted a waiver by the City. Contractor shall Collect all Source Separated Green Container Organic Waste, Source Separated Blue Container Waste, and Source Separated Black Container Waste that is properly placed in Bins or Carts from all Commercial Customers, including Multi-Family Customers, and all SFD-A Customers at minimum one (1) time per week, or more frequently if needed to handle the amount of Source Separated Green Container Organic Waste, Source Separated Blue Container Waste, and/or Source Separated Black Container Waste generated at the Premises, or to safeguard public health and safety. Contractor shall provide all Commercial Customers, including Multi-Family Customers, and SFD-A Customers with Automated Collection Service at the Maximum Service Rates specified in Exhibit 1.

5.9 Intentionally Omitted

5.10 Temporary Bin and Roll-Off Box Collection Service

The Contractor shall offer temporary Bin Collection service and temporary Roll-Off Box Collection service to Residential and Commercial Premises, including Multi-Family Premises, for the Collection of Solid Waste or C&D Debris. The Contractor shall deliver and Collect temporary Bins and Roll-Off Boxes at the direction of the Customer. Temporary Bins and Roll-Off Boxes shall be free of graffiti and in good repair and must be clearly marked and identifiable as belonging to the Contactor. In placing temporary Bins and Roll-Off Boxes, the Contractor shall not impede the flow of traffic. The designated Collection location, if disputed by the Customer or the Contractor, shall be determined by the City. Additionally, if in the City's opinion the location of an existing Collection location is inappropriate for aesthetic or safety reasons, City may require the Customer and/or Contractor to relocate the Collection location. Temporary Bin and temporary Roll-Off Box Collection service may require the Customer to obtain a City encroachment permit.

Contractor shall deliver loads of concrete, dirt or any other recoverable material to facilities that recover such materials. Contractor may charge no more than the Maximum Service Rates set forth in Exhibit 1 plus the actual Processing/Disposal cost per ton (net of any rebate for Recyclables).

5.11 Bulky Item Pick-Up Service

Except to the extent such service is provided in accordance with Section 6.6, Contractor shall provide Bulky Item pick-up service to all Customers in accordance with the rates specified in Exhibit 1.

5.12 Transportation, Disposal and Processing Service

Contractor shall Transport all Solid Waste that is Collected in City to a lawfully permitted Transfer facility, Materials Recovery Facility, Processing facility, or Disposal Facility. Source Separated Green Container Organic Waste shall be Transported to and Processed at an Organic Waste Processing facility. Recyclable Materials shall be Transported to and Processed at a Materials Recovery Facility. All other properly deposited Solid Waste shall be Transported to a facility which shall divert materials into Recyclables that can be Processed for recovery, and/or a facility for Solid Waste for Disposal at a landfill. For the avoidance of doubt, Contractor shall not be required to Transport Black Container Waste to a High Diversion Organic Waste Processing Facility. Notwithstanding any provision in this Agreement to the contrary, Contractor shall determine the facilities utilized under this Agreement subject to change by City as provided in Section 15.1 or in the event of public health or safety emergencies.

Contractor shall notify the City in writing each year on or before July 1st to identify all the facilities to which the Contractor will Transport Solid Waste. Contractor shall ensure that, at a minimum, all materials shall be weighed upon delivery to a Processing facility, Materials Recovery Facility or Composting facility, as applicable, and all weight and related delivery information recorded. For those facilities it operates, Contractor will permit visitation by City upon reasonable advance notice during normal operating hours and shall ensure that all scales are regularly maintained, accurate, and in compliance with Applicable Laws. Contractor shall ensure Disposal of any and all residue remaining from the Processing of Recyclable Materials and any non-processable materials in accordance with Applicable Law.

5.13 Contamination Monitoring

Contractor shall meet the SB 1383 Regulations contamination monitoring requirements by complying with Sections 5.13.1 or 5.13.2 as specified below.

5.13.1 Route Reviews

Contractor shall, at its sole expense, on an annual basis, commencing with the quarter after the Effective Date occurs, conduct Contractor Route Reviews for Prohibited Container Contaminants, in a manner

consistent with and as defined in 14 CCR Section 18984.5(b), in a manner deemed safe by Contractor. Containers may be randomly selected along Hauler Routes. Contractor shall develop a hauler review methodology in compliance with 14 CCR Section 18984.5(b) and submit it to City not more than annually upon the request of City.

5.13.2 Facility Waste Evaluations

Contractor shall, at its sole expense, at least twice per calendar year but no more than quarterly, commencing with the quarter after the Effective Date occurs, conduct waste evaluations that meet the requirements of 14 CCR Section 18984.5(c) with respect to waste delivered to a Contractor-owned or -controlled facility, or with respect to information otherwise accessible to Contractor that permits it to perform characterization studies in accordance with Applicable Law. City maintains the right to observe, or hire a third party to observe, the waste evaluations. Contractor shall develop a waste evaluation methodology in compliance with 14 CCR Section 18984.5(c), including corrective actions that shall be taken by Contractor in the event of Contamination of greater than twenty-five percent (25%), and submit it to City not more than annually upon the request of City. Waste evaluations shall occur in two (2) distinct seasons of the calendar year. Contractor shall maintain records required under 14 CCR Section 18984.6 related to its compliance hereunder. Reports shall be provided to the City upon request.

5.13.3 Contamination Protocols

Upon finding Prohibited Container Contaminants in a Container, Contractor shall follow the protocols set forth in this Section.

1. **Record Keeping.** The driver or other Contractor representative shall record each event of identification of Prohibited Container Contaminants in a written log or in the on-board computer system including date, time, Customer's address, type of Container (Black, Blue, or Green Container); and may maintain photographic evidence.
2. **First and Second Events.** Upon the first and second discoveries of Prohibited Container Contaminants in a Customer's Container within a given calendar year starting January 1, with the first calendar year starting on January 1, 2025, Contractor will Collect the contaminated waste if safe to do so and treat the waste as Black Container Waste for handling and billing purposes. Contractor shall provide the Customer a "Courtesy Pick-Up Notice." The Courtesy Pick-Up Notice shall: (i) inform the Customer of the observed presence of Prohibited Container Contaminants; (ii) include the date and time the Prohibited Container Contaminants were observed; (iii) include information on the Customer's requirement to properly separate materials into the appropriate Containers, and the accepted and prohibited materials for Collection in the Black Container, Blue Container, and/or Green Container; (iv) inform the Customer of the courtesy pick-up of the contaminated waste on this occasion with information that with a third and fourth discovery of Prohibited Container Contaminants, the Customer may be charged a Contamination Fee for each contaminated Container as described in Exhibit 1; (v) inform the Customer that with a fifth and any subsequent discoveries of Prohibited Container Contaminants, the Customer may be charged a Contamination Fee for each contaminated Container, and Contractor may increase the size of the Customer's Container or require an additional Container(s); and, (vi) may include photographic evidence. Contractor shall leave the Courtesy Pick-Up Notice attached to or adhered to the Customer's contaminated Containers; at the Premises' door or gate; or, subject to City's approval, may deliver the notice by mail, e-mail, text message, or other electronic message. Contractor shall attempt to contact the Customer if it appears Customer does not have the appropriate level of service for proper Collection of Source Separated Green Container Organic Waste, Source Separated Blue Container Waste, or Source

Separated Black Container Waste. Contractor shall report issuance of Courtesy Pick-Up Notices to the City in accordance with Section 8.2.7.

3. **Third and Fourth Events.** Upon the third and fourth discoveries of Prohibited Container Contaminants within a given calendar year starting January 1, Contractor will Collect the contaminated waste if safe to do so and treat the waste as Black Container Waste for handling and billing purposes. Contractor shall provide Customer a "Contamination Fee Notice." The Contamination Fee Notice shall: (i) inform the Customer of the observed presence of Prohibited Container Contaminants; (ii) include the date and time the Prohibited Container Contaminants were observed; (iii) include information on the Customer's requirement to properly separate materials; (iv) indicate that the Customer will be charged a Contamination Fee as described in Exhibit 1 on their next bill; (v) inform the Customer that with a fifth and any subsequent discoveries of Prohibited Container Contaminants, the Customer may be charged a Contamination Fee for each contaminated Container and Contractor may increase the size of the Customer's Container or require an additional Container(s); and, (vi) include, for any assessed Contamination Fee, digital/visual documentation of Contractor's discovery of Prohibited Container Contaminants. Contractor shall leave the Contamination Fee Notice attached to or adhered to the Customer's contaminated Containers; at the Premises' door or gate; or, subject to City's approval, may deliver the notice by mail, e-mail, text message, or other electronic message. Contractor shall attempt to contact the Customer if it appears Customer does not have the appropriate level of service for proper Collection of Source Separated Green Container Organic Waste, Source Separated Blue Container Waste, or Source Separated Black Container Waste. Contractor shall report issuance of Contamination Fee Notices to City in accordance with Section 8.2.7.

4. **Five or More Events.** Upon each of the fifth and any subsequent discoveries of Prohibited Container Contaminants within a given calendar year starting January 1, Contractor will Collect the contaminated waste in the contaminated Container(s) if safe to do so, treat the waste as Black Container Waste for Handling and billing purposes, and charge a Contamination Fee for each event. Contractor shall provide Customer a "Contamination Fee Notice" as described above. Upon five (5) Business Days' notice to City and the Customer, Contractor may (i) increase the size of the customer's Container, require additional Containers to accommodate excessive Prohibited Container Contaminants, or increase collection frequency; (ii) impose a Contamination Fee equal to fees for a period of six (6) months or until the Customer has demonstrated Prohibited Container Contaminants are not in Containers for a period of three (3) consecutive months; and/or (iii) provide notice that Contractor has recommended that City commence any applicable code enforcement action against the Customer. City will consult with Contractor and consider, and pursue as applicable, appropriate legal remedies against offending Customers in order to secure discontinuance of the Prohibited Container Contaminants. All City costs of such action shall be recovered from the offending Customers.

5. **Disputes.** If a Customer disputes, in writing, an assessment of a Contamination Fee within thirty (30) days of the assessment, Contractor will temporarily halt any such assessment and Contractor may request a ruling by the Public Works Director to resolve the dispute. A request by Contractor to the Public Works Director to render a decision on any such dispute must be filed within ten (10) Business Days of receipt of a Customer's written dispute, and Contractor must include written documentation and digital/visual evidence of ongoing overall problems. Upon receipt of such documentation, the Public Works Director will adjudicate the dispute within ten (10) Business Days, and the Public Works Director's decision resolving the dispute between the Customer and Contractor will be final.

5.14 Education and Outreach

5.14.1 City-Specific Website

Contractor shall maintain a City-specific website that fully explains the Contractor's services, the Maximum Service Rates specified in Exhibit 1, the Diversion options available, and allows Customers to submit service changes, inquiries, or complaints. The website must describe and promote the use of the available services for Source Separated Black Container Waste, Source Separated Blue Container Waste, and Source Separated Green Container Organic Waste and include information pertaining to SB 1383 compliance including waiver information and location and contact information of City's Food Recovery Organizations. Contractor will ensure that information provided on the website is maintained and up to date. Content will include proper Container set out, educational materials, newsletters, and program descriptions.

5.14.2 Lists of Acceptable Materials (Website)

Contractor shall maintain an accurate list on its website of acceptable materials for deposit in Containers, by type, as appropriate to encourage source separation.

5.14.3 Education and Outreach Materials

Contractor shall provide education and outreach activities and create and disseminate educational materials to Customers as required by, and in conformance with, Applicable Law, including 14 CCR Section 18985.1. In accordance with the foregoing, Contractor will provide regularly scheduled notices, education materials, billing inserts, or other information disseminated to Customers as required by Applicable Law. Contractor shall maintain records of its education and outreach activities and provide this information upon request to City. All educational materials and informative literature shall be printed and made available in English, Spanish, and Mandarin. City has a shared responsibility to cooperate with Contractor with respect to the education and outreach activities and creation and dissemination of educational materials hereunder.

5.14.4 Available Services Notice and Information

At least annually, Contractor must publish and distribute (by mail or electronically) a notice to all Customers regarding the full range of services offered. The notice must contain at a minimum (i) Contractor's local customer service phone number and website (ii) procedures for properly filling and setting out Containers, (iii) instructions as to what materials may or may not be placed in Containers, (iv) the days when Solid Waste Collection services will be provided and Holidays when Collection Services will not be provided, (v) how to select Container sizes to maximize Diversion, (vi) the fees for overage and contamination in the event of non-compliance, (vii) Bulky Item Collection services, and (viii) the dates and locations of Free Compost Giveaway Days. The notice must be provided in English, Spanish, and Mandarin and must be distributed by Contractor no later than February 1st of each calendar year.

5.15 Edible Food Recovery Support

5.15.1 Identification of Commercial Edible Food Generators

No later than January 1, 2025, and annually every January 1 thereafter, Contractor shall assist City in identifying Customers that meet the definition of Tier One or Tier Two Commercial Edible Food Generator and provide to City a list of such Customers, which shall include the following information: Customer name, service address, contact information, Tier One or Tier Two classification, and type of business.

5.15.2 Identification of Edible Food Recovery Organizations

To support City's efforts to promote Edible Food Recovery programs Contractor shall maintain, and update annually each January 1, a list of Food Recovery Organizations and Food Recovery Services and information

about Edible Food Recovery on Contractor's website, which is specific to City and shall provide a link to information about City's Edible Food Recovery programs on Contractor's website.

5.15.3 Maintain and Promote Listings

Contractor shall cooperate with and assist City with the distribution of information to Commercial Edible Food Generators and Food Recovery Organizations regarding City's Edible Food Recovery programs.

5.16 Provision of Recovered Organic Waste Products

Contractor shall assist City in procuring sufficient quantities of Compost or Mulch, at composition levels to be determined by Contractor, to allow City to meet the City's required annual per capita procurement of products produced in accordance with 14 CCR Section 18993.1, at no cost, with such per capita procurement amounts prorated during any partial calendar year starting January 1 under this Agreement. Contractor shall comply with the recordkeeping and verification requirements of 14 CCR Section 18993.2. Upon request of City, Contractor will meet and confer with City to discuss an amendment intended to establish a program that would be designed to assist the City in securing sufficient quantities of California-derived Renewable Natural Gas, if commercially available to Contractor, to meet the City's required annual per capita procurement of products produced in accordance with 14 CCR Section 18993.1.

5.17 Emergency or Disaster Recovery Service

In the event of a tornado, major storm, earthquake, fire, natural disaster, or other natural disaster or similar emergency event, Contractor agrees to (ii) provide disaster recovery support to a reasonable degree, upon request by City and (ii) the City may grant the Contractor a variance from regular routes and schedules, which will not be withheld unreasonably. In the event Contractor receives a variance, Contractor must advise the City when it is anticipated that normal routes and schedules can be resumed. The City will make an effort through the local news media to inform the public when regular services may be resumed. For work performed hereunder, which may include the hauling of debris; special handling such as burrito wrapping (tarping a load with plastic to prevent debris from escaping); temporary storage of debris where feasible; additional Disposal; use of different facilities; and documentation of debris type, weight, and Diversion, Contractor will receive additional and reasonable compensation, above the normal compensation contained in this Agreement, to cover the costs of all documented expenses based on Contractor's actual costs plus a reasonable profit provided Contractor has first secured written authorization and approval from City.

6 Other City Services

6.1 City Public Facilities Collection

Contractor shall Collect, Transport, Recycle, Process, and/or Dispose of all Solid Waste produced by City at City Facilities without charge to the City.

6.2 City Special Events Collection

Contractor shall Collect, Transport, Recycle, Process, and/or Dispose of all Solid Waste produced at City's annual Fourth of July celebration and up to ten (10) other, annual special events, as reasonably requested by City, such as concerts in the park, farmer's market (provided the market is operated by the City or a non-profit corporation) and similar community celebrations without charge to the City.

6.3 City Bus Stop Barrel Collection

Contractor shall Collect, Transport, and Dispose of Solid Waste deposited in Barrels at City bus stops at the locations and by the schedule set forth in Exhibit 2, without charge to the City or Customer. The times, days, and Barrel locations specified in Exhibit 2 may be modified from time-to-time upon request of Contractor, upon approval of the Public Works Director, whose agreement shall not be unreasonably denied. Contractor shall empty the bus stop Barrel(s), supply the new Barrel liner, and replace the Barrel liner. Contractor shall remove any Solid Waste outside of the Barrel(s) at the bus stop and pressure wash as needed.

Notwithstanding any provision in this Agreement to the contrary and starting on the Effective Date, Contractor shall provide Bus Stop Barrel Collection without charge to City or Customers, provided that upon any notice as specified in Section 4.2 Contractor shall bill the City its then-existing rates for Bus Stop Barrel Collection set forth in Exhibit 1. Thereafter, Contractor shall invoice the City on the first Business Day of each month for Bus Stop Barrel Collection services rendered during the preceding month.

6.4 City Street Sweeping Service

Contractor shall provide Street Sweeping Service within City in accordance with Exhibit 3.

6.5 Compost Giveaway Events

Beginning January 1, 2025, at no additional cost to City or Customers, Contractor shall host two (2) "Compost Giveaway" events per calendar year, offering free Compost to Customers. Contractor shall host each event at a time and location mutually agreeable between the City and Contractor. During the event, Contractor shall distribute literature on SB 1383 compliance. All literature distributed at the event shall be printed and made available in English, Spanish, and Mandarin.

6.6 Free Bulky Item Collection Program

At no charge to City or Customer, Contractor shall provide one (1) curbside Bulky Item pick-up for up to five (5) Bulky Items per calendar quarter per Customer at Single Family, SFD-A, and Multi-Family Premises. Such service will be provided on a "use it or lose it" basis each calendar quarter. Customer or its representative shall notify Contractor at least one (1) Business Day in advance of scheduling the no-charge curbside Bulky Item pick-up. Collection shall be scheduled for the next regularly scheduled Collection day after receipt of a request or thereafter upon mutual agreement of Customer and Contractor. Any additional or expedited Bulky Item pick-ups shall be done in accordance with Section 5.11. Further, Contractor may collect Bulky Items from multiple jurisdictions on a single Collections route and, if so, will report to City tonnage utilizing a "volumetrics" methodology consistent with Contractor's practices in similarly situated jurisdictions.

6.7 Holiday Tree Collection

Contractor shall provide Holiday tree Collection for all Residential Premises, including SFD-A Premises, and Multi-Family Premises. Holiday trees must be placed at the curb or near a Customer's Container(s) for Collection during the three-week Collection period beginning January 2nd each calendar year during the term of this Agreement. Contractor must deliver the Collected Holiday trees to an appropriate facility for Disposal and/or Processing. This annual service will be provided at no additional charge to the Customer. Contractor is not required to divert Holiday Trees with tinsel, flocking, or ornaments.

7 Customer Billings, Charges, and Rates

7.1 Billings for Collection Services

Contractor is responsible for the billing and collection of payments for all services provided under this Agreement. Contractor shall bill Residential Customers, excluding SFD-A Customers, quarterly in advance for all services and Commercial Customers and SFD-A Customers monthly in advance for all services. The amount charged to Customers for all services shall not exceed the Maximum Service Rates established in Exhibit 1, as such rates may be adjusted under this Agreement.

7.2 Partial Month Service

If, during a month, a Customer is added or deleted, Contractor's billing will be pro-rated based on the weekly service rate (i.e., the service rate established in Exhibit 1 divided by four (4) times the number of actual weeks in the month that service was provided to the Customer).

7.3 Production of Invoices

Contractor shall prepare, mail, or electronically transmit, and collect bills (or shall issue written receipts for cash payments) for services provided by Contractor under this Agreement. Billing shall not be permitted more than fifteen (15) days prior to the initiation of Collection service period. Bills shall not be subject to late notification or charges until thirty (30) days following the closing day of the service period. Contractor shall include a customer service e-mail address and phone number on all billing notices. Contractor shall accept payment by check, credit card or ACH debit. Billings shall include sufficient space on the statement to accommodate up to twenty (20) typed characters as specified by the City. City shall have the right to revise the billing format, provided that reasonable notice is given. Where it has been determined that a Customer has overpaid for service for any reason, Contractor must provide the Customer a credit against future invoices or a refund (where the account is closing or as selected by the Customer, and where the refund amount exceeds the lesser of the regular invoicing amount or $200) within thirty (30) days of such determination.

7.4 Late Fees

Contractor may assess Customers a late payment fee of ten percent (10%) of the outstanding balance of any invoice after sixty (60) days, plus interest on the outstanding balance not to exceed an annual rate of twelve percent (12%). Such fees will be assessed if the outstanding balance is Five Dollars ($5.00) or greater.

7.5 Delinquent Service Accounts

The Contractor may discontinue service to a Customer who is delinquent in paying for services rendered no earlier than sixty (60) days after the last day of the billing period or that date on which the billing for the service period is delivered to the Customer, whichever is later. For this purpose, delivery of the billing shall include the date such billing is deposited by to Contractor into the U.S. Mail or delivered electronically. The Contractor shall notify the Customer and the Public Works Director or designee in writing of its intent to discontinue service not less than ten (10) Business Days before such discontinuation shall occur.

7.6 Annual City Approval of Maximum Service Rates

On or before May 1, 2027, and annually each May 1 during the Term of this Agreement, the Contractor shall notify the Public Works Director of the annual rate adjustments to the affected Maximum Service Rates. No later than each June 1, City shall notify Contractor of City's agreement or disagreement with Contractor's calculation of Maximum Service Rates. Any such agreement or disagreement shall occur at the administrative level.

7.7 Adjustments to Maximum Service Rates

Beginning on July 1, 2027, and each July 1 thereafter during the Term, Contractor shall, subject to compliance with all provisions of Section 7.8 and each subpart therein, receive an annual adjustment to the Maximum Service Rates as set forth in Exhibit 1.

7.8 Annual Rate Adjustment Formula

Each of the Maximum Service Rates provided by this Agreement consists of the Operations Component and the Disposal Component.

7.8.1 Operations Component

The Operations Component includes Contractor's then-current operational rate to Collect all Solid Waste, including Recyclable Materials and Organic Waste, from all Customers described in Section 5 according to the terms set forth in this Agreement. Also included in the Operations Component is Contractor's then-current operational rate to Transport all Solid Waste to the appropriate facility(ies). For the rate year beginning July 1, 2027 and each July 1 thereafter, the Operations Component is to be adjusted in proportion to the percentage change in Trash CPI for the immediately previous twelve-month period (March through February) plus one percent (+1%).

7.8.2 Disposal Component

The Disposal Component shall be based on the per ton costs incurred by Contractor for Disposal and Processing of all Solid Waste, including gate rates or Tipping Fees (inclusive but not limited to all taxes and surcharges) to Dispose and/or Process Solid Waste at the appropriate facility(ies). The Disposal Component is to be adjusted in proportion to the increase or decrease in costs as determined by the percentage change in gate rates or Tipping Fees (inclusive but not limited to all taxes and surcharges) at the appropriate facility(ies). Such Disposal Component adjustment shall not exceed the percentage change in Trash CPI for the immediately previous twelve-month period (March through February) plus one percent (+1%), as described above.

7.9 Special Rate Adjustment

In the event circumstances beyond the control of Contractor impose or generate extraordinary cost in the performance of the Agreement, including but not limited to unanticipated increases in Disposal and operational costs in excess of Trash CPI plus one percent (+1%), Contractor may petition City to determine if an adjustment in compensation is warranted to avoid undue financial hardship on Contractor. For each request, Contractor shall prepare a schedule documenting the extraordinary costs. Such request shall be prepared in a form acceptable to City with support for assumptions made by Contractor in preparing the estimate of extraordinary costs. City shall review Contractor's request and, in City's sole judgment, make the final determination on the adjustment, provided, however, that approval of such request not be unreasonably withheld. Further, the Parties agree that if Contractor uses a Disposal Facility other than the San Bernardino County landfill system, subject to City approval, then increases or decreases in the Tipping Fee portion of the Disposal Component for such alternate Disposal Site may be adjusted in excess of the percentage change in the Trash CPI plus one percent (+1%), in accordance with this Section 7.9.

7.10 Proposition 218

7.10.1 Hearing Procedures

At the City's election, in the City's sole discretion and without admitting the applicability of Proposition 218 (California Constitution Article XIII D) to the rates specified in Exhibit 1, City may determine to comply with

the hearing and other requirements of Proposition 218 and the Proposition 218 Omnibus Implementation Act ("Proposition 218") with respect to the City's adjustment of the rates required to be paid by Customers.

7.10.2 Rate Invalidation Procedures

Within thirty (30) days of an Invalidation Action, City must provide written notice to Contractor identifying such action, with a written justification explaining why City is prohibited or disallowed from establishing, implementing, or adjusting Maximum Service Rate(s), in whole or in part ("Invalidation Notice"). Upon Contractor's receipt of an Invalidation Notice, Contractor will present an accounting of the amounts otherwise due and payable to Contractor but for the Invalidation Action. City and Contractor shall immediately meet and confer and agree to discuss (i) revisions to the schedule of Maximum Service Rates or City payment that may be acceptable to Contractor and/or (ii) adjustments to the services and programs in order to provide minimum State mandated services and programs within the then existing schedule of Maximum Service Rates ("Response Actions"). City and Contractor will negotiate in good faith and will not unreasonably withhold agreement to such Response Actions. If City and Contractor do not reach an agreement within sixty (60) days of the Contractor's receipt of the Invalidation Notice, or as extended by mutual agreement of the parties, Contractor may, notwithstanding Sections 4.1 and 4.2, terminate this Agreement at any time without cause or penalty, provided that termination shall not be effective until at least thirty (30) days' after Contractor issues a written notice of termination. During such period, Contractor will cooperate with City to transition services to City or its designee. Contractor's rights hereunder are in addition to any other rights of Contractor upon the invalidation of any Maximum Service Rate(s) that would otherwise be due and payable to Contractor.

8 Recordkeeping and Reporting

8.1 Recordkeeping

8.1.1 Accounting Records

Contractor shall maintain financial statements and other relevant information consistent with generally accepted business practices pertaining to Collection services provided under this Agreement, prepared on an accrual basis. The City retains the right, upon reasonable notice, to inspect and audit Contractor's financial statements and records with respect to services provided pursuant to this Agreement to confirm compliance and the calculation of Maximum Service Rates pursuant to Section 7 (Customer Billings, Charges, and Rates) and Section 9 (Fees Paid to City). The Parties acknowledge and agree that Contractor's financial information and records constitute proprietary information and trade secrets of Contractor. All financial information provided to City shall be held strictly confidential and not publicly disclosed, to the maximum extent permitted by law, and City shall use its best efforts to prevent any such disclosure. In the event that the audit concludes that Contractor is not in compliance and such non-compliance is material, which shall mean any underpayments greater than $50,000 or more as adjusted annually each July 1 by CPI, Contractor shall reimburse the City for the full cost of the audit plus any underpayments discovered during the audit.

8.1.2 Records Preservation

Contractor shall keep and preserve, during the Term of this Agreement, and for a period of not less than five (5) years following expiration or other termination hereof (or such longer time period if required by Applicable Law), full, complete, and accurate records, including all cash, billing and Disposal records, as indicated in the Agreement.

8.1.3 Materials Records

Contractor must maintain records of the quantities of (i) Residential, including, SFD-A, Multi-Family and Commercial Solid Waste Collected and Disposed under the terms of this Agreement, (ii) Recyclable Materials, by type, Collected, purchased, Processed, sold, donated or given for no compensation, and residue Disposed under the terms of this Agreement, (iii) Organic Waste by type, Collected, purchased, Processed, sold, donated or given for no compensation, and residue Disposed under the terms of this Agreement, and (iv) Construction and Demolition Debris Collected and Disposed under the terms of this Agreement.

8.1.4 Senate Bill 1383 Implementation Record

Notwithstanding any provision in this Agreement to the contrary, Contractor shall prepare and maintain the records identified in 14 CCR Section 18995.2(f), arising from the Organic Waste Collection services performed by Contractor and assist City in reporting such information.

8.1.5 Other Records

Contractor must maintain all other records reasonably related to provision of Solid Waste Handling Services and compliance with AB 939, AB 341, AB 1826, SB 1383, and all Applicable Laws, whether or not specified in this Agreement.

8.1.6 Access to Records

Contractor shall provide City with business hours access to and any necessary training for use of a Contractor-hosted recordkeeping system in order to validate Contractor performance in accordance with the Organic Waste program. City reserves the right to require Contractor to periodically submit all reports

and information by electronic means in a format approved by the City. The City also reserves the right to require Contractor to transfer Customer data periodically electronically to a City-selected web-based software platform.

8.2 Quarterly Reporting

Quarterly reports must be submitted no later than 5 p.m. PT on the last day of the month following the end of quarter in which the receipts are collected and must be provided electronically using software acceptable to the City. If the last day of the month falls on a day that City is closed or a Holiday, then the report will be due on the next Business Day. Quarterly reports to City must include:

8.2.1 Franchised Tonnage and Service Data

Contractor must report the number of unique Residential, including SFD-A, Commercial and Multi-Family Dwelling accounts serviced, tonnage of Solid Waste Collected and Processed for Diversion broken down by Container type, and residual amounts from Recycling and Organic Waste Diversion operations that are landfilled. Quantities and accounts should be broken down by Single-Family Premise (excluding SFD-A Premises), SFD-A Premise, Multi-Family Premise, Commercial Premise, and City Service Collection services. Reports must have tonnage assigned appropriately to Residential and Commercial generators.

8.2.2 Franchise Fee Payment Reporting

The report must include an accounting of Contractor's Gross Receipts received during the preceding quarter and the calculated Franchise Fee.

8.2.3 Overweight Vehicle Reporting

The quarterly report must include a summary total of all instances of Overweight Collection vehicles. This summary must include the number of Overweight vehicle instances expressed as a percentage of the total number of Collection vehicle loads transported during the reported quarter.

8.2.4 Non-Collection

The quarterly report must include a summary of each service unit receiving a Non-Collection Notice in the previous quarter.

8.2.5 On-Hold

The quarterly report must include each service unit that was not billed in the previous quarter due to vacation hold, vacancy etc.

8.2.6 Collection Overage Charges

The quarterly report must include each service unit incurring a charge for a Solid Waste Overage in the previous quarter.

8.2.7 Contamination Reporting

To the extent required by Applicable Law, the quarterly report must include a summary of all instances of qualifying contamination under the procedures in Section 5.13. This summary must include the total number of accounts where contamination occurred (where Courtesy Pick-Up Notices were issued), the total number of Contamination Fee Notices issued by Contractor to Customers, a list of accounts where such notices occurred, and the total number of instances where Collection Container size or Collection frequency was increased specifically due to contamination. Within twenty (20) Business Days of request by City, Contractor will provide copies of the Contamination Fee Notices and the digital documentation of Prohibited Container Contaminants.

8.2.8 Customer Service Log

The quarterly report must include the Customer service log collected from the previous quarter as required in Section 10.3.2 of this Agreement.

8.2.9 Data Transfer

If required by City, Contractor shall submit all reports by electronic means in a format compatible with the City's computers and software. At Contractor's expense, Contractor will provide City with business hours access to and any necessary training for use of a Contractor-hosted records systems in order to obtain and transfer Customer data.

8.3 Annual Reporting

An annual report must be submitted no later than 5 p.m. PT on March 1, 2025 and each March 1st thereafter for the previous calendar year. If March 1st falls on a day that City is closed, then the report will be due on the next Business Day. Annual reports must be provided electronically in software acceptable to the City. Annual reports shall summarize all information provided in the Quarterly Reports for the previous calendar year. In addition, the annual report shall include the following:

8.3.1 Organic Waste Data

Contractor shall provide an annual report of the information identified in 14 CCR Section 18994.2.

8.3.2 Financial Report

The number of Single-Family (including SFD-A), Commercial and Multi-Family service units provided with Collection Services by service type, Container size, frequency of service and current billing rate including any additional services, the Contractor's Gross Receipts for each type of service unit, and the amount received for the sale of Recyclable Materials.

8.3.3 Education and Outreach Report

Contractor shall document all education and outreach activities conducted throughout the calendar year including, but not limited to, City event participation, school visits, site visits and waste assessments completed, bill inserts distributed, and tours and other activities related to the provision of Collection Services.

8.3.4 Property Damage and Personal Injury

A description of all cases of property damage and personal injury that have occurred while providing services for City pursuant to this Agreement in the immediate past calendar year.

8.3.5 Traffic Citations

A copy or description of all traffic citations received while providing services for City pursuant to this Agreement in the immediate past calendar year.

8.3.6 Collection Container and Vehicle Inventory

An updated complete inventory of Collection Containers by type and size, and an updated complete inventory of Collection vehicles including for each vehicle: make, model, year, license number, identification number and ownership, route number, date purchased, vehicle type, and tare weight.

8.3.7 Customer Service Log

A copy of the Customer service log, including a summary of the type and number of complaints and their resolution. Copies of a written record of all calls related to missed pick-ups and responses to such calls.

8.3.8 Summary Narrative

A summary narrative of problems encountered with Collection and Processing activities and actions taken. Indicate type and number of notices left at Customer locations. Indicate instances of property damage or injury, significant changes in operation, market factors, publicity conducted, needs for publicity, and similar information. Include description of Processed material loads rejected for sale, reason for rejection and disposition of load after rejection.

8.4 CalRecycle Reports

Contractor will prepare and submit annual reports to CalRecycle (the "Electronic Annual Report" or EAR), that includes, but is not limited to, supplying required data for preparation of the reports and completing all required data input in CalRecycle's reporting system. In the event that CalRecycle requires City to report an "Implementation Schedule" to comply with Applicable Law, Contractor will provide assistance to City in preparing a report, including Contractor's policies and procedures related to compliance with Applicable Law and how Recycling or Organics are Collected, a description of the geographic area, routes, list of addresses served and a method for tracking contamination, copies of Route Reviews, copies of notices, violations, education and enforcement actions issued, and copies of educational materials, flyers, brochures, newsletters, website, and social media. CalRecycle reports shall be provided to the City for review and approval no less than thirty (30) days prior to the report due date.

9 Fees Paid to City

9.1 Franchise Fee

In consideration of the rights provided to Contractor herein and as set forth in Section 3.1 of this Agreement, for the entire Term of this Agreement, Contractor shall pay City, in accordance with Section 9.4, a Franchise Fee of ten percent (10%) of all Gross Receipts received by Contractor under this Agreement. The Franchise Fee may be adjusted by resolution of the City Council. In the event the City adjusts the Franchise Fee, the City shall adjust the Maximum Service Rates by a commensurate amount to reimburse Contractor for additional Franchise Fee costs.

9.2 Recycling Revenue Sharing

On a quarterly basis (within forty-five (45) days after each quarter), Contractor shall remit (or cause the operator of the MRF at which Contractor deposits Solid Waste Collected within the City) to City twenty-five percent (25%) of the net revenue generated from sales of Recyclable Materials Collected by Contractor within the City. For purposes of this Section, net revenue shall mean Gross Receipts generated from such sale minus any amount paid to the users of the Recyclable Materials as incentives to divert materials. Contractor shall, on an annual basis, provide to the City a report describing the quantity of Recyclable Materials, the dollar value of those sold and the net revenue paid to the City, and explain the reasons, therefor.

9.3 Solid Waste Handling Fee

Commencing on December 1, 2031, and on each seventh anniversary thereafter, provided neither party has given Notice of Intent to Wind-Down as provided in Section 4.2, Contractor shall remit to City an amount equal to $84,782.90, as adjusted herein, to be used toward facilitating City's Solid Waste Handling operations ("Solid Waste Handling Fee"). The Solid Waste Handling Fee shall be adjusted in proportion to the percentage change in the CPI for the seven (7) previous twelve-month periods (March through February). Upon any notice as provided in Section 4.2, this Section 9.3 shall be of no further force or effect and Contractor shall not be obligated to pay any further fees under this Section 9.3

9.4 Time and Method of Payment; Late Fees

Fees owed to City shall be computed and paid based on Gross Receipts received each calendar quarter. Contractor shall prepare and mail such remittance on a quarterly basis to the Finance Director, and such remittance must be delivered or postmarked no later than forty-five (45) days following the end of each quarter.

Contractor shall pay interest on all unpaid, undisputed fees at the rate of six percent (6%) per annum from the date the fees were due and payable to the date actually paid.

If a delay is due to extenuating circumstances, Contractor must request approval in writing from the Public Works Director at least five (5) Business Days prior to the date on which fees and reports are due. City shall contact Contractor within three (3) Business Days of receiving request for submission delay as to whether delay shall be permitted.

9.5 Disputes

In the event of any disputes between the Contractor and the City with respect to the fees described in this Section 9, the City shall provide the Contractor with written objection within 180 days of the receipt of the report described in Section 8.2.2, indicating the portion of the report that is disputed and providing all reasons then known to the City for its objection to or disagreement with such amount. All amounts paid may be subject to independent financial audit and recompilation by the City. If, after a financial audit, such

recompilation indicates an underpayment or if an underpayment is determined by agreement, mediation, legal proceeding or otherwise, Contractor shall pay to City the amount of the underpayment, with interest thereof at the rate set forth in Section 9.1 from the date the underpayment amount was due to the City. If the objection was in good faith and the underpayment exceeds three percent (3%), Contractor shall reimburse City for all reasonable costs and expenses incurred in connection with the dispute within ten (10) Workdays of receipt of written notice from City that such is the case. If, the review indicates an overpayment, City shall notify Contractor in writing of the amount of the overpayment. Contractor may offset the amounts next due following receipt of such notice by the amount specified therein. Nothing contained in this subsection shall limit the authority of any authorized officer of the City or any other governmental agency to raise a further objection to any amount billed by the Contractor pursuant to an audit conducted pursuant to Applicable Law.

10 Quality of Performance of Contractor

10.1 City-Contractor Meetings

The Parties shall meet and confer at least once per quarter, upon the request of any Party, to discuss any matters arising from or relating to the Agreement as determined by the requesting Party.

10.2 Collection Performance Standards

10.2.1 Hours of Collection

The collection of Solid Waste shall only occur between the hours of 7:00 a.m. and 5:00 p.m., Monday through Friday and between the hours of 7:00 a.m. and 12:00 p.m., Saturday. Collection services will not take place on Sundays. Collection earlier than 7:00 a.m. may be authorized upon written approval of the Public Works Director; provided, that Contractor gives written notice to the affected Customers at least ten (10) days prior to the earlier Collection. To the extent reasonably possible, Collections on each route shall commence at the same point, at the same time and follow the same route each time Collections are made.

10.2.2 Holiday Service

The City observes New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day as legal holidays. Contractor is not required to provide Collection services or maintain office hours on these designated Holidays. In any week in which one of these Holidays falls on a Workday, Residential Collection Services for the Holiday and each Workday thereafter will be delayed one Workday for the remainder of the week with normally scheduled Friday Collection Services being performed on Saturday.

10.2.3 Accessibility

Contractor must Collect all Collection Containers that are readily accessible to Contractor's crew and vehicles and not blocked. However, Contractor may provide "push services" and "stinger/scout truck services" as necessary at the Maximum Service Rates set forth in Exhibit 1. Push services include, but are not limited to, dismounting from the Collection vehicle, moving the Collection Containers from their storage location for Collection and returning the Collection Containers back to their storage location. Stinger/scout truck services provide for the retrieval of Collection Containers from locations with accessibility constraints that make Containers difficult or impossible to access using regular trash collection trucks.

10.2.4 Manner of Collection

The Contractor must Collect Solid Waste with as little disturbance as possible and must leave any Container in an upright position at the same point it was Collected without obstructing alleys, roadways, driveways, sidewalks, or mailboxes. Contractor's employees providing Collection Service must follow the regular walk for pedestrians while on private property and may not trespass nor cross property to the adjoining Premises unless the occupant or owner of both properties has given permission. Care should be taken to prevent damage to property, including flowers, shrubs, and other plantings.

10.3 Contractor's Customer Service

10.3.1 Customer Service Representative and Performance Standards

All service inquiries and complaints will be directed to Contractor. A representative of Contractor must be available to answer inquiries and receive complaints during normal business hours. All service complaints will be handled by Contractor in a prompt and efficient manner. In the case of a dispute between Contractor and a Customer, the matter will be reviewed, and a decision made by the Public Works Director.

Contractor shall maintain a local telephone number and maintain telephone listings in the directories of the telephone companies servicing Customers in the name by which the firm is most commonly known.

Contractor shall not repeatedly allow Customer service calls to be put on hold for longer than two minutes.

Contractor shall not repeatedly allow Customer service calls to ring more than ten (10) times.

Contractor's Customer service representatives will treat all Customers in a friendly and courteous manner.

Contractor's Customer service representatives will be fully knowledgeable about this Agreement and the services provided hereunder.

10.3.2 Customer Service Log

Contractor shall maintain a written record of all service requests and complaints received, including the name, address, and telephone number of the Customer, a description of the service requests and/or complaints, the time the service request and/or complaint was received, the action taken in response to the service request/complaint, and the time the responsive action was taken. Contractor shall provide City with a copy of the written Customer Service Log as described in Section 8.3.7.

10.3.3 Complaints and Claims

In the event any Customer reports to the Public Works Director a complaint or claim has not been resolved to the Customer's reasonable satisfaction, the Public Works Director may require Contractor to present a detailed report outlining the nature of the complaint and remedies proposed or action taken to resolve the complaint or claim. If, in the reasonable opinion of the Public Works Director, Contractor's remedies proposed and action taken are insufficient to resolve adequately the complaint or claim, then the Public Works Director may require Contractor to carry-out an alternative reasonable remedy process intended to resolve the complaint or claim. The remedies will be carried out at no cost whatsoever to City, unless otherwise specified by the Public Works Director. For those complaints related to repair or replacement of Collection Containers, the appropriate Sections of this Agreement will apply.

10.3.4 Missed Collections

For those complaints related to missed Collections, where Containers are properly and timely set out, that are received by 12:00 noon on a Workday, Contractor will return to the Service Unit address and Collect the missed materials before leaving the City for the day. For those complaints related to missed Collections that are received after 12:00 noon on a Workday, Contractor will have until the end of the following Workday to resolve the complaint.

10.4 Collection Vehicle Requirements

10.4.1 General

Contractor shall provide vehicles that are sufficient in number and capacity to efficiently perform the work required by this Agreement.

10.4.2 Reserve Equipment

Contractor shall have available to it, at all times, reserve Collection equipment which can be put into service and operation so as to prevent an interruption of services Citywide. Such reserve equipment must correspond in size and capacity to the equipment used by the Contractor to perform the contractual duties.

10.4.3 Appearance

Contractor shall paint each vehicle periodically (including performing all necessary body work), as frequently as necessary to keep clean and in good repair. Contractor shall mark the rear, and both sides of each vehicle

with the Contractor's name, telephone number, and a vehicle number in letters contrasting sharply with the color of the truck and not less than six (6) inches in height. Contractor shall maintain each vehicle in a clean and sanitary condition both inside and out.

10.4.4 Maintenance

Contractor shall perform all scheduled maintenance functions upon Collection vehicles in accordance with the manufacturer's specifications and schedule. Contractor shall repair, or arrange for the repair of, all its vehicles and equipment for which repairs are needed because of accident, breakdown, or any other cause to maintain all equipment in a safe and operable condition. Contractor shall keep accurate records of all Collection vehicles maintenance and repair, recorded according to date and mileage, including signed verifications that repairs and maintenance has been properly performed, and shall make such records available to City upon request.

10.4.5 Emissions

Contractor's Collection vehicles shall comply with all rules and regulations of the South Coast Air Quality Management District, California Air Resources Board, and any other air-quality regulatory body that may be in authority during the Term of this Agreement.

10.4.6 Noise

Contractor’s vehicles using compaction mechanisms during the stationary compaction process shall not exceed a noise level of seventy-five (75) decibels (dB) twenty-five (25) feet from the Collection vehicle measured at an elevation of five (5) feet above ground level. Contractor shall submit to City, upon City's request, a certificate of vehicle noise level testing, by an independent testing entity, for any Collection vehicle which City or Contractor has received more than two complaints from different Customers regarding excessive noise in a twelve-month period.

10.4.7 Safety

Each vehicle used for Collecting, Transporting, Transferring, handling, Processing, or Disposing of Solid Waste shall be equipped with an audible warning device that is activated when the vehicle is backing up.

10.4.8 Litter Abatement and Minimization of Spills

Each truck shall be constructed and used so that Solid Waste, oil, grease or other fluids or liquids will not blow, fall or leak out of the truck onto the street. All Solid Waste shall be Transported by means of vehicles equipped with water-tight bodies fitted with close fitting metal covers. If any Solid Waste is dropped or spilled in Collecting, Transferring or Transporting, it shall be immediately cleaned up. A broom and shovel shall be carried on each truck at all times for this purpose. Any equipment oil, grease or any other fluids or liquids spilled must be covered immediately with an absorptive material and removed from the street surface. Contractor must notify the City’s Public Works Director within two (2) hours of any spills resulting from Contractor’s operations or equipment. When necessary, Contractor must apply a suitable cleaning agent and cleaning technique to the street surface to provide adequate cleaning as approved by the City’s Public Works Director to be compliant with the City’s stormwater permit. If required by Applicable Law, Contractor shall undertake any reporting and/or assist in the reporting related to any spill. If Contractor has not cleaned up such droppings or spill within a reasonable time then all expenses incurred by City in the collection and disposal of any such spilled or dropped Solid Waste, oil, grease or other fluids or liquids shall be paid to City, on demand, by Contractor.

10.4.9 Inspection of Vehicles

Contractor shall inspect each Collection vehicle daily to ensure that all equipment is operating properly. Collection vehicles that are not operating properly shall be removed from service until repaired and operating properly.

Contractor shall regularly inspect each Collection vehicle to ensure it meets the requirements of the California Vehicle Code. Upon request of the Public Works Director, Contractor shall provide to the City copies of its Biannual Inspection of Terminal ("BIT") inspection reports (including all attachments) to City within thirty (30) days of its receipt of such reports. Upon request of the Public Works Director, Contractor shall furnish City a written inventory of all equipment, including Collection vehicles used in providing service pursuant to this Agreement. This inventory shall list all equipment by manufacturer, ID number, date of acquisition, type, and capacity. Contractor shall make its BASIC Score as derived by the Federal Motor Carrier Safety Administration available to City upon request by the Public Works Director. City may cause or require any Collection vehicle used in performance of this Agreement to be inspected and tested at any time and in such manner as may be appropriate to determine that the vehicle is being maintained in compliance with the provisions of this Agreement.

The Chief of Police, Public Works Director or City Manager may authorize the removal of any vehicle from service if said vehicle is found to be in noncompliance with the California Vehicle Code. Vehicles shall not be returned to service until duly authorized by the Chief of Police or the Public Works Director.

10.4.10 Vehicle Certification

For each Collection vehicle used in the performance of services under this Agreement, Contractor must obtain a certificate of compliance (smog check) issued pursuant to Part 5 of Division 26 of the California Health and Safety Code (Section 43000 and following) and regulations promulgated thereunder and/or a safety compliance report issued pursuant to Division 14.8 of the California Vehicle Code (Section 34500 and following) and the regulations promulgated thereunder, as applicable to the vehicle. Contractor must maintain copies of such certificates and reports and must make such certificates and reports available for inspection upon request by the Public Works Director.

10.5 Containers

10.5.1 New Barrels for Residential Manual Barrel Collection Service

Contractor is required and shall provide new Barrels (Black, Blue, and Green) to all Customers receiving Residential Manual Barrel Collection Service. Contractor shall, in good faith, make efforts to diligently provide the new Barrels to Customers without undue delay beginning as of the Effective Date and shall coordinate with the City in that effort, including determining a reasonable and timely delivery schedule for all new Barrels subject to availability.

Subsequent to the delivery of the new Barrels, Contractor will provide one-time free pick-up of Barrels currently in use by Customers (“Used Barrels”). Contractor and City shall coordinate and agree as to when and how the pick-up will be accomplished and how noticing will be provided to Customers. If Customer authorizes the pick-up of the Used Barrels, Contractor shall Recycle or properly Dispose such Used Barrels. Contractor shall also Collect Solid Waste in any Used Barrels at the time of pick-up.

10.5.2 Container Collection; Tagging

Contractor shall only be required to Collect Containers that are delivered by Contractor and comply with SB 1383. Contractor will not Collect Containers that are not supplied by Contractor. Contractor shall “tag” any Containers set for Collection that are not supplied by Contractor and do not comply with SB 1383.

10.5.3 Ownership of Collection Containers

Ownership of Collection Containers distributed by Contractor is vested in Contractor.

10.5.4 Container Labeling Requirements

Contractor shall, in accordance with 14 CCR Section 18984.8, imprint or place a label on the body or lid of each new Container that has been provided by Contractor to a Customer that includes language or graphic images, or both, indicating the primary materials accepted and the primary materials prohibited in that Container. The imprint or label shall include Contractor company name and telephone number.

10.5.5 Container Color Requirements

Notwithstanding any provision in this Agreement to the contrary, all Containers provided by Contractor to Customers must comply with the color requirements specified in 14 CCR Section 18984.7 under the timelines and requirements of such section. Containers shall be colorfast and resistant to fading as a result of weathering or ultraviolet degradation, and the lids and bodies shall be uniform for each Container type, as follows: (i) Black Container bodies and lids shall be black; (ii) Green Container bodies and lids shall be green; and (iii) Blue Container bodies and lids shall be blue. Hardware such as hinges and wheels on the Containers may be a different color than specified herein.

10.5.6 Handling of Collection Containers

All Collection Containers shall be placed upright. Containers shall not be placed or thrown on streets, alleys, highways, or adjoining property. Contractor and Contractor's agents or employees shall not cause Collection Containers to be thrown from the truck to the pavement or parkway, or in any other way break or damage or roughly handle the same. Any claim for damage to Containers, resulting from misuse or rough handling of the Containers by Contractor, shall be presented to Contractor by Customer. Contractor shall make a decision concerning settlement within five (5) Business Days after receipt of such claim.

10.5.7 Repair of Collection Containers

Contractor is responsible for repair of Collection Containers. Within five (5) Workdays of notification by City or Customer of the need for such repairs, Contractor must repair the Collection Container or if necessary, remove the Collection Container for repairs and deliver a replacement Collection Container to the Customer. Collection Container repair also includes the removal of graffiti from the Collection Container.

10.5.8 Replacement of Collection Containers

Contractor's employees must avoid damage to Collection Containers by unnecessary rough treatment. Any Collection Container damaged by the Contractor must be replaced by Contractor, at Contractor's expense, within five (5) Workdays at no cost or inconvenience to the Customer. Contractor shall replace up to one (1) lost, destroyed, or stolen Barrel per calendar year at no charge to the Customer unless such loss or destruction is caused by Customer. Contractor will be compensated for the cost of all other replacements at the Maximum Service Rates set forth in Exhibit 1. Contractor must deliver a replacement Collection Container to Customer within five (5) Workdays.

10.5.9 Container Exchange

Upon notification to Contractor by City or Customer that a change in their Collection Containers is required, or if Contractor deems a change is necessary to provide services in accordance with Applicable Law subject to City disapproval, Contractor must deliver such Collection Containers to such Customer within five (5) Workdays. Contractor is allowed to charge the Customer for the cost of exchanges in accordance with the appropriate "Collection Container Exchange" service rate set forth in Exhibit 1 as may be adjusted by City

under this Agreement. Additional Collection Containers or different size Collection Containers are subject to the applicable Maximum Service Rate set forth in Exhibit 1.

10.5.10 Newly Painted Bins and Roll-Off Containers

Contractor shall supply newly painted Bins and Roll-Off Containers in good condition which comply with Collection Container specifications in Section 10.5. If any changes to these specifications are adopted after the Effective Date that results in Contractor being required to replace Collection Containers before they have been fully depreciated, Contactor will be eligible for additional compensation in accordance with Section 15.1.

10.5.11 Bin and Roll-Off Signage, Painting, and Cleaning

All metal Bins and Roll-Offs of any service type furnished by Contractor must be either painted or galvanized. All metal or plastic Bins and Roll-Offs must display Contractor's name, Contractor's customer service telephone number, and the number of the Bin or Roll-Off and must be kept in a clean and sanitary condition. Bins and Roll-Offs should be free of dents and newly painted at the start of this Agreement and painted as needed to maintain an orderly appearance throughout the Term of the Agreement, but not less frequently than once every three (3) calendar years. Bins and Roll-Offs may be subject to periodic, unscheduled inspections by City and determination as to sanitary condition will be made by City.

10.5.12 Safety Markings

All Collection equipment used by Contractor must have appropriate safety markings including, but not limited to, highway lighting, flashing, and warning lights, clearance lights, and warning flags. All such safety markings must be in accordance with the requirements of the California Vehicle Code, as may be amended from time to time.

10.6 Personnel

10.6.1 General Requirements

Contractor must employ and assign qualified personnel to perform all services required under this Agreement.

In providing services for City, Contractor shall not discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex or sexual orientation. Contractor shall take affirmative action to ensure such non-discrimination. Contractor shall post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause. Contractor shall, in all solicitation or advertisements for employees placed by or on behalf of Contractor, state that qualified applications will receive consideration for employment without regard to race, creed, color, national origin, sex or sexual orientation.

City may request the transfer of any employee of Contractor who materially violates any provision of this Agreement, or who is wanton, negligent, or discourteous in the performance of his or her duties under this Agreement.

Contractor's field operations personnel are required to wear a clean uniform shirt bearing Contractor's name. Contractor's employees, who normally come into direct contact with the public, including drivers, must bear some means of individual photographic identification such as a name tag or identification card.

Each driver of a Collection vehicle must at all times carry a valid California driver's license and all other required licenses for the type of vehicle that is being operated.

Subject to written notice by City, Contractor may be required to submit to the Chief of Police, for fingerprinting, all employees involved in Collecting, Hauling or Disposal of Solid Waste, subject to any conditions imposed by Contractor's Labor Agreement.

Contractor's employees, officers, and agents may not identify themselves or in any way represent themselves as being employees or officials of City.

10.6.2 Route Supervisor

Contractor must assign a qualified supervisor to be in charge of the Collection service within the City and must provide the name of that individual in writing to the Public Works Director no later than January 1, 2025, and any other time the individual in that position changes. The supervisor must be available to the Public Works Director through the use of telecommunication equipment at all times that Contractor is providing Collection services. In the event the supervisor is unavailable due to illness or vacation, Contractor must designate an acceptable substitute who will be available and who has the authority to act in the same capacity as the Route Supervisor.

10.6.3 Contract Manager

Contractor must designate an individual who serves the function equivalent to a "Contract Manager" and must provide the name of that individual in writing to City no later than January 1, 2025 and any other time the individual in that position changes. The Contract Manager must be available to the City through the use of telecommunications equipment at all times that Contractor is providing Collection services in the City. The Contract Manager must provide City with an emergency phone number where the Contract Manager can be reached outside of normal business hours.

11 Insurance and Performance Bond

11.1 Insurance Policies

Contractor must secure and maintain throughout the Term of this Agreement insurance as described in this Section 11 against claims for personal injury or damages to property which may arise from or in connection with Contractor's performance of work or services hereunder or the actions or inactions of Contractor in connection with Contractor's performance. Contractor's performance of work or services includes performance by Contractor's employees, agents, representatives, and subcontractors. City does not, and shall not, waive any rights against Contractor which it may have by reason of the hold harmless and indemnity agreements or the deposit by Contractor of the insurance policies described in this Section. The insurance required is in addition to and separate from any other obligations contained in this Agreement.

11.2 Minimum Scope of Insurance

Insurance coverage must be at least this broad:

1. Insurance Services Office Form No. GL 0002 (Ed. 1/96) covering Comprehensive General Liability and Insurance Services Office Form No. GL 0404 covering Broad Form Comprehensive General Liability; or Insurance Services Office Commercial General Liability coverage ("occurrence" form CG 0001), including X, C, U where applicable.
2. Insurance Services Office Form No.CA 0001 (Ed. 12/93) covering Automobile Liability, code 1 "any auto", or code 2 "owned autos" and endorsement CA 0025. Coverage must also include code 8, "hired autos" and code 9 "non-owned autos".
3. Workers' Compensation insurance as required by the California Labor Code and Employers Liability Insurance.
4. Environmental Pollution Liability Insurance.

11.3 Minimum Limits of Insurance

Contractor must maintain insurance limits no less than:

11.3.1 Comprehensive General Liability

$5,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. If Commercial General Liability insurance with a general aggregate limit is used, either the general aggregate limit will apply separately to this Agreement, or the general aggregate limit must be $10,000,000. The required limits can be satisfied with an umbrella/excess liability policy.

11.3.2 Automobile Liability

$5,000,000 combined single limit per accident for bodily injury and property damage.

11.3.3 Workers' Compensation and Employers Liability

Workers' Compensation limits as required by the California Labor Code and Employers Liability limits of $1,000,000 per accident.

11.3.4 Environmental Pollution Liability

$5,000,000 per occurrence and $10,000,000 aggregate. Should coverage be claims made, coverage shall continue for five (5) years following the termination of this Agreement or should coverage be cancelled, tail or run-off coverage shall be purchased by Contractor for no less than five (5) calendar years. Coverage shall

include bodily injury or property damage arising out of the actual, alleged or threatened discharge, dispersal, seepage, migration, release or escape of pollutants resulting from Contractor's operations.

11.4 Deductibles and Self-Insured Retention

Any deductibles or self-insured retention must be declared to City's risk manager and approved by the City. Should City form a reasonable belief that Contractor may be unable to pay any deductibles or self-insured retentions, Contractor must procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses in an amount specified by City's risk manager.

11.5 Endorsements

The policies are to contain, or be endorsed to contain, the following provisions:

11.5.1 General Liability, Automobile and Environmental Liability Coverage

1. City, its elected officials, officers, employees, agents, and contractors are to be covered as additional insureds as respects: Liability arising out of activities performed by, or on behalf of, Contractor; products and completed operations of Contractor; premises owned, leased, or used by Contractor; and automobiles owned, leased, hired, or borrowed by Contractor. The coverage must contain no special limitations on the scope of protection afforded to City, its elected officials, officers, employees, agents, and contractors.
2. Contractor's insurance coverage must be primary insurance as respects City, its elected officials, officers, employees, agents, and contractors. Any insurance, or self-insurance maintained by City will be in excess of Contractor's insurance and will not contribute with it.
3. Any failure to comply with reporting provisions of the policies will not affect coverage provided to City, its elected officials, officers, employees, agents, or contractors.
4. Coverage must State that Contractor's insurance will apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. The automobile liability policy shall be endorsed to delete the pollution and/or the asbestos exclusion and add the Motor Carrier Act endorsement (MCS-90), TL 1005, TL 1007 and/or other endorsements required by Federal or State authorities.

All Coverage. Each insurance policy required by this Agreement must be endorsed to state that coverage may not be canceled except after thirty (30) calendar days (ten (10) days in the event of cancellation for non-payment) prior written notice has been given to City. Moreover, Contractor will not order the cancellation of any required insurance policy or change in insurance policy limits without thirty (30) days prior written notice to City by Contractor.

11.6 Acceptability of Insurers

Insurance is to be placed with insurers authorized to do business in the State of California and with an A.M. Best rating of A-/VII or better.

11.7 Verification of Coverage

Contractor must furnish City with certificates of insurance and with original endorsements affecting coverage required by this Agreement. The certificates and endorsement for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the City before work commences. City reserves the right to require complete, certified copies of all required insurance policies at any time. Contractor must furnish

City with a new certificate of insurance and endorsements on each renewal of coverage or change of insurers.

Proof of insurance must be mailed to the following address, or any subsequent address as may be directed by the City:

City of South Pasadena
Attn: Risk Manager
1414 Mission Street
South Pasadena, CA 91030

11.8 Subcontractors

Contractor must include all other companies and subcontractors providing services on behalf of Contractor at its request under this Agreement in the City as additional insureds under its policies or subcontractors and other companies must obtain separate certificates and endorsements. All coverages for companies and subcontractors shall be subject to all of the requirements stated herein. For the avoidance of doubt, facility operators and subhaulers are not considered subcontractors.

11.9 Modification of Insurance Requirements

The insurance requirements provided in this Agreement may be modified or waived by City's risk manager, in writing, upon the request of Contractor if City's risk manager determines such modification or waiver is in the best interest of City considering all relevant factors, including exposure to City.

11.10 Rights of Subrogation

All required insurance policies must preclude any underwriter's rights of recovery or subrogation against City with respect to matters related to Contractor's performance of its obligations under this Agreement, with the express intention of the Parties being that the required insurance coverage protects both Parties as the primary coverage for any and all losses covered by the above-described insurance. Contractor must ensure that any companies issuing insurance to cover the requirements contained in this Agreement agree that they will have no recourse against City for payment or assessments in any form on any policy of insurance. The clauses 'Other Insurance Provisions' and 'Insured Duties in the Event of an Occurrence, Claim or Suit' as it appears in any policy of insurance in which City is named as an additional insured will not apply to City.

11.11 Failure to Maintain Insurance

Should Contractor fail to obtain or maintain insurance as required by this Agreement, Contractor shall have seven (7) days to cure the defect, during which time, City shall have the option, but not the obligation to, at Contractor's sole expense obtain replacement insurance coverage during said cure period at Contractor's expense. Should Contractor fail to correct this defect within such time-frame, City shall have the option to terminate this Agreement immediately. The notice shall provide the date of termination.

12 Hold Harmless and Indemnification

12.1 Defense and Indemnity of Third-Party Claims/Liability

Contractor shall indemnify, defend with legal counsel approved by City, and hold harmless City, its officers, elected officials, agents, employees and volunteers ("City Indemnitees") from and against all liability including, but not limited to, any claim, demand, action, penalty, proceeding or suit in law or equity of any kind (including, but not limited to, injury to and death of any person and damage to property, or for contribution or indemnity claimed by third parties), loss, damage, expense, cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature to the extent arising out of or in connection with (i) Contractor's negligence, recklessness or willful misconduct in the performance of work hereunder or its failure to comply with any of its obligations contained in the Agreement, or (ii) the failure of Contractor to comply with any Applicable Laws (including, without limitation Environmental Laws, ordinances and regulations, and/or applicable permits and licenses), or (iii) the acts of the Contractor in performing services under this Agreement for which strict liability is imposed by law.

12.2 Nonwaiver

City does not waive, nor shall be deemed to have waived, any indemnity, defense or hold harmless rights under this section because of the acceptance by City, or the deposit with City, of any insurance certificates or policies described in Section 11.

12.3 Diversion Indemnification

Contractor agrees to hold the City harmless and indemnify and defend (with counsel reasonably approved by City), from and against all fines or penalties imposed by CalRecycle on the City to the extent Diversion requirements set forth in Public Resources Code Section 41780 are not met by City and if the lack in meeting such requirements are attributable to the failure of Contractor to implement and operate the Diversion programs required by this Agreement or solely due to Contractor-caused delays in providing information that prevents Contractor or the City from submitting reports to regulators in a timely manner. In the event CalRecycle provides an administrative process to challenge the imposition of a compliance order or a fine or fines, Contractor will be responsible for engaging any consultants or attorneys necessary to represent City in any challenge at Contractor's sole cost and expense (with counsel reasonably approved by City). Any funds expended by Contractor, pursuant to this subsection, for fines and expenses (including consultant fees, attorneys' fees and costs) shall not be passed on to Customers as part of a rate increase or otherwise.

12.4 Hazardous Substances Indemnification

Contractor agrees to indemnify, defend (with counsel reasonably approved by City), protect and hold harmless the City Indemnitees from and against any and all claims, damages, demands, actions and causes of action (including administrative proceedings), suits, losses, costs and expenses (including but not limited to attorneys' fees and costs), penalties, fines, judgments or liabilities of any kind whatsoever resulting, arising from or attributable to the actions of Contractor, including removal action or response action undertaken pursuant to CERCLA or the Carpenter-Presley-Tanner Hazardous Substance Account Act of 1981, with respect to Solid Waste or Household Hazardous Waste Collected, Transported and/or Disposed of or handled by Contractor at Disposal Sites selected by Contractor. The foregoing indemnity is intended to operate as an agreement pursuant to Section 107(e) of CERCLA and Section 25364 of the Health & Safety Code to defend, protect, hold harmless and indemnify the City Indemnitees from all forms of liability under CERCLA and the Carpenter-Presley-Tanner Hazardous Substance Account Act of 1981.

12.5 Consideration

It is specifically understood and agreed that the consideration inuring to Contractor for the execution of this Agreement consists of the promises, payments, covenants, rights, and responsibilities contained in this Agreement.

12.6 Obligation

This Agreement obligates Contractor to comply with the foregoing indemnification and release provisions; however, the collateral obligation of providing insurance must also be complied with as set forth in this Agreement.

12.7 Subcontractors

Contractor must require all subcontractors performing work in the City to enter into a contract containing the insurance provisions set forth in Section 11 in which the subcontractor fully indemnifies City in accordance with this Agreement.

12.8 Exception

Notwithstanding other provisions of this Agreement to the contrary, Contractor's obligation to indemnify, hold harmless and defend City Indemnitees will not extend to any liability including, but not limited to, any claim, demand, action, penalty, proceeding or suit in law or equity of any kind (including, but not limited to, injury to and death of any person and damage to property, or for contribution or indemnity claimed by third parties), loss, damage, expense, cost (including without limitation reasonable legal counsel fees, expert fees and all other costs and fees of litigation) of every nature relating to, arising or resulting from, acts or omissions (i) not within the control of Contractor, (ii) constituting the active negligence, willful misconduct, material breach of this Agreement, or violation of law on the part of City Indemnitees, (iii) in connection with the nonuse of a High Diversion Organic Waste Processing Facility for materials deposited in Black Containers prior to the Effective Date, or (iv) as limited by Public Resources Code Section 40059.1.

12.9 Uncontrollable Circumstances

If either Party is prevented from or delayed in performing its duties under this Agreement by circumstances beyond its control, whether or not foreseeable, including, without limitation, acts of terrorism, landslides, lightning, forest fires, storms, floods, severe weather, freezing, earthquakes, other natural disasters, the threat of such natural disasters, pandemics (or threat of same), quarantines, civil disturbances, acts of the public enemy, wars, blockades, public riots, strikes, lockouts, or other labor disturbances, acts of government or governmental restraint or other causes, whether of the kind enumerated or otherwise, that are not reasonably within the control of the affected Party, then the affected Party will be excused from performance hereunder during the period of such disability.

1. The Party claiming excuse from performance must promptly notify the other Party when it learns of the existence of such cause, including the facts constituting such cause, and when such cause has terminated.
2. The interruption or discontinuance of services by a Party caused by circumstances outside of its control will not constitute a default under this Agreement.

12.10 Damage by Contractor

If Contractor's employees or subcontractors cause any injury, damage, or loss to City property, including but not limited to City streets or curbs, excluding normal wear and tear, Contractor must reimburse City for City's cost of repairing or replacing such injury, damage, or loss. Such reimbursement is not in derogation of

any right of City to be indemnified by Contractor for any such injury, damage, or loss. With the prior written approval of City, Contractor may repair the damage at Contractor's sole cost and expense. Any injury, damage or loss to private property caused by the negligent or willful acts or omissions of Contractor to private property must be repaired or replaced by Contractor at Contractor's sole expense.

13 Transition to Next Service Provider

If the transition of Collection services to another company occurs through expiration, termination, default or otherwise, Contractor shall cooperate fully with City and any subsequent contractors to ensure an orderly transition. Such cooperation shall include, but not be limited to, the transfer of non-proprietary computer data, files and tapes; providing non-proprietary routing information, billing and service information, Customer lists and other operating records needed to service all properties covered by this Agreement; providing a complete inventory of all Collection Containers; coordinating Collection of materials set out in new Containers if new Containers are provided for a subsequent agreement and providing other reports and data required by this Agreement.

Contractor shall provide City with detailed route sheets containing service names and addresses, billing names and addresses, monthly rate and service levels (number and size of Containers and pick-up days) at least thirty (30) days prior to the transition date, and provide an updated list two weeks before the transition and a final list of changes the day before the transition. In addition, Contractor shall be responsible for coordinating transfer immediately after Contractor's final pick-ups, so as not to disrupt service.

Contractor shall cooperate in good faith with City and new service provider in scheduling exchanges of Contractor's Containers with Containers provided by the new service provider so as to assure that customers neither need to find storage for two sets of Containers nor go without a Container for an inconvenient length of time; provided, Contractor is not under any obligation to permit the continued use of its Containers upon the start of services by any new service provider.

14 Default of Agreement

14.1 Default

City may terminate this Agreement by giving Contractor thirty (30) days advance written notice upon the happening of any one of the following events.

1. Any assignment of this Agreement by Contractor without complying with the requirements of Section 16.1.

2. Contractor takes the benefit of any present or future insolvency statute, or makes a general assignment for the benefit of creditors, or files a voluntary petition in bankruptcy (court) or a petition or answer seeking an arrangement for its reorganization or the readjustment of its indebtedness under the Federal bankruptcy laws or under any other law or statute of the United States or any State thereof, or consent to the appointment of a receiver, trustee or liquidator of all or substantially all of its property; or

3. By order or decree of a court, Contractor is adjudged bankrupt or an order is made approving a petition filed by any of its creditors or by any of the stockholders of Contractor, seeking its reorganization or the readjustment of its indebtedness under the Federal bankruptcy laws or under any law or statute of the United States or of any state thereof, provided that if any such judgment or order is stayed or vacated within sixty (60) calendar days after the entry thereof, any notice of default will be and become null, void and of no effect; unless such stayed judgment or order is reinstated in which case, such default will be deemed immediate; or

4. By, or pursuant to, or under the authority of any legislative act, resolution or rule or any order or decree of any court or governmental board, agency or officer having jurisdiction, a receiver, trustee, or liquidator takes possession or control of all or substantially all of the property of Contractor, and such possession or control continues in effect for a period of sixty (60) calendar days; or

5. Contractor has defaulted by failing or refusing to pay in a timely manner the monies due City and such default is not cured within thirty (30) calendar days of receipt of written notice by City to do so; or

6. Contractor has defaulted by allowing any final judgment for the payment of money owed to City to stand against it unsatisfied and such default is not cured within thirty (30) calendar days of receipt of written notice by City to do so; or

7. Contractor has frequently, regularly or repetitively defaulted in the performance of any of the covenants and conditions required herein to be kept and performed by Contractor, and is therefore, a “habitual violator.” In order to be deemed a “habitual violator” such violations must have occurred and been noticed to Contractor in writing not less frequently than three (3) times in any twenty-four-month period.

14.2 Discontinuance of Work

Upon receipt of a default action, the Contractor shall promptly discontinue all affected work (unless the notice directs otherwise) and deliver, license or sublicense, or otherwise make available to the City within thirty (30) Business Days of said termination action all finished or unfinished documents and materials produced or procured under this Agreement, which shall become City property upon date of such

termination in accordance with reasonable terms and conditions, including measures required to protect the Contractor with respect to any of its licensors. The Contractor agrees to execute any documents necessary for the City to perfect, memorialize, or record the City's ownership of rights provided herein within thirty (30) calendar days of said termination.

14.3 Survival

The rights and remedies of the Parties provided in this section shall not be exclusive and in addition to any other rights and remedies provided by law or under this Agreement.

15 Modification to the Agreement

15.1 City-Directed Change (Facilities; Containers)

City may request changes as specified in Section 5.12 and/or Section 10.5.9 as may from time-to-time be necessary and desirable for the public health and welfare. City agrees to adjust Maximum Service Rates and modify this Agreement to reflect additional costs borne by Contractor. When such modifications are requested, City and Contractor will negotiate in good faith, a reasonable and appropriate compensation adjustment for any increase or decrease in the services or other obligations required of Contractor due to any modification in the Agreement under this Section 15.1. City and Contractor will not unreasonably withhold agreement to such compensation adjustment for any increase or decrease in the services or other obligations required of Contractor. Should agreement between City and Contractor on compensation adjustment not be reached within six (6) months of the change request, or other period as agreed upon by both Parties, City and Contractor agree to submit the compensation adjustment to binding arbitration as described in Section 15.3.

15.2 Change in Law

In the event any change in Applicable Law materially alters the obligations of Contractor, then the affected Maximum Service Rates, as established in Exhibit 1 of this Agreement, will be adjusted as provided herein. Nothing contained in this Agreement will require any Party to perform any act or function contrary to law. City and Contractor agree to enter into good faith negotiations regarding modifications to this Agreement which may be required in order to implement changes in the interest of the public welfare or due to change in law, including applicable case-law. When such modifications are made to this Agreement, City and Contractor will negotiate in good faith, a reasonable and appropriate compensation adjustment for any increase or decrease in the services or other obligations required of Contractor due to any change in law or under this Section 15.2. City and Contractor will not unreasonably withhold agreement to such compensation adjustment or other obligations required of Contractor. Should agreement between City and Contractor on compensation adjustment not be reached within six (6) months of the change request, or other period as agreed upon by both Parties, City and Contractor agree to submit the compensation adjustment to binding arbitration as described in Section 15.3.

15.3 Arbitration

Arbitration shall be conducted by a single arbitrator. If, within twenty (20) days from the receipt of a request to arbitrate (or such longer period mutually agreed to by the Parties), the Parties are unable to agree on an arbitrator, then a single arbitrator shall be appointed pursuant to the Commercial Arbitration Rules of the American Arbitration Association, which shall govern any arbitration requested under this provision. Each Party shall bear its own costs and expenses of any arbitration. Each Party shall pay one-half of the costs of the arbitrator.

16 Other Agreement of the Parties

16.1 Assignment

No assignment of this Agreement or any right occurring under this Agreement may be made in whole or in part by Contractor without the express prior written consent of the City Council, which shall not be unreasonably conditioned, delayed, or denied. In the event of any assignment approved by the City Council, the assignee must fully assume all the liabilities of Contractor by way of an assignment and assumption agreement. Notwithstanding the above, an assignment to an affiliate of Contractor may be undertaken upon notice to City Manager, but without the requirement for its approval. For purposes of this provision, "affiliate" means any person or legal entity that, directly or indirectly, controls, is controlled by, or is under common control with Contractor.

The use of a subcontractor to perform services under this Agreement will not constitute delegation of Contractor's duties provided that Contractor has received prior written authorization from the Public Works Director to subcontract such services and the Public Works Director has approved a subcontractor who will perform such services. Contractor will be responsible for directing the work of Contractor's subcontractors and any compensation due or payable to Contractor's subcontractor will be the sole responsibility of Contractor. The Public Works Director will have the right to require the removal of any approved subcontractor for reasonable cause.

16.2 Permits, Licenses, and Chamber Membership

Contractor shall obtain, at its own expense, all permits and licenses required by law or ordinance and maintain same in full force and effect throughout the term of this Agreement. Contractor must provide proof of such permits, licenses or approvals and must demonstrate compliance with the terms and conditions of such permits, licenses, and approvals upon the request of the Public Works Director. The Contractor must have a valid City of South Pasadena Business License throughout the term of the Agreement. Contractor shall maintain an active Chamber of Commerce membership.

16.3 Laws to Govern

The law of the State of California governs the rights, obligations, duties and liabilities of City and Contractor under this Agreement and governs the interpretation of this Agreement.

17 General Provisions

17.1 Consent to Jurisdiction

The Parties agree that any litigation between City and Contractor concerning or arising out of this Contract must be filed and maintained exclusively in the Superior Courts of Los Angeles County, State of California, or in the United States District Court for the Central District of California to the fullest extent permissible by law. Each Party consents to service of process in any manner authorized by California law.

17.2 Compliance with Laws

In the performance of this Agreement, Contractor must comply with all Applicable Laws, including, without limitation, the South Pasadena Municipal Code. City shall provide written notice to Contractor of any planned amendment of the South Pasadena Municipal Code that would substantially affect the performance of Contractor's services pursuant to this Agreement. Such notice must be provided at least thirty (30) calendar days prior to the City Council's approval of such an amendment.

17.3 Independent Contactor

In the performance of services pursuant to this Agreement, Contractor is an independent contractor and not an officer, agent, servant, or employee of City. Contractor will have exclusive control of the details of the services and work performed and over all Persons performing such services and work. Contractor is solely responsible for the acts and omissions of its officers, agents, employees, contractors, and subcontractors, if any. Neither Contractor nor its officers, employees, agents, contractors, shall obtain any rights to any benefits that accrue to City employees.

17.4 Entire Agreement

This Agreement and the attached Exhibits constitute the entire Agreement and understanding between the Parties, and the Agreement will not be considered modified, altered, changed, or amended in any respect unless in writing and signed by the Parties.

17.5 Severability

Except as specified in Section 3.5, if any provision of this Agreement or the application of it to any Person or situation is to any extent held invalid or unenforceable, the remainder of this Agreement and the application of such provisions to Persons or situations other than those as to which it is held invalid or unenforceable, will not be affected, will continue in full force and effect, and will be enforced to the fullest extent permitted by law.

17.6 Right to Require Performance

The failure of any Party at any time to require performance by the other Party of any provision of this Agreement will in no way affect the right of the other Party thereafter to enforce same. Nor will waiver of any breach of any provision of this Agreement be taken or held to be a waiver of any succeeding breach of such provision or as a waiver of any provision itself.

17.7 All Prior Agreements Superseded

This Agreement incorporates and includes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained in this Agreement and the Parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, it is agreed that no deviation from the terms of this Agreement will be predicated upon any prior representations or agreements, whether oral or written.

17.8 Amendments to Agreement

This Agreement may not be changed, modified, amended or waived, except in writing and as approved by Contractor and the City Council.

17.9 Headings

Headings in this document are for convenience of reference only and are not to be considered in any interpretation of this Agreement.

17.10 Exhibits

Each Exhibit referred to in this Agreement forms an essential part of this Agreement. Each such Exhibit is a part of this Agreement, and each is incorporated by this reference.

17.11 Waiver

Waiver by City or Contractor of any breach for violation of any term covenant or condition of this Agreement will not be deemed to be a waiver of any other term, covenant or condition or any subsequent breach or violation of the same or of any other term, covenant, or condition. The subsequent acceptance by City of any fee, tax, or any other monies which may become due from Contractor to City will not be deemed to be a waiver by City of any breach for violation of any term, covenant, or condition of this Agreement.

17.12 Prohibition Against Gifts

Contractor represents that Contractor is familiar with City's prohibition against the acceptance of any gift by a City officer or designated employee. Contractor may not offer any City officer or designated employee any gifts prohibited by the City.

17.13 Point of Contact

The day-to-day dealings between Contractor and City will be between Contractor and the Public Works Director, or his or her designee.

17.14 City Representative

Whenever this Agreement requires the City to take any action, the City Council designates the Public Works Director to take such action on behalf of the City, unless another individual or entity is otherwise specified in this Agreement or unless the City Council designates actions to different Persons or itself. The Public Works Director may designate individual(s) to administer and monitor the provisions of this Agreement.

17.15 Notices

All notices required or provided for in this Agreement shall be provided to the Parties at the following addresses, by personal delivery or deposit in the U.S. Mail, postage prepaid, registered or certified mails, addressed as specified below. Notices delivered personally shall be deemed received upon receipt; mailed notice (registered or certified) shall be deemed received five (5) days after deposit. A Party may change the address to which notice is given by giving notice and provided herein.

As to the City:

City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Attn: Public Works Director, Ted Gerber
Email: PWAdmin@southpasadenaca.gov
Phone: (626) 403-7240

As the Contractor: Athens Services
14048 Valley Blvd.
City of Industry, CA 91746
Attn: Steven Librenjak
Email: SLibrenjak@AthensServices.com
Phone: (626) 934-4696

Notice by City to Contractor of a Collection or other Customer problem or complaint may be given to Contractor orally by telephone at Contractor's local office with confirmation sent to Contractor via email by the end of the Workday.

17.16 Signatures

(a) Counterparts. This Agreement may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument.

(b) Scanned Signatures. In the event that any signature is delivered by facsimile transmission or submitted electronically as a scanned image (i.e., files with .pdf, .tiff or .jpeg extensions), such signature shall create a valid and binding obligation of the Party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or scanned signature page were an original thereof.

(c) Digital/Electronic Signatures. This Agreement may be executed through the use of digital or electronic signatures provided they meet the requirements of the Electronic Signatures in Global and National Commerce (ESIGN) Act and the California Uniform Electronic Transactions Act (UETA) and are produced using a City-approved method. The presence of an electronic signature on this document shall be construed as the Parties' consent to do business electronically.

[Signature page(s) follow]

IN CONCURRENCE AND WITNESS WHEREOF, City and Contractor have executed this Agreement as of May 21, 2025.

CITY OF SOUTH PASADENA:

By: _____

Janet Braun, Mayor

CONTRACTOR:

Arakelian Enterprises, Inc. d/b/a Athens Services

By: _____

Title: _____

By: _____

Title: _____

ATTEST:

By: _____

Hector Gomez, Chief City Clerk

APPROVED AS TO FORM:

By: _____

Roxanne Diaz, City Attorney

Exhibit 1: Maximum Service Rates

MANUAL BARREL COLLECTION (Solid Waste + Recyclables + Organics)

SINGLE-FAMILY (1 UNIT)

Waste Type	*For Solid Waste, Recyclable Materials, and Organic Waste Collection*
Container Type	*Customers will be provided up to seven 32-gallon Barrels and can choose a mix of Black Barrels (for Solid Waste), Blue Barrels (for Recyclable Materials), and Green Barrels (for Organic Waste) with a minimum of one Barrel of each color. Additional Barrels, after seven, require additional fees. There is no change in rate for having less than seven Barrels.*
Frequency	*1x Collection per week (minimum and maximum)*

	DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1 UNIT	11.75	51.89	63.64	7.07	**$70.71**
EACH ADDITIONAL 32-GALLON BARREL	3.19	3.68	6.87	0.76	**$7.63**
ONE TIME DELIVERY CHARGE FOR ADD. BARREL	-	25.43	25.43	2.83	**28.26***

***One-time charge**

SINGLE-FAMILY (2-4 UNITS)

Waste Type	*For Solid Waste, Recyclable Materials, and Organic Waste Collection*
Container Type	*Customers will be provided up to seven 32-gallon Barrels **per unit** and can choose a mix of Black Barrels (for Solid Waste), Blue Barrels (for Recyclable Materials), and Green Barrels (for Organic Waste) with a minimum of one Barrel of each color **per unit**. Additional Barrels, after seven **per unit**, require additional fees. There is no change in rate for having less than seven Barrels **per unit**.*
Frequency	*1x Collection per week (minimum and maximum)*

	DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
2 UNITS	15.59	70.51	86.10	9.57	**$95.67**
3 UNITS	19.09	84.57	103.66	11.52	**$115.18**
4 UNITS	22.50	98.62	121.12	13.46	**$134.58**
EACH ADDITIONAL 32-GALLON BARREL	3.19	3.68	6.87	0.76	**$7.63**
ONE TIME DELIVERY CHARGE FOR ADD. BARREL	-	25.43	25.43	2.83	**28.26***

***One-time charge**

MULTI-FAMILY (5+ UNITS) - MANUAL BARREL COLLECTION SERVICES ARE NOT OFFERED TO MULTI-FAMILY CUSTOMERS

COMMERCIAL - SEE COMMERCIAL COLLECTION BELOW FOR MANUAL BARREL COLLECTION OPTIONS

AUTOMATED BIN COLLECTION (Solid Waste + Recyclables)

SINGLE-FAMILY (1 UNIT)

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 1.5 yard, 2 yard, 3 yard, 4 yard, and 6 yard Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required Additional Services/Fees	*For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1.5 YARD BIN	1X per week	31.99	98.03	130.02	14.45	**$144.47**
+ ONE 96-GAL	2X per week	64.03	174.04	238.07	26.45	**$264.52**
BLUE CART	3X per week	96.06	215.84	311.90	34.66	**$346.56**
(1X PER WEEK)	4X per week	128.15	257.49	385.64	42.85	**$428.49**
	5X per week	160.18	299.28	459.46	51.05	**$510.51**
	6X per week	192.16	341.01	533.17	59.24	**$592.41**

2 YARD BIN	1X per week	42.44	103.39	145.83	16.20	**$162.03**
+ ONE 96-GAL	2X per week	84.86	184.19	269.05	29.89	**$298.94**
BLUE CART	3X per week	127.33	229.58	356.91	39.66	**$396.57**
(1X PER WEEK)	4X per week	169.79	274.81	444.60	49.40	**$494.00**
	5X per week	212.22	320.23	532.45	59.16	**$591.61**
	6X per week	254.68	365.54	620.22	68.91	**$689.13**
3 YARD BIN	1X per week	64.10	145.44	209.54	23.28	**$232.82**
+ ONE 96-GAL	2X per week	128.19	171.80	299.99	33.33	**$333.32**
BLUE CART	3X per week	192.32	197.96	390.28	43.36	**$433.64**
(1X PER WEEK)	4X per week	256.45	235.62	492.07	54.67	**$546.74**
	5X per week	320.53	279.13	599.66	66.63	**$666.29**
	6X per week	384.67	305.45	690.12	76.68	**$766.80**
4 YARD BIN	1X per week	75.39	170.21	245.60	27.29	**$272.89**
+ ONE 96-GAL	2X per week	200.01	265.38	465.39	51.71	**$517.10**
BLUE CART	3X per week	339.41	345.76	685.17	76.13	**$761.30**
(1X PER WEEK)	4X per week	473.74	431.23	904.97	100.55	**$1,005.52**
	5X per week	603.45	521.31	1124.76	124.97	**$1,249.73**
	6X per week	751.96	592.61	1344.57	149.40	**$1,493.97**
6 YARD BIN	1X per week	99.15	222.38	321.53	35.73	**$357.26**
+ ONE 96-GAL	2X per week	261.93	346.09	608.02	67.56	**$675.58**
BLUE CART	3X per week	443.84	450.70	894.54	99.39	**$993.93**
(1X PER WEEK)	4X per week	619.01	562.03	1181.04	131.23	**$1,312.27**
	5X per week	788.13	679.42	1467.55	163.06	**$1,630.61**
	6X per week	981.76	772.27	1754.03	194.89	**$1,948.92**

MULTI-UNIT DWELLINGS (2 UNITS OR MORE)

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 1.5 yard, 2 yard, 3 yard, 4 yard, or 6 yard Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required Additional Services/Fees	*Monthly Bin Rental Fee must be added to monthly service charge. For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
BIN RENTAL FEE (in addition to per unit charge below)						
ALL OPTIONS	1.5 YARD BIN	5.16	21.73	26.89	2.99	**$29.88**
INCLUDE ONE	2 YARD BIN	7.09	29.46	36.55	4.06	**$40.61**
96-GALLON	3 YARD BIN	10.42	43.32	53.74	5.97	**$59.71**
BLUE CART	*4 YARD BIN	13.75	57.17	70.92	7.88	**$78.80**
(1X PER WEEK)	*6 YARD BIN	17.08	71.02	88.10	9.79	**$97.89**
		*Scout Service not available due to Bin Size				
1X PER WEEK	2 UNITS	15.59	70.51	86.10	9.57	**$95.67**
	3 UNITS	19.09	84.57	103.66	11.52	**$115.18**
	4 UNITS	22.50	98.62	121.12	13.46	**$134.58**
	5 UNITS	25.85	112.43	138.28	15.36	**$153.64**
	6 UNITS	28.06	121.96	150.02	16.67	**$166.69**
	7 UNITS	29.96	129.70	159.66	17.74	**$177.40**
	8 UNITS	31.74	137.54	169.28	18.81	**$188.09**
	9 UNITS	33.68	145.42	179.10	19.90	**$199.00**
	10 UNITS	35.54	153.19	188.73	20.97	**$209.70**

	11 UNITS	37.46	161.08	198.54	22.06	**$220.60**
	12 UNITS	39.26	168.79	208.05	23.12	**$231.17**
	13+ UNITS (add per unit)	3.20	13.16	16.36	1.82	**$18.18**
2X PER WEEK	2 UNITS	38.83	167.00	205.83	22.87	**$228.70**
	3 UNITS	40.91	175.80	216.71	24.08	**$240.79**
	4 UNITS	43.05	184.65	227.70	25.30	**$253.00**
	5 UNITS	45.16	193.45	238.61	26.51	**$265.12**
	6 UNITS	47.04	201.27	248.31	27.59	**$275.90**
	7 UNITS	49.16	210.10	259.26	28.81	**$288.07**
	8 UNITS	51.26	218.84	270.10	30.01	**$300.11**
	9 UNITS	53.32	227.57	280.89	31.21	**$312.10**
	10 UNITS	55.51	236.29	291.80	32.42	**$324.22**
	11 UNITS	57.63	245.05	302.68	33.63	**$336.31**
	12 UNITS	59.60	253.82	313.42	34.82	**$348.24**
	13+ UNITS (add per unit)	4.81	19.74	24.55	2.73	**$27.28**
3X PER WEEK	2 UNITS	66.07	283.49	349.56	38.84	**$388.40**
	3 UNITS	69.57	297.55	367.12	40.79	**$407.91**
	4 UNITS	72.98	311.60	384.58	42.73	**$427.31**
	5 UNITS	76.33	325.41	401.74	44.64	**$446.38**
	6 UNITS	78.92	334.32	413.24	45.92	**$459.16**
	7 UNITS	80.83	342.14	422.97	47.00	**$469.97**
	8 UNITS	82.73	350.07	432.80	48.09	**$480.89**
	9 UNITS	84.51	357.69	442.20	49.13	**$491.33**
	10 UNITS	86.65	366.09	452.74	50.30	**$503.04**
	11 UNITS	88.65	374.25	462.90	51.43	**$514.33**
	12 UNITS	90.54	382.94	473.48	52.61	**$526.09**
	13+ UNITS (add per unit)	6.31	26.39	32.70	3.63	**$36.33**
4X PER WEEK	2 UNITS	97.31	419.99	517.30	57.48	**$574.78**
	3 UNITS	99.39	428.78	528.17	58.69	**$586.86**
	4 UNITS	101.53	437.63	539.16	59.91	**$599.07**
	5 UNITS	103.64	446.43	550.07	61.12	**$611.19**
	6 UNITS	105.52	454.25	559.77	62.20	**$621.97**
	7 UNITS	107.64	463.08	570.72	63.41	**$634.13**
	8 UNITS	109.74	471.82	581.56	64.62	**$646.18**
	9 UNITS	111.80	480.55	592.35	65.82	**$658.17**
	10 UNITS	113.99	489.27	603.26	67.03	**$670.29**
	11 UNITS	116.11	498.03	614.14	68.24	**$682.38**
	12 UNITS	118.08	506.80	624.88	69.43	**$694.31**
	13+ UNITS (add per unit)	7.84	33.02	40.86	4.54	**$45.40**
5X PER WEEK	2 UNITS	132.55	576.48	709.03	78.78	**$787.81**
	3 UNITS	136.05	590.54	726.59	80.73	**$807.32**
	4 UNITS	139.46	604.59	744.05	82.67	**$826.72**
	5 UNITS	142.81	618.39	761.20	84.58	**$845.78**
	6 UNITS	145.40	627.30	772.70	85.86	**$858.56**
	7 UNITS	147.31	635.12	782.43	86.94	**$869.37**
	8 UNITS	149.21	643.06	792.27	88.03	**$880.30**
	9 UNITS	150.99	650.68	801.67	89.07	**$890.74**
	10 UNITS	153.13	659.07	812.20	90.24	**$902.44**
	11 UNITS	155.13	667.23	822.36	91.37	**$913.73**

	12 UNITS	157.02	675.93	832.95	92.55	**$925.50**
	13+ UNITS (add per unit)	9.37	39.65	49.02	5.45	**$54.47**
6X PER WEEK	2 UNITS	171.79	752.97	924.76	102.75	**$1,027.51**
	3 UNITS	173.87	761.77	935.64	103.96	**$1,039.60**
	4 UNITS	176.01	770.61	946.62	105.18	**$1,051.80**
	5 UNITS	178.12	779.42	957.54	106.39	**$1,063.93**
	6 UNITS	180.00	787.23	967.23	107.47	**$1,074.70**
	7 UNITS	182.12	796.06	978.18	108.69	**$1,086.87**
	8 UNITS	184.22	804.80	989.02	109.89	**$1,098.91**
	9 UNITS	186.28	813.53	999.81	111.09	**$1,110.90**
	10 UNITS	188.47	822.26	1010.73	112.30	**$1,123.03**
	11 UNITS	190.59	831.02	1021.61	113.51	**$1,135.12**
	12 UNITS	192.56	839.79	1032.35	114.71	**$1,147.06**
	13+ UNITS (add per unit)	10.90	46.28	57.18	6.35	**$63.53**

COMMERCIAL

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 32-gallon Barrel, 1.5 yard, 2 yard, 3 yard, 4 yard, 6 yard, or 3 yard compactor Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required Additional Services/Fees	*For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1.5 YARD BIN	1X per week	31.99	98.03	130.02	14.45	**$144.47**
+ ONE 96-GAL	2X per week	64.03	174.04	238.07	26.45	**$264.52**
BLUE CART	3X per week	96.06	215.84	311.90	34.66	**$346.56**
(1X PER WEEK)	4X per week	128.15	257.49	385.64	42.85	**$428.49**
	5X per week	160.18	299.28	459.46	51.05	**$510.51**
	6X per week	192.16	341.01	533.17	59.24	**$592.41**
2 YARD BIN	1X per week	42.44	103.39	145.83	16.20	**$162.03**
+ ONE 96-GAL	2X per week	84.86	184.19	269.05	29.89	**$298.94**
BLUE CART	3X per week	127.33	229.58	356.91	39.66	**$396.57**
(1X PER WEEK)	4X per week	169.79	274.81	444.60	49.40	**$494.00**
	5X per week	212.22	320.23	532.45	59.16	**$591.61**
	6X per week	254.68	365.54	620.22	68.91	**$689.13**
3 YARD BIN	1X per week	64.10	145.44	209.54	23.28	**$232.82**
+ ONE 96-GAL	2X per week	128.19	171.80	299.99	33.33	**$333.32**
BLUE CART	3X per week	192.32	197.96	390.28	43.36	**$433.64**
(1X PER WEEK)	4X per week	256.45	235.62	492.07	54.67	**$546.74**
	5X per week	320.53	279.13	599.66	66.63	**$666.29**
	6X per week	384.67	305.45	690.12	76.68	**$766.80**
4 YARD BIN	1X per week	75.39	170.21	245.60	27.29	**$272.89**
+ ONE 96-GAL	2X per week	200.01	265.38	465.39	51.71	**$517.10**
BLUE CART	3X per week	339.41	345.76	685.17	76.13	**$761.30**
(1X PER WEEK)	4X per week	473.74	431.23	904.97	100.55	**$1,005.52**
	5X per week	603.45	521.31	1124.76	124.97	**$1,249.73**
	6X per week	751.96	592.61	1344.57	149.40	**$1,493.97**

6 YARD BIN	1X per week	99.15	222.38	321.53	35.73	**$357.26**
+ ONE 96-GAL	2X per week	261.93	346.09	608.02	67.56	**$675.58**
BLUE CART	3X per week	443.84	450.70	894.54	99.39	**$993.93**
(1X PER WEEK)	4X per week	619.01	562.03	1181.04	131.23	**$1,312.27**
	5X per week	788.13	679.42	1467.55	163.06	**$1,630.61**
	6X per week	981.76	772.27	1754.03	194.89	**$1,948.92**
3 YARD COMPACTOR BIN	1X per week	192.30	149.83	342.13	38.01	**$380.14**
+ ONE 96-GAL	2X per week	384.58	180.58	565.16	62.80	**$627.96**
BLUE CART	3X per week	576.97	211.13	788.10	87.57	**$875.67**
(1X PER WEEK)	4X per week	769.37	253.17	1022.54	113.62	**$1,136.16**
	5X per week	961.62	301.09	1262.71	140.30	**$1,403.01**
	6X per week	1154.01	331.80	1485.81	165.09	**$1,650.90**
COMMERCIAL MANUAL BARREL COLLECTION (PER 32-GALLON BARREL) + ONE 96-GALLON BLUE CART (1X PER WEEK) **Only one blue Cart regardless of number of barrels. For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates.*						
	1X per week	14.56	66.98	81.54	9.06	**$90.60**

ORGANICS COLLECTION

The organics collection services below are <u>required</u> for all single-family customers with automated bin service, multi-family customers, and commercial customers.

FOR SINGLE-FAMILY, MULTI-FAMILY, AND COMMERCIAL CUSTOMERS WITH AUTOMATED BIN COLLECTION

Waste Type — *For Organic Waste Collection Only (Food Scraps, Food-soiled Paper, Green Waste, etc.). Organic Waste Collection Service is required and Solid Waste and Recyclable Materials Collection Service is required in addition to this Organic Waste Collection Service.*

Container Type — *Option of 64-gallon Cart, 1.5 yard Bin, 2 yard Bin, or Roll-off (3 or 3+ yard Bins are not offered for Organics Collection)*

Frequency — *Option of 1x, 2x, 3x, 4x, or 5x Collections per week*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
64-GALLON CART	1X per week	-	160.76	160.76	17.86	**$178.62**
(PRIMARY)	2X per week	-	280.69	280.69	31.19	**$311.88**
	3X per week	-	400.60	400.60	44.51	**$445.11**
	4X per week	-	520.54	520.54	57.84	**$578.38**
	5X per week	-	640.46	640.46	71.16	**$711.62**
64-GALLON CART	1X per week	-	136.31	136.31	15.15	**$151.46**
(EACH	2X per week	-	238.67	238.67	26.52	**$265.19**
ADDITIONAL)	3X per week	-	341.10	341.10	37.90	**$379.00**
	4X per week	-	443.47	443.47	49.27	**$492.74**
	5X per week	-	545.88	545.88	60.65	**$606.53**
1.5 YARD BIN	1X per week	-	337.40	337.40	37.49	**$374.89**
(PRIMARY)	2X per week	-	655.15	655.15	72.79	**$727.94**
	3X per week	-	974.54	974.54	108.28	**$1,082.82**
	4X per week	-	1292.28	1292.28	143.59	**$1,435.87**
	5X per week	-	1611.67	1611.67	179.07	**$1,790.74**
1.5 YARD BIN	1X per week	-	276.88	276.88	30.76	**$307.64**
(EACH	2X per week	-	539.80	539.80	59.98	**$599.78**
ADDITIONAL)	3X per week	-	804.55	804.55	89.39	**$893.94**
	4X per week	-	1067.70	1067.70	118.63	**$1,186.33**
	5X per week	-	1332.43	1332.43	148.05	**$1,480.48**

2 YARD BIN	1X per week	-	399.64	399.64	44.40	**$444.04**
(PRIMARY)	2X per week	-	779.63	779.63	86.63	**$866.26**
	3X per week	-	1157.98	1157.98	128.66	**$1,286.64**
	4X per week	-	1537.96	1537.96	170.88	**$1,708.84**
	5X per week	-	1917.95	1917.95	213.11	**$2,131.06**
2 YARD BIN	1X per week	-	312.29	312.29	34.70	**$346.99**
(EACH	2X per week	-	613.04	613.04	68.12	**$681.16**
ADDITIONAL)	3X per week	-	913.31	913.31	101.48	**$1,014.79**
	4X per week	-	1214.46	1214.46	134.94	**$1,349.40**
	5X per week	-	1516.00	1516.00	168.44	**$1,684.44**
ORGANICS OPEN ROLL-OFF OR COMPACTOR ROLL-OFF						
	Haul Rate		304.20	304.20	33.80	**$338.00**
	Disposal/Ton Rate		153.79	153.79	17.09	**$170.88**

RECYCLABLE MATERIALS COLLECTION

All customers receive Recyclable Materials Collection as part of their Solid Waste Collection Service. Single-family customers with automated bin service, multi-family customers, and commercial customers who wish to increase their Recycling Collection Services may add the services listed below for an additional fee.

FOR SINGLE-FAMILY, MULTI-FAMILY, AND COMMERCIAL CUSTOMERS WITH AUTOMATED BIN COLLECTION

Waste Type	*For additional Recyclable Materials Collection Only.*
Container Type	*Option of 96-gallon Cart, 1.5 yard, 2 yard, 3 yard, 4 yard, 6 yard Bin*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
96-GALLON CART	1X per week	0.00	47.58	47.58	5.29	**$52.87**
	2X per week	0.00	94.17	94.17	10.46	**$104.63**
	3X per week	0.00	140.75	140.75	15.64	**$156.39**
	4X per week	0.00	187.34	187.34	20.82	**$208.16**
	5X per week	0.00	233.92	233.92	25.99	**$259.91**
	6X per week	0.00	280.51	280.51	31.17	**$311.68**
1.5 YARD BIN	1X per week	0.00	59.10	59.10	6.57	**$65.67**
	2X per week	0.00	112.35	112.35	12.48	**$124.83**
	3X per week	0.00	165.60	165.60	18.40	**$184.00**
	4X per week	0.00	218.85	218.85	24.32	**$243.17**
	5X per week	0.00	272.10	272.10	30.23	**$302.33**
	6X per week	0.00	325.35	325.35	36.15	**$361.50**
2 YARD BIN	1X per week	0.00	63.03	63.03	7.00	**$70.03**
	2X per week	0.00	119.62	119.62	13.29	**$132.91**
	3X per week	0.00	176.20	176.20	19.58	**$195.78**
	4X per week	0.00	232.78	232.78	25.86	**$258.64**
	5X per week	0.00	289.36	289.36	32.15	**$321.51**
	6X per week	0.00	345.95	345.95	38.44	**$384.39**
3 YARD BIN	1X per week	0.00	70.66	70.66	7.85	**$78.51**
	2X per week	0.00	133.91	133.91	14.88	**$148.79**
	3X per week	0.00	197.16	197.16	21.91	**$219.07**
	4X per week	0.00	260.41	260.41	28.93	**$289.34**
	5X per week	0.00	323.65	323.65	35.96	**$359.61**
	6X per week	0.00	386.90	386.90	42.99	**$429.89**

4 YARD BIN	1X per week	0.00	78.70	78.70	8.74	**$87.44**
	2X per week	0.00	148.62	148.62	16.51	**$165.13**
	3X per week	0.00	218.53	218.53	24.28	**$242.81**
	4X per week	0.00	288.44	288.44	32.05	**$320.49**
	5X per week	0.00	358.35	358.35	39.82	**$398.17**
	6X per week	0.00	428.27	428.27	47.59	**$475.86**
6 YARD BIN	1X per week	0.00	95.38	95.38	10.60	**$105.98**
	2X per week	0.00	178.62	178.62	19.85	**$198.47**
	3X per week	0.00	261.87	261.87	29.10	**$290.97**
	4X per week	0.00	345.11	345.11	38.35	**$383.46**
	5X per week	0.00	428.35	428.35	47.59	**$475.94**
	6X per week	0.00	511.59	511.59	56.84	**$568.43**

OTHER CHARGES AND SERVICES

	DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS	FRANCHISE FEE COMPONENT	TOTAL RATE
ALL ACCOUNTS					
Late Fee (1.5% per month, $5.00 minimum)	-	6.00	-	0.67	**$6.67**
Declined Payment Charge	-	38.46	-	4.27	**$42.73**
Stop Service Charge	-	38.46	-	4.27	**$42.73**
Reactivation Charge	-	38.46	-	4.27	**$42.73**
Contamination Fee - all material (per occurrence)	-	76.89	-	8.54	**$85.43**
Cart/Barrel Roll-Out Charge (per container, per frequency)	-	19.23	-	2.14	**$21.37**
Bin Lock Lids (per bin, per frequency)	-	18.80	-	2.09	**$20.89**
Bin Enclosure Pressure Washing (Per Hour, 1 Hour Minimum)	-	76.89	-	8.54	**$85.43**
Bin Wash-Out/Clean-Out Charge	-	76.89	-	8.54	**$85.43**
Bin Overflow Charges	-	76.89	-	8.54	**$85.43**
Bin Overweight Charges	-	76.89	-	8.54	**$85.43**
Bin Extra Dump Charge	-	76.89	-	8.54	**$85.43**
Bin Dead-Run Charge	-	76.89	-	8.54	**$85.43**
Bin Go-Back Charge	-	76.89	-	8.54	**$85.43**
Bin Delivery Charge	-	76.89	-	8.54	**$85.43**
Bin Exchange Charge	-	76.89	-	8.54	**$85.43**
Bin Bring-In Charge	-	76.89	-	8.54	**$85.43**
Priority Emergency Service	-	253.74	-	28.19	**$281.93**
Cardboard Boxes (per box)	-	6.11	-	0.68	**$6.79**
Cardboard Box Liners (per box liner)	-	0.60	-	0.07	**$0.67**
Barrel Replacement (Any Size)	-	75.00	-	8.33	**83.33**
COMMERCIAL SERVICES					
Bulky Item Pick-Up - First Item, Dead-Run, or Go-Back	-	38.46	-	4.27	**$42.73**
Bulky Item Pick-Up - Each Additional Item	-	23.06	-	2.56	**$25.62**
3 Yard Temporary Bin	-	207.62	-	23.07	**$230.69**
3 Yard Temporary Bin - Extra Dump, Dead-Run, or Go-Back	-	107.66	-	11.96	**$119.62**
3 Yard Temporary Bin with Scout Service	-	246.08	-	27.34	**$273.42**
3 Yard Temporary Bin - Extra Dump with Scout Service	-	146.09	-	16.23	**$162.32**
3 Yard Temporary Bin - Per Day Over 7 Days with No Dump	-	26.15	-	2.91	**$29.06**
3 Yard Temporary Bin - Overweight, Overflow	-	79.53	-	8.84	**$88.37**
Lock-Lids for Temporary Bins	-	19.74	-	2.19	**$21.93**

Roll-Off Rate per Haul (Plus Disposal Charges)	-	323.17	-	35.91	**$359.08**
Roll-Off Roll-Top Rental Charge	-	76.89	-	8.54	**$85.43**
Roll-Off Relocate Charge	-	128.82	-	14.31	**$143.13**
Roll-Off Compactor Wash Out Charge	-	322.08	-	35.79	**$357.87**
Roll-Off Demurrage (Per Day if no dumps in 7 days)	-	25.58	-	2.84	**$28.42**
Roll-Off Same Day Expedited Request	-	71.07	-	7.90	**$78.97**
Roll-Off Dead-Run Charge	-	177.68	-	19.74	**$197.42**
Storage Box Rental Charge	-	230.68	-	25.63	**$256.31**
Storage Box Delivery Charge	-	76.89	-	8.54	**$85.43**
Bin Push-Out/Scout Service Charge (per bin, per frequency)	-	40.73	-	4.53	**$45.26**
RESIDENTIAL (SINGLE FAMILY & MULTI UNIT)					
Bulky Item Pick-Up - First Item (Outside of No-Charge Quarterly Pick-Up)	-	40.73	-	4.53	**$45.26**
Bulky Item Pick-Up - Each Additional Item	-	24.43	-	2.71	**$27.14**
Cart/Barrel Go-Back or Dead Run Charge	-	33.58	-	3.73	**$37.31**
Bin Push-Out/Scout Service Charge (per bin, per frequency)	-	40.73	-	4.53	**$45.26**
CITY SERVICES					**Monthly Rate**
City Garage and Parking Lot Sweeping Service	-	1115.22	-	-	**$1,115.22**
Bus Stop Barrel Pick-Up	-	2973.93	-	-	**$2,973.93**

Exhibit 2: Bus Stop Barrel Collection Schedule

Per Section 6.3 of this Agreement, Contractor shall empty the bus stop Container(s), supply the new Container liner, and replace the Container liner. Contractor shall remove any Solid Waste outside of the Container(s) at the bus stop and pressure wash as needed.

LOCATION	Number of Barrels				SCHEDULE
	NB	SB	WB	EB	
Mission Street					
Grand Avenue	–	–	1	–	M T W TH F
Adelaine Avenue	–	–	–	1	M T W TH F
Orange Grove Avenue	–	–	1	1	M T W TH F
Prospect Avenue	–	–	1	–	M T W TH F
Meridian Avenue	–	–	–	3	M T W TH F
Fairview Avenue	–	–	1	–	M T W TH F
Fremont Avenue	–	–	1	1	M T W TH F
Fair Oaks Avenue	–	–	1	1	M T W TH F
Park Avenue	–	–	1	1	M T W TH F
Milan Avenue	–	–	1	–	M T W TH F
Garfield Avenue	–	–	1	1	M T W TH F
Huntington Drive					
Alhambra Road	1	–	–	–	M T W TH F
Maple Street	1	1	–	–	M T W TH F
Fremont Avenue	–	–	1	3	M T W TH F
Primrose Avenue	–	–	1	1	M T W TH F
Marengo Avenue	–	–	1	1	M T W TH F
Fletcher Avenue	–	–	1	1	M T W TH F
Court Avenue	–	–	1	1	M T W TH F
Fair Oaks Avenue					
Columbia Street	1	1	–	–	M T W TH F
State Street	1	–	–	–	
Mound Avenue	–	1	–	–	M T W TH F
Mission Street	1	1	–	–	M T W TH F
Oxley Street	–	1	–	–	M T W TH F
Monterey Road	1	1	–	–	M T W TH F
Rollin Street	1	1	–	–	M T W TH F
Spruce Street	1	1	–	–	M T W TH F

LOCATION	Number of Barrels				SCHEDULE
	NB	SB	WB	EB	
Garfield Avenue					
Oak Street	–	1	–	–	M W F
Fremont Street					
Oneonta Knoll Street	–	1	–	–	M W F
Maple Street	1	1	–	–	M W F
Pasadena Avenue					
Sycamore Avenue	–	–	1	1	M W F
Arroyo Drive	–	–	1	1	M W F
Hawthorne Street	1	1	–	–	M W F
El Centro Street	1	1	–	–	M W F
Mission Street	1	1	–	–	M W F
Hill Drive					
Collis Avenue	–	–	1	1	M W F
Total Number of Barrels	**12**	**14**	**17**	**19**	

Abbreviations		
NB - Northbound	EB - Eastbound	W - Wednesday
SB - Southbound	M - Monday	TH - Thursday
WB - Westbound	T - Tuesday	F - Friday

Exhibit 3: Sweeping Services

1. Street Sweeping Services, Approved Sweeping Plan

Contractor shall provide Street Sweeping Services at City streets in public rights of way and other areas within the City, as specified herein, in accordance with the schedule, times, and routes provided in Exhibit 3-A ("Approved Sweeping Plan") without charge to City or Customers. Except as provided in this Exhibit 3 or the Approved Sweeping Plan, Contractor will perform Street Sweeping Services on a bi-weekly basis.

2. Changes to Approved Sweeping Plan

Contractor may request modifications to the Approved Sweeping Plan, subject to the approval of the Public Works Director, whose approval shall not be unreasonably conditioned, delayed, or denied. Further, prior to the start of any new Street Sweeping Service schedule or route, as approved by the Public Works Director, Contractor shall, at Contractor's own expense, provide a written notice to be included, by City, as an insert with regular billings to notify each affected Customer of the day or days of the week on which streets will be swept. The notice shall contain the day or days of the week upon which Solid Waste Collections and Street Sweeping Services will be made, the name, address and telephone number of Contractor, and other information and be provided to each Customer affected unit not less than fourteen (14) days prior to the change of any Street Sweeping Service schedule. Contractor shall also cause the schedule and route of the new Street Sweeping Service to be published twice in a responsible newspaper of local circulation once each week for two (2) successive weeks immediately prior to the change in the Solid Waste Collection and Street Sweeping Service schedule or route in a district. The published schedule and route shall contain the same information as the written notice outlined above and shall clearly indicate the precise area involved in the change.

3. Downtown Sweeping Service

Contractor shall perform Street Sweeping Service three (3) times every week between the hours of 5:00 am and 7:00 am within the City's Downtown area in accordance with the Approved Sweeping Plan.

4. City Parking Lot Sweeping Service

Street Sweeping Service shall include sweeping for the City's seven (7) parking lots specified in the Approved Sweeping Plan (collectively, "City Parking Lots"). Contractor shall sweep the parking lots at minimum one (1) time every other week at the schedule and route set forth in the Approved Street Sweeping Plan, or other frequency as agreed by Contractor and the Public Works Director. Contractor shall also Collect Solid Waste and supply and replace Container liners at any and all City Containers at the City Parking Lots two (2) times per week, or other frequency as agreed by Contractor and the Public Works Director, and pressure wash the parking lot one (1) time per calendar year at times and days approved by the Public Works Director, and in accordance with applicable stormwater regulations. Service shall also include removing any Solid Waste outside of the Containers and the Transportation and Disposal of Solid Waste Collected while providing the services hereunder.

5. City Garage Sweeping Service

Street Sweeping Service shall including sweeping for the City's "Mission Meridian" parking garage specified in the Approved Sweeping Plan. Contractor shall sweep the garage at least one (1) time per week, Collect Solid Waste, supply and replace Container liners at the three (3) parking garage Containers two (2) times per week or other frequency as agreed by Contractor and the Public Works Director, and pressure wash the parking garage one (1) time per calendar year at times and days approved by the Public Works Director and in accordance with applicable stormwater regulations. Service shall also include removing any Solid Waste

outside of the Containers and the Transportation and Disposal of Solid Waste Collected while providing the services hereunder.

6. Other Associated Work

If circumstances exist that require work similar to but not specifically provided for in this Exhibit, City may request Contractor to perform such other associated work ("OAW"). When Contractor performs OAW, the labor, materials, and equipment used in the performance of such work shall be subject to the prior written approval of City and Contractor. Examples of OAW include but are not limited to performance of special sweeps, flood clean-up, street sanitation for parades and celebrations, City requested clean-up services, additional porter services, emergency call-outs, pressure washing, bus shelter clean-up, increases in the frequency or amount of Street Sweeping Service, and any contingency where sweeper and supporting sweeper equipment could assist in a particular instance. Contractor shall be reimbursed for such services at its then-current hourly rates.

7. Equipment

Contractor shall use such standard heavy street sweeping equipment as is necessary to clean the City areas of paper, dirt, rocks, leaves and debris. Contractor shall also maintain all equipment. Equipment should be clean and in good mechanical condition, uniformly painted and numbered. In cases of equipment failure or operator failure which precludes the sweeping of scheduled streets during their posted time frames, Contractor shall make every reasonable effort to provide services during the scheduled time frames. Should the equipment or operator failure be of such a duration that the regularly scheduled street sweeping of a posted street is not able to be swept during the designated time frames, Contractor shall sweep those neglected (not swept during the designated time frames) streets during the first available opportunity.

8. Contractor/City Communication

Contractor shall establish and maintain an office and have an authorized supervisor as the point of contact for communications with City for street sweeping. Contractor's office shall have a twenty-four (24) hour telephone service and a responsible individual in charge seven (7) days a week to receive all requests for emergency service, which are forwarded by City. Contractor shall respond and provide emergency service within three (3) hours from the time a call is placed by the City. Requests for routine service or complaint issues shall be resolved expeditiously within the following twenty-four (24) hour period.

9. Disposal and Recycling of Materials

Contractor shall Transport and Dispose of all sweeping materials in accordance with all City, County, State, and Federal requirements. To the extent possible, Contractor shall Divert or Compost all street sweepings from landfills. Contractor shall report on a monthly basis the tonnage of sweepings Collected and the tonnage Disposed of at a Composting or Recycling center and the name and address of the facility. Upon City's request, Contractor shall also provide City with the pertinent information from the Composting or Recycling facility certifying the percentage of material Processed that is Disposed at landfill and where material is sent after Collection and Processing at the facility.

10. Hazardous Waste

Contractor shall not be required to remove any Hazardous Waste from the street surface. If, in the course of performing Street Sweeping Services, any suspected Hazardous Waste is encountered, Contractor shall immediately report the location to the City, and any other responsible agency.

11. Damage

Contractor shall report without delay any damage to City equipment, City property or private property. The Contractor shall be liable for damages solely caused by his/her actions. Any repairs and associated cost resulting from Contractor-caused damage shall be the responsibility of the Contractor.

12. Water for Dust Control

City shall provide sufficient water for use of sweeping operations to maintain a near dustless condition. Water for this use will be made available by the City at no cost to Contractor. Contractor is to coordinate with the Public Works Director in advance to identify the regular location(s) for water access. Access to water/hydrants without a meter is prohibited. If Contractor obtains water from a provider that is not the City, Contractor is responsible for obtaining and paying for the water except in such circumstances where the City no longer provides water to Contractor at no cost to Contractor, in which case the City will reimburse Contractor for the cost of procuring water from the City or a replacement provider, as applicable.

13. Wind-Down of Certain City Sweeping Services

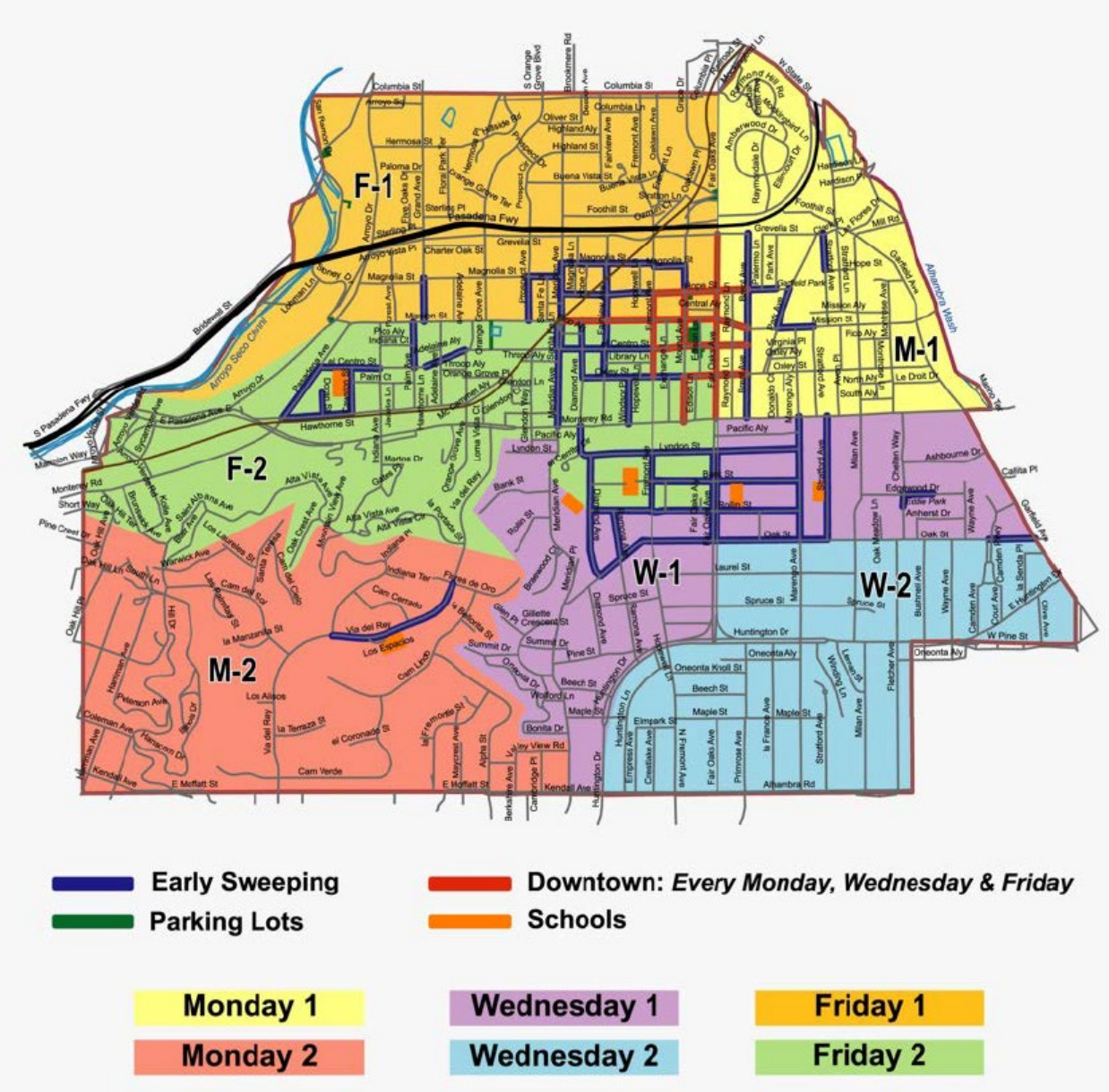
Notwithstanding any provision in this Agreement to the contrary, upon any notice specified in Section 4.2 of the Agreement, Contractor shall bill the City its then-existing rates, as listed in Exhibit 1, for services specified in Sections 4 (City Parking Lot Sweeping Service) and 5 (City Garage Sweeping Service) of this Exhibit. Thereafter, Contractor shall invoice the City on the first Business Day of each month for City parking lot and City garage sweeping services rendered during the preceding month. If City is unable, by operation of Applicable Law, to pay Contractor's then-existing hourly rates applicable for services hereunder, retroactively or prospectively, Contractor shall be entitled to a rate adjustment in accordance with Section 7.9 of the Agreement for the amounts that Contractor would have received but for operation of Applicable Law.

14. Prevailing Wage

Notwithstanding any provision in the Agreement to the contrary, the provision of Street Sweeping Services without charge to City is not subject to payment of prevailing wages or related laws, regulations, or policies ("Prevailing Wage Law"). In the event, the Prevailing Wage Law applies to Street Sweeping Services, retroactively or prospectively, Contractor shall be entitled to a rate adjustment in accordance with Section 7.9 of the Agreement for the provision of Street Sweeping Services in accordance with the Prevailing Wage Law.

Exhibit 3-A: Approved Sweeping Plan

City Street Sweeping Route Map and Schedule



Sweeping shall occur between 7:00 am and 12:00 pm except areas designated for "Early Sweeping" which shall occur between 5:00 am and 7:00 am.

City Parking Lot Sweeping and Collection Schedule	
1. *Service Yard (825 Mission Street)* 2. *City CNG Station/Storage Yard (660 Stoney Drive)* 3. *Arroyo Seco Racquet Club (920 Lohman Lane)* 4. *Arroyo Seco Golf Course (1000-1055 Lohman Lane)* 5. *Hope St. & Mound Ave. Lot (820 Mound Avenue)* 6. *El Centro St. and Mound Ave. Lot #1 (1500 El Centro Street)* 7. *El Centro St. and Mound Ave. Lot #2 (1507 El Centro Street)*	
Sweep Parking Lots	1 day every other week
Collect any and all Containers in Parking Lots	2 days per week (Tuesdays/Fridays)
Pressure Wash Parking Lots	1 time per calendar year

City Garage Sweeping and Collection Schedule	
Mission Meridian Garage (805 Meridian Avenue)	
Sweep Parking Garage	1 day per week
Collect three (3) Containers in Parking Garage	2 days per week (Tuesdays/Fridays)
Pressure Wash Parking Garage	1 time per calendar year

Exhibit 4-1:
LIST OF ACCEPTABLE SOURCE SEPARATED GREEN CONTAINER ORGANIC WASTE MATERIALS
(subject to change)

GREEN WASTE

- Flower and hedge trimmings
- Grass clippings
- Leaves and branches
- Weeds
- Lumber*
- Scrap wood*
- Plywood*

**Not painted or treated*

FOOD SCRAPS

- Bread, rice, and pasta
- Cheese and dairy
- Coffee grounds and filters
- Fruits and vegetables
- Flowers and herbs
- Meat, bones, and poultry
- Seafood and soft shells
- Pet food (nonmedicated)

FOOD-SOILED PAPER*

- Food-stained paper
- Paper egg cartons
- Paper napkins
- kitchen paper towels
- Pizza boxes
- Plates
- To-go boxes (no coating)
- Wood and fiber-based utensils

**Must be 100% fiber-based. No materials with - p*
wax, or bioplastic coating, liner, or laminate.

UNACCEPTED ITEMS

- All plastics
- Cacti, succulents, and yucca
- Compostable plastics (bioplastics)
- Coffee cups and pods
- Fats, oils, and grease
- Food stickers (please remove from items)
- Gloves
- Hard shells (clams, mussels, oysters)
- Medication
- Palm fronds
- Paper napkins with cleaning chemicals
- Paper towels with cleaning chemicals
- Parchment and wax paper
- Pet waste
- Rocks and soil
- Rubber bands and twist ties
- Tea bags
- Textiles
- Tissues and wet wipes

Exhibit 4-2:
LIST OF ACCEPTABLE SOURCE SEPARATED BLUE CONTAINER WASTE MATERIALS
(subject to change)

PLASTICS

** Keep caps on plastic beverage containers*

- Plastics number 1 (PET) as bottles or clamshells
- Plastics numbers 2 (HDPE)
- Plastics numbers 5 (PP)
- Recyclable plastics include, but are not limited to:
  - Beverage & detergent jugs
  - Food containers
  - Soda, juice, & water bottles

METALS

- Aluminum foil & pie tins (clean)
- Scrap metal
- Steel cans, dishware, etc.
- Tin & aluminum cans

PAPER (clean & dry)

- Envelopes
- File folders (paper only)
- Junk mail & magazines
- Newspaper
- Paper (white & mixed color)
- Paper grocery bags
- Telephone books
- Acceptable (but may not be recycled)
  - Cereal boxes (no plastic insert)
  - Egg cartons (paper only & clean)
  - Frozen food boxes
  - Soup, milk, & juice cartons

CARDBOARD (or similar)

- Cardboard & corrugated boxes
- Pizza boxes (clean sections only)

GLASS

** No window glass, porcelain, or non-food related glass. Customers to remove caps/lids.*

- Amber, green, & mixed-color glass
- Clear food glass jars
- Soda, tea, & liquor bottles

No Liquids or Food in Recyclables

RESOLUTION NO. 2025-__

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, APPROVING THE FIRST AMENDED AND RESTATED EXCLUSIVE SOLID WASTE HANDLING AGREEMENT BETWEEN THE CITY OF SOUTH PASADENA AND ARAKELIAN ENTERPRISES, INC. (DBA ATHENS SERVICES), DIRECTING STAFF TO SCHEDULE A PUBLIC HEARING TO CONSIDER PROPOSED RATE ADJUSTMENTS TO THE CITY'S CHARGES FOR THE COLLECTION, TRANSFER, TRANSPORTATION, RECYCLING, PROCESSING, AND DISPOSAL OF SOLID WASTE, INCLUDING ORGANIC WASTE, AND TO PROVIDE NOTICE OF THE PUBLIC HEARING IN ACCORDANCE WITH CALIFORNIA CONSTITUTION ARTICLE XIII D, AND MAKING A DETERMINATION OF EXEMPTION UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

RECITALS:

WHEREAS, the Legislature of the State of California, by enacting the California Integrated Waste Management Act of 1989, as amended (California Public Resources Code Section 40000 *et seq*.), has declared that it is in the public interest to authorize and require local agencies to make adequate provisions for solid waste handling within their respective jurisdictions; and

WHEREAS, the City Council has enacted Chapter 16 of the South Pasadena Municipal Code (Organic and Nonorganic Waste) to establish standards for the collection, transfer, transportation, recycling, processing, and disposal of solid waste, including organic waste and nonorganic waste ("Solid Waste Services"), and the awarding of franchise agreements for Solid Waste Services; and

WHEREAS, pursuant to California Public Resources Code Section 40059(a)(1) and Sections 16.5 and 16.6 of the South Pasadena Municipal Code, the City is authorized to grant an exclusive franchise to a qualified solid waste enterprise for Solid Waste Services within the City without competitive bidding; and

WHEREAS, the City previously entered into an Exclusive Solid Waste Handling agreement with Arakelian Enterprises, Inc. (dba Athens Services) ("Athens") dated October 2, 2024 (the "2024 Agreement"); and

WHEREAS, following good faith negotiations, the City and Athens desire to enter into a new First Amended and Restated Exclusive Solid Waste Handling Agreement ("Amended Agreement"), a copy of which is on file in the office of the City Clerk, which will supersede and replace the 2024 Agreement, in order to modify the services in order to bring the City into compliance with applicable law, including Senate Bill 1383, the Short-lived Climate Pollutant Reduction Act, and the SB 1383 Regulations, which require jurisdictions to provide organic waste collection services; and

WHEREAS, as required by the public health, safety and well-being, the City Council desires to approve the Amended Agreement; and

WHEREAS, the City Council is authorized pursuant to California Health and Safety Code Section 5471 to prescribe, revise and collect rates and charges for Solid Waste Services; and

WHEREAS, implementation of a modified SB 1383 program will result in additional costs being incurred by Athens, and in order to compensate Athens for its additional costs, Athens has requested the City Council to adjust the maximum rates for Solid Waste Services for all premises in the City (single-family premises, multi-family premises, and commercial premises) in accordance with the Maximum Service Rates set forth in Exhibit 1 to the proposed Amended Agreement (the "Proposed Rate Adjustments") and to modify the formulas for increasing the Maximum Rates on July 1, 2027, July 1, 2028, and July 1, 2029 (the "Proposed Formula Adjustments"); and

WHEREAS, City staff recommends that the City Council consider the Proposed Rate Adjustments and Proposed Formula Adjustments following a public hearing held and noticed in accordance with the requirements of Article XIII D, Section 6 of the California Constitution (also known as Proposition 218) and the Proposition 218 Omnibus Implementation Act (Government Code Section 53750, *et seq*.) ("Implementation Act"); and

WHEREAS, the City Council desires to initiate proceedings to consider the Proposed Rate Adjustments and the Proposed Formula Adjustments; and

WHEREAS, the proposed Amended Agreement provides that it will not become effective until after the culmination of any proceedings relating to Proposition 218, resulting in the approval by the City Council of the Maximum Service Rates set forth in Exhibit 1 of the Amended Agreement and the Proposed Formula Adjustments; and

WHEREAS, City staff has evaluated the entering into of the proposed Amended Agreement and approval of the Proposed Rate Adjustments and Proposed Formula Adjustments for purposes of compliance with the California Environmental Quality Act (Public Resources Code Section 21000 *et seq*.) (CEQA) and the California CEQA Guidelines and has determined that approval of the Amended Agreement and Proposed Rate Adjustments and Proposed Formula Adjustments are intended to implement State mandated requirements of the California Senate Bill (SB) 1383, Short-lived Climate Pollutant Reduction Act of 2016. Pursuant to CEQA Guidelines Section 15308, Class 8, "Actions by Regulatory Agencies for Protection of the Environment," these actions are exempt from further review under CEQA. The development and implementation of the modified services is a requirement of the California Department of Resources Recycling and Recovery (CalRecycle) and is exempt from CEQA because it is an action pursuant to a regulatory requirement to assure the protection of the environment, and involves procedures for protection of the environment. Furthermore, the modified services apply to the City's existing volume of generated solid waste, where there is no expansion of use, and is therefore exempt from the CEQA analysis based on State CEQA Guidelines

requirements under Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class (1) "existing facilities."

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA AS FOLLOWS:

Section 1. The above recitals are true and correct and incorporated herein as if set forth in full.

Section 2. The City Council hereby approves the Amended Agreement and authorizes the City Manager to execute the Amended Agreement in substantially the form on file with the City Clerk, with such changes as deemed necessary or appropriate by the City Manager or City Attorney, and authorizes the City Manager to do all things necessary and proper to implement this resolution.

Section 3. The City Council hereby directs staff to proceed with mailing notice of a public hearing on the Proposed Rate Adjustments and Proposed Formula Adjustments, to be held on July 16, 2025, or such other date selected by the City Manager, in accordance with the requirements of Article XIII D, Section 6 of the California Constitution and the Implementation Act.

Section 4. The City Council concurs with staff's CEQA determination set forth in the recitals.

Section 5. The City Clerk shall certify to the adoption of this resolution and shall cause a certified resolution to be filed in the book of original resolutions.

PASSED, APPROVED AND ADOPTED by the City Council of the City of South Pasadena on this 21st day of May 2025.

_____
Janet Braun, Mayor

ATTEST:

_____
Hector Gomez,
Chief City Clerk

APPROVED AS TO FORM:

_____
Roxanne Diaz,
City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 21st day of May, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Hector Gomez,
Chief City Clerk

CITY OF SOUTH PASADENA
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: (626) 403-7210 ▪ FAX: (626) 403-7211
WWW.SOUTHPASADENACA.GOV

May 21, 2025

Steven Librenjak
Athens Services, Area Vice President
14048 Valley Blvd.
City of Industry, CA 91746
Email: SLibrenjak@AthensServices.com

Re: Customer billings for the period of July 1, 2025 through September 30, 2025

This letter memorializes the agreement between the City of South Pasadena ("City") and Arakelian Enterprises Inc. dba Athens Services ("Athens") with respect to customer billings for the period of July 1, 2025 through September 30, 2025.

Relevant Facts

As currently drafted, the First Amended and Restated Exclusive Solid Waste Handling Agreement ("Amended Agreement") becomes effective upon "the culmination of any proceedings relating to Proposition 218, resulting in the approval by City Council of the Maximum Service Rates specified in Exhibit 1." As of the date of this letter, the City's Proposition 218 proceedings have not commenced but are planned to proceed, with a public hearing to be held on or around July 16, 2025.

At the same time, under the existing Exclusive Solid Waste Handling Agreement, dated October 2, 2024 ("Current Agreement"), between the City and Athens, Athens is entitled to an annual rate adjustment ("2025 Rate Adjustment") effective July 1, 2025, which is prior to the earliest date that the Amended Agreement could become effective. The Maximum Service Rates specified in Exhibit 1 of the Amended Agreement waives the 2025 Rate Adjustment.

Resolution

To avoid a situation where, on July 1, 2025, Athens bills customers under the Current Agreement, which includes the 2025 Rate Adjustment, only for the Amended Agreement to take effect on or around July 16, 2025, which waives the 2025 Rate Adjustment, the City and Athens agree that the 2025 Rate Adjustment will not be included in the July 1, 2025 billings, and instead will be included in billings beginning October 1, 2025, *but only* if the Amended Agreement has not become effective by that date. This means rate adjustments effective July 1, 2025, will accrue from that date but will not be billed until October 1, 2025 should the Amended Agreement not become effective by that date. If the Amended Agreement becomes

effective by October 1, 2025, the 2025 Rate Adjustment will be waived and customers will not be billed at all for the 2025 Rate Adjustment. Instead, customers will be billed in accordance with the Maximum Service Rates set forth in Exhibit 1 to the Amended Agreement.

Please indicate Athens' acknowledgement of, and agreement with, the foregoing by executing this letter as provided below and returning an executed copy to me.

Thank you for your cooperation. Please contact us if you have any questions.

Sincerely,

_____

H. Ted Gerber
Public Works Director
City of South Pasadena

By acknowledges and agrees to the terms of this letter.

By:_____

Name:_____

Title:_____

CITY OF SOUTH PASADENA
Public Works Department
1414 Mission Street
South Pasadena, CA 91030-3298

NOTICE OF PUBLIC HEARING

ON PROPOSED ADJUSTMENTS TO THE MAXIMUM SERVICE RATES FOR SOLID WASTE SERVICES

July 16, 2025
7:00 p.m.

City Hall Council Chambers
1424 Mission Street.
South Pasadena, CA 91030

CITY OF SOUTH PASADENA
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: (626) 403-7210 ▪ FAX: (626) 403-7211
WWW.SOUTHPASADENACA.GOV

NOTICE OF PUBLIC HEARING IN CONNECTION WITH PROPOSED ADJUSTMENTS TO THE MAXIMUM SERVICE RATES FOR SOLID WASTE SERVICES

Dear City of South Pasadena Customer/Owner of Record:

This notice is to inform you of a public hearing on proposed rate adjustments due to the implementation of a third waste stream/source-separated recycling collection services in the City of South Pasadena.

PUBLIC HEARING

NOTICE IS HEREBY GIVEN that on **Wednesday, July 16, 2025, at 7:00 p.m.**, or as soon thereafter as the matter may be heard, the City Council of the City of South Pasadena will hold a public hearing in the Council Chambers of City Hall, 1424 Mission Street, South Pasadena, CA 91030, to consider approving proposed adjustments to the Maximum Service Rates ("Rates") for the collection, transfer, transportation, recycling, processing, and disposal of solid waste ("Solid Waste Services").

The public hearing will be conducted in accordance with California Constitution Article XIII D, Section 6 (also known as Proposition 218). This notice is being sent to record owners of properties in the City that are subject to the Rates and to tenants that are directly responsible for paying for Solid Waste Services. As a result, you may receive duplicates of this notice.

Please check the agenda for the July 16, 2025 City Council meeting once it is posted on the City's website for additional information about how you can participate in the public hearing. Currently, members of the public have the option to participate in City Council meetings in person or virtually via Zoom or written public comment.

THE PROPOSED ADUSTMENTS TO THE MAXIMUM SERVICE RATES -- CHANGES TO THE ANNUAL RATE ADJUSTMENT FORMULA

The City currently contracts with a private solid waste hauler, Arakelian Enterprises, Inc. (dba Athens Services) ("Athens"), to provide Solid Waste Services. On May 21, 2025, the City Council approved a first amended and restated agreement ("Amended Agreement") with Athens to add a third waste stream/source-separated recycling services to the current Solid Waste Services. The Amended Agreement will help ensure that the City complies with State law, including Senate Bill (SB)1383, the Short-Lived Climate Pollutant Reduction Act, and the SB 1383 Regulations, which require the City to provide organic waste collection services and meet organic waste processing requirements.

In connection with the City's current agreement with Athens, on October 2, 2024, following a public hearing, the City Council approved initial Rate increases effective on January 1, 2025, and a formula for adjusting the Rates on July 1, 2025, July 1, 2026, July 1, 2027 and July 1, 2028 without the need to hold additional public hearings. **The Amended Agreement will add a third waste stream/source-separated recycling collection services for all Solid Waste customers without an immediate increase to Rates.** Instead, the City is proposing a change in the current annual rate adjustment formula to cover the cost of providing the added recycling collection services. If the proposed Rate

adjustments are approved by City Council, Rates will not be adjusted on July 1, 2025 and July 1, 2026. In addition, the Rates may be adjusted on July 1, 2027, July 1, 2028, and July 1, 2029 using the new annual rate adjustment formula without holding additional public hearings. The Amended Agreement will not become effective unless the City Council approves the proposed Rate adjustments.

The current Rates and proposed Rates for additional optional recycling collection services are shown on the attached chart. Each Rate applies to a specific type and frequency of service, and is calculated by adding together the Operations Component, Disposal Component (if applicable), and the Franchise Fee Component. The Operations Component includes Athens' costs of collecting and transporting Solid Waste, the Disposal Component includes Athens' per ton costs of processing and disposing of Solid Waste, and the Franchise Fee Component is calculated as ten percent (10%) of the Rate.

If the new annual rate adjustment formula is approved by the City Council, on July 1, 2027, July 1, 2028, and July 1, 2029, without holding additional public hearings, the Operations Component may be adjusted by an amount not to exceed the percentage change in the Consumer Price Index for Trash and Garbage Collection (Trash CPI) for the immediately previous 12-month period (March through February) plus one percent (1%). For purposes of the adjustment, the Trash CPI is the Consumer Price Index for Trash and Garbage Collection Series ID: CUUR0000SEHGO2, Not Seasonally Adjusted, U.S. City Average as maintained and published by the United States Bureau of Labor Statistics, or its successor index. Also, the Disposal Component may be adjusted in proportion to the increase or decrease in costs as determined by the percentage change in gate rates or tipping fees (including but not limited to all taxes and surcharges) at the appropriate facility(ies) not to exceed the percentage change in the Trash CPI plus one percent (+1%), as described above. Therefore, on each July 1st from 2027 through 2029, each Rate may be adjusted by an amount not to exceed the percentage change in the Trash CPI plus one percent (+1%), as described above.

PROPOSED CHANGES TO SOLID WASTE SERVICES

Single-Family Customers (1-4 units) with Manual Barrel Collection Service will see no immediate changes to their current solid waste rates. In addition, the July 1, 2025 and July 1, 2026 annual rate adjustments will be waived and there will be no increases to Rates until the annual rate adjustment on July 1, 2027, which will use the new annual rate adjustment formula as described above. If the Amended Agreement becomes effective, Athens will provide these customers with a minimum of one thirty-two (32) gallon black barrel (for solid waste), one thirty-two (32) gallon blue barrel (for recyclables), one thirty-two (32) gallon green barrel (for organics), and up to four additional barrels, any combination of black, blue, or green, for a maximum of seven (7) barrels total. Additional Rates for barrels after seven are shown in the attached chart. The timeline of new barrel deployment is dependent upon approval of the proposed Rate adjustments. More information regarding new barrel deployment, old barrel collection, and new three-stream collection services will be provided to all customers prior to any changes.

Single-Family, Multi-Family, and Commercial Customers with Automated Bin (Dumpster) Service will see no immediate changes to their current solid waste rates. In addition, the July 1, 2025 and July 1, 2026 annual rate adjustments will be waived and there will be no increases to Rates until the annual rate adjustment on July 1, 2027, which will use the new annual rate adjustment formula as described above. If the Amended Agreement becomes effective, Athens will provide these customers with one ninety-six (96) gallon blue cart for recyclable materials, serviced one time per week, in addition to their current solid waste services. If these customers choose to increase the service level for recycling collection services by volume or frequency, additional Rates will apply as shown in the attached chart. These customers will also still be required to subscribe to organics collection services as required under the City's current agreement with Athens. The timeline of new blue cart deployment is dependent upon approval of the proposed Rate adjustments. More information regarding new blue cart deployment and new three-stream collection services will be provided to all customers prior to any changes.

To view the complete current rate schedules, visit www.SouthPasadenaCA.gov.

PUBLIC HEARING AND PROTEST PROCESS

At the public hearing, the City Council will hear and consider all objections or protests to the proposed Rate adjustments. Any record owner of property subject to the Rates and any tenant that is directly liable for paying for Solid Waste Services (each, a "customer") may submit a written protest against the proposed Rate adjustments. If a parcel has more than one customer, only one written protest against the proposed Rate adjustments will be counted in determining the existence of a majority protest against the proposed Rate adjustments. A majority protest against the proposed Rate adjustments will exist if at the end of the public hearing, there are written protests submitted (and not withdrawn) by a majority of the customers subject to the proposed Rate adjustments. The City Council cannot adopt the proposed Rate adjustments if a majority protest exists.

How to Submit a Written Protest. To be counted in determining the existence of a majority protest against the proposed Rate adjustments, a protest must: (1) be in writing, (2) identify the parcel subject to the proposed Rate adjustments (by assessor's parcel number or service street address), (3) state opposition to the proposed Rate adjustments, and (4) include the name and original signature of the customer submitting the protest.

Written protests may be delivered in person to the City Clerk during the public hearing. Written protests may also be submitted prior to the public hearing by mail or personal delivery to the Office of the City Clerk at 1414 Mission Street, South Pasadena, CA 91030. Protests that are mailed or delivered to the Office of the City Clerk must be received (not postmarked) at City Hall prior to 12:00 p.m. on July 16, 2025 to be counted. Emailed and faxed protests will not be accepted.

If you have any questions regarding the proposed Rate adjustments or would like to view the current rate schedule, please contact the City of South Pasadena Public Works Department at (626) 403-7240 or visit www.SouthPasadenaCA.gov.

CITY OF SOUTH PASADENA
PROPOSED SCHEDULE OF RATES
Rates may escalate on July 1, 2027, July 1, 2028, and July 1, 2029

MANUAL BARREL COLLECTION (Solid Waste + Recyclables + Organics)

SINGLE-FAMILY (1 UNIT)

Waste Type	*For Solid Waste, Recyclable Materials, and Organic Waste Collection*
Container Type	*Customers will be provided up to seven 32-gallon Barrels and can choose a mix of Black Barrels (for Solid Waste), Blue Barrels (for Recyclable Materials), and Green Barrels (for Organic Waste) with a minimum of one Barrel of each color. Additional Barrels, after seven, require additional fees. There is no change in rate for having less than seven Barrels.*
Frequency	*1x Collection per week (minimum and maximum)*

	DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1 UNIT	11.75	51.89	63.64	7.07	**$70.71**
EACH ADDITIONAL 32-GALLON BARREL	3.19	3.68	6.87	0.76	**$7.63**
ONE TIME DELIVERY CHARGE FOR ADD. BARREL	-	25.43	25.43	2.83	**28.26***

***One-time charge**

SINGLE-FAMILY (2-4 UNITS)

Waste Type	*For Solid Waste, Recyclable Materials, and Organic Waste Collection*
Container Type	*Customers will be provided up to seven 32-gallon Barrels **per unit** and can choose a mix of Black Barrels (for Solid Waste), Blue Barrels (for Recyclable Materials), and Green Barrels (for Organic Waste) with a minimum of one Barrel of each color **per unit**. Additional Barrels, after seven **per unit**, require additional fees. There is no change in rate for having less than seven Barrels **per unit**.*
Frequency	*1x Collection per week (minimum and maximum)*

	DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
2 UNITS	15.59	70.51	86.10	9.57	**$95.67**
3 UNITS	19.09	84.57	103.66	11.52	**$115.18**
4 UNITS	22.50	98.62	121.12	13.46	**$134.58**
EACH ADDITIONAL 32-GALLON BARREL	3.19	3.68	6.87	0.76	**$7.63**
ONE TIME DELIVERY CHARGE FOR ADD. BARREL	-	25.43	25.43	2.83	**28.26***

***One-time charge**

MULTI-FAMILY (5+ UNITS) - MANUAL BARREL COLLECTION SERVICES ARE NOT OFFERED TO MULTI-FAMILY CUSTOMERS

COMMERCIAL - SEE COMMERCIAL COLLECTION BELOW FOR MANUAL BARREL COLLECTION OPTIONS

AUTOMATED BIN COLLECTION (Solid Waste + Recyclables)

SINGLE-FAMILY (1 UNIT)

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 1.5 yard, 2 yard, 3 yard, 4 yard, and 6 yard Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required and Additional Services/Fees	*For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1.5 YARD BIN	1X per week	31.99	98.03	130.02	14.45	**$144.47**
+ ONE 96-GAL	2X per week	64.03	174.04	238.07	26.45	**$264.52**
BLUE CART	3X per week	96.06	215.84	311.90	34.66	**$346.56**
(1X PER WEEK)	4X per week	128.15	257.49	385.64	42.85	**$428.49**
	5X per week	160.18	299.28	459.46	51.05	**$510.51**
	6X per week	192.16	341.01	533.17	59.24	**$592.41**

2 YARD BIN	1X per week	42.44	103.39	145.83	16.20	**$162.03**
+ ONE 96-GAL	2X per week	84.86	184.19	269.05	29.89	**$298.94**
BLUE CART	3X per week	127.33	229.58	356.91	39.66	**$396.57**
(1X PER WEEK)	4X per week	169.79	274.81	444.60	49.40	**$494.00**
	5X per week	212.22	320.23	532.45	59.16	**$591.61**
	6X per week	254.68	365.54	620.22	68.91	**$689.13**
3 YARD BIN	1X per week	64.10	145.44	209.54	23.28	**$232.82**
+ ONE 96-GAL	2X per week	128.19	171.80	299.99	33.33	**$333.32**
BLUE CART	3X per week	192.32	197.96	390.28	43.36	**$433.64**
(1X PER WEEK)	4X per week	256.45	235.62	492.07	54.67	**$546.74**
	5X per week	320.53	279.13	599.66	66.63	**$666.29**
	6X per week	384.67	305.45	690.12	76.68	**$766.80**
4 YARD BIN	1X per week	75.39	170.21	245.60	27.29	**$272.89**
+ ONE 96-GAL	2X per week	200.01	265.38	465.39	51.71	**$517.10**
BLUE CART	3X per week	339.41	345.76	685.17	76.13	**$761.30**
(1X PER WEEK)	4X per week	473.74	431.23	904.97	100.55	**$1,005.52**
	5X per week	603.45	521.31	1124.76	124.97	**$1,249.73**
	6X per week	751.96	592.61	1344.57	149.40	**$1,493.97**
6 YARD BIN	1X per week	99.15	222.38	321.53	35.73	**$357.26**
+ ONE 96-GAL	2X per week	261.93	346.09	608.02	67.56	**$675.58**
BLUE CART	3X per week	443.84	450.70	894.54	99.39	**$993.93**
(1X PER WEEK)	4X per week	619.01	562.03	1181.04	131.23	**$1,312.27**
	5X per week	788.13	679.42	1467.55	163.06	**$1,630.61**
	6X per week	981.76	772.27	1754.03	194.89	**$1,948.92**

MULTI-UNIT DWELLINGS (2 UNITS OR MORE)

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 1.5 yard, 2 yard, 3 yard, 4 yard, or 6 yard Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required and Additional Services/Fees	*Monthly Bin Rental Fee must be added to monthly service charge. For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
BIN RENTAL FEE (in addition to per unit charge below)						
ALL OPTIONS	1.5 YARD BIN	5.16	21.73	26.89	2.99	**$29.88**
INCLUDE ONE	2 YARD BIN	7.09	29.46	36.55	4.06	**$40.61**
96-GALLON	3 YARD BIN	10.42	43.32	53.74	5.97	**$59.71**
BLUE CART	*4 YARD BIN	13.75	57.17	70.92	7.88	**$78.80**
(1X PER WEEK)	*6 YARD BIN	17.08	71.02	88.10	9.79	**$97.89**
		*Scout Service not available due to Bin Size				
1X PER WEEK	2 UNITS	15.59	70.51	86.10	9.57	**$95.67**
	3 UNITS	19.09	84.57	103.66	11.52	**$115.18**
	4 UNITS	22.50	98.62	121.12	13.46	**$134.58**
	5 UNITS	25.85	112.43	138.28	15.36	**$153.64**
	6 UNITS	28.06	121.96	150.02	16.67	**$166.69**
	7 UNITS	29.96	129.70	159.66	17.74	**$177.40**
	8 UNITS	31.74	137.54	169.28	18.81	**$188.09**
	9 UNITS	33.68	145.42	179.10	19.90	**$199.00**
	10 UNITS	35.54	153.19	188.73	20.97	**$209.70**

	11 UNITS	37.46	161.08	198.54	22.06	**$220.60**
	12 UNITS	39.26	168.79	208.05	23.12	**$231.17**
	13+ UNITS (add per unit)	3.20	13.16	16.36	1.82	**$18.18**
2X PER WEEK	2 UNITS	38.83	167.00	205.83	22.87	**$228.70**
	3 UNITS	40.91	175.80	216.71	24.08	**$240.79**
	4 UNITS	43.05	184.65	227.70	25.30	**$253.00**
	5 UNITS	45.16	193.45	238.61	26.51	**$265.12**
	6 UNITS	47.04	201.27	248.31	27.59	**$275.90**
	7 UNITS	49.16	210.10	259.26	28.81	**$288.07**
	8 UNITS	51.26	218.84	270.10	30.01	**$300.11**
	9 UNITS	53.32	227.57	280.89	31.21	**$312.10**
	10 UNITS	55.51	236.29	291.80	32.42	**$324.22**
	11 UNITS	57.63	245.05	302.68	33.63	**$336.31**
	12 UNITS	59.60	253.82	313.42	34.82	**$348.24**
	13+ UNITS (add per unit)	4.81	19.74	24.55	2.73	**$27.28**
3X PER WEEK	2 UNITS	66.07	283.49	349.56	38.84	**$388.40**
	3 UNITS	69.57	297.55	367.12	40.79	**$407.91**
	4 UNITS	72.98	311.60	384.58	42.73	**$427.31**
	5 UNITS	76.33	325.41	401.74	44.64	**$446.38**
	6 UNITS	78.92	334.32	413.24	45.92	**$459.16**
	7 UNITS	80.83	342.14	422.97	47.00	**$469.97**
	8 UNITS	82.73	350.07	432.80	48.09	**$480.89**
	9 UNITS	84.51	357.69	442.20	49.13	**$491.33**
	10 UNITS	86.65	366.09	452.74	50.30	**$503.04**
	11 UNITS	88.65	374.25	462.90	51.43	**$514.33**
	12 UNITS	90.54	382.94	473.48	52.61	**$526.09**
	13+ UNITS (add per unit)	6.31	26.39	32.70	3.63	**$36.33**
4X PER WEEK	2 UNITS	97.31	419.99	517.30	57.48	**$574.78**
	3 UNITS	99.39	428.78	528.17	58.69	**$586.86**
	4 UNITS	101.53	437.63	539.16	59.91	**$599.07**
	5 UNITS	103.64	446.43	550.07	61.12	**$611.19**
	6 UNITS	105.52	454.25	559.77	62.20	**$621.97**
	7 UNITS	107.64	463.08	570.72	63.41	**$634.13**
	8 UNITS	109.74	471.82	581.56	64.62	**$646.18**
	9 UNITS	111.80	480.55	592.35	65.82	**$658.17**
	10 UNITS	113.99	489.27	603.26	67.03	**$670.29**
	11 UNITS	116.11	498.03	614.14	68.24	**$682.38**
	12 UNITS	118.08	506.80	624.88	69.43	**$694.31**
	13+ UNITS (add per unit)	7.84	33.02	40.86	4.54	**$45.40**
5X PER WEEK	2 UNITS	132.55	576.48	709.03	78.78	**$787.81**
	3 UNITS	136.05	590.54	726.59	80.73	**$807.32**
	4 UNITS	139.46	604.59	744.05	82.67	**$826.72**
	5 UNITS	142.81	618.39	761.20	84.58	**$845.78**
	6 UNITS	145.40	627.30	772.70	85.86	**$858.56**
	7 UNITS	147.31	635.12	782.43	86.94	**$869.37**
	8 UNITS	149.21	643.06	792.27	88.03	**$880.30**
	9 UNITS	150.99	650.68	801.67	89.07	**$890.74**
	10 UNITS	153.13	659.07	812.20	90.24	**$902.44**
	11 UNITS	155.13	667.23	822.36	91.37	**$913.73**

	12 UNITS	157.02	675.93	832.95	92.55	**$925.50**
	13+ UNITS (add per unit)	9.37	39.65	49.02	5.45	**$54.47**
6X PER WEEK	2 UNITS	171.79	752.97	924.76	102.75	**$1,027.51**
	3 UNITS	173.87	761.77	935.64	103.96	**$1,039.60**
	4 UNITS	176.01	770.61	946.62	105.18	**$1,051.80**
	5 UNITS	178.12	779.42	957.54	106.39	**$1,063.93**
	6 UNITS	180.00	787.23	967.23	107.47	**$1,074.70**
	7 UNITS	182.12	796.06	978.18	108.69	**$1,086.87**
	8 UNITS	184.22	804.80	989.02	109.89	**$1,098.91**
	9 UNITS	186.28	813.53	999.81	111.09	**$1,110.90**
	10 UNITS	188.47	822.26	1010.73	112.30	**$1,123.03**
	11 UNITS	190.59	831.02	1021.61	113.51	**$1,135.12**
	12 UNITS	192.56	839.79	1032.35	114.71	**$1,147.06**
	13+ UNITS (add per unit)	10.90	46.28	57.18	6.35	**$63.53**

COMMERCIAL

Waste Type	*For Solid Waste and Recyclable Materials Collection. Each rate includes one 96-gallon blue Cart, serviced 1x per week. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service.*
Container Type	*Option of 32-gallon Barrel, 1.5 yard, 2 yard, 3 yard, 4 yard, 6 yard, or 3 yard compactor Bin for Solid Waste; all options include one 96-gallon Cart for Recyclables*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week for Solid Waste; all options include 1x Collection per week for Recyclables*
Required and Additional Services/Fees	*For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates. Organic Waste Collection Service is required in addition to this Solid Waste and Recyclable Materials Collection Service. See "Organics Collection" table for service levels and rates.*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
1.5 YARD BIN	1X per week	31.99	98.03	130.02	14.45	**$144.47**
+ ONE 96-GAL	2X per week	64.03	174.04	238.07	26.45	**$264.52**
BLUE CART	3X per week	96.06	215.84	311.90	34.66	**$346.56**
(1X PER WEEK)	4X per week	128.15	257.49	385.64	42.85	**$428.49**
	5X per week	160.18	299.28	459.46	51.05	**$510.51**
	6X per week	192.16	341.01	533.17	59.24	**$592.41**
2 YARD BIN	1X per week	42.44	103.39	145.83	16.20	**$162.03**
+ ONE 96-GAL	2X per week	84.86	184.19	269.05	29.89	**$298.94**
BLUE CART	3X per week	127.33	229.58	356.91	39.66	**$396.57**
(1X PER WEEK)	4X per week	169.79	274.81	444.60	49.40	**$494.00**
	5X per week	212.22	320.23	532.45	59.16	**$591.61**
	6X per week	254.68	365.54	620.22	68.91	**$689.13**
3 YARD BIN	1X per week	64.10	145.44	209.54	23.28	**$232.82**
+ ONE 96-GAL	2X per week	128.19	171.80	299.99	33.33	**$333.32**
BLUE CART	3X per week	192.32	197.96	390.28	43.36	**$433.64**
(1X PER WEEK)	4X per week	256.45	235.62	492.07	54.67	**$546.74**
	5X per week	320.53	279.13	599.66	66.63	**$666.29**
	6X per week	384.67	305.45	690.12	76.68	**$766.80**
4 YARD BIN	1X per week	75.39	170.21	245.60	27.29	**$272.89**
+ ONE 96-GAL	2X per week	200.01	265.38	465.39	51.71	**$517.10**
BLUE CART	3X per week	339.41	345.76	685.17	76.13	**$761.30**
(1X PER WEEK)	4X per week	473.74	431.23	904.97	100.55	**$1,005.52**
	5X per week	603.45	521.31	1124.76	124.97	**$1,249.73**
	6X per week	751.96	592.61	1344.57	149.40	**$1,493.97**

6 YARD BIN	1X per week	99.15	222.38	321.53	35.73	**$357.26**
+ ONE 96-GAL	2X per week	261.93	346.09	608.02	67.56	**$675.58**
BLUE CART	3X per week	443.84	450.70	894.54	99.39	**$993.93**
(1X PER WEEK)	4X per week	619.01	562.03	1181.04	131.23	**$1,312.27**
	5X per week	788.13	679.42	1467.55	163.06	**$1,630.61**
	6X per week	981.76	772.27	1754.03	194.89	**$1,948.92**
3 YARD COMPACTOR BIN	1X per week	192.30	149.83	342.13	38.01	**$380.14**
+ ONE 96-GAL	2X per week	384.58	180.58	565.16	62.80	**$627.96**
BLUE CART	3X per week	576.97	211.13	788.10	87.57	**$875.67**
(1X PER WEEK)	4X per week	769.37	253.17	1022.54	113.62	**$1,136.16**
	5X per week	961.62	301.09	1262.71	140.30	**$1,403.01**
	6X per week	1154.01	331.80	1485.81	165.09	**$1,650.90**
COMMERCIAL MANUAL BARREL COLLECTION (PER 32-GALLON BARREL) + ONE 96-GALLON BLUE CART (1X PER WEEK) **Only one blue Cart regardless of number of barrels. For additional Recyclable Materials Collection Services, see "Recyclable Materials Collection" table for service levels and rates.*						
	1X per week	14.56	66.98	81.54	9.06	**$90.60**

ORGANICS COLLECTION

The organics collection services below are <u>required</u> for all single-family customers with automated bin service, multi-family customers, and commercial customers.

FOR SINGLE-FAMILY, MULTI-FAMILY, AND COMMERCIAL CUSTOMERS WITH AUTOMATED BIN COLLECTION

Waste Type — *For Organic Waste Collection Only (Food Scraps, Food-soiled Paper, Green Waste, etc.). Organic Waste Collection Service is required and Solid Waste and Recyclable Materials Collection Service is required in addition to this Organic Waste Collection Service.*

Container Type — *Option of 64-gallon Cart, 1.5 yard Bin, 2 yard Bin, or Roll-off (3 or 3+ yard Bins are not offered for Organics Collection)*

Frequency — *Option of 1x, 2x, 3x, 4x, or 5x Collections per week*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
64-GALLON CART	1X per week	-	160.76	160.76	17.86	**$178.62**
(PRIMARY)	2X per week	-	280.69	280.69	31.19	**$311.88**
	3X per week	-	400.60	400.60	44.51	**$445.11**
	4X per week	-	520.54	520.54	57.84	**$578.38**
	5X per week	-	640.46	640.46	71.16	**$711.62**
64-GALLON CART	1X per week	-	136.31	136.31	15.15	**$151.46**
(EACH	2X per week	-	238.67	238.67	26.52	**$265.19**
ADDITIONAL)	3X per week	-	341.10	341.10	37.90	**$379.00**
	4X per week	-	443.47	443.47	49.27	**$492.74**
	5X per week	-	545.88	545.88	60.65	**$606.53**
1.5 YARD BIN	1X per week	-	337.40	337.40	37.49	**$374.89**
(PRIMARY)	2X per week	-	655.15	655.15	72.79	**$727.94**
	3X per week	-	974.54	974.54	108.28	**$1,082.82**
	4X per week	-	1292.28	1292.28	143.59	**$1,435.87**
	5X per week	-	1611.67	1611.67	179.07	**$1,790.74**
1.5 YARD BIN	1X per week	-	276.88	276.88	30.76	**$307.64**
(EACH	2X per week	-	539.80	539.80	59.98	**$599.78**
ADDITIONAL)	3X per week	-	804.55	804.55	89.39	**$893.94**
	4X per week	-	1067.70	1067.70	118.63	**$1,186.33**
	5X per week	-	1332.43	1332.43	148.05	**$1,480.48**

2 YARD BIN (PRIMARY)	1X per week	-	399.64	399.64	44.40	**$444.04**
	2X per week	-	779.63	779.63	86.63	**$866.26**
	3X per week	-	1157.98	1157.98	128.66	**$1,286.64**
	4X per week	-	1537.96	1537.96	170.88	**$1,708.84**
	5X per week	-	1917.95	1917.95	213.11	**$2,131.06**
2 YARD BIN (EACH ADDITIONAL)	1X per week	-	312.29	312.29	34.70	**$346.99**
	2X per week	-	613.04	613.04	68.12	**$681.16**
	3X per week	-	913.31	913.31	101.48	**$1,014.79**
	4X per week	-	1214.46	1214.46	134.94	**$1,349.40**
	5X per week	-	1516.00	1516.00	168.44	**$1,684.44**
ORGANICS OPEN ROLL-OFF OR COMPACTOR ROLL-OFF						
	Haul Rate		304.20	304.20	33.80	**$338.00**
	Disposal/Ton Rate		153.79	153.79	17.09	**$170.88**

RECYCLABLE MATERIALS COLLECTION
Effective August 1, 2025

All customers receive Recyclable Materials Collection as part of their Solid Waste Collection Service. Single-family customers with automated bin service, multi-family customers, and commercial customers who wish to increase their Recycling Collection Services may add the services listed below for an additional fee.

FOR SINGLE-FAMILY, MULTI-FAMILY, AND COMMERCIAL CUSTOMERS WITH AUTOMATED BIN COLLECTION

Waste Type	*For additional Recyclable Materials Collection Only.*
Container Type	*Option of 96-gallon Cart, 1.5 yard, 2 yard, 3 yard, 4 yard, 6 yard Bin*
Frequency	*Option of 1x, 2x, 3x, 4x, 5x, or 6x Collections per week*

		DISPOSAL COMPONENT	OPERATIONS COMPONENT	DISPOSAL + OPERATIONS COMPONENTS	FRANCHISE FEE COMPONENT	TOTAL MONTHLY RATE
96-GALLON CART	1X per week	0.00	47.58	47.58	5.29	**$52.87**
	2X per week	0.00	94.17	94.17	10.46	**$104.63**
	3X per week	0.00	140.75	140.75	15.64	**$156.39**
	4X per week	0.00	187.34	187.34	20.82	**$208.16**
	5X per week	0.00	233.92	233.92	25.99	**$259.91**
	6X per week	0.00	280.51	280.51	31.17	**$311.68**
1.5 YARD BIN	1X per week	0.00	59.10	59.10	6.57	**$65.67**
	2X per week	0.00	112.35	112.35	12.48	**$124.83**
	3X per week	0.00	165.60	165.60	18.40	**$184.00**
	4X per week	0.00	218.85	218.85	24.32	**$243.17**
	5X per week	0.00	272.10	272.10	30.23	**$302.33**
	6X per week	0.00	325.35	325.35	36.15	**$361.50**
2 YARD BIN	1X per week	0.00	63.03	63.03	7.00	**$70.03**
	2X per week	0.00	119.62	119.62	13.29	**$132.91**
	3X per week	0.00	176.20	176.20	19.58	**$195.78**
	4X per week	0.00	232.78	232.78	25.86	**$258.64**
	5X per week	0.00	289.36	289.36	32.15	**$321.51**
	6X per week	0.00	345.95	345.95	38.44	**$384.39**
3 YARD BIN	1X per week	0.00	70.66	70.66	7.85	**$78.51**
	2X per week	0.00	133.91	133.91	14.88	**$148.79**
	3X per week	0.00	197.16	197.16	21.91	**$219.07**
	4X per week	0.00	260.41	260.41	28.93	**$289.34**
	5X per week	0.00	323.65	323.65	35.96	**$359.61**
	6X per week	0.00	386.90	386.90	42.99	**$429.89**

4 YARD BIN	1X per week	0.00	78.70	78.70	8.74	**$87.44**
	2X per week	0.00	148.62	148.62	16.51	**$165.13**
	3X per week	0.00	218.53	218.53	24.28	**$242.81**
	4X per week	0.00	288.44	288.44	32.05	**$320.49**
	5X per week	0.00	358.35	358.35	39.82	**$398.17**
	6X per week	0.00	428.27	428.27	47.59	**$475.86**
6 YARD BIN	1X per week	0.00	95.38	95.38	10.60	**$105.98**
	2X per week	0.00	178.62	178.62	19.85	**$198.47**
	3X per week	0.00	261.87	261.87	29.10	**$290.97**
	4X per week	0.00	345.11	345.11	38.35	**$383.46**
	5X per week	0.00	428.35	428.35	47.59	**$475.94**
	6X per week	0.00	511.59	511.59	56.84	**$568.43**

Attachment No. 5

Amendment to Exclusive Solid Waste Handling Services Agreement

May 21, 2025

South Pasadena Public Works

City of SOUTH PASADENA

Background

- Senate Bill 1383 requires jurisdictions to provide organics collection services to all residents and businesses.
- A new agreement went into effect with a special rate adjustment for all customers on January 1, 2025.
- Athens and a City Athens Negotiations Working Group conducted additional negotiations to address the high diversion requirements of SB 1383.
- Focus: provide additional services and comply with SB 1383 with minimal immediate financial impact to ratepayers.
- City staff are proposing new amended and restated Agreement for approval and recommend approval of a resolution setting the Proposition 218 public hearing date to July 16, 2025.



Proposed Amended Agreement

City Council provided direction to proceed with an amendment with the following terms:

- ✓ Add recycling/blue collection service (third waste stream) for all customers.
- ✓ Freeze all rates at the January 1, 2025 rate schedule for all customers until July 1, 2027.
- ✓ Modify the annual rate adjustment formula from using CPI to using Trash CPI plus 1%.
- ✓ Extend the current seven-year rolling term to a ten-year rolling term.
- ✓ The City will agree to not issue a Notice of Intent to Wind Down for five years.

Modifications to Bulky Item Pick-Up Services:

- ✓ Provide all residential customers with one free curbside bulky item pick-up (for up to 5 items) per calendar quarter
- ✓ Replaces Senior Citizen Weeks and Dumpster Days
- ✓ Addresses issues with event locations, accessibility, and safety

3-Stream Implementation - Fleet

Fleet for 2-Stream System:

- (2) Commercial Front Loaders
- (2) Mother Trucks
- (1) Scout Truck
- (1) Mini Class C Rear Loader*
- (8) Manual Service Pick-up Trucks



4x
Commercial and
Mother Trucks



1x
(1) Green
Rear Loader



1x
Scout Truck



8x
Manual Service
Pick-up Trucks

Fleet for 3-Stream System:

- (2) Commercial Front Loaders
- (3) Mother Trucks*
- (1) Scout Truck
- (2) Mini Class C Rear Loaders*
- (12) Manual Service Pick-up Trucks*



5x
Commercial and
Mother Trucks



2x
(1) Blue
(1) Green
Rear Loaders



1x
Scout Truck



12x
Manual Service
Pick-up Trucks

*Vehicles to be added to fleet.

3-Streamline Implementation: Containers

Residential

- Up to 7 barrels per customer (minimum 1 black, 1 blue, 1 green)
- 29,986 (32-gallon) barrels to be deployed
- Recycle existing containers



Multi-Family/Commercial

- One 96-gallon recycle cart, serviced once per week



All containers will have standard labeling indicating what is and is not acceptable in the container.

Proposed Amendments

CPI → Trash CPI + 1%

- Current CPI measures the costs of consumer goods, which does not reflect the direct costs of the waste industry.
- Costs of goods and services will continue to evolve in the waste industry, and the Trash index measures those direct costs.
- To add the services of a third waste stream, Athens will need to incur significant capital expenses. The additional 1% covers these labor, operational, and equipment costs.

7 Year Rolling Term → 10 Year Rolling Term

- Enables Athens to recoup their capital investments and the loss of the rate freeze over time.
- Peer Cities with Trash CPI + 1% and minimum 10 year rolling term include Azusa, Covina, Downey, Glendora, Norwalk, Sierra Madre, South El Monte, and more.

Rate Freeze and Adjustments



Next Steps

1. Prop 218 Public Hearing for changes to annual rate adjustment formula on July 16, 2025. Staff to mail Prop 218 Public Hearing Notices at least 45 days before the hearing.
2. Upon successful Prop 218 hearing, Athens to begin procurement and waste assessments.
    - Manufacturing of barrels may take 16-18 weeks and collection vehicles will take approximately 90 days.
3. New residential barrel and commercial and multi-family bin and cart deployment will begin with extensive outreach and education provided to all account holders.
    - Deployment will take approximately 6-8 weeks.
    - Athens will remove and dispose/recycle customer's old barrels as part of the deployment process.



Questions

City Council Agenda Report

ITEM NO. 18

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Todd Hileman, City Manager
Lucy Hakobian, Community Services Director

SUBJECT: **CONSIDERATION OF AUTHORIZATION TO ISSUE A REQUEST FOR QUALIFICATIONS TO SEEK A PUBLIC-PRIVATE PARTNERSHIP P3 MODEL FOR THE REDEVELOPMENT, OPERATION AND MAINTENANCE OF THE ARROYO SECO GOLF COURSE**

Recommendation

Staff recommends that the City Council review and provide direction regarding the proposed Request for Qualifications (RFQ) process for identifying a private partner to redevelop, operate and maintain the Arroyo Seco Golf Course (ASGC). Specifically, staff seeks City Council input on whether to proceed with a formal release of the RFQ.

Executive Summary

The ASGC, a 27.8-acre municipal facility originally constructed in the 1950's, remains a valued asset for the South Pasadena community and the broader region. The site includes an 18-hole par-3 course, driving range, clubhouse, mini golf, putting green, pro shop amenities, and continues to serve the public well. The City of South Pasadena (City) recently completed a Comprehensive Plan prepared by Forrest Richardson Golf Course Architects, which outlines major improvements designed to enhance the guest experience, expanding programming opportunities, and ensure the facility's long-term sustainability. The purpose of the RFQ is to identify experienced and financially qualified private entities to partner with the City in delivering these improvements and operate the facility under a long-term lease, for a proposed term not to exceed 20 years.

Background

Since 2011, the ASGC has operated under a fee-for-service management model. In recent years, the City has undertaken a series of strategic efforts to evaluate the future of the facility and explore opportunities for long-term revitalization. Key initiatives to date include:

- Completion of the Comprehensive Plan-The City engaged Forrest Richardson Golf Course Architects to develop a comprehensive renovation and improvement plan for the ASGC.
- Public Engagement-Extensive outreach was conducted, including community surveys and public meetings, to gather feedback and align the plan with community priorities.
- Independent Market Analysis-The City retained Pro-Forma Advisors LLC to perform a market study and prepare a financial feasibility model to assess potential redevelopment scenarios.

The Comprehensive Plan proposes a series of capital improvements to modernize the facility and enhance its appeal and usability. Major proposed improvements include:

- Reconstruction of the driving range to incorporate Top Tracer technology for an enhanced, interactive practice and entertainment experience.
- Renovation and redesign of the 18-hole par-3 course layout to enhance playability, aesthetics, and overall golfer experience.
- Expansion of the mini golf course.
- Construction of a new clubhouse designed to accommodate up to 150 guests, featuring an event space, restaurant, restrooms and outdoor entertainment areas.
- Upgrades to parking areas and public amenities.
- Construction of a new maintenance facility.

Analysis

RFQ Overview

The purpose of the RFQ is to identify qualified, experienced and capable organizations interested in partnering with the City to potentially redevelop, operate and maintain the ASGC. The RFQ seeks respondents who can:

- Redevelop, operate and maintain the entire ASGC complex;
- Make a significant capital investment aligned with the Comprehensive Plan;
- Demonstrate a strong track record of operational excellence in managing comparable public recreation/golf facilities;
- Commit to sustainable, inclusive, and community-focused practices.

Qualified respondents will be invited to submit detailed information regarding financial capacity and organizational structure, relevant operational experience, vision for the future of the ASGC, conceptual proposals for capital improvements, suggested lease terms, and proposed phasing of redevelopment.

This is a qualifications-based process and is intended to assess interest and capability. It is not a solicitation for formal development proposals at this stage yet. The initial phase would be to bring a team on board to help the City staff and Council evaluate opportunities and business concepts as outlined in the City Council goals adopted on February 19, 2025. The next phase, should Council ultimately decide to move in that direction, would be to assess a financial partnership to facilitate the redevelopment of the course, building, and amenities.

Public-Private Partnership P-3 Approach

Given the scale and estimated cost of these improvements, staff is requesting City Council consider a P-3 model. This approach would allow the City to:

- Leverage private investment to support capital improvements.
- Reduce financial risk to the City by sharing costs and responsibilities.
- Ensure professional, long-term management and maintenance of the facility.
- Promote operational efficiency and innovation through experienced private-sector partners.
- Support a sustainable and community-serving amenity for current and future generations.

Fiscal Impact

There is no immediate fiscal impact associated with the release of the RFQ. Future partnership agreements are expected to include capital investment commitments from the

selected private partner and may result in a reduction in the City's long-term maintenance and operational costs. Final financial terms will be subject to negotiation and brought forward to City Council for review and final approval.

Key Performance Indicators and Strategic Plan
This item aligns with City Council Priority #2d-Insfrastructure, which calls for the exploration of funding sources to support the maintenance and enhancement of City assets.

Attachment:
Attachment No. 1 - Final Draft - Golf Course RFQ

City of SOUTH PASADENA

Request for Qualifications

Arroyo Seco Golf Course

RFQ No. CS25-004



PROPOSAL RELEASE DATE
MONTH DATE, 2025

PROPOSAL SUBMITTAL DUE DATE
MONTH DATE, 2025

(626) 403-7392
lhakobian@southpasadenaca.gov
www.southpasadenaca.gov

OVERVIEW

SUMMARY

The City of South Pasadena (City) is seeking Qualification Statements from experienced and qualified organizations to redevelop, operate, and maintain the Arroyo Seco Golf Course (ASGC), an 18-hole course with related amenities such as the driving range, putting green, mini golf, clubhouse, pro-shop, and maintenance facility. The City is seeking a proven developer/ operator with an outstanding reputation, financial stability, demonstrated expertise, strong operational capacity, and a track record of excellence. The City values partners with experienced, proactive teams who are dedicated to delivering high-quality guest experience and committed to immediate and ongoing improvements. This Request for Qualifications (RFQ) invites organizations to demonstrate their capabilities, vision, and commitment to improving and operating ASGC.

KEY DATES

Release Date: DATE, 2025
Qualifications Statement Submittal Due: DATE, 2025
Selection and Notification of Qualified Candidates: DATE, 2025

QUALIFICATIONS STATEMENT INFORMATION

Qualifications Statements should be comprehensive and clearly outlined. Instructions for what to include in your submission are detailed herein.

POINT OF CONTACT

This RFQ Official Point of Contact is:

Lucy Hakobian, Community Services Director
Lhakobian@southpasadenaca.gov
(626) 403-7392

All communication with the City related to this RFQ must be directed to the contact listed above.

DRAFT

GENERAL INFORMATION

COMMUNITY PROFILE

The City of South Pasadena (City) is a charming community, situated only six miles from downtown Los Angeles. Called the City of Trees, the area is known for its stunning homes, unique small businesses, and top-quality schools. South Pasadena's diverse population of about 26,000 occupies a mere 3.44 square miles of flatlands and hillsides on the west side of the San Gabriel Valley. This small-town atmosphere makes South Pasadena one of California's most desirable locations.

More than 100 acres of parks and playgrounds blanket its landscape, and more than 21,000 trees adorn its streets. The quiet, historical character of its attractive neighborhoods is a testament to the preservationist efforts of residents in protecting both its architectural and natural beauty. The City enjoys a low crime rate and the benefits of a close-knit, participation-oriented community. Its busiest street, Fair Oaks Avenue, is an important link in the original Route 66 and remains a vital thoroughfare today. A Gold Line station provides a light rail connection to downtown Los Angeles and the regional transportation system. Mission Street and its vicinity are dotted by fine restaurants, downtown lofts, and unique shops.

The City's Community Services Department is responsible for managing City-owned properties and leases, including the Arroyo Seco Golf Course, Arroyo Seco Racquet Club, San Pascual Stables, South Pasadena Batting Cages, South Pasadena Community Garden and Iron Works Historical Museum.

Importantly, South Pasadena benefits from its location in the strong Los Angeles metropolitan market area. The current population within a 20-minute drive time from ASGC is estimated at 1.13 million residents.

ARROYO SECO GOLF COURSE

The ASGC facility is a 27.8-acre facility constructed and opened in the mid-1950's. The facility includes an 18-hole Par 3 golf course, 28 hitting bay driving range, a 9-hole miniature golf course, a 7500 sq. ft. clubhouse with a restaurant, golf shop, starters office and a 135-space parking lot. Over 100,000 visitors frequent ASGC on an annual basis. The property has many trees and has always been recognized as one of the most scenic golf venues in Los Angeles County.

A redevelopment program has recently been completed for ASGC. The plan comprises reconfiguration and renovation of the 18-hole par-3 golf course, upgrade of the practice range with Top Tracer or equivalent technology, a 9-hole expansion of the mini golf course, clubhouse improvements and other facility improvements. A comprehensive plan for the renovation of ASGC has been prepared by Forrest Richardson Golf Course Architects.

INVITATION TO SUBMIT QUALIFICATIONS FOR REDEVELOPING, OPERATING, AND MAINTAINING THE ARROYO SECO GOLF COURSE COMPLEX

The City is requesting Qualifications Statements from qualified organizations interested in making a significant investment to redevelop, operate, and maintain the ASGC. The City recognizes that the redevelopment of ASGC may involve several phases. The phasing schedule is subject to further evaluation and negotiation. Through this process, the City is seeking to establish a public-private partnership to support the long-term success and sustainability of the facility.

ARROYO SECO GOLF COURSE COMPREHENSIVE PLAN

DRAFT

The Comprehensive Plan undertaken by the City for ASGC was conducted by Forrest Richardson Golf Course Architects. The Plan was developed based on assessment by a qualified architectural team, supported by consultants in agronomy, range development, golfer trends, biological resources and civil engineering. The public was extremely active in responding to on-line surveys and in-person meetings throughout the process of planning. While the City is open to alterations, the Comprehensive Plan vision/programming represents the City's preferred plan for ASGC. Additionally, the City prefers continuity to have capital improvements led by the primary consultants assigned to the Comprehensive Plan. These considerations will weigh heavily in the City's evaluation and assessment of determining qualified entities. With the development of the Comprehensive Plan. The City also retained an independent, expert golf industry consultant - Pro-Forma Advisors, LLC – to complete a market analysis and develop a Pro-Forma for the proposed redevelopment project. All documents related to the Golf Comprehensive Plan and the Pro-Forma can be found here: https://d3n9y02raazwpg.cloudfront.net/southpasadena/faf8893e-de95-11ef-a9e2-005056a89546-e0713190-0589-4e1b-bc72-899f24a0a17c-1740096260.pdf

ARROYO SECO GOLF COURSE FINANCIALS

Arroyo Seco Golf Course Revenue Comparison

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-2022	2022-2023	2023-2024	2024-2025
July	$35,937	$46,880	$35,544	$40,824	$35,996	$14,789	$34,014	$25,383	$44,644	$42,519	$66,300	$44,286	$76,593	$71,919
August	$51,408	$20,667	$4,486	$36,862	$40,857	$19,396	$8,243	$11,764	$20,946	$50,277	$40,977	$11,666	$65,652	$70,390
September	$11,113	$17,091	$24,576	$2,521	-$3,498	-$8,422	-$22,425	$24,407	$12,760	$41,499	$69,247	$19,641	$37,938	$24,843
1st quarter	$98,458	$84,638	$64,606	$80,207	$73,355	$25,763	$19,832	$61,554	$78,350	$134,295	$176,524	$75,593	$180,183	$167,152
October	$9,931	$13,678	$28,213	-$6,169	-$11,028	$6,374	-$2,302	$3,430	$13,747	$62,206	$54,750	$32,199	$34,572	$28,512
November	$20,270	$89	$8,560	$23,532	$15,753	-$3,330	$10,832	$16,720	$13,963	$63,749	$53,178	$34,473	$45,488	$25,472
December	-$10,950	-$9,385	$23,094	$116	$1,460	-$5,929	$5,687	-$14,766	-$5,210	$48,422	-$3,651	-$30,971	$2,072	$34,935
2nd quarter	$19,251	$4,382	$59,867	$17,479	$6,185	-$2,885	$14,217	$5,384	$22,500	$174,377	$104,277	$35,701	$82,132	$88,919
January	$20,823	$13,815	$17,337	$19,829	$10,891	$3,888	$19,491	$890	$15,828	$27,545	$47,722	$33,404	$31,490	$31,494
February	$14,938	$12,691	$20,855	$2,665	$19,812	-$3,731	$1,689	$3,967	$16,680	$75,216	-$14,043	$27,732	$24,149	$65,497
March	$34,133	$35,357	$44,486	$34,125	$23,222	$3,389	-$20,920	-$4,100	-$27,185	$54,154	-$72,693	$35,040	$59,316	$71,353
3rd quarter	$69,894	$61,863	$82,678	$56,619	$53,925	$3,546	$260	$757	$5,323	$156,916	-$39,014	$96,176	$114,955	$168,344
April	$26,157	$36,904	$43,758	$35,670	$8,578	$34,411	$34,136	$40,012	-$55,102	$71,346	-$40,532	$75,003	$50,089	$0
May	$42,159	$17,646	$7,011	-$1,335	$28,956	$21,035	$20,570	$1,242	$17,080	$95,804	$10,837	$50,932	$57,566	$0
June	$23,497	$36,534	$48,148	$34,521	$15,355	$26,177	$58,685	$56,409	$34,511	$56,730	$41,978	$69,241	$100,329	$0
4th quarter	$91,813	$91,084	$98,917	$68,856	$52,889	$81,623	$113,391	$97,663	-$3,511	$223,880	$12,283	$195,176	$207,984	$0
NOI	$279,416	$241,967	$306,068	$223,161	$186,354	$108,047	$147,700	$165,358	$102,662	$689,468	$254,070	$402,646	$585,254	$424,415

1st Quarter	$98,458	$84,638	$64,606	$80,207	$73,355	$25,763	$19,832	$61,554	$78,350	$134,295	$176,524	$75,593	$180,183	$167,152
2nd Quarter	$19,251	$4,382	$59,867	$17,479	$6,185	-$2,885	$14,217	$5,384	$22,500	$174,377	$104,277	$35,701	$82,132	$88,919
3rd Quarter	$69,894	$61,863	$82,678	$56,619	$53,925	$3,546	$260	$757	$5,323	$156,916	-$39,014	$96,176	$114,955	$168,344
4th Quarter	$91,813	$91,084	$98,917	$68,856	$52,889	$81,623	$113,391	$97,663	-$3,511	$223,880	$12,283	$195,176	$207,984	$0
	$279,416	$241,967	$306,068	$223,161	$186,354	$108,047	$147,700	$165,358	$102,662	$689,468	$254,070	$402,646	$585,254	$424,415

Arroyo Seco Golf Course
Consolidated Income Statement
Annual Comparisons

	Jun 12	Jun 20	Jun 21	Jun 22	Jun 23	Jun 24
Ordinary Income/Expense						
Income						
General & Administrative	29,500.00	27,363.62	9,963.85	8,766.89	16,376.00	17,272.60
Course	661,191.00	642,206.97	1,111,553.00	945,801.00	1,044,144.00	1,166,533.00
Range	359,841.00	312,210.00	564,930.16	359,545.00	548,095.00	634,655.70
Proshop	45,736.48	70,356.43	86,063.05	83,024.29	80,187.94	90,112.96
Food & Beverage	182,591.90	96,989.78	39,998.53	34,067.82	30,979.18	47,519.50
Total Income	1,278,860.38	1,149,126.80	1,812,508.59	1,431,205.00	1,719,782.12	1,956,093.76
Cost of Goods Sold						
Cost of Goods Sold-Proshop	2,882.96	18,729.09	42,126.09	32,821.26	36,889.26	31,197.07
Cost of Goods Sold-Food	80,000.62	69,486.21	18,300.14	18,097.87	19,831.89	26,930.18
Total COGS	82,883.58	88,215.30	60,426.23	50,919.13	56,721.15	58,127.25
Gross Profit	1,195,976.80	1,060,911.50	1,752,082.36	1,380,285.87	1,663,060.97	1,897,966.51
Expense						
50000 · Labor Expenses						
General & Administrative	95,820.01	122,787.70	132,101.66	139,580.75	148,712.19	149,360.17
Course	206,922.05	244,079.05	246,075.04	223,248.79	228,365.70	246,717.72
Range	28,801.40	39,792.17	108,077.54	123,547.57	131,308.44	116,548.86
Proshop	70,958.19	76,229.94	121,677.93	97,661.76	118,201.24	137,327.74
Food & Beverage	146,920.67	100,125.78	9,556.43	10,584.33	9,620.30	9,766.40
Total 50000 · Labor Expenses	549,422.32	583,014.64	617,488.60	594,623.20	636,207.87	659,720.89
60000 · Other Expenses						
General & Administrative	89,708.97	145,224.93	180,320.34	196,306.66	236,275.83	269,295.37
Course	125,643.31	128,333.02	132,547.92	199,882.36	233,111.87	239,735.98
Range	29,221.51	20,460.20	35,125.88	39,083.42	54,710.43	44,595.57
Proshop	3,959.47	2,772.62	6,891.19	5,606.04	8,679.14	7,171.75
Food & Beverage	29,654.41	24,011.12	9,289.81	4,723.56	4,973.28	6,931.74
Total 60000 · Other Expenses	278,187.67	320,801.89	364,175.14	445,602.04	537,750.55	567,730.41
70000 · Management Expenses						
71320 · Management Fee	96,000.00	68,400.00	96,000.00	96,000.00	96,000.00	96,000.00
71330 · Bar Rent	-6,524.26	-13,971.63	-15,051.11	-10,017.03	-9,546.29	-10,743.51
Total 70000 · Management Expenses	89,475.74	54,428.37	80,948.89	85,982.97	86,453.71	85,256.49
Total Expense	917,085.73	958,244.90	1,062,612.63	1,126,208.21	1,260,412.13	1,312,707.79
Net Income	278,891.07	102,666.60	689,469.73	254,077.66	402,648.84	585,258.72

ARROYO SECO GOLF COURSE ROUNDS

ARROYO SECO GOLF COURSE
Rounds Report

	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25
July	4,585	4,781	4,286	3,769	4,241	3,923	3,995	3,630	4,262	5,634	5,104	4,336	4,632	4,405
August	4,366	3,646	3,851	3,776	4,098	3,368	3,734	3,540	4,001	5,778	4,453	3,711	4,072	4,329
September	3,794	3,046	3,569	2,665	3,030	3,215	2,972	3,662	3,213	4,524	4,372	2,924	3,895	3,714
October	3,647	2,906	3,413	2,901	2,944	3,061	3,131	3,073	3,315	5,165	4,217	3,833	3,993	3,599
November	3,014	2,683	3,607	3,044	3,127	2,880	3,473	3,287	3,189	5,184	4,184	3,139	3,709	3,712
December	2,975	2,402	3,137	2,394	2,627	2,600	3,164	3,268	2,677	4,976	3,162	2,583	3,545	3,950
January	3,434	2,761	4,147	3,276	2,740	2,662	3,344	2,788	3,639	5,090	4,637	2,998	3,488	3,476
February	3,303	2,963	3,611	3,102	3,067	2,469	3,058	2,125	3,439	4,833	3,635	2,914	2,700	3,731
March	3,542	3,790	4,125	3,630	3,405	3,708	2,859	3,445	1,956	4,873	0	3,325	3,740	4,126
April	3,698	3,782	4,003	3,763	3,751	4,356	3,734	3,989	0	4,896	1,714	4,517	3,959	
May	3,968	3,756	3,622	3,553	3,748	3,650	3,192	3,710	3,015	5,139	3,715	3,541	4,089	
June	4,065	4,003	3,931	3,950	3,793	4,108	4,360	4,362	4,573	4,671	3,814	4,702	4,787	
Total Golf Rounds	44,391	40,519	45,302	39,823	40,571	40,000	41,016	40,879	37,279	60,763	43,007	42,523	46,609	35,042

Year	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25
Golf Rounds	44,391	40,519	45,302	39,823	40,571	40,000	41,016	40,879	37,279	60,763	43,007	42,523	46,609	35,042

Year	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25
Mini Golf Rounds	23,457	26,542	27,870	27,117	28,320	31,026	35,392	34,681	24,529	22,769	24,147	22,379	20,904	13,107

DEVELOPER / OPERATOR SERVICES

CAPITAL IMPROVEMENTS

In accordance with the recently finished ASGC Master Plan, complete capital improvements for the various components of the plan are listed below. Again, the improvements may be completed in multiple development phases.

- Add a new entrance to the golf course with additional parking.
- Reconstruct and modernize the driving range with Tracer technology-based entertainment bay format, new poles and nets, and new lighting. Range may double as an additional outdoor community event space.
- Construct a new clubhouse designed to accommodate up to 150 guests, featuring an event space with a restaurant, restrooms, and outdoor entertainment area.
- Update the existing 9-hole mini golf and add an additional 9 holes.
- Reconfigure and renovate the 18-hole par-3 course, including new tees, reconstructed greens and turf reduction to enhance playability, aesthetics, and overall golfer experience.
- Relocate and construct a new maintenance facility.
- Complete a new irrigation system, lighting and perimeter fencing.
- Improve public spaces, including public putting commons, view hills and patios.

OPERATIONS

Operate and provide maintenance services to ensure optimal performance and high guest satisfaction.

- Golf Course.
- Driving range.
- Putting green.
- Mini golf.
- Clubhouse.
- Pro shop.
- Restaurant.
- Maintenance facility.
- Landscape management.

BUSINESS SUPPORT

Establish system, procedures, protocols to support and optimize business results.

- Information Technology.
- Controls and Security.
- Finance, budgeting, accounting and all other administration.
- Marketing and Sales.
- Personnel/human resources.

LANDSCAPE MANAGEMENT

Maintain course conditions and land infrastructure in a first-class manner to ensure both proper stewardship of the golf course land and high levels of guest satisfaction with course conditions. Additionally, ASGC is proud to be part of the American Green Zone Alliance, transitioning our entire fleet to all-electric for a cleaner, more sustainable future.

- Management of grass, plants, and trees.
- Management of irrigation plans, systems and equipment.

DRAFT

- Management and maintenance of cart paths, signage, fencing, and lighting.
- Maintenance and operation of landscape equipment.

ENVIRONMENTAL MANAGEMENT

Ensure proper stewardship of land and other environmental resources consistent with rules and regulations, compatible with the course's setting.

- Integrated pest management program.
- Landscape IPM program.
- Weed management guidelines.
- Zero Waste Plan.

LEGAL AND COMPLIANCE MATTERS

Operate in compliance with all relevant laws, regulations, policies and rules.

- Historical preservation.
- Records and reporting.
- Insurance requirements.
- Laws, policies, regulations, guidelines.

AGREEMENT STRUCTURE

The City is identifying the structure, terms and duration of the next generation agreement for operation of ASGC. Since 2011, the course has been operated under a fee for service management agreement. The City anticipates operation of the ASGC complex would be in the form of a long-term lease agreement not to exceed 20 years. As significant capital investment is needed, the agreement would be structured to share risk and performance proceeds between the City and developer/operator. Respondents are requested to include a proposed lease term structure, level of capital investment, and lease duration (in number of years) within their Statement of Qualifications.

QUALIFICATIONS STATEMENT INSTRUCTIONS

Please include in your Qualification Statement: your company information, experience, and other items. Limit your submission to no more than 20 pages (not including financial report appendix).

COVER LETTER

Please provide a cover letter including:

- A brief narrative that explains why your firm is qualified to perform this work.
- Firm profile including current courses under management, lease or ownership background, years of experience and history.
- Mission and business philosophy - both as a service provider and an employer.
- Ownership structure.
- Geographic and/or market focus.

EXPERIENCE

The City is looking for companies with experience in the following areas. Provide a description of your experience in each of the areas listed below, supported by relevant examples of the properties where you provided these services:

- Completion of major golf and support facility capital improvements.
- Operation and management of high-quality 18-hole golf courses.

DRAFT

- Federal, state or municipal properties in a park setting, with a minimum of 5 such properties over the last five years.
- As a tenant under a lease agreement or as a management company.
- Junior golf programs.
- Managing all components of a golf course, including golf course maintenance, golf operations, pro shop merchandising, food & beverage operations, instruction & programming, janitorial service, land management, human resources, construction management and improvement projects.

COMPANY PROFILE

- Provide, as an appendix, the latest fiscal year-end annual reports, including financial statement, balance sheet and cash flow statement.
- Summarize your key competitive advantages and core competencies.
- Include an organization chart for your corporate office, as well as a typical organization chart for golf course property operations.
- Discuss examples of major capital improvement projects undertaken at other golf courses under your operation with substantial capital investments in exchange for a long-term lease or a private public partnership.

PRELIMINARY PLANS AND FEEDBACK

- Indicate your interest level if this contract is offered as a lease.
- Provide a preliminary outline of capital improvements you would propose in the first phase of redevelopment. Include a brief description, estimated timetable and estimated budget for each component of phase one.
- Indicate the level of capital investment your firm would be capable of and interested in making if you were selected as the City's partner in the redevelopment and lease operation of ASGC.
- Describe how you would recommend structuring capital investment (investment level, capital recovery mechanism and other agreement terms).

ANTICIPATED TIMELINE AND INSTRUCTIONS

Anticipated Timeline listed below, all due by 12:00 noon on their respective due dates

- Release Date: DATE 2025
- Virtual Mandatory Meeting: DATE, 2025
- Deadline to Receive Technical Questions: DATE, 2025
- Optional Site Visits: DATE, 2025
- Qualifications Statement Submittal Due: DATE, 2025
- Interviews with Potential Candidates: DATE, 2025
- Selection and Notification of Qualified Candidates (if applicable): DATE, 2025

SUBMISSION INSTRUCTIONS

Only electronically submitted responses will be accepted. All Qualifications Statements become the property of the City of South Pasadena. The City will not furnish any pre-selection information concerning the status of a submission other than an acknowledgement that the submission was received.

Submit Qualifications Statement to:
Lucy Hakobian
Community Services Director

DRAFT

Lhakobian@southpasadenaca.gov

SELECTION PROCESS

This is a Request for Qualifications (RFQ) only and is not a formal Request for Proposal (RFP). Information obtained from submissions may be used to pre-qualify and select firms for a subsequent RFP process, if necessary. The City may also have the option to negotiate an agreement with a vendor selected through the RFQ process without issuing a formal RFP. If the City conducts an RFP and selection process, it may request additional information as needed. As the sole and final decision-maker, the City reserves the right to terminate this process at any time and for any reason. A future contract will address customary terms and conditions relating to the services. The City discloses that it is a city agency, and the future contract will address requirements related to municipal law and the City's procurement processes and requirements. Responses to RFQ may not be confidential and may be subject to Public Records Act disclosure.

DRAFT

City Council Agenda Report

ITEM NO. 19

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Lucy Hakobian, Community Services Director

SUBJECT: **DISCUSSION AND DIRECTION RELATED TO A PROPOSAL FOR A VINTAGE AND CRAFT MARKET BY SOUTH PAS VINTAGE AND HODGSON'S ANTIQUES IN THE PUBLIC RIGHT OF WAY ON MERIDIAN AVENUE, BETWEEN MISSION AND EL CENTRO STREETS**

Recommendation

Staff is requesting that the City Council review the proposal from South Pas Vintage and Hodgson's Antiques (Vintage) regarding a monthly Vintage and Craft Market (Market) and provide direction to staff.

Executive Summary

The purpose of this staff report is to evaluate a request from the Vintage to host a recurring Market on the public right-of-way. The proposed event would occur one Saturday each month along Meridian Avenue, between Mission Street and El Centro Street. This report assesses the feasibility of the proposed event, analyzes potential impacts on the community and public infrastructure, and examines how comparable jurisdictions manage similar uses of the public right-of-way.

Background

In September 2023, Samara and Robert Hodgson (Applicant) approached the City with a proposal to host an outdoor monthly "Vintage and Craft Market" named South Pas Flea Market. The Market featured a curated selection of 30-50 vendors, invited to participate by registering and paying for a space. These vendors typically offer vintage goods and attend on a recurring monthly basis. Following a review of the proposal, the City Manager at the time approved the Market to operate as a pilot program to promote economic development and encourage community engagement efforts. There were no fees associated with this pilot program; however staff did obtain insurance and business license verification form the Applicant for the vendors. While initial concerns were raised by local businesses and potential impacts on their operations, those issues were addressed during the pilot period. The pilot program launched in September 2023 and concluded in December 2024. The hours of operation were from 9:00 a.m. to 3:00 p.m. on the third Saturday of the month (street closures by 7:00 a.m. and reopening streets at 4:00 p.m.) It should be noted that food vendors were not part of the pilot program.

Analysis

In December 2024, the Applicant submitted a proposal requesting permission to operate within the public right-of-way to host a Market on the third Saturday of each month, from 10:00 a.m. to 5:00 p.m., with street closures commencing at 8:00 a.m. and reopening at 6:00 p.m. As part of the proposal, the Applicant is offering a 5% commission of all vendor sales to the City in addition to collection and remittance of applicable sales taxes. Vendor revenue is estimated to average between $500-$1,000 per day. Further information regarding commission and sales tax included in Applicant's attached proposal. Key components to the Applicant's business plan include:

- Approximately 50 curated vendors
- 3-5 reputable food vendors carefully selected to avoid competition with nearby businesses
- Estimated attendance of 2,000-3,000 visitors throughout the day
- Traffic Control Plan for the street closure
- Waste management services provided through Athens
- Rental of ADA-compliant restrooms and handwash stations
- No current need for electrical power; however the Applicant is requesting access to City power if needed in the future

Currently, the City does not have any regulations in place governing the temporary use of, and/or encroachment on the City's public right of way for the operation of the proposed Market or other similar types of events. The City does have a "Co-Sponsorship Policy" but that policy prohibits co-sponsorship of activities that serve to enhance private businesses. Among recurring events that utilize public streets, the closest comparable example is the weekly Farmer's Market operated by the South Pasadena Chamber of Commerce (Chamber), which is a non-profit organization. However, the Farmer's Market operates in partnership with the City pursuant to an agreement between the parties and the City requires the Chamber to contract with a certified market operator. The Farmer's Market is also regulated under state law, and pursuant to the agreement, the City receives 7% of the market's sales.

As stated, if approved, the proposed Market would occur on the third Saturday of each month and take place in the same location as the Farmer's Market. The proposal includes a request to include food vendors. If the City Council considers moving forward, the Market would be responsible for providing the following:

- Event coordination and vendor management
- Obtaining the necessary health department permit for food vendors through Los Angeles County Health Department
- Securing required business license from all vendors through the City's Finance Department
- Securing a Certificate of Insurance from all vendors and the event organizer
- Developing and paying for a Traffic Control Plan, to be approved by the City
- Obtaining an encroachment permit and other permits or fees related to the closure of the City's public right-of-way

Below is staff's analysis outlining both the benefits and challenges associated with this request:

Benefits:

- Economic development-Supports local entrepreneurship and contributes to the vibrancy of the downtown district
- Support of small businesses-Opportunities for business visibility and growth

Challenges:

- The identified location is a busy intersection, so the Market may interfere with the city's walkability
- Liability/Risk Management-Potential legal and safety risks associated with activity on public right-of-way, which is to be mitigated through the requirement of proper insurance and indemnification to the City
- Setting a precedent-Approval may lead to similar requests from other businesses increasing administrative workload
- Aesthetic and Maintenance Concerns- May lead to visual clutter and could distract from the area's appearance and functionality
- Public Opposition-Nearby property owners or resident concerns about noise, crowding, or loss of public space
- Operation Hours-Proposed hours of operation are 10:00 a.m.-5:00 p.m. which extend beyond the pilot program's original hours from 9:00 a.m.-3:00 p.m. These extended hours may raise concerns, as they may negatively impact surrounding businesses in the vicinity
- The lack of a City regulatory process for this type of temporary use or special event. If this is approved, staff recommends that the City Council provide direction in the future for the development of a policy governing the temporary use of, and/or encroachment on the City's public right of way for the operation of similar events.

The Applicant was informed of alternative options, including the possibility of renting City facilities such as the Community Room or the War Memorial Building. However, they expressed a preference for an outdoor venue and were not interested in hosting the event indoors.

As discussed further below, events where attendance is projected to be in the hundreds or thousands of people, City streets will be closed and City resources and cost (such as staff time) will be incurred, and are generally handled through a temporary use or special event process. In reviewing the City's municipal code, there is a provision for temporary use permits (See Section 36.410.050 entitled "Temporary Use Permit"). However, the purpose and focus of Section 36.410.050 is to allow short-term activities that may not meet the standards of the applicable zoning district-essentially temporary "land uses" that occur on private property such as a "parking lot sale" in a lot adjacent to an existing business.

And while there is a specific provision for special events such as auctions, car washes, carnivals, fairs, festivals, flea markets, rummage sales, and other uses, in the context of the purpose of Section 36.410.50, these would be "special events" that take place on private property in conjunction with an existing use. Accordingly, the City does not have an ordinance or other regulations that govern the type of event being proposed, which is located on public property and requires the closure of the public right-of-way.

Staff reached out to jurisdictions to understand how they manage similar requests. As shown int he table below, the cities that allows these types of events on the public right-of-way have a formalized permit process. The information gathered is summarized as follows:

Agency	Allow for-profit business to host an event with street closure	Notes	Fees
Alhambra	Yes	Treated as a Special Event. Application gets routed to all city departments and based on the need, it may impose fees on equipment, staffing, etc. Certificate of Insurance is at least $5 million.	TUP $685
Monterey Park	Yes	Allows for outdoor dining, sidewalk vending, TUP, Special Event Permits, and Encroachment Permits. It is not encouraged however they can process these types of applications. In the last 5 years, no requests have been submitted.	Encroachment Permits/Streets Opening Fee $287.53 Traffic Control Fee $145.32 Temporary Encroachment $220.06 Special Event Permit $650
Monrovia	Yes	Applicant responsible for all associated staffing (fully burdened rates) and operation costs and the cost of any conditions approved. Applicant must obtain written approval from all businesses and/or residents affected by the proposed street closure. The requirement discourages large-scale for profit event.	Police Department fees: Fully burdened rate of officers, certified traffic plan, private security, traffic barriers Fire Department fees: Special activity permit and pay inspection fees Public Works fees: Event staffing, street sweeping, waste disposal, street closure set up/tear down
Rosemead	Yes	Treated as a Special Event. Fees include daily permit fees, outdoor festival fee; and fully burdened staffing fees based on needs.	Daily permit fees range from $336 to $637; Outdoor festival fee $532; Fully burdened hourly rate for staff
Sierra Madre	No	Allows encroachment permits for outdoor dining and sidewalk vending only.	
San Gabriel	No	Only hosted a Farmer's Market however that was on city property	
San Marino	No	Allows encroachment permit for outdoor dining only	

If the City Council desires to move forward on the Applicant's proposal, Community Services can establish an interim process for the closure of the public right-of-way to allow for the Market to occur. This process would include but would not be limited to: submission of a site plan, including a plan for traffic safety equipment, a traffic control plan and sanitation plan (trash and restroom facilities); ensure that vendors have a business license and health department permits (if applicable) and the vendors hold the city harmless from any liability; require the Applicant to execute an indemnification agreement and provide a certificate of liability insurance naming the City as an additional insured; and require the Applicant to submit applications for any permits that would be applicable for the Market such as an Encroachment Permit. This process can also include a refundable clean-up deposit to ensure that City property has been cleaned and restored to the same condition as existed prior to the event and provide the reimbursement and recovery of costs incurred by the City related to or necessitated by the Market.

Fiscal Impact
The City currently does not have a special event permitting process for use of the public right-of-way for the Market or similar events proposed solely by private business or entities. However, the City will incur costs related to staff time to oversee the process in allowing the Market to occur as well as costs related to oversight of the Market on the day of the event. While there is not a formal fee structure in place, the City should be reimbursed for its costs so that the event is cost-neutral for the City or as otherwise determined by the City Council.

Commission Review and Recommendation
This item was not reviewed by a Commission.

Attachment:
Attachment No. 1 - Vintage and Craft Market

Vintage and Craft Market

A Monthly Market Proposal for a regular basis market.

By: South Pas Vintage and Hodgson's Antiques

Mission Statement

Our ultimate goal for the South Pas Flea is to bring vintage and craft lovers to the city of South Pasadena. Our parent company Hodgson's Antiques has been in business here in South Pasadena since 1971 and they have seen many craft and antique fairs in this city. We hope to bring those events back to the city of South Pasadena. Mission St was once known for its vintage and antique shops and is a community filled with artists, therefore we believe that this market fits into the city culture. We believe we have experienced a strong positive feedback from the local community and residents and would love to make this a continuous event for the City of South Pasadena!

We understand that the lucrative and small town feel is very important to us residents for many reasons. The wrong crowd can change the safety and enjoyability of our town but we believe that we will attract the right crowd with this niche market.

We intend to make this market a highly desired and a lucrative market place for people to shop, gather and enjoy their day. This market would bring people that typically wouldn't do business in South Pasadena to our small town which can mean an increase in business for everyone. We personally have already experienced this with the regular farmers market on Thursdays as well as with any additional events, and we hope to add to that once a month!

FINANCIALS

Our proposal for the financial agreement with the City of South Pasadena.

We propose that all transactions are conducted at controlled booths on behalf of the South Pas Flea. No transactions will be conducted at vendor booths.

We can contribute 5% of all vendor sales to the City for allowing us to close the streets in addition to collecting sales tax for the city.

Financials Continued

On average our vendors earn between $500-$1,000 a day. Some vendors earn more than $1,500. We have a large continued vendor following meaning the money is worth the effort.

With the current layout on El Centro and Meridian, we can fit around 70 booths.

The following slide will present examples of how much money 5% can bring in for the city.

COMMISSION EXAMPLES AT 5% COMMISSION ON SALES

lOW RANGE IS $500 IN SALES AND HIGH END IS $1,000 IN SALES.

EXAMPLE #1: 50 VENDORS

$1,250-$2,500 IN COMMISSION

Example #2: 40 Vendors

$1,000-$2,000

Example #3: 25 Vendors

$625-$1,250

Sales Tax Collected for Vendors

EXAMPLE #1: 50 VENDORS

$1,250-$2,500 IN COMMISSION **plus $2,625-$5250 in Sales Tax**

Example #2: 40 Vendors

$1,000-$2,000 in commission plus **$2,100-$4,200 in Sales Tax**

Example #3: 25 Vendors

$625-$1,250 in commission plus **$1312.50-$2,625 in Sales Tax**

How Sales will be Collected

All sales will be collected by South Pas Flea Staff at designated booths. No sales will be conducted at individual booths to ensure each booth pays commission and tax on each sale.

The golden Standard

This is not a swap meet and we will not be aiming for that culture or environment. Every vendor is hand selected and the criteria is vintage clothing (early 2000's and older), antiques, vintage and antique home goods, plants, artists prints or originals, and any items that are hand crafted or created by the person selling it. Nothing can be mass produced or unethically sourced.

Booths will be curative, attractive and family friendly.

See the following slides for reference…






NORMANDIE


West Side Story
JAZZ

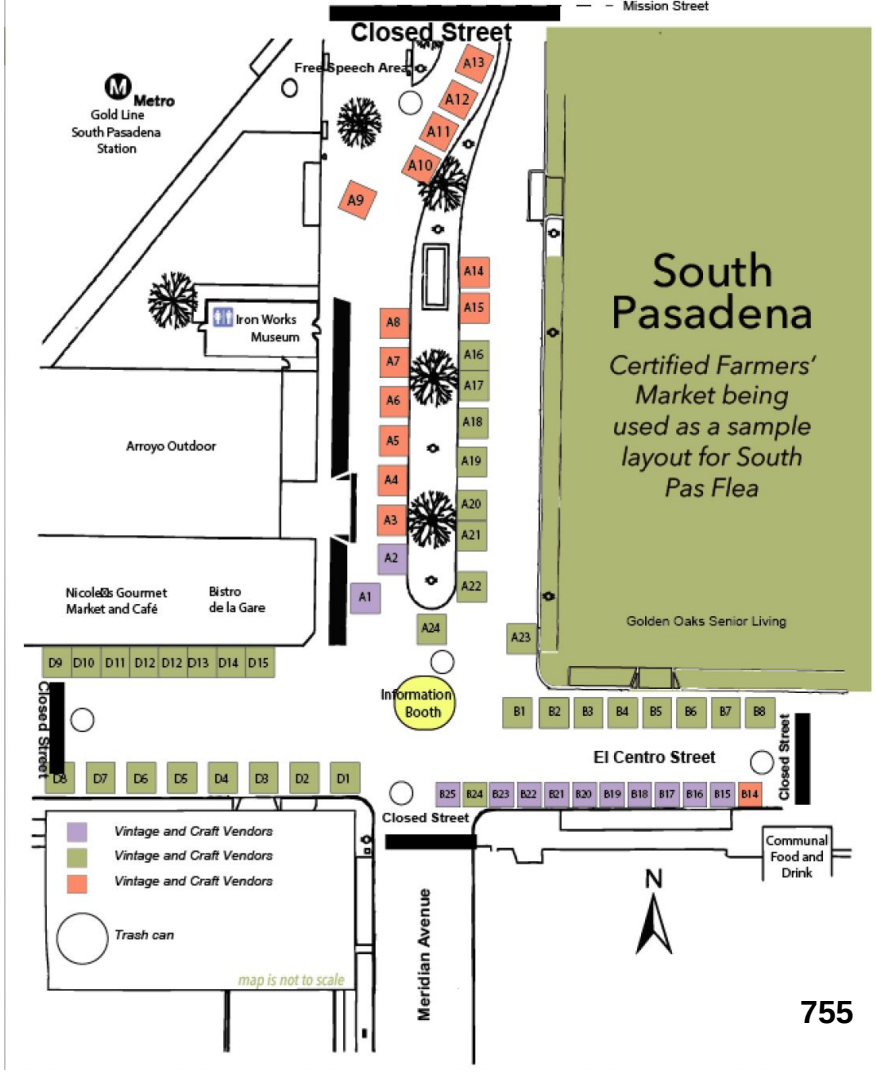


When (one Saturday/month),

- 3rd Saturday each month from 10 am - 5 pm
- Vendors need about 1.5-2 hours to set up and about 1 hour after to close down.

Where:Map

Meridian and El Centro where the farmers market currently is- minus going down the southern side of Meridian and not passing the Golden Oaks Driveway



Where: Example from Eclectic Music Festival 2022



Number and type of vendors

- Pre-screened vendors to ensure they are selling family friendly and sustainable items which include vintage clothing, vinyls, antiques and collectibles, jewelry, candles and many other small or hand made items.
  - Approximately 3-5 permitted and reputable food vendors that do not conflict with local brick and mortar businesses for example no coffee, sandwiches, boba, etc.
- Approximately about 50 vendors.

Anticipated number of attendees

Between 2-3k people throughout the day.

Street Closures

We will use pacific traffic control. They are already being used by the farmers market.

PTC Pacific Traffic Control, Inc.



Trash and clean up

We will use Athens trash bins. We will also place trash cans around the market for people to throw their things away and ensure that the streets are left clean after markets with a clean up crew.



Toilets

We rent ADA toilets and handwashing stations from GR Roll off services.

Power

We do not anticipate needing any power. The market will run during daylight hours from 10-5.

- Should there ever be a need for power, If possible, we would like to use city power but we anticipate using daylight for most of the events. There may be a few months toward the beginning and end of the year that may require supplemental lighting.



Parking

- Public transit would be highly encouraged. Since this event would be off of the Gold Line we would promote for attendees to use the Metro as much as possible.

- For those who are driving, because our market will be held on a Saturday, parking would be directed to the Metro lot off of mission and meridian, which is free on the weekends. This will help keep residential street parking open.





Inclusion of Local Businesses and Residents

- We intend to ask businesses to promote or to try and/or sell items at the event for a free or reduced cost booth. Any business that fits the Sustainable, handmade, vintage and antique theme is welcome to join.
- For example: Arroyo Outdoor has participated each month by putting small pots and their ATM out for customers. Raices, who is no longer in business, was selling soap and other products at our events. We have a handful of South Pasadena residents that join the market to sell their crafts or goods. We would not aim to compete with local businesses and their models but rather include them.

Business Support

We have started going to local businesses to get a signature of their approval. So far we have approval signatures from the following people:

- Hodgson’s Antiques
- South Pas Vintage
- La Monarca
- Jeweled Universe
- Radhika Restaurant
- Old Focals
- Teamorrow
- Alexander Building:Abe Oheb
- Raices
- Historical Museum
- Nicole’s Gourmet
- Kaldis Coffee



SOUTH PAS FLEA

We're planning a vintage clothing and arts and craft market for every 3rd Saturday of the month.

Our vendors will include vintage clothing vendors which is a huge market in and around the world right now. We will also have artisans and crafters selling at our market during this event which includes jewelry, painters, candles, and any other hand crafted item.

This will mean we will have to close the streets on Meridian and El Centro for the market every 3rd Saturday of the month. We understand this may be a lot to ask of most of you but we assure you we will try and make this beneficial for everyone. For example, coffee vendors, food vendors and any other direct competition to your business will not be allowed at the market. We also allow you to set up a free booth if you choose for your direct business.

The layout and plan would be exactly the same as the South Pasadena Farmers Market.

We need business support and community support to get this market going.

The following sheet is a petition showing your support to close the streets once a month on the 3rd Saturday of the month between 7 am - 5 pm.

This will bring lots of business and walking traffic to our businesses which would be huge for our community and business community. We understand if you have hesitations and concerns and will try to accommodate your needs as much as we can.

Respectfully,

South Pas Vintage

Contact us:

Phone: (626) 622-5711 or (626) 898-3519

Email: INFO@SOUTHPASVINTAGE.COM

CITY OF SOUTH PASADENA
Public Works Department

Initial Fee: $278
Renewal Fee: $112
Special Event Insurance $125

Permit Number:_____

Applicant Name: Samara Hodgson

Application Address: 1005 Mission St. Unit B.

Cell: 626-898-3519 Email: info@southpasvintage.com

Street to be Blocked (ex: on Mission St between Mound Ave and Fremont Ave):
Meridian & El Centro - Between Mission and El Centro

Event Date: Monthly 3rd Saturday Time of Event: 10-5

Each signatory understands that the City will not be responsible for any injuries arising out of the use of its streets for block parties.

Each signatory is responsible for his/her own safety and the safety of family and guests.

Use of personal fireworks in the City is illegal and violators will be prosecuted. (S.P.M.C. 14.2)

Please sign petition acknowledging that you have read and understand the attached requirements.

Address	Name & Signature	Date
1005 Unit C Mission	Hodgson's Antiques	1/26/23
1005 Unit B Mission St.	Samara Hodgson South Pas Vintage	1/26/23
1001 Mission St.	Arlene Aguilar Arlene/La Mocana	1/26/23
1017 Mission St South Pas	Diana March - Jeweled Universe	1/26/23
966 Mission St. South Pas	[illegible] manager of Radhika Restaurant	01/26/23
1110 Mission St South Pas	Russ Campbell	1-27-23
1005A mission St	Shaun Zhao	1/28/23
Alexander Building Mission	Inv LLC	1/28/23
906 Meridian Ave.	Manuel Valadez	2/15/23
913 Meridian	Jenny Bright	2/15/23
921 B Meridian	Theresa [illegible]	2/16/23
1019 El Centro St	[illegible]	2/16/23

Attach additional sheets if necessary.

Community Support

- We have gathered 118 handwritten signatures of people who are in support of our market being held monthly
- We have gathered 195 signatures digital signatures
- Total: 431 Signatures

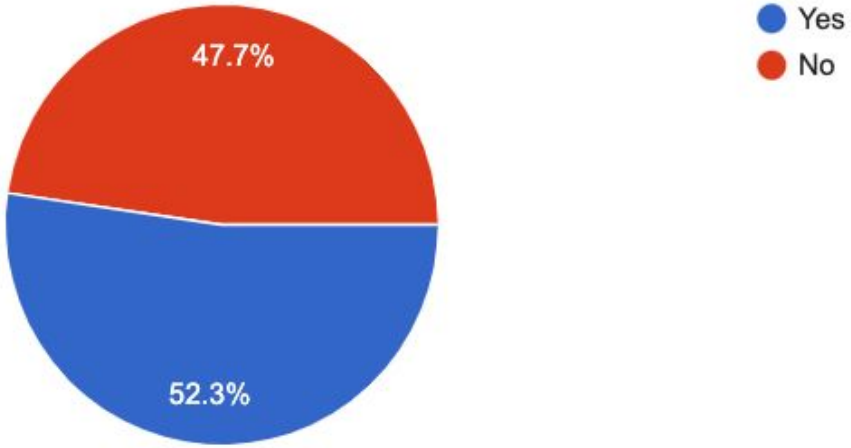


Community Support:

Do you live or work in South Pasadena?

195 responses

Copy

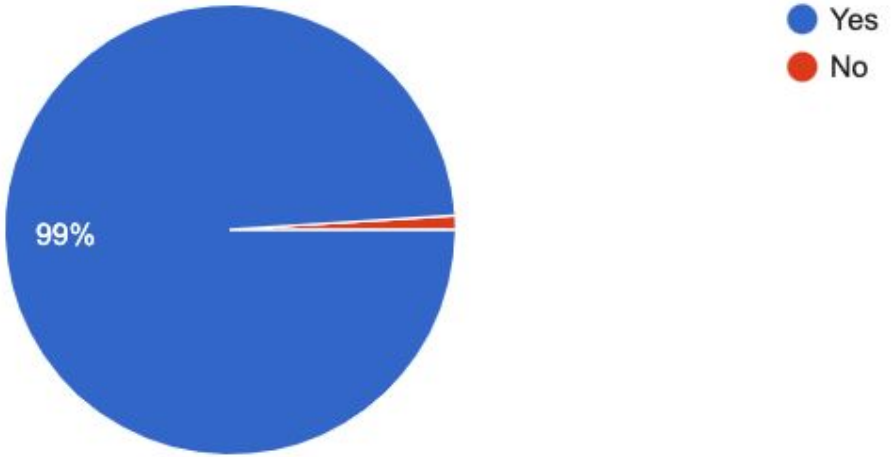


Community Support: P2

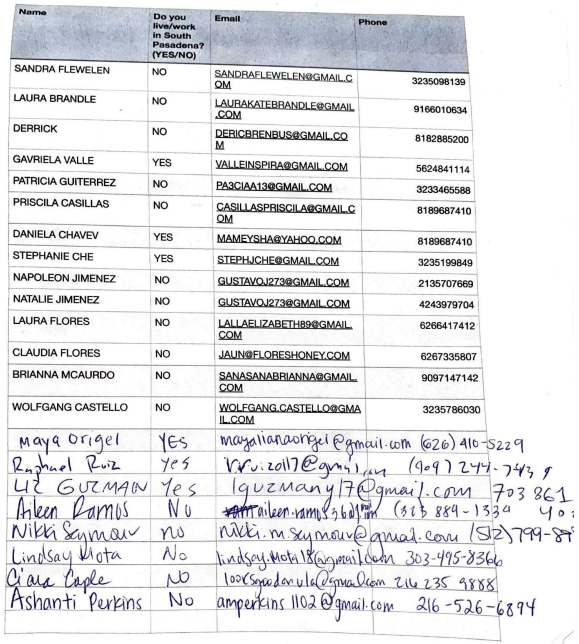
Do you support the South Pas Flea operating monthly on El Centro and Meridian?

Copy

195 responses



Handwritten Signatures from the community: P 1

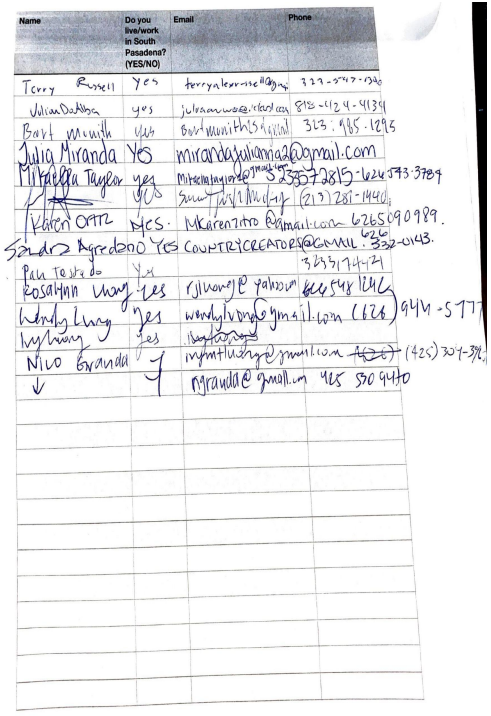


Name	Do you live/work in South Pasadena? (YES/NO)	Email	Phone
SANDRA FLEWELEN	NO	SANDRAFLEWELEN@GMAIL.COM	3235098139
LAURA BRANDLE	NO	LAURAKATEBRANDLE@GMAIL.COM	9166010634
DERRICK	NO	DERICBRENBUS@GMAIL.COM	8182885200
GAVRIELA VALLE	YES	VALLEINSPIRA@GMAIL.COM	5624841114
PATRICIA GUITERREZ	NO	PA3CIAA13@GMAIL.COM	3233465588
PRISCILA CASILLAS	NO	CASILLASPRISCILA@GMAIL.COM	8189687410
DANIELA CHAVEV	YES	MAMEYSHA@YAHOO.COM	8189687410
STEPHANIE CHE	YES	STEPHJCHE@GMAIL.COM	3235199849
NAPOLEON JIMENEZ	NO	GUSTAVOJ273@GMAIL.COM	2135707669
NATALIE JIMENEZ	NO	GUSTAVOJ273@GMAIL.COM	4243979704
LAURA FLORES	NO	LALLAELIZABETH89@GMAIL.COM	6266417412
CLAUDIA FLORES	NO	JAUN@FLORESHONEY.COM	6267335807
BRIANNA MCAURDO	NO	SANASANABRIANNA@GMAIL.COM	9097147142
WOLFGANG CASTELLO	NO	WOLFGANG.CASTELLO@GMAIL.COM	3235786030
Maya Origel	YES	mayaliaorigel@gmail.com	(626) 410-5229
Raphael Ruiz	Yes	rrr.2017@gmail.com	(909) 244-743 8
AZ GUZMAN	Yes	lguzmany17@gmail.com	703 861
Aileen Ramos	No	aileen.rmm3360@gmail.com	(323 889-1330 40:
Nikki Seymour	no	nikki.m.seymour@gmail.com	(512)799-8
Lindsay Mota	No	lindsay.mota18@gmail.com	303-495-8366
Ciara Cagle	NO	100Cipadonvila@gmail.com	214 235 9888
Ashanti Perkins	No	amperkins1102@gmail.com	216-526-6894

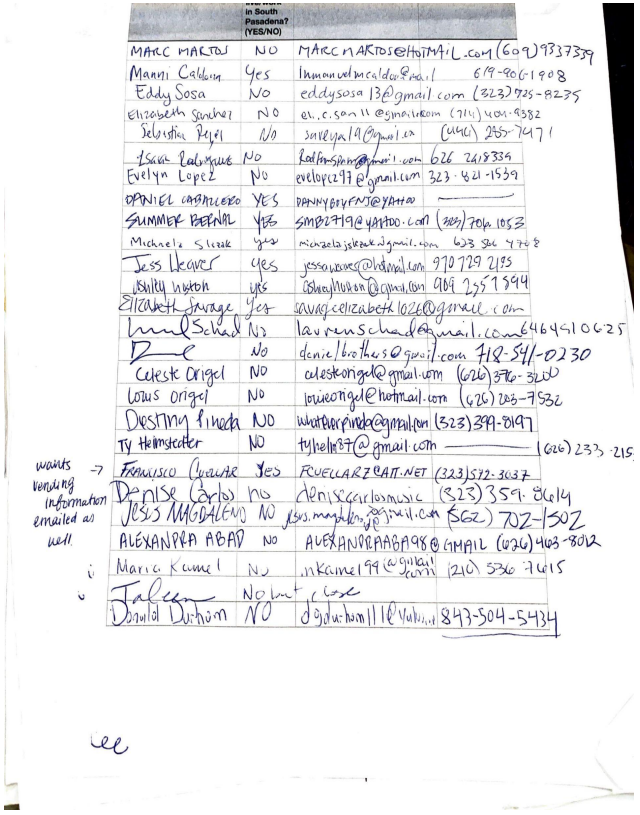
Name	Do you live/work in South Pasadena? (YES/NO)	Email	Phone
Debra Beadle	Yes	DBEADLESHOPPING@GMAIL.COM	3238411122
DIANA PASCAU	YES	DIANAPASCAU4@GMAIL.COM	
ANGELA TRUJILLO	NO	STORMIEART.COM	3235952970
ANGELISA HOOVER	NO/YES	ANIMAINBLOOM@GMAIL.COM	8058133728
DOUGLAS BRUSO	NO/NO	DEATHBYPOGS@GMAIL.COM	8327363684
JAIME PRESTON	NO	PARLEZVOUSCROCHET@LIVE.COM	8182965324
AMY LAI	NO	AMIE626@HOTMAIL.COM	6267821346
DHANAI HOLTZCLAW	NO	DHANAIH@GMAIL.COM	7023211971
RAQUEL RIVERA	YES	RRIVERAR1@OUTLOOK.COM	6268334369
VANESSA DE LA TORRE	NO	DELATORRE.VANESSA@OUTLOOK.COM	6263490711
YAN CIRER	NO	YCBLUEPRINTEXPERT@GMAIL.COM	6263656660
ELIZABETH VELASCO	NO	EVELASCO1220@YAHOO.COM	8059014044
LAURA REYES	NO	EVELASCO1220@YAHOO.COM	8059014044
MARIA ORTEGA	NO	EVELASCO1220@YAHOO.COM	8059014044
RUFINA GUITERREZ	NO	THEZAPOTECWEAVERS@GMAIL.COM	7149899653
KATIE ZAMPRIOLI	NO	CANDYCOLOREDHOME@GMAIL.COM	3236302369
MICHELLE FAHMY	NO	MICHELLE@HAUSOFMEESHIE.COM	310-819-2868
JONAH MEZA	YES	JONMEZ15@GMAIL.COM	626-715-6338
ELIZABETH MCGRATH	NO	CREEPYLIZ@GMAIL.COM	2137001067

Name	Do you live/work in South Pasadena? (YES/NO)	Email	Phone
Debra Beadle	Yes	DBEADLESHOPPING@GMAIL.COM	3238411122
DIANA PASCAU	YES	DIANAPASCAU4@GMAIL.COM	
ANGELA TRUJILLO	NO	STORMIEART.COM	3235952970
ANGELISA HOOVER	NO/YES	ANIMAINBLOOM@GMAIL.COM	8058133728
DOUGLAS BRUSO	NO/NO	DEATHBYPOGS@GMAIL.COM	8327363684
JAIME PRESTON	NO	PARLEZVOUSCROCHET@LIVE.COM	8182965324
AMY LAI	NO	AMIE626@HOTMAIL.COM	6267821346
DHANAI HOLTZCLAW	NO	DHANAIH@GMAIL.COM	7023211971
RAQUEL RIVERA	YES	RRIVERAR1@OUTLOOK.COM	6268334369
VANESSA DE LA TORRE	NO	DELATORRE.VANESSA@OUTLOOK.COM	6263490711
YAN CIRER	NO	YCBLUEPRINTEXPERT@GMAIL.COM	6263656660
ELIZABETH VELASCO	NO	EVELASCO1220@YAHOO.COM	8059014044
LAURA REYES	NO	EVELASCO1220@YAHOO.COM	8059014044
MARIA ORTEGA	NO	EVELASCO1220@YAHOO.COM	8059014044
RUFINA GUITERREZ	NO	THEZAPOTECWEAVERS@GMAIL.COM	7149899653
KATIE ZAMPRIOLI	NO	CANDYCOLOREDHOME@GMAIL.COM	3236302369
MICHELLE FAHMY	NO	MICHELLE@HAUSOFMEESHIE.COM	310-819-2868
JONAH MEZA	YES	JONMEZ15@GMAIL.COM	626-715-6338
ELIZABETH MCGRATH	NO	CREEPYLIZ@GMAIL.COM	2137001067

Handwritten Signatures from the community: P 2



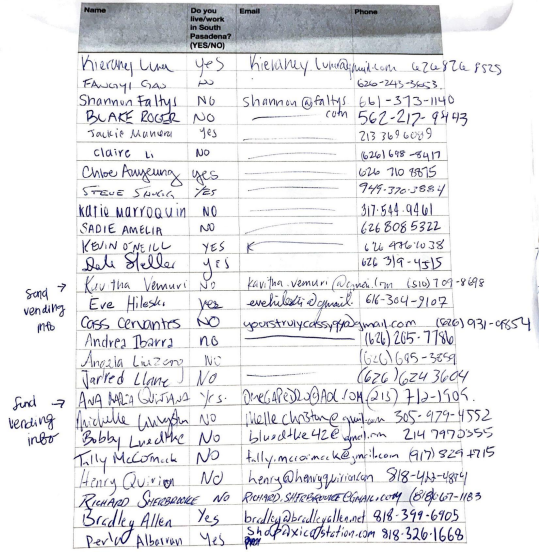
Name	Do you live/work in South Pasadena? (YES/NO)	Email	Phone
Terry Russell	yes	terryalexrussell@gmail.com	323-547-0...
Julian Dadlaya	yes	julianwow@icloud.com	818-612-4134
Bart Meredith	yes	BartMeredith5@gmail.com	323.985.1295
Julia Miranda	YES	mirandajuliamia@gmail.com	
Mikaella Taylor	yes	mikaelataylor@gmail.com	3235072815 · 624 393 3789
Karen Ortiz	yes	Karen7270@gmail.com	6265090989
Sandra Agredano	YES	COUNTRYCREATORS@GMAIL.COM	626 332-0143
Paola Tejada	Yes		323.371.4421
Rosalynn Chang	yes	rjchang@yahoo.com	626 548 1241
Wendy Chang	yes	wendychang@gmail.com	(626) 944-5777
Ivy Wang	yes	ivywang	
Nico Granada	yes	ngranada@gmail.com	(425) 304-3...
		ngranada@gmail.com	yes 510 4470



	in South Pasadena? (YES/NO)	
MARC MARTOS	NO	MARCMARTOS@HOTMAIL.com (609) 9337339
Manni Calderon	Yes	Immanuelmcalderon@gmail 619-906-1908
Eddy Sosa	NO	eddysosa13@gmail.com (323) 925-8235
Elizabeth Sanchez	NO	el.c.sanchez@gmail.com (714) 401-9382
Sebastian Rojas	NO	sarojas19@gmail.com (424) 255-7471
Isaac Rodriguez	NO	Rodriguezisaac@gmail.com 626 241 8334
Evelyn Lopez	No	evelopez97@gmail.com 323-821-1539
DANIEL CASTILLERO	YES	DANNYBRYANT@YAHOO
SUMMER BERNAL	YES	SMB2719@YAHOO.COM (323) 704 1053
Michaela Sleezak	yes	michaelajsleezak@gmail.com 603 306 4778
Jess Weaver	yes	jessaweaver@hotmail.com 970 729 2135
Ashley Hixson	yes	Ashleyhixson@gmail.com 909 255 1394
Elizabeth Savage	Yes	savageelizabeth1026@gmail.com
Lauren Schad	NO	laurenschad@gmail.com 6464910625
Denie	No	denie1brothers@gmail.com 718-541-0230
Celeste Orgel	NO	celesteangel@gmail.com (626) 376-3200
Lowis Orgel	NO	loweorgel@hotmail.com (626) 205-7532
Destiny Pineda	NO	whatsapppinder@gmail.com (323) 391-8197
Ty Hemsteffer	NO	tyhelm87@gmail.com (626) 233-215
Francisco Quevedo	Yes	FQUEVEDO2@ATT.NET (323) 572-3037
Denise (Carla)	no	denisecarlosmusic (323) 351-8614
Jesus Magdaleno	NO	jesus.magdaleno@gmail.com (562) 702-1502
ALEXANDRA ABAD	NO	ALEXANDRAABAD98@GMAIL (626) 403-8012
Marisa Kamel	No	mkamel99@gmail.com (210) 536-7615
Jaleen	No but close	
Donald Durham	NO	djdurham111@yahoo.com 843-504-5434

wants vending information emailed as well →

lee

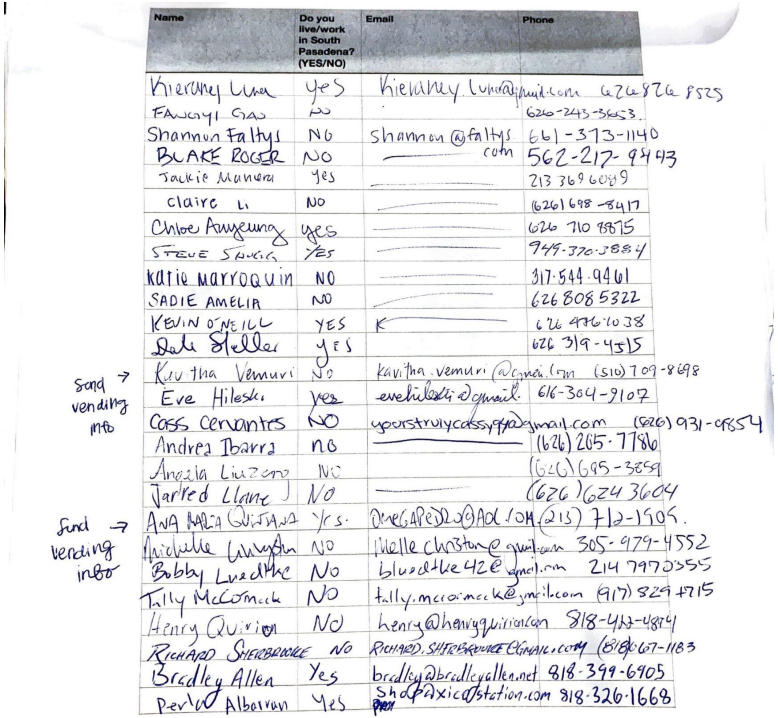


Name	Do you live/work in South Pasadena? (YES/NO)	Email	Phone
Kierney Lum	yes	kierneylum@gmail.com	626 826 8525
Fangyi Gao	no		626-245-3623
Shannon Faltys	No	shannon@faltys.com	661-373-1140
BLAKE ROGER	NO		562-217-9443
Jackie Moreno	yes		213 369 6089
claire li	NO		6261 698-8417
Chloe Awuzuma	yes		626 710 9875
Steve Sikes	yes		949-370-1884
Katie Marroquin	NO		317.569.9461
SADIE AMELIA	NO		626 808 5322
KEVIN O'NEILL	YES	K	626 496 6038
Dale Stelter	yes		626 319-4515
Kavitha Vemuri	No	kavitha.vemuri@gmail.com	(510) 709-8698
Eve Hileski	yes	evehilesk@gmail	616-304-9107
Cass Cervantes	NO	yourstrulycassy@gmail.com	(580) 931-0854
Andrea Ibarra	no		(626) 205-7786
Angela Lazano	NO		(626) 695-3659
Jarred Llanes	NO		(626) 624 3604
ANA MARIA GUEVARA	yes	ANAGABRIELA@AOL.COM (213)	712-1505
Michelle Langston	NO		305-979-4552
Bobby Luedtke	NO		214 797 0355
Tilly McCormick	NO		917) 929 4715
Henry Quiroz	NO		818-433-4864
RICHARD SHERBURNE	NO		(818) 667-1183
Bradley Allen	Yes		818-399-6905
Devin Alberson	Yes		818-326-1668

Send vending info →

Send vending info →

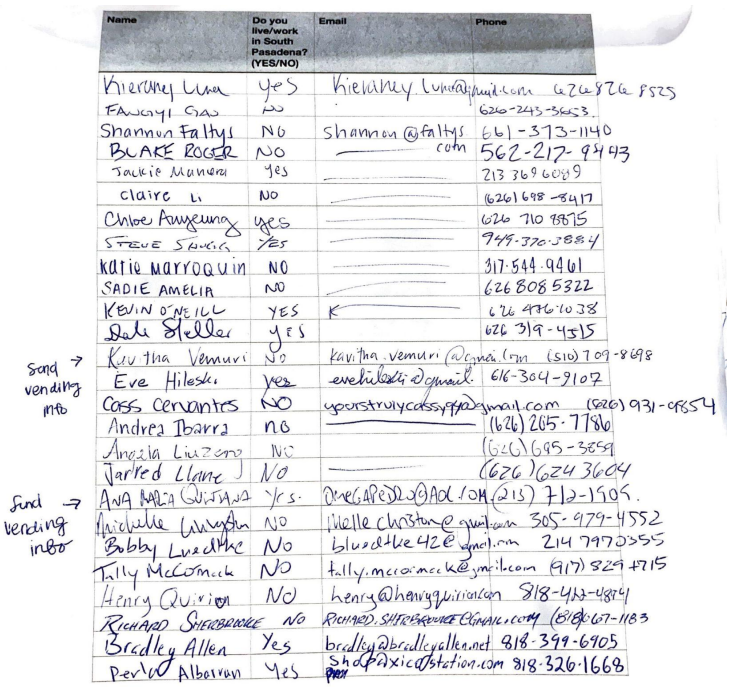
Handwritten Signatures from the community: P 3



Name	Do you live/work in South Pasadena? (YES/NO)	Email	Phone
Kierahey Luna	yes	Kierahey.luna@gmail.com	626 826 8525
Fangyi Gao	no		626-243-3653.
Shannon Faltys	NO	shannon@faltys.com	661-373-1140
BLAKE ROGER	NO	———	562-217-9443
Jackie Manera	yes	———	213 369 6089
claire Li	NO	———	(626) 698-8417
Chloe Anyeung	yes	———	626 710 8875
STEVE SHUGG	YES	———	949-370-3884
Katie Marroquin	NO	———	317-544-9461
SADIE AMELIA	NO	———	626 808 5322
KEVIN O'NEILL	YES	K———	626 476-1038
Dale Steller	yes		626 319-4515
Kavitha Vemuri	NO	kavitha.vemuri@gmail.com	(510) 709-8698
Eve Hileski	yes	evehileski@gmail.	616-304-9107
Cass Cervantes	NO	yourstrulycassyqy@gmail.com	(626) 931-0854
Andrea Ibarra	no	———	(626) 205-7786
Angela Liuzzo	NO		(626) 695-3859
Jarred Llane	NO	———	(626) 624 3604
ANA MARIA QUINTANA	Yes.	OMEGAPEDRO@AOL.COM	(213) 712-1909.
Michelle Livingston	NO	Mellechriston@gmail.com	305-979-4552
Bobby Luedtke	No	bluedtke42@gmail.com	214 797 0355
Tally McCormack	NO	tally.mccormack@gmail.com	(917) 829 4715
Henry Quirion	NO	henry@henryquirion.com	818-422-4874
RICHARD SHERBROOKE	NO	RICHARD.SHERBROOKE@GMAIL.COM	(818) 067-1183
Bradley Allen	Yes	bradley@bradleyallen.net	818-399-6905
Perla Albarran	Yes	shop@axicostation.com	818-326-1668

Send vending info →

Send vending info →



Name	Do you live/work in South Pasadena? (YES/NO)	Email	Phone
Kierahey Luna	yes	Kierahey.luna@gmail.com	626 826 8525
Fangyi Gao	no		626-243-3653.
Shannon Faltys	NO	shannon@faltys.com	661-373-1140
BLAKE ROGER	NO	———	562-217-9443
Jackie Manera	yes	———	213 369 6089
claire Li	NO	———	(626) 698-8417
Chloe Anyeung	yes	———	626 710 8875
STEVE SHUGG	YES	———	949-370-3884
Katie Marroquin	NO	———	317-544-9461
SADIE AMELIA	NO	———	626 808 5322
KEVIN O'NEILL	YES	K———	626 476-1038
Dale Steller	yes		626 319-4515
Kavitha Vemuri	NO	kavitha.vemuri@gmail.com	(510) 709-8698
Eve Hileski	yes	evehileski@gmail.	616-304-9107
Cass Cervantes	NO	yourstrulycassyqy@gmail.com	(626) 931-0854
Andrea Ibarra	no	———	(626) 205-7786
Angela Liuzzo	NO		(626) 695-3859
Jarred Llane	NO	———	(626) 624 3604
ANA MARIA QUINTANA	Yes.	OMEGAPEDRO@AOL.COM	(213) 712-1909.
Michelle Livingston	NO	Mellechriston@gmail.com	305-979-4552
Bobby Luedtke	No	bluedtke42@gmail.com	214 797 0355
Tally McCormack	NO	tally.mccormack@gmail.com	(917) 829 4715
Henry Quirion	NO	henry@henryquirion.com	818-422-4874
RICHARD SHERBROOKE	NO	RICHARD.SHERBROOKE@GMAIL.COM	(818) 067-1183
Bradley Allen	Yes	bradley@bradleyallen.net	818-399-6905
Perla Albarran	Yes	shop@axicostation.com	818-326-1668

Send vending info →

Thank you



City Council Agenda Report

ITEM NO. 20

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Erika Ramirez, Community Development Director
Dean Flores, Acting Planning Manager
Michael Donovan, Associate Planner

SUBJECT: **STATUS REPORT OF THE CITY'S ACTIVE MILLS ACT CONTRACTS AND DISCUSSION AND DIRECTION ON THE REPORT'S RECOMMENDATIONS**

Recommendation
Staff recommends the City Council receive and file the report and provide direction.

Group 1:
Staff recommends that the property owners submit a new Rehabilitation & Restoration Plan that outlines potential new work items to be carried out for the property over the next 10 years. The new work plan would be brought to the Cultural Heritage Commission for review, comment, and recommendation to City Council on whether to continue to renew the contracts or issue a notice of nonrenewal.

Group 2:
Staff recommends that these contracts be brought to the Cultural Heritage Commission as an update for review and comment.

Group 3:
Staff recommends that these properties be given 1 year to provide an updated Rehabilitation & Restoration Plan that identifies when the remaining tasks will be completed. These updated work plans shall then be brought to the Cultural Heritage Commission for review, comment, and a recommendation to City Council on whether to continue to renew the contracts or issue a notice of nonrenewal. If a property owner does not provide an updated work plan within the year provided, then Staff will recommend to the City Council the Mills Act Contract associated with such property be cancelled pursuant to SPMC Section 2.68(b)(1)(D)(ix).

Executive Summary
This report serves as a summary to City Council on the status of all active Mills Act Contracts within the City of South Pasadena. A Mills Act Contract is an agreement between the City and the property owner. The contract requires that the property owner complete specific restoration and rehabilitation tasks, as submitted in the proposed Rehabilitation & Restoration Plan ("work plan") reviewed by the Cultural Heritage Commission (CHC). In return, for the duration of 10 years and beyond, the property owner receives a reduction in their property tax bill with the agreement that those property tax savings be reinvested into the property and fund

the approved improvements. This report serves as a status report to City Council for each Mills Act Contract. However, the current property tax savings for each property are unavailable. The Los Angeles County Assessor's office cannot issue valuation letters at this time due to a backlog of work resulting from the recent wildfires. Staff has categorized the active Mills Act contracts into 3 separate groups regarding their adherence to their respective contracts - full compliance, partial compliance, and non-compliance - with recommendations for each. Staff will continue collaborating with the CHC in reviewing the active Mills Act Contracts and preparing recommendations to City Council on each one.

Background

Pursuant to South Pasadena Municipal Code (SPMC) Section 2.68(b)(1)(E)(vi), an annual report shall be provided to City Council on the progress of all active Mills Act Contracts. Due to the many changes in staff over the years, the City has not been able to maintain consistent review of active Mills Act Contracts. As a result, the City Council directed staff to provide an update for all active Mills Act Contracts.

On March 6, 2025, letters were mailed out to 24 of the 26 property owners with an active Mills Act Contract requesting a progress report on all items listed on their respective work plans. Two Mills Act Contracts - 203 Oaklawn and 1209 Indiana Ave - were approved last year in October 2024 thus were not requested to provide a status update.

On June 4, 2025, a follow-up letter was mailed out to all property owners requesting additional information.

All 24 property owners have responded and submitted Progress Reports. Please see Attachment 1 for a list and summary of all active Mills Act Contracts. Attachment 2 is a compiled list of all Progress Reports and their Mills Act Contracts.

Analysis

The term for each contract is a minimum of 10 years, unless the property owner is issued a notice of nonrenewal pursuant to SPMC Section 2.68(b)(1)(E)(v). All of the City's Mills Act Contracts include language stating that, on the anniversary date of each contract- or other date as specified- one year shall be automatically added to the initial term unless a notice of nonrenewal is issued. As part of the criteria used in approving a Mills Act Contract, property owners are expected to complete the tasks outlined in their work plan within the first 10 years. This ensures compliance with the financial investment requirement under SPMC Section 2.68(C)(i), which states that "*[t]he estimated tax benefit is not expected to exceed the applicant's proposed financial investment in the cultural resource over the first 10 years of the contract*". Most of the work plans specify the timeline for completing each task within the 10 year period.

The list of active Mills Act Contracts span from the year 2000 to 2024. Staff has divided the active contracts into three groups - Group 1: Full Compliance (Attachment 3), Group 2: Contracts in Partial Compliance (Attachment 4), and Group 3: Non-Compliant Contracts (Attachment 5).

Group 1: Full Compliance

In this group there are three properties that have completed all tasks outlined in their respective work plans - 800 Fair Oaks Avenue, 1040 Stratford Avenue, and 925 Palm Avenue.

These contracts are still active and continue to receive a property tax reduction.

Recommendation
Staff recommends that the property owners submit a new Rehabilitation & Restoration Plan that outlines potential new work items to be carried out for the property over the next 10 years. The new work plan would be brought to the Cultural Heritage Commission for review, comment, and recommendation to City Council on whether to continue to renew the contracts or issue a notice of nonrenewal.

Group 2: Contracts in Partial Compliance
This group consists of two subcategories. The first subcategory includes properties still within the initial 10 year term of their contract and have not yet completed all tasks outlined in their respective work plans. The second subcategory consists of properties that have submitted modified work plans thus extending their work plan schedules, but have not yet completed all tasks outlined in their respective work plans. The first subcategory consists of 11 properties and the second subcategory consists of 5 properties.

Recommendation:
Staff recommends that these contracts be brought to the Cultural Heritage Commission as an update for review and comment.

Group 3: Non-Compliant Contracts
This group consists of properties that have eclipsed the initial 10 year term of their contract and have not completed all tasks outlined in their respective work plans. Some of the properties in this group have completed most of their work items, but are non-compliant because they did not complete all the work items within the initial 10 year term.

Recommendation:
Staff recommends that these properties be given 1 year to provide an updated Rehabilitation & Restoration Plan that identifies when the remaining tasks will be completed. These updated work plans shall then be brought to the Cultural Heritage Commission for review, comment, and a recommendation to City Council on whether to continue to renew the contracts or issue a notice of nonrenewal. If a property owner does not provide an updated work plan within the year provided, then Staff will recommend to the City Council the Mills Act Contract associated with such property be cancelled pursuant to SPMC Section 2.68(b)(1)(D)(ix).

In the past, City Council has issued a notice of nonrenewal for a property that completed all their tasks outlined under their contract and for a property that did not complete their tasks or submit a progress report. 909 Lyndon Street received a notice in 2012 and 1535 Ramona Avenue received a notice in 2011. A nonrenewal was issued for 909 Lyndon Street after all tasks outlined in their work plan had been completed and 1535 Ramona Avenue received a nonrenewal because the property owners did not complete all the tasks outlined in their contract and did not submit a progress report. The notices can be found in Attachment 6.

Alternatives
As an alternative to staff's recommendation, the City Council may direct staff to bring all active Mills Act Contracts to the Cultural Heritage Commission for review, comment, and

recommendation to City Council.

Fiscal Impact
A summary of each contracts estimated financial impact over its initial 10 year term is provided in Attachment 1. The total average annual cost to the City for all 26 contracts is estimated at $77,541.85, resulting in a projected total cost of $775,418.50 over the full 10-year period. At this time, Staff is unable to provide further financial analysis beyond the initial 10-year term, as current property valuations under the Mills Act are not available from the Los Angeles County Assessor's Office. Staff has contacted both the property owners and the County Assessor's Office to obtain Mills Act valuation letters. The County has indicted that requests will not be fulfilled until at least August due to a backlog caused by recent wildfire response efforts. Property owners are also in the process of submitting their own copies of the valuation letters.

Further information, resources, and time will be required to provide a comprehensive financial analysis of each active contract.

Key Performance Indicators and Strategic Plan
Each Mills Act Application provides an initial 10 year work schedule that includes the estimated cost of each work item and the date that such work item is expected to be completed. Older applications did not include a work schedule, but did include a work plan that outlined the proposed work. Additionally, applicants should be providing progress reports in accordance with the reporting schedule specified in the Mills Act Contract. Lastly, pursuant to SPMC Section 2.68(b)(1)(E)(vi), the Cultural Heritage Commission shall prepare a report of its review of current Mills Act contracts as part of its annual report to City Council.

Commission Review and Recommendation
This report serves as an informational summary of all active Mills Act Contracts within the city at the request of City Council. Staff will continue to work with the Cultural Heritage Commission and provide annual reports of all active Mills Act Contracts for their review and recommendation to City Council pursuant to SPMC Section 2.68(b)(1)(E)(vi).

Attachment:
Attachment 1 - Summary of Mills Act Contracts.pdf
Attachment 2 - Mills Act Packages.pdf
Attachment 3 - Full Compliance.pdf
Attachment 4 - Partial Compliance.pdf
Attachment 5 - Non-Compliant.pdf
Attachment 6 - Notices of Nonrenewal.pdf
CC Presentation.pdf

ATTACHMENT 1:

Summary of Mills Act Contracts

City of South Pasadena
Recorded Mills Act Contracts

Number	Address	APN	Case No.	Status Code	Landmark No.	Year Built	Year Approved	Avg. Annual Cost to City over initial 10 years	Total Cost to City over initial 10 years	Status
1	2031 Berkshire Ave	5310-017-004	-	5B1	39	1914	2/16/2000 Modified work plan approved in 2018	$ 2,849.00	$ 28,490.00	16 of 18 tasks complete. 2 items remain to be completed in 2025 and 2027.
2	919 Columbia Street	5317-006-004	-	2S	48	1885	2006-05-17	$ 3,500.00	$ 35,000.00	15 of 20 tasks complete. No expected date of completion.
3	800 Fair Oaks Ave	5318-014-009	0849-MIL	5S1	49	1911	2006-12-28	$ 5,094.00	$ 50,940.00	Complete
4	1001 Buena Vista Street	5317-009-025	0852-MIL	1B	4	1905	2006-11-15 Modified work plan submitted in 2018	$ 4,261.00	$ 42,610.00	21 of 27 tasks complete. Acquisition of southern portion of lot from CalTrans pushed back 2018 work plan timeline.
5	950-966 Mission Street	5315-021-001	0540-MIL	1D	26	1923	2006-12-28	$ 2,510.85	$ 25,108.50	4 of 6 tasks complete.
6	303 Meridian Ave	5317-034-001	-	3D		1927	2007-12-20	$ 3,263.00	$ 32,630.00	10 of approx. 40 tasks complete.
7	1040 Stratford Ave	5318-019-038	-	4B	50	1910	2009-09-16	$ 3,500.00	$ 35,000.00	Complete
8	851 Lyndon Street	5314-020-015	-	1S	6	1887	2010-12-20 Modified work plan submitted in 2016	$ 3,399.00	$ 33,990.00	5 of 6 tasks complete. Last item postponed due to other high priority projects.
9	919 Palm Ave	5313-008-023	-	5B1		1903	2012-12-19 Modified work plan submitted in 2023	$ 1,500.00	$ 15,000.00	6 of 12 tasks completed in original 10 year Work Plan. 2023 Renewal Work Plan includes 5 tasks. It carries over some of the unfinished work and proposes new work.
10	325 Monterey Road	5311-012-037	-		51	1947	2014-12-17	$ 1,378.00	$ 13,780.00	19 of 28 tasks complete. No permits were issued for completed work. Contract set to expire in 2029.
11	844 Monterey Road	5315-018-021	-	5D3	40	1908	2014-12-17 Work plan pushed back two years	$ 1,655.00	$ 16,550.00	18 of 22 tasks complete.
12	1414 Fair Oaks Ave	5320-005-023	1765-MIL	5S1	46	1960	2014-12-17	$ 2,900.00	$ 29,000.00	3 of 5 tasks complete. Contract expires 2029-12-17.
13	325 Oaklawn Ave	5317-014-005	-	3B		1908	2016-09-21	$ 3,500.00	$ 35,000.00	21 of 28 tasks complete.
14	207 Oaklawn Ave	5317-014-021	-	2D		1912	2016-12-21	$ 3,426.00	$ 34,260.00	21 of 24 tasks complete.
15	929 Buena Vista Street	5317-035-004	2080-MIL	2D	41	1902	2017-12-20	$ 2,343.00	$ 23,430.00	3 of 10 tasks complete.
16	320 Grand Ave	5317-040-008	2019-11-005	2B2	54	1927	2019-11-27	$ 830.00	$ 8,300.00	5 of 8 tasks complete.
17	209 Beacon Ave	5317-006-001	2019-11-004	4S2	52	1900	2019-11-27	$ 2,199.00	$ 21,990.00	5 of 7 tasks complete.
18	915 Palm Ave	5313-008-025	2019-11-006	5D1		1907	2019-11-27	$ 1,070.00	$ 10,700.00	3 of 4 tasks complete.
19	925 Palm Ave	5313-008-021	2019-11-007	5D1		1903	2019-12-03	$ 618.00	$ 6,180.00	Complete
20	1506 Rollin Street	5319-004-013	2020-059	5D1		1914	2020-12-02	$ 3,095.00	$ 30,950.00	5 of 9 tasks complete. Remaining tasks to be completed in 2025-2028.
21	1545 Ramona Ave	5319-025-032	2020-060	3B		1911	2020-12-02	$ 3,805.00	$ 38,050.00	Contract delayed to 2023. No work complete, applicant requesting extension.
22	704 Meridian Ave	5315-013-041	2020-062	2D		1912	2020-12-02	$ 2,051.00	$ 20,510.00	1 of 5 tasks complete (2022-2025). 2 tasks to be completed in 2028-2029.
23	335 Monterey Road	5311-012-010	2020-061	5S3	47	1910	2020-12-02	$ 5,501.00	$ 55,010.00	1 of 3 tasks complete (2023-2025). 1 task to be completed in 2028.
24	1016 Orange Grove Ave	5315-019-037	2383-MIL	5S1	37	1913	2021-12-21	$ 3,287.00	$ 32,870.00	2 of 4 tasks complete.
25	203 Oaklawn Ave	5317-014-015	MIL24-0001	2D		1911	2024-11-06	$ 5,171.00	$ 51,710.00	Progress Report to be submitted end of year.
26	1209 Indiana Ave	5314-010-061	MIL24-0002	5S1	60	1911	2024-11-06	$ 4,836.00	$ 48,360.00	Progress Report to be submitted end of year.
TOTAL:								**$ 77,541.85**	**$ 775,418.50**	

ATTACHMENT 2:

Mills Act Packages

PROPERTY ADDRESS:

2031 Berkshire Avenue

2025 PROGRESS REPORT



Mills Act Progress Report

Mabel Packard House

2031 Berkshire Avenue, South Pasadena

Prepared for:
City of South Pasadena
Department of Planning and Building
South Pasadena, CA 91030

Prepared by:
Debi Howell-Ardila, MHP
Micheil Duncan and Glen Duncan
2031 Berkshire Avenue
South Pasadena, CA 91030

April 6, 2025

Mills Act Progress Report, Mabel Packard House
2031 Berkshire Avenue, South Pasadena

Table of Contents

Section **Page**

1 Overview of 2031 Berkshire Avenue Mills Act Contract 1

2 Mills Act Workplan Progress Report, 2000-2025 3

Tables

1 Progress Report, Mills Act Workplan, 2031 Berkshire Avenue
2 Guidance for Secretary's Standards Compliance

Appendices

A: Photographic Overview of Mills Act Workplan Progress
B: 2031 Berkshire Avenue, original Mills Act Application, 2000
C: Related building permits *(to be provided upon receipt from the City)*

1. Overview of 2031 Berkshire Avenue Mills Act Contract

This document responds to the City of South Pasadena (City) request dated March 6, 2025, for a Mills Act Progress Report for 2031 Berkshire Avenue in South Pasadena (Assessor's Parcel Number 5310-017-004). In accordance with that request, this Mills Act Progress Report provides a description of each work item included in the original Rehabilitation and Maintenance Plan, approved in February 2000, for 2031 Berkshire Avenue, as well as additional work items undertaken, and ongoing rehabilitation, repair, and maintenance activities needed for the property.



The property owners for 2031 Berkshire Avenue are up to date and in good standing with their Mills Act contract and workplan; overall, they have taken proactive steps to keep the City and Cultural Heritage Ordinance updated and informed as their workplans have evolved over time.

The following section presents an overview and chronology for the Mills Act contract and landmark designation of 2031 Berkshire Avenue.

On 5 March 1997, 2031 Berkshire Avenue (the Mabel Packard House) was designated individually as a City of South Pasadena Landmark #39, as codified in Resolution 6452. Constructed in 1914, the Mabel Packard House represents a Craftsman-style residence and distinctive artist's studio, with interior features (such as the unusual, two-story living room with large, north-facing window) called out as character-defining in the landmark designation. (One hundred years after its construction, in 2014, the Mabel Packard House was cited in South Pasadena's *Citywide Historic Context Statement* as an example of the City's early 20th century residential development and the Arts and Crafts architectural style. A photo of 2031 Berkshire Avenue is featured on page 111 of the *Citywide Historic Context Statement* to illustrate the typical character-defining features of the Craftsman style.)

As of 2025, the property continues to display all of the character-defining features identified as key for the Craftsman architectural style in the *Citywide Historic Context Statement*. Over the years, the property owners often opened up the Mabel Packard Home for architectural tours and events, in order to enhance awareness of South Pasadena's historic heritage.

In February 2000, following adoption of the landmark designation for 2031 Berkshire Avenue, the property owners at the time, Glen Duncan and Patricia Pierce, entered into a Mills Act Historic Property Contract with the City. South Pasadena's guidelines and requirements for the Mills Act program are included in South Pasadena Municipal Code (SPMC) Section 2.68 ("Historic Preservation Incentives").

In 2012, Mr. Glen Duncan, who is a renowned, long-time preservationist in South Pasadena, former Chair of the Cultural Heritage Commission, and former President of the South Pasadena Preservation Foundation, among his many accomplishments and contributions to South Pasadena, provided an update to the City on all work that had been completed to date, all projects that had not been completed (and why), and all projects that were upcoming for completion.

In 2018, Mr. Duncan requested an emergency modification to the 2031 Berkshire Avenue Mills Act workplan to cover time-sensitive repairs; this request was approved by the Cultural Heritage Commission. The changes to the workplan related to adding work efforts (including the in-kind replacement of deteriorated exterior wood-shingle siding and replacement of a failing wood structural beam for the property's distinctive pergola, which is also called out in the original landmark nomination). These emergency repairs are documented in Table 2 below.

On March 6, 2025, the City requested a Mills Act progress report, to include the following information from the property owners of 2031 Berkshire Avenue:

1. An itemized list of all Mills Act work items completed to date
    a. This information is provided in **Table 1 below** (which shows the original workplan items as well as ongoing preservation, rehabilitation, and repair work items, including those approved on an emergency basis by the Cultural Heritage Commission in 2018)
2. Photo documentation of the completed work; both "before" and "after" conditions
    a. Current photos are provided in Appendix A
    b. Historic, "before" photos, however, **are not available**
        i. This type of photo documentation was not part of the original Mills Act contract, and is not required under the previous or current Cultural Heritage Ordinance
        ii. Moving forward, the property owners will endeavor to document "before" and "after" photos for any Mills Act-related work efforts
3. Copies of any **building permits** issued in conjunction with the work
    a. **A records request has been filed** with the City, but building permits have not yet been received.
    b. Once the building permits are provided, all those that are relevant to the Mills Act workplan **will be provided to the City as Appendix C** to this memo.

It is worth noting that, when the 2031 Berkshire Avenue Mills Act Contract was originally adopted, the City's Cultural Heritage Ordinance did not explicitly restrict or prohibit interior rehabilitation/repair work efforts for inclusion on Mills Act Contracts. Thus, the original contract included several workplan items related to interior projects. In the case of the Mabel Packard House, the original landmark designation does identify a number of interior character-defining features; according to SPMC Section 2.68, interior features identified as character defining in a landmark designation can be included in the Mills Act.

In addition to describing the original workplan items, this Mills Act Progress Report includes upcoming and ongoing rehabilitation, repair, and maintenance activities.

2. Mills Act Workplan Progress Report, 2000 – 2025

Table 1 provides an overview and summary of the original Mills Act workplan, including all projects completed to date, the changes to the plans over time, the emergency modification approved in 2018, and upcoming, ongoing maintenance, rehabilitation, and repair work efforts.

Following Table 1, Table 2 provides an overview of the *Secretary of the Interior's Standards for the Treatment of Historic Properties* (*Secretary's Standards*) as they relate to identified and potential future repair, rehabilitation, and maintenance activities that will be needed for the landmark property.

Appendix A provides a visual overview of existing conditions for the Mabel Packard House, with a focus on the Mills Act workplan; work item numbers are noted in photo captions for ease of review. Work efforts for Items 5 (basement waterproofing), 6 (replumbing), and 7 (new sprinkler system) were completed in accordance with industry standards and City zoning code; these items do not appear in photographic overview. Appendix B provides the original 2000 Mills Act application for the property.

Table 1. Progress Update, Mills Act Workplan, 2000 - 2025

Work Item #	Mills Act Workplan Item	Status	Scope of Work
1.	Remove/replace driveway	Completed in 2004	Old buckled driveway strips were removed, tree roots cut back, and new driveway strips installed in conjunction with redesign of front and rear yards. Pebbles installed in driveway median in 2010.
2.	Rehabilitate/remodel first-floor bathroom	Completed in 2003	Original Craftsman-appropriate bathroom fixtures, cabinetry, and appearance had been lost in previous remodels. All non-original fixtures and deteriorated plaster removed. Pedestal sink returned, period-appropriate cabinetry, fixtures, and flooring installed.
3.	Rehabilitate/remodel second-floor bathroom	Completed in 2003	Failing and deteriorated materials and finishes (including but not limited to linoleum, plaster walls, and cabinetry) replaced with period-appropriate equivalents. Included stripping wall and floor and installing new lath and plaster on walls and ceiling and new period-appropriate fixtures and flooring.
4.	New HVAC system	Completed in 2003	HVAC system and ductwork replaced
5.	Basement waterproofing	Completed in two stages, 2003 and 2010	Work efforts included an initial attempt to waterproof basement by installing a sump pump and moisture-retarding paint on walls; when these methods were ineffective, subsequent work efforts included three major corrective measures, in accordance with an

Work Item #	Mills Act Workplan Item	Status	Scope of Work
			assessment by a qualified structural engineer: (1) bolding the house to the foundation; (2) removing a non-original side entrance that contributed to the structural instability of the house; and (3) actively mitigate basement flooding. Steps included excavation beneath basement walls and their reconstruction with moisture-sealing concrete. A new exterior drainage system diverting excess water away from the foundation and into a sump pump was also installed.
6.	Replumbing (all copper)	Completed in 2003	Approximately 75 percent of plumbing was retrofitted to copper pipes, in two stages—first round in 2003, second round in 2010.
7.	New sprinkler system (front and back)	Completed in 2003	New system installed in 2003, in advance of landscaping improvements
8.	Reinforce masonry fireplace, add air source	Not completed (see notes in scope of work)	Subsequent to adoption of the Mills Act in 2000, a structural engineer concluded that reinforcement was not necessary for the fireplace, in light of the other, more foundation structural upgrades carried out in 2010.
9.	Insulate, waterproof drywall; finish carpentry in studio	Completed in 2007	Structural repairs, weather and waterproofing and carpentry repairs completed to studio; work efforts included adding an exterior concrete perimeter apron to move water away from foundation; resurfacing concrete slab with vapor barrier to prevent water seepage; insulating walls, new drywall, and carpentry repairs around doors and windows. Restoration of steel-frame window system.
10.	Rehabilitate and refinish hardwood flooring	Completed in 2015	Oak, maple, and Douglas Fir flooring throughout the house had been stained and warped; signs of termite damage were also evident in several places. Flooring was rehabilitated and refinished, with some in-kind replacements where wood was too deteriorated to repair.
11.	Landscaping and exterior lighting	Completed in 2004 and 2010	A variety of landscaping improvements and exterior lighting upgrades completed, including removal of a high hedge at sidewalk and the addition of compatible drought-tolerant plantings that enhance and show the

Work Item #	Mills Act Workplan Item	Status	Scope of Work
			character of the Mabel Packard House from the public right-of-way.
12.	Front porch rehabilitation (see emergency modification details in scope of work)	From 2012 updated plans; completed in 2018; will need to be redone by 2027	A water main leak under the front porch resulted in a settlement crack in the masonry support for the poured-concrete porch slab. This slab itself was cracked, with the front half sloping forward approximately one inch. The pergola and railings were dismantled (and a sagging, deteriorated pergola beams replaced) and the concrete slab was patched and repaired. Broken sections of the concrete sidewalk repaired. This work item included an emergency modification to replace the heavy timbers/structural beams of the front-porch pergola; addition was approved by CHC and City of South Pasadena for inclusion on Mills Act workplan, 17 May 2018. As of 2025, masonry cracks remain evident and will need repairs and repatching within the next two years.
13.	Exterior Painting and Repair (see emergency modification details in scope of work)	From 2012 updated plans; completed in 2018; repainting scheduled for 2025	Exterior of the house and studio repainting in period-appropriate palette. Roof rafter tails, exterior wood sheathing, and stucco (on south and west elevations of studio) restored and repaired in areas with deterioration. This work item included an emergency addition covering the in-kind replacement of exterior wood shingle siding as needed due to advanced fungal-induced rot and deterioration; this was approved as an emergency modification of the original Mills Act workplan by CHC and City of South Pasadena for inclusion on Mills Act workplan, 17 May 2018. As of 2025, repainting and some carpentry repairs are needed for the house and studio.
14.	Reconstruct rear pergola	Completed in 2009	The rear pergola was severely deteriorated due to termite damage; wood beams and columns were reconstructed according to the originals.
15.	Termite and pest control	Completed in 2003 and 2008 (ongoing maintenance effort)	Spot application of treatments applied to wood features, sheathing, and framing members. With a subsequent reinfestation, full tenting was required and took place in 2008.

Work Item #	Mills Act Workplan Item	Status	Scope of Work
			Ongoing termite mitigation, including periodic inspections and repairs/treatment, and tenting as needed, remains an important part of the maintenance plan for the home.
16.	Garage extension (code-compliance issue)	Completed in 2011	To bring the garage floor area into compliance with zoning standards, the front of the garage was replicated and rebuilt five-feet closer to the front of the property. This was not a qualifying, capitalized expense for the Mills Act.
17.	Landscape maintenance	Completed in 2010	Ongoing landscape maintenance tasks have included the removal of three dead or unstable Eucalyptus trees on the south elevation (2010). Mature trees added to property in accordance with South Pasadena Tree Ordinance.
18.	Replace chain-link fence along driveway with wood Craftsman-style fence	Completed in 2011	1970s era chain-link fence removed and replaced with more compatible wood, Craftsman-style fence and gate.

Table 2. Guidelines for Secretary's Standards Compliance[1]

Repair, Rehabilitation, or Maintenance Activity	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
STRUCTURAL SYSTEM UPGRADES AND REPAIRS	IDENTIFY **Recommended:** Identifying, retaining, and preserving structural systems--and individual features of systems--that are important in defining the overall historic character of building, such as above-grade stone foundation walls, or loadbearing brick or stone walls. **Not Recommended:** (1) Removing, covering, or radically changing features of structural systems which are important in defining overall historic character; (2) Demolishing a loadbearing masonry wall that could be augmented and retained, and replacing it with a new wall (i.e., brick or stone), using the historic masonry only as an exterior veneer; (3) Leaving known structural problems untreated such as deflection of beams, cracking and bowing of walls. PROTECT AND MAINTAIN **Recommended:** Protecting and maintaining the structural system by cleaning the roof gutters and downspouts; replacing roof flashing; keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation. **Not Recommended:** Failing to provide proper building maintenance so that deterioration of the structural system results. Causes of deterioration include subsurface ground movement, vegetation growing too close to foundation walls, improper grading, fungal rot, and poor interior ventilation that results in condensation. REPAIR **Recommended:** Replacing in kind--or with substitute material--those portions or features of the structural system that are either extensively deteriorated or are missing when there are surviving prototypes such as cast iron columns, roof rafters or trusses, or sections of loadbearing walls. **Not Recommended:** Using substitute material that does not equal the loadbearing capabilities of the historic material and design or is otherwise physically or chemically incompatible.

[1] The recommended treatment approach for 2031 Berkshire Avenue is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from National Park Service, Department of the Interior, Washington, DC. 1995. *The Secretary of the Interior's Standards for Rehabilitation, with Guidelines for Rehabilitating, Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings*. In accordance with CEQA Guidelines, a project that has been determined to conform with the Secretary's Standards is generally considered to be a project that will not cause a significant adverse impact and material impairment.

Repair, Rehabilitation, or Maintenance Activity	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
EXTERIOR CLADDING REPAIRS, REPAINTING, AND RE-SEALING (ON HOUSE AND ON GARAGE)	IDENTIFY **Recommended:** Identifying, retaining, and preserving wood features that are important in defining the overall historic character of the building such as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes, and colors. **Not Recommended:** (1) Removing or radically changing wood features which are important in defining the overall historic character; (2) removing a major portion of the historic wood from a facade instead of repairing or replacing only the deteriorated wood, then reconstructing the facade with new material in order to achieve a uniform or "improved" appearance; (3) Stripping historically painted surfaces to bare wood, then applying clear finishes or stains in order to create a "natural look." PROTECT AND MAINTAIN **Recommended:** (1) Protecting and maintaining wood features by providing proper drainage; (2) Retaining coatings such as paint that help protect wood from moisture/ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings; (3) Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required; (4) Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting; (5) Using with care electric hot-air guns on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting; (6) Using chemical strippers primarily to supplement other methods such as handscraping, handsanding and the above-recommended thermal devices; (7) Repainting with colors that are appropriate to the historic building; (8) Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary. **Not Recommended:** (1) Failing to identify, evaluate, and treat the causes of wood deterioration, including faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungus infestation; (2) Stripping paint or other coatings to reveal bare wood, thus exposing historically coated surfaces to the effects of accelerated weathering; (3) Removing paint that is firmly adhering to, and thus, protecting wood surfaces; (4) Using destructive paint removal methods such as a propane or butane torches, sandblasting or waterblasting. These methods can irreversibly damage historic woodwork; (5) Failing to undertake adequate measures to assure the protection of wood features. REPAIR **Recommended:** Repairing wood features by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding. **Not Recommended:** (1) Replacing an entire wood feature such as a cornice or wall when repair of the wood and limited replacement of deteriorated or missing parts are appropriate; (2) Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the wood feature or that is physically or chemically incompatible.

Repair, Rehabilitation, or Maintenance Activity	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
	Replace **Recommended:** Replacing in kind an entire wood feature that is too deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature. **Not Recommended:** Removing a feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.
EXTERIOR WINDOW REPAIRS	Identify, Retain, and Preserve **Recommended:** (1) Identifying, retaining, and preserving windows--and their functional and decorative features--that are important in defining the overall historic character of the building; (2) Such features can include frames, sash, muntins, glazing, sills, heads, moldings; (3) Conducting an in-depth survey of the conditions of existing windows early in rehabilitation planning so that repair and upgrading methods and possible replacement options can be fully explored. **Not Recommended:** (1) Removing or radically changing windows which are important in defining the historic character of the building; (2) Changing the number, location, size or glazing pattern of windows, through cutting new openings, blocking-in windows, and installing replacement sash that do not fit the historic window opening; (3) Changing the historic appearance of windows through the use of inappropriate designs, materials, finishes, or colors; (4) Replacing windows solely because of peeling paint, broken glass, stuck sash, and high air infiltration. These conditions, in themselves, are no indication that windows are beyond repair. PROTECT AND MAINTAIN **Recommended:** (1) Protecting and maintaining the wood and architectural metal which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems; (2) Making windows weathertight by re-caulking and replacing or installing weatherstripping. These actions also improve thermal efficiency; (3) Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, i.e. if repairs to windows and window features will be required. **Not Recommended:** (1) Failing to provide adequate protection of materials on a cyclical basis so that deterioration of the window results; (2) Retrofitting or replacing windows rather than maintaining the sash, frame, and glazing; (3) Failing to undertake adequate measures to assure the protection of historic windows. REPAIR **Recommended:** Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing. **Not Recommended:** (1) Replacing an entire window when repair of materials and limited replacement of deteriorated or missing parts are appropriate; (2) Failing to reuse serviceable window hardware such as brass sash lifts and sash locks; (3) Using substitute material for

Repair, Rehabilitation, or Maintenance Activity	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
	the replacement part that does not convey the visual appearance of the surviving parts of the window or that is physically or chemically incompatible. Replace **Recommended:** (1) Replacing in kind an entire window that is too deteriorated to repair using same sash/pane configuration and other design details; (2) Designing and installing new windows when the historic windows (frames, sash and glazing) are completely missing. The replacement windows may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the window openings and the historic character of the building. **Not Recommended:** (1) Removing a character-defining window that is unrepairable and blocking it in; or replacing it with a new window that does not convey the same visual appearance; (2) Creating a false historical appearance because the replaced window is based on insufficient historical, pictorial, and physical documentation; (3) Introducing a new design that is incompatible with the historic character of the building.
ROOFING SYSTEM UPGRADE AND REPAIRS	IDENTIFY, RETAIN, AND PRESERVE **Recommended:** (1) Identifying, retaining, and preserving roofs--and their functional and decorative features--that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features, such as cupolas, cresting chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning. **Not Recommended:** (1) Radically changing, damaging, or destroying roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished; (2) Removing a major portion of the roof or roofing material that is repairable, then reconstructing it with new material in order to create a uniform, or "improved" appearance. PROTECT AND MAINTAIN **Recommended:** (1) Protecting and maintaining a roof by cleaning the gutters and downspouts and replacing deteriorated flashing; (2) Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to insure that materials are free from insect infestation; (3) Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration; (4) Protecting a leaking roof with plywood and building paper until it can be properly repaired. **Not Recommended:** (1) Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage; (2) Allowing roof fasteners, such as nails and clips to corrode so that roofing material is subject to accelerated deterioration; (3) Permitting a leaking roof to remain unprotected so that accelerated deterioration of historic building materials--masonry, wood, plaster, paint and structural members--occurs.

Repair, Rehabilitation, or Maintenance Activity	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
	REPAIR **Recommended:** Repairing a roof by reinforcing the historic materials which comprise roof features.. **Not Recommended:** (1) Replacing an entire roof feature such as a cupola or dormer when repair of the historic materials and limited replacement of deteriorated or missing parts are appropriate; (2) Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the roof or that is physically or chemically incompatible.
MASONRY SYSTEM REPAIRS **(INCLUDING CONCRETE PORCH, BRICK, CHIMNEY, AND OTHER FEATURES)**	IDENTIFY, RETAIN, AND PRESERVE **Recommended:** Identifying, retaining, and preserving masonry features that are important in defining the overall historic character of the building such as walls, brackets, railings, cornices, window architraves, door pediments, steps, and columns; and details such as tooling and bonding patterns, coatings, and color. **Not Recommended:** (1) Removing or radically changing masonry features which are important in defining the overall historic character of the building; (2) Applying paint or other coatings such as stucco to masonry that has been historically unpainted or uncoated to create a new appearance; (3) Radically changing the type of paint or coating or its color. PROTECT AND MAINTAIN **Recommended:** (1) Protecting and maintaining masonry by providing proper drainage so that water does not stand on surfaces or accumulate; (2) Cleaning masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes; (3) Evaluating the overall condition of the masonry to determine whether more than protection and maintenance are required, that is, if repairs will be necessary; (4) Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields; furnishings such as lights, fences, or benches; (5) Protecting and maintaining buildings and sites by providing proper drainage to assure that water does not erode foundation walls; drain toward the building; or damage or erode the landscape. **Not Recommended:** (1) Failing to evaluate and treat the various causes of mortar joint deterioration such as leaking roofs or gutters, differential settlement of the building, capillary action, etc.; (2) Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. These methods erode the surface of the material and accelerate deterioration; (3) Cleaning with chemical products that damage masonry; (4) Applying high pressure water cleaning methods that will damage historic masonry and the mortar joints; (5) Using methods of removing paint which are destructive to masonry, such as sandblasting, application of caustic solutions, or high pressure waterblasting; (6) Failing to maintain adequate site drainage so that buildings and site features are damaged or destroyed; or alternatively, changing the site grading so that water no longer drains properly. REPAIR

Repair, Rehabilitation, or Maintenance Activity	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
	Recommended: (1) Repairing masonry features by repointing mortar joints where there is deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls, or damaged plasterwork; (2) Removing deteriorated mortar by carefully hand-raking the joints; (3) Duplicating old mortar in strength, composition, color, and texture; (4) Duplicating old mortar joints in width and in joint profile; (5) Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of masonry features. **Not Recommended:** (1) Removing nondeteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance; (2) Using electric saws and hammers rather than hand tools; (3) Repointing with mortar of high portland cement content (unless it is the content of the historic mortar). This can often create a bond that is stronger than the historic material and can cause damage; (4) Repointing with a synthetic caulking compound; (5) Changing the width or joint profile when repointing; (6) Patching concrete without removing the source of deterioration; (7) Applying waterproof, water repellent, or non-historic coatings such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerate its deterioration.

Appendix A

Overview of Mills Act Workplan Items completed to date

Figure 1. Item #1, "Remove/replace driveway," completed in 2004



Figure 2. Item #2, "Rehabilitate First-Floor Bathroom" (completed 2003)



Figure 3. Item #2, "Rehabilitate First-Floor Bathroom" (completed 2003)



Figure 4. Item #3, "Rehabilitate Second-Floor Bathroom" (completed 2003)



Figure 5. Item #4, "New HVAC System" (completed 2003)



Figure 6. Item #8, "Reinforce Masonry Fireplace"; work not completed in accordance with guidance from structural engineer; see Table 1 for more detail



Figure 7. Item #9, Weather and Waterproofing of Rear Studio, completed 2007



Figure 8. Item #9 and #16, "Structural Repair, Weather-and-Waterproofing of Rear Studio" and "Garage Extension," completed in 2007 and 2011, respectively





Figure 9. Item #10, "Rehabilitate and refinish hardwood flooring" (completed 2015)



Figure 10. Item #11, "Landscaping" (completed 2004 and 2010)



Figure 11. Item #11, "Landscaping" (completed 2004 and 2010)



Figure 12. Item #11, "Landscaping" (completed 2004 and 2010)



Figure 13. Item #12, "Front porch rehabilitation" (completed 2018; needs revisiting as of 2025)



Figure 14. Item #12, "Front porch rehabilitation" (completed 2018; needs revisiting as of 2025)



Figure 15. Item #12, "Front porch rehabilitation" (completed 2018; needs revisiting as of 2025)



Figure 16. Item #13, "Exterior Painting and Repair" (completed 2018; needs revisiting as of 2025)



Figure 17. Item #13, "Exterior Painting and Repair" (completed 2018; needs revisiting as of 2025)



Figure 18. Item #14, "Reconstruct Rear Pergola" (completed 2009)



Figure 19. Item #15, "Termite and Pest Control"



Figure 20. Item #16, "Garage extension (code-compliance issue)," completed 2011



Figure 21. Item #17, "Landscape Maintenance," completed 2010; and Item #18, "Replace chain-link fence along driveway with wood Craftsman-style fence," completed 2011



MILLS ACT CONTRACT

MILLS ACT AGREEMENT

THIS AGREEMENT ("Agreement") is made and entered into this 16th day of Feb., 2000, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and James Glen Duncan and Patricia A. Pierce, ("Owners").

RECITALS

(i) California Government Code §50280, et seq., authorizes cities to enter into contracts with the owners of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owners possess fee title in and to that certain real property, together with associated structures and improvements thereon, located at the 2031 Berkshire Avenue, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) On March 5, 1997, the City Council of the City of South Pasadena adopted its Resolution No. 6452, attached hereto marked "Exhibit B" and incorporated herein as if fully set forth, thereby declaring and designating the Historic Property as a landmark pursuant to the terms and provisions of Section 2.73A-14 of the South Pasadena Municipal Code.

(iv) City and Owners, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owners, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on Feb. 16, 2000, and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. If City or Owners desire in any year not to renew this Agreement, that party shall serve written notice of non-renewal in advance of the annual renewal date of this Agreement as follows: Owners must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date; City must serve written notice of the non

renewal at least sixty (60) days prior to the annual renewal date. Upon receipt by Owners of a notice of non-renewal from the City, Owners may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owners serve timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owners are entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owners shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owners shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owners to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owners shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owners shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards of Rehabilitation, the State Board of Equalization, and the City, as may be necessary to determine Owners' compliance with the terms and provisions of this Agreement.

9. PROVISION OF INFORMATION. Owners shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City, following a duly noticed public hearing as set forth in California Government Code §50280, et seq., may cancel this Agreement if City determines Owners have breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historical property. City may also cancel this Agreement if it determines Owners have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owners shall be subject to payment of those cancellation fees set forth in California Government Code §§50280, et seq. described herein. Upon cancellation, Owners shall pay a cancellation fee equal to twelve and one-half percent (12 ½%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owners shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owners if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owners hereby subject the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owners hereby declare their specific intent that the covenants, reservations, and restrictions as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owners' successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restrictions expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owners hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owners hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owners.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Planning Director
1414 Mission Street
South Pasadena, California 91030

Owners: James Glen Duncan and Patricia A. Pierce

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of the their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owners agree to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owners or those of their contractor, subcontractor, agent, employee or other person acting on his behalf which relate to the use, operation and maintenance of the Historic Property. Owners hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been caused by, reason of Owners' activities in connection with the Historic Property. This hold harmless provision applies to all damages and claims for damages suffered, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in this Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representatives, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or

of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owners agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to this Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owners or Owners' agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS WHEREOF, City and Owners have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 2/16/00

By: _____
MAYOR

Attest:

_____
Deputy CITY CLERK

APPROVED AS TO FORM:

_____
CITY ATTORNEY

Dated: 2/16/00

_____

_____
Owners

CITY OF SOUTH PASADENA

1414 Mission Street • South Pasadena • California 91030 • Tel: (626) 403-7220 • Fax: (626) 403-7221

DEPARTMENT OF
COMMUNITY DEVELOPMENT

February 23, 2000

Office of the County Assessor
Pasadena Regional Office
988 S. Fair Oaks Avenue
Pasadena, CA 91105-2626

Subject: Mills Act Contract Agreement – 2031 Berkshire Avenue, South Pasadena

To: Office of the County Assessor, Pasadena Regional Office

This letter serves to notify the County Assessor's Office that the City of South Pasadena has entered into a Mills Act Contract Agreement with property owners, James Glen Duncan and Patricia Pierce, for the property located at 2031 Berkshire Avenue, South Pasadena. In accordance with the Agreement, approved by the South Pasadena City Council on February 16, 2000, this notification and attached signed Mills Act Contract Agreement are being forwarded to your office for review and to adjust the tax assessment for 2031 Berkshire Avenue as a Mills Act property.

If you need any additional documentation or confirmation on this matter, please contact me at (626) 403-7228.

Sincerely,

Maree Hoeger

Maree Hoeger
Associate Planner

Printed on Recycled Paper

REHABILITATION PLAN & FINANCIAL ANALYSIS

SCHEDULE A

Mills Act Documentation - 2031 Berkshire Avenue

MAINTENANCE

REHAB/RESTORATION PROJECTS TO BE COMPLETED

See attached estimate from Verdugo & Associates. Projects will be undertaken over the life of the Mills Act contract. First year budget (10% of total estimate of $115,240) =$11,524.)

- Remove and replace driveway
- Rehab/remodel first floor bathroom
- Rehab/remodel second floor bathroom
- New HVAC system
- Basement waterfroofing
- Replumbing (all copper)
- Sprinkler system (front and rear)
- Reinforce masonry fireplace, add air source
- Insulate, waterproof, drywall finish carpentry in studio
- Rehab and refinish hardwood flooring

- Landscaping and exterior lighting (Separate estimate for $3,500: first year budget = $350)

OTHER MAINTENANCE

- Gardening (current cost = $1.000)
- Cleaning (current cost = $1.000)
- Misc. Repairs (est. current cost = $1.000)

SUMMARY of Year 2000 budget

Rehab, Restoration, Remodel (10% ofVerdugo estimate)	$11,524
Landscaping estimate (10%	350
Gardening	1,000
Cleaning	1,000
Total first year maintenance	$14,225

Mills Act Documentation - 2031 Berkshire Avenue

REHAB/RESTORATION PROJECT PRIORITIES

1. Replumbing (all copper) The house has a severe case of "hardening of the arteries." Existing (original 1914) galvanized pipes are almost totally dammed up with sediment. This work needs to be completed prior to bathroom rehab/remodel.

2. Rehab/remodel first floor bathroom. This bathroom suffered an insensitive remodel (cheap 1960s blue ceramic sink, tub & toilet). Objective is to return it to give it a Craftsman Style makeover.

3. Rehab/remodel second floor bathroom. This bathroom also suffered indignities of 1960s remodel, but original cabinetry is intact. Proposed remodel will be in a Japo-Craftsman motif, demonstrating the influence of traditional Japanese design on our own Craftsman Movement.

4. Rehab and complete sprinkler system (front and rear). Current front yard system is only partially functional. Rear has to be hand watered.

5. Reinforce masonry fireplace, add air source. This is not a major priority, but poor-drawing fireplace can be corrected with a minimum of expense.

6. Basement waterproofing. I have installed a sump pump to keep basement fairly dry, but I would like to prevent the seepage experienced in heavy rain years before they return.

7. New HVAC system/electrical upgrade. Existing gravity-fed furnace is on its last legs from basement water seepage in years of heavy rain. It will have to be replaced but I hope to be able to get by for another year or two. When we do, we'll go with a complete HVAC unit. We can survive without air conditioning, but who wants to?

8. Remove and replace driveway. The Eucalyptus tree roots along the south property line have mangled the current driveway. It's barely usable, but we can live with it until funds are available to correct the problem. It will probably be completed in conjunction with the project below.

9. Landscaping and exterior lighting. This is more of a cosmetic problem than those listed above, but also contributes to neighborhood beautification.

10. Insulate, waterproof, drywall finish carpentry in studio. Rear studio work will have to wait until most of the major jobs in and around the house are completed.

11. Rehab and refinish hardwood flooring. A major part of restoring the interior Craftsman aesthetic, but last on this list for practical reasons. In addition to the above list, I will also be doing a lot of painting, stripping, plastering and refinishing. I certainly don't want to be doing this after floors have been refinished.

Property Input Sheet

Address > 2031 Berkshire Avenue

Assessed Value > $332,000

Rental Rate > $1.00

(Residential = $1.00, Retail = $1.45, Office = $1.25, Industrial = $0.90

Square Feet > 2250

Special Lien Description

L.A. County Flood Control	>	$31.24
South Pasadena Maint Dist	>	$78.92
South Pasadena Library Tax	>	$36.00
County Sanitation Dist No. 16	>	$82.00
MWD Water Standby Charge - 15	>	$9.27
Upper San Gabriel Valley MWD	>	$10.00
LA CO Park Districts	>	$20.03

FINANCIAL ANALYSIS OF MILLS ACT CONTRACT
(Landmark No. 39 - Mabel Packard House - 2031 Berkshire Avenue)

YEAR	Annual Increase %	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009
REVENUES											
Monthly Rental Calculation		2250									
Annual Rental Calcultion	3%	27,000	27,810	28,644	29503	30388	31300	32239	33206	34202	35228
EXPENSES											
Insurance	5%	1,500	1,575	1,654	1,736	1,823	1,914	2,010	2,111	2,216	2,327
Utilities	6%	2,590	2,745	2,910	3,085	3,270	3,466	3,674	3,894	4,128	4,376
Maintenance (Se Schedule A for detail)	5%	14,225	14,936	15,683	16,467	17,291	18,155	19,063	20,016	21,017	22,068
Management	5%	1,250	1,313	1,378	1,447	1,519	1,595	1,675	1,759	1,847	1,939
Other	2%	250	255	260	265	271	276	282	287	293	299
TOTAL EXPENSES		19,815	20,824	21,885	23,001	24,174	25,407	26,704	28,067	29,501	31,009
NET OPERATING INCOME		7,185	6,986	6,759	6,502	6,214	5,893	5,535	5,139	4,701	4,220

CAPITALIZATION RATE
Interest (7.5%)
Historic Property Risk (4%)
Property Tax (1%)
Amortization (3%)
TOTAL CAPITALIZATION 15.50%

ASSESSED VALUE UNDER MILLS ACT		46,354.84	45,070.00	43,605.41	41,950.21	40,092.63	38,019.97	35,712.07	33,154.17	30,330.40	27,223.74
TAXES UNDER MILLS ACT		479.84	466.54	451.38	434.25	415.02	393.56	369.67	343.19	313.96	281.81
TAXES PER COUNTY ASSESSOR	2%	3,250.00	3,315.00	3,381.30	3,448.93	3,517.90	3,588.26	3,660.03	3,733.23	3,807.89	3,884.05
TAX SAVINGS		2,770.16	2,848.46	2,929.92	3,014.68	3,102.89	3,194.70	3,290.36	3,390.03	3,493.93	3,602.25

Mills Act Application

Landmark No. 39 **(Mabel Packard House)**

Valley View Heights. Lot 70, map 5301, page 17, parcel 4
Glen Duncan and Patricia Pierce, owners

First Year Calculations -2000

INCOME	Monthly Rent Calculation	$2,250
	Annual Revenue	$27,000
	Expenditures(1)	$19,815
	Total Annual Income	$7,185
CAPITALIZATION RATE		
	Property Risk	4%
	Interest	7.50%
	Property Tax	1.00%
	Amortization	3%
	Capitalization Rate	16%
ASSESSED VALUE	Income/Capitalization Rate	$46,355
COMPARISON	Current Assessment	$325,000
	Mills Act Assessment	$46,355
	Difference	$278,645
	Current Tax	$3,250
	Mills Act Tax(2)	$480
	Difference	$2,770
	Percent Difference	85%
	Current City Disbursement	**$267**
	Mills Act City Disbursement	**$40**
	Difference	**$228**

(1) Estimated expenditures are 20% of total revenue. They include insurance, maintenance and utilities.
(2) The effective tax rate for South Pasadena is 1.083549%

Sources: Stellar tax, State Board of Equalization; Los Angeles County Tax Assessor's Office

Property Input Sheet

Address: 2031 Berkshire Avenue; map 5301, pg.17, parcel 4

Assessed Value	>	$332,000
Homeowner's Exemption		$7,000
Current Tax Assessment		$325,000

Rental Rate > $1.00
(Residential = $1.00, Retail = $1.45, Office = $1.25, Industrial = $0.90
Square Feet > 2250

Special Lien Description

L.A. County Flood Control	>	$31.24
South Pasadena Maint Dist	>	$78.92
South Pasadena Library Tax	>	$36.00
County Sanitation Dist No. 16	>	$82.00
MWD Water Standby Charge - 15	>	$9.27
Upper San Gabriel Valley MWD	>	$10.00
LA CO Park Districts	>	$20.03

PROPERTY ADDRESS:

919 Columbia Street

2025 PROGRESS REPORT

Shirin Karimi and Mike Webb
919 Columbia St
South Pasadena CA
4/4/2025

City of South Pasadena Planning Division
Mills Act – Progress Report
Community Development Department
1414 Mission St.
South Pasadena CA, 91030

Dear City of South Pasadena Planning Division:

In response to your letter please find a list of completed work, rehabilitation, and maintenance at 919 Columbia Street. Please refer to the photos on the following page in reference to the work completed thus far. Also, please acknowledge that we purchased the property in 2015 and have been working on projects previously outlined in the agreement.

Upgrading for Health and Safety Codes

1. New sewer connections
2. New Gas service
3. New Plumbing
4. New Electrical service
5. Seismic Upgrade and bolting

Repairing Deteriorated Materials and Features

1. Porch Repair – replacement of wood
2. Windows – repair/recreate windows to full function
3. Strip most paint and restore woodwork to original finish – wood molding, pocket doors, stairs
4. Restored hardwood floors
5. Restore custom fireplace surrounds
6. Restore most period lighting fixtures
7. Miscellaneous – Interior Window/Transom, Wood fixtures, Repair and Rehabilitate Stained Glass windows

Alterations for Modern Use:

1. Bathroom 1 – restore fixtures such as installing an original clawfoot tub from another bathroom and install a period appropriate vanity and lighting.
2. Bathroom 2 – update master by removing superfluous appliances and adding a period appropriate vanity and convert a dressing space to a closet.
3. Bathroom 3 – restore/replace fixtures
4. Kitchen – Install cabinetry and appliances. Create a pantry area to make functional.

Preservation Priorities

1. Installed landscape plan – landscaped exterior, installed proper surface drainage, driveway, gates, planting
2. Updated irrigation system
3. Landscape maintenance
4. Termite treatment and inspections

We have more to do to preserve and rehabilitate this wonderful home. Our priority was to make it functional for a modern family. We will continue to preserve, maintain, and love the historic merit of 919 Columbia Street. We anticipate that our next projects will include refurbishing exterior mill work, replacing damaged exterior wood and siding, and painting the home.

Sincerely,

Shirin Karimi and Mike Webb

Upgrading for Health and Safety:

Exterior sewer lines:





Gas Service:





New Gas Meter/service

New Plumbing throughout house:



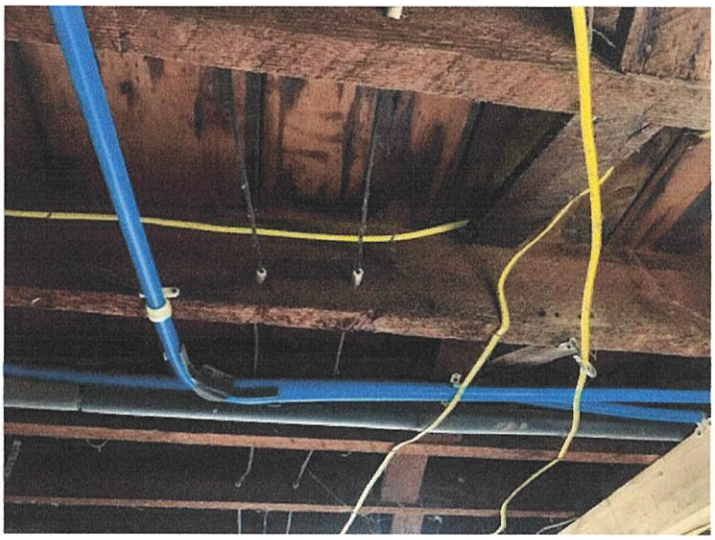


New Electrical Service:

New Meter/Panel



New Electrical wiring



Seismic Upgrade and Bolting:

Replacement work of old foundation

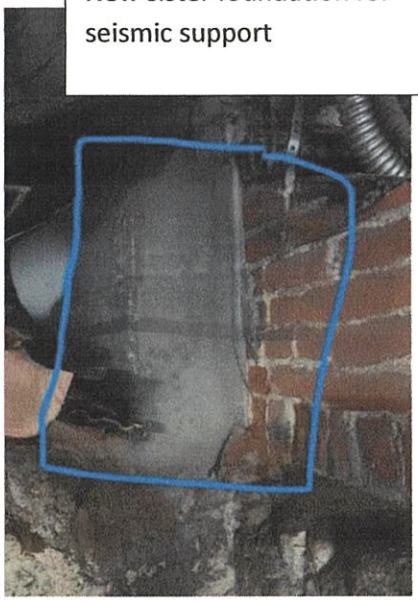




Replacement work of old foundation



New sister foundation for seismic support



New foundation for seismic support



Seismic Upgrade and Bolting



Porch Repair:

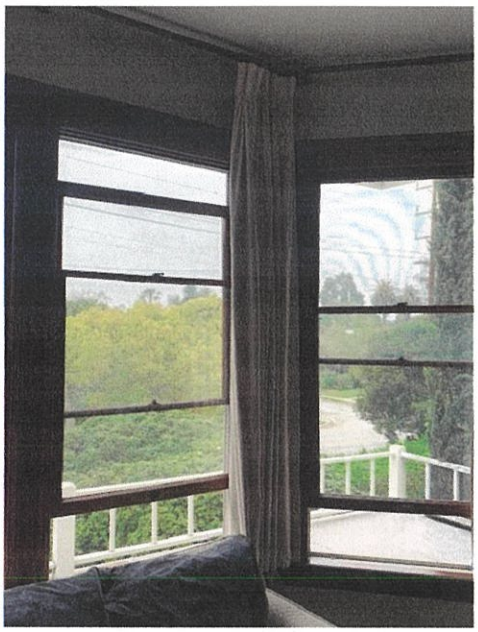
Replaced rotted wood, porch steps, railings



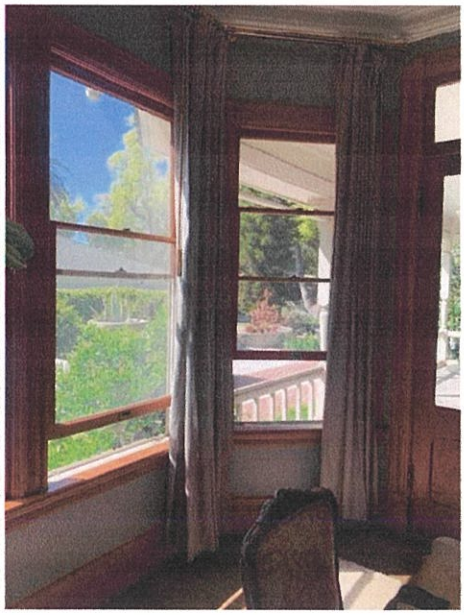


Window Rehabilitation/Repair – functioning double hung windows:



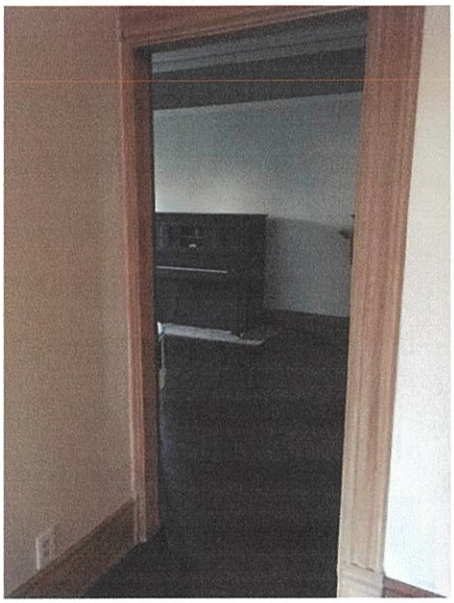




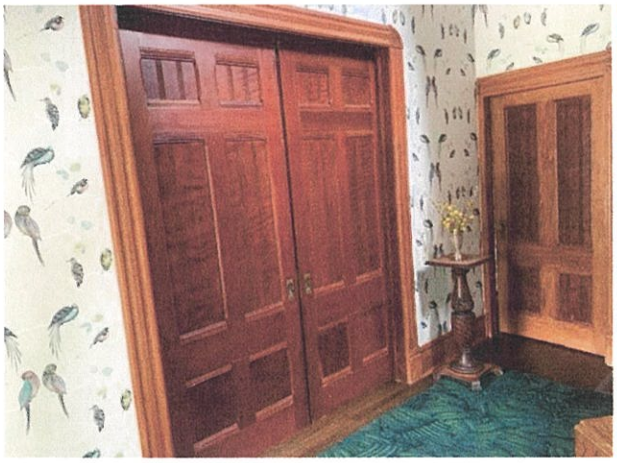


Strip and Repair Woodwork to original (pocket door repair):

Before front hallway woodwork



After front hallway woodwork – repaired pocket doors, restored wood – opposite side in dining room



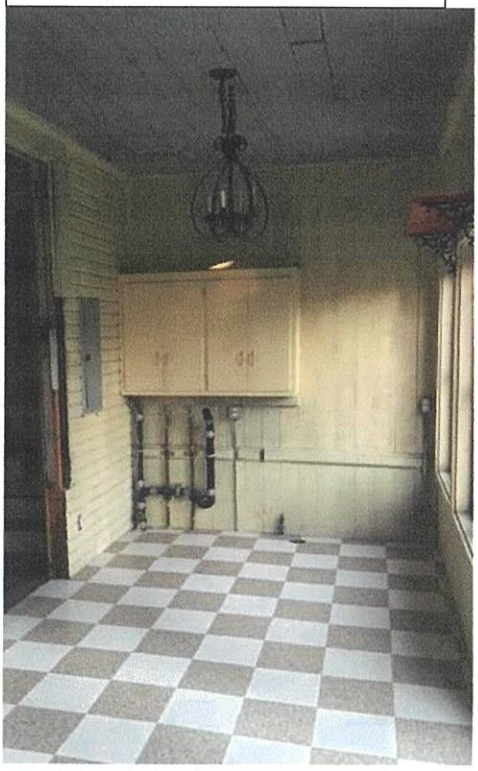




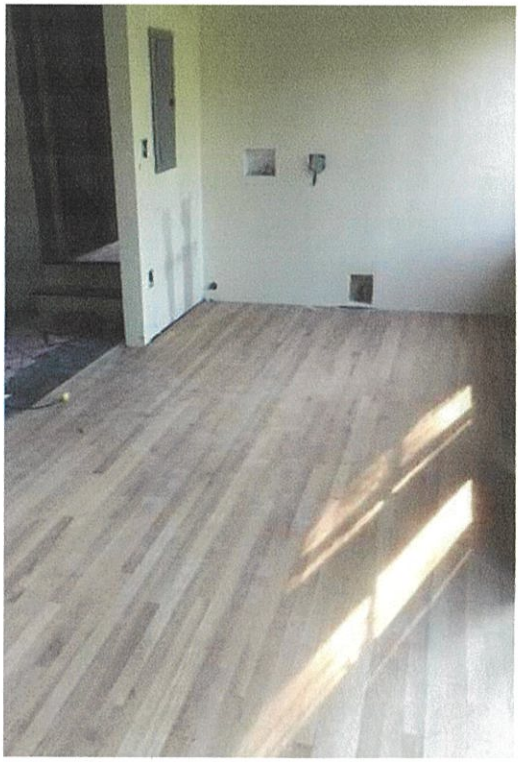
After front hallway woodwork – restored wood on railing, front door, windows

Restore/Repair hardwood Floors:

Before – back of kitchen flooring



After – back of kitchen flooring



Restored wood flooring in living and dining rooms



Restore Fireplaces:

Before



After



Before



After



Before

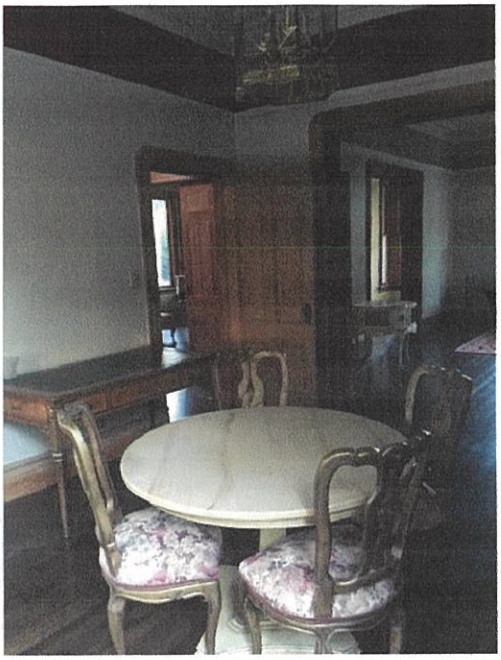


After

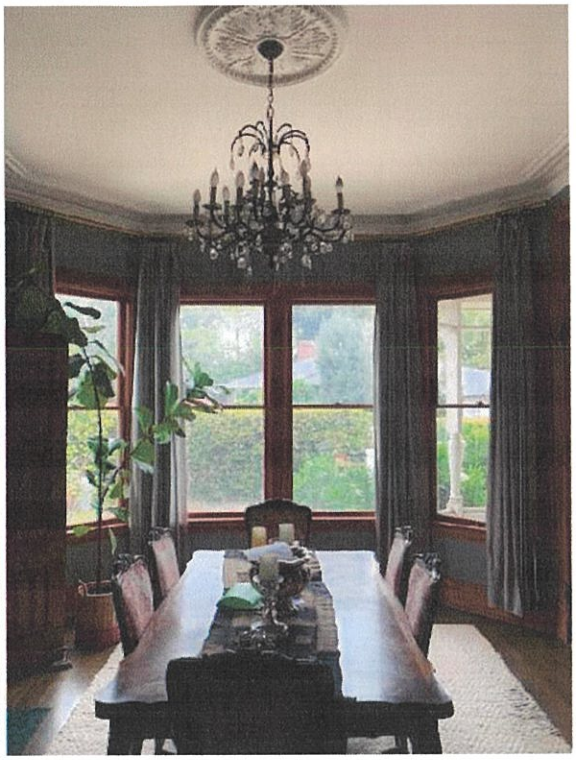


Restore Period Lighting Fixtures:

Before – Lighting and dining room



After – lighting and dining room





After – lighting and living room

Miscellaneous – Interior Window/Transom, Wood fixtures, Repair and Rehabilitate Stained Glass windows



After – restored and rehabilitated bowed stained-glass window



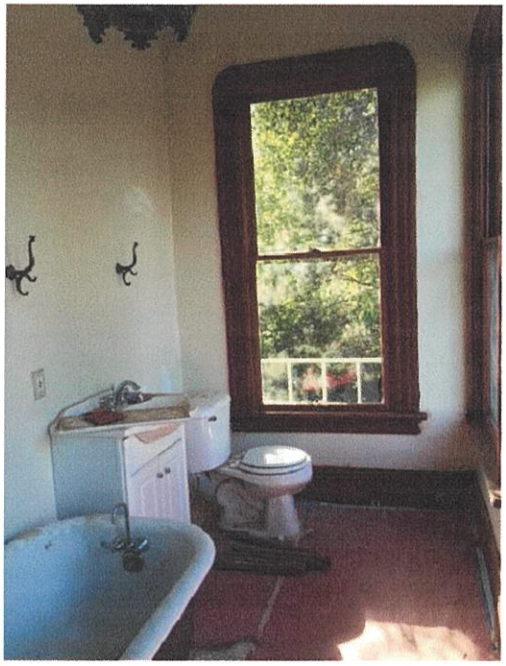




After – sourced and replaced wood door fixtures, transom hardware

Alterations for Modern Use:

Bathroom 1



Before – bathroom with mix of fixtures



After – bathroom with restored counter fixture



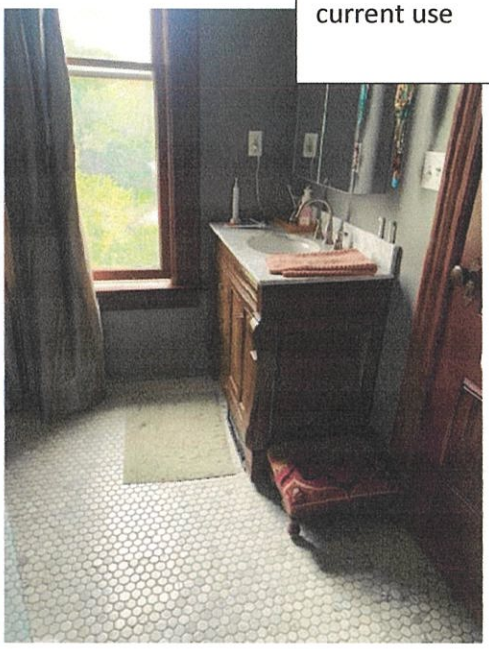
After – bathroom with historical fixtures

Bathroom – Master

Before – bathroom was not useable



After – bathroom updated for current use



Kitchen – update to current function



Before – kitchen with random shelving and fixtures, no fixtures

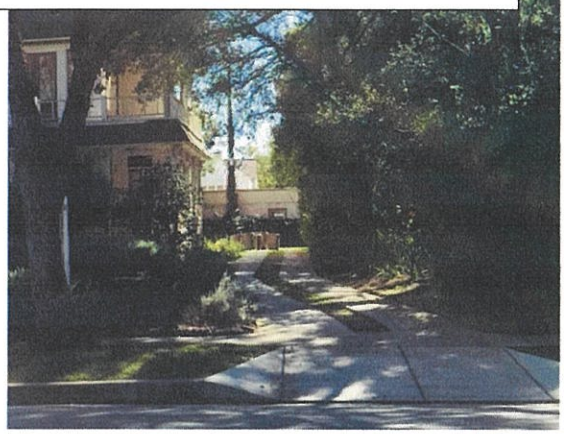
After - kitchen updated for current use, restored flooring, made livable





Preservation Priorities/Landscape:

Before – driveway, poured concrete/dirt





After – driveway, reclaimed period bricks

After – reclaimed period bricks, surface drainage added

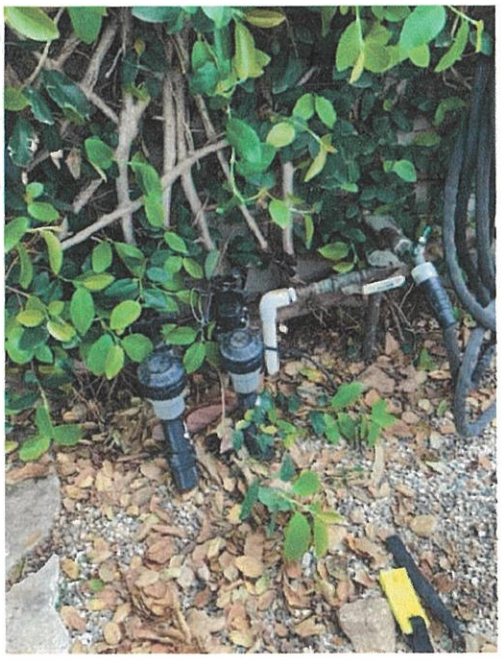




After – period pedestrian gate



New Irrigation systems for entire property





New stone landscaping



SUMMARY OF COMPLETED WORK

REHABILITATION PLAN

Keeping in mind that this house has been vacant for over forty years, all work in the first three categories will be initiated in the first year because these tasks must be completed to make the house livable and comfortable for our parents, for whom we purchased and are rehabilitating the historic property. The exact timing of tasks within these categories will be determined by the availability of contractors and artisans to do the work and the specific requirements of the permitting process in South Pasadena. Considering these caveats, the individual tasks in each of the above five categories are listed below in the likely sequence of completion.

Phase I – Preparing the Residence for Occupancy

Upgrading for Health & Safety Codes and Current Living Standards

Complete ↓

✓ 1. New Sewer- update/replace interior and install non existing exterior connection.
✓ 2. New Gas Service - update/replace interior and install exterior meter connection.
✓ 3. New Plumbing- update/replace interior and install new meter/main.
✓ 4. New Electrical service- update/replace interior and install new panel/meter.
✓ 5. Rebuild and seismically reinforce both chimneys and flues to the five existing fireplaces (including any necessary firebox repair).

Repairing Deteriorated Materials and Features

EXTERIOR

Incomplete (1.) Roof- replace dated roof with appropriate period type roof and drainage system.
Incomplete (2.) Shingle work- repair/replace to original look per photo.
Complete ✓ 3. Porch repair- repair/replace wood on porches and stairs.
✓ 4. Windows- repair/rehabilitate/recreate windows to full function.
Incomplete 5. Prep/paint- to harmonize with historic period.

INTERIOR

Incomplete (1.) Repair/replace all deteriorating walls
Complete ✓ 2. Strip inappropriate paint and restore woodwork to original finish.
✓ 3. Restore/repair/replace (as necessary) all hardwood floors.
✓ 4. Restore custom fireplace surrounds to original character.
Incomplete (5.) Paint and/or wallpaper with period appropriate colors and patterns.
✓ 6. Restore period lighting fixtures and replace inappropriate fixtures with period appropriate fixtures.

Alterations for Modern Use

Complete ↓

✓ 1. Bathroom 1- update master and restore original fixtures.
✓ (2.) Bathroom 2- restore/replace with heritage appropriate fixtures.
✓ (3.) Bathroom 3- powder room, restore or replace fixtures.
✓ 4. Kitchen- update to current function with heritage themed cabinetry and appliances.

Phase II – Preservation Priorities

Although work on the landscape plan. sprinkler system and maintenance may begin prior to completion of all Phase One tasks. all of the work below is less critical to preparing the residence for occupancy. Likewise. replacing missing exterior features that help to define the character of the Riggins house are deferred to Phase Two. They can be undertaken after the Hurtados move in.

Replace Missing Features

√ 1. Design and install landscape plan appropriate to heritage of residence.
2. Gables- recreate/rebuild two rooftop gables to match original per photo.

Protect and Maintain Existing Historic Materials and Features

√ 1. Update/install irrigation system to allow for proper maintenance.
√ 2. Landscape maintenance (bimonthly gardening service to maintain appearance/integrity).
3. Roof and drainage maintenance (yearly inspection and repair as needed).
4. Miscellaneous maintenance and repair (as needed).
5. Inspect and refinish protective surfaces as needed.
√ 6. Termite inspection and repair (at least every five years).

** **SPECIAL NOTE:**

The following rehabilitation work is also planned and considered important. However, their completion would far exceed the limits of this proposed Mills Act contract. This work will either be completed before this proposed contract expires (with no Mills Act financial assistance), or deferred to an anticipated contract extension.

1. Recreate front porch arch trim and balustrades.
2. Seismic upgrade (e.g.. foundation bolting).
3. Design and construct period appropriate carriage house/garage with detail to match original.
4. Design and construct period appropriate driveway from curb to garage/carriage house

MILLS ACT CONTRACT

2006 - 18

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 17 day of May 2006, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and George Sokolow("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possess fee title in and to that certain real property, together with associated structures and improvements thereon, located at 919 Columbia Street, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) On January 18, 2006, the City Council of the City of South Pasadena adopted Resolution No. 6471, attached hereto marked "Exhibit B" and incorporated herein as if fully set forth, thereby declaring and designating the Historic Property as a landmark pursuant to the terms and provisions of Section 2.73A-14 of the South Pasadena Municipal Code.

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on 5/17/, 2006, and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. If City or Owner desire in any year not to renew this Agreement, that party shall serve written notice of non-renewal in advance of the annual renewal date of this Agreement as follows: Owner must serve written

notice of non-renewal at least ninety (90) days prior to the annual renewal date; City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serve timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner are entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines Owner have breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the

standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assess as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subject the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural

and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: George Sokolow
1324 Gates Place
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agree to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of their contractor, subcontractor, agent, employee or other person acting on his behalf which relate to the use, operation and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's

fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 6/7/06

By: _____
MAYOR

Attest:

_____
CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Dated: 6/7/06

Dated: _____

5/22/06

_____
George Sokolow, Property Owner

Order No. 19416233 - A

- Exhibit A -

05 1598934

The West 80 feet of Lot 13, of A.O. Porter's subdivision of a part of the Porter & Green Tract, as per map recorded in book 14, page 97 of Miscellaneous Records of said County.

Except the North 20 feet thereof, conveyed to the City of South Pasadena for widening Columbia Street, by deed recorded in book 2437, page 20 of deeds.

Assessor's Parcel No: 5317-006-004

RESOLUTION NO. 6859

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA DESIGNATING THE BURWOOD HOUSE AT 919 COLUMBIA STREET AS A CULTURAL HERITAGE LANDMARK (LANDMARK NO. 48)

WHEREAS, Section 2.73A-14 of the South Pasadena Municipal Code Ordinance #2004 (commonly known as the "Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as landmarks; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Cultural Heritage Commission to register the house located at 919 Columbia Street as a landmark; and

WHEREAS, the research and documentation proved by Commission members Glen Duncan and John Lesak amply demonstrate the qualifications of the property for landmark designation; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owner, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the accredited architectural historian recently determined in a report that the house appears eligible for listing on the National Register of Historic Places; and

WHEREAS, the Commission made findings of fact based on the nomination and supporting materials and the information and testimony provided by the public pursuant to Subsection (a) (2) "Designation Criteria" of the above Ordinance Section, as follows:

(A.) Its character, interest or value as a part of the heritage of the community;

Built in 1885, the residence at 919 Columbia is one of the earliest homes in the area, completed three years before the City of South Pasadena was incorporated. Its location on Columbia helped to establish this area as one of the most desirable areas in the budding community and is a significant contributor to the Columbia Street historic neighborhood.

The original owner was James R. Riggins. According to records at the Mount Lowe Preservation Society, the home was purchased about 1890 by Edna Lowe Wright and her husband. Edna was one of Professor Thaddeus Lowe's daughters. Although the famous inventor and founder of the Mount Lowe Railway apparently never lived at the 919 Columbia residence, he did visit and was photographed there. It is also speculated that as a great lovers of Cycads, he was responsible for installing two Sago Palms in the front yard that had matured by the time the Gertmenians acquired the home in 1925.

(D.) Its exemplification of a particular architectural style of an era of history of the city;

The residence is an excellent example of the Queen Anne Victorian Style. Most of the key character-defining features were retained when the front facade was "modernized," presumably in the early 1920s. By 1925, a dormer and smaller second story gable and "gingerbread" detailing around the first story front porch had disappeared. The interior, although severely deteriorated by 40 years being unoccupied, is structurally sound and still has original door hardware, five original fireplaces and several dual electric and gas lighting fixtures. In the hands of owners capable and committed to restoration, The Riggins house is eminently reparable.

(G) Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, detail, materials or craftsmanship;

Design detail and craftsman of the Riggins house were consistent with the best available in the mid 1880s. The home stands on a strong and intact brick foundation with redwood construction; both have remarkably held up for 120 years, at least 40 of which have been characterized by profound neglect. It exhibits great attention to detail, design, and craftsmanship, including handcrafted woodwork and intricate, custom tiled fireplaces that could have only been achieved by master craftsmen.

WHEREAS, the Commission findings included a determination that the house has an extremely high degree of integrity; and

WHEREAS, based on the evidence presented in the application materials, the designation being categorically exempt from the California Environmental Quality Act, sub-committee research, on-site inspection and public testimony, the Cultural Heritage Commission voted to recommend designation of this property on November 17, 2005 and forwarded the recommendation to the City council; and

WHEREAS, the City Council held a public hearing on the proposed designation on January 18, 2006 and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DOES HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:

SECTION 1. The City Council approves the designation of 919 Columbia Street as an Official South Pasadena Historic Landmark.

SECTION 2. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 18th day of January 2006.

Odom Stamps, Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Stephen P. Pfahler, Esq., City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 18th day of January 2006, by the following vote:

AYES: Cacciotti, Margrave, Putnam, Ten and Mayor Stamps

NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby, City Clerk

- Exhibit C -

SCHEDULE A - MAINTENANCE PLAN

The South Pasadena City Council designated the house as a local landmark on January 18, 2006. The property was previously listed on the California Register by virtue of detailed survey work by qualified architectural historians employed by Caltrans in conjunction with a proposed 710 Freeway EIR.

Because the local designation was based on three very specific criteria (see Appendix A) and because the house was in incredibly poor condition when we purchased it, the restoration and preservation challenge is considerable. Our determination is to restore the residence to its early glory at the turn of the 20th century, but with up-to-date kitchen and bath conveniences and appurtenances common in historic renovations and permitted within Secretary of Interior Standards for the Treatment of historic Properties – Guidelines for Rehabilitation.

More specifically, Our rehabilitation plan is based on preserving the original floor plan and spatial relationships, restoring the late 19th century period character of both the exterior and interior while upgrading the residence to modern use. In applying for landmark status immediately after we bought the residence, we fully appreciate and are committed to doing all work under the Rehabilitation Guidelines of Secretary of Interior Standards for the Treatment of Historic Properties

It was a distinguished home when it was built in 1885 and if granted, we intend nothing less in the course of our Mills Act contract. We intend to complete the work with the taste and quality that will make the home just as desirable 125 years in the future as it was 125 years in the past.

Fortunately, structural integrity, spatial arrangement, woodwork and detail design is quite high. A few important exterior features, such as a front gable dormer and "gingerbread" around the front porch, were removed, probably in the 1920s, but the basic "bones" and design details are still intact.

Although Mills Act contracts designate all preservation, repair, restoration rehabilitation and maintenance under the banner of "maintenance," apparently to emphasize the overarching premise of maintaining community heritage, we have broken our plan down into discreet categories aligning with Rehabilitation Guidelines of Secretary of Interior Standards for the Treatment of Historic Properties.

A. Upgrades for Health and Safety Codes

B. Repairing Deteriorated Materials and Features

C. Proposed Alterations for Modern Use

D. Replacing Missing Features

E. Protecting and Maintaining Existing Historic Materials and Features

REHABILITATION PLAN

Keeping in mind that this house has been vacant for over forty years, all work in the first three categories will be initiated in the first year because these tasks must be completed to make the house livable and comfortable for our parents, for whom we purchased and are rehabilitating the historic property. The exact timing of tasks within these categories will be determined by the availability of contractors and artisans to do the work and the specific requirements of the permitting process in South Pasadena. Considering these caveats, the individual tasks in each of the above five categories are listed below in the likely sequence of completion.

Phase I – Preparing the Residence for Occupancy

Upgrading for Health & Safety Codes and Current Living Standards

1. New Sewer- update/replace interior and install non existing exterior connection.
2. New Gas Service - update/replace interior and install exterior meter connection.
3. New Plumbing- update/replace interior and install new meter/main.
4. New Electrical service- update/replace interior and install new panel/meter.
5. Rebuild and seismically reinforce both chimneys and flues to the five existing fireplaces (including any necessary firebox repair).

Repairing Deteriorated Materials and Features

EXTERIOR

1. Roof- replace dated roof with appropriate period type roof and drainage system.
2. Shingle work- repair/replace to original look per photo.
3. Porch repair- repair/replace wood on porches and stairs.
4. Windows- repair/rehabilitate/recreate windows to full function.
5. Prep/paint- to harmonize with historic period.

INTERIOR

1. Repair/replace all deteriorating walls
2. Strip inappropriate paint and restore woodwork to original finish.
3. Restore/repair/replace (as necessary) all hardwood floors.
4. Restore custom fireplace surrounds to original character.
5. Paint and/or wallpaper with period appropriate colors and patterns.
6. Restore period lighting fixtures and replace inappropriate fixtures with period appropriate fixtures.

Alterations for Modern Use

1. Bathroom 1- update master and restore original fixtures.
2. Bathroom 2- restore/replace with heritage appropriate fixtures.
3. Bathroom 3- powder room, restore or replace fixtures.
4. Kitchen- update to current function with heritage themed cabinetry and appliances.

Phase II – Preservation Priorities

Although work on the landscape plan, sprinkler system and maintenance may begin prior to completion of all Phase One tasks, all of the work below is less critical to preparing the residence for occupancy. Likewise, replacing missing exterior features that help to define the character of the Riggins house are deferred to Phase Two. They can be undertaken after the Hurtados move in.

Replace Missing Features

1. Design and install landscape plan appropriate to heritage of residence.
2. Gables- recreate/rebuild two rooftop gables to match original per photo.

Protect and Maintain Existing Historic Materials and Features

1. Update/install irrigation system to allow for proper maintenance.
2. Landscape maintenance (bimonthly gardening service to maintain appearance/integrity).
3. Roof and drainage maintenance (yearly inspection and repair as needed).
4. Miscellaneous maintenance and repair (as needed).
5. Inspect and refinish protective surfaces as needed.
6. Termite inspection and repair (at least every five years).

** **SPECIAL NOTE:**

The following rehabilitation work is also planned and considered important. However, their completion would far exceed the limits of this proposed Mills Act contract. This work will either be completed before this proposed contract expires (with no Mills Act financial assistance), or deferred to an anticipated contract extension.

1. Recreate front porch arch trim and balustrades.
2. Seismic upgrade (e.g., foundation bolting).
3. Design and construct period appropriate carriage house/garage with detail to match original.
4. Design and construct period appropriate driveway from curb to garage/carriage house

Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

800 Fair Oaks Avenue

2025 PROGRESS REPORT

THE KUTZER COMPANY

716 MISSION STREET
SOUTH PASADENA / CA / 91030
PHONE: 626 / 441-9620
FAX: 626 / 799-5670
DRE# 01220910
WWW.KUTZER.COM

Via Hand Delivery

April 8, 2025

Mr. Michael Donovan
City of South Pasadena
Community Development Department
1414 Mission Street,
South Pasadena, CA 91030

RE: 800-802 Fair Oaks Avenue (APN: 5318-014-009) – Mills Act Progress Report

Dear Mr. Donovan:

Per your request, attached please find the itemized list of work completed to date along with photo documentation of some of the work, and a copy of the Mills Act Contract for the subject property.

Of course, if you have any questions, please do not hesitate to call us.

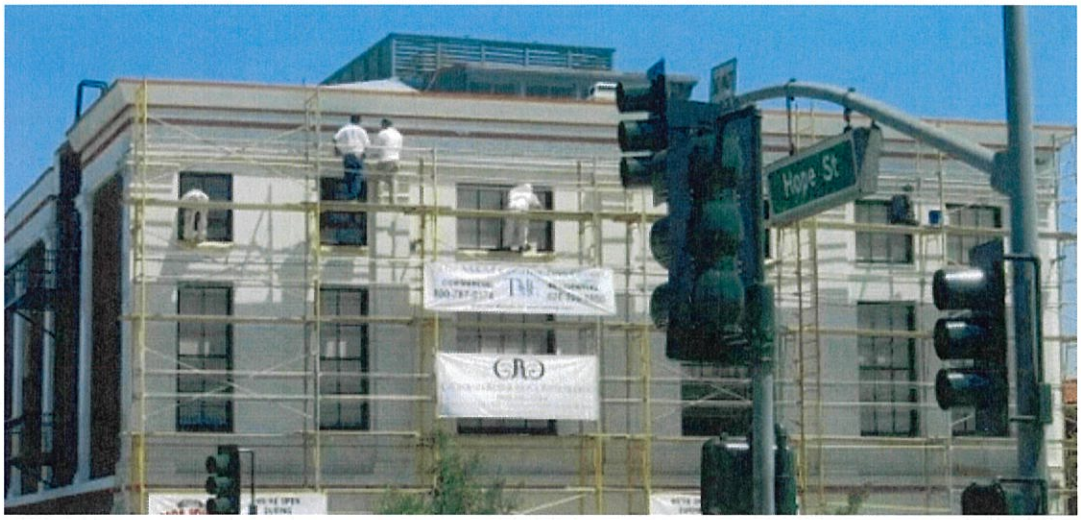
Sincerely,

Alexandra Paredes
Property Manager

Enclosures

Rehab / Restoration - Completed at 800-802 Fair Oaks Avenue, South Pasadena

	Category	Description	Status
1	Awnings	Installation of awnings on West/North Façade	Completed
2	Lighting	Installation of flood lights and various new lighting treatments on West/North Facades	Completed
3	Window Film	Window film installation on East and West Facings by G5 Tint Shop	Completed
4	Roofing	Removal and new roof installation by Central Roofing	Completed
5	Painting	Painting of all exterior doors, windows and ladders by Fino Painting & Decorating	Completed
6	Exterior Brick Restoration	Wash, repair, and restoration of exterior brick and grouting surfaces by California Restoration and Waterproofing	Completed
7	Paving	Re-surface, re-seal, and re-stripe all parking lot areas by Empire Parking Lot Services	Completed
8	Signage	Design and installation of new exterior signage	Completed
9	Planning and Consulting	Project coordination, drafting services, and consulting by Dahl Architects and The Kutzer Company	Completed


Hope St


Office
Space
For
Lease

Parking Lot: Before





After New Asphalt and restripe





Roof screen work





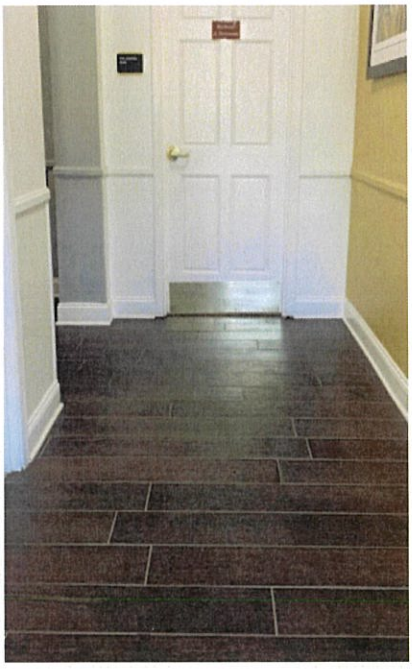


Old Flooring





New Flooring

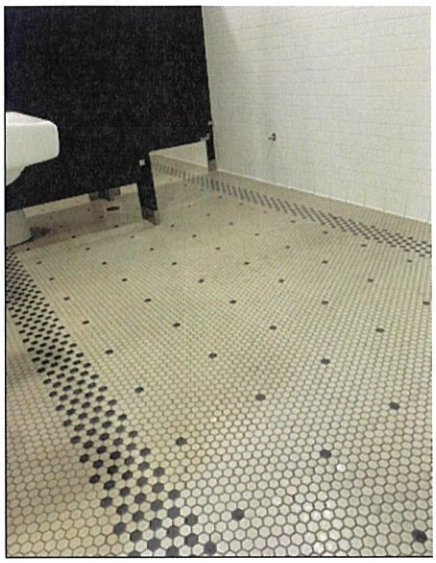




New Electronic Building Directory – For Tenant suites / Signage

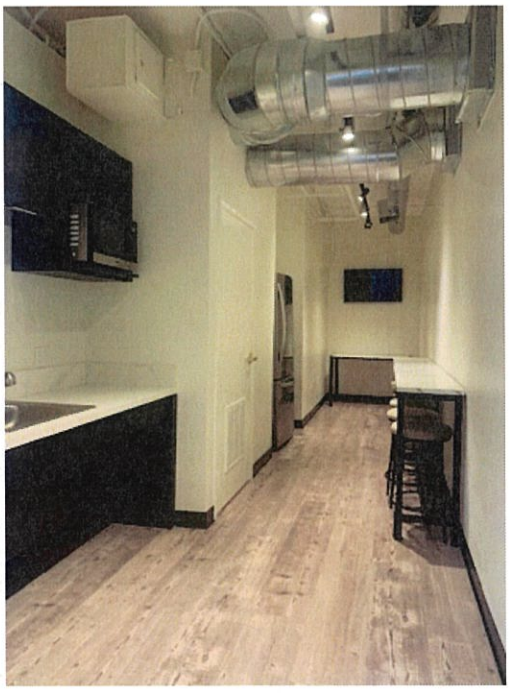


Common Areas









MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 18 day of December, 2006, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Pete Kutzer ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possess fee title in and to that certain real property, together with associated structures and improvements thereon, located at 800-802 Fair Oaks Avenue, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) On December 20, 2006, the City Council of the City of South Pasadena adopted a Resolution, attached hereto marked "Exhibit B" and incorporated herein as if fully set forth, thereby declaring and designating the Historic Property as a landmark pursuant to the terms and provisions of Section 2.73A-14 of the South Pasadena Municipal Code.

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on December 28, 2006, and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. If City or Owner desire in any year not to renew this Agreement, that party shall serve written notice of non-renewal in advance

of the annual renewal date of this Agreement as follows: Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date; City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serve timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner are entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for rehabilitation and maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.*, may cancel this Agreement if City

determines Owner have breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assess as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subject the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations

and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Fair Hope, LLC
c/o Pete Kutzer, The Kutzer Company
716 Mission Street
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agree to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of their contractor, subcontractor, agent, employee or other person acting on his behalf which relate to the use, operation and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or

restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12/20/06

By: _____
MAYOR

Attest:

Sally Kilby
CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Dated: 12/20/06

Dated: 12-28-06

_____
Pete Kutzer, Property Owner
On Behalf of The Kutzer Company,
Agent for Fair Hope, LLC

State of California }
County of Los Angeles }
}

On December 28, 2006, before me, Sarah Adams, Notary Public,
Name of Notary Public and Title
personally appeared Susie Yu Yan,

personally known to me (~~or provided to me the basis of satisfactory evidence~~) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

Witness my hand and official seal.

Notary Signature Sarah Adams

Notary Seal

SARAH ADAMS
Commission # 1612087
Notary Public - California
Los Angeles County
My Comm. Expires Oct 9, 2009

– Exhibit A –

Legal Description of the Property
Fair Hope, LLC
September 1, 2006

Property Address:
800-802 Fair Oaks Avenue / 1605 Hope Street, South Pasadena, CA 91030

Legal Description: Book 1 Page 91 Parcel Maps

Exhibit A on Deed of Trust:

Real property in the City of South Pasadena, County of Los Angeles, State of California, described as follows:

PARCEL 1:

South 45 feet of Lot 10 and the North 5 feet of Lot 11 in Block "H", Raymond Villa, Tract No. 1, in the City of South Pasadena, as per map recorded in Book 1 Page 91 of Maps, in the Office of the County Recorder of said County.

PARCEL 2:

The South 50 feet of Lot 11 in Block H of the Raymond Villa Tract No. 1, in the City of South Pasadena, as per map recorded in Book 1 Page 91 of Maps, in the Office of the County Recorder of said County.

PARCEL 3:

The North 5 feet of Lot 5 and all of Lot 6 in Block "H" of the Raymond Villa Tract No. 1, in the City of South Pasadena, as per map recorded in Book 1 Page 91 of Maps, in the Office of the County Recorder of said County.

PARCEL 4:

That portion of Lots 7, 8 and 9 in Block "H" of the Raymond Villa Tract No. 1, in the City of South Pasadena, as per map recorded in Book 1 Page 91 of Maps, in the Office of the County Recorder of said County, described as follows:

Beginning at a point on the Easterly line of said Lot 9, distant South 0° 46' West 50 feet from the Northeasterly corner of said Lot 9; thence North 0° 46' East 50.00 feet to the Northeasterly corner; thence South 88° 00' 30" West 153.00 feet to the Northwesterly corner of said Lot 7; thence along the Westerly line of said Lot 7, South 0° 46' West 43.00 feet; thence North 89° 22' 12" West 152.83 feet to the point of beginning.

— Exhibit B —

RESOLUTION NO. 6910

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DESIGNATING THE FAIR-HOPE BUILDING AT 800-802 FAIR OAKS AVENUE AS A CULTURAL HERITAGE LANDMARK (LANDMARK NO. 49)

WHEREAS, Section 2.73A-14 of the South Pasadena Municipal Code Ordinance #2004 (commonly known as the "Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as landmarks; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Cultural Heritage Commission to register the house located at 800-802 Fair Oaks Avenue as a landmark; and

WHEREAS, the research and documentation proved by Commission members Glen Duncan and John Lesak amply demonstrate the qualifications of the property for landmark designation; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owner, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the accredited architectural historian recently determined in a report that the house appears eligible for listing on the National Register of Historic Places; and

WHEREAS, the Commission made findings of fact based on the nomination and supporting materials and the information and testimony provided by the public pursuant to Subsection (a) (2) "Designation Criteria" of the above Ordinance Section, as follows:

a. ***Its character or interest or value as a part of the heritage of the community;*** The Fair Hope Building is one of the few remaining early twentieth century structures in South Pasadena's Fair Oaks corridor. Built in 1911, it was one of the largest and most significant commercial buildings erected on what was then called Palermo Avenue. Originally the ground floor was used as and automobile garage and a retail dairy depot. The South Pasadena Masonic Lodge occupied the second floor.

Well served by the Pasadena Electric "Red Cars," the stretch of Palermo Avenue between Monterey Road and State Street sported a mix of fine homes and commercial structures.

Over the next fifteen years, before Fair Oaks Avenue was designated part of U. S. Highway 66, many commercial buildings were added to the bustling streetscape. Most were one and two-story structures with retail stores and automobile dealerships and services on the first floor and offices or residences on the second floor. The streetscape also included theaters and other entertainment uses (the Ritz Theater was located just to the south of the Fair Hope Building).

*d. **Its exemplification of a particular architectural style of an era of history of the city;***
As noted in the 2003 South Pasadena Historical Resources Survey update by PCR, the Fair Hope building "incorporates characteristic elements of the Classical revival style as applied to commercial buildings in the first decades of the twentieth century (flat roof with parapet, brick construction, Doric pilasters, and recessed fenestration)."
Only moderately altered, the building retains sufficient integrity to convey its historic significance and turn-of-the century character.

*e. **Its exemplification of the best remaining architectural type in a neighborhood;***
The Classical Revival Style building, with its white glazed brick front façade and Doric pilasters on front and north facades, is unique to the South Pasadena Fair Oaks corridor.
All other examples of this architectural type that were built in the early twentieth century have been far too altered to convey that design motif.

WHEREAS, the Commission findings included a determination that the house has an extremely high degree of integrity; and

WHEREAS, based on the evidence presented in the application materials, the designation being categorically exempt from the California Environmental Quality Act, sub-committee research, on-site inspection and public testimony, the Cultural Heritage Commission voted to recommend designation of this property on November 16, 2006 and forwarded the recommendation to the City council; and

WHEREAS, the City Council held a public hearing on the proposed designation on December 20, 2006 and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council approves the designation of 919 Columbia Street as an Official South Pasadena Historic Landmark.

SECTION 2. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 20th day of December, 2006.

Philip C. Putnam, Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Richard Terzian, Esq., Interim City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 20th day of December, 2006, by the following vote:

AYES: Cacciotti, Margrave, Stamps, Ten and Mayor Putnam

NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby, City Clerk

⌙Exhibit C⌐

Mill's Act Application
Rehab / Restoration / Maintenance Plan

Fair Hope Building
800-802 Fair Oaks Avenue, 1605 Hope Street
South Pasadena, CA 91030

October 1, 2006

Fair Hope, LLC
c/o The Kutzer Company
716 Mission Street
South Pasadena, CA 91030
(626) 441-9620

FAIR HOPE BUILDING
PRINCIPLES OF RESTORATION

Background

The Fair Hope Building, located at the southeast corner of Fair Oaks Avenue and Hope Street, is a Classical Revival building constructed in 1911. The building was apparently used for auto services (L.M. Burton Autos), and later as a retail dairy store (Adohr Creamery Corporation) beginning in 1926. Local residents remember its use as a fraternal lodge in the mid 1900's. It was finally converted to retail/restaurant uses on the ground floor, and office uses on the second and newly-added third floors in the 1980's. It was included in the historical survey performed by PCR Services Corp. for the City of South Pasadena in 2003, and is eligible for listing in the California Register.

Restoration Principles

Our partnership, Fair Hope, LLC, acquired the property in 2003. We now plan to do significant restoration work on the building, in an effort to restore the building in accordance with the Secretary of the Interior's Standards for Rehabilitation (the "Standards.") According to the Standards,

> "Rehabilitation" is defined as "the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values."

For easy reference, the ten guiding principles of restoration are attached as an exhibit.

Our basic objectives are to:

1. Implement restoration of basic building systems (including but not limited to roof, exterior walls, hardscape) to ensure short-and long-term preservation of the property.

2. Restore façade in a manner appropriate for the building. This will include:
   - Restoration of glazed brick façade
   - Removal of inappropriate signage and awnings
   - Installation of new, appropriate signage and awnings
   - Installation of lighting to enhance appreciation of the building at night

The Team

We have assembled an experienced and talented team to guide and implement this program. The team includes:

Dahl Architects – Dahl Architects, including Steve Dahl and Linda Hames, is serving as architect for the project.
Ray Girvigian, FAIA – Mr. Girvigian is serving as the historic consultant.
Paul Rogers – Mr. Rogers is the designer for the signage and awning program.
The Kutzer Company – The Kutzer Company is the management company for the building.
California Restoration and Waterproofing – David Charlebois is coordinating restoration work on the brick façade.

Planning and Design Documents

Design plans and documents are being submitted concurrently with this application.

– Exhibit D –

The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

I. Rehab/Restoration-Planned (expected to be maintained over the life of the contract)

1. *Awnings*: Awning production, installation and lettering on West and North Facades of the building.	$ 25,000.00
2. *Lighting*: Replace back alley flood lights and install various new lighting treatments around the West and North Facades of the building.	$ 15,000.00
3. *Window Film*: Window Film installation on the East and West Facings to to be completed by Solar-Gard Window Tinting.	$ 1,902.15
4. *Roofing*: New roof installation, including the removal of any existing roofing to be completed by either Central Roofing, Richter Roofing, The M & M Construction Group or Lavey Roofing.	$ 44,000.00 - $ 73,500.00
5. *Painting*: Painting of all exterior windows, doors and ladders to be completed by Fino Painting & Decorating.	$ 19,200.00
6. *Exterior Brick Restoration*: Wash, repair, and restoration of all exterior brick and grouting surfaces to be completed by either Bielski Window & Masonry Cleaning or California Restoration & Waterproofing	$ 18,795.00 - $ 54,470.00
7. *Paving*: Re-surface, re-seal, and re-stripe all parking lot areas where necessary to be completed by either Caliber Paving or Pasadena Paving, Inc.	$ 19,494.00 - $ 21,635.00
8. *Signage*: Design and installation of new exterior signage	$ 10,000.00
9. *Planning & Consulting*: Project coordination, drafting services, blueprints, pictures, and consulting, completed by Dahl Architects and Raymond Girvigian, F.A.I.A.	$ 17,000.00
Total:	**$ 170,391.15 - 237,707.15**

II. Annual Estimated Maintenance (expected over the life of the contract)

In order to maintain the building in compliance with the Secretary of the Interior's standards and to generally preserve the property we anticipate the following approximate **annual** expenditures as based on our *2005 Year-to Date General Ledger*, and experience with similar historic buildings.

1. *Awning Maintenance* (current cost $130/month) $ 1,560.00
   This maintenance program, usually provided by Grinnell Window Cleaning, consists of regular inspections, cleaning, adjustment, and maintenance of the awnings. This ensures that the awnings remain in good condition and repair.

2. *Carpet Maintenance* (current cost $400/quarterly) $ 1,600.00
   This quarterly maintenance program provided by LaDonne Carpet Cleaning, consists of the cleaning of all common area carpets including halls, elevator lobbies, and stairs. This ensures that the carpets remain in good condition and repair.

3. *Roofing* (current cost $595/twice yearly) $ 1,190.00
   This bi-yearly preventative roof maintenance program, usually provided by The M&M Construction Company, consists of the cleaning and maintenance of all roof surfaces, including but not limited to HVAC drain lines, gutters, flashings, pitch pans, pipes, etc. This ensures that the roof remains in good condition and repair.

4. *Maintenance and Repairs* (current cost $2060.36/month) $ 15,000.00
   This is an on-going budget item for bi-weekly inspections by TKC and vendor personnel to inspect all exterior and common areas, and perform cleaning, minor repairs to hardware, screens, doors, windows, roofing, minor caulking and touch up painting, and includes regular oversight of all regular vendors, contractors, and their on-going work.

5. *General Repairs* (to include Electrical, Plumbing, HVAC, etc.) $ 12,000.00
   This is an on-going budget item which incorporates general preventative maintenance and repair to both common area and tenant-occupied building systems, including but not limited to electrical, plumbing, elevators, HVAC, walls and storefronts.

Annual Total: **$ 31,350.00**

MILLS ACT CONTRACT

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 28 day of December, 2006, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Pete Kutzer ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possess fee title in and to that certain real property, together with associated structures and improvements thereon, located at 800-802 Fair Oaks Avenue, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) On December 20, 2006, the City Council of the City of South Pasadena adopted a Resolution, attached hereto marked "Exhibit B" and incorporated herein as if fully set forth, thereby declaring and designating the Historic Property as a landmark pursuant to the terms and provisions of Section 2.73A-14 of the South Pasadena Municipal Code.

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on December 28, 2006, and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. If City or Owner desire in any year not to renew this Agreement, that party shall serve written notice of non-renewal in advance

of the annual renewal date of this Agreement as follows: Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date; City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serve timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner are entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for rehabilitation and maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.*, may cancel this Agreement if City

determines Owner have breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assess as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subject the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations

and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Fair Hope, LLC
c/o Pete Kutzer, The Kutzer Company
716 Mission Street
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agree to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of their contractor, subcontractor, agent, employee or other person acting on his behalf which relate to the use, operation and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or

restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12/20/06

By: _____
MAYOR

Attest:

Sally Kilby
CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Dated: 12/20/06

Dated: 12-28-06

_____
Pete Kutzer, Property Owner
On Behalf of The Kutzer Company,
Agent for Fair Hope, LLC

State of California }
County of Los Angeles }
}

On December 28, 2006, before me, Sarah Adams, Notary Public,
Name of Notary Public and Title

personally appeared Susie Yu Yan,

personally known to me (~~or provided to me the basis of satisfactory evidence~~) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

Witness my hand and official seal.

Notary Signature Sarah Adams

Notary Seal

SARAH ADAMS
Commission # 1612087
Notary Public - California
Los Angeles County
My Comm. Expires Oct 9, 2009

– Exhibit A –

Legal Description of the Property
Fair Hope, LLC
September 1, 2006

Property Address:
800-802 Fair Oaks Avenue / 1605 Hope Street, South Pasadena, CA 91030

Legal Description: Book 1 Page 91 Parcel Maps

Exhibit A on Deed of Trust:

Real property in the City of South Pasadena, County of Los Angeles, State of California, described as follows:

PARCEL 1:

South 45 feet of Lot 10 and the North 5 feet of Lot 11 in Block "H", Raymond Villa, Tract No. 1, in the City of South Pasadena, as per map recorded in Book 1 Page 91 of Maps, in the Office of the County Recorder of said County.

PARCEL 2:

The South 50 feet of Lot 11 in Block H of the Raymond Villa Tract No. 1, in the City of South Pasadena, as per map recorded in Book 1 Page 91 of Maps, in the Office of the County Recorder of said County.

PARCEL 3:

The North 5 feet of Lot 5 and all of Lot 6 in Block "H" of the Raymond Villa Tract No. 1, in the City of South Pasadena, as per map recorded in Book 1 Page 91 of Maps, in the Office of the County Recorder of said County.

PARCEL 4:

That portion of Lots 7, 8 and 9 in Block "H" of the Raymond Villa Tract No. 1, in the City of South Pasadena, as per map recorded in Book 1 Page 91 of Maps, in the Office of the County Recorder of said County, described as follows:

Beginning at a point on the Easterly line of said Lot 9, distant South 0° 46' West 50 feet from the Northeasterly corner of said Lot 9; thence North 0° 46' East 50.00 feet to the Northeasterly corner; thence South 88° 00' 30" West 153.00 feet to the Northwesterly corner of said Lot 7; thence along the Westerly line of said Lot 7, South 0° 46' West 43.00 feet; thence North 89° 22' 12" West 152.83 feet to the point of beginning.

— Exhibit B —

RESOLUTION NO. 6910

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DESIGNATING THE FAIR-HOPE BUILDING AT 800-802 FAIR OAKS AVENUE AS A CULTURAL HERITAGE LANDMARK (LANDMARK NO. 49)

WHEREAS, Section 2.73A-14 of the South Pasadena Municipal Code Ordinance #2004 (commonly known as the "Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as landmarks; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Cultural Heritage Commission to register the house located at 800-802 Fair Oaks Avenue as a landmark; and

WHEREAS, the research and documentation proved by Commission members Glen Duncan and John Lesak amply demonstrate the qualifications of the property for landmark designation; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owner, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the accredited architectural historian recently determined in a report that the house appears eligible for listing on the National Register of Historic Places; and

WHEREAS, the Commission made findings of fact based on the nomination and supporting materials and the information and testimony provided by the public pursuant to Subsection (a) (2) "Designation Criteria" of the above Ordinance Section, as follows:

a. ***Its character or interest or value as a part of the heritage of the community;*** The Fair Hope Building is one of the few remaining early twentieth century structures in South Pasadena's Fair Oaks corridor. Built in 1911, it was one of the largest and most significant commercial buildings erected on what was then called Palermo Avenue. Originally the ground floor was used as and automobile garage and a retail dairy depot. The South Pasadena Masonic Lodge occupied the second floor.

Well served by the Pasadena Electric "Red Cars," the stretch of Palermo Avenue between Monterey Road and State Street sported a mix of fine homes and commercial structures.

Over the next fifteen years, before Fair Oaks Avenue was designated part of U. S. Highway 66, many commercial buildings were added to the bustling streetscape. Most were one and two-story structures with retail stores and automobile dealerships and services on the first floor and offices or residences on the second floor. The streetscape also included theaters and other entertainment uses (the Ritz Theater was located just to the south of the Fair Hope Building).

d. ***Its exemplification of a particular architectural style of an era of history of the city;***
As noted in the 2003 South Pasadena Historical Resources Survey update by PCR, the Fair Hope building "incorporates characteristic elements of the Classical revival style as applied to commercial buildings in the first decades of the twentieth century (flat roof with parapet, brick construction, Doric pilasters, and recessed fenestration)."
Only moderately altered, the building retains sufficient integrity to convey its historic significance and turn-of-the century character.

e. ***Its exemplification of the best remaining architectural type in a neighborhood;***
The Classical Revival Style building, with its white glazed brick front façade and Doric pilasters on front and north facades, is unique to the South Pasadena Fair Oaks corridor.
All other examples of this architectural type that were built in the early twentieth century have been far too altered to convey that design motif.

WHEREAS, the Commission findings included a determination that the house has an extremely high degree of integrity; and

WHEREAS, based on the evidence presented in the application materials, the designation being categorically exempt from the California Environmental Quality Act, sub-committee research, on-site inspection and public testimony, the Cultural Heritage Commission voted to recommend designation of this property on November 16, 2006 and forwarded the recommendation to the City council; and

WHEREAS, the City Council held a public hearing on the proposed designation on December 20, 2006 and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council approves the designation of 919 Columbia Street as an Official South Pasadena Historic Landmark.

SECTION 2. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 20th day of December, 2006.

Philip C. Putnam, Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Richard Terzian, Esq., Interim City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 20th day of December, 2006, by the following vote:

AYES:	Cacciotti, Margrave, Stamps, Ten and Mayor Putnam
NOES:	None
ABSENT:	None
ABSTAINED:	None

Sally Kilby, City Clerk

PROPERTY ADDRESS:

1001 Buena Vista Street

2025 PROGRESS REPORT

April 6, 2025

Michael Donovan, Associate Planner
Community Development Department
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

Sent Via Email: AskPlanning@SouthPasadenaCA.gov

Project No: 0852-MIL
Project Location: 1001 Buena Vista Street (APN: 5317-009-034)
RE: Response to Mills Act – Progress Report Request

Dear Mr. Donovan,

We write in response to your letter of March 6, 2025 in which you requested a progress report on all rehabilitation and maintenance tasks that were stipulated to in the Mills Act Contract dated November 21, 2006 regarding the Garfield House property located at 1001 Buena Vista Street ("Garfield House").

By way of background, we purchased the Garfield House from Mr. Joe Henry and Ms. Melanie Ciccone in approximately April 2015, 9 years after the Mills Act contract was executed. While we have compiled the requested documentation that is in our possession, much of the work on the Mills Act Contract tasks was completed by the prior owners and our access to documentation from that period is necessarily limited to what we received from Mr. Henry and Ms. Ciccone. Fortunately, the prior owners' documentation is quite extensive.

Based on your letter and the phone call that Lori and you had in March 2025, it appears that the City of South Pasadena may not have records of past updates and discussions that we and the prior owners had with the City. We hope the following information will assist you in this regard and in performing your ongoing due diligence.

Attached as **Exhibit A** to this letter is a June 24, 2013 report that Ms. Ciccone sent to the City of South Pasadena providing an update on the Mills Act rehabilitation work on the property. That letter attached City Permits, before-and-after photos, and other documentation.

In October 2018, working through our historical preservation consultant Glen Duncan, we provided another update to the City of South Pasadena on the progress of the original Mills Act projects and on our plans for the next decade. Attached as **Exhibit B** is an October 16, 2018 email from Mr. Duncan to Darby Whipple of the City of South Pasadena attaching a 2018

Historic Property Contract Work Plan. Mr. Duncan also made an in-person presentation to the Cultural Heritage Commission in late 2018 regarding progress on the Garfield House Mills Act projects and our future plans.

As the 2013 and 2018 updates described, a significant issue for the property was the California Department of Transportation's ("CalTrans") ownership of the southernmost 54 feet of the historic Garfield House property. Between 2018 and 2021, we worked closely with the City of South Pasadena and its Cultural Heritage Commission, the South Pasadena Preservation Foundation, and CalTrans to negotiate a purchase of the property and a historical covenant that will run with the property. Attached as **Exhibit C** is an April 21, 2021 email from Howard Kuo, Right of Way agent with CalTrans, attaching the Historical Covenant, Assignment Agreement, Director's Deed, and Purchase and Sale Agreement. As you may know, CalTrans did not have a significant history of completing prior sales in South Pasadena. Completing this project required a significant outlay of time and financial resources, only some of which is reflected in the $50,000 purchase price that we paid. For example, we made a presentation to the City Manager, had numerous communications with CalTrans, incurred $3,950 for land surveying work, and spent $2,060 on lot merger fees with the City of South Pasadena. (See **Exhibit D** for invoices from the land surveyor Ray Lombera & Associates, Inc. and **Exhibit E** for the parcel merger application containing Ray Lombera's land survey and proposed lot line adjustment).

The 2013 and 2018 updates described the need to rehabilitate the brick walkway that goes from the sidewalk on Buena Vista to the house's front door. This walkway had become a significant safety hazard due to tree roots causing the bricks to become uneven. In 2021, we completed this project at a cost of $25,496.85. The invoice for this project is attached as **Exhibit F**.

The 2013 and 2018 updates also identified projects to repair the driveway, landscape the backyard, and repair and repoint the stone wall that runs along Meridian. We retained Harvest Architecture, landscape architect June Scott, and engineering firms to prepare plans for these and related projects. To date, we have paid $6,850 to Ms. Scott (see **Exhibit G** for Ms. Scott's invoices); $144,037 to Harvest Architecture (see **Exhibit H** for Harvest Architecture's invoices); $5,800 to Irvine Geotechnical (see **Exhibit I** for Irvine Geotechnical's invoices); and $6,565 to Breen Design Group (see **Exhibit J** for Breen's invoices).

The 2018 update included a number of projects, such as performing a structural and site analysis, to conduct foundation-related work, to add a French Drain to prevent structural water intrusion, and to replace the existing roof and deteriorated skylights. The structural and site analysis was completed in October 2018. Attached as **Exhibit K** is a copy of Michael Krakower and Associates' $14,600 fee statement and attached as **Exhibit L** is a copy of the resulting report. We plan to complete the remaining projects in the coming years.

Separate and apart from these projects, we have had significant expenses related to interior and exterior patching, repainting, and wood and hardware repair. Attached as **Exhibit M** are invoices related to these projects totaling $13,407.

We hope this letter and the attached materials provide you with the documentation that you need to complete your due diligence. If you have any questions or require any further information, please do not hesitate to contact us.

Sincerely,

/s/ Grant Davis-Denny
/s/ Lori Davis-Denny

davisdenny@mac.com
davisdennyga@gmail.com

(310) 303-9394
(310) 279-7672

CITY OF SOUTH PASADENA

PLANNING AND BUILDING DEPARTMENT
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: 626.403.7220 ▪ FAX: 626.403.7221
WWW.CI.SOUTH-PASADENA.CA.US

May 23, 2013

Joe Henry and Melanie Ciccone
1001 Buena Vista Street
South Pasadena, California 91030

RE: Mills Act Contract for Property Located at 1001 Buena Vista Street

Dear Property Owners,

The City of South Pasadena entered into a Mills Act Contract for your property on November 15, 2006. As part of the ongoing due diligence required for all Mills Act Contracts, South Pasadena's Cultural Heritage Commission (CHC) is investigating the status of your Mills Act Contract with the City. "Exhibit B" contains the rehabilitation/maintenance plan as required under the contract.

Specifically, the CHC is evaluating the effectiveness of the City's current Mills Act Contracts. As part of this effort, the CHC is reviewing the progress made to date to rehabilitate and maintain your historic property. Please submit a signed letter within 30 days of the date of this letter that contains a progress report on all the rehabilitation and maintenance tasks that were stipulated in your Mills Act Contract (**Friday, June 28, 2013**). The progress report needs to contain the following:

- An itemized list of all work completed to date
- Photographic documentation of the completed work. Preferably showing both "before" and "after" conditions.
- Copies of any building permits issued in conjunction with the work.

Costs of the work or receipts are not currently required, but may be requested depending upon the status of the rehabilitation/maintenance efforts.

The Cultural Heritage Commission will review your case to determine whether the requirements of the Mills Contract have been fulfilled and whether enough time has lapsed for the Mills Act to be effective. The Commission will then make a recommendation to the City Council on whether to issue a "Notice of Nonrenewal". Should you have any questions, please feel free to contact me either via phone or email.

Sincerely,

John Mayer
Senior Planner
626.403.7228
jmayer@ci.south-pasadena.ca.us

60 Old Watering Trough

June 24, 2013

John Mayer
City of South Pasadena
Planning and Building Department
1414 Mission Street
South Pasadena, CA 91030

Re: Mills Act/ Rehabilitation Report for Garfield House

Dear Mr. John Mayer,

Enclosed please find an itemized report of Rehab/Maintenance Plan. Information has been organized as follows: **House Interior, House Exterior, Landscaping, News** (landownership hiccup involving a mistaken 508 Meridian Avenue Lot/ Cal Trans property line which we hope to garner your support in reclaiming into the Original Garfield Estate), and finally work yet **To Be Completed.** Also, attached are copies of City Permits we are able to identify at this time.

I. Itemized List of All Work Completed to Date:

House Interior

Short of regular maintenance and repairs, the entire interior of the house has been renovated. This is hard to believe given the scope of the work taken on at the beginning.
This includes:

-All **Walls & Ceilings** (includes replacing, repairing, removing/demolition, plastering, dry walling, painting, historic wallpaper replacements/additions) to 1st, 2nd, and Basement levels.

-Restoration of both **Fireplaces** in Living Room & Guest Room/Lucretia Garfield's Room. Including striping & repair of enameled craftsman tile, wooden mantels and interiors.

-All Hardwood **Floors** 1st & 2nd levels. Including stripping, repairing, restoring, replacing of all water damage, termite damaged Original Oak and Fir floors. In kitchen 3 layers of linoleum removed to reveal Original Douglas Fir floor. In Basement all concrete floors *Diamond Ground* and sealed to entire 1800 sq. ft. Including custom baseboard wooden moldings milled, cut, painted throughout entire 1st & 2nd floors.

-All **Light fixtures** Inside and Outside replaced(94 in total including the Basement), either purchased or restored where possible (only 4 original fixtures remained when we took possession of the house). Extensive research in conjunction with Old Pasadena Vintage Lighting and Historic Archives consulted to assist in acquiring period appropriate fixtures.

-Entire **Kitchen, Butler's Pantry, and Bathrooms** Reclaimed & restored. All 1960's renovations deconstructed. Custom period cabinetry designed from sole existing cupboard -

6D

fabricated, painted and installed, Nickel Butler's pantry sink, Ceramic Farmhouse sink and prep sink installed,
new countertops. Original archived windows all repaired with restoration glass, original hardware. Original Doug Fir Floor and exterior beams restored. Original California Cooler repaired and put to use. Including custom reproduction white subway tile, vintage sink fixtures acquired, original tub and toilet fixtures rebuilt, re-glazed, re-plumbed, rewired to modern safety standards (following example from Gamble House and pre-existing hexagon tile bathroom floors), exhaust and venting and vintage light fixtures and glass. Linen Closet and Food Pantry custom built/rebuilt and installed using original doors, fixtures, available. Broken, damaged, missing Board and Baton paneling replaced throughout entire house.

Hardware: all existing registers and returns re=plated (Normandy Metal Refinishers) and restored to burnished brass those missing were carefully hunted down and restored in same fashion.
Otherwise, 2nd floor ceiling returns required were custom made to work with modern Heat/AC systems. All toggle switch plates, electrical receptacle covers replaced with newly restored vintage ones. All hinges (window and door) were stripped and re-lacquered. All mortise door fixtures stripped, rebuilt, re-lacquered. I shutter to count how many in total I restored!

Art Glass Skylight and Front & Workshop Doors: Skylight cleaned, sealed. Original broken stain glass replaced. Front Door Art Glass design and recovered and restored.

Basement: cleared of a century of debris; gravity heating system with asbestos ducting (removed with permits by Tempo Heating & A/C); All original River Rock and Cement wall work cleared of plaster, re-pointed, cleaned and sealed. Original cement floors patched, Diamond ground, and sealed; all original cabinetry repaired, re-screened, fir tongue & groove ceiled custom installed; additional bead board cabinetry and wall paneling installed to match original; Period Salvage Doors repaired, painted and installed; original bath fixtures and floor plan recovered, restored, re-glazed. Entire Workshop windows and doors rebuilt (13 were missing) Original Workshop door recovered and restored. Laundry reinstalled in basement Workshop area according to modern plumbing and electrical standards.

Closets: updated, restored master, re-appropriated 1904 original sunroom sliding with artglass to configure new 2nd closet for 'him' in master bedroom. Linen Closet, Food Pantry, Butlers Pantry, Basement Pantry's all rebuilt, painted, restored for use.

Pluming/Electric/HVAC: Entire House & Garage re-plumbed (w/10 yr warranty) and rewired including old venting, knob and tube wiring and outdated fixtures throughout. 200amp panel and exhaust fans where required installed including house alarm and smoke alarms; new 75 Gallon Hot water heater). Dual Zone Heating and AC installed
By Tempo Heating and AC. Copies of City Permits attached.

Attic upgrades: North & South Facing Gables re-screened and "rat proofed",
R-30 batting and loose insulation installed around A/C ducting and in any other area where ceilings or floors were exposed (Living room, Kitchen, Basement). Original 2nd floor pulley venting system rehabilitated. Skylight repaired and' lit' including 1916 Eastside addition.

Exterior

Generally speaking we have approached the exterior renovation in phases due to scope and financial burden of project. We began with wood repairs to garage, moving to roof, then paint and

60 VR

guttering* the garage. Then, we moved on to the house taking it is sections: North, West, then the South face. We are currently in a down phase on the South facing Exterior Rehab and hope to continue later this year, or Early 2014.

Garage Wood Repairs: Replaced and repaired all wood rot, termite infested rafters, cantilevers and larger supporting/decorative beams. Procured an appropriate entry door, replaced glass and all hardware. Installed new ball bearing slide for large wooden doors. Reglazed windows and repaired all broken glass.

Roof: Removed 2 layers composition shingle and original badly damaged wood shingle and sub roofing down to studs. Replaced with 1/2 osb. Plywood, installing vapor barrier and metal flashings, installation of matching (to existing house roof) composition shingles. 4 "eyebrow" balcony porch roofs needed to be replaced (striped of previous existing asphalt roofing material , install with flashing, base sheet and midified bitumen membrane, wrapped eaves with material to match existing roof installed prior to us. Saddle flashing installed at chimney and gable connections, and sealed all possible portals for animal entry. All roof vents capped with screens. Contracted by Caldwell Roof and Skylight/Kurt Caldwell, around late 2008 or 2009. Not yet able to secure copy of permit. Roofer has been contacted.

Note: Custom Scaffolding erected for each orientation of the house. (images on Cds)

House/Wood Repairs: Replaced and repaired all dry rot/termite infested/ broken missing, etc. wooden barge beams outriggers, rafter-tails, joists, broken jambs porch handrails (balcony and east porch and front porch), board and baton on South facing 1916 addition, headers, cedar shingles (extensively in South and West facing most damaged due to sun exposure). ENTIRE NORTH, WEST, AND 2/3 OF SOUTH FACE OF HOUSE COMPLETED Replace 100 year old tar paper at gables. Note some custom built metal brackets made to shore up original crossbeams, bolted in primed and painted.

Doors, Windows &Screens: Front door screen custom rebuild with bronze screen, kitchen and workshop screens rehabbed (new zinc screens and handrails installed). Original hydraulic Front door hinge rebuilt, all springs/pulls/handle/locks and hinges rehabbed. Front Door restored with Custom Art Glass, Original handle restored and installed. Repaired/ restored all window sashes. All house screens North, West and some South repaired, stabilized, rebuilt, some new due to extensive damage - most of them re-screened with zinc –all hinges restored, those broken or missing cut from metal smith and lacquered to match originals. Zinc fastening hooks rehabbed or purchased where missing and installed approx 75 screens. Approx 75 6-12inch sash hooks rehabbed and or purchased and 'treated/antiqued' where missing .

Paint:

Prep including washing, scrapping, sanding, wood sealer, epoxy, putty with primer base coat, caulking & patching with 2 final coats of paint. All windows in need or reglazing completed. Acrylic Stain color palate designed for historic homes. Wooden fascia stripped and sealed with marine enamel.

Gutters & Downspouts:

South Pasadena Gutters installed 2 diverts to roof until renovation complete to help deal with water flow and to help see where gutters and downspouts actually needed. These have been helpful. They installed a gutter and downspout on Garage and also SE corner.

60

Both diverted to newly installed area drains, unfortunately neither have lasted – the garage was not ultimately needed and the SW facing tore down in a downpour. This is going to be something that is completed after all the Wood Rehab and Paint is completed.

Chimney: cleared of invasive ivy, repaired with original fallen bricks, remotared where needed, all joints sealed, entirely resealed, and custom cap built and installed along with interior cleaning (2012)

Awnings: Pasadena Awning installed 5 custom strip (golden sunset patina) with metal frames March 2013 to select South and West Facing windows and sunroom - as seen in vintage postage of The Garfield House. We tried to match the tonality of the originals stored in garage rafters.

Pest Control: All attic, garage, house infected beams identified, sprayed, treated. Re-inspection and treatment every other year since house was purchased.

Landscaping

Backyard cleared of all bramble, debris, old stumps, weeds etc.
Classic cedar style Fence custom built and installed in back perimeter – part 1001 Buena Vista lot, part 508 Meridian Avenue South lot, with 3 gates opening to Meridian Green & Green stairway, to back patio, and to western facing side yard. Planted with: 13 Camellia bushes along fence, and 15 trees (mini fruit orchard, shade tree, decorative deciduous floral trees.
Original Greene & Greene River Rock & brick Stone decorative embankment wall and stairs revealed and repaired.

Back Patio behind *Covered Workshop* (next to garage and drive) designed, cleared, landscaped, *hardscaepd* with concrete/pea gravel and original bricks, irrigation and lighting installed as well as 38 plants, shrubs and trees; wooden compost bin constructed over pre-existing oil-pit; decorative fire wood "wall" set up to divide original cement garage floor. All dead trees and debris cleared and hauled.

Tree trimming, decorative plants, some perimeter lights installed, as well as a vegetable garden installed in the west Lawn; 30 shade plants, irrigation and garbage bin area installed along east facing drive. Lights installed at end of driveway below original brick pillars. Front beds planted with approx 40 different herbs, flowers and native plant material.

II. NEWS SINCE MILLS ACT INSTALLED

(A NOTE ON THE GARFIELD HOUSE PROPERTY LINE)

The backyard of the Garfield House features an original Greene & Greene brick and stone retaining wall where the property slopes to the south, with a pair of steps feeding into a single brick stair- and walkway, leading into the lower level.

When the house was for sale to us, we were told buy the sellers (the Chute family, who had been the owners since 1950) that the property line was below and south of the wall -though they allowed that "a small strip of land" at the lower base of the lot was owned by CalTrans.

This description was represented as fact by the listing realtor, and accepted as such not only by our own agent but, additionally, by Washington Mutual, our mortgage holder at the time of purchase, which had ordered its own inspection and appraisal.

GD

Only after living here for two years did we learn -quite by accident, and to our great consternation— that the property line actually falls *just twenty feet* from the back of the house, leaving the great stone wall along Meridian to the west, the side entrance and steps to the street, as well as the aforementioned retaining wall and stairways, disenfranchised from the house and the rest of the property. Additionally it is hard for us to comprehend that the City of South Pasadena and or the CHC would even consider granting a property line of 20 feet for an estate of this size or import.

It seems after research that the owner before us, the late Andrew Chute, was "conned" -his surviving son's term— into selling the parcel to a friend in 1962, who had represented himself to be down on his luck, and whose stated intention was to build a small house for himself or install a trailer; but he sold it instead to the Dept. of Transportation, who still hold the title.

During the fact-finding process that brought this story all to light, we were counseled that, though owned by CalTrans, the portion of the lot in question could never be utilized for any purpose other than as a portion of the Garfield property, owing to the existence and significance of the Greene & Greene architecture that would be destroyed in any other scenario. Our course of action to date, then, has been to rent the parcel in question back from the Dept. of Transportation for $50 a month; and as well we have gone on record with them that we are desirous, as we believe the City Of South Pasadena and the Cultural Heritage Commission would be, to reacquire the parcel -either by purchase or through a negotiated gifting of the deed back from the state—and have it formally reinstated into the on-going legacy of the property.

It is important to us that both the city and the board members overseeing the Mills Act properties understand that renting and maintaining said parcel is an on-going expense for us; and we expect the reacquisition, should it come to pass, to require additional investments from us down the road. To that end, we respectfully seek to enlist any help and support available from the City of South Pasadena and the Cultural Heritage Commission as we strive to move forward.

A favorable resolution in reinstating the original property lines is important to us as the homeowners and current custodians of the Garfield House, to be sure; but additionally we believe it is of paramount importance to the long-term future of this historic property.

[See attached "Replot map" and CDR exterior photos for reference to this issue.]

III. REHAB TO BE COMPLETED

1/3 of the Southern **House Exterior**, and the entire Eastern Face of the House need to be renovated, which will include: 33 screens to be rehabilitated; 6 screens to be rebuilt; all windows in Sunroom, Kitchen, and East Wing to be weatherproofed (as was done on existing windows) with brass metal flashing, along with sash hooks, and screen hooks; and all new metal hinges fabricated. All wood rot/termite damage needs to treated and replaced with appropriate cedar: joists, eaves, trim, cedar shingle.

Kitchen and Basement Entrances doorways including doors, cement slabs, stairs, re-pointing of original stone work, and sealing to be done.

All **broken window glass** to be replaced with restoration glass.

GO MP

Gutters and downspouts to be built and installed using existing broken original, along with installation of area drains in North, West and East side of house.

Remaining awnings to be built and installed once entire exterior rehab is completed.

Driveway to be removed, redesigned, and laid in using existing original brick and pebbles.

Exterior Lighting to be installed in front entrance walkways and driveway along select spots for proper (both aesthetic and safety purposed).

Original Brick Walkways to be taken up, tree roots to be trimmed back, and all reinstalled.

Landscaping to entire plot needs to addressed including removal of all old dead stumps, trees, old beds replaced, with local indigenous plant material. Including irrigation, area drainage, *hardscape* to some areas – including both design, material and installation costs.
Hillside clearing and Tree Trimming is badly needed on entire lot. All mature growth trees are overdue with TLC following counsel of Arboretum arborist. This is approximately 6 mature cedars, 2 pepper, several Laurel, Live Oak, Olive, Cheery, Pittisporum, Lark, Hong Kong Orchid, Myrtles, Cypress to name a few. Not to mention
All the mature Eucalyptus on the Cal Trans lot we are responsible for. This is a huge expense and we have only been able to manage what was absolutely necessary, opting to focus on the house renovation first. The windstorm of last year tore down several trees and 75 tree limbs at great expense. So many of the trees have sustained additional damage and require more help now than before.

Trees and landscaping on city portion (flanking East and North Facing sidewalks) Camphor and other badly damaged city trees in need to … something.

IV. PHOTOGRAPHIC DOCUMENTATION

We have collected a cross-section of photographic images of the property and house (interior and exterior) in the enclosed CDRs. We are not professional photographers and quite frankly have limited technological sophistication so there are limitations in this collection. We have focused our efforts on rehabilitating and maintaining the property and therefore do not have a large archive of before and after images. What we do have—and there are more images— you are welcome to; and we would be happy to come review them with you in person, should that be necessary. From this point forward, we will document all before work noting that so very much transformation has already happened. To our view that is the good news, hopefully you agree.

V. PERMITS

Copies of all permits we are aware of are attached.

Given the scope of this project, it is hard to feel such an overview as this does justice to the expansiveness of the work accomplished these past six years. Indeed: every surface, every light fixture –every switch plate, hinge, doorknob, floor, ceiling, and wall—has been addressed. Likewise, it is difficult to feel we can satisfactorily project the detail of the work and maintenance that lies ahead for us. But we are committed to the process, and open and available to review any of the above with you. Also know that you/CHC are welcome to come in person to see the progress.

Sincerely,

Melanie Ciccone & Joe Henry
1001 Buena Vista St.
South Pasadena, CA 91030
626-441-5504
MelanieCiccone@me.com

enc: 2 CD-R
Copy of permits
Replat Map

Copy

60

Gutter
Roof
Windows
Shingle
Garage

Address	Approval Date	Approved Rehabilitation Plan/ Maintenance List	Completed	Plan to complete in next two years
1001 Buena Vista St	11/21/2006	Exterior wood restoration - house and garage	*10/2009	Begin 1 side @ at time
		Prep/pain - house and garage	*10/2009	" " "
		Wood repair - existing windows and screens Garage Done		
		Window Screen and Doors - build 21 and replace screen (75 original) work in progress		
		Roof - Garage and House (eyebrows only (paint only)	*10/2009	
		Gutters/ Downspouts Garage Done		
		Awnings - recreate period per original photo		
		Art Glass - repair broken skylight and restore front door panels		
		Fence - design/build/install based on original trellis	Pre mills	
		Complete repairing, replacing deteriorated walls and ceilings	" "	
		Strip/Restore/ repair/ replace hardwood floors	" "	
		Kitchen /Butler's Pantry and 4.5 Bathrooms (remove, repair, replace, update to current standards including reproduction tile, plumbing hardware, vintage fixtures in bathrooms, custom cabinetry)	" "	
		Hardware - replace and restore to original	" "	
		Basement /Laundry Workshop - remove, repair, restore plaster & wood paneling, cabinetry, paint, build cabinets, install tongue and groove ceiling, build windows/restoration glass, salvage doors, diamond grind/seal concrete floors, restore original brick, river rock, concrete supporting walls	" "	
		Closets - update, restore master closets and restore linen closet	" "	
		HVAC - dual zone system	" "	
		New Plumbing - update/replace (including gas & sewer)	" "	
		New Electric - rewire house / garage	" "	
		Landscaping work in progress Patio completed		

Notes from owner:

backyard begun
reg garden in

From: Joseph Henry <thewickedmessenger@mac.com>
Subject: **Fwd: 1001 Buena Vista St - Mill Act Update**
Date: May 28, 2010 11:00:54 AM PDT
To: Melanie Ciccone <melaniecciccone@me.com>
1 Attachment, 44.0 KB Save

Begin forwarded message:

From: Knarik Vizcarra <KVizcarra@ci.south-pasadena.ca.us>
Date: May 28, 2010 10:54:50 AM PDT
To: thewickedmessenger@mac.com
Subject: 1001 Buena Vista St - Mill Act Update

Good Afternoon Mr. Henry:

Thank you for allowing me to photograph of your property on Wednesday; as I explained, we are trying to get an update on each of the properties for which the City has granted Mills Act contracts, your property being one. Attached is the rehabilitation/maintenance list as it was approved by the City Council. Some of these items do not require permits so we do not have a way of tracking whether they have been completed. We would like to know the status of each of the items in terms of what has been completed and any plans of work to be completed in the next two years. Please complete the following matrix and return it to me by **Friday, June 18, 2010.** If items such as restoring the hardwood floors have been completed, please attach photographs to show the work.

If you have anything else you'd like us to know regarding the status of any of the proposed work, please do so next to "Notes from owner" below the matrix.

Should you have any questions, please feel free to contact me either via phone or email.

Thank you for your time.

Knarik Vizcarra
City of South Pasadena
Professional Planning Intern
626.403.7260

1001 Buena ...doc (44.0 KB)

VF
60

Davis-Denny, Grant

From: jglenduncan <gduncan66@gmail.com>
Sent: Tuesday, October 16, 2018 3:44 PM
To: Darby Whipple
Cc: Davis-Denny, Grant; Lori DAVIS DENNY
Subject: Revised work plan for 1001 Garfield
Attachments: 2018 HPC Work Plan.pdf

Hi Darby,

As promised Attaced is the revised work plan for the Garfield Residence 2018 HPC update.

With more detailed information on completed work from the 2006 workplace, we were able close up knowledge gaps that complicated issues in the previous draft.

You and the Commissioners will note that one item (formerly listed as task 4) has been removed and that all remaining tasks have been reprioritized and listed in order of anticipated completion dates. I will be happy to answer any questions regarding the revisions or any other issues that might occur in the review process.

I will take the lead in presenting the work plan, but both Lori and Grant Davis-Denny would like to be present for the CHC review. Could you send us a copy of the agenda so we will know what part of the evenings docket will be designated for review of the updated work plan?

-glen

Garfield Residence, 1001 Buena Vista Street

2018 Historic Property Contract Work Plan

	TASKS[1]	PRESERVATION OBJECTIVE	EXECUTION[2]
1	Structural and Site Analysis	Determine priorities for public safety while maximizing preservation of character-defining historic features	(a) Michael Krakower & Assoc. (b) $14,600 (c) Completed 10/5/18
2	Install catwalk adjacent to attic furnace (per inspector recommendation)	Correct potential health hazard	(a) Tony Hall (b) $1,850 (c) fall/winter 2018/19
3	Redirect exterior water (rain, landscape watering away from foundation (e.g., French drain?) [**Site Map Item #5]**	Protect from salt deposits (efflorescence) which would weaken foundation walls	(a) Tony Hall (b) $5,000 (c) spring/summer 2019
4	Foundation bolting around building perimeter in basement and crawlspace, and new foundation under front hallway	Significantly increase resistance to seismic forces while protecting character of basement living areas	(a) (b) $75,000 (c) summer, 2019
5	Reroof residence and replace deteriorated skylights	Replace deteriorated roofing materials; maintain exterior appearance and skylit second floor interior	(a) Van Zandt Roofing, Inc. (b) $24,650 (c) 2020
6	Remove deteriorated asphalt driveway and install period appropriate concrete (& brick) driveway (approx. 2300 sq. ft.) **[Site Map Item # 2]**	Correct public safety concern and enhance early 20th Century street appearance	(a) Boston Brick & Stone (b) $73,300 (c) winter, 2020/21

1. Tasks are listed in proposed order of priority
2. (a) = Contractor (proposed): (b) = Estimated Cost; (c) = Estimated or targeted completion date

7	Repair, rehabilitate brick walkways in front to street and driveway, including apron brick (approx. total 820 sq. ft.) **[Site Map Item #1]**	Correct public safety concern and enhance early 20th Century street appearance	(a) Boston Brick & Stone (b) $52,800 (c) winter, 2022
8	Rehabilitate, repair, and repoint stone, brick masonry wall along Meridian Ave. west boundary of current Garfield parcel **[*Site Map Items 3 & 4*]**	Historic maintenance (This item carried forward from 2006 HPC)	(a) Boston Brick & Stone (b) $37,600 (c) winter, 2023/24

NOTE: Except for sewer work and landscaping all items from the 2006 work plan have been completed by previous or present owners.

Sewer work recommended by the 2015 inspection report may require cooperation of the California Department of Transportation, which owns the southernmost 54 ft. of the Garfield estate, purchased in 1968 from a former owner. The current owners lease this property at present. They are interested in purchasing that property from CalTrans, and are awaiting a conditional offer of sale, which they expect to receive in the coming months. If that purchase is completed, the present owners anticipate undertaking the sewer work in short order.

Current owners also considered landscaping along with the propose projects listed above, but determined that the above proposed projects were more urgent and/or important than landscaping. All of the above projects have a safety component or involve integrity of historic structures or features of the property. That said, current owners are interested in undertaking a substantial landscaping project in the future.

1. Tasks are listed in proposed order of priority
2. (a) = Contractor (proposed): (b) = Estimated Cost; (c) = Estimated or targeted completion date

SUMMARY OF COMPLETED WORK

Garfield Residence, 1001 Buena Vista Street

2018 Historic Property Contract Work Plan

	TASKS[1]	PRESERVATION OBJECTIVE	EXECUTION[2]
1	Structural and Site Analysis	Determine priorities for public safety while maximizing preservation of character-defining historic features	(a) Michael Krakower & Assoc. (b) $14,600 (c) Completed 10/5/18
2	Foundation bolting around building perimeter in basement and crawlspace, and new foundation under front hallway	Significantly increase resistance to seismic forces while protecting character of basement living areas	(a) (b) ($102,385) INCOMPLETE (c) (fall/winter 2018)
3	Reroof residence and replace deteriorated skylights	Replace deteriorated roofing materials; maintain exterior appearance and skylit second floor interior	(a) (Van Zandt Roofing, Inc.) (b) $24,650 INCOMPLETE c) (fall, 2018)
4	Plumbing retrofit of waste water sewer connections and install dishwasher waste line with required air gap (per inspector rcommendations)	Correct potential health hazard and dishwasher waste line deficiency	(a) (b) INCOMPLETE (c) (fall/winter2018/19)
5	Install catwalk adjacent to attic furnace (per inspector recommedations)	Correct potential health hazard	(a) INCOMPLETE (b) (c) (fall/winter 2018/19}
6	Remove deteriorated asphalt driveway and install period appropriate concrete (& brick?) driveway (approx. 2300 sq. ft.) Site Map Item # 2	Correct public safety concern and enhance early 20th Century street appearance	(a) (Boston Brick & Stone (b) $73,300 (c) (spring/summer, 2019) INCOMPLETE

1. Tasks are listed in proposed order of priority
2. (a) = Contractor (proposed): (b) = Estimated Cost; (c) = Estimated or targeted completion date

7	Repair, rehabilitate brick walkways in front to street and driveway, including apron brick (approx. total 820 sq. ft.) [Site Map Item #1]	Correct public safety concern and enhance early 20th Century street appearance	COMPLETE (a) Boston Brick & Stone (b) $52,800 (c) (spring/summer, 2019)
8	Rehabilitate, repair, and repoint stone, brick masonry wall along Meridian Ave. west boundary of current Garfield parcel [*Site Map Items 3 & 4*]	Historic maintenance (This item carried forward from 2006 HPC)	(a) Boston Brick & Stone (b) $37,600 (c) (spring/summer, 2019) INCOMPLETE
9	Redirect exterior water (rain, landscape watering away from foundation (e.g., French drain?) [Site Map Item #5]	Protect from salt deposits (efflorescence) which would weaken foundation walls	(a) (b) INCOMPLETE (c) (spring/ summer 2019?

NOTE: Although confirmation of the extent or completion regarding a few items from the 2006 HPC remains unclear* any uncompleted items from the 2006 work plan are deemed less urgent from either a property maintenance or preservation perspective than the above numbered priorities. Any such uncompleted work from the earlier work plan will be addressed in the next HPC review (tentatively in October, 2021) or sooner if the Garfield workplan should need to be expanded or changed in the interim.

* Unconfirmed as of this date is the extent any 2006 updating of gas service, plumbing or electrical service. Any sewer update may, however, require the cooperation of the California Department or Transportation, who acquired ownership of connections to City sewer mains when they purchased the southernmost 54 ft. of the Garfield estate in 1968 from a former owner, Present owners currently lease the property from Caltrans, but do not have authority to complete recommended sewer work.

1. Tasks are listed in proposed order of priority
2. (a) = Contractor (proposed): (b) = Estimated Cost; (c) = Estimated or targeted completion date

Garfield 2006
Page 1

SCHEDULE B - COST PROJECTIONS
REHAB/MAINTENANCE PLAN

In budgeting the rehabilitation maintenance plan, we seek to restore as much of the original floor plan, spatial relationships and both interior and exterior character and integrity as is financially feasible. Economic challenges of restoring a poorly maintained and plundered Greene and Greene are absolutely mind-boggling. Attempting to repurchase original Greene & Greene fixtures or even commissioning reproductions, for example, is well beyond our means. We have instead been able to locate and install many fine, period-appropriate fixtures that help to reestablish turn-of-the-century ambience.

Likewise, expenses and estimates below reflect a much more modest, but still quite expensive rehabilitation budget. We will be employing top craftsmen and contractors using the best materials available but on a tight budget. The work may be a shade or two below museum-quality (e.g., Gamble House) connoisseurship, but will assure both the protection and integrity of craftsmanship of this important South Pasadena historic resource.

INTERIOR

Complete

1. Complete repairing , replacing deteriorated walls & ceilings
   $58,793 (including, demolition, wallpaper removal, plaster, drywall, painting & historical wallpaper reproductions 1st & 2nd Floors)
2. Strip/restore/repair/replace hardwood floors
   16,521
3. Restore/ replace lighting fixtures (75 total)
   28,045
4. *Kitchen/Butler's Pantry & 4.5 Bathrooms*
   (Remove, repair, replace, update to current standards including reproduction tile, plumbing hardware, vintage fixtures in bathrooms, custom cabinetry)
   75,615
5. *Hardware* –Replace & restore registers & returns (30), push-plates (47), brass receptacle covers (58), mortise locks (14), reproduction push button switches & cover-plates
   7,476
6. *Basement/Laundry Workshop*- remove, repair, restore plaster & wood paneling , cabinetry, paint, build cabinets, install tongue & groove ceiling, build windows/restoration glass, salvage doors, diamond grind/seal concrete floors, restore original brick, river rock, concrete supporting walls, bath
   40.761
7. *Closets*- update, restore build master closets and restore linen closet
   21,875
8. *Contractor*
   25,000

** 9. *HVAC* – Dual zone system
   24,573

Notes: circled items completed
* Extent of work undetermined
** Carried over to 2018 work plan

Garfields 2006 page 2

10. *Miscellaneous:*

a.	Insulation	3,621
b.	Window repair/37 total restoration glass	2,357
c.	Screens – 4 bronze & 3 zinc 311	
d.	Dumpster/Construction rental 3,118	

Schedule B - Mills Act Cost Estimates
1001 Buena Vista Street • page 2

EXTERIOR

Complete

1. *Wood restoration*-house & garage*
   52,282
2. *Prep/Paint* –house & garage*
   110,008
3. *Wood Repair*-existing windows & screens*
   10,496
4. *Window Screen & Doors*- build 21 & replace screen 75 original*
   13,910
5. *Roof* - Garage & House (eyebrows only)
   12,000
6. *Gutters/Downspouts*
   4,500
7. *Awnings* - recreate period per original photo
   5,000
8. *Art Glass* – repair broken skylight & restore front door panels
   2,500
9. *Fence* – design/build/ install based on original trellis
   12,589

*see Appendix B for written estimate by California Restoration & Waterproofing

UTILITIES

* 1. *New Plumbing*- update/replace (including gas & sewer) 10 yr warranty
   42,865
* 2. *New Electric* – rewire house/garage 200amp panel/exhaust fans/
   28,670
   smoke alarms

LANDSCAPING

*/** 1. *Design*
   12,376
*/** 2. *Plant material (20,000 sq. ft property plus)*
   46,257

** 3. *Landscape* ~Brick/mortar repair, irrigation, drainage/lighting/removal-hauling/planting/fountain/hardscape-concrete/klinker brick/trellis/pergola 123,756

Rehabilitation/Restoration Total
$785,275

Applied to Mills Act tax reassessment $210,696
$21,070/yr

Additional Rehabilitation
Investment by Property Owner **$574,579**

Total 10 year Rehabilitation Investment **$785,275**

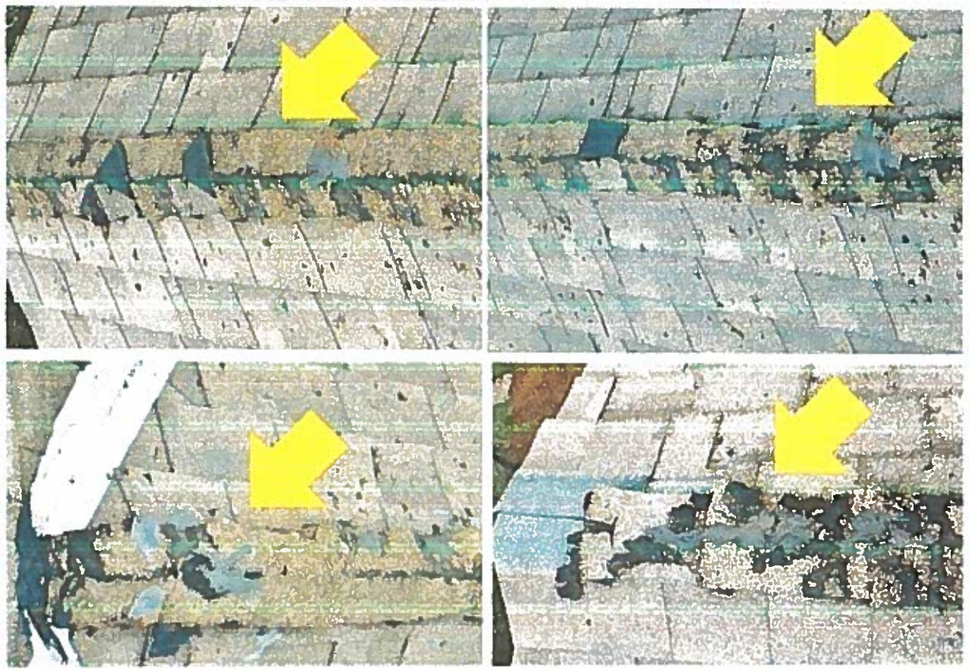
ONGOING MAINTENANCE

1. Paint touch up/repainting (interior & exterior)	50,000	($5,000/yr)
2. Termite inspection and repair	12,000	($1,200/yr)
3. Landscape maintenance	39,000	$3,900/yr)
4. Miscellaneous maintenance and repair (seismic damage chimney/brick & mortar)	10,000	($1000/yr)
	$111,000	**$11,100/yr**

REHAB MAINTENANCE TO BE CAPITALIZED **$32,170/yr**

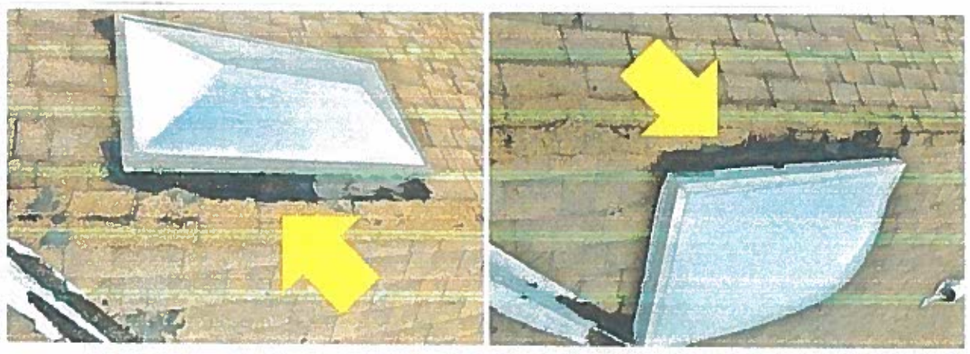
EXISTING CONDITION PHOTO-DOCUMENTATION

Task 3 – deteriorated composition shingle roofing



Not Acceptable: On the composition shingle roof the ridge caps installed at the peak of the roof are worn out and falling apart. These typically do not last as long as the rest of the roof and have to be replaced while the rest of the roof is still in serviceable condition. This roof is currently at that stage and the ridge caps need replacement at this time.

Task 3A– replace unserviceable skylights



Needs Attention: The connection of the roof to the skylights have not been properly flashed and therefore may not be not reliable installations.

Note: photos and commentary from LaRocca Inspection Report 2/23/15

EXISTING CONDITION PHOTO-DOCUMENTATION

Task 5 – Catwalk adjacent to attic furnace

ACCESS CONDITION:



Not Acceptable: There is no cat-walk installed to access the furnace at the north side. This is a standard requirement for safe working conditions around the furnace.

EXISTING CONDITION PHOTO-DOCUMENTATION

Task 6 – Deteriorated asphalt driveway



Task 7 – Uneven, hazardous brick walkways



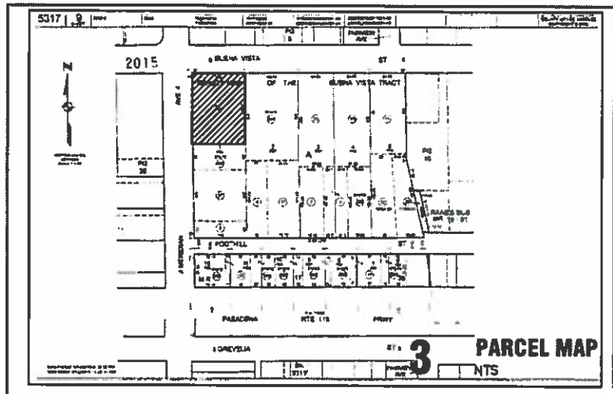
EXISTING CONDITION PHOTO-DOCUMENTATION

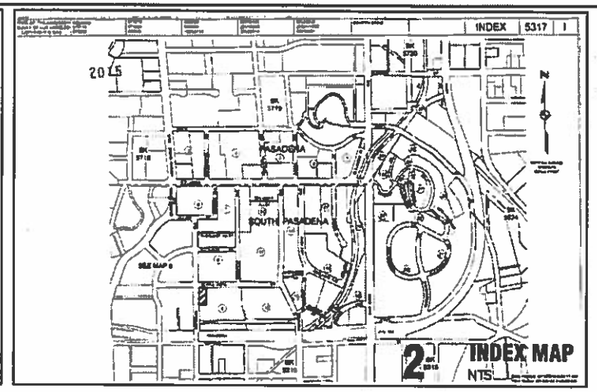
Task 8 – Rehabilitate / repair / repoint arroyo stone and brick masonry wall



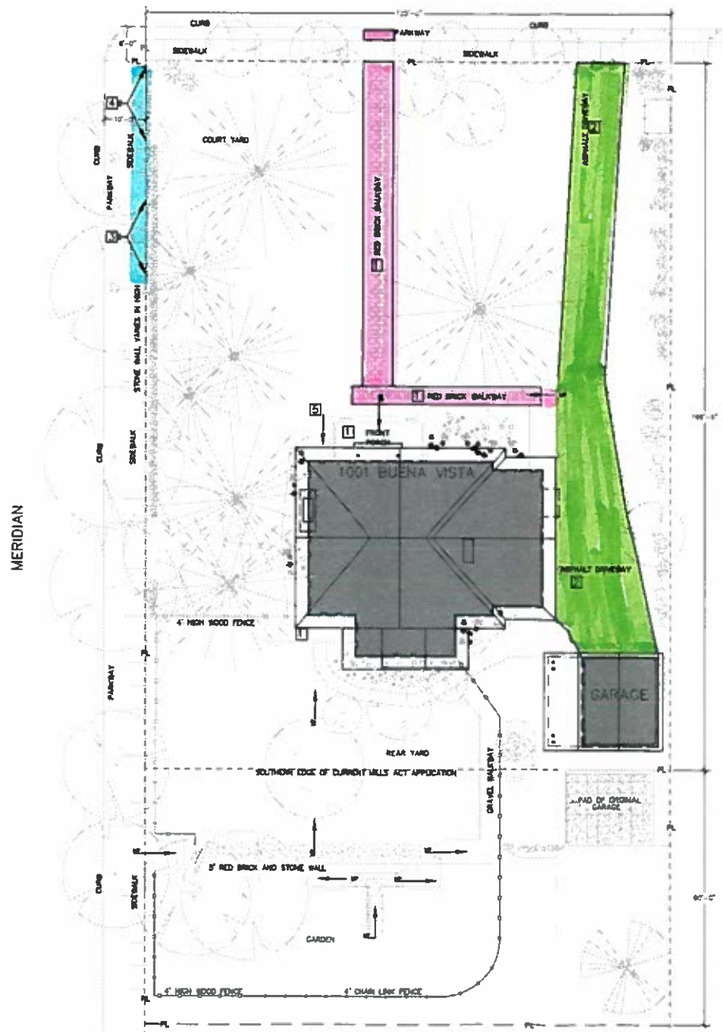








1001 BUENA VISTA



MERIDIAN

1 PLOT PLAN
1/16" = 1'-0"

michael krakower se
krakower & associates
structural engineers
160 white oak drive
arcadia, ca
91006
626 355-5088
fax 626 355-9384
e-mail: mkcase@verizon.net

REGISTERED PROFESSIONAL ENGINEER
No. 2443
Exp 3-31-19
STRUCTURAL
STATE OF CALIFORNIA

PROPERTY INFORMATION
Assessor's ID No: 5317-009-025
Address: 1001 BUENA VISTA ST
SOUTH PASADENA CA 91030-1705
Property Type: SINGLE FAMILY RESIDENTS
YEAR BUILT 1905
BUILDING: SqFt 4100
LOT: 20799 SqFt

NO.	DESCRIPTION	DATE
	PLAN CHECK SUBMITTAL	
	REVISIONS	

GARFIELD HOUSE

OWNER: CLIENT
GRANT AND LORI DAVIS DENNY
1001 BUENA VISTA DR.
PASADENA, CA 91030

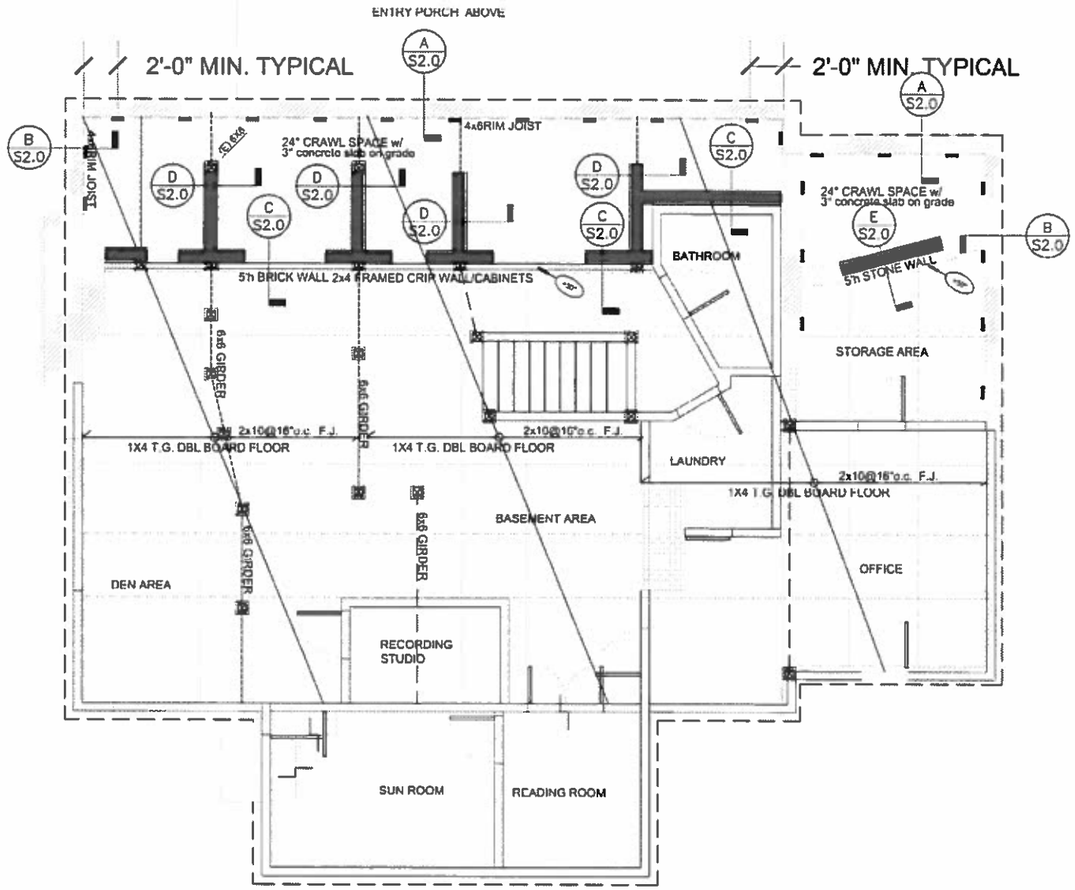
MILLS ACT

SHEET TITLE

ISSUANCE: FIELD DOCUMENTS
DATE: OCT 15, 2018
PROJ. NO.: 18_0801
DRAWN: RF
CHECKED: MK

DRAWING NO.
S 1.0

9/5/2018



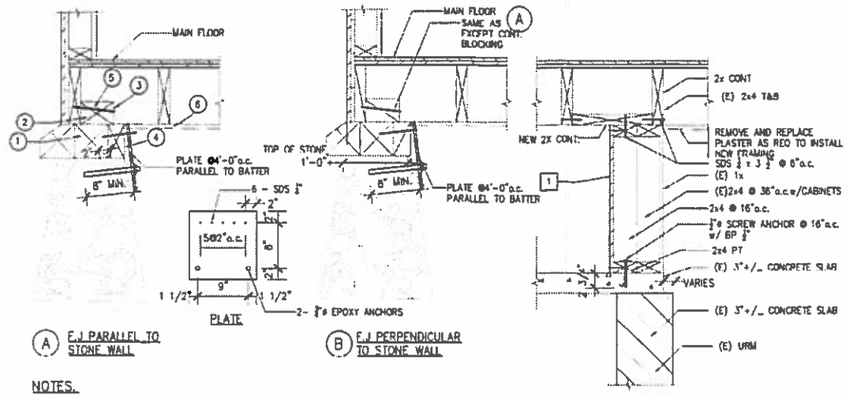
LEGEND

- SILL BOLTING PER (A) (B)
- STONE WALLS
- CMU
- CONCRETE
- BRICK
- STONE WALLS w/ 2x WOOD FRAMING
- 2x WOOD FRAMING
- 2x WOOD FRAMING w/ ½" STRUCTURAL PLY (D) (E)
- (E) SLAB ON GRADE CONTROL LINES

NOTES:

1. INFORMATION SHOWN IS ONLY INTENDED TO DEVELOP AN OPINION OF COST AS PART OF A MILLS ACT APPLICATION. INFORMATION SHOWN IS NOT SUITABLE FOR PLAN CHECK SUBMITTAL TO THE BUILDING DEPARTMENT TO OBTAIN A BUILDING PERMIT
2. ½" STRUCTURAL I PLYWOOD SHEAR WALL BEHIND (E) WALLS PER DETAIL (C). PROVIDE AND MAINTAIN ACCESS OPENINGS TO (E) CRAWL SPACE THAT ALIGN WITH EXISTING ACCESS OPENING AND DOORS.
3. ½" STRUCTURAL I PLYWOOD SHEAR WALL PER (E) PROVIDE 2-32"WIDE ACCESS OPENINGS TO (E) CRAWL SPACE
4. KEY PLANS ARE DIAGRAMMATIC AND ARE DERIVED FROM DRAWINGS (UNDATED) PROVIDED BY THE CLIENT. DIFFERENCES BETWEEN DIAGRAMS AND AS BUILT CONDITIONS MAY EXIST - ALL CONDITIONS AND MEASUREMENTS TO BE VERIFIED IN THE FIELD.

LOWER LEVEL FLOOR PLAN
PARTIAL MAIN FLOOR FRAMING PLAN



(A) E.J PARALLEL TO STONE WALL

(B) E.J PERPENDICULAR TO STONE WALL

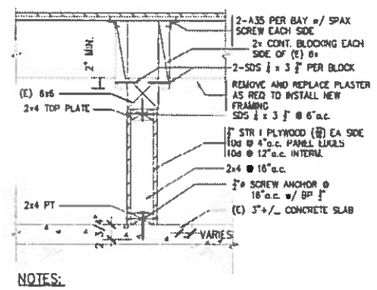
NOTES.

1. (E) 4x6 CONT. PLATE ON 1" CEMENT MORTAR.
2. (N) 4x CONTINUOUS.
3. (N) 4x CONT MIN (DRAWING NTS)
4. GAP VARIES. GROUT SOLID ¾" GROUT MIN.
5. SDS ¼ @ 4"o/c
6. REMOVE AND REPLACE PLASTER AFTER INSTALLATION OF (N) FRAMING

SHEAR WALL:

1. ½" STR I PLY (⅜") 10d @ 4"o.c. PANEL EDGES 10d @ 12"o.c. INTERM. BLOCK ALL EDGES

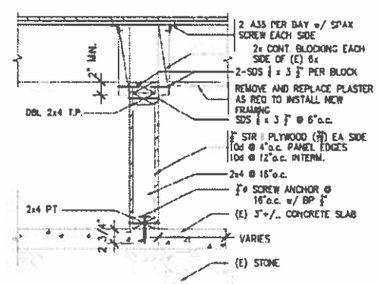
(C) INTERIOR SHEAR WALL



NOTES:

PROVIDE 32" WIDE ACCESS OPENINGS IN SHEARED WALL TO EACH CRAWL SPACE

(D) INTERIOR SHEAR WALL



(E) INTERIOR SHEAR WALL

2 FOUNDATION AND FLOOR FRAMING DETAILS
1" = 1'-0"



1 FOUNDATION AND FLOOR FRAMING PLAN
1/4" = 1'-0"

24"x36" OR 22"x34" SHEET SIZE. IF SHEET SIZE IS SMALLER, THEN DRAWING HAS BEEN REDUCED.

michael brakower, se
brakower & associates
structural engineers
163 white oak drive
arcadia, ca 91006
626 355-6088
fax 626 358-5384
e-mail: mbase@verizon.net

REGISTERED PROFESSIONAL ENGINEER No. 2443 Exp. 9-31-19 STRUCTURAL STATE OF CALIFORNIA

PROPERTY INFORMATION

Assessor's ID No: 5317-009-025

Address: 1001 BUENA VISTA ST SOUTH PASADENA CA 91030-1705

Property Type: SINGLE FAMILY RESIDENTS

YEAR BUILT 1905

BUILDING: SqFt 4100

LOT: 20799 SqFt

NO.	DESCRIPTION	DATE
	PLAN CHECK SUBMITTAL	
	REVISIONS	

GARFIELD HOUSE

OWNER: CLIENT
GRANT AND LORI DAVIS DENNY
1001 BUENA VISTA DR.
PASADENA, CA 91030

MILLS ACT

SHEET TITLE

ISSUANCE: FIELD DOCUMENTS

DATE: OCT 15, 2018

PROJ. NO.: 18_0801

DRAWN: RF

CHECKED: MK

DRAWING NO.: **S 2.0**

9/5/2018

MILLS ACT CONTRACT

LOS ANGELES COUNTY ASSESSOR
EAST DISTRICT OFFICE
1190 DURFEE AVENUE
SOUTH EL MONTE, CALIFORNIA 91733-4412
assessor.lacounty.gov
626.258.6001

ASSESSOR
Los Angeles County

JOHN R. NOGUEZ
ASSESSOR

SANTOS H. KREIMANN
CHIEF DEPUTY ASSESSOR

June 26, 2012

Joseph Henry and Melanie Ciccone
1001 Buena Vista St
South Pasadena, CA 91030-1705

Assessor's Identification No: 5317-009-025

Dear Property Owner:

MILLS ACT NOTICE OF ASSESSED VALUE CHANGE

Your restricted historical property qualifies for assessment under the Mills Act. The Assessor is required to review the assessed values annually. By law, the Assessor must enroll the lowest among A, B, or C below. The valuation of your property has been determined as follows:

Annual Review as of January 1, 2012

A	Proposition 13 Base Year Value (Trended)	B	Estimated Current Fair Market Value	C	Mills Act Appraised Value	Enrolled Value	
Total	$2,241,270	Total	$1,700,000	Total	$484,200	Total	$484,200

If you disagree with the enrolled value, you may file an appeal with the Assessment Appeals Board. The appeal must be filed between July 2 and November 30 or within 60 days of receipt of this notice, whichever is later. Assessment appeal applications may be obtained from the Assessment Appeals Board or from the public counter at any Assessor's office. You may also request information and forms by telephone at 213.974.1471, by mail, online, or in person. The Assessment Appeals Board is located in Room B-50, Kenneth Hahn Hall of Administration, 500 W. Temple Street, Los Angeles, CA 90012-2770 and online at *http://bos.co.la.ca.us/Categories/PropertyTaxAppeals.htm*.

To read the law guiding the Assessor on the valuation of restricted historical property, see Revenue and Taxation (R&T) Code Sections 52, 110, and 439 through 439.4. The R&T Code is available online at http://www.boetaxes.ca.gov/property/Vol1and2/Rtc/part05.pdf.

If you have any questions, please contact Rebecca Demboski by telephone at (626) 258-6059 or email at rdemboski@assessor.lacounty.gov. Also, you may visit the Assessor's East District Office in South El Monte at 1190 Durfee Avenue between 7:30 A.M. and 5:00 P.M., Monday through Friday.

Sincerely,

Edward Avila

Edward Avila
Principal Appraiser
Regions 4 & 5

c: City of South Pasadena
Attn: Historical Contracts Manager

Project Control Sheet

Application Number: 0897-MIL
Related Applications:
Date Received: 11/01/06 Fee Received:
Name (Landowner): Joe Henry & Melanie Ciccone
Project Address: 1001 Buena Vista Street

DATE	APPLICATION(S) DEEMED COMPLETE

ENVIRONMENTAL REQUIREMENTS

CEQA STATUS:

STAFF ACTION

1/11/07	Sent (copy of) Mills Act contract to owner

PLANNING COMMISSION ACTION

CITY COUNCIL ACTION

RICK AUERBACH • ASSESSOR
EAST DISTRICT OFFICE
1190 DURFEE AVENUE
SOUTH EL MONTE, CALIFORNIA 91733-4412
assessor.lacounty.gov
1.626.258.6001

6/24/2009

HENRY, JOSEPH
1001 BUENA VISTA ST
SOUTH PASADENA CA 91030

Assessor's Identification Number: **5317-009-025**
Property Location: 1 BUENA VISTA ST, SOUTH PASADENA

Dear Property Owner:

MILLS ACT NOTICE OF ASSESSED VALUE CHANGE

Your restricted historical property qualifies for assessment under the Mills Act. The Assessor is required to review the assessed values annually. By law, the Assessor must enroll the lowest among A, B, or C below. The valuation of your property has been determined as follows:

Annual Review as of January 1, 2009

A	Proposition 13 Base Year Value (Trended)	B	Estimated Current Fair Market Value	C	Mills Act Appraised Value	**Enrolled Value**
Total	$ 2,186,086	Total	$ 1,800,000	Total	$ 368,000	Total **$ 368,000**

If you disagree with the enrolled value, you may file an appeal with the Assessment Appeals Board. The appeal must be filed between July 2 and November 30 or within 60 days of receipt of this notice, whichever is later. Assessment appeal applications may be obtained from the Assessment Appeals Board or from the public counter at any Assessor's office. You may also request information and forms by telephone at 213.974.1471, by mail, online, or in person. The Assessment Appeals Board is located in Room B-50, Kenneth Hahn Hall of Administration, 500 W. Temple Street, Los Angeles, CA 90012-2770 and online at *http://bos.co.la.ca.us/Categories/PropertyTaxAppeals.htm*.

To read the law guiding the Assessor on the valuation of restricted historical property, see Revenue and Taxation (R&T) Code Sections 52, 110, and 439 through 439.4. The R&T Code is available online at *http://www.boetaxes.ca.gov/property/Vol1and2/Rtc/part05.pdf*.

If you have any questions, please contact Michael Nguyen, Real Property Appraiser, by telephone at (626) 258-6047 or email at mnguyen@assessor.lacounty.gov. Also, you may visit the Assessor's East District Office in South El Monte at 1190 Durfee Avenue between 8:00 A.M. and 5:00 P.M., Monday through Friday.

Sincerely,

Steve Chin
Principal Appraiser
Region 5, East District Office

c: City of SOUTH PASADENA
Attn: Historical Contracts Manager

"To Enrich Lives Through Effective And Caring Service"

RICK AUERBACH • ASSESSOR
500 WEST TEMPLE STREET
LOS ANGELES, CALIFORNIA 90012-2770
lacountyassessor.com
888.807.2111

June 1, 2007

Henry, Joseph and Ciccone, Melanie
1001 Buena Vista St
South Pasadena, CA 91030

Assessor's Identification No: 5317-009-025
Property Location: 1001 Buena Vista St, South Pasadena

Dear Property Owner:

MILLS ACT NOTICE OF ASSESSED VALUE CHANGE

Your restricted historical property qualifies for assessment under the Mills Act. The Assessor is required to review the assessed values annually. By law, the Assessor must enroll the lowest among A, B, or C below. The valuation of your property has been determined as follows:

Annual Review as of January 1, 2007

A	Proposition 13 Base Year Value (Trended)	B	Estimated Current Fair Market Value	C	Mills Act Appraised Value	Enrolled Value	
Total	$2,101,200	Total	$2,200,000	Total	$362,200	Total	$362,200

If you disagree with the enrolled value, you may file an appeal with the Assessment Appeals Board. The appeal must be filed between July 2 and November 30 or within 60 days of receipt of this notice, whichever is later. Assessment appeal applications may be obtained from the Assessment Appeals Board or from the public counter at any Assessor's office. You may also request information and forms by telephone at 213.974.1471, by mail, online, or in person. The Assessment Appeals Board is located in Room B-50, Kenneth Hahn Hall of Administration, 500 W. Temple Street, Los Angeles, CA 90012-2770 and online at *http://bos.co.la.ca.us/Categories/PropertyTaxAppeals.htm*.

To read the law guiding the Assessor on the valuation of restricted historical property, see Revenue and Taxation (R&T) Code Sections 52, 110, and 439 through 439.4. The R&T Code is available online at http://www.boetaxes.ca.gov/property/Vol1and2/Rtc/part05.pdf.

If you have any questions, please contact Donna Fraijo-Juarez by telephone at (626) 258-6063 or email at dfraijojuarez@assessor.lacounty.gov. Also, you may visit the Assessor's East District Office in South El Monte at 1190 Durfee Avenue between 8:00 A.M. and 5:00 P.M., Monday through Friday.

Sincerely,

Sharon Moller
Principal Appraiser
Region 5

COPY

c: City of South Pasadena
Attn: Historical Contracts Manager

"To Enrich Lives Through Effective And Caring Service"

File Copy

CITY OF SOUTH PASADENA

PLANNING AND BUILDING DEPARTMENT
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: 626.403.7220 ▪ FAX: 626.403.7221
WWW.CI.SOUTH-PASADENA.CA.US

December 21, 2006

Office of the County Assessor
Legal Services – Rm. 209-A
Attn: Scott Woods
500 W. Temple Street
Los Angeles, CA 90012

RE: Mills Act Contract Agreement for
1001 Buena Vista Street, South Pasadena, California

Dear Mr. Woods:

This letter serves to notify the County Assessor's Office that the City of South Pasadena has entered into a Mills Act Contract Agreement with property owners, Joe Henry and Melanie Ciccone, for the property located at 1001 Buena Vista Street in the city of South Pasadena. In accordance with the Agreement, approved by the South Pasadena City Council on November 15, 2006, this notification and attached signed Mills Act Contract Agreement are being forwarded to your office for review and to adjust the tax assessment for the above-mentioned property (1001 Buena Vista Street) as a Mills Act property.

If you need additional documentation or confirmation on this matter, please contact me at (626) 403-7228 or by e-mail at jmayer@ci.south-pasadena.ca.us.

Thank you for your assistance.

Sincerely,

John Mayer
Senior Planner

cc: Donna Juarez, Assessor - East District Office
1190 Durfee Avenue, South El Monte, 91733



This page is part of your document - DO NOT DISCARD

06 2800943

RECORDED/FILED IN OFFICIAL RECORDS
RECORDER'S OFFICE
LOS ANGELES COUNTY
CALIFORNIA

10:01 AM DEC 15 2006

TITLE(S) : MILLS ACT CONTRACT FOR 1001 BUENA VISTA STREET, SOUTH PASADENA

L E A D S H E E T

FEE Code 00 - 00.00 Code A007 - 001 **D.T.T.**

CODE 20

CODE 19

CODE 9____

Grand Total = $0.00 *Page Count = 19*

Assessor's Identification Number (AIN)
To be completed by Examiner OR Title Company in black ink. **Number of AIN's Shown**

THIS FORM IS NOT TO BE DUPLICATED

06 2800943

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED - MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
1001 BUENA VISTA STREET
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 21st day of November 2006, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possess fee title in and to that certain real property, together with associated structures and improvements thereon, located at 1001 Buena Vista, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) In 1972, the City Council of the City of South Pasadena adopted a Resolution, thereby declaring and designating the Historic Property as a landmark pursuant to the terms and provisions of Section 2.73A-14 of the South Pasadena Municipal Code.

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on 11/21, 2006, and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. If City or Owner desire in any year not to renew this Agreement, that party shall serve written notice of non-renewal in advance of the annual renewal date of this Agreement as follows: Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date; City

must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serve timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner are entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit B" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit C" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.*, may cancel this Agreement if City determines Owner have breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it

determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assess as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subject the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Joe Henry and Melanie Ciccone
1001 Buena Vista Street
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agree to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of their contractor, subcontractor, agent, employee or other person acting on his behalf which relate to the use, operation and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 11-15-06

By: _____
MAYOR

Attest:

Sally Kelly
CITY CLERK

Approved as to Form:

CITY ATTORNEY

Dated: 11/15/06

Dated: 11-21-06

Property Owner

Joe Henry and Melanie Ciccone,

OWNER AFFIDAVIT

State of California
County of Los Angeles

I/We, Melanie Ciccone and Joe Henry hereby declare under penalty of perjury that I am/we are the owner(s) of the property involved in this request and that the foregoing statement and the information submitted herewith are true and correct.

Owner(s) _____ _____
(Signature) (Signature)

Address 1001 Buena Vista Street
(City, State and Zip Code)

(626) 441-5504
(Telephone Number)

Subscribed and sworn to before me on

this 3rd day of Oct, 2006.

Barbara J. Armstrong
(Signature of Notary Public)

BARBARA J. ARMSTRONG
Commission # 1654002
Notary Public — California
Los Angeles County
My Comm. Expires Apr 22, 2010

TO ALL APPLICANTS

Employees of the City of South Pasadena will give every possible assistance to anyone who desires to utilize the remedies provided by the City's Zoning Ordinance. However, the burden of proof is on the applicant to make the showing necessary before any of the described permits can be granted. Also there is no guarantee, expressed or implied, that any permit will be granted by whatever agency or individual has authority in the matter.

The applicant shall understand also that each matter must be carefully investigated and, after a staff investigation has been made or a public hearing has been held, the staff's recommendation or decision may be contrary to a position taken in any preliminary discussions.

The staff is not permitted to assist applicants or any opponents of any applicant in preparing arguments for or against a request.

I have read the foregoing and understand that I HAVE THE BURDEN OF PROOF in the matter arising under the application made by me.

_____
(Applicant's Signature)

3 Oct '06
Date

NOTE:

ALL ITEMS ON THIS FORM MUST BE COMPLETED AND SUBMITTED BEFORE THE APPROVAL PROCEDURE MAY BEGIN.

- EXHIBIT A -

Property Input Sheet

Address: 1001 Buena Vista Street; Map book 5317, Page 009, Parcel 025; (Porter & Green Tract)

Legal Description: LOT 1 IN BLOCK "A" OF THE REPLAT ON THE BUENA VISTA TRACT IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 17, PAGE 39 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, EXCEPT THEREFROM THE SOUTH 220 FT.

Assessed Value: (Current Tax Assessment) $2,060,000

SCHEDULE C- HISTORIC PROPERTY TAX ADJUSTMENT WORKSHEET

Street Address 1000 Buena Vista Street, South Pasadena, CA 91030

STEP 1: DETERMINE ANNUAL INCOME OF PROPERTY

1.	Monthly Rental Income (Even if your property is owner-occupied an estimated monthly rental income is needed as a basis for this worksheet formula.)	$5,000
2.	Yearly Annual Rental Income	$60,000

STEP 2: CALCULATE ANNUAL OPERATING EXPENSES

3.	Insurance (fire, liability, etc.)	$4,833
4.	Utilities (Water, gas, electric)	$9,010
5.	Maintenance* (May include structural repairs, painting, plumbing, electrical, gardening, cleaning, mechanical, HVAC, historic restoration and renovation for current living standards. Detailed documentation of maintenance expenses required on separate sheets.)	$32,170
6.	Management	$5,000
7.	Other Operating Expenses (Security services, etc, Document any additional operating expenses on a separate sheet.)	$500
8.	TOTAL EXPENSES (Add lines 3 through 7)**	$51,513

STEP 3: DETERMINE ANNUAL NET INCOME

9.	Total Net Income (line 2 minus line 8)	$9,587

- Annual Operating Expenses - does NOT include mortgage payments or property taxes.
- NOTE: If you are calculating for commercial or income property, you must provide the following back-up documentation (where applicable) on separate sheets:
  - Rent roll - Include rent for on-site manager's unit as income, if possible.
  - Maintenance records - Provide detailed break-down; all costs should be recurring annually.
  - Management expenses – Include expense of on-site manager's unit or a 5% off site manger's fee; Document all other management costs.

HISTORIC PROPERTY TAX ADJUSTMENT WORKSHEET (page 2)

STEP 4: DETERMINE CAPITALIZATION RATE

10. Interest Component (As determined by the State Board of Equalization for 2006)	5.75%
11. Historic Property Risk Component (Single family home =4%; All other property = 2%)	4%
12. Property Tax Component	1%
13. Amortization Component (Reciprocal of life of property; if life of improvements is 20 years, us 100 x 1/20 = 5%)	5%
14. TOTAL CAPITALIZATION RATE	15.75%

STEP 5 CALCULATE NEW ASSESSED VALUE

15. Mills Act Assessed Value (Line 9 divided by line 14)	$53,715

STEP 6 DETERMINE ESTIMATED TAX REDUCTION

16. Current Tax (General tax levy only – do not include voted indebtedness or direct assessments.)	$23,956
17. Tax Under Mills Act (Line 15 x .010	$537
18. ESTIMATED TAX REDUCTION (Line 16 minus line 17.)	$23,419

SCHEDULE B - COST PROJECTIONS
REHAB/MAINTENANCE PLAN

In budgeting the rehabilitation maintenance plan, we seek to restore as much of the original floor plan, spatial relationships and both interior and exterior character and integrity as is financially feasible. Economic challenges of restoring a poorly maintained and plundered Greene and Greene are absolutely mind-boggling. Attempting to repurchase original Greene & Greene fixtures or even commissioning reproductions, for example, is well beyond our means. We have instead been able to locate and install many fine, period-appropriate fixtures that help to reestablish turn-of-the-century ambience.

Likewise, expenses and estimates below reflect a much more modest, but still quite expensive rehabilitation budget. We will be employing top craftsmen and contractors using the best materials available but on a tight budget. The work may be a shade or two below museum-quality (e.g., Gamble House) connoisseurship, but will assure both the protection and integrity of craftsmanship of this important South Pasadena historic resource.

INTERIOR

1. Complete repairing , replacing deteriorated walls & ceilings
   $58,793 (including, demolition, wallpaper removal, plaster, drywall, painting & historical wallpaper reproductions 1st & 2nd Floors)
2. Strip/restore/repair/replace hardwood floors
   16,521
3. Restore/ replace lighting fixtures (75 total)
   28,045
4. *Kitchen/Butler's Pantry & 4.5 Bathrooms*
   (Remove, repair, replace, update to current standards including reproduction tile, plumbing hardware, vintage fixtures in bathrooms, custom cabinetry)
   75,615
5. *Hardware* –Replace & restore registers & returns (30), push-plates (47), brass receptacle covers (58), mortise locks (14), reproduction push button switches & cover-plates
   7,476
6. *Basement/Laundry Workshop*- remove, repair, restore plaster & wood paneling , cabinetry, paint, build cabinets, install tongue & groove ceiling, build windows/restoration glass, salvage doors, diamond grind/seal concrete floors, restore original brick, river rock, concrete supporting walls, bath
   40.761
7. *Closets*- update, restore build master closets and restore linen closet
   21,875
8. *Contractor*
   25,000
9. *HVAC* – Dual zone system
   24,573

10. *Miscellaneous:*

a. Insulation 3,621
b. Window repair/37 total restoration glass 2,357
c. Screens – 4 bronze & 3 zinc
311
d. Dumpster/Construction rental
3,118

EXTERIOR

1. *Wood restoration*-house & garage*
52,282
2. *Prep/Paint* –house & garage*
110,008
3. *Wood Repair*-existing windows & screens*
10,496
4. *Window Screen & Doors*- build 21 & replace screen 75 original*
13,910
5. *Roof* - Garage & House (eyebrows only)
12,000
6. *Gutters/Downspouts*
4,500
7. *Awnings* - recreate period per original photo
5,000
8. *Art Glass* – repair broken skylight & restore front door panels
2,500
9. *Fence* – design/build/ install based on original trellis
12,589

*see Appendix B for written estimate by California Restoration & Waterproofing

UTILITIES

1. *New Plumbing*- update/replace (including gas & sewer) 10 yr warranty
42,865
2. *New Electric* – rewire house/garage 200amp panel/exhaust fans/
28,670
smoke alarms

LANDSCAPING

1. *Design*
12,376
2. *Plant material (20,000 sq. ft property plus)*
46,257

3. *Landscape* -Brick/mortar repair, irrigation, drainage/lighting/removal-hauling/planting/fountain/hardscape-concrete/klinker brick/trellis/pergola 123,756

Rehabilitation/Restoration Total
$785,275

Applied to Mills Act tax reassessment $210,696
$21,070/yr

Additional Rehabilitation
Investment by Property Owner **$574,579**

Total 10 year Rehabilitation Investment **$785,275**

ONGOING MAINTENANCE

1. Paint touch up/repainting (interior & exterior)	50,000	($5,000/yr)
2. Termite inspection and repair	12,000	($1,200/yr)
3. Landscape maintenance	39,000	$3,900/yr)
4. Miscellaneous maintenance and repair (seismic damage chimney/brick & mortar)	10,000	($1000/yr)
	$111,000	**$11,100/yr**

REHAB MAINTENANCE TO BE CAPITALIZED **$32,170/yr**

SCHEDULE A – MAINTENANCE* PLAN

The residence at 1001 Buena Vista Street was built in 1904 by Charles and Henry Greene for Lucretia Rudolph Garfield the wife of U.S. President James A.Garfield. It was designated by the South Pasadena City Council in 1972, the fourth landmark in the city.

Carefully following Secretary of Interior Standards for the Treatment of Historic Properties and Guidelines for Rehabilitation, the overarching goal is to restore the exterior and rehabilitate the Garfield House interior, with a combination of current and period appropriate kitchen and bath conveniences and appurtenances common in historic renovations

Restoration, rehabilitation and maintenance of the property present a number of challenges, however. Prior to its designation, the Garfield House exterior had been altered twice. Although perhaps not ideal, the additions did not harm its historic significance or seriously diminish its integrity. The interior had also undergone a number of remodels (primarily in the 50s and 60s) that altered its character and destroyed some historic fabric. Much more recently, just prior to its sale early this year, all Greene and Greene fixtures, both interior and exterior, were removed by former owners.

As will be more clear when reviewing the cost breakdowns in Schedule 3, the Rehabilitation/Restoration and Maintenance Plan is much more extensive than needed to merely qualify for maximum Mills Act property tax savings. Nevertheless, the full plan is outlined below to facilitate review for preservation appropriateness. Where individual tasks fell into more than one of the applicable criteria specified by the South Pasadena Cultural Heritage Commission (see below), we listed it under the category that best described the majority of the work.

REHABILITATION PLAN

Removing Inappropriate Alterations of the Past

1. Demo 1960s kitchen and adjacent laundry room (where the former butler's pantry had been located)
2. Restore original configuration of Bedroom 6
3. Strip inappropriate paint and restore woodwork to original finish
4. Strip and restore original finish of door, window and built-in cabinet hardware.

---

* (What may constitute preservation "maintenance" for a given property is determined by the Cultural Heritage Commission on a case by case basis. Restoration and rehabilitation construction activities such as structural repairs, painting, plumbing, electrical, landscaping, updating kitchen and bathrooms, and HVAC to current standards of service might be considered part of maintenance.)

Replacing Missing Features

1. Demo existing Kitchen and Laundry Room; recreate period appropriate Kitchen and Butlers Pantry with new appliances & heritage appropriate cabinetry and fixtures.
2. Rehabilitate four and a half period appropriate bathrooms, restoring original fixtures and replacing inappropriate fixtures.
3. Design and install landscape plan appropriate to heritage of residence.
4. Install period appropriate lighting fixtures throughout (interior and exterior).
5. Replace 1960s toggle switches with reproductions of original push button switches.
6. Restore and reinstall original interior doors salvaged from the basement.

Repairing Deteriorated Materials and Features

INTERIOR

1. Repair/replace all deteriorating walls.
2. Restore/repair/replace (as necessary) all hardwood floors.
3. Restore Bachelder fireplaces to original character.
4. Paint and/or wallpaper with period appropriate colors and patterns.

EXTERIOR

5. Repair and replace deteriorated and missing parts of roof drainage system.
6. Windows- repair/rehabilitate/recreate windows to full function.
7. Prep/paint- to harmonize with historic period.

Upgrading for Health & Safety Codes and Current Living Standards

1. New Sewer- update/replace interior and install non existing exterior connection.
1. New Gas Service - update/replace interior and install exterior meter connection.
2. New Plumbing- update/replace interior and install new meter/main.
3. New Electrical service- update/replace interior and install new panel/meter

Alterations for Modern Use

1. Basement renovation
2. Fencing

Protect and Maintain Existing Historic Materials and Features

1. Update/install irrigation system to allow for proper maintenance.
2. Landscape maintenance (bimonthly gardening service to maintain appearance/integrity).
3. Roof and drainage maintenance (yearly inspection and repair as needed).
4. Miscellaneous maintenance and repair (as needed).
5. Inspect and refinish protective surfaces as needed.
6. Termite inspection and repair (at least every five years).

September 29, 2006

To whom it may concern:

In support of the more detailed rehabilitation, restoration and maintenance plan required by the City, we wanted to share with you our guiding philosophy and intent.

When we had our offer accepted to purchase *The Garfield House* in South Pasadena this past January, we knew we were taking on a tremendous responsibility. Not just personally and financially (though we believe this will prove the biggest investment of our lifetime), but historically. Given that this is not only a Greene and Greene house, but one built over a hundred years ago for the former first lady, Lucretia Garfield, we are constantly reminded that this house was here long before us, and will out-live us as well. The onus of stewardship is thus part of the sensibility that guides every restoration decision.

To that end, we immediately consulted with the manager of the Gamble House and other experts as we began to plan for the interior renovations that would allow us to move ourselves and our children in by June. They helped educate us regarding the Greene brothers aesthetic (about which we already knew a fair amount), and to ascertain what made this house unique and singular from others the Greenes had designed. We also made an appointment with the Huntington Library's archival department, and were given permission to read the actual correspondence between Mrs. Garfield and the Greenes.

Slowly, like peeling back the skins of an onion, we began to get a true picture of the Garfield House as it was originally built and, as well, to understand the changes Mrs. Garfield had overseen with the east-wing addition of 1916. Additionally, and as luck would have it, the Chute Family, from whom we purchased the house, had been very meticulous in saving most every door and window that they'd changed over the 50-plus years they lived here.

Using all of these resources, we were able to re-establish much of the original footprint of the house during our interior renovation. We followed what we believe was the original aesthetic when restoring & replacing missing light fixtures (70 plus in total), switches & plates, wall colors & coverings, fireplace/s, original wood floors, casement windows their hinges, strike plates and locks, original doors, kitchen and butler's pantry cupboard design, as well as historically appropriate plumbing fixtures throughout the entire home – rebuilding that which was original and salvageable and replacing missing pieces.

Having completed the lion's share of the interior – save the restoration of every single door knob (33 in total) - there is still a tremendous amount of work and maintenance ahead. We are currently planning for the eventual restoration of the exterior, and landscaping. The blueprint is there for us, in regard to the former; and we believe that the house itself provides most of the clues we'll need to reclaim the surrounding landscape in a way that is appropriate. Given that the house, though large, is simple and rustic by design, and the motif

of stone and brick runs from the porch and chimney through exterior pillars and yard stairways, it seems clear that our goal should be the repair and restoration of those original installations, and plantings that put them in context.

In this regard, we have sought out and will continue to follow advice of restoration specialists and heritage consultants to assure that all work conforms to the Rehabilitation Guidelines of Secretary of Interior Standards for the Treatment of Historic Properties We also welcome the input of the Cultural Heritage Commission on appropriateness of our rehabilitation and maintenance plans for the property with respect to its landmark designation and neighborhood context.

We do not live in a museum and don't intend to. This house was built to nurture and sustain, and we can feel the "life" returning to it. But at the same time we are dedicated to preserving as much of the original integrity of the house as our lives can accommodate. We are confident that the house, if we listen, will tell us how to proceed.

In full consideration of the significance of the Garfield House to the City of South Pasadena, its importance in the work of architects Charles and Henry Greene, and mindful of our responsibility as stewards of the property, we are committed to an extremely ambitious and expensive restoration, rehabilitation and maintenance plan. Nevertheless, we are a working family of modest means. Only with the property tax relief provided by the Mills Act program does this extent of commitment make any kind of economic sense.

Respectfully,

Joe Henry and Melanie Ciccone
The Garfield House
1001 Buena Vista Street
South Pasadena, CA 91030

Standards for Rehabilitation

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

EXHIBIT C -

096

This is a true and certified copy of the record if it bears the seal, imprinted in purple ink, of the Registrar-Recorder/County Clerk

DEC 15 2006

REGISTRAR-RECORDER/COUNTY CLERK
LOS ANGELES COUNTY, CALIFORNIA



PROPERTY ADDRESS:

950-966 Mission Street

2025 PROGRESS REPORT

THE KUTZER COMPANY

716 MISSION STREET
SOUTH PASADENA / CA / 91030
PHONE: 626 / 441-9620
FAX: 626 / 799-5670
DRE# 01220910
WWW.KUTZER.COM

Via Hand Delivery

April 8, 2025

Mr. Michael Donovan
City of South Pasadena
Community Development Department
1414 Mission Street,
South Pasadena, CA 91030

RE: 950 – 956 Mission Street (APN: 5315-021-001) – Mills Act Progress Report

Dear Mr. Donovan:

Per your request, attached please find the itemized list of work completed to date along with photo documentation of some of the work, and a copy of the Mills Act Contract for the subject property.

Of course, if you have any questions, please do not hesitate to call us.

Sincerely,

Alexandra Paredes
Property Manager

Enclosures

Rehab / Restoration - Completed at 950-956 Mission Street, South Pasadena

	Category	Description	Status
1	Exterior Restoration & Painting	Exterior Restoration and Painting by Dick Speer Painting.	Completed
2	Awnings	Awning production, installation and lettering by Pasadena Awning Company.	Completed
3	Miscellaneous Work	Remove & Dispose old awnings and replace transome glass by M&M Construction Group.	Completed
4	Re-Roofing	New Roofing and coating, and replacement of dry rotted decking completed by Central Roofing and the M&M Construction Group. New HVAC sheet metal pans on HVAC platforms installed by Connor Air Conditioning.	Completed
5	Flashing	Flashing installed along the façade of the building completed by Renaissance Raingutters.	Completed
6	Planning and Consulting	Project planning and consulting completed by The Kutzer Company and Dahl Architects.	Completed


RETREAT lifestyle • jewelry • gifts
M
SIMPLEE BOBA
SIMPLEE BOBA
BLUEFIN

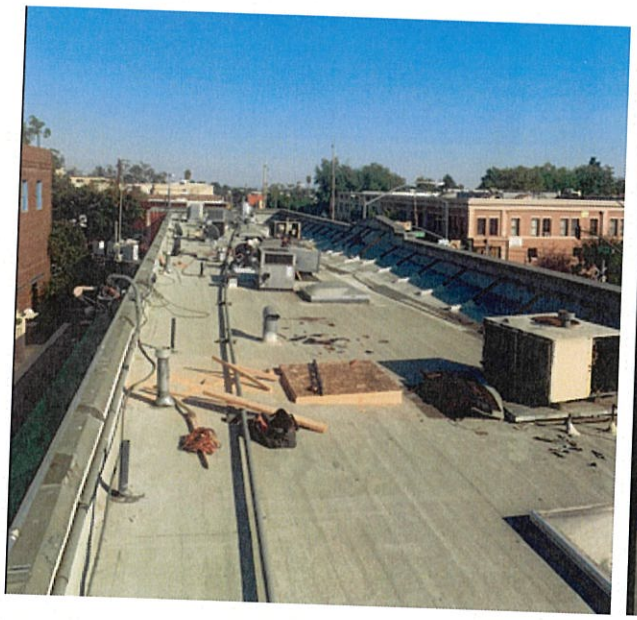

RETREAT lifestyle • jewelry • gifts


M


SIMPLEE BOBA

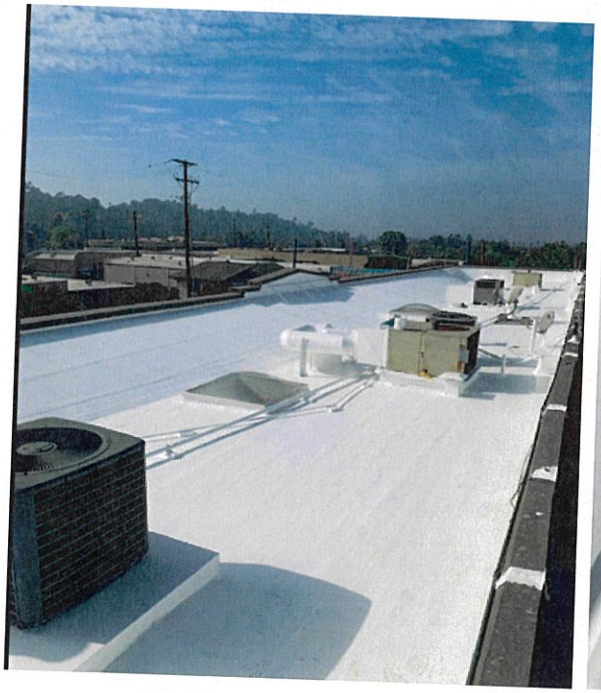

BLUEFIN

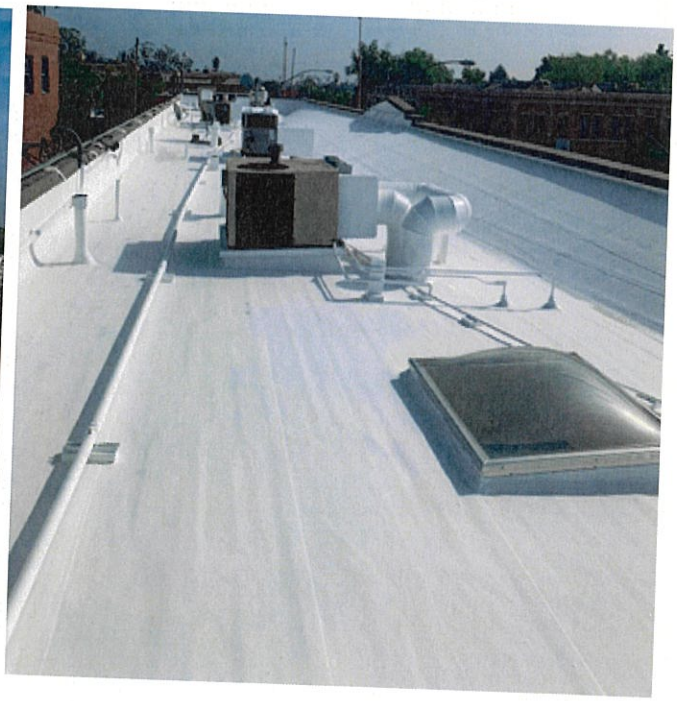
Roof: Before work





New Roof

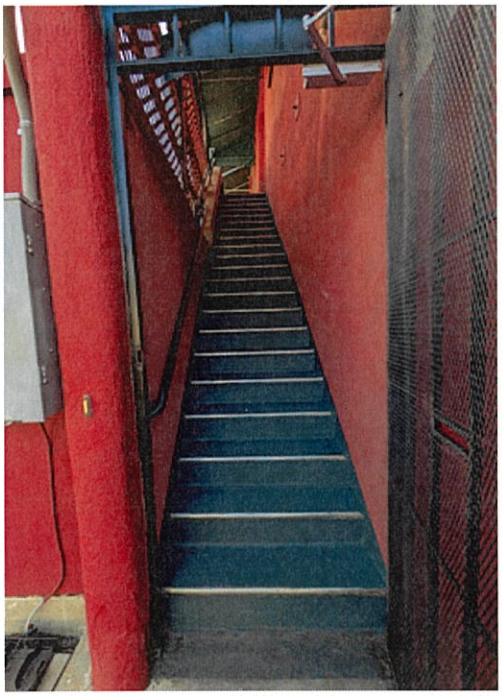




Rear Building Stairwell before work.



Rear Building Stairwell after repairs.



MILLS ACT CONTRACT

COPY of Document Re rded
Has not been compared with original.
Original will be returned when
processing has been completed.
LOS ANGELES COUNTY REGISTRAR-RECORDER

06 290 344

MILLS ACT CONTRACT

DEC 29 2006

THIS CONTRACT ("Contract") is made and entered into this 22 day of December, 2006, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Pete Kutzer ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possess fee title in and to that certain real property, together with associated structures and improvements thereon, located at 950-966 Mission Street, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) On April 18, 1979, the City Council of the City of South Pasadena approved the designation of 950-966 Mission Street, attached hereto marked "Exhibit B" and incorporated herein as if fully set forth, thereby declaring and designating the Historic Property as a landmark pursuant to the terms and provisions of Section 2.73A-14 of the South Pasadena Municipal Code.

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on December 22, 2006, and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. If City or Owner desire in any year not to renew this Agreement, that party shall serve written notice of non-renewal in advance

of the annual renewal date of this Agreement as follows: Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date; City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serve timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner are entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for rehabilitation and maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.*, may cancel this Agreement if City

determines Owner have breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assess as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subject the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations

and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Mission Arroyo, LLC
c/o Pete Kutzer, The Kutzer Company
716 Mission Street
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agree to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of their contractor, subcontractor, agent, employee or other person acting on his behalf which relate to the use, operation and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or

restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12-20-06

By: _____
MAYOR

Attest:

Sally Keeb
CITY CLERK

Approved as to Form:

CITY ATTORNEY

Dated: 12/20/06

Dated: 12-28-06

~~Pete Kutzer, Property Owner~~
On Behalf of The Kutzer Company
Agent for Mission Arroyo, LLC

State of California
County of Los Angeles

On December 20, 2006 before me, Sarah Adams, Notary Public,
(Name of Notary Public and Title)

personally appeared [illegible],

personally known to me (or provided to me the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

Witness my hand and official seal.

Notary Signature Sarah Adams

Notary Seal

SARAH ADAMS
Commission # 1612087
Notary Public - California
Los Angeles County
My Comm. Expires Oct 9, 2009

Exhibit C

Background:

Pursuant to the request of the Cultural Heritage Committee, we have done additional research on certain aspects of the building and the maintenance program, and are providing this Addendum to our earlier application.

I. <u>Rehab/Restoration-Completed to Date</u> (to be maintained over the life of the contract)

We understand that the Mill's Act program is not retroactive and that the tax savings we accrue over the next ten years is not to serve as a reimbursement for work completed prior to the contract. Much of the capital rehabilitation.restoration work needed on the building as of yet, has already been completed prior to the filing of this application. Thus, we include the following rehab/restoration costs *Completed to Date* to serve as an example of the time, energy, and money that will continue to be put into the building over the course of its lifetime, as our major goal is to preserve and maintain the value of this historic property. There is also no doubt that many, if not all of these areas will require continuous maintenance over the life of the Mill's Act contract.

1. *Exterior Restoration and Painting*: Removal of all old paint, lead abatement and painting as directed, completed by Dick Speer Painting.	$ 31,748.00
2. *Awnings*: Awning production, installation and lettering, completed by Pasadena Awning Company.	$ 13,731.00
3. *Miscellaneous Work*: Remove & dispose old awnings and replace transom glass as needed, completed by M & M Construction Group.	$ 3,845.00
4. *Re-Roofing*: Install new Class A Built-Up roof system, replace dry rotted decking, and install new HVAC sheet metal pans on HVAC platforms, completed by Richter Roofing Company.	$ 10,660.00
5. *Flashing*: Install new metal flashing along the façade of building to protect the roof membrane, completed by Renaissance Raingutters.	$ 2,642.00
6. *Planning & Consulting*: Project Coordination, drafting services, blueprints, pictures, and consulting, completed by The Kutzer Company and Dahl Architects.	$ 8,722.67
Total:	**$ 71,348.67**

II. Rehab/Restoration-Planned (expected to be maintained over the life of the contract)

1. *Awnings*: Awning production & installation for rear balcony and stairs to be completed by Pasadena Awning Company.	$ 2,925.00
2. *Carpet & Floors*: Installation of carpet and refinishing of hardwood floors in all common areas to be completed by Avalon Flooring.	$ 2,070.00
3. *Air Conditioning*: Installation of (5) Bryant, heat pump a/c heat systems to be completed by Connor Air Conditioning. *Please Note: Estimate DOES NOT include the cost of electrical or equipment wiring, decorative equipment fencing, smoke or fire detectors or alarms, mechanical or structural engineering or drawings, or third party duct testing or certification.	$ 31,860.00
4. *Painting*: Painting of exterior surfaces and interior stairway and lobby to be completed by Fino Painting & Decorating.	$ 3,190.00
5. *Wood Restoration/Protection:* Repair and protect all interior common area wood surfaces including two handrails, twenty three wooden steps, boarders and trims, and threshold.	$ 2,340.00
6. *Exterior Brick Repointing/Repair:* Remove over-caulking between bricks, minimize ghosting effect of previous mortar and caulking repairs, mitigate old smoke stains, restore areas above 950, 952 and 954, remove unused anchors, patch and color holes, spot repoint missing mortar.	$ 18,750.00
Total:	**$ 61,135.00**

III. Annual Estimated Maintenance (expected over the life of the contract)

In order to maintain the building in compliance with the Secretary of the Interior's standards and to generally preserve the property we anticipate the following approximate **annual** expenditures as based on our *2005 Year-to Date General Ledger*, and experience with similar historic buildings.

1. *Wood Fixture Maintenance* (yearly) $ 2,340.00
This is a budget item for annual maintenance on the woodwork in the building. We plan to focus on different areas each year on a rotating basis, including windows, floors, staircase, and moldings. Most of this work would be done by experienced contractors such as USA Metal and California Restoration and Waterproofing.

2. *Awning Maintenance* (current cost $110/mo) $ 1,320.00
We have already installed retractable awnings, which are appropriate to the period of the building. This maintenance program, usually provided by Grinnell, consists of regular inspections, cleaning, adjustment, and maintenance of the awnings. This ensures that the awnings remain in good condition and repair.

3. *Painting* (yearly) $ 3,190.00
This is a budget item for annual painting, which will include general touch up, and normally sanding and repainting of certain areas on an annual basis. We find that this work is necessary on south-facing surfaces, especially, and for areas of the common area and second floor which require regular attention to ensure attractiveness and preservation of the sub-surfaces.

4. *Maintenance and Cleaning* (current cost $500/mo) $ 6,000.00
This is an on-going budget item for bi-weekly inspections by TKC and vendor personnel to inspect all exterior and common areas, and perform cleaning, minor repairs to hardware, screens, doors, windows, roofing, minor caulking and touch up painting, and includes regular oversight of all regular vendors, contractors, and their on-going work.

5. *General. Repairs* (to include Electrical, Plumbing, Brick Maint. etc.) $ 4,737.47
This is an on-going budget item which incorporates general preventative maintenance and repair to both common area and tenant-occupied building systems, including but not limited to electrical, plumbing, HVAC, roof, walls and storefronts (including historic brick maintenance and grout repair.)

Annual Total: $ 17,587.47

Exhibit A

Legal Description of the Property
Mission Arroyo, LLC
February 2, 2005

Property Address:
950-966 Mission Street/821 Meridian Ave , South Pasadena, CA 91030

Legal Description: Book 11 Page 75 Parcel Misc. Records

Exhibit A on Deed of Trust:

SALE, that property in Los Angeles County, California, described as:
The Northerly 30 feet of Lot(s) 6 in Block "D" of Watkyn's and Martin Subdivision, in the City of South Pasadena, County of Los Angeles, State of California, as per map recorded in Book 11 Page(s) 75 of Miscellaneous Records, in the Office of the County Recorder of said County. Except any portion thereof included in Meridian Avenue.

Exhibit B

CITY COUNCIL MEETING 4/18/79

Min. Vol. 19 Page 104 Meeting Dated April 18, 1979

CHC-CITY LANDMARK MISSION ARROYO HOTEL NUMBER 26

The Mission Arroyo Hotel was unanimously designated as City Landmark No. 26.

(Arnold, Swan)

MISSION ARROYO HOTEL BUILDING
PRINCIPLES OF RESTORATION

Background

The Mission Arroyo Hotel Building, located at the northwest corner of Meridian Avenue and Mission Street, is a Vernacular building constructed in 1923. The building was originally the Hotel Mission upstairs, and retail shops on the ground floor. The building is a City of South Pasadena Landmark, is listed on the California State Historical Inventory Survey, and is located in the Mission West National Register Historic District.

Restoration Principles

Our partnership, Mission Arroyo, LLC, acquired the property in 2002. We completed exterior restoration work on the masonry, bulkheads and storefronts, replaced the roof, installed appropriate awnings which revealed the transom glass panels, and restored many of the double-hung second floor windows in an effort to maintain the building in accordance with the Secretary of the Interior's Standards for Rehabilitation, as well as the Briefs and Bulletins (the "Standards.") According to the Standards,

> "Rehabilitation" is defined as "the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values."

For easy reference, the ten guiding principles of restoration are attached as an exhibit.

Moving forward, we shall continue restorative work on the building, and maintain it in accordance with the Standards. Our basic objectives are to:

1. Continue restoration of basic building systems (including but not limited to roof, exterior walls, mechanical, storefronts) to ensure short-and long-term preservation of the property; and

2. Maintain remaining interior historic fabric.

The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Exhibit C

Background:

Pursuant to the request of the Cultural Heritage Committee, we have done additional research on certain aspects of the building and the maintenance program, and are providing this Addendum to our earlier application.

I. <u>Rehab/Restoration-Completed to Date</u> (to be maintained over the life of the contract)

We understand that the Mill's Act program is not retroactive and that the tax savings we accrue over the next ten years is not to serve as a reimbursement for work completed prior to the contract. Much of the capital rehabilitation/restoration work needed on the building as of yet, has already been completed prior to the filing of this application. Thus, we include the following rehab/restoration costs *Completed to Date* to serve as an example of the time, energy, and money that will continue to be put into the building over the course of its lifetime, as our major goal is to preserve and maintain the value of this historic property. There is also no doubt that many, if not all of these areas will require continuous maintenance over the life of the Mill's Act contract.

1. *Exterior Restoration and Painting*: Removal of all old paint, lead abatement and painting as directed, completed by Dick Speer Painting.	$ 31,748.00
2. *Awnings*: Awning production, installation and lettering, completed by Pasadena Awning Company.	$ 13,731.00
3. *Miscellaneous Work*: Remove & dispose old awnings and replace transom glass as needed, completed by M & M Construction Group.	$ 3,845.00
4. *Re-Roofing*: Install new Class A Built-Up roof system, replace dry rotted decking, and install new HVAC sheet metal pans on HVAC platforms, completed by Richter Roofing Company.	$ 10,660.00
5. *Flashing*: Install new metal flashing along the façade of building to protect the roof membrane, completed by Renaissance Raingutters.	$ 2,642.00
6. *Planning & Consulting*: Project Coordination, drafting services, blueprints, pictures, and consulting, completed by The Kutzer Company and Dahl Architects.	$ 8,722.67
Total:	**$ 71,348.67**

II. <u>Rehab/Restoration-Planned</u> (expected to be maintained over the life of the contract)

1. *Awnings*: Awning production & installation for rear balcony and stairs to be completed by Pasadena Awning Company.	$ 2,925.00
2. *Carpet & Floors*: Installation of carpet and refinishing of hardwood floors in all common areas to be completed by Avalon Flooring.	$ 2,070.00
3. *Air Conditioning*: Installation of (5) Bryant, heat pump a/c heat systems to be completed by Connor Air Conditioning. *Please Note: Estimate DOES NOT include the cost of electrical or equipment wiring, decorative equipment fencing, smoke or fire detectors or alarms, mechanical or structural engineering or drawings, or third party duct testing or certification.	$ 31,860.00
4. *Painting*: Painting of exterior surfaces and interior stairway and lobby to be completed by Fino Painting & Decorating.	$ 3,190.00
5. *Wood Restoration/Protection:* Repair and protect all interior common area wood surfaces including two handrails, twenty three wooden steps, boarders and trims, and threshold.	$ 2,340.00
6. *Exterior Brick Repointing/Repair:* Remove over-caulking between bricks, minimize ghosting effect of previous mortar and caulking repairs, mitigate old smoke stains, restore areas above 950, 952 and 954, remove unused anchors, patch and color holes, spot repoint missing mortar.	$ 18,750.00
Total:	**$ 61,135.00**

III. Annual Estimated Maintenance (expected over the life of the contract)

In order to maintain the building in compliance with the Secretary of the Interior's standards and to generally preserve the property we anticipate the following approximate **annual** expenditures as based on our *2005 Year-to Date General Ledger*, and experience with similar historic buildings.

1. *Wood Fixture Maintenance* (yearly) — $ 2,340.00
This is a budget item for annual maintenance on the woodwork in the building. We plan to focus on different areas each year on a rotating basis, including windows, floors, staircase, and moldings. Most of this work would be done by experienced contractors such as USA Metal and California Restoration and Waterproofing.

2. *Awning Maintenance* (current cost $110/mo) — $ 1,320.00
We have already installed retractable awnings, which are appropriate to the period of the building. This maintenance program, usually provided by Grinnell, consists of regular inspections, cleaning, adjustment, and maintenance of the awnings. This ensures that the awnings remain in good condition and repair.

3. *Painting* (yearly) — $ 3,190.00
This is a budget item for annual painting, which will include general touch up, and normally sanding and repainting of certain areas on an annual basis. We find that this work is necessary on south-facing surfaces, especially, and for areas of the common area and second floor which require regular attention to ensure attractiveness and preservation of the sub-surfaces.

4. *Maintenance and Cleaning* (current cost $500/mo) — $ 6,000.00
This is an on-going budget item for bi-weekly inspections by TKC and vendor personnel to inspect all exterior and common areas, and perform cleaning, minor repairs to hardware, screens, doors, windows, roofing, minor caulking and touch up painting, and includes regular oversight of all regular vendors, contractors, and their on-going work.

5. *General. Repairs* (to include Electrical, Plumbing, Brick Maint. etc.) — $ 4,737.47
This is an on-going budget item which incorporates general preventative maintenance and repair to both common area and tenant-occupied building systems, including but not limited to electrical, plumbing, HVAC, roof, walls and storefronts (including historic brick maintenance and grout repair.)

Annual Total: **$ 17,587.47**

SUMMARY OF COMPLETED WORK

Exhibit C

Background:

Pursuant to the request of the Cultural Heritage Committee, we have done additional research on certain aspects of the building and the maintenance program, and are providing this Addendum to our earlier application.

I. Rehab/Restoration-Completed to Date (to be maintained over the life of the contract)

We understand that the Mill's Act program is not retroactive and that the tax savings we accrue over the next ten years is not to serve as a reimbursement for work completed prior to the contract. Much of the capital rehabilitation/restoration work needed on the building as of yet, has already been completed prior to the filing of this application. Thus, we include the following rehab/restoration costs *Completed to Date* to serve as an example of the time, energy, and money that will continue to be put into the building over the course of its lifetime, as our major goal is to preserve and maintain the value of this historic property. There is also no doubt that many, if not all of these areas will require continuous maintenance over the life of the Mill's Act contract.

1. *Exterior Restoration and Painting*: Removal of all old paint, lead abatement and painting as directed, completed by Dick Speer Painting.	$ 31,748.00
2. *Awnings*: Awning production, installation and lettering, completed by Pasadena Awning Company.	$ 13,731.00
3. *Miscellaneous Work*: Remove & dispose old awnings and replace transom glass as needed, completed by M & M Construction Group.	$ 3,845.00
4. *Re-Roofing*: Install new Class A Built-Up roof system, replace dry rotted decking, and install new HVAC sheet metal pans on HVAC platforms, completed by Richter Roofing Company.	$ 10,660.00
5. *Flashing*: Install new metal flashing along the façade of building to protect the roof membrane, completed by Renaissance Raingutters.	$ 2,642.00
6. *Planning & Consulting*: Project Coordination, drafting services, blueprints, pictures, and consulting, completed by The Kutzer Company and Dahl Architects.	$ 8,722.67
Total:	**$ 71,348.67**

II. Rehab/Restoration-Planned (expected to be maintained over the life of the contract)

√	1. *Awnings*: Awning production & installation for rear balcony and stairs to be completed by Pasadena Awning Company.	$ 2,925.00
Incomplete	2. *Carpet & Floors*: Installation of carpet and refinishing of hardwood floors in all common areas to be completed by Avalon Flooring.	$ 2,070.00
√	3. *Air Conditioning*: Installation of (5) Bryant, heat pump a/c heat systems to be completed by Connor Air Conditioning. *Please Note: Estimate DOES NOT include the cost of electrical or equipment wiring, decorative equipment fencing, smoke or fire detectors or alarms, mechanical or structural engineering or drawings, or third party duct testing or certification.	$ 31,860.00
√	4. *Painting*: Painting of exterior surfaces and interior stairway and lobby to be completed by Fino Painting & Decorating.	$ 3,190.00
√	5. *Wood Restoration/Protection:* Repair and protect all interior common area wood surfaces including two handrails, twenty three wooden steps, boarders and trims, and threshold.	$ 2,340.00
Incomplete	6. *Exterior Brick Repointing/Repair:* Remove over-caulking between bricks, minimize ghosting effect of previous mortar and caulking repairs, mitigate old smoke stains, restore areas above 950, 952 and 954, remove unused anchors, patch and color holes, spot repoint missing mortar.	$ 18,750.00
	Total:	**$ 61,135.00**

III. Annual Estimated Maintenance (expected over the life of the contract)

In order to maintain the building in compliance with the Secretary of the Interior's standards and to generally preserve the property we anticipate the following approximate **annual** expenditures as based on our *2005 Year-to Date General Ledger*, and experience with similar historic buildings.

1. *Wood Fixture Maintenance* (yearly) $ 2,340.00
This is a budget item for annual maintenance on the woodwork in the building. We plan to focus on different areas each year on a rotating basis, including windows, floors, staircase, and moldings. Most of this work would be done by experienced contractors such as USA Metal and California Restoration and Waterproofing.

2. *Awning Maintenance* (current cost $110/mo) $ 1,320.00
We have already installed retractable awnings, which are appropriate to the period of the building. This maintenance program, usually provided by Grinnell, consists of regular inspections, cleaning, adjustment, and maintenance of the awnings. This ensures that the awnings remain in good condition and repair.

3. *Painting* (yearly) $ 3,190.00
This is a budget item for annual painting, which will include general touch up, and normally sanding and repainting of certain areas on an annual basis. We find that this work is necessary on south-facing surfaces, especially, and for areas of the common area and second floor which require regular attention to ensure attractiveness and preservation of the sub-surfaces.

4. *Maintenance and Cleaning* (current cost $500/mo) $ 6,000.00
This is an on-going budget item for bi-weekly inspections by TKC and vendor personnel to inspect all exterior and common areas, and perform cleaning, minor repairs to hardware, screens, doors, windows, roofing, minor caulking and touch up painting, and includes regular oversight of all regular vendors, contractors, and their on-going work.

5. *General. Repairs* (to include Electrical, Plumbing, Brick Maint. etc.) $ 4,737.47
This is an on-going budget item which incorporates general preventative maintenance and repair to both common area and tenant-occupied building systems, including but not limited to electrical, plumbing, HVAC, roof, walls and storefronts (including historic brick maintenance and grout repair.)

Annual Total: **$ 17,587.47**

PROPERTY ADDRESS:

303 Meridian Avenue

2025 PROGRESS REPORT

Anil Hanuman

Aswini Padmanabhan

303 Meridian Ave

South Pasadena, CA

3/21/2025

1. Mills Act Progress Report Request - Exhibit A
2. Signed Progress Report Letter - Exhibit B
3. Rehabilitation and Maintenance Plan - Exhibit C (16-18)
4. Copy of Mills Contract - Exhibit D (1-15)
5. Copy of permits - Exhibit E
6. Photo documentation - Exhibit F

A

CITY OF SOUTH PASADENA
COMMUNITY DEVELOPMENT DEPARTMENT
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: 626.403.7220 ▪ FAX: 626.403-7221
WWW.SOUTHPASADENACA.GOV

MILLS ACT – PROGRESS REPORT REQUEST

March 6, 2025

APPLICANT / OWNER:
Anil Hanuman & Aswini Padmanabhan
303 Meridian Avenue
South Pasadena, CA 91030

PROJECT LOCATION: **303 Meridian Avenue (APN: 5317-034-001)**

Dear Applicant/Owner:

The City of South Pasadena entered into a Mills Act Contract for the property located at 303 Meridian Avenue on December 19, 2007. As part of the ongoing due diligence required for all Mills Act Contracts, staff is investigating the status of your Mills Act Contract with the City. Per South Pasadena Municipal Code (SPMC) Section 2.68(b)(1)(D)(vi), evidence of tasks completed as stipulated in the Mills Act Contract shall be provided to the City every three (3) years.

Please submit a signed letter by **April 6, 2025** that contains a copy of the Mills Act Contract, the Rehabilitation & Maintenance Plan, and a progress report on all rehabilitation and maintenance tasks that were stipulated in your Mills Act Contract. The progress report shall contain the following:

- An itemized list of all work completed to date.
- Photo documentation of the completed work; both "before" and "after" conditions.
- Copies of any building permits issued in conjunction with the work.

Costs of the work or receipts is not currently required, but may be requested depending on the status of the rehabilitation/maintenance efforts.

If you have any questions regarding this letter, please contact the Planning Division at (626) 403-7220 or via email at askplanning@southpasadenaca.gov.

Sincerely,

Michael Donovan
Associate Planner

B

Mills Act Progress Report

3/21/2025

We have continued to restore and improve on the original Mills act agreement. Following the maintenance plan, we have refinished the original hardwood floors in 2016. We have repainted the interior to preserve its authenticity. Per the original plan, we removed the damaged concrete driveway and installed historically appropriate permeable pavers as a replacement, and constructed a new historically appropriate entrance path using Saltillo and Spanish tiles that complement the home's original tilework. We replaced coping and tile around the swimming pool as well as the tile installation. We plan on installing a Spanish-style pizza oven to the dining patio. We are scheduled to replace the deteriorating plaster of the existing pool with a white Pebble Fina product, as well as add an external spa to the existing pool using all materials to complement the style that has been laid out in front.

We continue to maintain roof and drainage maintenance, window, door, and wood maintenance and repairing when needed. We installed a security system in 2012, and are currently installing an automatic irrigation system. We regularly schedule termite and pest control.

Please reach out to us if you have any further questions or concerns.

Sincerely,

Anil Hanuman

Aswini Padmanabhan

E

SWIMMING POOL PERMIT

Total Fee: $1,021.09
Balance Due: $0.00

CITY OF SOUTH PASADENA

1414 Mission Street South Pasadena, CA 91030 (626) 403-7224

To request inspection visit Building Division Web Page at
https://www.southpasadenaca.gov/Your-Government/Departments/Community-Development/Building-Division

Permit No:	SWP24-0016	**Issued Date:**	11/7/2024
Address:	303 MERIDIAN AVE	**Final Date:**	
Parcel Number:	5317034001	**Final By:**	
Valuation:	$15,000.00	**Expiration Date:**	11/7/2025
Applicant:	AVANTI POOLS INC 8138 ORION AVE VAN NUYS, CA 91406 Phone: 818-501-3759	**Code in Effect:**	LACO2023
Contractor:	AVANTI POOLS INC 8138 ORION AVE VAN NUYS, CA 91406		
Owner:	ANIL K AND HANUMAN 303 MERIDIAN AVE SOUTH PASADENA , CA 910300000		
Scope of Work:	ADD 6X6 SPA TO (E) POOL / NEW POOL EQUIPMENT		

Fee Description	Fee Code	Invoice #	Fee Amount	Balance Due
Plan Check Fee	BLDG-101	3634	$360.67	$0.00
Each furnace/AC condenser/Heater/Boiler/Vented decorative appliance - 100,000 BTU-500,000 BTU	MEC103	3747	$73.55	$0.00
General Plan Fee	BLDG-112	3747	$63.65	$0.00
Low pressure gas piping system (5 outlets or less)	PLB109	3747	$22.97	$0.00
Permit Fee	BLDG-102	3747	$424.32	$0.00
Permit Issuance Fee	BLDG-104	3747	$38.83	$0.00
Power apparatus - Rating over 3 and not over 10 (HP,KW,KVA, or KVAR)	ELE209	3747	$28.04	$0.00
Receptacle, switch, lighting, or other outlets at which current is used	ELE203	3747	$9.06	$0.00
Total:			**$1,021.09**	**$0.00**

F

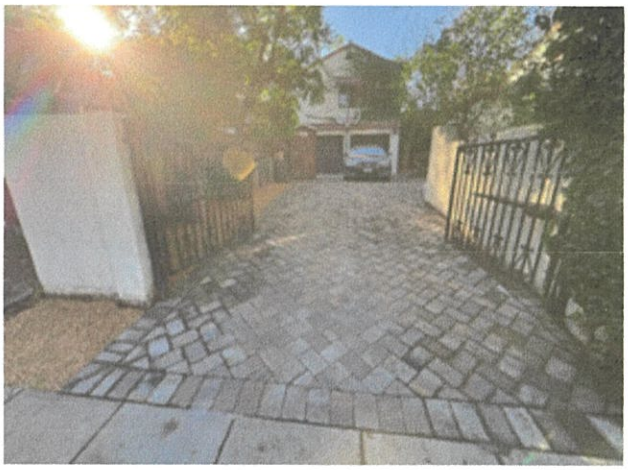
Before:



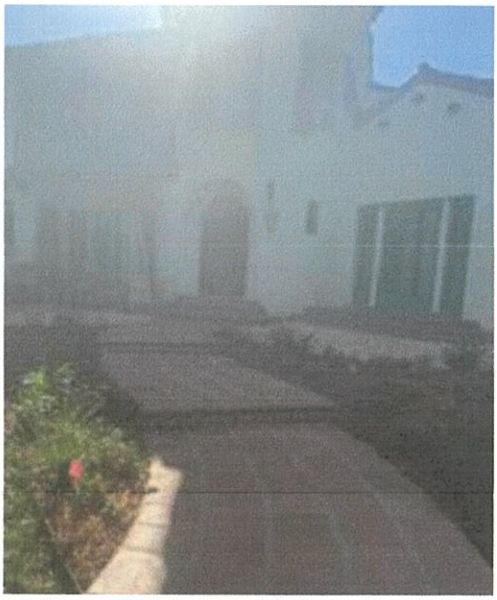
After:



















SUMMARY OF COMPLETED WORK

REHABILITATION PLAN

A. Remove Inappropriate Alterations of the Past

Incomplete

1. Demo 1960s Family Room addition
2. Demo non-historic Bath and Kitchen remodels
3. Demo 1970 wall approx 3 ft inside north and east property line
4. Demo non-historic stairway to Bonus Room above Garage
5. Strip paint from exterior and interior doors, windows, baseboards and hardware

B. Upgrades for Health & Safety Codes

1. Electrical - Remove inoperable knob & tube wiring; add new panel and sub-panel and rewire entire house.
2. New Plumbing - new meter/main line; all copper plumbing.
3. Seismic Retrofit – house bolting
4. Install dual HVAC system
5. Pool fence

C. Repair Deteriorated Materials and Features

EXTERIOR

1. Repair tile roof with period appropriate cement between layers
2. Prep/paint- to harmonize with historic period
3. Repair front door
4. Replace wood windows, screens to match original
5. ~~Replace front-facing staircase to Bonus Room above Garage~~
6. Repair plaster inside Garage & install insulation
7. ~~Install "head of Zeus" Fountain w/ original tile in east patio enclosure~~.

INTERIOR

8. Repair and plaster deteriorating walls
9. Install period tile in bathrooms
10. Install period appropriate bathroom sinks, toilets and hardware.

Complete 11. Restore hardwood floors.

Incomplete 12. Restore light fixtures

Incomplete 13. Install Saltillo tile in Kitchen

Complete 14. Paint and/or wallpaper with period appropriate colors and patterns

D. Replace Missing Features

Incomplete

1. Replace flip switches with period appropriate push button models
2. Replace missing hardware on doors and windows
3. Replace missing light fixtures with duplicates of originals

E. Alterations for Modern Use

Complete ~~1. Replace Driveway~~

Complete ~~2. Replace coping & tile around Swimming Pool~~

Incomplete 3. Kitchen – Cabinetry to match Monterey furniture from 1920s,Viking dishwasher, garbage disposer, granite countertops, 1920s repro hardware, period light fixtures

4. Install Bathroom fans

~~5. Complete tile installation around Swimming Pool and Patio~~

F. Protect and Maintain Existing Historic Materials and Features

Ongoing 1. Roof and drainage maintenance (yearly inspection and repair as needed)
Ongoing 2. Window, door and wood maintenance and repair (as needed)
3. Inspect and refinish protective surfaces as needed (Paint contractors won't guarantee pint jobs for more than five years, usually much less)
Ongoing 4. Termite inspection and repair (at least every five years)
5. Mold inspection and abatement
6. Update/install automatic irrigation system to allow for proper maintenance
Complete 7. Install security system
Ongoing ~~8. Landscape maintenance (bimonthly gardening service to maintain appearance)~~
9. Tree trimming (to protect house)
10. HVAC service
11. Plumbing service
Ongoing 12. Pest control

MILLS ACT CONTRACT

D

This page is part of your document - DO NOT DISCARD

20072825534 Pages: 022

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County, California

12/24/07 AT 09:02AM

Fee: 69.00
Tax: 0.00
Other: 0.00
Total: 69.00

1504007 200712240040008 Counter

TITLE(S) : Mills Act Contract - 303 Meridian Ave.

LEAD SHEET

Assessor's Identification Number (AIN)
To be completed by Examiner OR Title Company in black ink.

Number of AIN's Shown

E627605

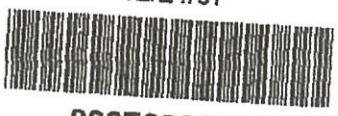
THIS FORM IS NOT TO BE DUPLICATED

7

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

12/24/07



20072825534

MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
303 MERIDIAN AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 20 day of December 2007, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Eric and Beth Romero ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possess fee title in and to that certain real property, together with associated structures and improvements thereon, located at 303 Meridian Avenue, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) On April 27, 1984, the Prospect Circle District, of which 303 Meridian is a contributor, was determined eligible for listing in the National Register by a consensus through the Section 106 process that resulted from a California Department of Transportation survey, attached hereto marked "Exhibit B" and incorporated herein as if fully set forth, thereby declaring and designating 303 Meridian a Historic District Property that is listed on the California Register, pursuant to the terms and provisions of Section 2.73A-16.5a of the South Pasadena Municipal Code;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on December 20, 2007, and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

See attached C & D

3. NOTICE OF NON-RENEWAL. If City or Owner desire in any year not to renew this Agreement, that party shall serve written notice of non-renewal in advance of the annual renewal date of this Agreement as follows: Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date; City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serve timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner are entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.*, may cancel this Agreement if City determines Owner have breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assess as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subject the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in

that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Eric and Beth Romero (aka Elizabeth Romero)
303 Meridian Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agree to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of their contractor, subcontractor, agent, employee or other person acting on his behalf which relate to the use, operation and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than twenty (20) days after the parties execute this Agreement, the Agreement shall be recorded, by the City Clerk, in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12/19/07

By: _____
MAYOR

Attest:

Sally Kilby
CITY CLERK

Approved as to Form:

CITY ATTORNEY

Dated: 12/19/07

Dated: 12/20/07

_____
Eric Romero, Property Owner

Dated: 12.20.07

_____
Beth Romero, Property Owner

OWNER AFFIDAVIT

State of California
County of Los Angeles

I/We, Eric and Elizabeth Romero hereby declare under penalty of perjury that I am/we are the owner(s) of the property involved in this request and that the foregoing statement and the information submitted herewith are true and correct.

Owner(s) _____ _____
(Signature) (Signature)

Address 303 Meridian Avenue, South Pasadena, California 91030
(City, State and Zip Code)

(626) 7993686
(Telephone Number)

SEE ATTACHED NOTARIAL ACKNOWLEDGEMENT

Subscribed and sworn to before me on

√ this 16 day of Aug, 2007.

Barbara J. Armstrong
(Signature of Notary Public)

BARBARA J. ARMSTRONG
Commission # 1654002 -
Notary Public — California
Los Angeles County
My Comm. Expires Apr 22, 2010

TO ALL APPLICANTS

Employees of the City of South Pasadena will give every possible assistance to anyone who desires to utilize the remedies provided by the City's Zoning Ordinance. However, the burden of proof is on the applicant to make the showing necessary before any of the described permits can be granted. Also there is no guarantee, expressed or implied, that any permit will be granted by whatever agency or individual has authority in the matter.

The applicant shall understand also that each matter must be carefully investigated and, after a staff investigation has been made or a public hearing has been held, the staff's recommendation or decision may be contrary to a position taken in any preliminary discussions.

The staff is not permitted to assist applicants or any opponents of any applicant in preparing arguments for or against a request.

I have read the foregoing and understand that I HAVE THE BURDEN OF PROOF in the matter arising under the application made by me.

_____
(Applicant's Signature)

8.16.07
Date

State of CALIFORNIA }
County of LOS ANGELES }

On DECEMBER 22ND, 2007 before me, YIN YU JOANNE CHAN, NOTARY PUBLIC,
personally appeared ERIC ROMERO & ELIZABETH ROMERO

---

personally known to me (or proved to me the basis of satisfactory evidence) to be the person(s) whose name(s) ~~is~~/are subscribed to the within instrument and acknowledged to me that ~~he/she~~/they executed the same in ~~his/her~~/their authorized capacity(ies), and that by ~~his/her~~/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

Signature

YIN YU JOANNE CHAN
Commission # 1589249
Notary Public - California
Los Angeles County
My Comm. Expires Jun 23, 2009

Property Input Sheet

Address: 303 Meridian Avenue; Map book 5317, Page 034, Parcel 001; (Tract)

Legal Description: LOT 1 IN TRACT 4164, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 120, PAGEs 9 AND 10, INCLUSIVE OF MAPS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

Assessors ID number	53170340010600	
Square footage (structure)	**3,247**	
Assessed Value: (Current Tax Assessment)		**$1,328,150**
Utility Taxes (2006 Direct Assessments)	$ **438.00**	
Utilities (2006)	**9,512.17**	
Homeowners Insurance (annual)	**1,814.17**	

12

RECORDING REQUESTED BY
EQUITY TITLE COMPANY

AND WHEN RECORDED MAIL TO:

Eric Romero and Elizabeth Romero
303 Meridian Avenue
South Pasadena, CA 91030

Order No: LA0541765
Escrow No PA-05211-TG
A.P.N.. 5317-034-001

08/17/05

05 1975718

SPACE ABOVE THIS LINE IS FOR RECORDER'S USE

GRANT DEED

THE UNDERSIGNED GRANTOR(S) DECLARE(S) 22 2 [illegible]
DOCUMENTARY TRANSFER TAX IS $ 1,441 00CITY TRANSFER TAX IS $
[XXXX]computed on full value of property conveyed, or
[ ]computed on full value less value of liens or encumbrances remaining at time of sale.
[ ]unincorporated area [XXXX] City of South Pasadena AND

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

John Christopher Foote, Successor Trustee of The Roy F. Foote Revocable Trust dated October 16, 2987, restated December 11, 2003 and December 22, 2004 as to an undivided one-half interest and John Christopher Foote, and Nancy Foote Successor Co-Trustees of The Dorothy Louise Foote aka Dorothy R. Foote Testamentary Trust as to an undivided one-half interest

5317-34-1

hereby GRANT(S) to

Eric Romero and Elizabeth Romero, husband and wife as joint tenants

the following described real property in the County of Los Angeles, State of California:

Lot 1 of Tract No. 4164, in the City of South Pasadena, County of Los Angeles, State of California, as per map recorded in Book 120, Page(s) 9 and 10, inclusive, of Maps, in the office of the County Recorder of said County.

Dated. July 7, 2005

STATE OF CALIFORNIA
COUNTY OF ORANGE } ss

On AUG. 1ST, 2005 before me
VINCENT JOHN LANDSTROM
a Notary Public in and for said County and State,
personally appeared
JOHN CHRISTOPHER FOOTE &
NANCY FOOTE

The Roy F. Foote Revocable Trust dated October 16, 2987, restated December 11, 2003 and December 22, 2004 as to an undivided one-half interest

By: John Christopher Foote, Successor Trustee

LOS ANGELES,CA DOCUMENT: D 2005.1975718

Page 1 of 1

Printed on 7/31/2007 11:32:12 AM Provided by DataTrace System

** TOTAL PAGE.02 *

Exhibit B

P3

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
DISTRICT RECORD

Primary #
HRI #
Trinomial

Page 1 of 3

*NRHP Status Code: 2S2

*Resource Name or # (Assigned by recorder): Prospect Circle District

D1. Historic Name: Prospect Circle District

D2. Common Name:

*D3. Detailed Description (Discuss overall coherence of the district, its setting, visual characteristics, and minor features. List all elements of district.):

The Prospect Circle District is located on the northwest border of the city of South Pasadena adjacent to the Arroyo Seco Freeway. The district is comprised of approximately 27 contributing residences, a contributing wall with local significance and eight non-contributing resources. It is characterized by one and two story single family residences built between 1924 and 1954, with eight houses built after 1950 in post-war Modern styles. Period Revival styles predominate; with a majority of Spanish Colonial Revival styles followed by Tudor, Colonial and Monterey Revival. Monterey porches are a favored element on many homes. Lots are generally large and irregular in shape and driveways are steep since houses are sited on a steep gradient reflecting the geography of the district that comprisss part of Columbia Hill. All but three of the homes were developed on Tract 2164, the others on a replat of the early Bradley tract. These homes appear to have been included in the Prospect Circle District because their architectural styles and date of construction accord with those of the other district residences. In addition these houses feature historic Arroyo Stone walls along the property frontage and up driveways. Similar walls are seen on the opposite side of the street and continue up Columbia Hill. Homes in the Prospect Circle District are landscaped with specimen trees and lawns. Sidewalks with contractor stamps visible separate the front yards from the easements and the streets. Auto garages are sited at the rear of each lot and are reached by side driveways with paved walks, pathways or graceful garden stairways leading to front entry landings. Historic single-lantern streetlights are featured along Prospect Circle. The historic cobblestone wall operates as a retaining wall along driveways and in front of three surveyed properties - 450, 460 and 506 Orange Grove Avenue.

*D4. Boundary Description (Describe limits of district and attach map showing boundary and district elements.):

Beginning at the southeast corner of the lot at 524 Orange, then westerly to the southwest corner of the lot, then northerly along Orange Grove from 514 to 300 Orange Grove Avenue, the turning east to include 909 Oliver Street, then proceeding south to include 303 Meridian Avenue, then south to Buena Vista Street to include properties on the north side of Buena Vista Street from 902-930; then crossing Prospect Circle Avenue to encompass properties on Prospect Circle numbering 400 to 495.

*D5. Boundary Justification:

Boundaries of the district were determined in a City of South Pasadena Historic Resources survey done in 1984 on the basis of stylistic cohesiveness. The boundaries of the present district are identical. Eight buildings built since that survey resulted from lot splits or demolition of the original residences with subsequent new construction on identical lots. These eight residences were not evaluated on the 1984 survey, but have been evaluated for the present survey.

*D6. Significance: Theme: Residential Building, Area: South Pasadena
Period of Significance: 1924-1954 Applicable Criteria: (Discuss district's importance in terms of its historical context as defined by theme, period of significance, and geographic scope. Also address the integrity of the district as a whole.)

Prospect Circle District is significant within the theme Residential Building, South Pasadena, California, 1924-1956, as an example of the values and choices of upper middle-income homeowners who desired to adopt a suburban life style. Some were easterners coming to California as health-seekers or retirees and others wished to leave the metropolitan areas and live a life suitable to their means. Since land was available and relatively inexpensive, builders could offer houses that represented gracious living in a healthful climate in a small city that could offer suburban amenities and easy access to larger metropolitan areas for cultural and social events. Builders used period styles that suggested the romantic aspects of the California past such as Spanish Colonial or Mediterranean Revival, or buyers could choose Colonial Revival to remind them of the nation's historic past

The district has maintained almost total integrity; and warrants a 2S2 Status Code The prevalence of Period Revival architectural styles, the high degree of integrity, and the development of the district within a relatively few years in the middle decades of the 1920s give Prospect Circle District a high degree of cohesiveness. Homes are well kept and landscaping is utilized to emphasize the hillside character of the lots. Prospect Circle appears an apt designation for the District whose hillside geography and elevation allowed for expansive views from Orange Grove Avenue. To take advantage of this siting, outdoor Monterey porches are a prominent feature of the residences along Orange Grove Drive. The historic Arroyo Stone wall a historic element that references the Arroyo Culture, the work of artists and writers who first settled along the Arroyo Seco waterway in the last years of the 19th century, is also a significant feature of the district. The wall was given a 5S2 designation: individual property eligible for local listing or designation.

The district was determined eligible for listing in the National Register on April 27, 1984 by a consensus through Section 106 process that resulted from a California Department of Transportation survey project

State of California — The Resources Agency DEPARTMENT OF PARKS AND RECREATION **DISTRICT RECORD**	Primary # HRI # Trinomial

Continuation Sheet – Page 2 of 3

Resource Name Prospect Circle District
South Pasadena, Los Angeles County, California

*D7. **References** (Give full citations including the names and addresses of any informants, where possible.):

California Department of Transportation
Final Revised Section 4(f) Evaluation for Route 710 Freeway

Los Angeles Public Library, Riordan Library
California Index

South Pasadena City Telephone Directories 1914-1956

South Pasadena Planning and Building Department
Assessor's Records
Building Permits
Certificates of Appropriateness

South Pasadena Public Library History Collection

Interviews – 9/20/2004

Glen Duncan, South Pasadena, California
John Heller, South Pasadena, California
Clarissa Knapp, South Pasadena, California

*D8. **Evaluator:** Portia Lee, Ph.D. **Date:** September 24, 2004
Affiliation and Address: 3315 Griffith Park Blvd., Los Angeles, CA 90027

15

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
DISTRICT RECORD

Primary #
HRI #
Trinomial

Resource Name: Prospect Circle District
South Pasadena, Los Angeles County, California

List of Addresses

902	Buena Vista Street
910	Buena Vista Street
918	Buena Vista Street
928	Buena Vista Street
930	Buena Vista Street
303	Meridian Avenue
300	Orange Grove Avenue
310	Orange Grove Avenue
320	Orange Grove Avenue
330	Orange Grove Avenue
340	Orange Grove Avenue
400	Orange Grove Avenue
410	Orange Grove Avenue
420	Orange Grove Avenue
440	Orange Grove Avenue
450	Orange Grove Avenue
460	Orange Grove Avenue
506	Orange Grove Avenue
514	Orange Grove Avenue
524	Orange Grove Avenue
909	Oliver Street
400	Prospect Circle
401	Prospect Circle
410	Prospect Circle
411	Prospect Circle
420	Prospect Circle
425	Prospect Circle
430	Prospect Circle
431	Prospect Circle
441	Prospect Circle
451	Prospect Circle
461	Prospect Circle
471	Prospect Circle
481	Prospect Circle
495	Prospect Circle
450-506	Orange Grove Avenue (Cobblestone Wall)

REHABILITATION/MAINTENANCE PLAN

Having previously restored a Craftsman house in Pasadena, we were not only familiar with but determined to carefully follow Rehabilitation Standards and Guidelines for the Treatment of Historic Properties established by the Secretary of Interior. The goal being not only to restore the character and design integrity of the property at 303 Meridian, but to redeem its rightful place as one of the jewels of the Prospect Circle Historic District, listed on the California Register since April, 1987.

That task has been and will continue to be a tall order. When we purchased the property, it was uninhabitable and included several additions and appurtenances that were inappropriate to historic appearance of the house and neighborhood. The photos in Appendix B, which documents pre-existing conditions, show clearly that a great deal of work had to be done before we could move in, particularly in that we had two small children and another expected very soon.

In the last two years, we have been able to completely restore the exterior and remove non-historic "remuddling" dating from the 1960s in both the interior and around the exterior. The interior has been rehabilitated with a combination of current and period-appropriate kitchen and bath conveniences and appurtenances common in historic renovations.

Perhaps most important from a preservation perspective, was removing a poorly constructed, unattractive Family Room of about 500 s.f. that had been added to the northwest corner of the house in 1966. In the process, we restored the west Living Room wall that had been cut through to provide access to the Family Room. The swimming pool from the 1960s has been retained, but a high wall that both conflicted with community character and reduced usable yard space was demolished and replaced with a more open wrought iron fence and landscaping.

As will be clear when reviewing the cost breakdowns, our Rehabilitation/Restoration and ongoing Maintenance Plan is much more extensive than necessary to qualify for substantial property tax savings. Nevertheless, the full plan is outlined below to facilitate review for preservation appropriateness. Where individual tasks fell into more than one of the applicable criteria specified by the South Pasadena Cultural Heritage Commission (see below), we listed it under the category that best described the majority of the work.

Note: Rehab/Maintenance items that have been crossed out in the plan below have been or will be still completed, but are not included in the Expense and Tax Calculations because they might not qualify as preservation maintenance expenses under local criteria for Mills Act tax reassessment.

REHABILITATION PLAN

A. Remove Inappropriate Alterations of the Past

1. Demo 1960s Family Room addition
2. Demo non-historic Bath and Kitchen remodels
3. Demo 1970 wall approx 3 ft inside north and east property line
4. Demo non-historic stairway to Bonus Room above Garage
5. Strip paint from exterior and interior doors, windows, baseboards and hardware

B. Upgrades for Health & Safety Codes

1. Electrical - Remove inoperable knob & tube wiring; add new panel and sub-panel and rewire entire house.
2. New Plumbing - new meter/main line; all copper plumbing.
3. Seismic Retrofit – house bolting
4. Install dual HVAC system
5. Pool fence

C. Repair Deteriorated Materials and Features

EXTERIOR

1. Repair tile roof with period appropriate cement between layers
2. Prep/paint- to harmonize with historic period
3. Repair front door
4. Replace wood windows, screens to match original
5. ~~Replace front-facing staircase to Bonus Room above Garage~~
6. Repair plaster inside Garage & install insulation
7. ~~Install "head of Zeus" Fountain w/ original tile in east patio enclosure~~.

INTERIOR

8. Repair and plaster deteriorating walls
9. Install period tile in bathrooms
10. Install period appropriate bathroom sinks, toilets and hardware.
11. Restore hardwood floors.
12. Restore light fixtures
13. Install Saltillo tile in Kitchen
14. Paint and/or wallpaper with period appropriate colors and patterns

D. Replace Missing Features

1. Replace flip switches with period appropriate push button models
2. Replace missing hardware on doors and windows
3. Replace missing light fixtures with duplicates of originals

E. Alterations for Modern Use

1. ~~Replace Driveway~~
2. ~~Replace coping & tile around Swimming Pool~~
3. Kitchen – Cabinetry to match Monterey furniture from 1920s,Viking dishwasher, garbage disposer, granite countertops, 1920s repro hardware, period light fixtures
4. Install Bathroom fans
5. ~~Complete tile installation around Swimming Pool and Patio~~

F. Protect and Maintain Existing Historic Materials and Features

1. Roof and drainage maintenance (yearly inspection and repair as needed)
2. Window, door and wood maintenance and repair (as needed)
3. Inspect and refinish protective surfaces as needed (Paint contractors won't guarantee pint jobs for more than five years, usually much less)
4. Termite inspection and repair (at least every five years)
5. Mold inspection and abatement
6. Update/install automatic irrigation system to allow for proper maintenance
7. Install security system
8. ~~Landscape maintenance (bimonthly gardening service to maintain appearance)~~
9. Tree trimming (to protect house)
10. HVAC service
11. Plumbing service
12. Pest control

SCHEDULE B
TEN YEAR REHAB/MAINTENANCE COSTS

(Although most of the work below has been completed, the costs of separate tasks listed below are approximates, not separated by these categories in contractor receipts. Invoices are available, however to document total investments in materials and labor.)

A. Remove Inappropriate Alterations of the Past

1.	Demo 1960s Family Room addition	$5,256
2.	Demo non-historic Bath and Kitchen remodels	2,530
3.	Demo 1970 wall approx 3 ft inside north and east property line (includes hauling & disposal	4,554
4.	Strip paint from exterior and interior doors, windows, baseboards and hardware	18,000

B. Upgrades for Health & Safety Codes

1.	Electrical - Remove inoperable knob & tube wiring; add new panel, sub-panel and rewire entire house	20,275
2.	New Plumbing - new meter/main line; all copper plumbing.	13,800
3.	Seismic Retrofit – house bolting	5,400
4.	Install dual HVAC system	14,000
5.	Pool fence	4,000

C. Repair Deteriorated Materials and Features

EXTERIOR

1.	Repair tile roof with period appropriate cement between layers	21,975
2.	Prep/paint- to harmonize with historic period (excludes stripping)	22,000
3.	Repair front door	1,200
4.	Replace wood windows, screens to match original	4,000
5.	Repair plaster inside Garage & install insulation	3,500
6.	Restoration & repair of doors, windows, screens, baseboards and beams	31,500*

INTERIOR

7.	Repair and plaster deteriorating walls (includes mold abatement)	6,000
8.	Install period tile in bathrooms (mtrls & labor for five bathrooms)	34,039
9.	Install period appropriate bathroom sinks, toilets and hardware	10,311
10.	Restore hardwood floors	8,960
11.	Restore light fixtures	2,875
12.	Install Saltillo tile in Kitchen	2,500
13.	Paint with period appropriate colors	19,000

D. Replace Missing Features

1.	Replace flip switches with period appropriate push button models	1,459
2.	Replace missing hardware on doors and windows	3,000
3.	Replace 13 missing 1920s light fixtures (exterior and interior) with duplicates of originals: 13 @ estimated average cost of $450 each	5,950

E. Alterations for Modern Use

1. Kitchen – Cabinetry to match Monterey furniture from 1920s; ~~Viking dishwasher, garbage disposer; granite countertops;~~ 1920s repro hardware; period light fixtures	48,500**
2. Install Bathroom fans	1,125

F. Protect and Maintain Existing Historic Materials and Features

1. Roof & drainage maintenance (yearly inspection, repair as needed)	2,500
2. Window, door and wood maintenance and repair (as needed)	5,000
3. Inspect and refinish protective surfaces as needed (Paint contractors won't guarantee paint jobs more than five years, usually much less)	40,000
4. Termite inspection and repair	4,500
5. Mold inspection and abatement	2,500
6. Update/install automatic irrigation system for proper maintenance	4,000
7. Install Security System	1,500
	$373,979

$37,398/yr.

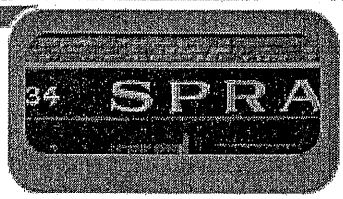
Additional Property Owner Maintenance Investments***

Replace front-facing staircase to Bonus Room above Garage	10,000
Install "head of Zeus" Fountain w/ original tile in east patio enclosure	6,800
Replace Driveway	13,000
Replace coping & tile around Swimming Pool	7,800
Complete tile installation around Swimming Pool and Courtyard	17,000
Viking dishwasher, garbage disposer; granite countertops	6,000
Landscape maintenance (bimonthly gardening service to maintain appearance	14,400
	$75.000

NOTE:
Items in blue are not included in tax reassessment calculations.
Items in red are expenses that have been amended from earlier submission.
* Erroneously omitted in earlier submission
** Reduced by $6,000 to eliminate cost of dishwasher, garbage disposer and granite couintertops from tax reassessment calculations.
*** Partial list

- Exhibit D -

standards for rehabilitation



-GUIDELINES-

The Approach

Exterior Materials
Masonry
Wood
Architectural Metals

Exterior Features
Roofs
Windows
Entrances + Porches
Storefronts

Interior Features
Structural System
Spaces/Features/Finishes
Mechanical Systems

Site

Setting

Special Requirements
Energy Efficiency
New Additions
Accessibility
Health + Safety

THE STANDARDS

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.

2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.

3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.

4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.

5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.

6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.

7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.

8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.

10. New additions and adjacent or related new construction will be undertaken in a such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Guidelines for Rehabilitation-->
HISTORICAL OVERVIEW - PRESERVING - rehabilitating - RESTORING - RECONSTRUCTING
main - credits - email

9.38 Historical buildings.

(a) General. The standards and procedures established by this article shall apply in all aspects to a historical building except that as a means to preserve original architectural elements and facilitate restoration, a historical building may, in addition, comply within the special provisions set forth in this section.

(b) Unburned Clay Masonry or Adobe. Existing or re-erected walls of adobe construction shall conform to the following:

(1) Unreinforced adobe masonry walls shall not exceed a height or height-to-thickness ratio of 5 for exterior bearing walls and must be provided with a reinforced bond beam at the top, interconnecting all walls. Minimum beam depth shall be six inches and a minimum width of eight inches less than the wall width.

Minimum wall thickness shall be eighteen inches for exterior bearing walls and ten inches for adobe partitions. No adobe structure shall exceed one story in height unless the historic evidence indicates a two-story height. In such cases the height-to-thickness ratio shall be the same as above for the first floor based on the total two-story height and the second floor wall thickness shall not exceed the ratio 5 by more that twenty percent. Bond beams shall be provided at the roof and secondfloor levels.

(2) Foundation footings shall be reinforced concrete under newly reconstructed walls and shall be fifty percent wider than the wall above, soil conditions permitting, except that the foundation wall may be four inches less in width than the wall above if a rock, burned brick, or stabilized adobe facing is necessary to provide authenticity.

(3) New or existing unstabilized brick and adobe brick masonry shall have an average compressive strength of two hundred twenty-five pounds per square inch when tested in accordance with ASTM designation C 67. One sample out of five may have a compressive strength of not less than one hundred eighty eight pounds per square inch. Unstabilized brick may be used where existing bricks are unstabilized and where the building is not susceptible to flooding conditions or direct exposure. Adobe may be allowed a maximum value of three pounds per square inch for shear with no increase for lateral forces.

(4) Mortar may be of the same soil composition and stabilization as the brick in lieu of cement mortar.

(5) Nominal tension stresses due to seismic forces normal to the wall may be neglected if the wall meets thickness requirements and shear values allowed by this subsection.

(c) Archaic Materials. Allowable stresses for archaic materials not specified in this code shall be based on substantiating research data or engineering judgment, subject to the department's satisfaction.

(d) Alternative Materials and SHBC Advisory Review. Alternative materials, design or methods of construction will be considered as set forth in section 9.40(d) of this article. In addition, when a request for an alternative proposed design, material or method of construction is being considered, the department may file a written request for an opinion to the State Historical Building Code Advisory Board for its consideration, advice or findings in accordance with the SHBC. (Ord. No. 1912, § 1.)

ATTACHMENT 2

Financial Analysis

FINANCIAL ANALYSIS OF MILLS ACT CONTRACT

Property Address: 503 Meridian
Prospect Circle District

	Annual Increase	Current 2008	Year 1 2009	Year 2 2010	Year 3 2011	Year 4 2012	Year 5 2013	Year 6 2014	Year 7 2015	Year 8 2016	Year 9 2017	Year 10 2018
ANNUAL INCOME OF THE PROPERTY												
1 Monthly Rental Income		$7,500.00	Type: 5 Bedroom SFR									
2 Annual Rental Income	3%	$90,000.00	$92,700.00	$95,481.00	$98,345.43	$101,295.79	$104,334.67	$107,464.71	$110,688.65	$114,009.31	$117,429.59	$120,952.47
ANNUAL OPERATING EXPENSES												
3 Insurance	5%	$1,814.00	$1,904.70	$1,999.94	$2,099.93	$2,204.93	$2,315.17	$2,430.93	$2,552.48	$2,680.10	$2,814.11	$2,954.81
4 Utilities	6%	$9,950.00	$10,547.00	$11,179.82	$11,850.61	$12,561.65	$13,315.34	$14,114.27	$14,961.12	$15,858.79	$16,810.32	$17,818.93
5 Maintenance	5%	$37,398.00	$39,267.90	$41,231.30	$43,292.86	$45,457.50	$47,730.38	$50,116.90	$52,622.74	$55,253.88	$58,016.57	$60,917.40
6 Management	5%	$12,000.00	$12,600.00	$13,230.00	$13,891.50	$14,586.08	$15,315.38	$16,081.15	$16,885.21	$17,729.47	$18,615.94	$19,546.74
7 Other (Operating Expenses)	2%	$1,500.00	$1,530.00	$1,560.60	$1,591.81	$1,623.65	$1,656.12	$1,689.24	$1,723.03	$1,757.49	$1,792.64	$1,828.49
8 Total Expeneses		$62,662.00	$65,849.60	$69,201.65	$72,726.71	$76,433.80	$80,332.40	$84,432.49	$88,744.58	$93,279.73	$98,049.58	$103,066.38
ANNUAL NET INCOME												
Net Operating Income		$27,338.00	$26,850.40	$26,279.35	$25,618.72	$24,861.99	$24,002.27	$23,032.22	$21,944.07	$20,729.58	$19,380.01	$17,886.10
CAPITALIZATION RATE												
9 Interest Component	4.50%											
10 Historic Property Risk*	4.00%											
11 Property tax	1.00%											
12 Amortization	5.00%											
13 Total Capitalization Rate	14.50%											
TAXES - NEW ASSESSED VALUE												
14 Mills Act Assessment		$188,537.93	$185,175.17	$181,236.90	$176,680.81	$171,462.02	$165,532.89	$158,842.90	$151,338.42	$142,962.63	$133,655.25	$123,352.39
TAXES - AMOUNT TO BE PAID												
15 Tax Under Mills Act	0.01	$1,951.64	$1,916.83	$1,876.07	$1,828.90	$1,774.88	$1,713.51	$1,644.26	$1,566.57	$1,479.87	$1,383.53	$1,276.88
16 Current Tax	2%	$13,649.00	$13,921.98	$14,200.42	$14,484.43	$14,774.12	$15,069.60	$15,370.99	$15,678.41	$15,991.98	$16,311.82	$16,638.05
17 Tax Savings		$11,697.36	$12,005.15	$12,324.35	$12,655.52	$12,999.23	$13,356.09	$13,726.73	$14,111.84	$14,512.11	$14,928.29	$15,361.18
TAXES - COST TO CITY												
Annual Cost To City	**24%**	**$2,807.37**	**$2,881.24**	**$2,957.84**	**$3,037.33**	**$3,119.82**	**$3,205.46**	**$3,294.42**	**$3,386.84**	**$3,482.91**	**$3,582.79**	**$3,686.68**

* Single Family Home = 4% , All other property = 2%

CITY OF SOUTH PASADENA
HISTORIC PROPERTY TAX ADJUSTMENT WORKSHEET

Street Address 303 Meridian Avenue, South Pasadena, 91030
(NUMBER, STREET, CITY & ZIP CODE OF PROPERTY)

STEP 1: DETERMINE ANNUAL INCOME OF PROPERTY

ANNUAL PROPERTY INCOME	CURRENT	EXPLANATION
1. Monthly Rental Income	*$7,500*	*Even if property is owner-occupied, an estimated monthly rental income is needed as a basis for this worksheet formula. Remember to include all potential sources of income (i.e., filming, advertising, photoshoots and/or billboard rentals, etc.)*
2. Annual Rental Income	90,000	**Line item #1 x 12 months**

STEP 2: CALCULATE ANNUAL OPERATING EXPENSES

ANNUAL OPERATING EXPENSE	CURRENT	EXPLANATION
3. Insurance	1,814	*Fire, liability, etc.*
4. Utilities	9,950	*Water, gas, electric.*
5. Maintenance*	37,398	*Maintenance includes: Painting, plumbing, electrical, gardening, cleaning, mechanical, heating repairs and structural repairs. Provide breakdown on separate sheet.*
6. Management	12,000	
7. Other Operating Expenses	1,500	*Security, services, etc. Provide breakdown on separate sheet.*
8. TOTAL EXPENSES **	62,662	*Add lines 3 through 7.*

STEP 3: DETERMINE ANNUAL NET INCOME

NET OPERATING INCOME	CURRENT	EXPLANATION
9. NET TOTAL	**27,338**	*Line 2 minus line 8.*

If you are calculating for commercial or income property, remember to provide the following back-up documentation where applicable:

1) Rent roll (include rent for on-site manager's unit as income if applicable).
2) Maintenance records (provide detailed break-down- **all costs should be recurring annually**).
3) Management expenses (include expense of on-site manager's unit and 5% off site management fee; and describe other management costs- provide breakdown on separate sheet).

**Annual operating expenses do NOT include mortgage payments or property taxes.

HISTORICAL PROPERTY TAX ADJUSTMENT WORKSHEET (CONTINUED)

STEP 4: DETERMINE CAPITALIZATION RATE

CAPITALIZATION RATE	CURRENT	EXPLANATION
10. Interest Component	4.5%	*As determined by the State Board of Equalization for 2007.*
11. Historic Property Risk Component	4%	**Single-family home = 4%** *All other property = 2%.*
12 Property Tax Component	1%	*.01 times the assessment ratio of 100%*
13. Amortization Component (Reciprocal of life of property)	5%	*If the life of the improvements is 20 years, use 100 x 1/20 = 5%.*
14. TOTAL = CAPITALIZATION RATE	14.5%	*Add lines 3 through 7.*

STEP 5: CALCULATE NEW ASSESSED VALUE

NEW ASSESSED VALUE	CURRENT	EXPLANATION
15. Mills Act Assessed Value	188,538	*Line 9 divided by line 14* *Example: Line 9 ÷.145 (14.5%)*

STEP 6: DETERMINE ESTIMATED TAX REDUCTION

NEW TAX ASSESSMENT	CURRENT	EXPLANATION
16. Current Tax	13,649	*General tax levy only – do **not** include voted indebtedness or direct assessments.*
17. Tax Under Mills Act	1,885	*Line 15 x .01.*
18. ESTIMATED TAX REDUCTION	11,764	*Line 16 minus line 17.*

PROPERTY ADDRESS:

1040 Stratford Avenue

2025 PROGRESS REPORT

Peter Schou

1040 Stratford Ave.

South Pasadena, CA 91030

April 1, 2025

Michael Donovan

Associate Partner

City Of South Pasadena

Dear Mr. Donovan,

This is in response to your letter of March 6, 2025.

Here are the projects completed to date pertaining to our Mills Act contract with

South Pasadena:

Rehabilitation Items:

1) Retrofitting. Completed by Sylvis Seismic Safety in November 2010. See attached permit issued by South Pasadena for the work.
2) Replacement of lock on front door. See attached photo.
3) Exterior painting. Partial painting of property in 2012 and 2014. Complete painting of the exterior in July 2019. This separately involved extensive repair of wooden rafters in June 2019. See attached documents from Star West Construction and Quality House Painting Inc.
4) New roof. Complete reroofing of building including the garage in 2011. This included replacement of skylight as well as replacement of dry rotted wood and extensive rehabilitation of wooden rafters. It also included repair of roof above the porch. Please see attached permit issued for the work.

5) Replacement of entire fence on the north side of the property in 2012. Replacement of entire fence on east side of the property. See attached photos.
6) Sprinkler system on Oxley and Stratford parkways replaced as part of turf removal Project in May 2018. Received approval and rebate from City of South Pasadena.

Maintenance Items:

1) Complete fumigation, including tenting of property in December 2010. Local spot treatment in 2016 and 2018, including replacement of termite infested posts in 2018.
   Complete fumigation by Foss Termite Control, 3/23/22. See attached invoice.
2) General Maintenance of Roof 2/15/22. See attached invoice from Hull Bros.

Additional documentation can be provided if needed.

Kind Regards,



Peter Schou

HULL BROTHERS ROOFING COMPANY

A SUBSIDIARY OF JOHN-BELL, INC.
9034 Lindblade St., Culver City, CA 90232
310-553-1999 323-870-5754 FAX 310-836-3577
E-MAIL ADDRESS: info@hullbrothersroofing.com
STATE CONTRACTOR'S LICENSE #589827 FULLY INSURED
Now Serving the Westside for over
94 YEARS
www.hullbrothersroofing.com

Date; 02/15/2022

This Contract is made by and between Hull Brothers Roofing, referred to herein as "Contractor" and;
PETER SCHOU
Referred to herein as "Owner" and whose mailing address is;

1040 STRATFORD AVE,	S. PASADENA	CA.	91030	
Street Address	City	State	Zip	
323-899-3480		PETERASCHOU@GMAIL.COM		
Home# Cell#	Business#	Fax#	Email Address	

Address where work under this Contract will be performed;
1040 STRATFORD AVE
Referred to herein as "Project

The following is a description of the of the Project, including the materials and equipment to be used and installed on the Project. Contractor will furnish all labor, materials and equipment to be performed in a good and workmanlike manner.

PROJECT: ON SINGLE FAMILY RESIDENCE SHINGLE ROOF SYSTEM

SCOPE OF WORK: GENERAL MAINTENANCE.

GENERAL MAINTENANCE:
SEAL ALL PIPE AND VENT PENETRATIONS USING TROPICAL BRAND PROFESSIONAL ROOFING MASTIC AND GRANULES.
CHECK ALL SHINGLE AREAS AND MAKE SEALANT TYPE REPAIRS AS NEEDED.
CHECK ALL LOW SLOPPED AREAS AND MAKE SEALANT TYPE REPAIRS AS NEEDED.
SEAL ALL DORMERS.
SEAL SKYLIGHT EDGES AND OPEN SEAMS USING SIKA FLEX CONSTRUCTION SEALANT.
CLEAN DEBRIS FORM CHIMNEY FLASHINGS AND REPAIR AS NEEDED.
SEAL THE TOPS OF CHIMNEY CAPS AND CONCRETE USING SIKA FLEX CONSTRUCTION SELANT.
CHECK ALL AREAS OF CHIMENYS TO ENSURE NO NAIL POPS THROUGH SHINGLES ARE PRESENT.
SEAL BOTH CHIMNEY FLASHING AREAS USING THREE COURSE SEALANT.
INSPECT ALL AREAS OF THE ROOF SYSTEMS AND MAKE SEALANT TYPE REPAIRS AS NEEDED.
CLEAN ANY DEBRIS OR TRASH AT END OF THE WORKING DAY

TIME FOR COMPLETION:
The work to be performed by Contractor pursuant to this Contract shall be commenced within **30** working day(s) from Owner's acceptance of this Contract and shall be substantially completed within **01** day(s) of the commencement of work. The commencement of all work shall be defined as; **ROOF REPAIRS**
Contractor's failure to substantially commence work without lawful excuse, such as inclement weather, within twenty (20)

FOSS TERMITE

Foss Termite Control, Inc.
PO BOX 90064
Pasadena, CA 91109-0064
(626)792-4154
fosstermite@gmail.com
www.fosstermite.com
PR#2870

ATTN:
PETER SCHOU
(323) 899-3480
peteraschou@gmail.com

PROPERTY ADDRESS	**1040 STRATFORD AVE. SO. PASADENA, CA 91030**
INVOICE/REPORT NUMBER	19578
INSPECTION DATE	03/14/2022
COMPLETION DATE	03/23/2022
BILLING DATE	03/23/2022

2A	$	4,250.00
Discount	$	(300.00)
SUBTOTAL	$	**3,950.00**
INSPECTION FEE		**WAIVED**
AMOUNT PAID	$	**0.00**
TOTAL DUE	$	**3,950.00**

Thank you for your business.

QUALITY HOUSE PAINTING INC.
311 1/2 34th street
NEWPORT BEACH, CA 92663
866-544-2210
QHPonline@me.com
www.qhponline.com

Invoice

BILL TO

Peter Schou
1040 Stratford Ave
South Pasadena, CA, United States

INVOICE # 2131
DATE 07/24/2019
DUE DATE 07/24/2019
TERMS Due on receipt

ACTIVITY	AMOUNT
Complete Exterior Exterior Painting: Approximately 3500 sq. ft. Main house + Detached garage. Prep: - Power washing complete exterior of project to remove dirt, dust, rust, stains, grease, oil and mildew (approx 3000 psi) - Trench along walls where appropriate. - Cover all floors, plants, light fixtures and any unpaintable areas were needed. - Scrape loose and peeling paint from surface as needed. - Sand all wood trim, windows, doors and siding. (light sanding) - Wood replacement is not included in this estimate. - Wood replacement will be an add on item once the owner approves the work. - Repair all cracks, holes, and other surface imperfections with suitable patching materials. - Address issues where needed with prior peeling paint painted over to ensure smooth finish once painted (either with sanding or filler) - Patch/Repair Stucco cracks and loose Stucco. - Post repair sanding will be performed on every patch. - Repairs will be sanded smooth and dust free prior to primering. - Silicone all joints and corners, including hairline cracks. - Spot treatment for nails/screws (rusting or otherwise) in siding/fascia/wood trim where/as needed - replace loose or missing window glass putty / if needed. - Use filler on windows where/as needed - Sand iron work / as needed. - Apply primer on bare wood, windows and fascia, stucco, and metal where needed, spot prime. - Prep all surfaces for paint. Finish: - Apply 2 coats of paint to the "body" of the house, eaves, trim, windows and doors. - Metal / iron railings, metal gutters, roof drip edge and flashing will be painted with a diffrent type of paint. (Aristoshield) - All materials and paint provided by contractor. - Paint colors/ to be provided by owner. Clean Up: - All overspray will be cleaned removed. - All trash will be removed as needed. - Extra paint will be left for touch up. Work to be performed during normal business hours unless otherwise approved by owner.	17,000.00
Line Item North side- wood wall- Prep and paint. Including metal support posts. (metal paint)	500.00
Preparation Additional preparation south facing street side + back of house including some areas of left Side of walkway alongside of house. on shingles that are on top of concrete/ stone. Repair as needed on all cracks and imperfections on 2 areas.	500.00
Paint To Be Used Dunn-Edwards or Sherwin Williams Premium products only The method used to apply products will be determined at the time of the application	0.00

QUALITY HOUSE PAINTING INC.

ACTIVITY	AMOUNT
1 coat of primer / spot prime / as needed 2 coats of paint Flat for the body (main areas) Semi-Gloss for all the trim. Spray & Backroll when possible to ensure an even 2 coats.	
Timeline Estimated 8-10 days to complete.	0.00
Warranty "Limited One Year paint Warranty" -QHP warrants the repairs made to be free from defects in workmanship from the date the repair is completed for a period of one (1) year of normal use. -QHP will repair any peeling, blistering or chipping paint resulting from defective workmanship free of charge to you the client. -This limited warranty does not cover: - Ordinary wear and tear. - Settling or movement of the structure - Abrasion, mechanical damage, abrasive cleaning, - Chemicals or cleaning agents or exposure to harmful liquids - Extreme weather conditions, NOTE: Repairs under this limited warranty will be performed only on the specific areas where peeling, blistering or chipping has occurred and only to the level of surface preparation described in the preparation section of this Contract.	0.00
Terms:Payment Terms Preferred payment: ONLINE PAYMENT BANK TRANSFER (please locate the "review and pay" button on the invoice email) 10 % down payment + signature + 40% due by the end of the 1st day of production. 40% due by the end of 3rd day or mid job payment. 10% upon completion UPON APPROVAL OF THIS ESTIMATE PLEASE CONTACT OUR OFFICE FOR ELECTRONIC SIGNATURE REQUEST FORM.	0.00

10 % down payment + signature.
Progress payment starts first working day.
Mid Job progress payment
Final payment due upon comletion.

PAYMENT	8,750.00
BALANCE DUE	**$9,250.00**

QUALITY HOUSE PAINTING INC.

STAR WEST CONSTRUCTION

Proposal

Tom Spencer/ Star West Construction
59 E. Montecito, Sierra Madre Ca.
(626) 394 7558
Lic # 752214

To:
Peter Schou
1040 Stratford
Pasadena, Ca
323 899 3480

Date: 6/23/19

Description of work

North side of house

1) Repair 2" x 10" with Abatron/ screws.
2) Remove existing rafter tails (3) and install 3 new rafter tails sistered alongside existing (original) rafter tails.
3) Cut off one rafter tail.

Garage (north)

4) Replace the end of beam 6" x 5 ½" x 10"
5) Repair 2" x 8" rafter tail top with Abatron.

Garage (east)

6) Remove existing rafter tails (2) and install 2 new rafter tails sistered alongside existing (original) rafter tails.
7) Replace ½" x 48" x 5" style at fence. (pine)
8) Replace 1'2" (or 3/8") x 12" x 48" privacy panel at gate entry.

Back door (house)

9) Remove existing rafter tail (1) and install 1 new rafter tail sistered alongside existing (original) rafter tail.

Garage (south)

10) Repair top/ends of 6" x 6" beams (all) with Abatron.

House (south)

11) Repair five 4" x 8" beam tops and ends with Abatron.
12) Replace 14" of one 2" x 10" eave end.

House (front)

13) Repair two 10" x 10" beam tops/ends with Abatron.
14) Repair two 4" x 6" beam ends/tops with Abatron.

Roof (facing front of house)

15) Repair three 4" x 6" beam ends/tops with Abatron.

Note: 1) Rafter tails replaced will be redwood.
2) 6" x 5 ½" x 10" beam end replaced (#4) will be Doug Fir.
3) 2" X 10" x 14" eave end replaced (#12) will be Doug Fir.

All wood replaced/Abatroned will be primed.

Note: Additional damage to trim/facia or structure not evident upon initial inspection discovered upon removal of wood to do repairs will be repaired and billed as an extra. Minor extra repairs excluded upon discretion of contractor.

Total; $1500 initial-- $1400 on July 15th.

I hereby propose to furnish labor and materials – complete in accordance with the above specification. Payment to be made immediately upon completion of the work.
All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. This proposal subject to acceptance within 21 days and is void thereafter at the option of the undersigned.
Authorized signature: Tom Spencer Date: _____

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.
Accepted Date: 6/24/19 **Signature** _____

CITY OF SOUTH PASADENA

1414 Mission Street
South Pasadena, CA 91030
Phone Number: (626) 403-7220
Inspection Request: (626) 403-7226

Office Hours: 7:30 am to 5:00 pm M-Th
7:30 am to 4:00 pm F

INSPECTION RECORD

Address: 1040 STRATFORD
Permit No.: 26882 Date: 11/17/10
Description: Voluntary Foundation Bolting

NO.	INSPECTION	DATE	INSPECTOR
	REQUIRED BUILDING INSPECTIONS AND APPROVALS		
B1	Soils Engineer's Approval		
B2	Location and Setbacks		
B3	Foundation Bolting/ plates	12/29/10	
B4	Structural Concrete Slab On Grade		
B5	Raised Floor Framing		
B6	Underfloor Insulation		
B7	First Level Floor Diaphragm		
B8	Second Level Floor Diaphragm		
B9	Third Level Floor Diaphragm		
B10	Roof Diaphragm		
B11	Concrete Deck		
B12	Steel Framing		
B13	Fire Dept. Frame Inspection		
B14	Building Dept. Frame Inspection	12/24/10	
B15	Fire Sprinkler Hangers		
B16	Insulation/Weather Stripping		
B17	Interior Lath and/or Drywall		
B18	Exterior Lath		
B19	Rated Floor/Ceiling Assemblies		
B20	Rated Wall Assemblies		
B21	Rated Opening Protection		
B22	Rated Shaft Construction		
B23	T-Bar Ceilings		
B24	Lot Drainage		
B25	Planning Department Approval		
B26	Fire Department Approval		
B27	Public Works Dept. Approval		
B28	Final Building Inspection	12/29/10	
	REQUIRED MECHANICAL INSPECTIONS AND APPROVALS		
M1	FAU/Wall Furnace		
M2	Combustion Air Openings		
M3	Duct Work		
M4	A/C Compressor		
M5	Thermostat		
M6	Fire Dampers		
M7	Smoke Detection Devices		
M8	Manufacturered Fireplace		
M9	Commercial Hood		
M10	Final Mechanical Inspection		

NO.	INSPECTION	DATE	INSPECTOR
	REQUIRED ELECTRICAL INSPECTIONS AND APPROVALS		
E1	Temporary Power Pole		
E2	System Ground ☐Ground Rod ☐UFER ☐Water Pipe ☐_____		
E3	Underground Electrical		
E4	Rough Wiring		
E5	Rough Conduit		
E6	Bonding Water and Gas		
E7	Service		
E8	Final Electrical Inspection		
	REQUIRED PLUMBING INSPECTIONS AND APPROVALS		
P1	Underground/Floor Plumbing		
P2	Water Service ☐Plastic ☐Metal		
P3	Rough Plumbing/Topout		
P4	Rough Gas System		
P5	Sewer		
P6	Private Sewage Disposal System		
P7	Water Heater		
P8	Lawn Sprinklers		
P9	~~Gas~~ Test		
P10	Gas Final		
P11	Final Plumbing Inspection		

1) IT SHALL BE THE DUTY OF THE PERMIT APPLICANT TO CAUSE THE WORK TO REMAIN ACCESSIBLE AND EXPOSED FOR INSPECTION PURPOSES. NEITHER THE BUILDING OFFICIAL NOR THE JURISDICTION SHALL BE LIABLE FOR EXPENSE ENTAILED IN THE REMOVAL OR REPLACEMENT OF ANY MATERIAL REQUIRED TO ALLOW INSPECTION.

2) PLANS APPROVED BY THE CITY OF SOUTH PASADENA BUILDING DIVISION MUST BE AVAILABLE AT THE TIME INSPECTION IS MADE.

3) A SEPARATE PERMIT IS REQUIRED FOR ALL WORK IN THE PUBLIC RIGHT-OF-WAY.

4) SPECIAL INSPECTORS MUST BE APPROVED BY THE CITY OF SOUTH PASADENA BUILDING DIVISION PRIOR TO DOING ANY INSPECTION WORK.

5) REVISED PLANS AND/OR DETAILS MUST BE PROVIDED FOR ALL WORK NOT DONE IN ACCORDANCE WITH THE APPROVED PLANS. ALL REVISIONS MUST BE STAMPED APPROVED PRIOR INSPECTION.

CITY OF SOUTH PASADENA

1414 Mission Street
South Pasadena, CA 91030
Office Phone Number: (626) 403-7220
Inspection Request: (626) 403-7226

REROOF INSPECTION RECORD

Address: 1040 STRATFORD
Permit No.: 28006 Date: 7/11/11

☐ Reroof Over Existing ☒ Tear-Off and Reroof
☐ New Plywood and Roof ☐ Metal Roof o/Existing
☐ Other HOUSE

NO	INSPECTION	DATE	INSPECTOR
	REQUIRED REROOF INSPECTIONS AND APPROVALS		
R1	Preroof Tear Off or Sheathing	7/15/11	
R2	Final Inspection	8/3/11	

← DO NOT COVER THE ROOF UNTIL THIS ROW IS SIGNED.

Office Hours

7:30 am to 5:00 pm Monday through Thursday
7:30 am to 4:00 pm Friday

Inspection Requirements

Inspection and approval shall be made by the City of South Pasadena Building Division ***before*** the new roof covering is applied.

It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes. Neither the building official nor the City of South Pasadena shall be liable for expenses entailed in the removal or replacement of any material required to allow inspection.

Dumpster Requirements

A separate permit is required to be obtained from the City of South Pasadena Public Works Department for dumpsters located in the public right-of-way.

Dumpsters can only be set from the company the City contracts with for refuse disposal. Contact the Public Works Department for additional information at (626) 403-7240 for additional information.

Roofing Requirements

Roofing materials and methods of application shall comply with the manufacturer's installation requirements and the following guidelines. The building official ***may*** allow existing roof coverings to remain when inspection by the City of South Pasadena Building Division ***prior to covering*** reveals the following:

a) There is only one existing roof covering on the structure. A maximum of two existing roof coverings ***may*** be permitted when the original roof covering(s) are any combination of wood or asphalt shingle, and the roof slopes at 4-and-12 or greater. **Only one roof covering is permitted on Unreinforced Masonry Buildings.**

b) The structural design is sufficient to sustain the weight of an additional roof.

c) The existing roof is securely attached to the deck.

d) The visible roof covering is still sound and/or the exposed roof deck is not rotted and is structurally sound.

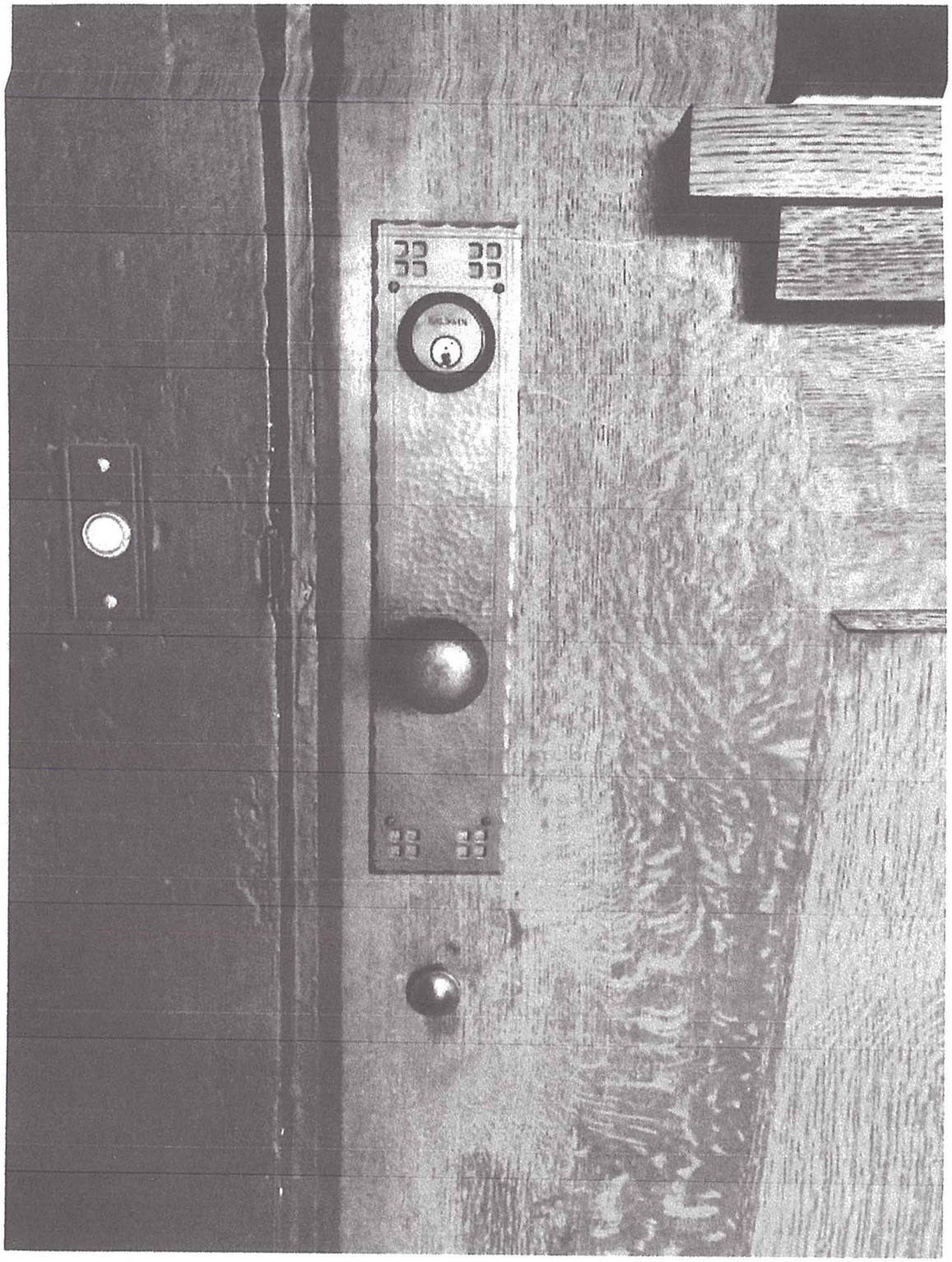
e) Existing insulation located immediately below the roof covering is not water soaked.

Plywood Installation and Nailing Requirements

Where plywood is installed over existing spaced sheathing, plywood panel joints shall occur over a rafter. Nails shall be spaced 12" on center at each rafter.

Where panel edges that are parallel to the rafters do not occur over a rafter, nails shall be driven at 6 inches on center maximum spacing along each such edge and through the sheathing boards.









SUMMARY OF COMPLETED WORK

Rehab/Maintenance Projects planned over next 10 years

RECEIVED
JAN 09 2009
CITY OF SOUTH PASADENA
PLANNING AND BUILDING DEPT

Rehabilitation Items

- Retrofitting (7,400)
- Exterior painting (8,000)
- Rehab of porch roof (5,000)
- Replacement of lock on front door and exterior light to more period appropriate style (1,000)

Maintenance Items

- New roof, when needed (23,780+)
- Replace part of fence (2,000)
- Sprinkler system on lawn strips next to street, west and south sides (2,000)
- Repair rim of pool (1,000)
- Ongoing termite inspections/repair (3,135)

Description of how items meet Secretary of the Interior's Standards for Rehabilitation

Rehabilitation Items

✓ • **Retrofitting** (7,400)

"Recommended - Repairing the structural system by augmenting or upgrading individual parts or features. For example, weakened structural members such as floor framing can be paired with a new member, braced, or otherwise supplemented and reinforced."*

Retrofitting of the building will be done according to the Secretary of the Interior's Standards and Guidelines. The existing structural system of the building will be repaired and/or upgraded to protect the structure from earthquake damage.

"Not Recommended - Upgrading the building structurally in a manner that diminishes the historic character of the exterior, such as installing strapping channels or removing a decorative cornice; or damages interior features or spaces.

Replacing a structural member or other feature of the structural system when it could be augmented and retained."*

The retrofit will not be done in such a manner that diminishes the character of the exterior.

✓ • **Exterior painting** (8,000)

"Recommended - Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective

coatings.

Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required.

Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (handscraping and handsanding), then repainting.

Applying compatible paint coating systems following proper surface preparation.

Repainting with colors that are appropriate to the historic building and district.

*Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary."**

The exterior of the building will be repainted, when necessary according to the Secretary of the Interior's Standards and Guidelines. Surfaces will be periodically inspected to determine if repainting is necessary. When the building requires a new coat of paint, proper preparation techniques will be used (as described in the guidelines) and period/style-appropriate colors will be chosen.

"Not Recommended - Stripping paint or other coatings to reveal bare wood, thus exposing historically coated surfaces to the effects of accelerated weathering.

Removing paint that is firmly adhering to, and thus, protecting wood surfaces.

Using destructive paint removal methods such as a propane or butane torches, sandblasting or waterblasting. These methods can irreversibly damage historic woodwork.

Using thermal devices improperly so that the historic woodwork is scorched.

Failing to neutralize the wood thoroughly after using chemicals so that new paint does not adhere.

Allowing detachable wood features to soak too long in a caustic solution so that the wood grain is raised and the surface roughened.

Failing to follow manufacturers' product and application instructions when repainting exterior woodwork.

Using new colors that are inappropriate to the historic building or district.

*Failing to undertake adequate measures to assure the protection of wood features."**

RECEIVED
JAN 09 2009
CITY OF SOUTH PASADENA
PLANNING AND BUILDING DEPT

When the building is repainted, no destructive paint removal techniques will be used and inappropriate color choices will not be implemented.

✓ • **Rehab of porch roof** (5,000)

"Recommended - Identifying, retaining, and preserving entrances--and their functional and decorative features--that are important in defining the overall historic character of the building such as doors, fanlights, sidelights, pilaster, entablatures, columns, balustrades, and stairs."*

Rehabilitation of the porch roof is part of an overall intention to retain and preserve the front porch and to repair the historic elements as needed to prevent irreversible deterioration.

"Not Recommended - Removing or radically changing entrances and porches which are important in defining the overall historic character of the building so that, as a result, the character is diminished."*

The front porch and entrance of the building are important character-defining features and will not be removed or radically changed.

✓ • **Replacement of lock on front door and exterior light to more period appropriate style** (1,000)

"Architectural metal features--such as cast iron facades, porches, and steps; sheet metal cornices, siding, roofs, roof cresting and storefronts; and cast or rolled metal doors, window sash, entablatures, and hardware--are often highly decorative and may be important in defining the overall historic character of the building."*

The existing, non-historic front door hardware will be replaced with new hardware that is style/period appropriate. The existing hardware is shown below.



Figure 1. Existing, non-historic front door hardware

RECEIVED
JAN 09 2009
CITY OF SOUTH PASADENA
BUILDING AND BUILDING DEPT

Maintenance Items

✓ • **New roof, when needed** (23,780+)

"Recommended - Replacing in kind an entire feature of the roof that is to deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature.
Examples can include a large section of roofing, or a dormer or chimney.

*If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered."**

The roof material is not historic or original to the building, but will likely require repair/replacement within the next ten years. The replacement material used will be compatible with what is existing. There is also a large skylight that needs to be rebuilt and was not included in the estimate

*"Not recommended - Removing a feature of the roof that is unrepairable, such as a chimney or dormer, and not replacing it; or replacing it with a new feature that does not convey the same visual appearance."**

No historic features of the roof will be removed, apart from the skylight when it is repaired or rebuilt if necessary.

✓ • **Replace part of fence** (2,000)

Replacement of a portion of the fence is considered routine maintenance and meets the Secretary of the Interior's Standards and Guidelines. This repair will not destroy any historic features.

✓ • **Sprinkler system on lawn strips next to street, west and south sides** (2,000)

Installation of a sprinkler system will assist with maintenance of the landscape and does not violate any of the Secretary of the Interior's Standards and Guidelines.

✗ • **Repair rim of pool** (1,000)

Repair of the rim of the pool is considered routine maintenance and does not violate any of the Secretary of the Interior's Standards and Guidelines.

✓ • **Ongoing termite inspections/repair** (3,135)

Ongoing termite inspections are considered routine preventative maintenance that will help protect the building from termite damage and this practice does not violate any of the Secretary of the Interior's Standards and Guidelines. A recent inspection revealed termite/dry rot that needs to be repaired.

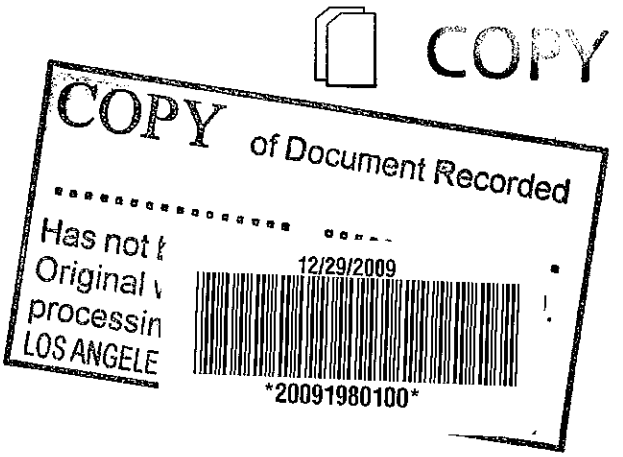
***Note: Above quoted material is taken from The Secretary of the Interior's Standards and Guidelines for Rehabilitation**

RECEIVED
JAN 09 2009
CITY OF SANTA MONICA
PLANNING AND BUILDING DEPT.

MILLS ACT CONTRACT

RECORDING REQUESTED BY:
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030



MILLS ACT CONTRACT FOR
PROPERTY LOCATED AT
1040 STRATFORD AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

COPY

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 16th day of September 2009, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Peter Schou and Sally Howard ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possess fee title in and to that certain real property, together with associated structures and improvements thereon, located at 1040 Stratford Avenue, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) On July 2, 2008, the City Council of the City of South Pasadena adopted Resolution No. 6990, attached hereto marked "Exhibit B" and incorporated herein as if fully set forth, thereby declaring and designating the Historic Property as a landmark pursuant to the terms and provisions of Section 2.73A-14 of the South Pasadena Municipal Code;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on September 16, 2009, and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. If City or Owner desire in any year not to renew this Agreement, that party shall serve written notice of non-renewal in advance

COPY

of the annual renewal date of this Agreement as follows: Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date; City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serve timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner are entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.*, may cancel this Agreement if City determines Owner have breached any of the conditions or covenants of the Agreement

COPY

or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assess as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subject the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural

COPY

and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Peter Schou and Sally Howard
1040 Stratford Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agree to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of their contractor, subcontractor, agent, employee or other person acting on his behalf which relate to the use, operation and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's

COPY

fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

COPY

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 9-16-09

By: _____
David Sifuentes, Mayor

ATTEST:

Sally Kilby
Sally Kilby, City Clerk

APPROVED AS TO FORM:

Richard L. Adams II, City Attorney

Dated: 10/20/09

_____
Peter Schou, Property Owner

Dated: 10/20/09

Sally Howard
Sally Howard, Property Owner

COPY

9. Primary Contact Person:

Sally Howard
Name

1040 Stratford Ave. South Pasadena, Ca 91030
Street, City, State, Zip

(626) 441-2717 Home Number | (626) 799-5883 Work Number

(818) 426-9711 Cell Number | ( ) Fax No.

E-mail: _____

Owner's Affidavit
(to be notarized)

State of California
County of Los Angeles

I/We Peter Schou & Sally Howard hereby declare under penalty of perjury that I/we am/are the owner(s) of the property involved in this request and that the foregoing statement and the information submitted herewith are true and correct.

Owner(s): _____ (Signature) Sally Howard (Signature)

Owner(s) Address: 1040 Stratford Ave (Street Address) 1040 Same (Street Address)

S. Pasadena CA 91030 (City, State and Zip Code) Same (City, State and Zip Code)

626 441 2717 (Telephone Number) _____ (Telephone Number)

Subscribed and sworn to before me on this 6th day of NOVEMBER, 2008.

_____
Signature of Notary

BEATRIZ M. CHAVEZ
Commission # 1720634
Notary Public - California
Los Angeles County
My Comm. Expires Feb 11, 2011

COPY

State of California

County of Los Angeles

On December 29, 2009 before me, Sally Kilby, Notary Public
(Insert Name of Notary Public and Title)
personally appeared Sally A. Howard and Peter Schou,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that ~~he/she~~/they executed the same in ~~his/her~~/their authorized capacity(ies), and that by ~~his/her~~/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Sally Kilby (Seal)

SALLY KILBY
Commission # 1742608
Notary Public - California
Los Angeles County
My Comm. Expires Apr 29, 2011

ACK PARA w/POP (Rev 06/08)

RECORDED AT THE REQ
CHICAGO TITLE COMPAI

EXHIBIT "A"

COPY

Recording Requested By:
BANK OF AMERICA

Return To:
LOAN # 6332780672
FL9-700-01-01
JACKSONVILLE POST CLOSING
BANK OF AMERICA
9000 SOUTHSIDE BLVD.
BLDG 700, FILE RECEIPT DEPT.
JACKSONVILLE, FL 32256

04/30/08
20080756981

[Space Above This Line For Recording Data]

DEED OF TRUST

LOAN #6332780672

DEFINITIONS
Words used in multiple sections of this document are defined below and other words are defined in Sections 3, 11, 13, 18, 20 and 21. Certain rules regarding the usage of words used in this document are also provided in Section 16.

(A) **"Security Instrument"** means this document, which is dated APRIL 21, 2008 together with all Riders to this document.
(B) **"Borrower"** is PETER SCHOU AND SALLY HOWARD, HUSBAND AND WIFE AS COMMUNITY PROPERTY WITH RIGHT OF SURVIVORSHIP

5716-019.078

Borrower's address is 1040 STRATFORD AVE, SOUTH PASADENA, CA 91030

. Borrower is the trustor under this Security Instrument.
(C) **"Lender"** is BANK OF AMERICA, N.A.

Lender is a NATIONAL BANKING ASSOCIATION
organized and existing under the laws of THE UNITED STATES OF AMERICA

RP SH

4660710455 A49

COPY

Lender's address is 21000 NW EVERGREEN PKWY, HILLSBORO, OR 971247121

Lender is the beneficiary under this Security Instrument.
(D) "Trustee" is PRLAP, INC.

(E) "Note" means the promissory note signed by Borrower and dated APRIL 21, 2008. The Note states that Borrower owes Lender NINE HUNDRED FIFTY FIVE THOUSAND TWO HUNDRED FIFTY AND 00/100 Dollars (U.S. $ 955,250.00) plus interest. Borrower has promised to pay this debt in regular Periodic Payments and to pay the debt in full not later than MAY 01, 2038.
(F) "Property" means the property that is described below under the heading "Transfer of Rights in the Property."
(G) "Loan" means the debt evidenced by the Note, plus interest, any prepayment charges and late charges due under the Note, and all sums due under this Security Instrument, plus interest.
(H) "Riders" means all Riders to this Security Instrument that are executed by Borrower. The following Riders are to be executed by Borrower (check box as applicable):

☐ Adjustable Rate Rider	☐ Condominium Rider	☐ Second Home Rider
☐ Balloon Rider	☐ Planned Unit Development Rider	☐ 1-4 Family Rider
☐ VA Rider	☐ Biweekly Payment Rider	☐ Other(s) [specify]

(I) "Applicable Law" means all controlling applicable federal, state and local statutes, regulations, ordinances and administrative rules and orders (that have the effect of law) as well as all applicable final, non-appealable judicial opinions.
(J) "Community Association Dues, Fees, and Assessments" means all dues, fees, assessments and other charges that are imposed on Borrower or the Property by a condominium association, homeowners association or similar organization.
(K) "Electronic Funds Transfer" means any transfer of funds, other than a transaction originated by check, draft, or similar paper instrument, which is initiated through an electronic terminal, telephonic instrument, computer, or magnetic tape so as to order, instruct, or authorize a financial institution to debit or credit an account. Such term includes, but is not limited to, point-of-sale transfers, automated teller machine transactions, transfers initiated by telephone, wire transfers, and automated clearinghouse transfers.
(L) "Escrow Items" means those items that are described in Section 3.
(M) "Miscellaneous Proceeds" means any compensation, settlement, award of damages, or proceeds paid by any third party (other than insurance proceeds paid under the coverages described in Section 5) for: (i) damage to, or destruction of, the Property; (ii) condemnation or other taking of all or any part of the Property; (iii) conveyance in lieu of condemnation; or (iv) misrepresentations of, or omissions as to, the value and/or condition of the Property.
(N) "Mortgage Insurance" means insurance protecting Lender against the nonpayment of, or default on, the Loan.
(O) "Periodic Payment" means the regularly scheduled amount due for (i) principal and interest under the Note, plus (ii) any amounts under Section 3 of this Security Instrument.
(P) "RESPA" means the Real Estate Settlement Procedures Act (12 U.S.C. Section 2601 et seq.) and its implementing regulation, Regulation X (24 C.F.R. Part 3500), as they might be amended from time to time, or any additional or successor legislation or regulation that governs the same subject matter. As used in this Security Instrument, "RESPA" refers to all requirements and

CALIFORNIA - Single Family - Fannie Mae/Freddie Mac UNIFORM INSTRUMENT Form 3005 1/01
BSB(CA) (0711) Page 2 of 15 Initials: PS
CVCA 04/21/08 4:46 PM 6332780672
SH
1061

COPY

restrictions that are imposed in regard to a "federally related mortgage loan" even if the Loan does not qualify as a "federally related mortgage loan" under RESPA.
(Q) "Successor in Interest of Borrower" means any party that has taken title to the Property, whether or not that party has assumed Borrower's obligations under the Note and/or this Security Instrument.

TRANSFER OF RIGHTS IN THE PROPERTY

This Security Instrument secures to Lender: (i) the repayment of the Loan, and all renewals, extensions and modifications of the Note; and (ii) the performance of Borrower's covenants and agreements under this Security Instrument and the Note. For this purpose, Borrower irrevocably grants and conveys to Trustee, in trust, with power of sale, the following described property located in the COUNTY of LOS ANGELES :

[Type of Recording Jurisdiction] [Name of Recording Jurisdiction]

"SEE ATTACHED EXHIBIT A."

Parcel ID Number: 5318-019-038
1040 STRATFORD AVENUE
SOUTH PASADENA
("Property Address"):

which currently has the address of [Street]
[City] , California 91030-3412 [Zip Code]

TOGETHER WITH all the improvements now or hereafter erected on the property, and all easements, appurtenances, and fixtures now or hereafter a part of the property. All replacements and additions shall also be covered by this Security Instrument. All of the foregoing is referred to in this Security Instrument as the "Property."

BORROWER COVENANTS that Borrower is lawfully seised of the estate hereby conveyed and has the right to grant and convey the Property and that the Property is unencumbered, except for encumbrances of record. Borrower warrants and will defend generally the title to the Property against all claims and demands, subject to any encumbrances of record.

THIS SECURITY INSTRUMENT combines uniform covenants for national use and non-uniform covenants with limited variations by jurisdiction to constitute a uniform security instrument covering real property.

UNIFORM COVENANTS. Borrower and Lender covenant and agree as follows:

1. Payment of Principal, Interest, Escrow Items, Prepayment Charges, and Late Charges. Borrower shall pay when due the principal of, and interest on, the debt evidenced by

COPY

the Note and any prepayment charges and late charges due under the Note. Borrower shall also pay funds for Escrow Items pursuant to Section 3. Payments due under the Note and this Security Instrument shall be made in U.S. currency. However, if any check or other instrument received by Lender as payment under the Note or this Security Instrument is returned to Lender unpaid, Lender may require that any or all subsequent payments due under the Note and this Security Instrument be made in one or more of the following forms, as selected by Lender: (a) cash; (b) money order; (c) certified check, bank check, treasurer's check or cashier's check, provided any such check is drawn upon an institution whose deposits are insured by a federal agency, instrumentality, or entity; or (d) Electronic Funds Transfer.

Payments are deemed received by Lender when received at the location designated in the Note or at such other location as may be designated by Lender in accordance with the notice provisions in Section 15. Lender may return any payment or partial payment if the payment or partial payments are insufficient to bring the Loan current. Lender may accept any payment or partial payment insufficient to bring the Loan current, without waiver of any rights hereunder or prejudice to its rights to refuse such payment or partial payments in the future, but Lender is not obligated to apply such payments at the time such payments are accepted. If each Periodic Payment is applied as of its scheduled due date, then Lender need not pay interest on unapplied funds. Lender may hold such unapplied funds until Borrower makes payment to bring the Loan current. If Borrower does not do so within a reasonable period of time, Lender shall either apply such funds or return them to Borrower. If not applied earlier, such funds will be applied to the outstanding principal balance under the Note immediately prior to foreclosure. No offset or claim which Borrower might have now or in the future against Lender shall relieve Borrower from making payments due under the Note and this Security Instrument or performing the covenants and agreements secured by this Security Instrument.

2. Application of Payments or Proceeds. Except as otherwise described in this Section 2, all payments accepted and applied by Lender shall be applied in the following order of priority: (a) interest due under the Note; (b) principal due under the Note; (c) amounts due under Section 3. Such payments shall be applied to each Periodic Payment in the order in which it became due. Any remaining amounts shall be applied first to late charges, second to any other amounts due under this Security Instrument, and then to reduce the principal balance of the Note.

If Lender receives a payment from Borrower for a delinquent Periodic Payment which includes a sufficient amount to pay any late charge due, the payment may be applied to the delinquent payment and the late charge. If more than one Periodic Payment is outstanding, Lender may apply any payment received from Borrower to the repayment of the Periodic Payments if, and to the extent that, each payment can be paid in full. To the extent that any excess exists after the payment is applied to the full payment of one or more Periodic Payments, such excess may be applied to any late charges due. Voluntary prepayments shall be applied first to any prepayment charges and then as described in the Note.

Any application of payments, insurance proceeds, or Miscellaneous Proceeds to principal due under the Note shall not extend or postpone the due date, or change the amount, of the Periodic Payments.

3. Funds for Escrow Items. Borrower shall pay to Lender on the day Periodic Payments are due under the Note, until the Note is paid in full, a sum (the "Funds") to provide for payment of amounts due for: (a) taxes and assessments and other items which can attain priority over this Security Instrument as a lien or encumbrance on the Property; (b) leasehold payments or ground rents on the Property, if any; (c) premiums for any and all insurance required by Lender under Section 5; and (d) Mortgage Insurance premiums, if any, or any sums payable by Borrower to Lender in lieu of the payment of Mortgage Insurance premiums in accordance with the provisions of Section 10. These items are called "Escrow Items." At origination or at any

08 0756981

COPY

time during the term of the Loan, Lender may require that Community Association Dues, Fees, and Assessments, if any, be escrowed by Borrower, and such dues, fees and assessments shall be an Escrow Item. Borrower shall promptly furnish to Lender all notices of amounts to be paid under this Section. Borrower shall pay Lender the Funds for Escrow Items unless Lender waives Borrower's obligation to pay the Funds for any or all Escrow Items. Lender may waive Borrower's obligation to pay to Lender Funds for any or all Escrow Items at any time. Any such waiver may only be in writing. In the event of such waiver, Borrower shall pay directly, when and where payable, the amounts due for any Escrow Items for which payment of Funds has been waived by Lender and, if Lender requires, shall furnish to Lender receipts evidencing such payment within such time period as Lender may require. Borrower's obligation to make such payments and to provide receipts shall for all purposes be deemed to be a covenant and agreement contained in this Security Instrument, as the phrase "covenant and agreement" is used in Section 9. If Borrower is obligated to pay Escrow Items directly, pursuant to a waiver, and Borrower fails to pay the amount due for an Escrow Item, Lender may exercise its rights under Section 9 and pay such amount and Borrower shall then be obligated under Section 9 to repay to Lender any such amount. Lender may revoke the waiver as to any or all Escrow Items at any time by a notice given in accordance with Section 15 and, upon such revocation, Borrower shall pay to Lender all Funds, and in such amounts, that are then required under this Section 3.

Lender may, at any time, collect and hold Funds in an amount (a) sufficient to permit Lender to apply the Funds at the time specified under RESPA, and (b) not to exceed the maximum amount a lender can require under RESPA. Lender shall estimate the amount of Funds due on the basis of current data and reasonable estimates of expenditures of future Escrow Items or otherwise in accordance with Applicable Law.

The Funds shall be held in an institution whose deposits are insured by a federal agency, instrumentality, or entity (including Lender, if Lender is an institution whose deposits are so insured) or in any Federal Home Loan Bank. Lender shall apply the Funds to pay the Escrow Items no later than the time specified under RESPA. Lender shall not charge Borrower for holding and applying the Funds, annually analyzing the escrow account, or verifying the Escrow Items, unless Lender pays Borrower interest on the Funds and Applicable Law permits Lender to make such a charge. Unless an agreement is made in writing or Applicable Law requires interest to be paid on the Funds, Lender shall not be required to pay Borrower any interest or earnings on the Funds. Borrower and Lender can agree in writing, however, that interest shall be paid on the Funds. Lender shall give to Borrower, without charge, an annual accounting of the Funds as required by RESPA.

If there is a surplus of Funds held in escrow, as defined under RESPA, Lender shall account to Borrower for the excess funds in accordance with RESPA. If there is a shortage of Funds held in escrow, as defined under RESPA, Lender shall notify Borrower as required by RESPA, and Borrower shall pay to Lender the amount necessary to make up the shortage in accordance with RESPA, but in no more than 12 monthly payments. If there is a deficiency of Funds held in escrow, as defined under RESPA, Lender shall notify Borrower as required by RESPA, and Borrower shall pay to Lender the amount necessary to make up the deficiency in accordance with RESPA, but in no more than 12 monthly payments.

Upon payment in full of all sums secured by this Security Instrument, Lender shall promptly refund to Borrower any Funds held by Lender.

4. Charges; Liens. Borrower shall pay all taxes, assessments, charges, fines, and impositions attributable to the Property which can attain priority over this Security Instrument, leasehold payments or ground rents on the Property, if any, and Community Association Dues, Fees, and Assessments, if any. To the extent that these items are Escrow Items, Borrower shall pay them in the manner provided in Section 3.

COPY

Borrower shall promptly discharge any lien which has priority over this Security Instrument unless Borrower: (a) agrees in writing to the payment of the obligation secured by the lien in a manner acceptable to Lender, but only so long as Borrower is performing such agreement; (b) contests the lien in good faith by, or defends against enforcement of the lien in, legal proceedings which in Lender's opinion operate to prevent the enforcement of the lien while those proceedings are pending, but only until such proceedings are concluded; or (c) secures from the holder of the lien an agreement satisfactory to Lender subordinating the lien to this Security Instrument. If Lender determines that any part of the Property is subject to a lien which can attain priority over this Security Instrument, Lender may give Borrower a notice identifying the lien. Within 10 days of the date on which that notice is given, Borrower shall satisfy the lien or take one or more of the actions set forth above in this Section 4.

Lender may require Borrower to pay a one-time charge for a real estate tax verification and/or reporting service used by Lender in connection with this Loan.

5. Property Insurance. Borrower shall keep the improvements now existing or hereafter erected on the Property insured against loss by fire, hazards included within the term "extended coverage," and any other hazards including, but not limited to, earthquakes and floods, for which Lender requires insurance. This insurance shall be maintained in the amounts (including deductible levels) and for the periods that Lender requires. What Lender requires pursuant to the preceding sentences can change during the term of the Loan. The insurance carrier providing the insurance shall be chosen by Borrower subject to Lender's right to disapprove Borrower's choice, which right shall not be exercised unreasonably. Lender may require Borrower to pay, in connection with this Loan, either: (a) a one-time charge for flood zone determination, certification and tracking services; or (b) a one-time charge for flood zone determination and certification services and subsequent charges each time remappings or similar changes occur which reasonably might affect such determination or certification. Borrower shall also be responsible for the payment of any fees imposed by the Federal Emergency Management Agency in connection with the review of any flood zone determination resulting from an objection by Borrower.

If Borrower fails to maintain any of the coverages described above, Lender may obtain insurance coverage, at Lender's option and Borrower's expense. Lender is under no obligation to purchase any particular type or amount of coverage. Therefore, such coverage shall cover Lender, but might or might not protect Borrower, Borrower's equity in the Property, or the contents of the Property, against any risk, hazard or liability and might provide greater or lesser coverage than was previously in effect. Borrower acknowledges that the cost of the insurance coverage so obtained might significantly exceed the cost of insurance that Borrower could have obtained. Any amounts disbursed by Lender under this Section 5 shall become additional debt of Borrower secured by this Security Instrument. These amounts shall bear interest at the Note rate from the date of disbursement and shall be payable, with such interest, upon notice from Lender to Borrower requesting payment.

All insurance policies required by Lender and renewals of such policies shall be subject to Lender's right to disapprove such policies, shall include a standard mortgage clause, and shall name Lender as mortgagee and/or as an additional loss payee and Borrower further agrees to generally assign rights to insurance proceeds to the holder of the Note up to the amount of the outstanding loan balance. Lender shall have the right to hold the policies and renewal certificates. If Lender requires, Borrower shall promptly give to Lender all receipts of paid premiums and renewal notices. If Borrower obtains any form of insurance coverage, not otherwise required by Lender, for damage to, or destruction of, the Property, such policy shall include a standard mortgage clause and shall name Lender as mortgagee and/or as an additional loss payee and Borrower further agrees to generally assign rights to insurance proceeds to the holder of the Note up to the amount of the outstanding loan balance.

08 0756981

COPY

In the event of loss, Borrower shall give prompt notice to the insurance carrier and Lender. Lender may make proof of loss if not made promptly by Borrower. Unless Lender and Borrower otherwise agree in writing, any insurance proceeds, whether or not the underlying insurance was required by Lender, shall be applied to restoration or repair of the Property, if the restoration or repair is economically feasible and Lender's security is not lessened. During such repair and restoration period, Lender shall have the right to hold such insurance proceeds until Lender has had an opportunity to inspect such Property to ensure the work has been completed to Lender's satisfaction, provided that such inspection shall be undertaken promptly. Lender may disburse proceeds for the repairs and restoration in a single payment or in a series of progress payments as the work is completed. Unless an agreement is made in writing or Applicable Law requires interest to be paid on such insurance proceeds, Lender shall not be required to pay Borrower any interest or earnings on such proceeds. Fees for public adjusters, or other third parties, retained by Borrower shall not be paid out of the insurance proceeds and shall be the sole obligation of Borrower. If the restoration or repair is not economically feasible or Lender's security would be lessened, the insurance proceeds shall be applied to the sums secured by this Security Instrument, whether or not then due, with the excess, if any, paid to Borrower. Such insurance proceeds shall be applied in the order provided for in Section 2.

If Borrower abandons the Property, Lender may file, negotiate and settle any available insurance claim and related matters. If Borrower does not respond within 30 days to a notice from Lender that the insurance carrier has offered to settle a claim, then Lender may negotiate and settle the claim. The 30-day period will begin when the notice is given. In either event, or if Lender acquires the Property under Section 22 or otherwise, Borrower hereby assigns to Lender (a) Borrower's rights to any insurance proceeds in an amount not to exceed the amounts unpaid under the Note or this Security Instrument, and (b) any other of Borrower's rights (other than the right to any refund of unearned premiums paid by Borrower) under all insurance policies covering the Property, insofar as such rights are applicable to the coverage of the Property. Lender may use the insurance proceeds either to repair or restore the Property or to pay amounts unpaid under the Note or this Security Instrument, whether or not then due.

6. Occupancy. Borrower shall occupy, establish, and use the Property as Borrower's principal residence within 60 days after the execution of this Security Instrument and shall continue to occupy the Property as Borrower's principal residence for at least one year after the date of occupancy, unless Lender otherwise agrees in writing, which consent shall not be unreasonably withheld, or unless extenuating circumstances exist which are beyond Borrower's control.

7. Preservation, Maintenance and Protection of the Property; Inspections. Borrower shall not destroy, damage or impair the Property, allow the Property to deteriorate or commit waste on the Property. Whether or not Borrower is residing in the Property, Borrower shall maintain the Property in order to prevent the Property from deteriorating or decreasing in value due to its condition. Unless it is determined pursuant to Section 5 that repair or restoration is not economically feasible, Borrower shall promptly repair the Property if damaged to avoid further deterioration or damage. If insurance or condemnation proceeds are paid in connection with damage to, or the taking of, the Property, Borrower shall be responsible for repairing or restoring the Property only if Lender has released proceeds for such purposes. Lender may disburse proceeds for the repairs and restoration in a single payment or in a series of progress payments as the work is completed. If the insurance or condemnation proceeds are not sufficient to repair or restore the Property, Borrower is not relieved of Borrower's obligation for the completion of such repair or restoration.

Lender or its agent may make reasonable entries upon and inspections of the Property. If it has reasonable cause, Lender may inspect the interior of the improvements on the Property. Lender shall give Borrower notice at the time of or prior to such an interior inspection specifying such reasonable cause.

0807501681

COPY

8. Borrower's Loan Application. Borrower shall be in default if, during the Loan application process, Borrower or any persons or entities acting at the direction of Borrower or with Borrower's knowledge or consent gave materially false, misleading, or inaccurate information or statements to Lender (or failed to provide Lender with material information) in connection with the Loan. Material representations include, but are not limited to, representations concerning Borrower's occupancy of the Property as Borrower's principal residence.

9. Protection of Lender's Interest in the Property and Rights Under this Security Instrument. If (a) Borrower fails to perform the covenants and agreements contained in this Security Instrument, (b) there is a legal proceeding that might significantly affect Lender's interest in the Property and/or rights under this Security Instrument (such as a proceeding in bankruptcy, probate, for condemnation or forfeiture, for enforcement of a lien which may attain priority over this Security Instrument or to enforce laws or regulations), or (c) Borrower has abandoned the Property, then Lender may do and pay for whatever is reasonable or appropriate to protect Lender's interest in the Property and rights under this Security Instrument, including protecting and/or assessing the value of the Property, and securing and/or repairing the Property. Lender's actions can include, but are not limited to: (a) paying any sums secured by a lien which has priority over this Security Instrument; (b) appearing in court; and (c) paying reasonable attorneys' fees to protect its interest in the Property and/or rights under this Security Instrument, including its secured position in a bankruptcy proceeding. Securing the Property includes, but is not limited to, entering the Property to make repairs, change locks, replace or board up doors and windows, drain water from pipes, eliminate building or other code violations or dangerous conditions, and have utilities turned on or off. Although Lender may take action under this Section 9, Lender does not have to do so and is not under any duty or obligation to do so. It is agreed that Lender incurs no liability for not taking any or all actions authorized under this Section 9.

Any amounts disbursed by Lender under this Section 9 shall become additional debt of Borrower secured by this Security Instrument. These amounts shall bear interest at the Note rate from the date of disbursement and shall be payable, with such interest, upon notice from Lender to Borrower requesting payment.

If this Security Instrument is on a leasehold, Borrower shall comply with all the provisions of the lease. If Borrower acquires fee title to the Property, the leasehold and the fee title shall not merge unless Lender agrees to the merger in writing.

10. Mortgage Insurance. If Lender required Mortgage Insurance as a condition of making the Loan, Borrower shall pay the premiums required to maintain the Mortgage Insurance in effect. If, for any reason, the Mortgage Insurance coverage required by Lender ceases to be available from the mortgage insurer that previously provided such insurance and Borrower was required to make separately designated payments toward the premiums for Mortgage Insurance, Borrower shall pay the premiums required to obtain coverage substantially equivalent to the Mortgage Insurance previously in effect, at a cost substantially equivalent to the cost to Borrower of the Mortgage Insurance previously in effect, from an alternate mortgage insurer selected by Lender. If substantially equivalent Mortgage Insurance coverage is not available, Borrower shall continue to pay to Lender the amount of the separately designated payments that were due when the insurance coverage ceased to be in effect. Lender will accept, use and retain these payments as a non-refundable loss reserve in lieu of Mortgage Insurance. Such loss reserve shall be non-refundable, notwithstanding the fact that the Loan is ultimately paid in full, and Lender shall not be required to pay Borrower any interest or earnings on such loss reserve. Lender can no longer require loss reserve payments if Mortgage Insurance coverage (in the amount and for the period that Lender requires) provided by an insurer selected by Lender again becomes available, is obtained, and Lender requires separately designated payments toward the premiums for Mortgage Insurance. If Lender required Mortgage Insurance as a condition of making the Loan and Borrower was required to make separately designated payments toward the premiums for Mortgage Insurance, Borrower shall pay the premiums required to maintain Mortgage Insurance in effect, or to provide a non-refundable loss reserve, until Lender's requirement for Mortgage Insurance ends in accordance with any written agreement between Borrower and Lender providing for such termination or until termination is required by Applicable Law. Nothing in this Section 10 affects Borrower's obligation to pay interest at the rate provided in the Note.

COPY

Mortgage Insurance reimburses Lender (or any entity that purchases the Note) for certain losses it may incur if Borrower does not repay the Loan as agreed. Borrower is not a party to the Mortgage Insurance.

Mortgage insurers evaluate their total risk on all such insurance in force from time to time, and may enter into agreements with other parties that share or modify their risk, or reduce losses. These agreements are on terms and conditions that are satisfactory to the mortgage insurer and the other party (or parties) to these agreements. These agreements may require the mortgage insurer to make payments using any source of funds that the mortgage insurer may have available (which may include funds obtained from Mortgage Insurance premiums).

As a result of these agreements, Lender, any purchaser of the Note, another insurer, any reinsurer, any other entity, or any affiliate of any of the foregoing, may receive (directly or indirectly) amounts that derive from (or might be characterized as) a portion of Borrower's payments for Mortgage Insurance, in exchange for sharing or modifying the mortgage insurer's risk, or reducing losses. If such agreement provides that an affiliate of Lender takes a share of the insurer's risk in exchange for a share of the premiums paid to the insurer, the arrangement is often termed "captive reinsurance." Further:

(a) Any such agreements will not affect the amounts that Borrower has agreed to pay for Mortgage Insurance, or any other terms of the Loan. Such agreements will not increase the amount Borrower will owe for Mortgage Insurance, and they will not entitle Borrower to any refund.

(b) Any such agreements will not affect the rights Borrower has - if any - with respect to the Mortgage Insurance under the Homeowners Protection Act of 1998 or any other law. These rights may include the right to receive certain disclosures, to request and obtain cancellation of the Mortgage Insurance, to have the Mortgage Insurance terminated automatically, and/or to receive a refund of any Mortgage Insurance premiums that were unearned at the time of such cancellation or termination.

11. Assignment of Miscellaneous Proceeds; Forfeiture. All Miscellaneous Proceeds are hereby assigned to and shall be paid to Lender.

If the Property is damaged, such Miscellaneous Proceeds shall be applied to restoration or repair of the Property, if the restoration or repair is economically feasible and Lender's security is not lessened. During such repair and restoration period, Lender shall have the right to hold such Miscellaneous Proceeds until Lender has had an opportunity to inspect such Property to ensure the work has been completed to Lender's satisfaction, provided that such inspection shall be undertaken promptly. Lender may pay for the repairs and restoration in a single disbursement or in a series of progress payments as the work is completed. Unless an agreement is made in writing or Applicable Law requires interest to be paid on such Miscellaneous Proceeds, Lender shall not be required to pay Borrower any interest or earnings on such Miscellaneous Proceeds. If the restoration or repair is not economically feasible or Lender's security would be lessened, the Miscellaneous Proceeds shall be applied to the sums secured by this Security Instrument, whether or not then due, with the excess, if any, paid to Borrower. Such Miscellaneous Proceeds shall be applied in the order provided for in Section 2.

In the event of a total taking, destruction, or loss in value of the Property, the Miscellaneous Proceeds shall be applied to the sums secured by this Security Instrument, whether or not then due, with the excess, if any, paid to Borrower.

In the event of a partial taking, destruction, or loss in value of the Property in which the fair market value of the Property immediately before the partial taking, destruction, or loss in value is equal to or greater than the amount of the sums secured by this Security Instrument immediately before the partial taking, destruction, or loss in value, unless Borrower and Lender otherwise agree in writing, the sums secured by this Security Instrument shall be reduced by the amount of the Miscellaneous Proceeds multiplied by the following fraction: (a) the total amount of the sums secured immediately before the partial taking, destruction, or loss in value divided by (b) the fair market value of the Property immediately before the partial taking, destruction, or loss in value. Any balance shall be paid to Borrower.

In the event of a partial taking, destruction, or loss in value of the Property in which the fair market value of the Property immediately before the partial taking, destruction, or loss in value is less than the amount of the sums secured immediately before the partial taking, destruction, or

08 0756831

COPY

loss in value, unless Borrower and Lender otherwise agree in writing, the Miscellaneous Proceeds shall be applied to the sums secured by this Security Instrument whether or not the sums are then due.

If the Property is abandoned by Borrower, or if, after notice by Lender to Borrower that the Opposing Party (as defined in the next sentence) offers to make an award to settle a claim for damages, Borrower fails to respond to Lender within 30 days after the date the notice is given, Lender is authorized to collect and apply the Miscellaneous Proceeds either to restoration or repair of the Property or to the sums secured by this Security Instrument, whether or not then due. "Opposing Party" means the third party that owes Borrower Miscellaneous Proceeds or the party against whom Borrower has a right of action in regard to Miscellaneous Proceeds.

Borrower shall be in default if any action or proceeding, whether civil or criminal, is begun that, in Lender's judgment, could result in forfeiture of the Property or other material impairment of Lender's interest in the Property or rights under this Security Instrument. Borrower can cure such a default and, if acceleration has occurred, reinstate as provided in Section 19, by causing the action or proceeding to be dismissed with a ruling that, in Lender's judgment, precludes forfeiture of the Property or other material impairment of Lender's interest in the Property or rights under this Security Instrument. The proceeds of any award or claim for damages that are attributable to the impairment of Lender's interest in the Property are hereby assigned and shall be paid to Lender.

All Miscellaneous Proceeds that are not applied to restoration or repair of the Property shall be applied in the order provided for in Section 2.

12. Borrower Not Released; Forbearance By Lender Not a Waiver. Extension of the time for payment or modification of amortization of the sums secured by this Security Instrument granted by Lender to Borrower or any Successor in Interest of Borrower shall not operate to release the liability of Borrower or any Successors in Interest of Borrower. Lender shall not be required to commence proceedings against any Successor in Interest of Borrower or to refuse to extend time for payment or otherwise modify amortization of the sums secured by this Security Instrument by reason of any demand made by the original Borrower or any Successors in Interest of Borrower. Any forbearance by Lender in exercising any right or remedy including, without limitation, Lender's acceptance of payments from third persons, entities or Successors in Interest of Borrower or in amounts less than the amount then due, shall not be a waiver of or preclude the exercise of any right or remedy.

13. Joint and Several Liability; Co-signers; Successors and Assigns Bound. Borrower covenants and agrees that Borrower's obligations and liability shall be joint and several. However, any Borrower who co-signs this Security Instrument but does not execute the Note (a "co-signer"): (a) is co-signing this Security Instrument only to mortgage, grant and convey the co-signer's interest in the Property under the terms of this Security Instrument; (b) is not personally obligated to pay the sums secured by this Security Instrument; and (c) agrees that Lender and any other Borrower can agree to extend, modify, forbear or make any accommodations with regard to the terms of this Security Instrument or the Note without the co-signer's consent.

Subject to the provisions of Section 18, any Successor in Interest of Borrower who assumes Borrower's obligations under this Security Instrument in writing, and is approved by Lender, shall obtain all of Borrower's rights and benefits under this Security Instrument. Borrower shall not be released from Borrower's obligations and liability under this Security Instrument unless Lender agrees to such release in writing. The covenants and agreements of this Security Instrument shall bind (except as provided in Section 20) and benefit the successors and assigns of Lender.

14. Loan Charges. Lender may charge Borrower fees for services performed in connection with Borrower's default, for the purpose of protecting Lender's interest in the Property and rights under this Security Instrument, including, but not limited to, attorneys' fees, property inspection and valuation fees. In regard to any other fees, the absence of express authority in this Security Instrument to charge a specific fee to Borrower shall not be construed as a prohibition on the charging of such fee. Lender may not charge fees that are expressly prohibited by this Security Instrument or by Applicable Law.

If the Loan is subject to a law which sets maximum loan charges, and that law is finally interpreted so that the interest or other loan charges collected or to be collected in connection with the Loan exceed the permitted limits, then: (a) any such loan charge shall be reduced by the amount necessary to reduce the charge to the permitted limit; and (b) any sums already collected

CALIFORNIA – Single Family – Fannie Mae/Freddie Mac UNIFORM INSTRUMENT Form 3005 1/01
BS6(CA) (0711) Page 10 of 15 Initials: PJ
CVCA 04/21/08 4:46 PM 6332780672 SH

08 0756981

COPY

from Borrower which exceeded permitted limits will be refunded to Borrower. Lender may choose to make this refund by reducing the principal owed under the Note or by making a direct payment to Borrower. If a refund reduces principal, the reduction will be treated as a partial prepayment without any prepayment charge (whether or not a prepayment charge is provided for under the Note). Borrower's acceptance of any such refund made by direct payment to Borrower will constitute a waiver of any right of action Borrower might have arising out of such overcharge.

15. Notices. All notices given by Borrower or Lender in connection with this Security Instrument must be in writing. Any notice to Borrower in connection with this Security Instrument shall be deemed to have been given to Borrower when mailed by first class mail or when actually delivered to Borrower's notice address if sent by other means. Notice to any one Borrower shall constitute notice to all Borrowers unless Applicable Law expressly requires otherwise. The notice address shall be the Property Address unless Borrower has designated a substitute notice address by notice to Lender. Borrower shall promptly notify Lender of Borrower's change of address. If Lender specifies a procedure for reporting Borrower's change of address, then Borrower shall only report a change of address through that specified procedure. There may be only one designated notice address under this Security Instrument at any one time. Any notice to Lender shall be given by delivering it or by mailing it by first class mail to Lender's address stated herein unless Lender has designated another address by notice to Borrower. Any notice in connection with this Security Instrument shall not be deemed to have been given to Lender until actually received by Lender. If any notice required by this Security Instrument is also required under Applicable Law, the Applicable Law requirement will satisfy the corresponding requirement under this Security Instrument.

16. Governing Law; Severability; Rules of Construction. This Security Instrument shall be governed by federal law and the law of the jurisdiction in which the Property is located. All rights and obligations contained in this Security Instrument are subject to any requirements and limitations of Applicable Law. Applicable Law might explicitly or implicitly allow the parties to agree by contract or it might be silent, but such silence shall not be construed as a prohibition against agreement by contract. In the event that any provision or clause of this Security Instrument or the Note conflicts with Applicable Law, such conflict shall not affect other provisions of this Security Instrument or the Note which can be given effect without the conflicting provision.

As used in this Security Instrument: (a) words of the masculine gender shall mean and include corresponding neuter words or words of the feminine gender; (b) words in the singular shall mean and include the plural and vice versa; and (c) the word "may" gives sole discretion without any obligation to take any action.

17. Borrower's Copy. Borrower shall be given one copy of the Note and of this Security Instrument.

18. Transfer of the Property or a Beneficial Interest in Borrower. As used in this Section 18, "Interest in the Property" means any legal or beneficial interest in the Property, including, but not limited to, those beneficial interests transferred in a bond for deed, contract for deed, installment sales contract or escrow agreement, the intent of which is the transfer of title by Borrower at a future date to a purchaser.

If all or any part of the Property or any Interest in the Property is sold or transferred (or if Borrower is not a natural person and a beneficial interest in Borrower is sold or transferred) without Lender's prior written consent, Lender may require immediate payment in full of all sums secured by this Security Instrument. However, this option shall not be exercised by Lender if such exercise is prohibited by Applicable Law.

If Lender exercises this option, Lender shall give Borrower notice of acceleration. The notice shall provide a period of not less than 30 days from the date the notice is given in accordance with Section 15 within which Borrower must pay all sums secured by this Security Instrument. If Borrower fails to pay these sums prior to the expiration of this period, Lender may invoke any remedies permitted by this Security Instrument without further notice or demand on Borrower.

19. Borrower's Right to Reinstate After Acceleration. If Borrower meets certain conditions, Borrower shall have the right to have enforcement of this Security Instrument discontinued at any time prior to the earliest of: (a) five days before sale of the Property pursuant to any power of sale contained in this Security Instrument; (b) such other period as Applicable Law might specify for the termination of Borrower's right to reinstate; or (c) entry of a judgment enforcing this Security Instrument. Those conditions are that Borrower: (a) pays Lender all sums

COPY

which then would be due under this Security Instrument and the Note as if no acceleration had occurred; (b) cures any default of any other covenants or agreements; (c) pays all expenses incurred in enforcing this Security Instrument, including, but not limited to, reasonable attorneys' fees, property inspection and valuation fees, and other fees incurred for the purpose of protecting Lender's interest in the Property and rights under this Security Instrument; and (d) takes such action as Lender may reasonably require to assure that Lender's interest in the Property and rights under this Security Instrument, and Borrower's obligation to pay the sums secured by this Security Instrument, shall continue unchanged. Lender may require that Borrower pay such reinstatement sums and expenses in one or more of the following forms, as selected by Lender: (a) cash; (b) money order; (c) certified check, bank check, treasurer's check or cashier's check, provided any such check is drawn upon an institution whose deposits are insured by a federal agency, instrumentality or entity; or (d) Electronic Funds Transfer. Upon reinstatement by Borrower, this Security Instrument and obligations secured hereby shall remain fully effective as if no acceleration had occurred. However, this right to reinstate shall not apply in the case of acceleration under Section 18.

20. Sale of Note; Change of Loan Servicer; Notice of Grievance. The Note or a partial interest in the Note (together with this Security Instrument) can be sold one or more times without prior notice to Borrower. A sale might result in a change in the entity (known as the "Loan Servicer") that collects Periodic Payments due under the Note and this Security Instrument and performs other mortgage loan servicing obligations under the Note, this Security Instrument, and Applicable Law. There also might be one or more changes of the Loan Servicer unrelated to a sale of the Note. If there is a change of the Loan Servicer, Borrower will be given written notice of the change which will state the name and address of the new Loan Servicer, the address to which payments should be made and any other information RESPA requires in connection with a notice of transfer of servicing. If the Note is sold and thereafter the Loan is serviced by a Loan Servicer other than the purchaser of the Note, the mortgage loan servicing obligations to Borrower will remain with the Loan Servicer or be transferred to a successor Loan Servicer and are not assumed by the Note purchaser unless otherwise provided by the Note purchaser.

Neither Borrower nor Lender may commence, join, or be joined to any judicial action (as either an individual litigant or the member of a class) that arises from the other party's actions pursuant to this Security Instrument or that alleges that the other party has breached any provision of, or any duty owed by reason of, this Security Instrument, until such Borrower or Lender has notified the other party (with such notice given in compliance with the requirements of Section 15) of such alleged breach and afforded the other party hereto a reasonable period after the giving of such notice to take corrective action. If Applicable Law provides a time period which must elapse before certain action can be taken, that time period will be deemed to be reasonable for purposes of this paragraph. The notice of acceleration and opportunity to cure given to Borrower pursuant to Section 22 and the notice of acceleration given to Borrower pursuant to Section 18 shall be deemed to satisfy the notice and opportunity to take corrective action provisions of this Section 20.

21. Hazardous Substances. As used in this Section 21: (a) "Hazardous Substances" are those substances defined as toxic or hazardous substances, pollutants, or wastes by Environmental Law and the following substances: gasoline, kerosene, other flammable or toxic petroleum products, toxic pesticides and herbicides, volatile solvents, materials containing asbestos or formaldehyde, and radioactive materials; (b) "Environmental Law" means federal laws and laws of the jurisdiction where the Property is located that relate to health, safety or environmental protection; (c) "Environmental Cleanup" includes any response action, remedial action, or removal action, as defined in Environmental Law; and (d) an "Environmental Condition" means a condition that can cause, contribute to, or otherwise trigger an Environmental Cleanup.

Borrower shall not cause or permit the presence, use, disposal, storage, or release of any Hazardous Substances, or threaten to release any Hazardous Substances, on or in the Property. Borrower shall not do, nor allow anyone else to do, anything affecting the Property (a) that is in violation of any Environmental Law, (b) which creates an Environmental Condition, or (c) which, due to the presence, use, or release of a Hazardous Substance, creates a condition that adversely affects the value of the Property. The preceding two sentences shall not apply to the presence, use, or storage on the Property of small quantities of Hazardous Substances that are generally recognized to be appropriate to normal residential uses and to maintenance of the Property (including, but not limited to, hazardous substances in consumer products).

COPY

Borrower shall promptly give Lender written notice of (a) any investigation, claim, demand, lawsuit or other action by any governmental or regulatory agency or private party involving the Property and any Hazardous Substance or Environmental Law of which Borrower has actual knowledge, (b) any Environmental Condition, including but not limited to, any spilling, leaking, discharge, release or threat of release of any Hazardous Substance, and (c) any condition caused by the presence, use or release of a Hazardous Substance which adversely affects the value of the Property. If Borrower learns, or is notified by any governmental or regulatory authority, or any private party, that any removal or other remediation of any Hazardous Substance affecting the Property is necessary, Borrower shall promptly take all necessary remedial actions in accordance with Environmental Law. Nothing herein shall create any obligation on Lender for an Environmental Cleanup.

NON-UNIFORM COVENANTS. Borrower and Lender further covenant and agree as follows:

22. Acceleration; Remedies. Lender shall give notice to Borrower prior to acceleration following Borrower's breach of any covenant or agreement in this Security Instrument (but not prior to acceleration under Section 18 unless Applicable Law provides otherwise). The notice shall specify: (a) the default; (b) the action required to cure the default; (c) a date, not less than 30 days from the date the notice is given to Borrower, by which the default must be cured; and (d) that failure to cure the default on or before the date specified in the notice may result in acceleration of the sums secured by this Security Instrument and sale of the Property. The notice shall further inform Borrower of the right to reinstate after acceleration and the right to bring a court action to assert the non-existence of a default or any other defense of Borrower to acceleration and sale. If the default is not cured on or before the date specified in the notice, Lender at its option may require immediate payment in full of all sums secured by this Security Instrument without further demand and may invoke the power of sale and any other remedies permitted by Applicable Law. Lender shall be entitled to collect all expenses incurred in pursuing the remedies provided in this Section 22, including, but not limited to, reasonable attorneys' fees and costs of title evidence.

If Lender invokes the power of sale, Lender shall execute or cause Trustee to execute a written notice of the occurrence of an event of default and of Lender's election to cause the Property to be sold. Trustee shall cause this notice to be recorded in each county in which any part of the Property is located. Lender or Trustee shall mail copies of the notice as prescribed by Applicable Law to Borrower and to the other persons prescribed by Applicable Law. Trustee shall give public notice of sale to the persons and in the manner prescribed by Applicable Law. After the time required by Applicable Law, Trustee, without demand on Borrower, shall sell the Property at public auction to the highest bidder at the time and place and under the terms designated in the notice of sale in one or more parcels and in any order Trustee determines. Trustee may postpone sale of all or any parcel of the Property by public announcement at the time and place of any previously scheduled sale. Lender or its designee may purchase the Property at any sale.

Trustee shall deliver to the purchaser Trustee's deed conveying the Property without any covenant or warranty, expressed or implied. The recitals in the Trustee's deed shall be prima facie evidence of the truth of the statements made therein. Trustee shall apply the proceeds of the sale in the following order: (a) to all expenses of the sale, including, but not limited to, reasonable Trustee's and attorneys' fees; (b) to all sums secured by this Security Instrument; and (c) any excess to the person or persons legally entitled to it.

23. Reconveyance. Upon payment of all sums secured by this Security Instrument, Lender shall request Trustee to reconvey the Property and shall surrender this Security Instrument and all notes evidencing debt secured by this Security Instrument to Trustee. Trustee shall reconvey the Property without warranty to the person or persons legally entitled to it. Lender may charge such person or persons a reasonable fee for reconveying the Property, but only if the fee is paid to a third party (such as the Trustee) for services rendered and the charging of the fee is permitted under Applicable Law. If the fee charged does not exceed the fee set by Applicable Law, the fee is conclusively presumed to be reasonable.

24. Substitute Trustee. Lender, at its option, may from time to time appoint a successor trustee to any Trustee appointed hereunder by an instrument executed and acknowledged by Lender

1966 0 8 0 7 0 5 5 0 9 8

COPY 15

and recorded in the office of the Recorder of the county in which the Property is located. The instrument shall contain the name of the original Lender, Trustee and Borrower, the book and page where this Security Instrument is recorded and the name and address of the successor trustee. Without conveyance of the Property, the successor trustee shall succeed to all the title, powers and duties conferred upon the Trustee herein and by Applicable Law. This procedure for substitution of trustee shall govern to the exclusion of all other provisions for substitution.

25. Statement of Obligation Fee. Lender may collect a fee not to exceed the maximum amount permitted by Applicable Law for furnishing the statement of obligation as provided by Section 2943 of the Civil Code of California.

The undersigned Borrower requests that a copy of any Notice of Default and any Notice of Sale under this Security Instrument be mailed to the Borrower at the address set forth above. A copy of any Notice of Default and any Notice of Sale will be sent only to the address contained in this recorded request. If the Borrower's address changes, a new request must be recorded.

BY SIGNING BELOW, Borrower accepts and agrees to the terms and covenants contained in this Security Instrument and in any Rider executed by Borrower and recorded with it.

SALLY HOWARD

Witnesses:

Sally Howard (Seal)
SALLY HOWARD -Borrower

PETER SCHOU (Seal)
PETER SCHOU -Borrower

(Seal) -Borrower

(Seal) -Borrower

(Seal) -Borrower

(Seal) -Borrower

(Seal) -Borrower

(Seal) -Borrower

COPY

State of California
County of LOS ANGELES } ss.

On APRIL 23, 2008 before me, DANIEL MARCU, Notary Public, personally appeared

SALLY HOWARD AND PETER SCHOU

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

DANIEL MARCU
COMM. #1760988
Notary Public-California
LOS ANGELES COUNTY
My Comm. Exp. Sept 6, 2011

_____ (Seal)

COPY

EXHIBIT A

LOT 31 OF THE STRATFORD TRACT, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 6 PAGE 102 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

93 0756814

DESCLTR-09/08/94bk

EXHIBIT "B"

RES. VOL. 43

COPY 07/02/08

RESOLUTION NO. 6990

A RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF SOUTH PASADENA, CALIFORNIA,
DESIGNATING THE HUNTZINGER HOUSE
LOCATED AT 1040 STRATFORD AVENUE AS A
CULTURAL HERITAGE LANDMARK
(LANDMARK NO. 50)

WHEREAS, Section 2.73A-14 of the South Pasadena Municipal Code Ordinance #2004 (commonly known as the "Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as landmarks; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Commission to register the Huntzinger House at 1040 Stratford Avenue as a landmark; and

WHEREAS, the research and documentation amply demonstrates the qualifications of the property for landmark designation; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (A) (3) ["Designation Procedure"] of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owner, mailed notices, held a duly noticed public hearing, and received public comment; and

WHEREAS, the accredited architectural historian recently determined in a report that the Huntzinger House appears eligible for listing on the National Register of Historic Places; and

WHEREAS, the Commission findings included a determination that the house has an extremely high degree of integrity; and

WHEREAS, based on the evidence presented in the application materials, sub-committee research, on-site inspection and public testimony, the Cultural Heritage Commission voted to recommend designation of this property on May 15, 2008 and forwarded the recommendation to the City council; and

WHEREAS, the City Council held a public hearing on the proposed designation on July 2, 2008 and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council makes the following findings based on the nomination and supporting materials and the information and testimony provided by the public, that it meets the Criteria for a landmark designation pursuant to Subsection (a) (2) "Designation Criteria" of the above Ordinance Section, as follows:

a. ***Its character, interest, and value as part of the heritage of the community;***
This 1910 residence is an excellent and intact example of Craftsman Style. Its character greatly contributes to the surrounding Stratford Avenue neighborhood and the City of South Pasadena. Particularly important in its value as part of community heritage, the design excellence of the home was featured in Gustav Stickley's magazine *The Craftsman.*

b. ***Its identification with a person who significantly contributed to the culture of the city;***
Built for Harvey Walter Huntzinger, a civil engineer and South Pasadena City Treasurer during the city's early social, cultural and economic prominence, the property is closely associated with one of the city's important civic personages. Further biographical information on Huntzinger is provided in Tim Gregory's research report on the property.

c. ***Its exemplification of a particular type in a neighborhood.***
With its shingled exterior, horizontal emphasis, deep covered porch exposed rafters, and use of local stone and brick. 1040 Stratford is a shining example of the Craftsman bungalow aesthetic. *The Craftsman* called 1040 Stratford "A California Bungalow of Stone and Shingle Worth Studying, Both in Design and Interior Finish."

d. ***Its identification as the work of a person or persons whose work has influenced the heritage of the city, state or United States.***
1040 Stratford was designed and built by the Los Angeles firm of Edward E. Sweet Designing and Building Company. The firm specialized in Craftsman bungalows and many of the company's designs were built around Southern California, with a large concentration in South Pasadena. In addition to building services, Sweet's company also published pattern books. *Sweet's Bungalows* was published by the California Printing Company in 1912. Further information about Edward Sweet is provided in Tim Gregory's research report.

SECTION 2. Pursuant to the provisions of the California Environmental Quality Act, Public Resources Code Section 21000 et. seq. ("CEQA") , the State's CEQA Guidelines, and application materials, the City Council hereby finds that the herein project is categorically exempt pursuant to guideline Section 15303 (e) (Class 31) which exempts from further environmental review a project that consists of preserving a historical resource.

SECTION 3. The City Council approves the designation of 1040 Stratford Avenue as an Official South Pasadena Historic Landmark.

SECTION 4. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 2nd day of July, 2008.

Philip C. Putnam, Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Richard L. Adams II, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 2nd day of July, 2008, by the following vote:

AYES: Cacciotti, Schneider, Sifuentes, Ten and Mayor Putnam

NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby, City Clerk

COPY

EXHIBIT "C"

1040 Stratford Avenue Mills Act Application

Rehab/Maintenance Projects planned over next 10 years

Rehabilitation Items

- Retrofitting
- Replacement of lock on front door and exterior light fixtures to more period appropriate style
- Exterior painting
- New roof
- Correction of cracked arroyo stone cap that surrounds primary structure to prevent water intrusion into wood structural elements
- Repair and/or replace cracked portions of concrete in front entrance walkway, matching existing color and texture as close as possible

Maintenance Items

- Ongoing termite inspections/repair

RECEIVED
MAY 28 2009
CITY OF SOUTH PASADENA
PLANNING AND BUILDING DEP

Description of how items meet Secretary of the Interior's Standards for Rehabilitation

Rehabilitation Items

- **Retrofitting**

"Recommended - Repairing the structural system by augmenting or upgrading individual parts or features. For example, weakened structural members such as floor framing can be paired with a new member, braced, or otherwise supplemented and reinforced."*

Retrofitting of the building will be done according to the Secretary of the Interior's Standards and Guidelines. The existing structural system of the building will be repaired and/or upgraded to protect the structure from earthquake damage.

"Not Recommended - Upgrading the building structurally in a manner that diminishes the historic character of the exterior, such as installing strapping channels or removing a decorative cornice; or damages interior features or spaces.

Replacing a structural member or other feature of the structural system when it could be augmented and retained."*

The retrofit will not be done in such a manner that diminishes the character of the exterior. Bolting and other fasteners will be chosen that minimize impact to historic fabric.

COPY

- Replacement of lock on front door and exterior lights to more period appropriate style

*"Architectural metal features--such as cast iron facades, porches, and steps; sheet metal cornices, siding, roofs, roof cresting and storefronts; and cast or rolled metal doors, window sash, entablatures, and hardware--are often highly decorative and may be important in defining the overall historic character of the building."**

The existing, non-historic front door hardware will be replaced with new hardware that is style/period appropriate. The existing hardware is shown below.

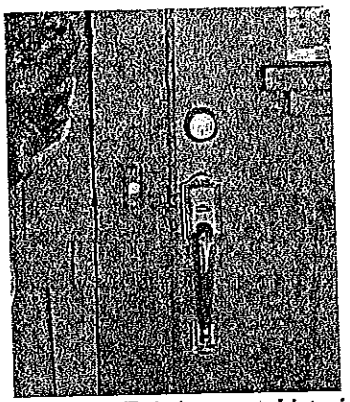


Figure 1. Existing, non-historic front door hardware

- Exterior painting

"Recommended - Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings.

Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required.

Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (handscraping and handsanding), then repainting.

Applying compatible paint coating systems following proper surface preparation.

Repainting with colors that are appropriate to the historic building and district.

*Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary."**

The exterior of the building will be repainted, when necessary according to the Secretary of the Interior's Standards and Guidelines. Surfaces will be periodically inspected to determine

COPY

if repainting is necessary. When the building requires a new coat of paint, proper preparation techniques will be used (as described in the guidelines) and period/style-appropriate colors will be chosen.

"Not Recommended - Stripping paint or other coatings to reveal bare wood, thus exposing historically coated surfaces to the effects of accelerated weathering.

Removing paint that is firmly adhering to, and thus, protecting wood surfaces.

Using destructive paint removal methods such as a propane or butane torches, sandblasting or waterblasting. These methods can irreversibly damage historic woodwork.

Using thermal devices improperly so that the historic woodwork is scorched.

Failing to neutralize the wood thoroughly after using chemicals so that new paint does not adhere.

Allowing detachable wood features to soak too long in a caustic solution so that the wood grain is raised and the surface roughened.

Failing to follow manufacturers' product and application instructions when repainting exterior woodwork.

Using new colors that are inappropriate to the historic building or district.

*Failing to undertake adequate measures to assure the protection of wood features."**

When the building is repainted, no destructive paint removal techniques will be used and inappropriate color choices will not be implemented.

- <u>New roof</u>

  "Recommended - Replacing in kind an entire feature of the roof that is to deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature.
  Examples can include a large section of roofing, or a dormer or chimney.

  *If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered."**

  The roof material is not historic or original to the building, but will likely require repair/replacement within the next ten years. The replacement material used will be compatible with what is existing. There is also a large skylight that needs to be rebuilt and was not included in the estimate

COPY

*"Not recommended - Removing a feature of the roof that is unrepairable, such as a chimney or dormer, and not replacing it; or replacing it with a new feature that does not convey the same visual appearance."**

No historic features of the roof will be removed, apart from the skylight when it is repaired or rebuilt if necessary.

- **Concrete Work**

Recommended - The existing concrete cap that tops the arroyo stone around the perimeter of the building has several cracks that should be treated to prevent water infiltration.

The existing curving concrete walkway in the front yard has numerous cracks. It is recommended that the cracks be patched or cracked sections replaced with material that matches as close as possible to the existing with respect to color and texture.

According to the Secretary's Standards the concrete elements will be repaired rather than replaced where possible.

Maintenance Items

- **Ongoing termite inspections/repair**

Ongoing termite inspections are considered routine preventative maintenance that will help protect the building from termite damage and this practice does not violate any of the Secretary of the Interior's Standards and Guidelines. A recent inspection revealed termite/dry rot that needs to be repaired.

***Note: Above quoted material is taken from The Secretary of the Interior's Standards and Guidelines for Rehabilitation**

COPY

Schedules and Reporting System

Schedules for Completion for Rehabilitation and Maintenance Items

1) Termite work to be done by June 2009.

2) Retrofitting and concrete cap repair to be done by June 2010.

3) Front door lock replacement and installation of light fixtures to be done by 2011.

4) Roof replacement (if needed) to be done by December 2016.

5) Painting to be done (if needed) by June 2018.

6) Concrete walkway to be done by 2019.

Reporting

The owners will provide a written update to the City every 2.5 years that details progress on the rehabilitation plan, starting November 2010. Photographs and a copy of the respective permit (if required) will be submitted for completed projects.

PROPERTY ADDRESS:

851 Lyndon Street

2025 PROGRESS REPORT

Mr. & Mrs. Peter A. Knight

851 Lyndon Street
South Pasadena, CA 91030
(310) 738-5278
peteraknight@me.com
samanthaknightjewelry@gmail.com

Michael Donovan and Dean Flores
City of South Pasadena
Planning & Building Department
1414 Mission Street
South Pasadena, CA 91030

July 7, 2025

Dear Mr. Donovan and Mr. Flores:

Accompanying this letter are all the requested materials for the Mills Act progress update for our home, 851 Lyndon Street, the Wynyate Estate.

Debi Howell-Ardila assisted us in the preparation of these materials. (As you know, in 2009/2010, Debi prepared our original Mills Act application and rehabilitation plans.)

The Mills Act program has been a great help to us. We've completed everything in our work plan except for one project (due to the need to divert those resources elsewhere, in fire/life safety upgrades for the property; when a fire broke out on our property, we learned the hard way that it could not be accessed by emergency vehicles).

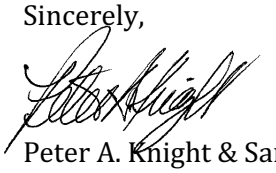
Our completed, capitalized projects have included:

1. Structural upgrades and seismic retrofitting and repairs
2. Repairs to the roof, which was leaking extensively, and re-sheathing in code-compliance cedar shingles
3. Repairs and repainting of deteriorated wood features and sheathing on the exterior
4. Repairs and stabilization of river stone walkway and stairs

We realize that maintaining and preserving a historic property is challenging, but it is a challenge we have embraced, as we hope is evident from this report.

Thank you in advance for your consideration.

Sincerely,



Peter A. Knight & Samantha Knight





Mills Act Progress Report

Wynyate Estate

851 Lyndon Street, South Pasadena

Prepared for:
City of South Pasadena
Department of Planning and Building
South Pasadena, CA 91030

Prepared by:
Debi Howell-Ardila, MHP
Peter and Samantha Knight
851 Lyndon Street
South Pasadena, CA 91030

July 2025

Mills Act Progress Report, Wynyate Estate
851 Lyndon Street, South Pasadena

Table of Contents

Section **Page**

1 Project Objective, Mills Act Historic Property Contract, 851 Lyndon Street 1
Property Overview 2
Mills Act Background 3

2 Mills Act Workplan Progress (Table 1) 4

Appendices

A: Available Receipts, Invoices, and Estimates

A.1: Photographic Overview of Available Before and After Conditions

A.2: Building Permits

B: Los Angeles County Mills Act Records of Assessed Value

C: Original Mills Act Application, 2010

D: Mills Act Progress Update, 851 Lyndon Street, 7 January 2015, Peter and Samantha Knight

E: Original Landmark Designation, 1972

Project Objective, Mills Act Contract, 851 Lyndon Street

This document responds to the City of South Pasadena (City) requests for a Mills Act Progress Report for 851 Lyndon Street in South Pasadena (Assessor's Parcel Number 5317-006-001).

In accordance with the City's request, this Mills Act Progress Report includes the following:

1. An itemized list of Mills Act Work Items completed to date, with current work plan status
    a. This information is provided in **Table 1**; all work items have been completed (and several areas of the house have required second and third rounds of rehabilitation, repairs, and repainting) except for Work Item #6 ("Reconstruct west-elevation chimney")

2. Receipts documenting the financial investment in the property
    a. **Available receipts are provided in Appendix A**.
        i. The property owners have made a due-diligence effort to locate and account for each receipt.
    b. Overall, the investment made in the property under the Mills Act Work Plan exceeds the amount originally forecast for the Mills Act, though Work Item #6 was not completed due to other costly, high-priority repairs.

3. Photo documentation of the completed work; both "before" and "after" conditions
    a. Available before and after photos are provided in Appendix A.1.
4. Copies of any building permits issued in conjunction with the work
    a. Available permits are provided in Appendix A.2.
5. Records showing the current assessed value of the property from the Los Angeles County Tax Assessor's office

In addition, this progress report presents background and context on the historic landmark, known as the Wynyate Estate, the original Mills Act contract, and the property owners' status report to the City in 2015.

Property Overview

Constructed in 1887, 851 Lyndon Street, known as the Wynyate Estate, was designed by architect W.R. Norton for Donald Graham, South Pasadena's first mayor, and his wife Margaret Collier Graham, a well-known literary figure. Wynyate was among South Pasadena's earliest properties listed on the National Register of Historic Places and is City of South Pasadena Landmark No. 6. The property is a highly intact, rare example of a late 19th-century Victorian-style residence in South Pasadena. The property occupies a hillside parcel overlooking South Pasadena and includes a guest house, garage, tennis court, pool, and front and backyard.



The local landmark designation, prepared in 1972, follows this memo as Appendix E.

Mills Act Background and Work Plan

In 2009, when property owners Peter and Samantha Knight purchased 851 Lyndon Street as the primary residence for their family, the property had suffered from years of deferred maintenance. The complex, high-pitched roof leaked in multiple locations, and previous repairs had not addressed underlying issues. The use of composition shingles had also diminished the integrity of one of the property's signature characteristics, of the prominent, high-pitched, wood-shake roof. With the help of the Mills Act, the Knights were able to use a fire-resistant Cedar-shake shingle for the roof, to restore the appearance while offering a higher level of fire retardance.

Deferred maintenance had also led to the advanced deterioration of wood shingles, framing, and sheathing throughout the exterior, due to exposure and termite damage over time. The property had also never been structurally retrofitted; its footings were not pinned to the foundation, creating a hazard in the event of an earthquake. Other issues included failing concrete stairs and river-rock retaining walls, site drainage issues, inoperable wood-sash windows, cracking interior plaster, due to site settling issues, and mature trees that created safety issues due to lack of maintenance.



Following the repairs to wood sheathing and features, the Knights repainted in a period-appropriate color palette. Since this time, the Knights have re-painted the property two additional times.

The Knights initially applied for a Mills Act Historic Property Contract in 2009. At the time, with the City's Cultural Heritage Ordinance out of date, the City Council deferred a vote on the application and asked the Cultural Heritage Commission to refine and strengthen its Mills Act program.

In 2017, following years of community outreach and consultation with the City Council and City planners, the Cultural Heritage Commission provided the updated Cultural Heritage Ordinance to the City Council for review and adoption. In terms of the Mills Act, the ordinance included expanded requirements for applicants; one of the most salient was the requirement for overall financial parity between the projected investment in the historic property and the estimated tax savings over the 10-year contract period.



In an acknowledgment of the exceptional investment required to maintain historic properties, the Mills Act in South Pasadena allows compliant contracts to run in perpetuity, a policy that is standard practice for cities with enacted Mills Act programs and for Certified Local Governments in California.

As of 2009, however, before the new ordinance was adopted, 851 Lyndon Street still needed a significant investment to stop the deterioration of its character-defining features and to ensure its structural stability. With this in mind, the Knights reapplied for the Mills Act in 2010, with an ambitious plan for the rehabilitation, preservation, and maintenance of this important landmark in South Pasadena.

In the adopted Mills Act contract, the projected investment in Wynyate exceeded the estimated tax savings by a significant amount. The contract included six capitalized projects: (1) structural upgrades/retrofitting, (2) re-roofing and structural repairs to roof system, (3) exterior wood siding repairs, (4) re-painting exterior, (5) repairs/stabilization of historic concrete stairs, and (6) reconstruction of west-elevation chimney). Among these, only the final project was not completed, due to other high-priority needs. In addition, following a fire on the property (during which emergency vehicles were unable to access the site, due to the narrow and sharply curved driveway), the Knights invested in widening the driveway and reconsidered adding an operable chimney to the property, in light of the present-day fire hazards.



The Knight's Mills Act workplan also included 11 noncapitalized projects, all of which have been completed. In addition, the property has needed other emergency and time-sensitive upgrades over time. These include the fire-life safety upgrades referenced above (widening the driveway to accommodate emergency vehicles) and installing an independent sewer line. These projects are described in Table 1.

With the help of the Mills Act, the extraordinary investment made by the Knights in South Pasadena Landmark #6, the Wynyate Estate, will help ensure that this nearly 140-year-old Victorian treasure continues to survive and thrive in South Pasadena for generations to come.

Mills Act Workplan Progress

In accordance with the City's request, Table 1 provides an overview of (1) each Mills Act Work Plan Item; (2) the associated scope of work; (3) original schedule; (4) current status (as of 6/2025); and (5) estimated cost. Available receipts, before and after images, and building permits follow this memo as Appendices A, A.1, and A.2.

All associated Work Item numbers are noted in photo captions for ease of review.

Table 1. Progress Update, Mills Act Workplan, 851 Lyndon Street, South Pasadena

Work Item #	Mills Act Work Plan, Scope of Work	Original Schedule	Current Status (as of 6/2025)	Cost	Images	Building Permits
1.	Main House, structural upgrades and retrofitting The property was not secured to its foundations and footings; structural upgrades involved retrofitting piers, footings, and posts in basement	2010	**Complete**	Work Items #1, #2, and #3 cost $253,563 (see Appendix A for available receipt)	See Appendix A.1 for available before and after images	See Appendix A.2 for available building permits
2.	Main House, dry rot and termite mitigation	2010	**Complete**	Work Items #1, #2, and #3 cost $253,563 (see Appendix A for available receipt)	See Appendix A.1 for available before and after images	See Appendix A.2 for available building permits
3.	Main House, roofing system Structural repairs and roof system overhaul. This included (1) the removal of multiple layers of composition shingles, which had accumulated over many decades; (2) structural repairs to damaged roof rafters and wood; and (3) re-sheathing in a code-compliant, historically compatible wood-shake shingles	2010	**Complete**	Work Items #1, #2, and #3 cost $253,563 (see Appendix A for available receipt)	See Appendix A.1 for available before and after images	See Appendix A.2 for available building permits
4.	Main House, Repairing/repainting exterior	2010	**Complete**	Originally estimated at $34,500	See Appendix A.1 for available before and after images	See Appendix A.2 for available building permits

Work Item #	Mills Act Work Plan, Scope of Work	Original Schedule	Current Status (as of 6/2025)	Cost	Images	Building Permits
5.	Stabilize and repair historic concrete stairs and stream-rock border This feature was included in the original National Register of Historic Places nomination for Wynyate as historically significant. However, erosion of the soil surrounding the stairs had contributed to the separation of the low-stone wall from the concrete stairs and to the cracking and failure of the historic concrete.	2014	**Complete (in 2013)**	Originally estimated at $36,580	See Appendix A.1 for available before and after images	See Appendix A.2 for available building permits
6.	Reconstruct west-elevation chimney This partial-length chimney on the west elevation (not visible from public right-of-way) would be reconstructed from documentary evidence and brought back to its original appearance	2019	Postponed due to other high priority projects	Originally estimated at $40,750	N/A	N/A
7.	Maintenance: Maintenance: Dry rot & termite mitigation	Annual	On schedule, ongoing	N/A	N/A	N/A
8.	Maintenance: Roof inspections and repairs as needed	Triannual inspection	On schedule, ongoing	N/A	N/A	N/A
9.	Maintenance: Paint inspection and repairs as needed	Triannual inspection	On schedule, ongoing	$15,500 (partial total; available payment records in Appendix A)	N/A	N/A

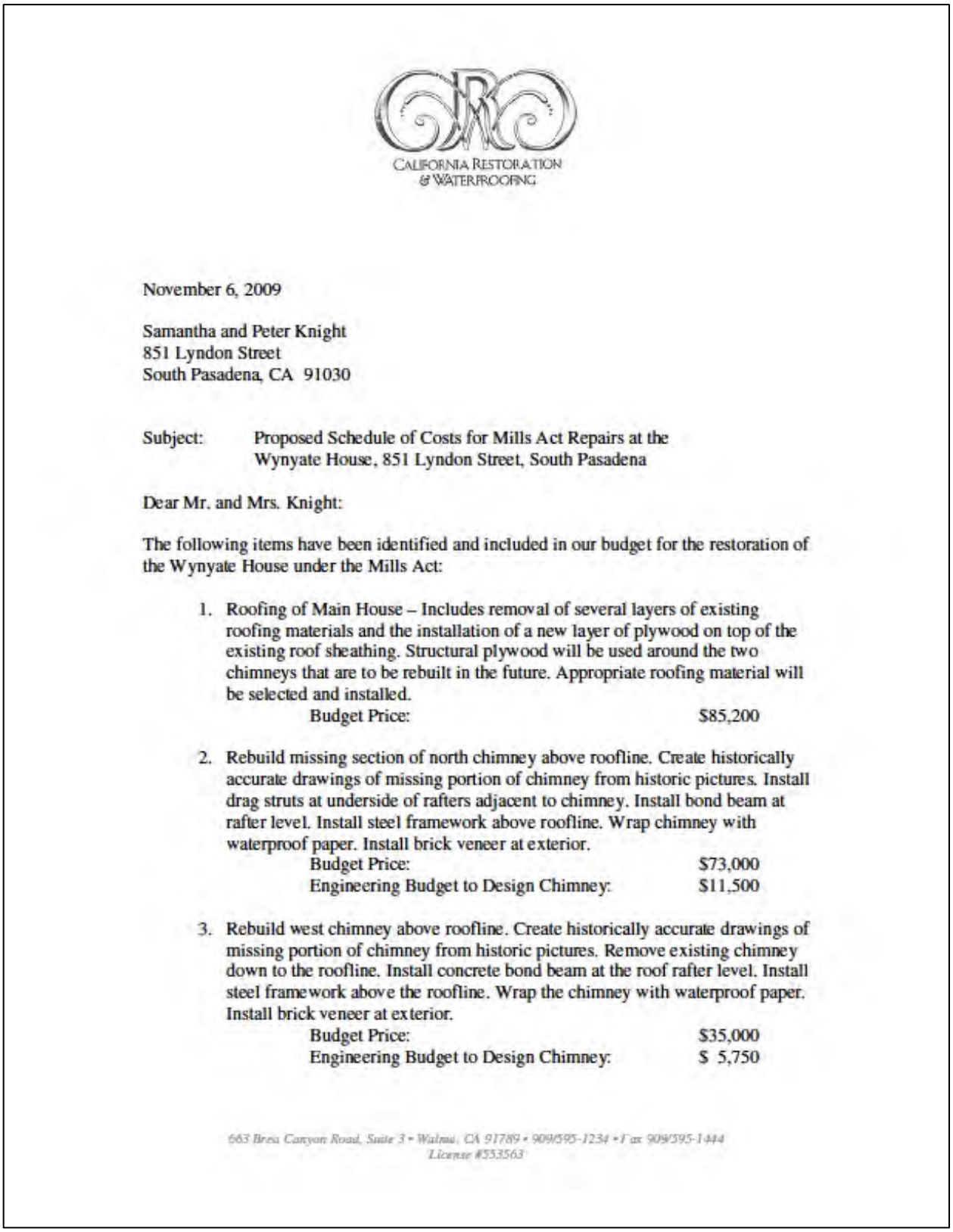
Work Item #	Mills Act Work Plan, Scope of Work	Original Schedule	Current Status (as of 6/2025)	Cost	Images	Building Permits
10.	Non-Capitalized Expenses, Original Mills Act: Emergency mitigation of drainage, reconstruction of retaining wall steps at guest house	2009	**Complete**	Originally estimated at $28,765		
11.	Non-Capitalized Expenses, Original Mills Act: Repairs to north porch roof, main house	2010	**Complete**	Originally estimated at $9,105		
12.	Non-Capitalized Expenses, Original Mills Act: Newell post repairs, entry, main house	2010	**Complete**	Originally estimated at $1,167		
13.	Non-Capitalized Expenses, Original Mills Act: Exterior siding, wooden backing repairs	2010	**Complete**	Originally estimated at $1,072		
14.	Non-Capitalized Expenses, Original Mills Act: Exterior brick veneer repairs, main house	2010	**Complete**	Originally estimated at $1,186		
15.	Non-Capitalized Expenses, Original Mills Act: Landscape/hardscape maintenance including but not limited to the following: • Removal of dead tree • Removal and replacement of two diseased Oak trees	2010	**Complete**	$297,853 (partial total; available payment records in Appendix A)	N/A	N/A

Work Item #	Mills Act Work Plan, Scope of Work	Original Schedule	Current Status (as of 6/2025)	Cost	Images	Building Permits
16.	Non-Capitalized Expenses, Original Mills Act: Repairs to Guest House roof	2011	**Complete**	Originally estimated at $12,190		
17.	Non-Capitalized Expenses, Original Mills Act: Repairs and re-roofing garage	2011	**Complete**	Originally estimated at $9,625		
18.	Non-Capitalized Expenses, Original Mills Act: Foundation upgrade, Guest House	2010	**Complete**	Originally estimated at $7,800		
19.	Non-Capitalized Expenses, Original Mills Act: Repainting Guest House	2014	**Complete**	Originally estimated at $2,485		
20.	Non-Capitalized Expenses, Original Mills Act: Repainting Garage	2014	**Complete**	Originally estimated at $1,800		
21.	Other Non-Capitalized Expenses: • Installation of independent sewer line • Widening driveway turn to facilitate access to the site by firetrucks and emergency. Recently, when a fire broke out on the property grounds, South Pasadena Fire Department emergency vehicles could not access the site due to the narrow, sharp driveway curve.	N/A	**Complete**	$46,819 (partial total; available payment records in Appendix A)		

Appendix A

Available Receipts for Mills Act Workplan Items

Figure 1. Original Estimate and Schedule, Work Items #1, 2, and 3 (California Restoration and Waterproofing, David Charlebois), page 1 of 3



CALIFORNIA RESTORATION
& WATERPROOFING

November 6, 2009

Samantha and Peter Knight
851 Lyndon Street
South Pasadena, CA 91030

Subject: Proposed Schedule of Costs for Mills Act Repairs at the Wynyate House, 851 Lyndon Street, South Pasadena

Dear Mr. and Mrs. Knight:

The following items have been identified and included in our budget for the restoration of the Wynyate House under the Mills Act:

1. Roofing of Main House – Includes removal of several layers of existing roofing materials and the installation of a new layer of plywood on top of the existing roof sheathing. Structural plywood will be used around the two chimneys that are to be rebuilt in the future. Appropriate roofing material will be selected and installed.
   Budget Price: $85,200

2. Rebuild missing section of north chimney above roofline. Create historically accurate drawings of missing portion of chimney from historic pictures. Install drag struts at underside of rafters adjacent to chimney. Install bond beam at rafter level. Install steel framework above roofline. Wrap chimney with waterproof paper. Install brick veneer at exterior.
   Budget Price: $73,000
   Engineering Budget to Design Chimney: $11,500

3. Rebuild west chimney above roofline. Create historically accurate drawings of missing portion of chimney from historic pictures. Remove existing chimney down to the roofline. Install concrete bond beam at the roof rafter level. Install steel framework above the roofline. Wrap the chimney with waterproof paper. Install brick veneer at exterior.
   Budget Price: $35,000
   Engineering Budget to Design Chimney: $ 5,750

663 Brea Canyon Road, Suite 3 • Walnut, CA 91789 • 909/595-1234 • Fax 909/595-1444
License #553563

Figure 2. Original Estimate and Schedule, Work Items #1, 2, and 3 (California Restoration and Waterproofing, David Charlebois), page 2 of 3

4. Selected repairs to historic concrete/rock stairs and pathway at northeast corner of lot (from sidewalk below to the driveway above). Structurally underpin approximately 30 lineal feet of rock sidewall at the mid-span down side of the staircase. This would be done below grade and would not be visible when completed. This will reduce the migration and slippage of the walkway. Remove and replace the grossly mismatched patches of the past with colored and textured concrete. Stabilize the loose and spalling pieces of historic concrete walking surface where practicable. Fill in open and failed mortar joints along the sides of the walking path and stairs.
   Budget Price: $36,580

5. Main house foundation repairs and improvements at crawlspace. Add blocking between studs and add plywood shear panels over the cripple walls. Add selected foundation bolting. Replace single brick piers. Other repairs as discovered.
   Budget Price: $29,750

6. Selected basement and crawlspace mortar replacement at brick foundation walls. Cut out mortar where it is found to have disintegrated into a powdering condition. Install new mortar to approximate the original in strength, color and texture.
   Budget Price: $13,618

Total Budget: $290,398

We look forward to working with you.

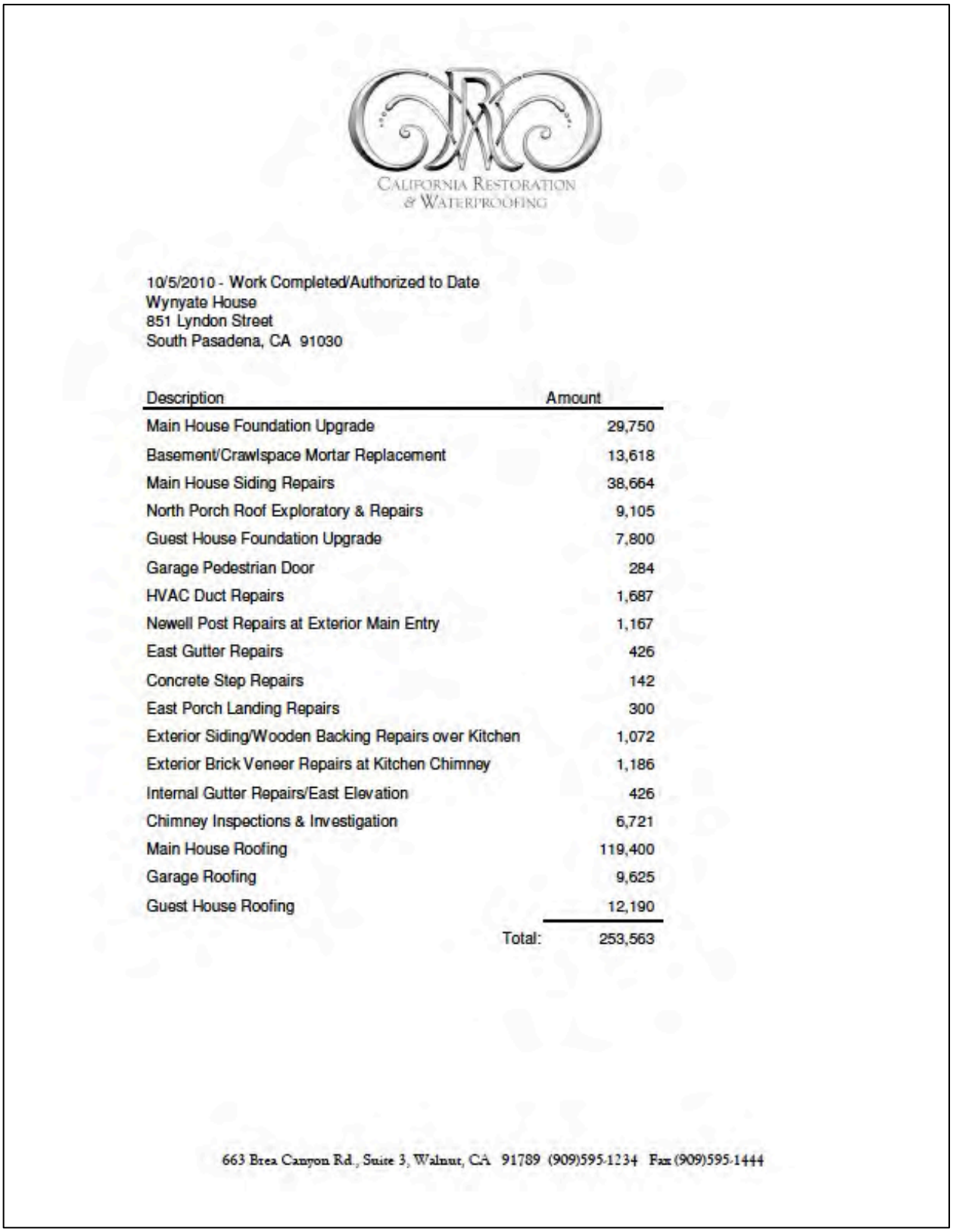
Respectfully,

CALIFORNIA RESTORATION & WATERPROOFING

David D. Charlebois
President

663 Brea Canyon Road, Suite 3 • Walnut, CA 91789 • 909/595-1234 • Fax 909/595-1444
License #553563

Figure 3. Record of work completed between 2009 and October 2010, Work Items #1, 2, and 3 (California Restoration and Waterproofing, David Charlebois), page 3 of 3



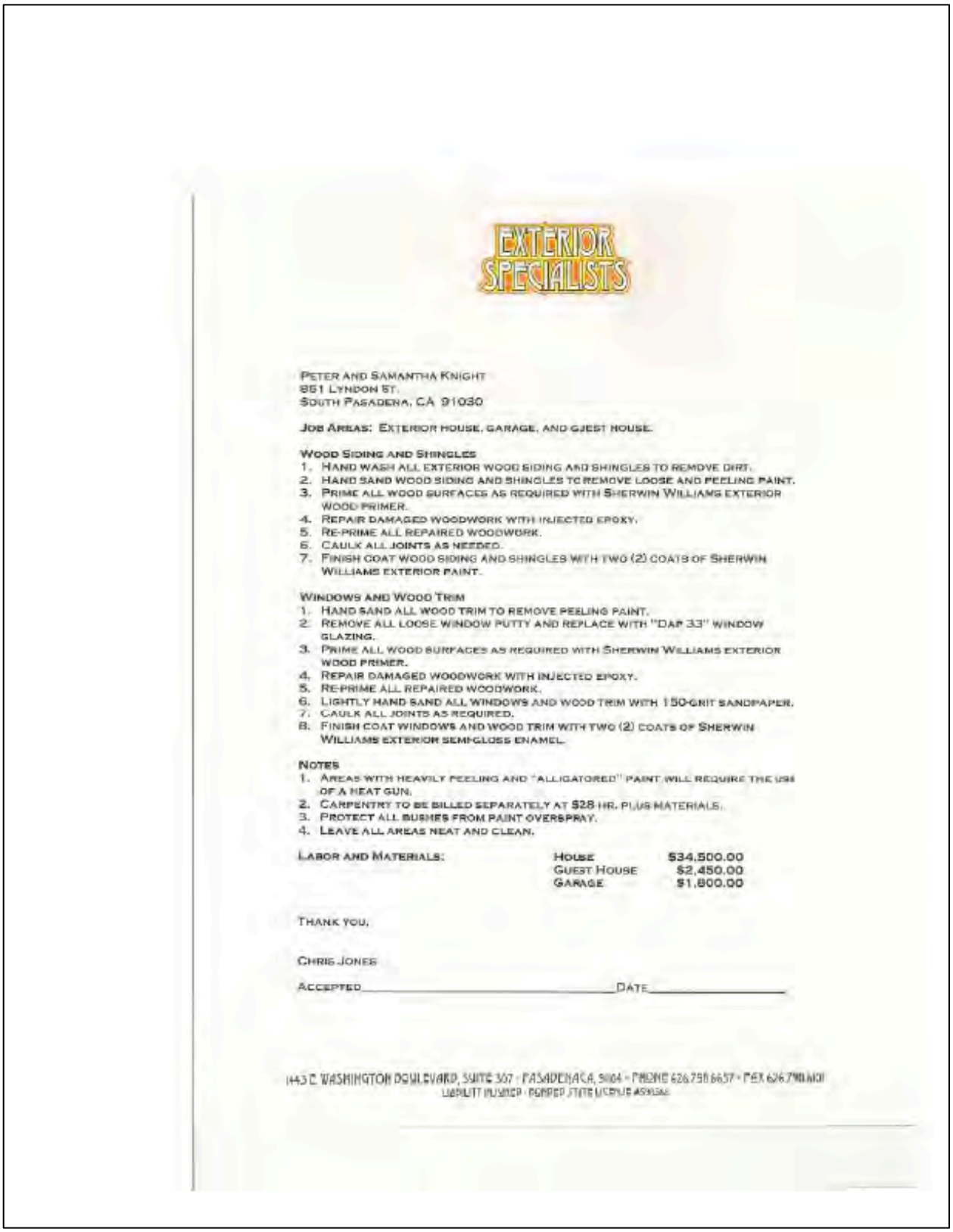
CALIFORNIA RESTORATION
& WATERPROOFING

10/5/2010 - Work Completed/Authorized to Date
Wynyate House
851 Lyndon Street
South Pasadena, CA 91030

Description	Amount
Main House Foundation Upgrade	29,750
Basement/Crawlspace Mortar Replacement	13,618
Main House Siding Repairs	38,664
North Porch Roof Exploratory & Repairs	9,105
Guest House Foundation Upgrade	7,800
Garage Pedestrian Door	284
HVAC Duct Repairs	1,687
Newell Post Repairs at Exterior Main Entry	1,167
East Gutter Repairs	426
Concrete Step Repairs	142
East Porch Landing Repairs	300
Exterior Siding/Wooden Backing Repairs over Kitchen	1,072
Exterior Brick Veneer Repairs at Kitchen Chimney	1,186
Internal Gutter Repairs/East Elevation	426
Chimney Inspections & Investigation	6,721
Main House Roofing	119,400
Garage Roofing	9,625
Guest House Roofing	12,190
Total:	253,563

663 Brea Canyon Rd., Suite 3, Walnut, CA 91789 (909)595-1234 Fax (909)595-1444

Figure 4. Original estimate, Work Item #4



EXTERIOR SPECIALISTS

PETER AND SAMANTHA KNIGHT
851 LYNDON ST.
SOUTH PASADENA, CA 91030

JOB AREAS: EXTERIOR HOUSE, GARAGE, AND GUEST HOUSE.

WOOD SIDING AND SHINGLES
1. HAND WASH ALL EXTERIOR WOOD SIDING AND SHINGLES TO REMOVE DIRT.
2. HAND SAND WOOD SIDING AND SHINGLES TO REMOVE LOOSE AND PEELING PAINT.
3. PRIME ALL WOOD SURFACES AS REQUIRED WITH SHERWIN WILLIAMS EXTERIOR WOOD PRIMER.
4. REPAIR DAMAGED WOODWORK WITH INJECTED EPOXY.
5. RE-PRIME ALL REPAIRED WOODWORK.
6. CAULK ALL JOINTS AS NEEDED.
7. FINISH COAT WOOD SIDING AND SHINGLES WITH TWO (2) COATS OF SHERWIN WILLIAMS EXTERIOR PAINT.

WINDOWS AND WOOD TRIM
1. HAND SAND ALL WOOD TRIM TO REMOVE PEELING PAINT.
2. REMOVE ALL LOOSE WINDOW PUTTY AND REPLACE WITH "DAP 33" WINDOW GLAZING.
3. PRIME ALL WOOD SURFACES AS REQUIRED WITH SHERWIN WILLIAMS EXTERIOR WOOD PRIMER.
4. REPAIR DAMAGED WOODWORK WITH INJECTED EPOXY.
5. RE-PRIME ALL REPAIRED WOODWORK.
6. LIGHTLY HAND SAND ALL WINDOWS AND WOOD TRIM WITH 150-GRIT SANDPAPER.
7. CAULK ALL JOINTS AS REQUIRED.
8. FINISH COAT WINDOWS AND WOOD TRIM WITH TWO (2) COATS OF SHERWIN WILLIAMS EXTERIOR SEMI-GLOSS ENAMEL.

NOTES
1. AREAS WITH HEAVILY PEELING AND "ALLIGATORED" PAINT WILL REQUIRE THE USE OF A HEAT GUN.
2. CARPENTRY TO BE BILLED SEPARATELY AT $28 HR. PLUS MATERIALS.
3. PROTECT ALL BUSHES FROM PAINT OVERSPRAY.
4. LEAVE ALL AREAS NEAT AND CLEAN.

LABOR AND MATERIALS:		
	HOUSE	$34,500.00
	GUEST HOUSE	$2,450.00
	GARAGE	$1,800.00

THANK YOU,

CHRIS JONES

ACCEPTED_____DATE_____

1443 E. WASHINGTON BOULEVARD, SUITE 307 · PASADENA CA, 91104 · PHONE 626.798.6657 · FAX 626.798.6631
LIABILITY INSURED · BONDED STATE LICENSE #[illegible]

Figure 5. Maintenance, Original Mills Act: Paint inspection and repairs, November 3, 2020

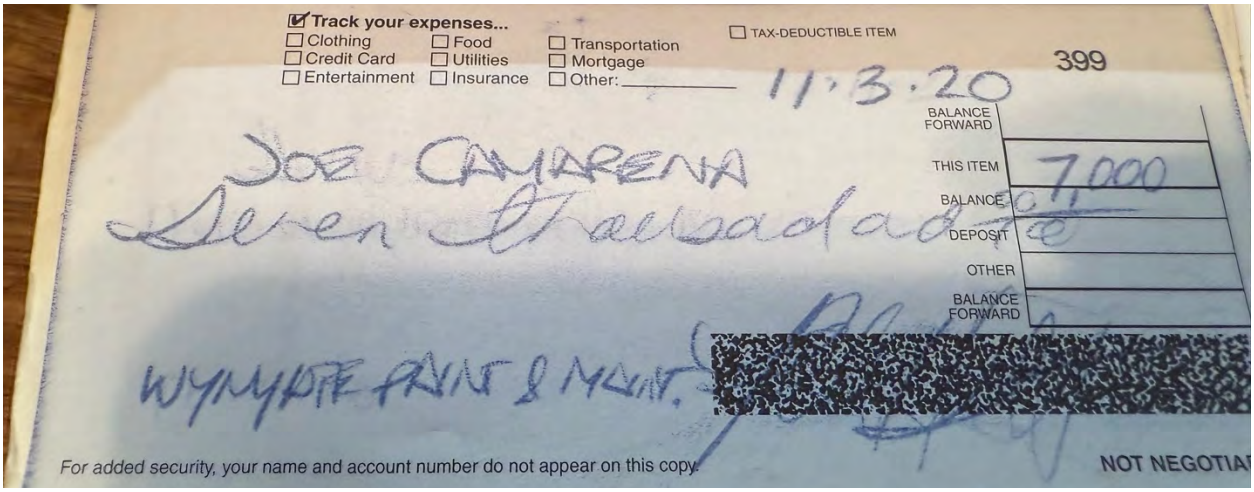


Figure 6. Maintenance, Original Mills Act: Paint inspection and repairs, May 27, 2022

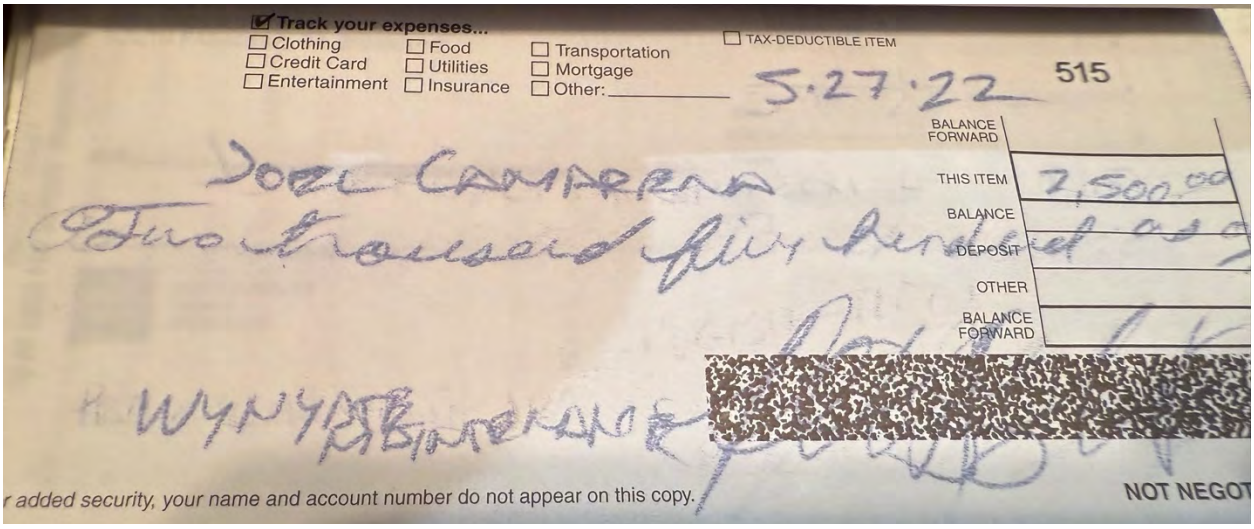


Figure 7. Maintenance, Original Mills Act: Paint inspection and repairs, July 7, 2023

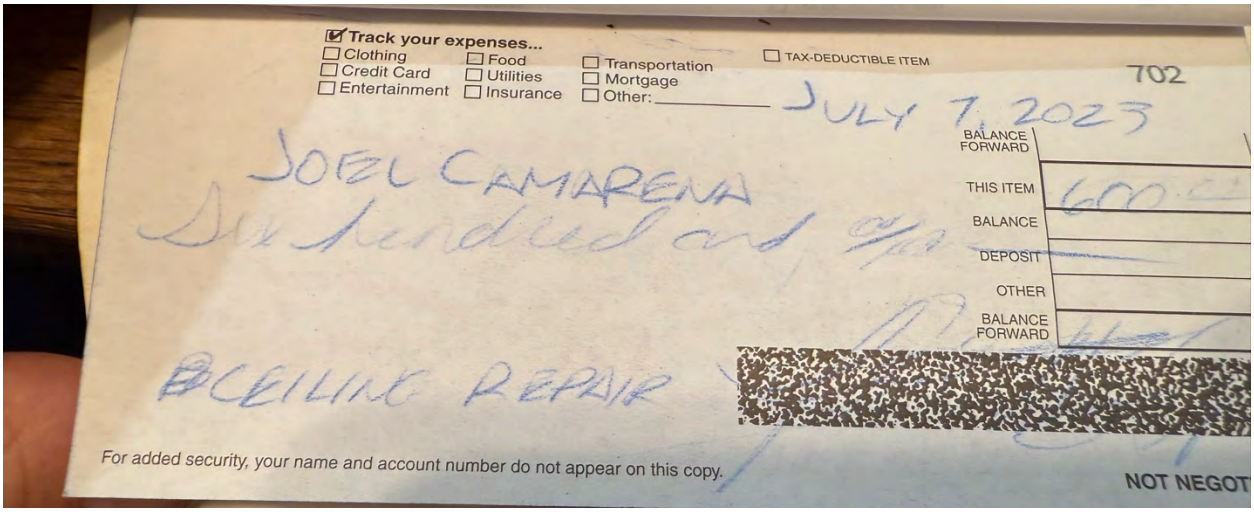


Figure 8. Maintenance, Original Mills Act: Paint inspection and repairs, May 26, 2023

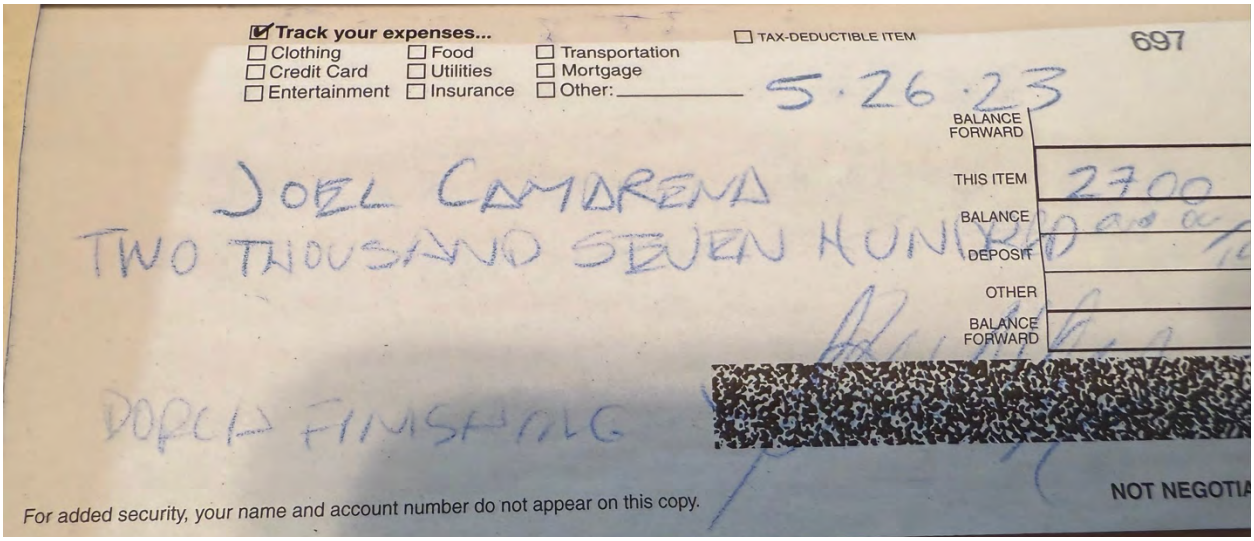


Figure 9. Maintenance, Original Mills Act: Paint inspection and repairs, May 19, 2023

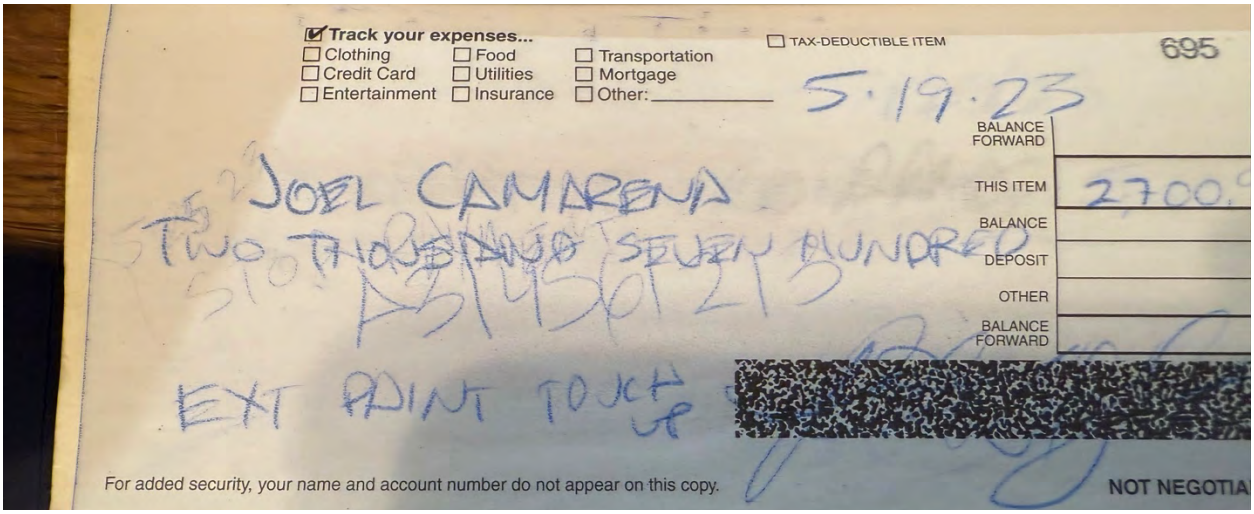


Figure 10. Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, February 2, 2024 receipt



Thomas Lake Builder, Inc.

12342 Beverly Drive
Whittier, CA 90601
(562) 715-7624

Please submit payment via ACH:
Bank of America
c/o Thomas Lake Builder, Inc.
Routing Number 26009593
Account Number 325190795667

Invoice

Submitted on Friday, February 2, 2024

Invoice for	Invoice #	Project
Peter & Samantha Knight 851 Lyndon St. South Pasadena, CA 91030	KNIGHT-03	South Pasadena

Description	Qty	Unit price	Total price
Site Supervision			
Coordination of subcontractors and site layouts	18	$105.00	$1,890.00
Contracter Fee 18% (*Waived*)	~~0~~	~~0.00%~~	~~$0.00~~
Subcontractor Invoices			
Gagnier Landscape - Inv 22474	1	$29,000.00	$29,000.00
Gagnier Landscape - Inv 22478	1	$25,000.00	$25,000.00
Contracter Fee 18%	0.18	$54,000.00	$9,720.00
	INVOICE TOTAL		**$65,610.00**

Figure 11.Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, February 19, 2024 receipt



Thomas Lake Builder, Inc.

12342 Beverly Drive
Whittier, CA 90601
(562) 715-7624

Please submit payment via ACH:
Bank of America
c/o Thomas Lake Builder, Inc.
Routing Number 26009593
Account Number 325190795667

Invoice

Submitted on Monday, February 19, 2024

Invoice for	Invoice #	Project
Peter & Samantha Knight 851 Lyndon St. South Pasadena, CA 91030	KNIGHT-04	South Pasadena

Description	Qty	Unit price	Total price
Site Supervision			
Coordination of subcontractors and site layouts	42	$105.00	$4,410.00
Contracter Fee 18% (*Waived*)	~~0~~	~~0.00%~~	~~$0.00~~
Subcontractor Invoices			
Gagnier Landscape - Inv 22483	1	$29,000.00	$29,000.00
Contracter Fee 18%	0.18	$29,000.00	$5,220.00
	INVOICE TOTAL		**$38,630.00**

Figure 12.Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, May 6, 2024 receipt



Thomas Lake Builder, Inc.

12342 Beverly Drive
Whittier, CA 90601
(562) 715-7624

Please submit payment via ACH:
Bank of America
c/o Thomas Lake Builder, Inc.
Routing Number 26009593
Account Number 325190795667

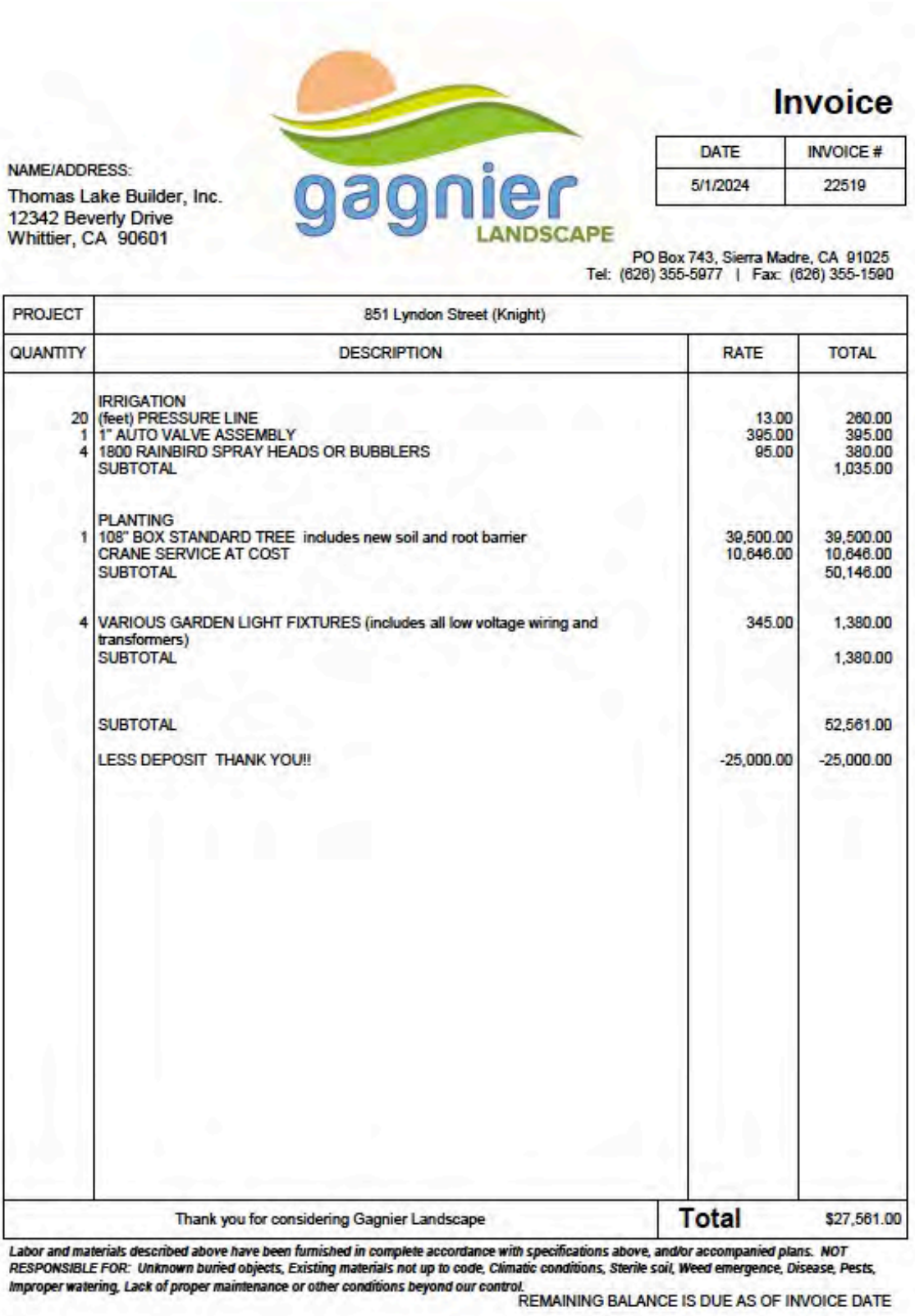
Invoice

Submitted on Monday, May 6, 2024

Invoice for	Invoice #	Project
Peter & Samantha Knight 851 Lyndon St. South Pasadena, CA 91030	KNIGHT-06	South Pasadena

Description	Qty	Unit price	Total price
Site Supervision			
Coordination of subcontractors and site layouts	32	$105.00	$3,360.00
Contracter Fee 18% *(Waived)*	~~0~~	~~0.00%~~	~~$0.00~~
Subcontractor Invoices			
Gagnier Landscape - Inv 22519	1	$27,561.00	$27,561.00
Heritage Disposal - Inv 19164	1	$9,800.00	$9,800.00
Contracter Fee 18%	0.18	$37,361.00	$6,724.98
	INVOICE TOTAL		**$47,445.98**

Figure 13.Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, May 1, 2024 receipt



gagnier LANDSCAPE

Invoice

DATE	INVOICE #
5/1/2024	22519

NAME/ADDRESS:
Thomas Lake Builder, Inc.
12342 Beverly Drive
Whittier, CA 90601

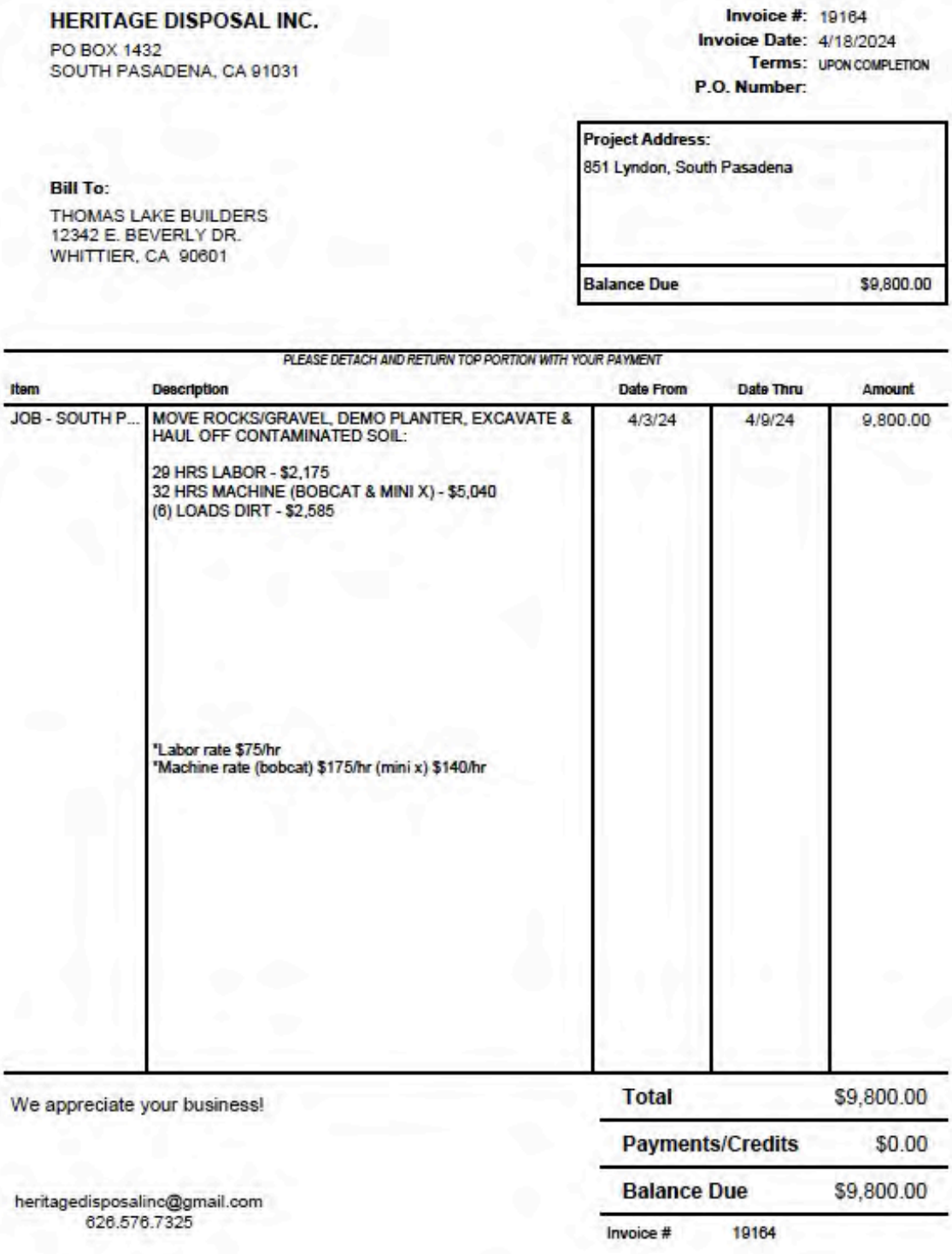
PO Box 743, Sierra Madre, CA 91025
Tel: (626) 355-5977 | Fax: (626) 355-1590

PROJECT	851 Lyndon Street (Knight)		
QUANTITY	DESCRIPTION	RATE	TOTAL
	IRRIGATION		
20	(feet) PRESSURE LINE	13.00	260.00
1	1" AUTO VALVE ASSEMBLY	395.00	395.00
4	1800 RAINBIRD SPRAY HEADS OR BUBBLERS	95.00	380.00
	SUBTOTAL		1,035.00
	PLANTING		
1	108" BOX STANDARD TREE includes new soil and root barrier	39,500.00	39,500.00
	CRANE SERVICE AT COST	10,646.00	10,646.00
	SUBTOTAL		50,146.00
4	VARIOUS GARDEN LIGHT FIXTURES (includes all low voltage wiring and transformers)	345.00	1,380.00
	SUBTOTAL		1,380.00
	SUBTOTAL		52,561.00
	LESS DEPOSIT THANK YOU!!	-25,000.00	-25,000.00
	Thank you for considering Gagnier Landscape	**Total**	$27,561.00

Labor and materials described above have been furnished in complete accordance with specifications above, and/or accompanied plans. NOT RESPONSIBLE FOR: Unknown buried objects, Existing materials not up to code, Climatic conditions, Sterile soil, Weed emergence, Disease, Pests, Improper watering, Lack of proper maintenance or other conditions beyond our control.

REMAINING BALANCE IS DUE AS OF INVOICE DATE

Figure 14.Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, April 18, 2024 receipt



HERITAGE DISPOSAL INC.
PO BOX 1432
SOUTH PASADENA, CA 91031

Invoice #: 19164
Invoice Date: 4/18/2024
Terms: UPON COMPLETION
P.O. Number:

Project Address:
851 Lyndon, South Pasadena

Bill To:
THOMAS LAKE BUILDERS
12342 E. BEVERLY DR.
WHITTIER, CA 90601

Balance Due $9,800.00

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

Item	Description	Date From	Date Thru	Amount
JOB - SOUTH P...	MOVE ROCKS/GRAVEL, DEMO PLANTER, EXCAVATE & HAUL OFF CONTAMINATED SOIL: 29 HRS LABOR - $2,175 32 HRS MACHINE (BOBCAT & MINI X) - $5,040 (6) LOADS DIRT - $2,585 *Labor rate $75/hr *Machine rate (bobcat) $175/hr (mini x) $140/hr	4/3/24	4/9/24	9,800.00

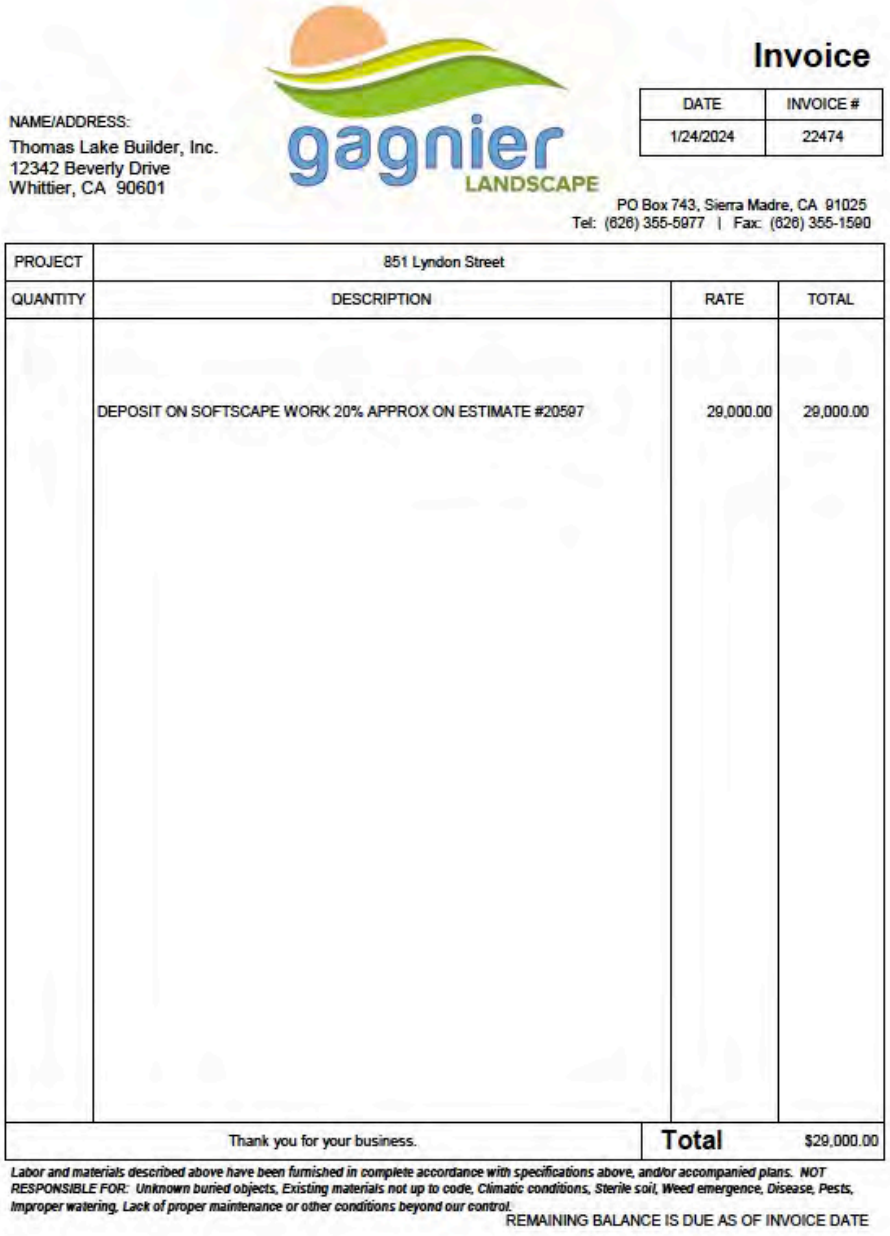
We appreciate your business!

heritagedisposalinc@gmail.com
626.576.7325

Total	$9,800.00
Payments/Credits	$0.00
Balance Due	$9,800.00

Invoice # 19164

Figure 15. Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, January 24, 2024 receipt



gagnier LANDSCAPE

PO Box 743, Sierra Madre, CA 91025
Tel: (626) 355-5977 | Fax: (626) 355-1590

Invoice

DATE	INVOICE #
1/24/2024	22474

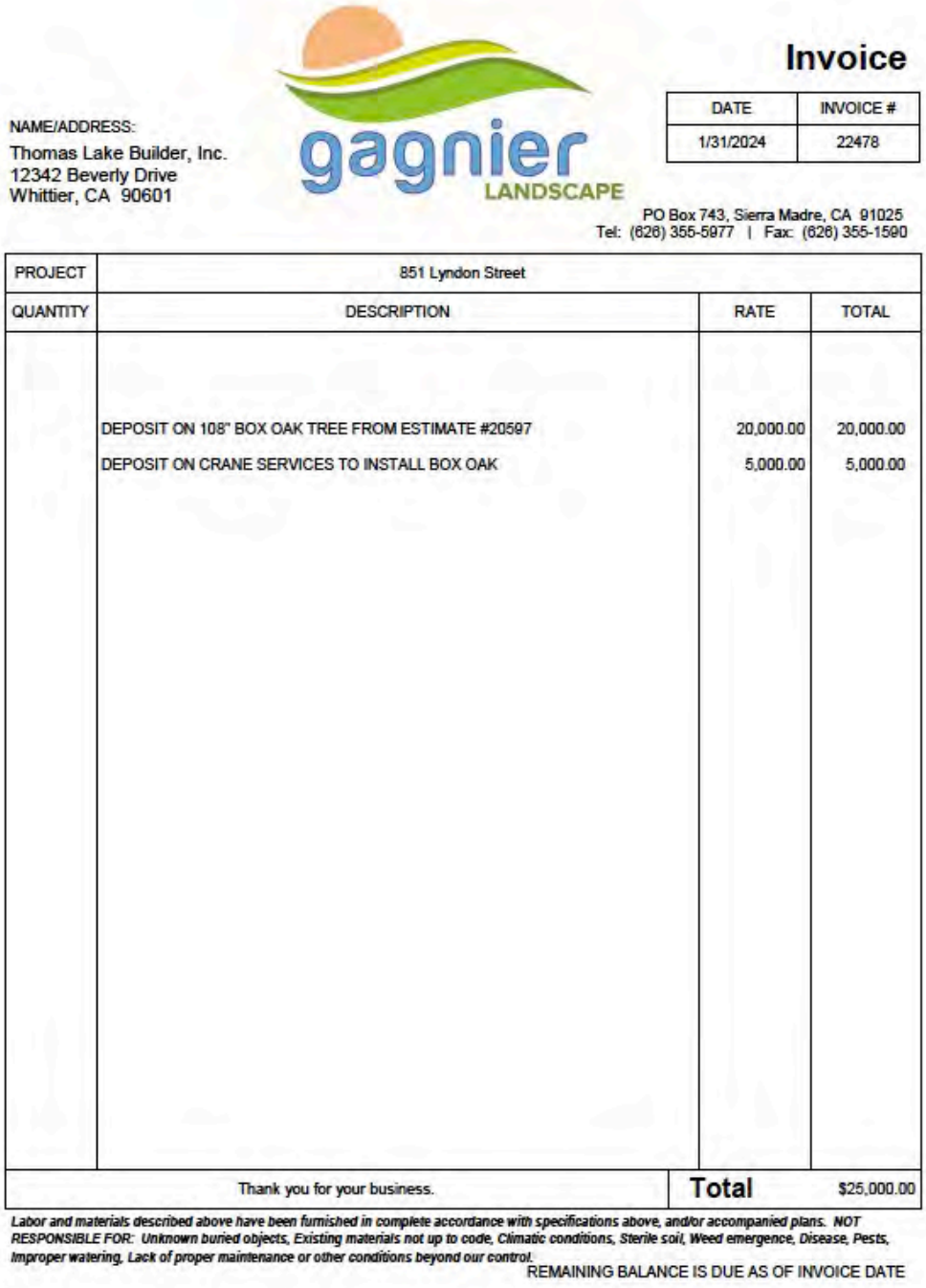
NAME/ADDRESS:
Thomas Lake Builder, Inc.
12342 Beverly Drive
Whittier, CA 90601

PROJECT	851 Lyndon Street		
QUANTITY	DESCRIPTION	RATE	TOTAL
	DEPOSIT ON SOFTSCAPE WORK 20% APPROX ON ESTIMATE #20597	29,000.00	29,000.00
	Thank you for your business.	**Total**	$29,000.00

Labor and materials described above have been furnished in complete accordance with specifications above, and/or accompanied plans. NOT RESPONSIBLE FOR: Unknown buried objects, Existing materials not up to code, Climatic conditions, Sterile soil, Weed emergence, Disease, Pests, Improper watering, Lack of proper maintenance or other conditions beyond our control.

REMAINING BALANCE IS DUE AS OF INVOICE DATE

Figure 16. Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, January 31, 2024 receipt



gagnier LANDSCAPE

Invoice

DATE	INVOICE #
1/31/2024	22478

NAME/ADDRESS:
Thomas Lake Builder, Inc.
12342 Beverly Drive
Whittier, CA 90601

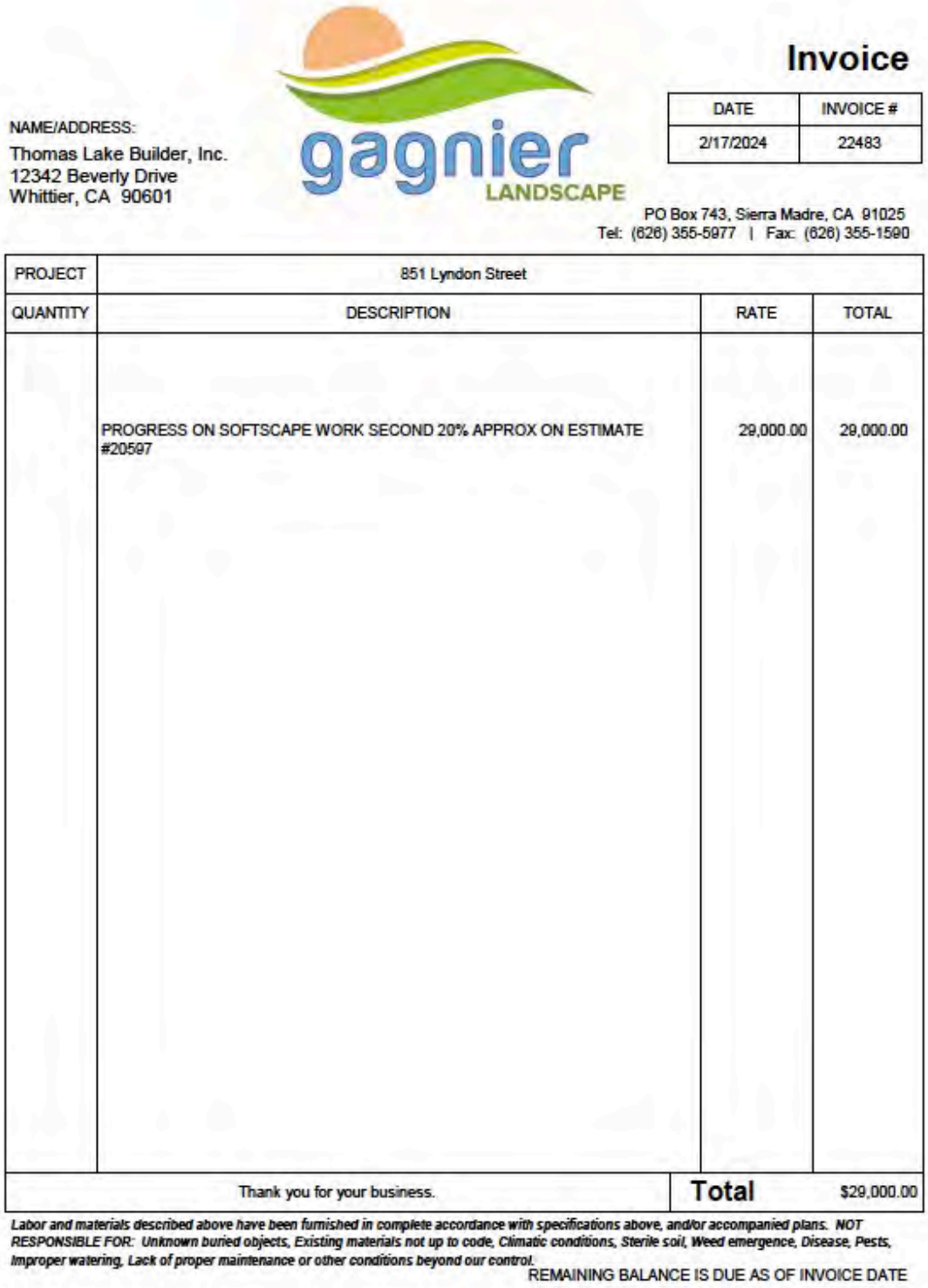
PO Box 743, Sierra Madre, CA 91025
Tel: (626) 355-5977 | Fax: (626) 355-1590

PROJECT	851 Lyndon Street		
QUANTITY	DESCRIPTION	RATE	TOTAL
	DEPOSIT ON 108" BOX OAK TREE FROM ESTIMATE #20597	20,000.00	20,000.00
	DEPOSIT ON CRANE SERVICES TO INSTALL BOX OAK	5,000.00	5,000.00
	Thank you for your business.	**Total**	$25,000.00

Labor and materials described above have been furnished in complete accordance with specifications above, and/or accompanied plans. NOT RESPONSIBLE FOR: Unknown buried objects, Existing materials not up to code, Climatic conditions, Sterile soil, Weed emergence, Disease, Pests, Improper watering, Lack of proper maintenance or other conditions beyond our control.

REMAINING BALANCE IS DUE AS OF INVOICE DATE

Figure 17. Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, February 17, 2024 receipt



Invoice

DATE	INVOICE #
2/17/2024	22483

NAME/ADDRESS:
Thomas Lake Builder, Inc.
12342 Beverly Drive
Whittier, CA 90601

gagnier LANDSCAPE

PO Box 743, Sierra Madre, CA 91025
Tel: (626) 355-5977 | Fax: (626) 355-1590

PROJECT	851 Lyndon Street		
QUANTITY	DESCRIPTION	RATE	TOTAL
	PROGRESS ON SOFTSCAPE WORK SECOND 20% APPROX ON ESTIMATE #20597	29,000.00	29,000.00
	Thank you for your business.	**Total**	$29,000.00

Labor and materials described above have been furnished in complete accordance with specifications above, and/or accompanied plans. NOT RESPONSIBLE FOR: Unknown buried objects, Existing materials not up to code, Climatic conditions, Sterile soil, Weed emergence, Disease, Pests, Improper watering, Lack of proper maintenance or other conditions beyond our control.

REMAINING BALANCE IS DUE AS OF INVOICE DATE

Figure 18.Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, December 2, 2022 receipt

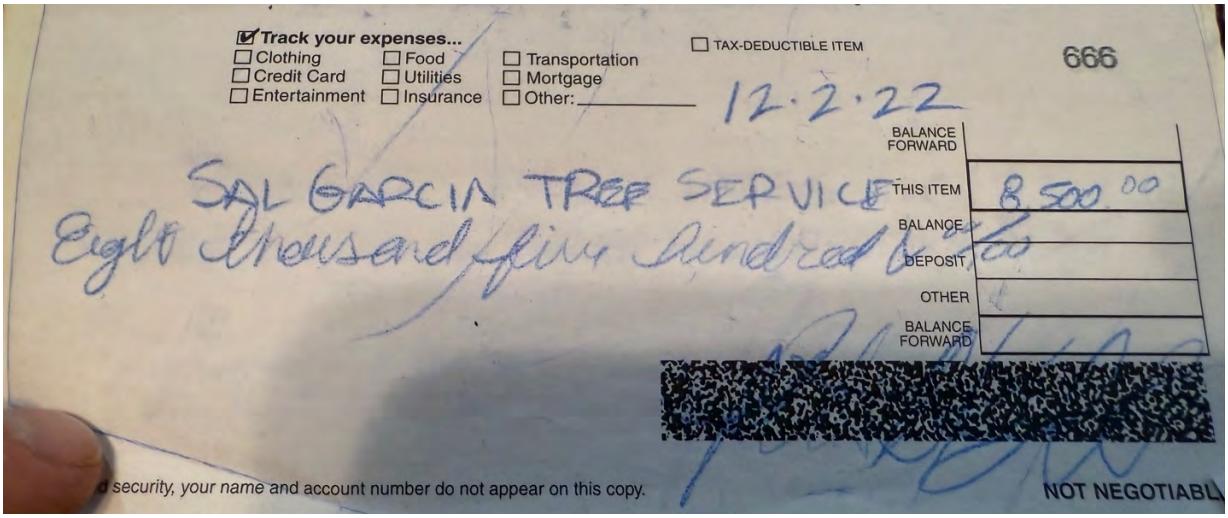


Figure 19.Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, January 24, 2023 receipt

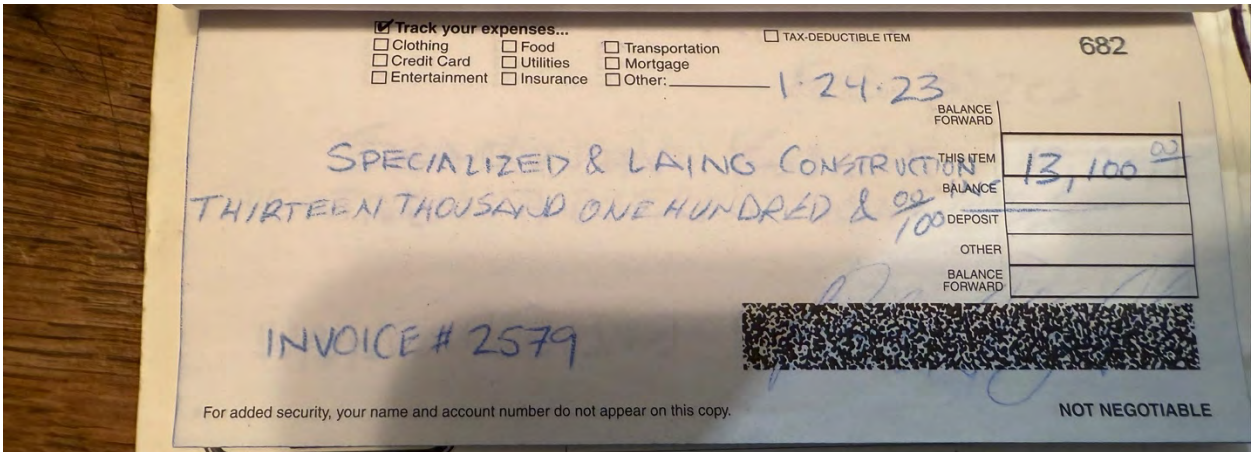


Figure 20.Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, January 23, 2023 receipt

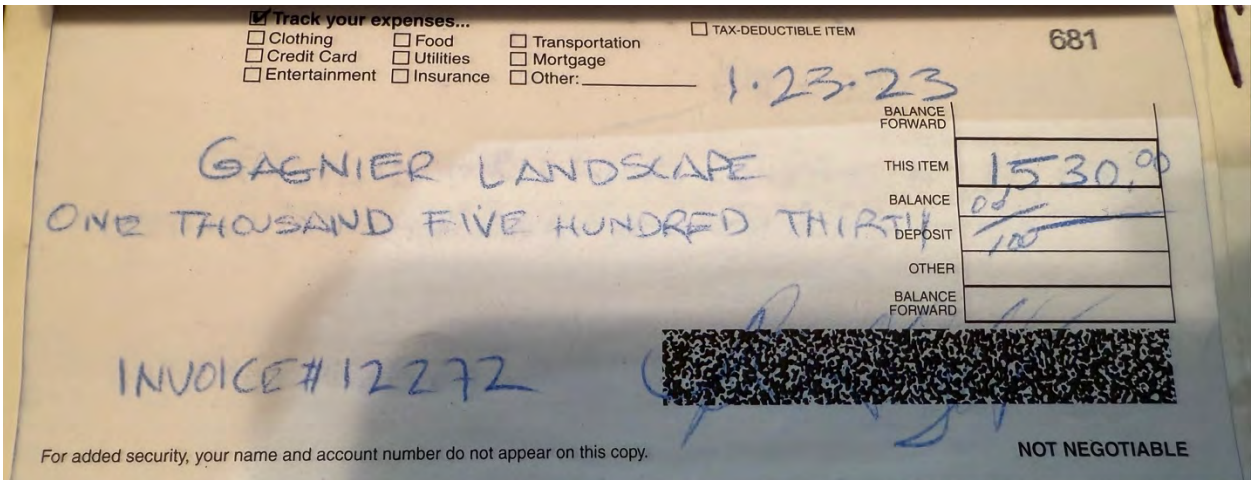


Figure 21.Non-Capitalized Expense, Original Mills Act: Landscape/hardscape maintenance, January 24, 2023 receipt

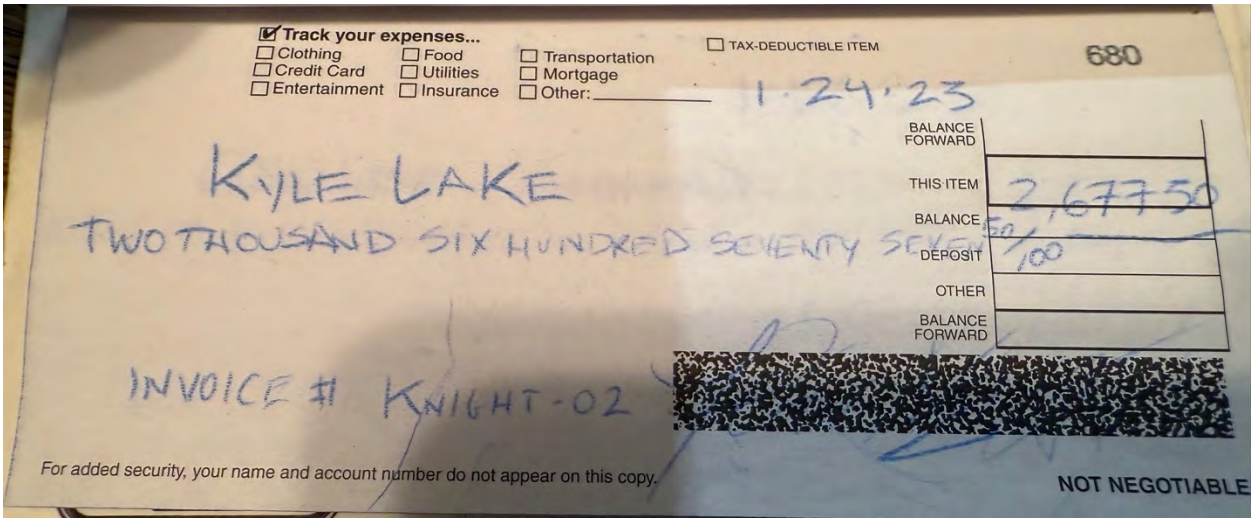


Figure 22.Other Non-Capitalized Expense, Fire/Life Safety Upgrades (widening driveway for emergency vehicle access), payment for driveway project

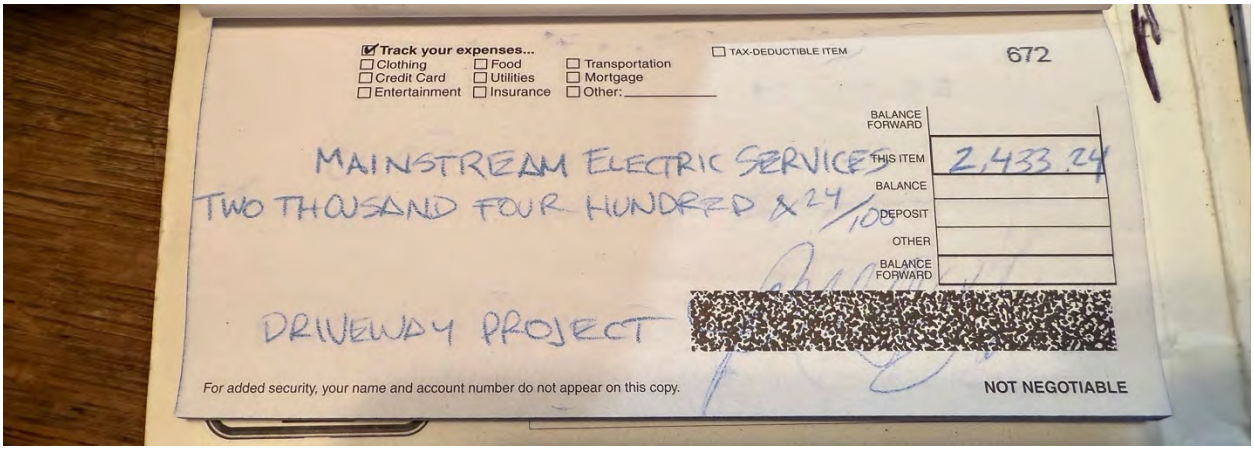


Figure 23.Other Non-Capitalized Expense, Fire/Life Safety Upgrades (widening driveway for emergency vehicle access), payment for driveway project

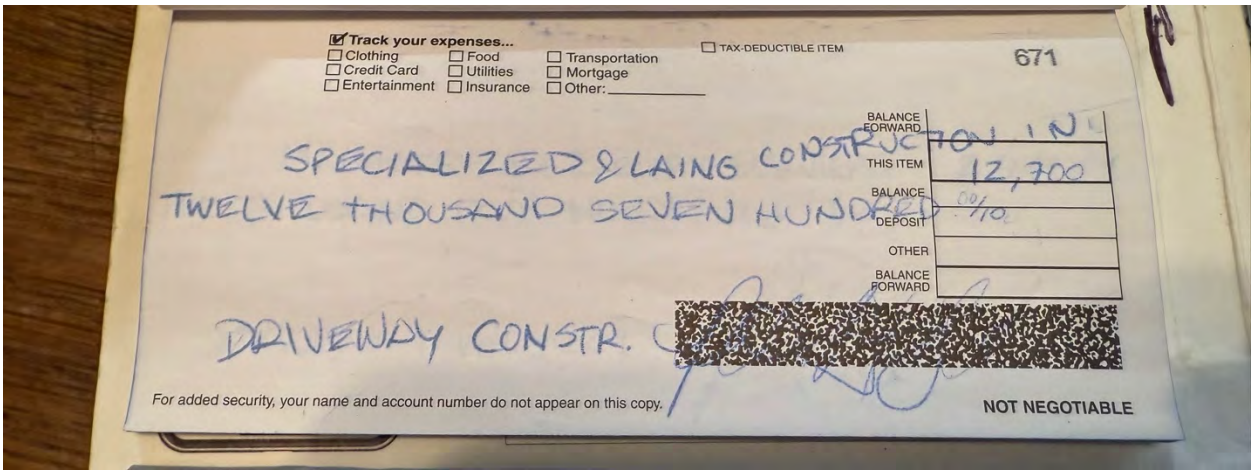
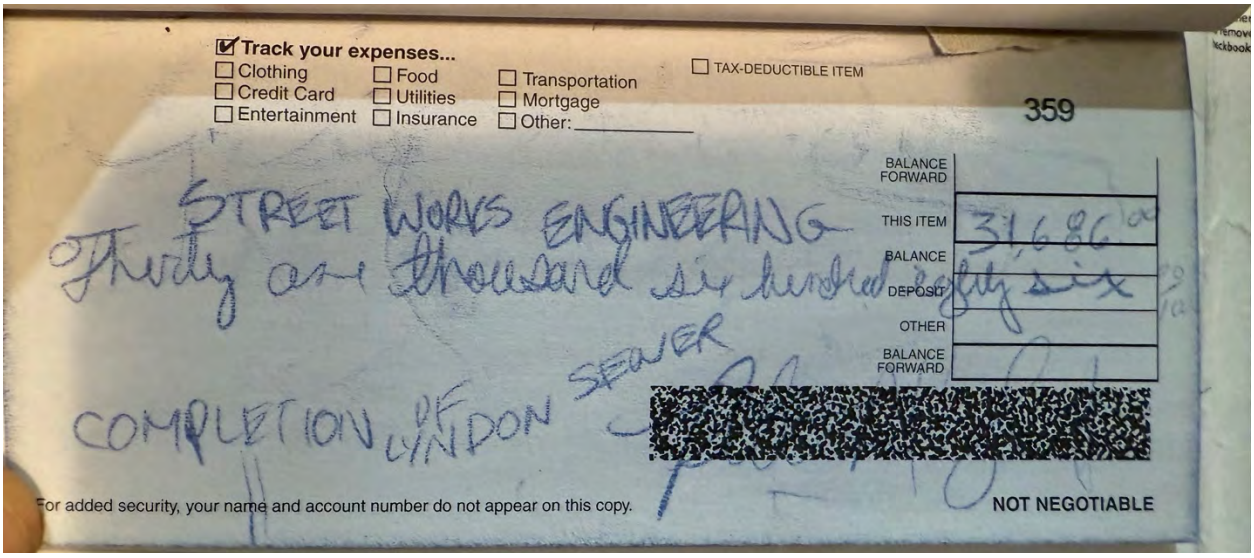


Figure 24.Other Non-Capitalized Expense, installation of independent sewer line, payment



Appendix A.1

Available Before and After Images, Mills Act Workplan Items

Figure 1. Item #1, "Structural upgrades and retrofitting," completed 2010; before images (top row shows wood posts needing reinforcement to piers and footings; lower left image shows distressed brick pier, under floor joists, needing retrofitting; lower right shows wood post needing re-created positive base)



Figure 2. Item #2, "Dry rot & termite mitigation, main house," overview images, before (top row), and after, 2025 (bottom rows)



Figure 3. Item #3, Roofing system, main house: structural repairs and re-roof with historically compatible, code-compliant wood shingles, completed, 2010; overview before (2009) and after (2025)





Figure 4. Item #3, Roofing system, main house: structural repairs and re-roof with historically compatible, code-compliant wood shingles, completed, 2010; before images detail damaged wood planks, deterioration/termite damage, and previous makeshift repairs in need of correction



Figure 5. Item #3, Roofing system, main house: structural repairs and re-roof with historically compatible, code-compliant wood shingles, completed, 2010; before (top), after (bottom)





Figure 6. Item #4, Repairing/repainting exterior of main house, overview of before images, 2009







Figure 7. Item #4, Repairing/repainting exterior of main house, overview of before images (2009), shows variety of wood features included in work item (e.g., horizontal wood siding, fish-scale shingles, ornamental porch supports and detailing, triangular knee braces, and roof-wall junctures)









Figure 8. Item #4, Repairing/repainting exterior of main house, overview of after (2025) images, following two subsequent rounds of repainting









Figure 9. Item #4, Repairing/repainting exterior of main house, overview of after (2025) images, following two subsequent rounds of repainting



Figure 10.Item #5, Stabilize and repair historic concrete stairs and stream-rock border; overview before, 2009









Figure 11.Item #5, Stabilize and repair historic concrete stairs and stream-rock border, completed in 2013; overview after, 2025



Figure 12.Item #5, Stabilize and repair historic concrete stairs and stream-rock border, completed in 2013; overview after, 2025



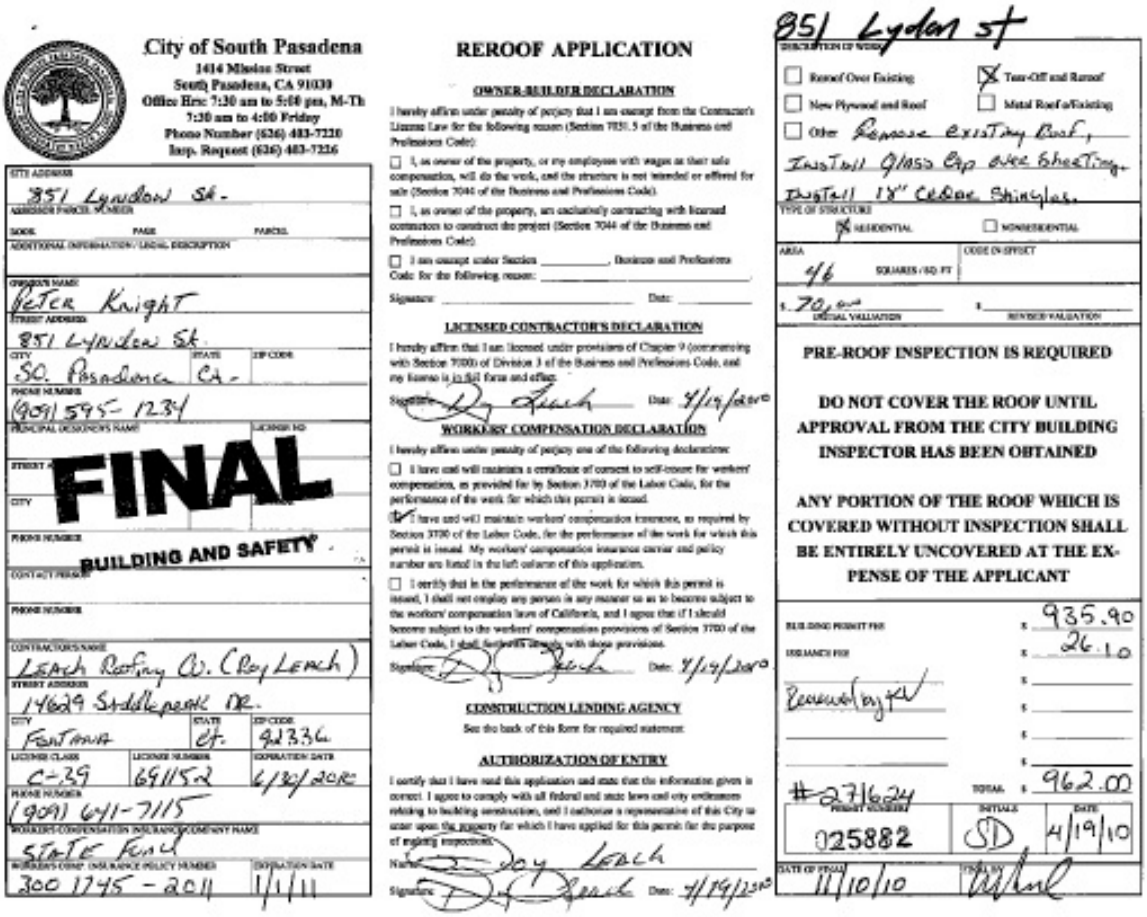
Figure 13.Item #5, Reconstruct west-elevation chimney (project has not been completed, due to other high priority items and fire-safety issues)



Appendix A.2

Available Building Permits, Mills Act Workplan Items

Figure 1. Item #3, Roofing system, main house: structural repairs and re-roof with historically compatible, code-compliant wood shingles, completed, 2010



City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

SITE ADDRESS: 851 Lyndon St.
ASSESSOR PARCEL NUMBER: BOOK / PAGE / PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION
OWNER'S NAME: Peter Knight
STREET ADDRESS: 851 Lyndon St.
CITY: SO. Pasadena | STATE: CA. | ZIP CODE:
PHONE NUMBER: (909) 595-1234
PRINCIPAL DESIGNER'S NAME | LICENSE NO.
STREET ADDRESS
CITY
PHONE NUMBER
CONTACT PERSON
PHONE NUMBER
CONTRACTOR'S NAME: Leach Roofing Co. (Roy Leach)
STREET ADDRESS: 14629 Saddlepeak Dr.
CITY: Fontana | STATE: Ct. | ZIP CODE: 92336
LICENSE CLASS: C-39 | LICENSE NUMBER: 691152 | EXPIRATION DATE: 6/30/2010
PHONE NUMBER: (909) 641-7115
WORKERS' COMPENSATION INSURANCE COMPANY NAME: State Fund
WORKERS' COMP. INSURANCE POLICY NUMBER: 300 1745-2011 | EXPIRATION DATE: 1/1/11

FINAL
BUILDING AND SAFETY

REROOF APPLICATION

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: Roy Leach Date: 4/19/2010

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☑ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: Roy Leach Date: 4/19/2010

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement.

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: Roy Leach
Signature: Roy Leach Date: 4/19/2010

851 Lydon st

DESCRIPTION OF WORK
☐ Reroof Over Existing ☒ Tear-Off and Reroof
☐ New Plywood and Roof ☐ Metal Roof a/Existing
☐ Other Remove existing Roof, Install Glass Cap over Sheeting. Install 18" Cedar Shingles.

TYPE OF STRUCTURE: ☒ RESIDENTIAL ☐ NONRESIDENTIAL

AREA: 46 SQUARES / SQ. FT | CODE IN EFFECT
$ 70.00 INITIAL VALUATION | $ _____ REVISED VALUATION

PRE-ROOF INSPECTION IS REQUIRED

DO NOT COVER THE ROOF UNTIL APPROVAL FROM THE CITY BUILDING INSPECTOR HAS BEEN OBTAINED

ANY PORTION OF THE ROOF WHICH IS COVERED WITHOUT INSPECTION SHALL BE ENTIRELY UNCOVERED AT THE EXPENSE OF THE APPLICANT

BUILDING PERMIT FEE $ 935.90
ISSUANCE FEE $ 26.10
Received by KV $
$
$
$
TOTAL $ 962.00
#271624

PERMIT NUMBER	INITIALS	DATE
025882	SD	4/19/10

DATE OF FINAL: 11/10/10 | FINAL BY: [signature]

Appendix B

Los Angeles County Mills Act Records of Assessed Value, 2022 through 2025

2022 ANNUAL SECURED PROPERTY TAX INFORMATION STATEMENT 2022

CITIES, COUNTY, SCHOOLS AND ALL OTHER TAXING AGENCIES IN LOS ANGELES COUNTY

SECURED PROPERTY TAX FOR FISCAL YEAR JULY 1, 2022 TO JUNE 30, 2023

KEITH KNOX, TREASURER AND TAX COLLECTOR

FOR ASSISTANCE, CALL 1(213) 974-2111 OR 1(888) 807-2111, ON THE WEB AT propertytax.lacounty.gov

PROPERTY IDENTIFICATION
ASSESSOR'S ID.NO.: 5314 020 015 22 000

OWNER OF RECORD AS OF JANUARY 1, 2022
SAME AS BELOW

MAILING ADDRESS
0177163-0177163 PDFE 001 --34-- 455094

ASSESSEE NAME AND ADDRESS ARE NOT AVAILABLE ONLINE PER CA GOV CODE §6254.21

Save Money – Save Time – Pay Online
ttc.lacounty.gov
Electronic Payment Information
(Required for Online and Telephone Payments)
ID#:19 5314 020 015 0 YEAR:22 SEQUENCE:000 4
Personal Identification Number (PIN)
PIN: 4SOJJC

SPECIAL INFORMATION

INFORMATION ONLY

PROPERTY LOCATION AND/OR PROPERTY DESCRIPTION
851 LYNDON ST SOUTH PASA
POR DIV. K SAN GABRIEL ORANGE GROVE
ASSN'S LANDS AND POR OF P 1-19-20

ASSESSOR'S REGIONAL OFFICE
REGION #05 INDEX: TRA:09030
EAST DISTRICT OFFICE
1190 DURFEE AVE.
SOUTH EL MONTE CA 91733
(626)258-6001

ACCT. NO.: 510 PRINT NO.: 417163 BILL ID.:IB

ASSESSOR'S ID. NO. 5314 020 015 | YR SEQ 22 000 | CK 14

DETAIL OF TAXES DUE FOR

AGENCY	AGENCY PHONE NO.	RATE	AMOUNT
GENERAL TAX LEVY			
ALL AGENCIES		1.000000	$ 10,440.00
VOTED INDEBTEDNESS			
METRO WATER DIST		.003500	$ 36.54
COMMNTY COLLEGE		.008692	90.74
UNIFIED SCHOOLS		.139729	1,458.77
DIRECT ASSESSMENTS			
SGV MOSQUITO&VCD	(800) 273-5167		$ 20.00
SAFE CLEAN WATER	(833) 275-7297		413.87
CNTY SAN DIST 16	(562) 908-4288		160.00
FLOOD CONTROL	(626) 979-5498		77.04
USGV MWD CHG	(866) 807-6864		21.20
RPOSD MEASURE A	(833) 265-2600		68.11
LIGHT/LANDSCAPE	(626) 403-7240		78.92
MWD STANDBY #15	(866) 807-6864		19.64
SPUSD PARCEL TAX	(800) 676-7516		434.44
LIBRARY TAX	(626) 403-7330		80.46
TRAUMA/EMERG SRV	(866) 587-2862		200.35

VALUATION INFORMATION

ROLL YEAR 22-23	CURRENT ASSESSED VALUE	TAXABLE VALUE
LAND	626,000	626,000
IMPROVEMENTS	418,000	418,000
TOTAL		1,044,000
LESS EXEMPTION:		
NET TAXABLE VALUE		1,044,000

1ST	2ND	1ST + 2ND
$6,800.05	$6,800.03	$13,600.08
DUE NOVEMBER 1, 2022 (After December 10, 2022, add 10% penalty)	DUE FEBRUARY 1, 2023 (After April 10, 2023, add 10% penalty and $10 cost)	IF PAYING BOTH BY DECEMBER 10, 2022 (Include 1st & 2nd stubs if paying by mail)

ANY RETURNED PAYMENT MAY BE SUBJECT TO A FEE UP TO $50.00. SEE REVERSE SIDE FOR MORE INFORMATION.

INFORMATION ONLY 2022

ASSESSEE NAME AND ADDRESS ARE NOT AVAILABLE ONLINE PER CA GOV CODE §6254.21

ASSESSOR'S ID. NO. 5314 020 015 | YR SEQ 22 000 | CK 14 | PK 2

PLEASE USE THIS FOR PAYMENT, ONLY IF YOUR TAXES ARE NOT PAID BY YOUR LENDER/MORTGAGE COMPANY.

2ND INSTALLMENT DUE $6,800.03 INDICATE AMOUNT PAID

2ND Installment Taxes due Feb. 1 and must be received or USPS Postmarked by April 10
If received or postmarked after, include 10% penalty and $10 cost

MAKE PAYMENT PAYABLE TO:
Please write the ASSESSOR'S ID. NO. on the lower left corner of your payment.

LOS ANGELES COUNTY TAX COLLECTOR
P.O. BOX 54018
LOS ANGELES, CA 90054-0018

74125

237220004531402001500006800030000749003125204 10

2ND

INFORMATION ONLY 2022

ASSESSEE NAME AND ADDRESS ARE NOT AVAILABLE ONLINE PER CA GOV CODE §6254.21

ASSESSOR'S ID. NO. 5314 020 015 | YR SEQ 22 000 | CK 14 | PK 1

PLEASE USE THIS FOR PAYMENT, ONLY IF YOUR TAXES ARE NOT PAID BY YOUR LENDER/MORTGAGE COMPANY.

1ST INSTALLMENT DUE $6,800.05 INDICATE AMOUNT PAID

1ST Installment Taxes due Nov. 1 and must be received or USPS Postmarked by December 10
If received or postmarked after, include 10% penalty

MAKE PAYMENT PAYABLE TO:
Please write the ASSESSOR'S ID. NO. on the lower left corner of your payment.

LOS ANGELES COUNTY TAX COLLECTOR
P.O. BOX 54018
LOS ANGELES, CA 90054-0018

64127

226220004531402001500006800050000748005127112 12

1ST

2023 ANNUAL SECURED PROPERTY TAX INFORMATION STATEMENT 2023

CITIES, COUNTY, SCHOOLS AND ALL OTHER TAXING AGENCIES IN LOS ANGELES COUNTY

SECURED PROPERTY TAX FOR FISCAL YEAR JULY 1, 2023 TO JUNE 30, 2024

KEITH KNOX, TREASURER AND TAX COLLECTOR

FOR ASSISTANCE, CALL 1(213) 974-2111 OR 1(888) 807-2111, ON THE WEB AT propertytax.lacounty.gov

PROPERTY IDENTIFICATION
ASSESSOR'S ID.NO.: 5314 020 015 23 000

OWNER OF RECORD AS OF JANUARY 1, 2023
NOT AVAILABLE ONLINE

MAILING ADDRESS
0181910-0181910 PDFEC 001 --34-- 569600

ASSESSEE NAME AND ADDRESS ARE NOT AVAILABLE ONLINE PER CA GOV CODE §6254.21

Save Money – Save Time – Pay Online
ttc.lacounty.gov
Electronic Payment Information
(Required for Online and Telephone Payments)
ID#:19 5314 020 015 0 YEAR:23 SEQUENCE:000 3
Personal Identification Number (PIN)
PIN: 4SOJJC

SPECIAL INFORMATION

INFORMATION ONLY

PROPERTY LOCATION AND/OR PROPERTY DESCRIPTION
851 LYNDON ST SOUTH PASA
POR DIV. K SAN GABRIEL ORANGE GROVE
ASSN'S LANDS AND POR OF P 1-19-20

ASSESSOR'S REGIONAL OFFICE
REGION #05 INDEX: TRA:09030
EAST DISTRICT OFFICE
1190 DURFEE AVE.
SOUTH EL MONTE CA 91733
(626)258-6001

ACCT. NO.: 510 PRINT NO.: 421910 BILL ID.:IB

ASSESSOR'S ID. NO. 5314 020 015 | YR SEQ 23 000 | CK 13

DETAIL OF TAXES DUE FOR

AGENCY	AGENCY PHONE NO.	RATE		AMOUNT
GENERAL TAX LEVY				
ALL AGENCIES		1.000000	$	8,990.00
VOTED INDEBTEDNESS				
METRO WATER DIST		.003500	$	31.46
COMMNTY COLLEGE		.025101		225.66
UNIFIED SCHOOLS		.128185		1,152.38
DIRECT ASSESSMENTS				
SAFE CLEAN WATER	(833) 275-7297		$	413.87
FLOOD CONTROL	(626) 979-5498			77.04
LIGHT/LANDSCAPE	(626) 403-7240			78.92
MWD STANDBY #15	(866) 807-6864			19.64
LIBRARY TAX	(626) 403-7330			82.50
RPOSD MEASURE A	(833) 265-2600			72.52
SGV MOSQUITO&VCD	(800) 273-5167			20.00
CNTY SAN DIST 16	(562) 908-4288			160.00
SPUSD PARCEL TAX	(800) 676-7516			447.47
USGV MWD CHG	(866) 807-6864			21.20
TRAUMA/EMERG SRV	(866) 587-2862			200.35

VALUATION INFORMATION

ROLL YEAR 23-24	CURRENT ASSESSED VALUE	TAXABLE VALUE
LAND	539,000	539,000
IMPROVEMENTS	360,000	360,000
TOTAL		899,000
LESS EXEMPTION:		
NET TAXABLE VALUE		899,000

1ST	2ND	1ST + 2ND
$5,996.51	$5,996.50	$11,993.01
DUE NOVEMBER 1, 2023 (After December 10, 2023, add 10% penalty)	DUE FEBRUARY 1, 2024 (After April 10, 2024, add 10% penalty and $10 cost)	IF PAYING BOTH BY DECEMBER 10, 2023 (Include 1st & 2nd stubs if paying by mail)

ANY RETURNED PAYMENT MAY BE SUBJECT TO A FEE UP TO $50.00. SEE REVERSE SIDE FOR MORE INFORMATION.

INFORMATION ONLY 2023

ASSESSEE NAME AND ADDRESS ARE NOT AVAILABLE ONLINE PER CA GOV CODE §6254.21

ASSESSOR'S ID. NO. 5314 020 015 | YR SEQ 23 000 | CK 13 | PK 2

DETACH AND MAIL WITH YOUR PAYMENT, ONLY IF YOUR TAXES ARE NOT PAID BY YOUR LENDER/MORTGAGE COMPANY.

2ND INSTALLMENT DUE $5,996.50 | INDICATE AMOUNT PAID

2nd Installment Taxes due Feb. 1 and must be received or USPS Postmarked by April 10
If received or postmarked after, include 10% penalty and $10 cost

MAKE PAYMENT PAYABLE TO:
Please write the ASSESSOR'S ID. NO. on the lower left corner of your payment.

63104

LOS ANGELES COUNTY TAX COLLECTOR
P.O. BOX 54018
LOS ANGELES, CA 90054-0018

246230003531402001500005996500000660615104204l0

2ND

INFORMATION ONLY 2023

ASSESSEE NAME AND ADDRESS ARE NOT AVAILABLE ONLINE PER CA GOV CODE §6254.21

ASSESSOR'S ID. NO. 5314 020 015 | YR SEQ 23 000 | CK 13 | PK 1

DETACH AND MAIL WITH YOUR PAYMENT, ONLY IF YOUR TAXES ARE NOT PAID BY YOUR LENDER/MORTGAGE COMPANY.

1ST INSTALLMENT DUE $5,996.51 | INDICATE AMOUNT PAID

1st Installment Taxes due Nov. 1 and must be received or USPS Postmarked by December 10
If received or postmarked after, include 10% penalty

MAKE PAYMENT PAYABLE TO:
Please write the ASSESSOR'S ID. NO. on the lower left corner of your payment.

63117

LOS ANGELES COUNTY TAX COLLECTOR
P.O. BOX 54018
LOS ANGELES, CA 90054-0018

236230003531402001500005996510000065961611711211

1ST

2024 ANNUAL SECURED PROPERTY TAX INFORMATION STATEMENT 2024

CITIES, COUNTY, SCHOOLS AND ALL OTHER TAXING AGENCIES IN LOS ANGELES COUNTY

SECURED PROPERTY TAX FOR FISCAL YEAR JULY 1, 2024 TO JUNE 30, 2025

ELIZABETH BUENROSTRO GINSBERG, TREASURER AND TAX COLLECTOR

FOR ASSISTANCE, CALL 1(213) 974-2111 OR 1(888) 807-2111, ON THE WEB AT propertytax.lacounty.gov

PROPERTY IDENTIFICATION
ASSESSOR'S ID.NO.: 5314 020 015 24 000

OWNER OF RECORD AS OF JANUARY 1, 2024
NOT AVAILABLE ONLINE

MAILING ADDRESS
0180484-0180484 PDFEC 001 --34-- 695663

ASSESSEE NAME AND ADDRESS ARE NOT AVAILABLE ONLINE PER CA GOV CODE §6254.21

Save Money – Save Time – Pay Online
ttc.lacounty.gov
Electronic Payment Information
(Required for Online and Telephone Payments)
ID#:19 5314 020 015 0 YEAR:24 SEQUENCE:000 2
Personal Identification Number (PIN)
PIN: 4SOJJC

SPECIAL INFORMATION

INFORMATION ONLY

PROPERTY LOCATION AND/OR PROPERTY DESCRIPTION
851 LYNDON ST SOUTH PASA
POR DIV. K, SAN GABRIEL ORANGE GROVE ASSN'S LANDS AND POR OF P 1-19-20

ASSESSOR'S REGIONAL OFFICE
REGION #05 INDEX: TRA:09030
EAST DISTRICT OFFICE
1190 DURFEE AVE.
SOUTH EL MONTE CA 91733
(626)258-6001

ACCT. NO.: 572 PRINT NO.: 420484 BILL ID.:IB

ASSESSOR'S ID. NO. 5314 020 015 | YR SEQ 24 000 | CK 12

DETAIL OF TAXES DUE FOR 5314 020 015 24 000 12

AGENCY	AGENCY PHONE NO.	RATE		AMOUNT
GENERAL TAX LEVY				
ALL AGENCIES		1.000000	$	8,760.00
VOTED INDEBTEDNESS				
METRO WATER DIST		.007000	$	61.32
COMMNTY COLLEGE		.024337		213.19
UNIFIED SCHOOLS		.127829		1,119.78
DIRECT ASSESSMENTS				
SAFE CLEAN WATER	(833) 275-7297		$	413.87
FLOOD CONTROL	(626) 979-5498			77.04
LIGHT/LANDSCAPE	(949) 955-1500			78.92
SGV MOSQUITO&VCD	(800) 273-5167			20.00
CNTY SAN DIST 16	(562) 908-4288			160.00
LIBRARY TAX	(626) 403-7330			85.14
MWD STANDBY #15	(866) 807-6864			19.64
TRAUMA/EMERG SRV	(866) 587-2862			200.35
USGV MWD CHG	(866) 807-6864			21.20
SPUSD PARCEL TAX	(800) 676-7516			460.90
RPOSD MEASURE A	(833) 265-2600			72.52

VALUATION INFORMATION

ROLL YEAR 24-25	CURRENT ASSESSED VALUE	TAXABLE VALUE
LAND	526,000	526,000
IMPROVEMENTS	350,000	350,000
TOTAL		876,000
LESS EXEMPTION:		
NET TAXABLE VALUE		876,000

1ST	2ND	1ST + 2ND
$5,881.94	$5,881.93	$11,763.87
DUE NOVEMBER 1, 2024 (After December 10, 2024, add 10% penalty)	DUE FEBRUARY 1, 2025 (After April 10, 2025, add 10% penalty and $10 cost)	IF PAYING BOTH BY DECEMBER 10, 2024 (Include 1st & 2nd stubs if paying by mail)

ANY RETURNED PAYMENT MAY BE SUBJECT TO A FEE UP TO $50.00. SEE REVERSE SIDE FOR MORE INFORMATION.

INFORMATION ONLY 2024

ASSESSEE NAME AND ADDRESS ARE NOT AVAILABLE ONLINE PER CA GOV CODE §6254.21

ASSESSOR'S ID. NO. 5314 020 015 | YR SEQ 24 000 | CK 12 | PK 2

DETACH AND MAIL WITH YOUR PAYMENT, ONLY IF YOUR TAXES ARE NOT PAID BY YOUR LENDER/MORTGAGE COMPANY.

2ND INSTALLMENT DUE $5,881.93 | INDICATE AMOUNT PAID

2nd Installment Taxes due Feb. 1 and must be received or USPS Postmarked by April 10
If received or postmarked after, include 10% penalty and $10 cost

MAKE PAYMENT PAYABLE TO:
Please write the ASSESSOR'S ID. NO. on the lower left corner of your payment.

52178

LOS ANGELES COUNTY TAX COLLECTOR
P.O. BOX 54018
LOS ANGELES, CA 90054-0018

25524000253140200150000588193000064801217820410

2ND

INFORMATION ONLY 2024

ASSESSEE NAME AND ADDRESS ARE NOT AVAILABLE ONLINE PER CA GOV CODE §6254.21

ASSESSOR'S ID. NO. 5314 020 015 | YR SEQ 24 000 | CK 12 | PK 1

DETACH AND MAIL WITH YOUR PAYMENT, ONLY IF YOUR TAXES ARE NOT PAID BY YOUR LENDER/MORTGAGE COMPANY.

1ST INSTALLMENT DUE $5,881.94 | INDICATE AMOUNT PAID

1st Installment Taxes due Nov. 1 and must be received or USPS Postmarked by December 10
If received or postmarked after, include 10% penalty

MAKE PAYMENT PAYABLE TO:
Please write the ASSESSOR'S ID. NO. on the lower left corner of your payment.

62181

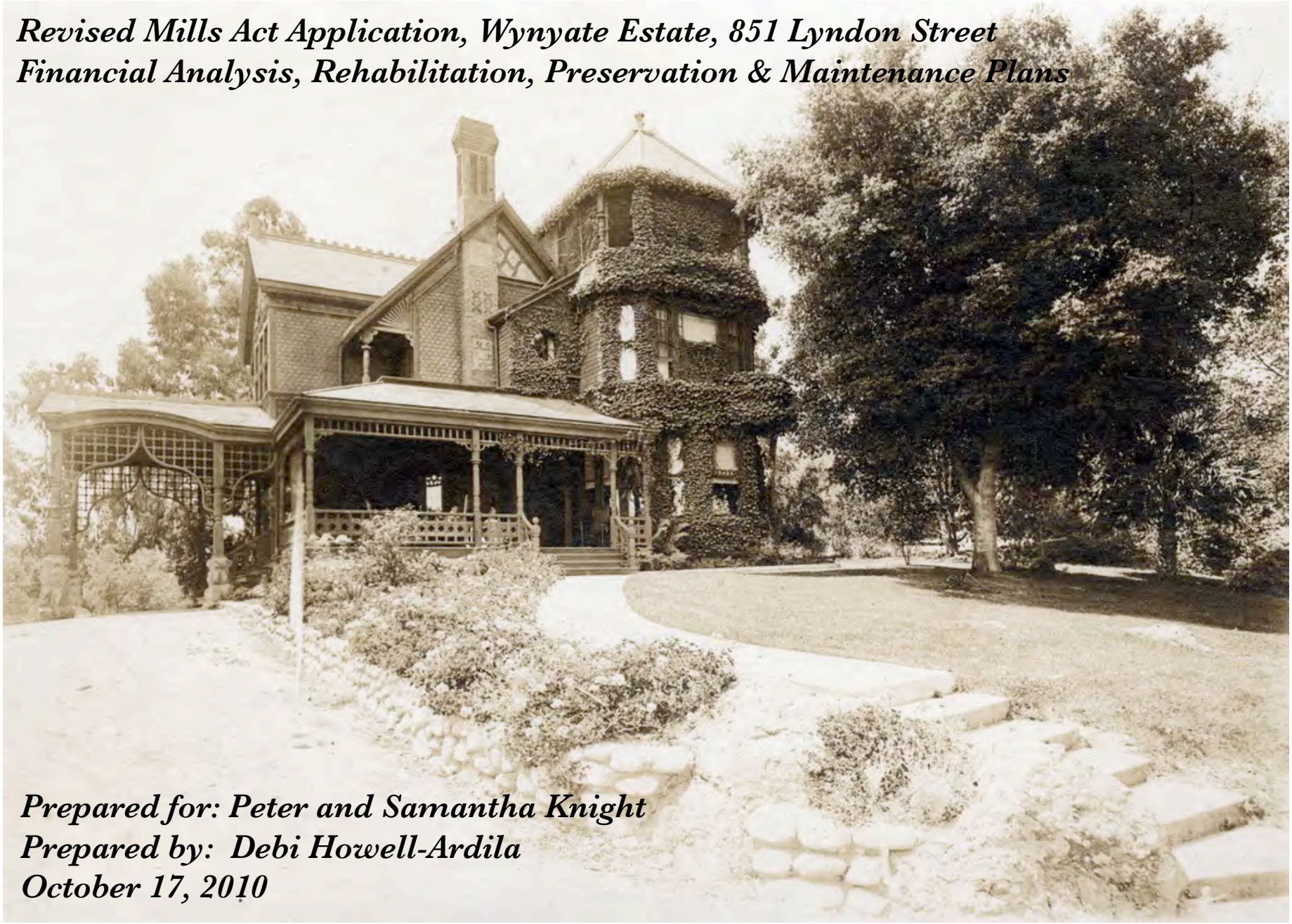
LOS ANGELES COUNTY TAX COLLECTOR
P.O. BOX 54018
LOS ANGELES, CA 90054-0018

24624000253140200150000588194000064701318111210

1ST

Appendix C

851 Lyndon Street, Mills Act Application, 2010



Revised Mills Act Application, Wynyate Estate, 851 Lyndon Street
Financial Analysis, Rehabilitation, Preservation & Maintenance Plans

Prepared for: Peter and Samantha Knight
Prepared by: Debi Howell-Ardila
October 17, 2010

Revised Mills Act Application, Wynyate Estate
Table of Contents

Section **Page**

1. Schedule and Reporting System 1
2. Summary of Costs and Tax Savings 2
3. Rehabilitation and Preservation Plan 3
4. Maintenance Plan 8
5. Financial Analysis 10
6. Appendix A: Supporting Documents

    A. Cost Estimate: California Restoration and Waterproofing, David Charlebois
    (1) Re-roofing; (2) Structural Retrofitting; (3) Exterior Siding Repairs;
    (4) Stabilization and Repairs to Historic Concrete/Stone Stairs;
    (5) Reconstruction of Partial West-Elevation Chimney
    B. Cost Estimate: Exterior Specialist's
    Re-painting Exterior
    C. Utility Bill: Southern California Edison, Electric Bill
    D. Utility Bill: The Gas Company, Gas Bill
    E. Utility Bill: City of South Pasadena, Water Bill
    F. Travelers Insurance, Homeowner's Insurance Bill
    G. Los Angeles County Tax Assessor, Tax Bill 2009/2010

7. Appendix B: Photographic Overview of Features and Issues

Revised Mills Act Application, Wynyate
Schedule and Reporting System

Overview of Schedule:

1.	Structural upgrades and retrofitting, main house	Completed, 2010
2.	Dry rot & termite mitigation, main house	Completed, 2010
3.	Roofing system, main house: structural repairs and re-roof with historically compatible, code-compliant wood shingles	Completed, 2010
4.	Repairing/repainting exterior of main house	Completed, 2010
5.	Stabilize and repair historic concrete stairs and stream-rock border	By 2014
6.	Reconstruct west-elevation chimney replacement of primary residence roof system	By 2019
7.	Maintenance: Dry rot & termite mitigation (Primary residence, guest house & garage)	Annual inspection
8.	Maintenance: Roof inspections and repairs as needed (Primary residence, guest house & garage)	Triannual inspection
9.	Maintenance: Paint inspection and repairs as needed (Primary residence, guest house & garage)	Triannual inspection

Reporting System:

Wynyate owners, Samantha and Peter Knight, will provide written updates to the City of South Pasadena every two years, documenting progress and providing updates on the Rehabilitation, Preservation and Maintenance Plans.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained as required by the owners.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and COAs (if required).

Revised Mills Act Application, Wynyate
Summary of Costs

1.	Capitalized Expenses	Amount	Schedule
	A. Structural upgrades and retrofitting, main house	$ 43,368	2010
	B. Re-roofing and structural repairs, main house roof	$ 119,400*	2010
	C. Siding repairs, main house exterior	$ 38,664	2010
	D. Re-painting exterior	$ 34,500	2010
	E. Repairs and stabilization, historic concrete stairs	$ 36,580†	2014
	F. Reconstruction, historic west-elevation chimney	$ 40,750‡	2019
	Revised Total, Capitalized Expenses:	**$ 313,262**	

Total represents a $150,194 increase over original plan costs.

2.	Non-Capitalized Expenses	Amount	Schedule
	A. Emergency mitigation of drainage, reconstruction of retaining wall steps at guest house	$ 28,765	2009
	B. Repairs to north porch roof, main house	$ 9,105††	2010
	C. Newell post repairs, entry, main house	$ 1,167††	2010
	D. Exterior siding, wooden backing repairs	$ 1,072††	2010
	E. Exterior brick veneer repairs, main house	$ 1,186††	2010
	F. Landscape maintenance	$ 5,916	2010
	G. Repairs to Guest House Roof	$ 12,190	2011
	H. Repairs and re-roofing, Garage	$ 9,625	2011
	I. Foundation upgrade, guest house	$ 7,800	2010
	J. Repainting, Guest House	$ 2,485	2014
	K. Repainting, Garage	$ 1,800	2014
	Total, Non-Capitalized Expenses:	**$ 81,111**	

3.	**Total Out-of-Pocket Investment in Wynyate:**	**$ 394,373**
4.	**Total Estimated Tax Savings, 10-year period:**	**$ 214, 511**
5.	**Average Annual Cost to the City of South Pasadena:**	**$ 3,399**

* Originally budgeted for $85,200. This work has been completed by David Charlebois.

† New rehabilitation/preservation project, not included in original financial analysis.

‡ New rehabilitation/preservation project, not included in original financial analysis.

†† While involving character-defining features, these work efforts, which have already been completed, are not capitalized. Each represents an area of concern in need of immediate repairs, as identified by David Charlebois in site inspections; work completed by Charlebois in 2010.

Revised Mills Act Application, Wynyate Estate, 851 Lyndon Street, South Pasadena
Rehabilitation and Preservation Work Plan

Area A: Primary Residence

Feature	Character-Defining?	Proposed Treatment	Schedule	Standards Compliance*
1. Structural System ▪ Damaged brick piers around lintel ▪ Unreinforced, makeshift structural post ▪ Wood posts unsecured to footings & piers	No	1. Contractor to make foundation repairs and improvements at crawlspace. Add blocking between studs and add plywood shear panels over the cripple walls. Add selected foundation bolting. Replace single brick piers. 2. Contractor to make selected repairs to basement and crawlspace mortar at brick foundation walls. Cut out mortar where disintegrated, install new mortar to approximate the original in strength, color and texture.	2010 - completed 2010 - completed	Repair according to industry standards and applicable building codes.
2. Roofing System	Yes (configuration, pitch, and original wood shingles on west elevation dormer); sheathed in non-original composition shingles	1. Remove multiple layers of comp shingles. Repair underlying structure. Install new layer of plywood over existing roof sheathing. 2. Re-roof with period-compatible, code-compliant shingles.	2010 (moved up due to severe leaking issues) – completed 2010 - completed	Recommended rehabilitation treatment guidelines: 1. Identify, retain, preserve: Identify "the functional and decorative features that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features such as cupolas…chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning."

* The recommended treatment approach for Wynyate is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties,* National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

Area A: Primary Residence				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
2. Roofing System (con't)	Yes	3. Structural plywood will be used around the two chimneys that are to be rebuilt in the future.	2010 - completed	2. Protect and retain: "Cleaning of gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to ensure that materials are free from insect infestation. … Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration." 3. Repair: "Repairing a roof by reinforcing the historic materials which comprise roof features. Repairs will also generally include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features when there are surviving prototypes such as cupola louvers, dentils, dormer roofing; or slates, tiles, or wood shingles on a main roof." 4. Replace: "Replacing in kind an entire feature of the roof that is too deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature. Examples can include a large section of roofing, or a dormer or chimney. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered."
3. Paint and Exterior Repairs ▪ Cracking and peeling paint (west elevation), gable face (south elevation), and east elevation wall on façade	Yes	1. Contractor to provide owners with a palette of period-appropriate colors for repainting. 2. Cracked and peeling paint to be removed with Peel Away, lightly hand-sanded, primed, and set with two coats of paint.	2010 - completed 2010 - completed	Recommended rehabilitation treatment guidelines: 1. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting.

Area A: Primary Residence				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
3. Paint & Exterior Repairs (con't) Repainting Exterior	Yes	3. Exterior of residence to be repainted in period-appropriate color. Where necessary, paint removal will be carried out by the gentlest means possible.	2010 - completed	Recommended rehabilitation treatment guidelines (con't): Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building."
4. West-Elevation Chimney	Yes	1. Using documentary evidence, qualified contractor will reconstruct west-elevation chimney. Work efforts will include the following tasks: • Create historically accurate drawings of missing portion of chimney from historic pictures. • Remove existing chimney down to the roofline. • Install concrete bond beam at the roof rafter level. • Install steel framework above the roofline. • Wrap the chimney with waterproof paper. • Install brick veneer at exterior.	By 2019	Reconstruction, Secretary of the Interior's Standards: 1. Reconstruction will "depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture, and such reconstruction is essential to the public understanding of the property." 2. Measures will be taken to ensure that remaining historic materials, features, and spatial relationships are preserved. 3. Reconstruction will be based on "the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties." The reconstructed partial chimney will re-create the original features in materials, design, and texture. 4. Reconstructed features "will be clearly identified as a contemporary re-creation." 5. "Designs that were never executed historically will not be constructed." The historic appearance of the features to be reconstructed will be extensively researched and documented prior to any work efforts.

Area B: Guest House and Garage				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
Roof	No (not capitalized expense)	1. Garage to be re-roofed and guest house roof to be repaired.	2011	Non-character defining; not a qualifying expense under Mills Act. Qualified contractor to provide repairs to industry standards.
Area C: Hardscaping				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
Historic concrete stairs and low stream-rock border (northeast corner of property)	Yes	1. In order to stop movement and separation of stream rock border from cement sidewalk, and the splitting of concrete stairs, the stream-rock border will be underpinned with poured concrete (in increments, to approximately 16" below surface) to provide support. 2. Large, loose portions of cracked, loose concrete will be removed and re-epoxied in place. 3. Incompatible patches will be removed and replaced with concrete mix that more closely matches the historic concrete. 4. Where tree roots have lifted and displaced stairs at the bottom of the walkway, contractor will, in conjunction with an arborist, study the possibility of removing the stair, cutting root (without killing the tree), and re-setting the stair at the proper angle.	By 2014 By 2014 By 2014 By 2014	Recommended treatment approach: "Repair of historic concrete may consist of either patching the historic material or filling in with new material work to match the historic material. If replacement is necessary, duplication of historic materials and detailing should be as exact as possible to assure a repair that is functionally and aesthetically acceptable."

Area D: Landscaping				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
Topography and Terrain	Yes (not capitalized expense)	Drainage issue currently being mitigated	2009 - completed	Not a qualifying expense; work underway. Guiding provisions of the Secretary of the Interior's Standards to be followed include: "Protecting and maintaining buildings and sites by providing proper drainage to assure that water does not erode foundation walls; drain toward the building; or damage or erode the landscape." "Minimizing disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features."
Mature Trees Issue: Mature Trees (overdue for trimming; need cabling)	Yes (not capitalized expense)	Prune and lace: Ash tree over garage, California Oak trees at the north end of the parking courtyard, California Live Oak trees at north end of pool, and Eucalyptus tree at south side of driveway. Saw off dead Eucalyptus tree at south end of tennis court. Cable pine trees on north-east sides; deadwood of Ash tree to be removed and lightened for safety.	2010 - completed	"Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."

Area A: Primary Residence				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**[1]
1. Exterior Wood Cladding and Paint	Yes	1. Tri-annual paint inspection and maintenance/re-painting as necessary	2014, 2017, 2019	Recommended rehabilitation treatment guidelines: 1. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building."
2. Wood framing and sheathing	Yes	1. Annual inspections to ensure mitigation of dry rot and termite damage 2. Additional areas of concern to be addressed as found.	2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019	Termite mitigation and dry rot removal will be carried out according to the Secretary of the Interior's Standards for the Treatment of Historic Properties. This treatment will seek to "stabilize, consolidate, and conserve existing historic materials" and will "replace minimum amount of fabric necessary and match materials in-kind."[2] Recommended rehabilitation treatment guidelines: Protect and maintain: "Protecting and maintaining the structural systems…by keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation."

[1] The recommended treatment approach for Wynyate is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, excerpts describing treatment guidelines are drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties,* US Department of the Interior, National Park Service, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

[2] Weeks, Kay D., and H. Ward Jandl. 1996. "The Secretary of the Interior's Standards for the Treatment of Historic Properties: A Philosophical and Ethical Framework for Making Treatment Decisions." In S.J. Kelley, ed., *Standards for Preservation and Rehabilitation* (American Society for Testing and Materials): pp. 7-22.

Area B: Guest House and Garage				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
Wood framing and sheathing	No	1. Annual inspections to ensure mitigation of dry rot and termite damage; additional areas of concern to be addressed as found.	2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019	Not a qualifying expenses; not character-defining features.
Area C: Hardscaping				
Historic concrete stairs and low stream-rock border (northeast corner of property)	Yes	1. Annual inspections to monitor any additional movement and separation of stream rock border from cement sidewalk.	2011, 2012, 2013	Recommended treatment approach: "Repair of historic concrete may consist of either patching the historic material or filling in with new material work to match the historic material. If replacement is necessary, duplication of historic materials and detailing should be as exact as possible to assure a repair that is functionally and aesthetically acceptable."
Area D: Landscaping				
Landscaping and Mature Trees	Yes (not capitalized expense at this time)	Annual maintenance of mature trees and landscaping	2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019	"Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."

Revised Mills Act Application, Wynyate Estate, Financial Analysis

Property Address: 851 Lyndon Street, South Pasadena, California 91030 **Assessor's ID #:** 5314 - 020 - 008
Type: Single-family Residence **Current Assessed Value:** $ 1,771,389
Landmark #: City of South Pasadena Historical Landmark #6 (1972); National Register of Historic Places, #153-296 (1973)

REVENUES	**Annual Increase**	**Current Yr 2009**	**Year 1 2010**	**Year 2 2011**	**Year 3 2012**	**Year 4 2013**	**Year 5 2014**	**Year 6 2015**	**Year 7 2016**	**Year 8 2017**	**Year 9 2018**	**Year 10 2019**	
1. Monthly Revenues		5,500.00	5,665.00	5,834.95	6,010.00	6,190.30	6,376.01	6,567.29	6,764.31	6,967.24	7,176.25	7,391.54	
2. Annual Rental Income	3%	66,000.00	67,980.00	70,019.40	72,119.98	74,283.58	76,512.09	78,807.45	81,171.68	83,606.83	86,115.03	88,698.48	
ANNUAL EXPENSES													
3. Insurance	5%	4,100.00	4,305.00	4,520.25	4,746.26	4,983.58	5,232.75	5,494.39	5,769.11	6,057.57	6,360.45	6,678.47	
4. Utilities	6%	14,448.00	15,314.88	16,233.77	17,207.80	18,240.27	19,334.68	20,494.76	21,724.45	23,027.92	24,409.59	25,874.17	**Total Costs**
5. Maintenance	5%	23,720.00	24,906.00	26,151.30	27,458.87	28,831.81	30,273.40	31,787.07	33,376.42	35,045.24	36,797.51	38,637.38	313264.99
6/7. Management / Other		0.00											
TOTAL EXPENSES													
8. Sum lines 3 through 7		$42,268.00	$44,525.88	$46,905.32	$49,412.93	$52,055.65	$54,840.84	$57,776.22	$60,869.98	$64,130.73	$67,567.54	$71,190.02	
ANNUAL NET INCOME													
9. Line 2 minus line 8		$23,732.00	$23,454.12	$23,114.08	$22,707.06	$22,227.93	$21,671.25	$21,031.23	$20,301.69	$19,476.10	$18,547.49	$17,508.47	
CAPITALIZATION RATE													
10. Interest Component	6.5%												
11. Historic Property Risk Component	4.0%												
12. Property Tax Component	1.0%												
13. Amortization Component	5.0%												
14. Total Capitalization Rate	16.5%												
NEW ASSESSED VALUE													
15. Mills Act Assessment (Line 9 divided by 16.5%)		$143,830.30	$147,138.40	$150,522.58	$153,984.60	$157,526.25	$161,149.35	$164,855.79	$168,647.47	$172,526.36	$176,494.47	$180,553.84	
TAXES: AMOUNT TO BE PAID													
16. Tax under Mills Act (Line 15 x .01035146)		1,488.85	1,523.10	1,558.13	1,593.97	1,630.63	1,668.13	1,706.50	1,745.75	1,785.90	1,826.98	1,869.00	
17. Current Tax	2%	20,720.30	21,134.71	21,557.40	21,988.55	22,428.32	22,876.89	23,334.42	23,801.11	24,277.13	24,762.68	25,257.93	**Total Tax Savings**
18. Tax Savings (Line 17 minus line 16)		19,231.45	19,611.61	19,999.27	20,394.58	20,797.69	21,208.75	21,627.93	22,055.36	22,491.23	22,935.70	23,388.93	$214,511.07
TAXES: COST TO CITY													**Annual Average**
19. Annual Cost to City	16%	$3,077.03	$3,137.86	$3,199.88	$3,263.13	$3,327.63	$3,393.40	$3,460.47	$3,528.86	$3,598.60	$3,669.71	$3,742.23	$3,399.89

WYNYATE ESTATE, MILLS ACT APPLICATION
APPENDIX A
SUPPORTING DOCUMENTATION

CALIFORNIA RESTORATION
& WATERPROOFING

November 6, 2009

Samantha and Peter Knight
851 Lyndon Street
South Pasadena, CA 91030

Subject: Proposed Schedule of Costs for Mills Act Repairs at the Wynyate House, 851 Lyndon Street, South Pasadena

Dear Mr. and Mrs. Knight:

The following items have been identified and included in our budget for the restoration of the Wynyate House under the Mills Act:

1. Roofing of Main House – Includes removal of several layers of existing roofing materials and the installation of a new layer of plywood on top of the existing roof sheathing. Structural plywood will be used around the two chimneys that are to be rebuilt in the future. Appropriate roofing material will be selected and installed.
   Budget Price: $85,200

2. Rebuild missing section of north chimney above roofline. Create historically accurate drawings of missing portion of chimney from historic pictures. Install drag struts at underside of rafters adjacent to chimney. Install bond beam at rafter level. Install steel framework above roofline. Wrap chimney with waterproof paper. Install brick veneer at exterior.
   Budget Price: $73,000
   Engineering Budget to Design Chimney: $11,500

3. Rebuild west chimney above roofline. Create historically accurate drawings of missing portion of chimney from historic pictures. Remove existing chimney down to the roofline. Install concrete bond beam at the roof rafter level. Install steel framework above the roofline. Wrap the chimney with waterproof paper. Install brick veneer at exterior.
   Budget Price: $35,000
   Engineering Budget to Design Chimney: $ 5,750

663 Brea Canyon Road, Suite 3 ▪ Walnut, CA 91789 ▪ 909/595-1234 ▪ Fax 909/595-1444
License #553563

4. Selected repairs to historic concrete/rock stairs and pathway at northeast corner of lot (from sidewalk below to the driveway above). Structurally underpin approximately 30 lineal feet of rock sidewall at the mid-span down side of the staircase. This would be done below grade and would not be visible when completed. This will reduce the migration and slippage of the walkway. Remove and replace the grossly mismatched patches of the past with colored and textured concrete. Stabilize the loose and spalling pieces of historic concrete walking surface where practicable. Fill in open and failed mortar joints along the sides of the walking path and stairs.
   Budget Price: $36,580

5. Main house foundation repairs and improvements at crawlspace. Add blocking between studs and add plywood shear panels over the cripple walls. Add selected foundation bolting. Replace single brick piers. Other repairs as discovered.
   Budget Price: $29,750

6. Selected basement and crawlspace mortar replacement at brick foundation walls. Cut out mortar where it is found to have disintegrated into a powdering condition. Install new mortar to approximate the original in strength, color and texture.
   Budget Price: $13,618

Total Budget: $290,398

We look forward to working with you.

Respectfully,

CALIFORNIA RESTORATION & WATERPROOFING

David D. Charlebois
President

CALIFORNIA RESTORATION
& WATERPROOFING

10/5/2010 - Work Completed/Authorized to Date
Wynyate House
851 Lyndon Street
South Pasadena, CA 91030

Description	Amount
Main House Foundation Upgrade	29,750
Basement/Crawlspace Mortar Replacement	13,618
Main House Siding Repairs	38,664
North Porch Roof Exploratory & Repairs	9,105
Guest House Foundation Upgrade	7,800
Garage Pedestrian Door	284
HVAC Duct Repairs	1,687
Newell Post Repairs at Exterior Main Entry	1,167
East Gutter Repairs	426
Concrete Step Repairs	142
East Porch Landing Repairs	300
Exterior Siding/Wooden Backing Repairs over Kitchen	1,072
Exterior Brick Veneer Repairs at Kitchen Chimney	1,186
Internal Gutter Repairs/East Elevation	426
Chimney Inspections & Investigation	6,721
Main House Roofing	119,400
Garage Roofing	9,625
Guest House Roofing	12,190
Total:	253,563

663 Brea Canyon Rd., Suite 3, Walnut, CA 91789 (909)595-1234 Fax (909)595-1444

EXTERIOR SPECIALISTS

PETER AND SAMANTHA KNIGHT
851 LYNDON ST.
SOUTH PASADENA, CA 91030

JOB AREAS: EXTERIOR HOUSE, GARAGE, AND GUEST HOUSE.

WOOD SIDING AND SHINGLES

1. HAND WASH ALL EXTERIOR WOOD SIDING AND SHINGLES TO REMOVE DIRT.
2. HAND SAND WOOD SIDING AND SHINGLES TO REMOVE LOOSE AND PEELING PAINT.
3. PRIME ALL WOOD SURFACES AS REQUIRED WITH SHERWIN WILLIAMS EXTERIOR WOOD PRIMER.
4. REPAIR DAMAGED WOODWORK WITH INJECTED EPOXY.
5. RE-PRIME ALL REPAIRED WOODWORK.
6. CAULK ALL JOINTS AS NEEDED.
7. FINISH COAT WOOD SIDING AND SHINGLES WITH TWO (2) COATS OF SHERWIN WILLIAMS EXTERIOR PAINT.

WINDOWS AND WOOD TRIM

1. HAND SAND ALL WOOD TRIM TO REMOVE PEELING PAINT.
2. REMOVE ALL LOOSE WINDOW PUTTY AND REPLACE WITH "DAP 33" WINDOW GLAZING.
3. PRIME ALL WOOD SURFACES AS REQUIRED WITH SHERWIN WILLIAMS EXTERIOR WOOD PRIMER.
4. REPAIR DAMAGED WOODWORK WITH INJECTED EPOXY.
5. RE-PRIME ALL REPAIRED WOODWORK.
6. LIGHTLY HAND SAND ALL WINDOWS AND WOOD TRIM WITH 150-GRIT SANDPAPER.
7. CAULK ALL JOINTS AS REQUIRED.
8. FINISH COAT WINDOWS AND WOOD TRIM WITH TWO (2) COATS OF SHERWIN WILLIAMS EXTERIOR SEMI-GLOSS ENAMEL.

NOTES

1. AREAS WITH HEAVILY PEELING AND "ALLIGATORED" PAINT WILL REQUIRE THE USE OF A HEAT GUN.
2. CARPENTRY TO BE BILLED SEPARATELY AT $28 HR. PLUS MATERIALS.
3. PROTECT ALL BUSHES FROM PAINT OVERSPRAY.
4. LEAVE ALL AREAS NEAT AND CLEAN.

LABOR AND MATERIALS:

HOUSE	$34,500.00
GUEST HOUSE	$2,450.00
GARAGE	$1,800.00

THANK YOU,

CHRIS JONES

ACCEPTED_____DATE_____

1443 E. WASHINGTON BOULEVARD, SUITE 307 • PASADENA CA, 91104 • PHONE 626.798.6657 • FAX 626.798.6101
LIABILITY INSURED · BONDED STATE LICENSE #598568

SOUTHERN CALIFORNIA EDISON®
An EDISON INTERNATIONAL® Company

P.O. Box 600
Rosemead, CA
91771-0001
www.sce.com

Your electricity bill

For billing and service inquiries call 1-800-684-8123,
24 hrs a day, 7 days a week

Date bill prepared: Oct 27 '09

Customer account 2-31-961-7684

Service account 3-034-1771-95
851 LYNDON ST FRT
SPASDENA, CA 91030

Rotating outage Group N001

Your account summary

Amount of your last bill	$598.55
Payment we received on Oct 20 '09 - thank you	-$598.55
Balance forward	$0.00
Your new charges	$870.03
Late payment charge	$5.00
Total amount you owe by Nov 16 '09	**$875.03**

Compare the electricity you are using

Your current read for meter TP5-006715 - Oct 24 '09	3167
Your previous read - Sep 24 '09	- 3090
Difference	77
Multiplier	x 40.00
Total electricity you used this month in kWh	**3,080**

Your next meter read will be on or about Nov 24 '09.

(14-574) Tear here

Please return the payment stub below with your payment and make your check payable to Southern California Edison.
If you want to pay in person, call 1-800-747-8908 for locations, or you can pay online at www.sce.com.

Tear here

SOUTHERN CALIFORNIA EDISON®
An EDISON INTERNATIONAL® Company

Customer account 2-31-961-7684
Please write this number on your check. Make your check payable to Southern California Edison.

Amount due by Nov 16 '09 **$875.03**

Amount enclosed $

KNIGHT, PETER
851 LYNDON ST FRT
SOUTH PASADENA, CA 91030-3712

P.O. BOX 600
ROSEMEAD, CA 91771-0001

31 961 7684 00000008 0000000000000875030000875030

Your Account Number
026 219 5350 0

PETER A KNIGHT
851 LYNDON ST
S PASADENA CA 91030-3712

More phone numbers and info on back of bill

24-Hour Service and Info:

(800) 427-2200 (English)
(800) 342-4545 (Español)

The Gas Company A Sempra Energy utility

P.O. Box C
Monterey Park, CA 91756
www.socalgas.com

H

Date Mailed Oct 14, 2009

Rate	Climate Zone	Cycle	The Gas Company's Gas Commodity Charges per therm
GR	1	09	$0.39651/Therm

Billing Period From	To	Meter Number	Readings Prev	Pres	Difference =CCF		Billing Factor	= Therms
09/10/09	10/09/09	11603604	7250	7277	27*	x	1.024	= 28

*ESTIMATED READ

Next Meter Reading Date on or about: Nov 10 2009

Summary of Charges

			Amount
Customer Charge	29 Days	x 0.16438= $	4.77
Baseline	14 Therms	x 0.61929=	8.67
Over Baseline	14 Therms	x 0.80286=	11.24
Gas Charges			**24.68**
State Regulatory Fee	28 Therms	x 0.00068=	0.02
Public Purpose Surcharge	28 Therms	x 0.06384=	1.79
SOUTH PASADENA City Users Tax		8%	2.12
Taxes & Fees on Gas Charges			**3.93**
Total Gas Charges Including Taxes and Fees			**28.61**

Total Current Gas Charges	28.61
Previous Balance	31.24
Total Amount Due	**59.85**

Current Amount Past Due if not paid by Nov 03, 2009

Special Discount You may be eligible for the California Alternate Rates for Energy (CARE) program. For more information and to request an application, please call 1-800-772-5050.

Descuento Especial Usted podría ser elegible para el programa de Tarifas Alternas para Energía en California (CARE). Para más información y para pedir una solicitud, por favor llame al 1-800-772-5050.

Energy Comparison	This Year Days	Therms	Daily Average	Last Year Days	Therms	Daily Average
Oct	29	28 E	0.97	N/A	N/A	N/A
Sep	8	4	0.50	N/A	N/A	N/A
Aug	N/A	N/A	N/A	N/A	N/A	N/A

Date Mailed
Oct 14, 2009

Please bring entire bill if payment is made in person or return stub with your payment by mail

09 6527 0138
S

Previous Balance	Current Amount	Total Amount Due
$31.24 Due Now	**$28.61** Please Pay By 11/03/09	**$59.85**

Save paper & postage: Pay online at www.socalgas.com

Make Payment To:

The Gas Company
P O Box C
Mont Pk Ca 91756

5485.2.41.13034 1 AV 0.335 oz 0.570
PETER A KNIGHT

851 LYNDON ST
S PASADENA CA 91030-3712

Your Account Number
026 219 5350 0

80 0262195350 00005985 07 0262195350 0000286103

PROOF

MUNICIPAL BILLING STATEMENT

CITY OF SOUTH PASADENA
1414 MISSION ST.
SOUTH PASADENA, CA 91030-3214

Utility Billing: (626) 403-7259
Athens Disposal Services: (888) 336-6100
www.ci.south-pasadena.ca.us

Customer Name: SAMANTHA KNIGHT

ACCOUNT NUMBER	SERVICE ADDRESS	SERVICE PERIOD	CYCLE	BILLING DATE
103071-000	851 LYNDON STREET	09/01/09 to 09/30/09	6	10/16/09

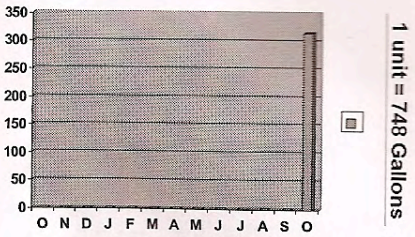
SERVICE DESCRIPTION	PREVIOUS READ	CURRENT READ	USAGE	PRIOR YEAR USAGE	AMOUNT
From 09/01/09 To 10/09/09	16624	16939	315	450 $	
Domestic Water Charge					289.80
2` Meter Service Charge					63.25
Utility User Tax					28.24
Sewer Flat					6.23
Rubbish 1 unit Flat					34.23
Wastewater Discharge Flat					0.98
Yard Waste Flat					3.09

Current Billing $ 425.82

Total Amount Due 11/16/09 $ 425.82

A 5% penalty will be assessed if this bill is not paid by the due date.

Water Consumption



Effective October 1, 2009 the City of South Pasadena now accepts American Express as an additional form of payment for City services and utility bills. We will continue to accept Visa and Master Card.

[1/1]

TRAVELERS

HVH Dwelling

BOLTON & COMPANY
P O BOX 6030
PASADENA CA 91102

00429

476

Account Bill
Account No. 985236332

Please refer to this billing account number when calling or making payments.

Billing Date: AUGUST 10, 2009
Due Date: AUGUST 28, 2009

PETER KNIGHT
SAMANTHA KNIGHT
851 LYNDON ST
SOUTH PASADENA CA 91030-3712

QUESTIONS? CALL US:

Automated Billing and Payment Information Available 7 days a week	1-800-550-7716
Claim Service	1-800-CLAIM-33
Policy Questions or Change of Address	(626) 799-7999

To pay online visit mytravelers.com

Prepare for severe weather before it happens!

Fit windows with storm shutters or plywood before weather warnings are issued. Know evacuation routes and have a plan in place before you need to leave. For more tips about severe weather preparedness, visit www.fema.gov, or contact your insurance representative.

Policy Payment Information

Policy Name	Policy Number	Policy Period	Minimum Amount Due	Unpaid Balance
HVH Dwelling 851 LYNDON ST	985236332 637 1	07/28/09 to 07/28/10	$451.54	$4,967.00
		Service Charge This Month	$6.00	
Total			**$457.54**	**$4,967.00**

Please read important information on reverse side.

Please detach and mail the lower portion of this bill with your payment in the enclosed envelope to TRAVELERS, ONE TOWER SQUARE, HARTFORD, CT 06183-1001. Thank You.

Make checks payable to: *Travelers Indemnity and affiliates*

000434/00429 F3116B00 6918 08/10/09

476 A
008348

BOLTON & COMPANY

PETER KNIGHT
Billing Account No. 985236332

Please do not staple your check to this stub.

AMOUNT ENCLOSED
UNPAID BALANCE $4,967.00
MINIMUM AMOUNT DUE $457.54
DUE DATE AUGUST 28, 2009

TRAVELERS REMITTANCE CENTER
ONE TOWER SQUARE
HARTFORD, CT 06183-1001

00393835323336333332403939393993000045754000049670063

TRAVELERS

NEW BUSINESS PROPOSAL

High Value Homeowners Policy

INSURED AND AGENT INFORMATION

(Named Insured)
Name and Mailing Address
PETER KNIGHT
SAMANTHA KNIGHT
851 LYNDON ST
SOUTH PASADENA CA 91030

Agent Information
BOLTON & COMPANY
P O BOX 6030
PASADENA, CA 91102

The Residence premises is located at
851 LYNDON ST
SOUTH PASADENA CA 91030

Mortgagee Name and Address
1. WELLS FARGO BANK NA
ISAOA
PO BOX 5708
SPRINFIELD OH 45501
LOAN NUMBER 0105920912

POLICY INFORMATION

Homeowners Policy No.
985236332 637 1

Policy Period
07/28/09 - 07/28/10 12:01 A.M.
Standard Time at the residence premises

Your Insurer
Travelers Commercial Insurance Company
One of The Travelers Property Casualty Companies
One Tower Square, Hartford, CT 06183

For Claim Service Call 1-800-CLAIM33
For Policy Service Call (626) 799-7999

TOTAL POLICY PREMIUM $ 4,367.00
This is not a bill; you will be invoiced separately.

Continued on next page

TRAVELERS

POLICY COVERAGES AND LIMITS OF LIABILITY

	LIMIT
Section I - Property Coverages	
A - DWELLING	$ 2,741,000
B - OTHER STRUCTURES	$ 274,100
C - PERSONAL PROPERTY	$ 2,055,750
D - LOSS OF USE	$ 1,370,500
LIMITED FUNGI, OTHER MICROBES OR ROT REMEDIATION	
Section I - Property Coverage	$ 5,000
Section II - Liability Coverages	
E - Personal Liability (Bodily Injury and Property Damage) Each Occurrence	$ 500,000
F - Medical Payments to Others Each Person	$ 5,000

POLICY SAVINGS AND DEDUCTIBLES

Your Savings

The following credits or discounts reduced your premium: Loss Free Discount, Home Buyer Discount, Protective Devices Discount

Deductibles	DEDUCTIBLE
Section I Property Coverages Deductible (All Perils)	$ 5,000

In case of loss under section I, only that part of the loss over the stated deductible is covered.

OPTIONAL ENDORSEMENTS AND COVERAGES

	LIMIT	PREMIUM
Optional Endorsements		
438BFU NS (05-42) Lender's Loss Payable Endorsement		Included*

MANDATORY FORMS AND ENDORSEMENTS

HV-3	(10-06) High Value Homeowners Dwelling Form	
HV-300 CA	(05-07) Special Provisions - California	
HO-90 CA	(05-07) Worker's Compensation Residence Employees	Included*

Continued on next page

TRAVELERS

The Declarations with your Homeowners Policy, HV-3 (10-06) and the optional Endorsements and coverages listed above, form your Homeowners Insurance Policy.

***Note:** The additional cost for any optional endorsement or coverage shown as "Included" is contained in the Total Policy Premium amount.

For Your Information

The State of California requires that we share this message with you:
WHENEVER THIS COMPANY OR ITS AGENT HAS BEEN UNABLE TO RESOLVE A CONSUMER COMPLAINT AFFECTING THIS POLICY, THE FOLLOWING STATE AGENCY MAY BE CONTACTED TO ASSIST THE POLICYHOLDER:

CALIFORNIA DEPARTMENT OF INSURANCE
CONSUMER SERVICE DIVISION
300 SOUTH SPRING STREET
LOS ANGELES, CALIFORNIA 90013 TOLL FREE NUMBER: 800-927-4357

Earthquake Coverage is not included in this policy.

This is not a bill. You will be billed separately for this transaction.

For information about how Travelers compensates independent agents and brokers, please visit www.Travelers.com or call our toll free telephone number 1-866-904-8348. You may also request a written copy from Marketing at One Tower Square, 2GSA, Hartford, Connecticut 06183.

Thank you for insuring with Travelers. We appreciate your business. If you have any questions about your insurance, please contact your agent or representative.

These declarations with policy provisions HV-3 (10-06) and any attached endorsements form your Homeowners Insurance Policy. Please keep them with your policy for future reference.

Continued on next page

lacounty.gov

Los Angeles County
Treasurer and Tax Collector

Property Tax Payment Inquiry

Last updated Monday November 02, 2009

Assessor ID Number: 5314-020-008 **Year:** 09 **Seq. No.:** 000

ELECTRONIC FUND TRANSFER (EFT) NUMBER
ID#: 19 5314 020 008 9 **YEAR:** 09 **SEQUENCE:** 000 1

Installment 1		Installment 2	
Tax Amount	$10,360.15	Tax Amount	$10,360.15
Penalty Amount	$0.00	Pen/Cost Amount	$0.00
Total Due	$10,360.15	Total Due	$10,360.15
Paid Amount	$0.00	Paid Amount	$0.00
Balance Due	$10,360.15	Balance Due	$10,360.15
Delinquent If Not Paid By	12/10/2009	Delinquent If Not Paid By	04/12/2010

Message:

Defaulted Tax Roll

Last updated Monday November 02, 2009

AIN Number	5314-020-008	5-Pay Account Number	
Default Year	2009	5-Pay Status	
Redemption Amount	$0.00	5-Pay Installment Amount Due	
Monthly Penalty Amount	$0.00	5-Pay Due Date	
Amount Paid	$22,822.21	5-Pay Installment Paid	
Last Payment Date	08/24/2009		

Message:
STATE LAW REQUIRES THAT WE APPLY PAYMENTS TO COSTS, PENALTIES AND THE BALANCE TO TAXES. IF YOU HAVE QUESTIONS, PLEASE CALL US TOLL-FREE AT (888) 807-2111.

Tax Status: CURRENT

Select Another Parcel | Make a Payment

For telephone inquiries visit us at **ttc.lacounty.gov** for a list of telephone numbers.
Our business hours are 8:00 a.m. to 5:00 p.m. (Pacific), Monday through Friday, excluding Los Angeles County holidays.
Our office is located on the first floor at the Kenneth Hahn Hall of Administration, 225 North Hill Street, Los Angeles, CA 90012.

Terms of Use | **Privacy & Security Policy**

©2002-2008 Los Angeles County Treasurer and Tax Collector. All Rights Reserved.

SCHEDULE B

AT THE DATE HEREOF EXCEPTIONS TO COVERAGE IN ADDITION TO THE PRINTED EXCEPTIONS AND EXCLUSIONS IN SAID POLICY FORM DESIGNATED ON THE FACE PAGE OF THIS REPORT WOULD BE AS FOLLOWS:

A. GENERAL AND SPECIAL TAXES FOR THE FISCAL YEAR 2009-2010, A LIEN NOT YET DUE OR PAYABLE.

B. GENERAL AND SPECIAL TAXES FOR THE FISCAL YEAR 2008-2009

TOTAL:	$20,174.54	
FIRST INSTALLMENT:	$10,087.27	DELINQUENT
PENALTY:	$1,008.73	
SECOND INSTALLMENT:	$10,087.27	DELINQUENT
PENALTY:	$1,018.73	

ASSESSED VALUATION:	
LAND VALUE:	$1,122,443.00
IMPROVEMENTS:	$648,946.00
EXEMPTION:	$0.00
CODE AREA:	09030
A. P. NO.:	5314-020-008

C. THE LIEN OF SUPPLEMENTAL TAXES ASSESSED PURSUANT TO CHAPTER 3.5 COMMENCING WITH SECTION 75 OF THE CALIFORNIA REVENUE AND TAXATION CODE.

1. WATER RIGHTS, CLAIMS OR TITLE TO WATER, WHETHER OR NOT SHOWN BY THE PUBLIC RECORDS.

2. AN EASEMENT FOR PURPOSES STATED AND INCIDENTAL RIGHTS.

FOR:	ELECTRIC LINE, CONSISTING OF POLES, GUYS AND ANCHORS
RECORDED:	IN BOOK 17668, PAGE 269, OF OFFICIAL RECORDS.
AFFECTS:	AS MORE PARTICULARLY DESCRIBED THEREIN.

3. AN EASEMENT FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES.

RECORDED:	IN BOOK 26870, PAGE 456, OF OFFICIAL RECORDS.
AFFECTS:	SAID LAND

4. AN EASEMENT FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES.

RECORDED:	IN BOOK 25762, PAGE 119, OF OFFICIAL RECORDS.
AFFECTS:	THE EASTERLY 5 FEET AND THE NORTHERLY 5 FEET OF PARCEL 3

5. AN EASEMENT FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES.

RECORDED:	IN BOOK 27168, PAGE 269, OF OFFICIAL RECORDS.
AFFECTS:	THE NORTHERLY 5 FEET OF PARCEL 3

6. THE FACT THAT THE LAND LIES WITHIN THE BOUNDARIES OF THE SOUTH PASADENA REDEVELOPMENT PROJECT AREA, AS DISCLOSED BY THE DOCUMENT RECORDED JANUARY 7, 1959 AS INSTRUMENT NO. 1307, OF OFFICIAL RECORDS.

Appendix B
Photographic Overview of Features and Issues





Figure 1 **Multiple layers of composition shingles to be removed; structural damage to roof rafters to be repaired; and roof re-sheathed in code-compliant, historically compatible wood shingles.**



Figure 2 Damage and deterioration in exterior wood siding to be repaired; exterior to be repainted in period-appropriate colors.



Figure 3a Structural retrofitting to be carried out in numerous areas.





Figure 3b Structural retrofitting to be carried out in numerous areas.



Figure 4 Historic concrete/stone stairs to be stabilized and repaired.



Figure 5 Altered partial chimney, southwest portion of roof; to be reconstructed from documentary evidence.

Appendix D

851 Lyndon Street, Mills Act Progress Update, 2015, Peter and Samantha Knight

Peter & Samantha Knight
851 Lyndon St.
South Pasadena, CA 91030
Peter cell: (310) 738-5278
Samantha cell: (626) 825-8959

City of South Pasadena
1414 Mission St.
South Pasadena, CA 91030

January 7, 2015

To Whom It May Concern:

Please accept my apologies for the lateness of this report. Per our contract Samantha and I wanted to report on what what we have done thus far on our rehabilitation efforts at Wynyate.

The following scheduled maintenance and repair items were completed in 2010 —the details of which were part of our initial application. I include them in summary below:

1. Structural upgrades and retrofitting, main house
2. Dry rot and termite mitigation, main house
3. Roofing system, main house: structural repairs and re-roof with historically compatible, code compliant wood shingles.
4. Repairing/repainting exterior of main house.

In April of 2013 we commenced work on the historic concrete stairs with low stream-rock border. The work was completed by John R. Walker Construction under the guidelines laid out in our contract:

> 1. In order to stop movement and separation of stream rock border from cement sidewalk, and the splitting of concrete stairs, the stream rock border will be underpinned with poured concrete (in increments, to approximately 16" below surface.) to provide support.
>
> 2. Large, loose portions of cracked, loose concrete will be removed and re-exposed in place.
>
> 3. Incompatible patches will be removed and replaced with concrete mix that more closely matches the historic concrete.
>
> 4. Where tree roots have lifted and displaced stairs at the bottom of the walkway, contractor will in conjunction with an arborist study the possibility of removing the stair, cutting the root, (without killing the tree), and re-setting the stair at the proper angle.

The Standards Compliance for the project states:

> *"Repair of historic concrete may consist of either patching the historic material or filling in with new material work to match the historic material. If replacement is necessary,*

duplication of historic materials and detailing should be as exact as possible to assure that repair is functionally and aesthetically acceptable."

The project was completed in May 0f 2013. Please see accompanying before and after photos. If you have any questions or concerns please don't hesitate to contact us at the phone numbers above. Thank you for your consideration and continued support for our rehabilitation efforts.

Best regards,



Peter and Samantha Knight



Figure 4 Historic concrete/stone stairs to be stabilized and repaired.





Historic concrete/stone stairs after 5/13 repair

Appendix E

Original Landmark Nomination, 1972, Wynyate Estate, 851 Lyndon Street, South Pasadena

CITY OF SOUTH PASADENA

1424 Mission Street • South Pasadena • California 91030 • 799-9101 682-2175

Cultural Heritage Commission

NOMINATION FORM FOR OFFICIAL HISTORICAL REGISTER

I. IDENTIFICATION #6

Name of building or site (condensed legal description):
"WYNYATE" (Welsh for vineyard)

Address (or location description):
851 Lyndon Street, South Pasadena

Date of construction (if known): 1887

Architect: W. R. Norton

Builder: J. J. Hall

Original owner: Donald M. Graham and Margaret Collier Graham

Significant intermediate owners: Miss Jennie Collier (sister of Mrs. Graham) 1910-1918 Mrs. Martha Mohr (sister of Mrs. Graham), 1918-1933; Mrs. Helen Collier Hill Wishart, 1933-1950; Mr. John Haufe, 1950-1959; Mrs. T. Piper, 1959-1964.

Intermediate significant uses if any:



Present owner: Mr. and Mrs. Wolfgang Klebel

Original use: Private residence

Present use: Private residence

II. DESCRIPTION (See enclosed page)

Style or period: Victorian

Construction materials: Redwood, stained
Brick work in cellar

Additions or modifications: 1909 - front porch enlarged; 1950-59 - porte-cochere removed, bathrooms and kitchen remodeled, large west sliding door added, north parlor window changed, vines removed and exterior painted grey and white.

Significant features (exterior): Rewiring; winding steps leading from street to front door; sundial part way up steps; crest with date 1887 is under eaves on east side; shingles of fish scale design completely cover second and third floors. Porches have lattice work; Romeo & Juliet balcony at northwest corner.

Significant features (interior): Intercommunication system (removed 1950-59) including speaking tubes and burglar alarm. High ceilings handsome moldings typical of period.

photograph or snapshot

Present condition:

Exterior: Excellent - gray and white paint

Interior: Excellent

Site: Excellent

Type of neighborhood (residential, commercial, etc.):
Residential

III. PRESERVATION STATUS

Is structure threatened with demolition or alteration by either public or private action?
Explain:
Site is directly in path of State proposed Long Beach Freeway (Meridian route)

IV. REASONS FOR INTEREST OR SIGNIFICANCE

Note any federal, state or county surveys or other recognition.

Architectural: Period? Style? Architect? Comments: Was one of first pretentious houses in South Pasadena. Fine example of elegant Victorian style and is one of few remaining of this period in the city.

Historical: Personages, social events, influences on history.

Comments: House was built by first mayor of South Pasadena, Donald M. Graham, whose wife, Margaret Collier Graham was well-known writer and literary figure in late 19th and early 20th century. "Wynyate" was frequently visited by such celebrities as John Muir, Mary Austin, Charles F. Lummis, Charles Dwight Willard, etc.

Other: Objects of natural, aesthetic or cultural significance. Botanical or geological

Comments: House occupies beautiful site overlooking town of South Pasadena in foreground and San Gabriel mountains to the north. Stone pine trees, live oaks, toyon cover the slopes; lemon eucalyptus tree planted by John Muir on hill above home to west. Some of the original large yellow rose bushes are still growing.

V. PUBLISHED REFERENCES

"On Old Rancho San Pascual", South Pasadena Branch of Security Trust and Savings Bank of Los Angeles, 1922

"6 Horses and 10 Head", Jane McCloskey, 1971

VI. REMARKS

(Nominee may submit additional information or photographs)

APPROVED BY: Chairman, Historical Committee
CULTURAL HERITAGE COMMISSION
Margaret L. Fay

Date 3-16-72

Secretary Velma Hershberger
3-16-72

Please Print

Applicant (Mrs.) Margaret Leslie Fay, A.I.D.

Address 517 Garfield Avenue

South Pasadena, Ca. 91030

Tel. No. 799-4828, 799-5891 Date 3-16-72

CITY OF SOUTH PASADENA
1424 Mission Street • South Pasadena • California 91030 • 799-9101 682-2175
Cultural Heritage Commission

Between 1887 and 1950 few changes were made in the residence - the only significant one being the remodelling of the front porch apparently done in 1909. The growth of trees and shrubs and vines covering the house changed its appearance greatly, but the house remained essentially the same until it was sold by Mrs. Wishart to Mr. John Haufe. Mr. Haufe extensively remodelled the kitchen, installed the large sliding glass doors on the west side of the house, made two closets into bathrooms, and rewired the house. The porte-cochere was removed (the supports had been damaged) and changes were made on the east side as a result. The large north wall of windows on the first floor parlor was replaced by one single large pane.

Between 1959 and 1964 the southeast corner of the first floor was remodelled to include the porch, and the steps were changed.

Since 1964 extensive interior remodelling has been done. The third floor cupola covered porch was glazed in. In 1971, it was re-landscaped and a swimming pool was added on the west side. The large live oak, planted on the northwest corner in 1888, had to be removed in 1971.

MILLS ACT CONTRACT

This page is part of your document - DO NOT DISCARD

20101887687

RECEIVED

JAN 24 2011

SOUTH PASADENA
CITY CLERK'S OFFICE

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County,
California

12/21/10 AT 10:49AM

Pages:
0048

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

201012210080048

00003474705

003055934

SEQ:
01

DAR - Mail (Hard Copy)

THIS FORM IS NOT TO BE DUPLICATED

E466571

2

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030



MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
851 LYNDON STREET
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 15th day of December 2010, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Peter and Samantha Knight ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 851 Lyndon Street, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is listed on the National Register of Historic Places and identified as City Landmark No. 6, attached hereto marked "Exhibit B". The Victorian-style residence was designed by architect W.R. Norton. It was the home of Donald M. Graham (South Pasadena's first mayor) and Graham's wife, Margaret Collier Graham who was a well-known writer and literary figure;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on December 15, 2010 and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. The City desires not to renew this Agreement in five (5) years. The City shall serve written notice of non-renewal in

advance of the annual renewal date in year 5 of this Agreement. The City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date in the fifth year. If the Owner desires in any year not to renew this Agreement, the Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serves timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner is entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement. The Owner shall provide written updates to the City every two years to document the progress on the rehabilitation/preservation plan.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

5

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Peter and Samantha Knight
851 Lyndon Street
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of it's contractor, subcontractor, agent, employee or other person acting on it's behalf which relate to the use, operation and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12-15-10

By: _____
Mike Ten, Mayor

Attest:

_____
Sally Kilby, City Clerk

Approved as to Form:

_____
Richard L. Adams II, City Attorney

Dated: 12/16/2010

Dated: 12/20/10

_____
Peter Knight, Property Owner

Dated: 12/20/10

_____
Samantha Knight, Property Owner

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

State of California

County of Los Angeles

On December 20, 2010 before me, THOMAS RAMIREZ II , NOTARY PUBLIC, personally appeared Peter Knight, Samantha Knight

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

THOMAS RAMIREZ II
Commission # 1738360
Notary Public - California
Los Angeles County
My Comm. Expires Apr 13, 2011

Signature _____ (Seal)

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of Attached Document

Title of Type of Document: _____

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

10

9. Primary Contact Person:

SAMANTHA KNIGHT
Name

851 LYNDON STREET SOPAS 91030
Street, City, State, Zip

(323) 999 7239 (626) 799 0355
Home Number Work Number

(626) 8258959 ( )
Cell Number Fax No.

E-mail: MADPORTDECOR@AOL.COM

Owner's Affidavit
(to be notarized)

State of California
County of Los Angeles

I/We SAMANTHA & PETER A KNIGHT hereby declare under penalty of perjury that I/we am/are the owner(s) of the property involved in this request and that the foregoing statement and the information submitted herewith are true and correct.

Owner(s): (Signature) (Signature)

Owner(s) Address:

851 Lyndon St. 851 Lyndon St.
Street Address Street Address
SOUTH PASADENA, CA 91030 S. PASADENA, CA 91030
City, State and Zip Code City, State and Zip Code
323 999 7239 323 999 7239
Telephone Number Telephone Number

Subscribed and sworn to before me on this 13 day of Oct, 2009,
Samantha Knight, Peter Knight.

Signature of Notary

THOMAS RAMIREZ II
Commission # 1738360
Notary Public - California
Los Angeles County
My Comm. Expires Apr 13, 2011

"Exhibit A"

EXHIBIT "A"

PARCEL 1:

THOSE PORTIONS OF THE RANCHO SAN PASCUAL AND DIVISION K OF THE SAN GABRIEL ORANGE GROVE ASSOCIATION LANDS, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 2 PAGE 556 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, DESCRIBED AS A WHOLE AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE SOUTHERLY LINE OF LYNDON STREET, 42 FEET WIDE, AS SHOWN ON THE MAP OF TRACT NO. 11297 RECORDED IN BOOK 200 PAGES 44 AND 45 OF MAPS, RECORDS OF SAID COUNTY, WITH THE EASTERLY LINE OF LOT 4, IN BLOCK "A" OF MRS. A. N. FALL'S SUBDIVISION OF THE WESTERLY PORTION OF DIVISION K.S.G.O.G. ASSOCIATION, AS SHOWN ON THE MAP FILED IN BOOK 2 PAGE 99 OF RECORD OF SURVEYS OF SAID COUNTY; THENCE NORTH 89° 14' 00" EAST ALONG THE SOUTHERLY LINE OF SAID TRACT NO. 11297, A DISTANCE OF 75.00 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 0° 46' 00" EAST 283.00 FEET; THENCE SOUTH 89° 14' 00" WEST 77.03 FEET, MORE OR LESS, TO THE EASTERLY LINE OF THE LAND CONVEYED TO A. C. BILLICKE, BY DEED RECORDED IN BOOK 2628 PAGE 100 OF DEEDS, RECORDS OF SAID COUNTY; THENCE SOUTHERLY ALONG SAID LAST MENTIONED EASTERLY LINE TO THE NORTHERLY LINE OF TRACT NO. 14526, AS PER MAP RECORDED IN BOOK 306 PAGES 5 AND 6 OF MAPS, RECORDS OF SAID COUNTY; THENCE ALONG SAID NORTHERLY LINE NORTH 85° 15' 00" EAST 267.40 FEET, MORE OR LESS, TO AN ANGLE POINT THEREIN AND NORTH 83° 39' 00" EAST 45.61 FEET, MORE OR LESS, TO A POINT IN SAID NORTHERLY LINE, DISTANT THEREON 83° 39' 00" WEST 63.00 FEET FROM THE NORTHEASTERLY CORNER OF LOT 6 OF SAID TRACT NO. 14526; THENCE NORTH 1° 28' 00" WEST 106.00 FEET; THENCE NORTH 83° 39' 00" EAST 63.00 FEET, MORE OR LESS, TO A POINT IN THE WESTERLY LINE OF LOT 14 OF TRACT NO. 394, AS PER MAP RECORDED IN BOOK 14 PAGE 172 OF MAPS, RECORDS OF SAID COUNTY, SAID POINT BEING DISTANT ALONG SAID WESTERLY LINE OF LOT 14, NORTH 1° 38' 00" WEST 106.00 FEET FROM THE NORTHERLY LINE OF SAID TRACT NO. 14526; THENCE ALONG SAID WESTERLY LINE OF LOT 14, NORTH 1° 23' 00" WEST 241.75 FEET, MORE OR LESS, TO THE EASTERLY PROLONGATION OF SAID SOUTHERLY LINE OF LYNDON STREET, 42 FEET WIDE; THENCE SOUTH 89° 14' 00" WEST 293.14 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.

EXCEPT THE INTEREST IN THE NORTHERLY 8 FEET OF SAID LAND WHICH WAS CONVEYED TO THE CITY OF SOUTH PASADENA, FOR STREET PURPOSES BY DEED RECORDED MAY 18, 1937 IN BOOK 14490 PAGE 140, OFFICIAL RECORDS.

ALSO EXCEPT FROM SAID LAND THAT PORTION DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION LINE OF LYNDON STREET, 42 FEET WIDE, AS SHOWN ON THE MAP OF TRACT NO. 11297, RECORDED IN BOOK 200 PAGE 44 OF MAPS, WITH THE EASTERLY LINE OF LOT 4 IN BLOCK "A" OF MRS. A. N. FALL'S SUBDIVISION, OF THE WESTERLY PORTION OF DIVISION K.S.G.O.G. ASSOCIATION, AS SHOWN ON THE MAP FILED IN BOOK 2 PAGE 29, RECORD OF SURVEY; THENCE NORTH 89° 14' 00" EAST ALONG THE SOUTHERLY LINE OF SAID TRACT NO. 11297, A DISTANCE OF 75.00 FEET TO THE TRUE POINT OF BEGINNING; THENCE SOUTH 0° 46' 00" EAST 188.00 FEET; THENCE NORTHEASTERLY IN A DIRECT LINE TO A POINT IN A LINE PARALLEL WITH THE ABOVE MENTIONED COURSE, HAVING A BEARING OF SOUTH 0° 46' 00" EAST AND A LENGTH OF 185 FEET, SAID POINT

LEGAL DESCRIPTION CONTINUED

12

BEING DISTANT ALONG SAID PARALLEL LINE, SOUTH 0° 46' 00" EAST 138 FEET FROM SAID SOUTHERLY LINE OF LYNDON STREET, 42 FEET WIDE; THENCE ALONG SAID PARALLEL LINE NORTH 0° 46' 00" WEST 138 FEET TO THE SOUTHERLY LINE OF LYNDON STREET; THENCE WESTERLY ALONG SAID SOUTHERLY LINE OF LYNDON STREET, 125 FEET TO THE TRUE POINT OF BEGINNING.

EXCEPT THEREFROM ALL OIL, NAPHTHA, GAS, PETROLEUM, HYDROCARBON AND OTHER MINERAL AND CARBON SUBSTANCES DEPOSITED IN, LYING UNDER OR FLOWING THROUGH, OR THAT MAY BE PRODUCED FROM SAID LAND, AS GRANTED TO ANN L. WRIGHT, A MARRIED WOMAN AS HER SOLE AND SEPARATE PROPERTY, BY DEED RECORDED OCTOBER 10, 1963 AS INSTRUMENT NO. 5413, IN BOOK D-2214 PAGE 785, OFFICIAL RECORDS.

PARCEL 2:

AN EASEMENT FOR INGRESS AND EGRESS PURPOSES OVER THOSE PORTIONS OF THE RANCHO SAN PASQUAL AND DIVISION K OF THE SAN GABRIEL ORANGE GROVE ASSOCIATION LANDS, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 2 PAGE 556 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, INCLUDED WITHIN A STRIP OF LAND 20 FEET IN WIDTH EXTENDING FROM THAT CERTAIN COURSE DESCRIBED AS "NORTH 1° 28' 00" WEST 106.00 FEET IN THE EASTERLY BOUNDARY OF THE LAND DESCRIBED IN PARCEL 1 HEREINABOVE TO THE WESTERLY LINE OF LOT 14 OF TRACT NO. 394, AS PER MAP RECORDED IN BOOK 14 PAGE 172 OF MAPS, RECORDS OF SAID COUNTY, THE SOUTHERLY LINE OF SAID 20 FOOT STRIP BEING THE NORTHERLY LINE OF TRACT NO. 14526, AS PER MAP RECORDED IN BOOK 306 PAGES 5 AND 6 OF MAPS, RECORDS OF SAID COUNTY.

PARCEL 3:

AN EASEMENT FOR INGRESS AND EGRESS PURPOSES OVER THE EASTERLY 20 FEET OF THE NORTH 20 FEET OF LOT 6 OF TRACT NO. 14526, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 306 PAGES 5 AND 6 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

"Exhibit B"

CITY OF SOUTH PASADENA

1424 Mission Street • South Pasadena • California 91030 • 799-9101 682-2175

13

Cultural Heritage Commission

NOMINATION FORM FOR OFFICIAL HISTORICAL REGISTER

I. IDENTIFICATION #6

Name of building or site (condensed legal description):
"WYNYATE" (Welsh for vineyard)

Address (or location description):
851 Lyndon Street, South Pasadena

Date of construction (if known): 1887

Architect: W. R. Norton

Builder: J. J. Hall

Original owner: Donald M. Graham and Margaret Collier Graham

Significant intermediate owners: Miss Jennie Collier (sister of Mrs. Graham) 1910-1918 Mrs. Martha Mohr (sister of Mrs. Graham) 1918-1933; Mrs. Helen Collier Hill Wishart, 1933-1950; Mr. John Haufe, 1950-1959; Mrs. T. Piper, 1959-1964.
Intermediate significant uses if any:



Present owner: Mr. and Mrs. Wolfgang Klebel

Original use: Private residence

Present use: Private residence

II. DESCRIPTION (See enclosed page)
Style or period: Victorian

Construction materials: Redwood, stained
Brick work in cellar

Additions or modifications: 1909 - front porch enlarged; 1950-59 - porte-cochere removed, bathrooms and kitchen remodeled, large west sliding door added, north parlor window changed, vines removed and exterior ~~[illegible]~~ painted grey and white.
Significant features (exterior): Rewiring; winding steps leading from street to front door; sundial part way up steps; crest with date 1887 is under eaves on east side; shingles of fish scale design completely cover second and third floors. Porches have lattice work; Romeo & Juliet balcony at northwest corner.
Significant features (interior):
Intercommunication system (removed 1950-59) including speaking tubes and burglar alarm. High ceilings handsome moldings typical of period.

photograph or snapshot

Cultural Heritage
Commission

CITY OF SOUTH PASADENA

1424 Mission Street • South Pasadena • California 91030 • 799-9101 682-2175

14

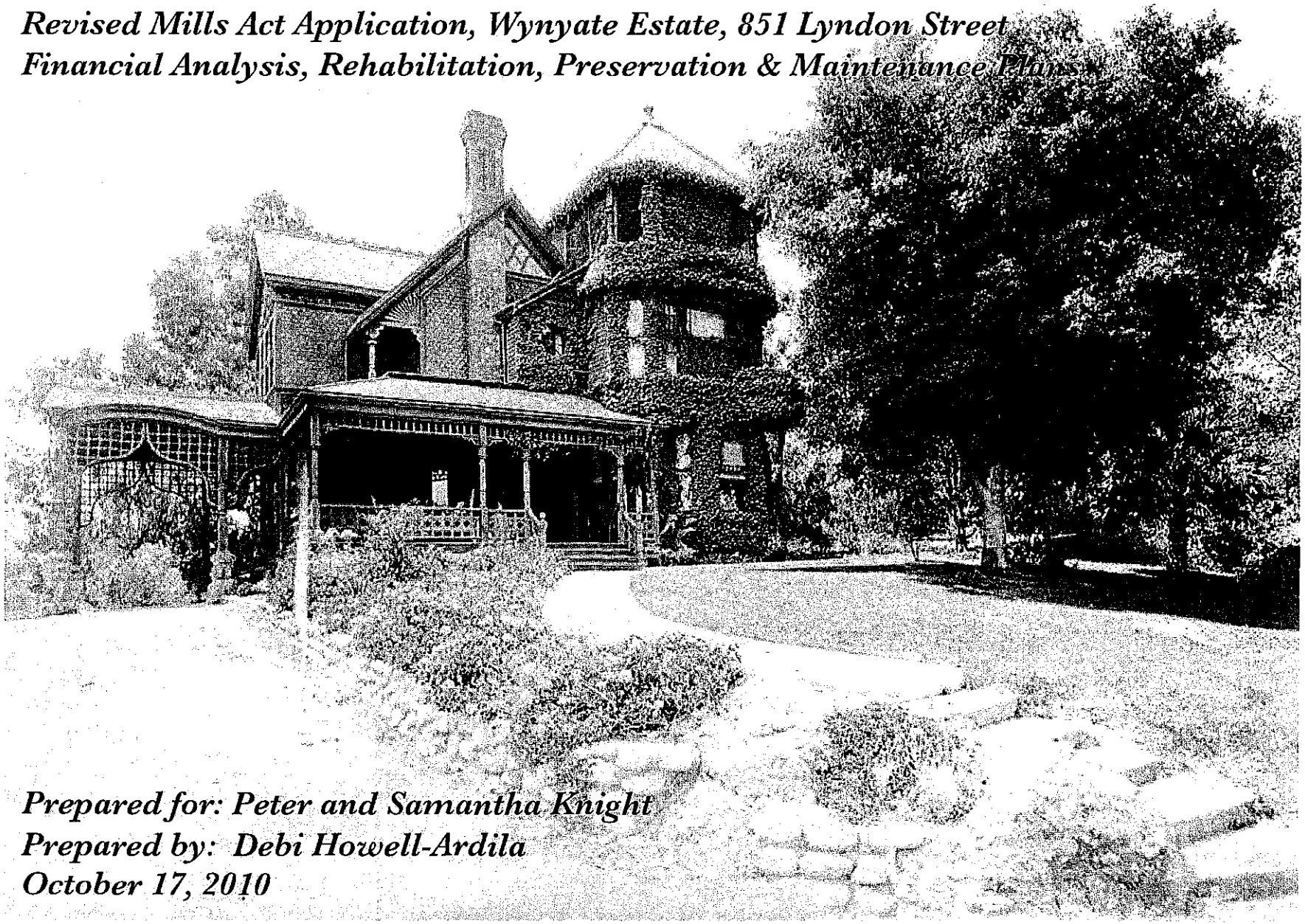
"WYNYATE" - Description Page

Between 1887 and 1950 few changes were made in the residence - the only significant one being the remodelling of the front porch apparently done in 1909. The growth of trees and shrubs and vines covering the house changed its appearance greatly, but the house remained essentially the same until it was sold by Mrs. Wishart to Mr. John Haufe. Mr. Haufe extensively remodelled the kitchen, installed the large sliding glass doors on the west side of the house, made two closets into bathrooms, and rewired the house. The porte-cochere was removed (the supports had been damaged) and changes were made on the east side as a result. The large north wall of windows on the first floor parlor was replaced by one single large pane.

Between 1959 and 1964 the southeast corner of the first floor was remodelled to include the porch, and the steps were changed.

Since 1964 extensive interior remodelling has been done. The third floor cupola covered porch was glazed in. In 1971, it was re-landscaped and a swimming pool was added on the west side. The large live oak, planted on the northwest corner in 1888, had to be removed in 1971.

Revised Mills Act Application, Wynyate Estate, 851 Lyndon Street
Financial Analysis, Rehabilitation, Preservation & Maintenance Plans



Prepared for: Peter and Samantha Knight
Prepared by: Debi Howell-Ardila
October 17, 2010

"Exhibit C"

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT

16

Revised Mills Act Application, Wynyate Estate
Table of Contents

Section **Page**

1. Schedule and Reporting System 1
2. Summary of Costs and Tax Savings 2
3. Rehabilitation and Preservation Plan 3
4. Maintenance Plan 8
5. Financial Analysis 10
6. Appendix A: Supporting Documents

   A. Cost Estimate: California Restoration and Waterproofing, David Charlebois
      (1) Re-roofing; (2) Structural Retrofitting; (3) Exterior Siding Repairs;
      (4) Stabilization and Repairs to Historic Concrete/Stone Stairs;
      (5) Reconstruction of Partial West-Elevation Chimney
   B. Cost Estimate: Exterior Specialist's
      Re-painting Exterior
   C. Utility Bill: Southern California Edison, Electric Bill
   D. Utility Bill: The Gas Company, Gas Bill
   E. Utility Bill: City of South Pasadena, Water Bill
   F. Travelers Insurance, Homeowner's Insurance Bill
   G. Los Angeles County Tax Assessor, Tax Bill 2009/2010

7. Appendix B: Photographic Overview of Features and Issues

17

Revised Mills Act Application, Wynyate
Schedule and Reporting System

Overview of Schedule:

1.	Structural upgrades and retrofitting, main house	Completed, 2010
2.	Dry rot & termite mitigation, main house	Completed, 2010
3.	Roofing system, main house: structural repairs and re-roof with historically compatible, code-compliant wood shingles	Completed, 2010
4.	Repairing/repainting exterior of main house	Completed, 2010
5.	Stabilize and repair historic concrete stairs and stream-rock border	By 2014
6.	Reconstruct west-elevation chimney replacement of primary residence roof system	By 2019
7.	Maintenance: Dry rot & termite mitigation (Primary residence, guest house & garage)	Annual inspection
8.	Maintenance: Roof inspections and repairs as needed (Primary residence, guest house & garage)	Triannual inspection
9.	Maintenance: Paint inspection and repairs as needed (Primary residence, guest house & garage)	Triannual inspection

Reporting System:

Wynyate owners, Samantha and Peter Knight, will provide written updates to the City of South Pasadena every two years, documenting progress and providing updates on the Rehabilitation, Preservation and Maintenance Plans.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained as required by the owners.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and COAs (if required).

Revised Mills Act Application, Wynyate
Summary of Costs

1.	Capitalized Expenses	Amount	Schedule
	A. Structural upgrades and retrofitting, main house	$ 43,368	2010
	B. Re-roofing and structural repairs, main house roof	$ 119,400*	2010
	C. Siding repairs, main house exterior	$ 38,664	2010
	D. Re-painting exterior	$ 34,500	2010
	E. Repairs and stabilization, historic concrete stairs	$ 36,580†	2014
	F. Reconstruction, historic west-elevation chimney	$ 40,750‡	2019
	Revised Total, Capitalized Expenses:	**$ 313,262**	

Total represents a $150,194 increase over original plan costs.

2.	Non-Capitalized Expenses	Amount	Schedule
	A. Emergency mitigation of drainage, reconstruction of retaining wall steps at guest house	$ 28,765	2009
	B. Repairs to north porch roof, main house	$ 9,105††	2010
	C. Newell post repairs, entry, main house	$ 1,167††	2010
	D. Exterior siding, wooden backing repairs	$ 1,072††	2010
	E. Exterior brick veneer repairs, main house	$ 1,186††	2010
	F. Landscape maintenance	$ 5,916	2010
	G. Repairs to Guest House Roof	$ 12,190	2011
	H. Repairs and re-roofing, Garage	$ 9,625	2011
	I. Foundation upgrade, guest house	$ 7,800	2010
	J. Repainting, Guest House	$ 2,485	2014
	K. Repainting, Garage	$ 1,800	2014
	Total, Non-Capitalized Expenses:	**$ 81,111**	
3.	**Total Out-of-Pocket Investment in Wynyate:**	**$ 394,373**	
4.	**Total Estimated Tax Savings, 10-year period:**	**$ 214, 511**	
5.	**Average Annual Cost to the City of South Pasadena:**	**$ 3,399**	

* Originally budgeted for $85,200. This work has been completed by David Charlebois.

† New rehabilitation/preservation project, not included in original financial analysis.

‡ New rehabilitation/preservation project, not included in original financial analysis.

†† While involving character-defining features, these work efforts, which have already been completed, are not capitalized. Each represents an area of concern in need of immediate repairs, as identified by David Charlebois in site inspections; work completed by Charlebois in 2010.

Revised Mills Act Application, Wynyate Estate, 851 Lyndon Street, South Pasadena
Rehabilitation and Preservation Work Plan

Area A: Primary Residence

Feature	Character-Defining?	Proposed Treatment	Schedule	Standards Compliance*
1. Structural System ▪ Damaged brick piers around lintel ▪ Unreinforced, makeshift structural post ▪ Wood posts unsecured to footings & piers	No	1. Contractor to make foundation repairs and improvements at crawlspace. Add blocking between studs and add plywood shear panels over the cripple walls. Add selected foundation bolting. Replace single brick piers. 2. Contractor to make selected repairs to basement and crawlspace mortar at brick foundation walls. Cut out mortar where disintegrated, install new mortar to approximate the original in strength, color and texture.	2010 - completed 2010 - completed	Repair according to industry standards and applicable building codes.
2. Roofing System	Yes (configuration, pitch, and original wood shingles on west elevation dormer); sheathed in non-original composition shingles	1. Remove multiple layers of comp shingles. Repair underlying structure. Install new layer of plywood over existing roof sheathing. 2. Re-roof with period-compatible, code-compliant shingles.	2010 (moved up due to severe leaking issues) – completed 2010 - completed	Recommended rehabilitation treatment guidelines: 1. Identify, retain, preserve: Identify "the functional and decorative features that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features such as cupolas...chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning."

* The recommended treatment approach for Wynyate is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

Area A: Primary Residence				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
2. Roofing System (con't)	Yes	3. Structural plywood will be used around the two chimneys that are to be rebuilt in the future.	2010 - completed	2. Protect and retain: "Cleaning of gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to ensure that materials are free from insect infestation. ... Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration." 3. Repair: "Repairing a roof by reinforcing the historic materials which comprise roof features. Repairs will also generally include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features when there are surviving prototypes such as cupola louvers, dentils, dormer roofing; or slates, tiles, or wood shingles on a main roof." 4. Replace: "Replacing in kind an entire feature of the roof that is too deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature. Examples can include a large section of roofing, or a dormer or chimney. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered."
3. Paint and Exterior Repairs ▪ Cracking and peeling paint (west elevation), gable face (south elevation), and east elevation wall on façade	Yes	1. Contractor to provide owners with a palette of period-appropriate colors for repainting. 2. Cracked and peeling paint to be removed with Peel Away, lightly hand-sanded, primed, and set with two coats of paint.	2010 - completed 2010 - completed	Recommended rehabilitation treatment guidelines: 1. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting.

Area A: Primary Residence				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
3. Paint & Exterior Repairs (con't) Repainting Exterior	Yes	3. Exterior of residence to be repainted in period-appropriate color. Where necessary, paint removal will be carried out by the gentlest means possible.	2010 - completed	Recommended rehabilitation treatment guidelines (con't): Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building."
4. West-Elevation Chimney	Yes	1. Using documentary evidence, qualified contractor will reconstruct west-elevation chimney. Work efforts will include the following tasks: • Create historically accurate drawings of missing portion of chimney from historic pictures. • Remove existing chimney down to the roofline. • Install concrete bond beam at the roof rafter level. • Install steel framework above the roofline. • Wrap the chimney with waterproof paper. • Install brick veneer at exterior.	By 2019	Reconstruction, Secretary of the Interior's Standards: 1. Reconstruction will "depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture, and such reconstruction is essential to the public understanding of the property." 2. Measures will be taken to ensure that remaining historic materials, features, and spatial relationships are preserved. 3. Reconstruction will be based on "the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties." The reconstructed partial chimney will re-create the original features in materials, design, and texture. 4. Reconstructed features "will be clearly identified as a contemporary re-creation." 5. "Designs that were never executed historically will not be constructed." The historic appearance of the features to be reconstructed will be extensively researched and documented prior to any work efforts.

Area B: Guest House and Garage				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
Roof	No (not capitalized expense)	1. Garage to be re-roofed and guest house roof to be repaired.	2011	Non-character defining; not a qualifying expense under Mills Act. Qualified contractor to provide repairs to industry standards.
Area C: Hardscaping				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
Historic concrete stairs and low stream-rock border (northeast corner of property)	Yes	1. In order to stop movement and separation of stream rock border from cement sidewalk, and the splitting of concrete stairs, the stream-rock border will be underpinned with poured concrete (in increments, to approximately 16" below surface) to provide support.	By 2014	Recommended treatment approach: "Repair of historic concrete may consist of either patching the historic material or filling in with new material work to match the historic material. If replacement is necessary, duplication of historic materials and detailing should be as exact as possible to assure a repair that is functionally and aesthetically acceptable."
		2. Large, loose portions of cracked, loose concrete will be removed and re-epoxied in place.	By 2014	
		3. Incompatible patches will be removed and replaced with concrete mix that more closely matches the historic concrete.	By 2014	
		4. Where tree roots have lifted and displaced stairs at the bottom of the walkway, contractor will, in conjunction with an arborist, study the possibility of removing the stair, cutting root (without killing the tree), and re-setting the stair at the proper angle.	By 2014	

Area D: Landscaping				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
Topography and Terrain	Yes (not capitalized expense)	Drainage issue currently being mitigated	2009 - completed	Not a qualifying expense; work underway. Guiding provisions of the Secretary of the Interior's Standards to be followed include: "Protecting and maintaining buildings and sites by providing proper drainage to assure that water does not erode foundation walls; drain toward the building; or damage or erode the landscape." "Minimizing disturbance of terrain around buildings or elsewhere on the site, thus reducing the possibility of destroying or damaging important landscape features."
Mature Trees Issue: Mature Trees (overdue for trimming; need cabling)	Yes (not capitalized expense)	Prune and lace: Ash tree over garage, California Oak trees at the north end of the parking courtyard, California Live Oak trees at north end of pool, and Eucalyptus tree at south side of driveway. Saw off dead Eucalyptus tree at south end of tennis court. Cable pine trees on north-east sides; deadwood of Ash tree to be removed and lightened for safety.	2010 - completed	"Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."

Revised Mills Act Application, Wynyate Estate, 851 Lyndon Street, South Pasadena
Maintenance Plan

Area A: Primary Residence				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance[1]**
1. Exterior Wood Cladding and Paint	Yes	1. Tri-annual paint inspection and maintenance/re-painting as necessary	2014, 2017, 2019	Recommended rehabilitation treatment guidelines: 1. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building."
2. Wood framing and sheathing	Yes	1. Annual inspections to ensure mitigation of dry rot and termite damage 2. Additional areas of concern to be addressed as found.	2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019	Termite mitigation and dry rot removal will be carried out according to the Secretary of the Interior's Standards for the Treatment of Historic Properties. This treatment will seek to "stabilize, consolidate, and conserve existing historic materials" and will "replace minimum amount of fabric necessary and match materials in-kind."[2] Recommended rehabilitation treatment guidelines: Protect and maintain: "Protecting and maintaining the structural systems...by keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation."

[1] The recommended treatment approach for Wynyate is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, excerpts describing treatment guidelines are drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*, US Department of the Interior, National Park Service, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

[2] Weeks, Kay D., and H. Ward Jandl. 1996. "The Secretary of the Interior's Standards for the Treatment of Historic Properties: A Philosophical and Ethical Framework for Making Treatment Decisions." In S.J. Kelley, ed., *Standards for Preservation and Rehabilitation* (American Society for Testing and Materials): pp. 7-22.

Area B: Guest House and Garage				
Feature	**Character-Defining?**	**Proposed Treatment**	**Schedule**	**Standards Compliance**
Wood framing and sheathing	No	1. Annual inspections to ensure mitigation of dry rot and termite damage; additional areas of concern to be addressed as found.	2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019	Not a qualifying expenses; not character-defining features.
Area C: Hardscaping				
Historic concrete stairs and low stream-rock border (northeast corner of property)	Yes	1. Annual inspections to monitor any additional movement and separation of stream rock border from cement sidewalk.	2011, 2012, 2013	Recommended treatment approach: "Repair of historic concrete may consist of either patching the historic material or filling in with new material work to match the historic material. If replacement is necessary, duplication of historic materials and detailing should be as exact as possible to assure a repair that is functionally and aesthetically acceptable."
Area D: Landscaping				
Landscaping and Mature Trees	Yes (not capitalized expense at this time)	Annual maintenance of mature trees and landscaping	2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, 2019	"Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."

Revised Mills Act Application, Wynyate Estate, Financial Analysis

Property Address: 851 Lyndon Street, South Pasadena, California 91030 **Assessor's ID #:** 5314 - 020 - 008
Type: Single-family Residence **Current Assessed Value:** $ 1,771,389
Landmark #: City of South Pasadena Historical Landmark #6 (1972); National Register of Historic Places, #153-296 (1973)

REVENUES	**Annual Increase**	**Current Yr 2009**	**Year 1 2010**	**Year 2 2011**	**Year 3 2012**	**Year 4 2013**	**Year 5 2014**	**Year 6 2015**	**Year 7 2016**	**Year 8 2017**	**Year 9 2018**	**Year 10 2019**	
1. Monthly Revenues		5,500.00	5,665.00	5,834.95	6,010.00	6,190.30	6,376.01	6,567.29	6,764.31	6,967.24	7,176.25	7,391.54	
2. Annual Rental Income	3%	66,000.00	67,980.00	70,019.40	72,119.98	74,283.58	76,512.09	78,807.45	81,171.68	83,606.83	86,115.03	88,698.48	
ANNUAL EXPENSES													
3. Insurance	5%	4,100.00	4,305.00	4,520.25	4,746.26	4,983.58	5,232.75	5,494.39	5,769.11	6,057.57	6,360.45	6,678.47	
4. Utilities	6%	14,448.00	15,314.88	16,233.77	17,207.80	18,240.27	19,334.68	20,494.76	21,724.45	23,027.92	24,409.59	25,874.17	**Total Costs**
5. Maintenance	5%	23,720.00	24,906.00	26,151.30	27,458.87	28,831.81	30,273.40	31,787.07	33,376.42	35,045.24	36,797.51	38,637.38	313264.99
6/7. Management / Other		0.00											
TOTAL EXPENSES													
8. Sum lines 3 through 7		$42,268.00	$44,525.88	$46,905.32	$49,412.93	$52,055.65	$54,840.84	$57,776.22	$60,869.98	$64,130.73	$67,567.54	$71,190.02	
ANNUAL NET INCOME													
9. Line 2 minus line 8		$23,732.00	$23,454.12	$23,114.08	$22,707.06	$22,227.93	$21,671.25	$21,031.23	$20,301.69	$19,476.10	$18,547.49	$17,508.47	
CAPITALIZATION RATE													
10. Interest Component	6.5%												
11. Historic Property Risk Component	4.0%												
12. Property Tax Component	1.0%												
13. Amortization Component	5.0%												
14. Total Capitalization Rate	16.5%												
NEW ASSESSED VALUE													
15. Mills Act Assessment (Line 9 divided by 16.5%)		$143,830.30	$147,138.40	$150,522.58	$153,984.60	$157,526.25	$161,149.35	$164,855.79	$168,647.47	$172,526.36	$176,494.47	$180,553.84	
TAXES: AMOUNT TO BE PAID													
16. Tax under Mills Act (Line 15 x .01035146)		1,488.85	1,523.10	1,558.13	1,593.97	1,630.63	1,668.13	1,706.50	1,745.75	1,785.90	1,826.98	1,869.00	
17. Current Tax	2%	20,720.30	21,134.71	21,557.40	21,988.55	22,428.32	22,876.89	23,334.42	23,801.11	24,277.13	24,762.68	25,257.93	**Total Tax Savings**
18. Tax Savings (Line 17 minus line 16)		19,231.45	19,611.61	19,999.27	20,394.58	20,797.69	21,208.75	21,627.93	22,055.36	22,491.23	22,935.70	23,388.93	$214,511.07
TAXES: COST TO CITY													**Annual Average**
19. Annual Cost to City	16%	$3,077.03	$3,137.86	$3,199.88	$3,263.13	$3,327.63	$3,393.40	$3,460.47	$3,528.86	$3,598.60	$3,669.71	$3,742.23	$3,399.89

WYNYATE ESTATE, MILLS ACT APPLICATION
APPENDIX A
SUPPORTING DOCUMENTATION

28

CALIFORNIA RESTORATION
& WATERPROOFING

November 6, 2009

Samantha and Peter Knight
851 Lyndon Street
South Pasadena, CA 91030

Subject: Proposed Schedule of Costs for Mills Act Repairs at the Wynyate House, 851 Lyndon Street, South Pasadena

Dear Mr. and Mrs. Knight:

The following items have been identified and included in our budget for the restoration of the Wynyate House under the Mills Act:

1. Roofing of Main House – Includes removal of several layers of existing roofing materials and the installation of a new layer of plywood on top of the existing roof sheathing. Structural plywood will be used around the two chimneys that are to be rebuilt in the future. Appropriate roofing material will be selected and installed.
   Budget Price: $85,200

2. Rebuild missing section of north chimney above roofline. Create historically accurate drawings of missing portion of chimney from historic pictures. Install drag struts at underside of rafters adjacent to chimney. Install bond beam at rafter level. Install steel framework above roofline. Wrap chimney with waterproof paper. Install brick veneer at exterior.
   Budget Price: $73,000
   Engineering Budget to Design Chimney: $11,500

3. Rebuild west chimney above roofline. Create historically accurate drawings of missing portion of chimney from historic pictures. Remove existing chimney down to the roofline. Install concrete bond beam at the roof rafter level. Install steel framework above the roofline. Wrap the chimney with waterproof paper. Install brick veneer at exterior.
   Budget Price: $35,000
   Engineering Budget to Design Chimney: $ 5,750

663 Brea Canyon Road, Suite 3 • Walnut, CA 91789 • 909/595-1234 • Fax 909/595-1444
License #553563

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT

4. Selected repairs to historic concrete/rock stairs and pathway at northeast corner of lot (from sidewalk below to the driveway above). Structurally underpin approximately 30 lineal feet of rock sidewall at the mid-span down side of the staircase. This would be done below grade and would not be visible when completed. This will reduce the migration and slippage of the walkway. Remove and replace the grossly mismatched patches of the past with colored and textured concrete. Stabilize the loose and spalling pieces of historic concrete walking surface where practicable. Fill in open and failed mortar joints along the sides of the walking path and stairs.
   Budget Price: $36,580

5. Main house foundation repairs and improvements at crawlspace. Add blocking between studs and add plywood shear panels over the cripple walls. Add selected foundation bolting. Replace single brick piers. Other repairs as discovered.
   Budget Price: $29,750

6. Selected basement and crawlspace mortar replacement at brick foundation walls. Cut out mortar where it is found to have disintegrated into a powdering condition. Install new mortar to approximate the original in strength, color and texture.
   Budget Price: $13,618

Total Budget: $290,398

We look forward to working with you.

Respectfully,

CALIFORNIA RESTORATION & WATERPROOFING

David D. Charlebois
President

663 Brea Canyon Road, Suite 3 • Walnut, CA 91789 • 909/595-1234 • Fax 909/595-1444
License #553563

RECORDER'S MEMO:
POOR RECORD IS DUE TO
ALITY OF ORIGINAL DOCUMENT
1206

30

CALIFORNIA RESTORATION
& WATERPROOFING

10/5/2010 - Work Completed/Authorized to Date
Wynyate House
851 Lyndon Street
South Pasadena, CA 91030

Description	Amount
Main House Foundation Upgrade	29,750
Basement/Crawlspace Mortar Replacement	13,618
Main House Siding Repairs	38,664
North Porch Roof Exploratory & Repairs	9,105
Guest House Foundation Upgrade	7,800
Garage Pedestrian Door	284
HVAC Duct Repairs	1,687
Newell Post Repairs at Exterior Main Entry	1,167
East Gutter Repairs	426
Concrete Step Repairs	142
East Porch Landing Repairs	300
Exterior Siding/Wooden Backing Repairs over Kitchen	1,072
Exterior Brick Veneer Repairs at Kitchen Chimney	1,186
Internal Gutter Repairs/East Elevation	426
Chimney Inspections & Investigation	6,721
Main House Roofing	119,400
Garage Roofing	9,625
Guest House Roofing	12,190
Total:	253,563

663 Brea Canyon Rd., Suite 3, Walnut, CA 91789 (909)595-1234 Fax (909)595-1444

EXTERIOR SPECIALISTS

Peter and Samantha Knight
851 Lyndon St.
South Pasadena, CA 91030

Job Areas: Exterior house, garage, and guest house.

Wood Siding and Shingles
1. Hand wash all exterior wood siding and shingles to remove dirt.
2. Hand sand wood siding and shingles to remove loose and peeling paint.
3. Prime all wood surfaces as required with Sherwin Williams exterior wood primer.
4. Repair damaged woodwork with injected epoxy.
5. Re-prime all repaired woodwork.
6. Caulk all joints as needed.
7. Finish coat wood siding and shingles with two (2) coats of Sherwin Williams exterior paint.

Windows and Wood Trim
1. Hand sand all wood trim to remove peeling paint.
2. Remove all loose window putty and replace with "Dap 33" window glazing.
3. Prime all wood surfaces as required with Sherwin Williams exterior wood primer.
4. Repair damaged woodwork with injected epoxy.
5. Re-prime all repaired woodwork.
6. Lightly hand sand all windows and wood trim with 150-grit sandpaper.
7. Caulk all joints as required.
8. Finish coat windows and wood trim with two (2) coats of Sherwin Williams exterior semi-gloss enamel.

Notes
1. Areas with heavily peeling and "alligatored" paint will require the use of a heat gun.
2. Carpentry to be billed separately at $28 hr. plus materials.
3. Protect all bushes from paint overspray.
4. Leave all areas neat and clean.

Labor and Materials:		
	House	$34,500.00
	Guest House	$2,450.00
	Garage	$1,800.00

Thank you,

Chris Jones

Accepted_____Date_____

1443 E. Washington Boulevard, Suite 307 • Pasadena CA, 91104 • Phone 626.798.6657 • Fax 626.798.6101
Liability Insured · Bonded State License #598568

32

SOUTHERN CALIFORNIA EDISON®
An EDISON INTERNATIONAL® Company

P.O. Box 600
Rosemead, CA
91771-0001
www.sce.com

Your electricity bill

For billing and service inquiries call 1-800-684-8123,
24 hrs a day, 7 days a week

Date bill prepared: Oct 27 '09

Customer account	2-31-961-7684
Service account	3-034-1771-95 851 LYNDON ST FRT SPASDENA, CA 91030
Rotating outage	Group N001

Your account summary

Amount of your last bill	$598.55
Payment we received on Oct 20 '09 - thank you	-$598.55
Balance forward	$0.00
Your new charges	$870.03
Late payment charge	$5.00
Total amount you owe by Nov 16 '09	**$875.03**

Compare the electricity you are using

Your current read for meter TP5-006715 - Oct 24 '09	3167
Your previous read - Sep 24 '09	- 3090
Difference	77
Multiplier	x 40.00
Total electricity you used this month in kWh	**3,080**

Your next meter read will be on or about Nov 24 '09.

Please return the payment stub below with your payment and make your check payable to Southern California Edison.
If you want to pay in person, call 1-800-747-8908 for locations, or you can pay online at www.sce.com.

(14-574) Tear here — Tear here

SOUTHERN CALIFORNIA EDISON®
An EDISON INTERNATIONAL® Company

Customer account 2-31-961-7684
Please write this number on your check. Make your check payable to Southern California Edison.

Amount due by Nov 16 '09 **$875.03**

Amount enclosed $

KNIGHT, PETER
851 LYNDON ST FRT
SOUTH PASADENA, CA 91030-3712

P.O. BOX 600
ROSEMEAD, CA 91771-0001

31 961 7684 00000008 0000000000000875030000875O3

RECORDER'S MEMO:
POOR RECORD IS DUE TO
JALITY OF ORIGINAL DOCUMENT

1209

37

Your Account Number
026 219 5350 0
PETER A KNIGHT
851 LYNDON ST
S PASADENA CA 91030-3712

More phone numbers and info on back of bill
24-Hour Service and Info:
(800) 427-2200 (English)
(800) 342-4545 (Español)

The Gas Company, A Sempra Energy utility
P.O. Box C
Monterey Park, CA 91756
www.socalgas.com

Date Mailed Oct 14, 2009

Rate	Climate Zone	Cycle	The Gas Company's Gas Commodity Charges per therm
GR	1	09	$0.39651/Therm

Billing Period From	To	Meter Number	Readings Prev	Pres	Difference =CCF		Billing Factor =	Therms
09/10/09	10/09/09	11603604	7250	7277	27	×	1.024 =	28

*ESTIMATED READ

Next Meter Reading Date on or about: Nov 10 2009

Summary of Charges			Amount
Customer Charge	29 Days	× 0.16438= $	4.77
Baseline	14 Therms	× 0.61929=	8.67
Over Baseline	14 Therms	× 0.80286=	11.24
Gas Charges			**24.68**
State Regulatory Fee	28 Therms	× 0.00068=	0.02
Public Purpose Surcharge	28 Therms	× 0.06384=	1.79
SOUTH PASADENA City Users Tax		8%	2.12
Taxes & Fees on Gas Charges			**3.93**
Total Gas Charges Including Taxes and Fees			**28.61**

Total Current Gas Charges	28.61
Previous Balance	31.24
Total Amount Due	**59.85**

Current Amount Past Due if not paid by Nov 03, 2009

Special Discount You may be eligible for the California Alternate Rates for Energy (CARE) program. For more information and to request an application, please call 1-800-772-5050.

Descuento Especial Usted podría ser elegible para el programa de Tarifas Alternas para Energía en California (CARE). Para más información y para pedir una solicitud, por favor llame al 1-800-772-5050.

Energy Comparison	This Year Days	Therms	Daily Average	Last Year Days	Therms	Daily Average
Oct	29	28 E	0.97	N/A	N/A	N/A
Sep	8	4	0.50	N/A	N/A	N/A
Aug	N/A	N/A	N/A	N/A	N/A	N/A

Date Mailed
Oct 14, 2009

09 6527 0138
S

Please bring entire bill if payment is made in person or return stub with your payment by mail

Previous Balance	Current Amount	Total Amount Due
$31.24 Due Now	**$28.61** Please Pay By 11/03/09	**$59.85**

Save paper & postage: Pay online at www.socalgas.com

Make Payment To:

The Gas Company
P O Box C
Mont Pk Ca 91756

5485.2.41.13034 1 AV 0.335 oz 0.570
PETER A KNIGHT

851 LYNDON ST
S PASADENA CA 91030-3712

Your Account Number
026 219 5350 0

80 0262195350 00005985 07 0262195350 0000286103

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT

1210

34

MUNICIPAL BILLING STATEMENT

CITY OF SOUTH PASADENA
1414 MISSION ST.
SOUTH PASADENA, CA 91030-3214

Utility Billing: (626) 403-7259
Athens Disposal Services: (888) 336-6100
www.ci.south-pasadena.ca.us

Customer Name: SAMANTHA KNIGHT

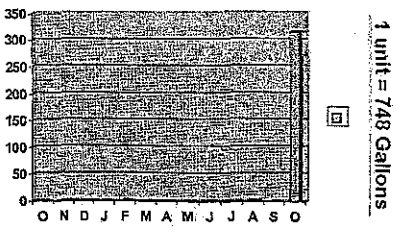
ACCOUNT NUMBER	SERVICE ADDRESS	SERVICE PERIOD	CYCLE	BILLING DATE
103071-000	851 LYNDON STREET	09/01/09 to 09/30/09	6	10/16/09

SERVICE DESCRIPTION	PREVIOUS READ	CURRENT READ	USAGE	PRIOR YEAR USAGE	AMOUNT
From 09/01/09 To 10/09/09	16624	16939	315	450 $	
Domestic Water Charge					289.80
2` Meter Service Charge					63.25
Utility User Tax					28.24
Sewer Flat					6.23
Rubbish 1 unit Flat					34.23
Wastewater Discharge Flat					0.98
Yard Waste Flat					3.09

Current Billing	**$**	**425.82**
Total Amount Due 11/16/09	**$**	**425.82**

A 5% penalty will be assessed if this bill is not paid by the due date.

Water Consumption



Effective October 1, 2009 the City of South Pasadena now accepts American Express as an additional form of payment for City services and utility bills. We will continue to accept Visa and Master Card.

[1/1]

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT

35

TRAVELERS

HVH Dwelling

BOLTON & COMPANY
P O BOX 6030
PASADENA CA 91102

00429

476

Account Bill
Account No. 985236332

Please refer to this billing account number when calling or making payments.
Billing Date: AUGUST 10, 2009
Due Date: AUGUST 28, 2009

PETER KNIGHT
SAMANTHA KNIGHT
851 LYNDON ST
SOUTH PASADENA CA 91030-3712

QUESTIONS? CALL US:

Automated Billing and Payment Information Available 7 days a week	1-800-550-7716
Claim Service	1-800-CLAIM-33
Policy Questions or Change of Address	(626) 799-7999

To pay online visit mytravelers.com

Prepare for severe weather before it happens!

Fit windows with storm shutters or plywood before weather warnings are issued. Know evacuation routes and have a plan in place before you need to leave. For more tips about severe weather preparedness, visit www.fema.gov, or contact your insurance representative.

Policy Payment Information

Policy Name	Policy Number	Policy Period	Minimum Amount Due	Unpaid Balance
HVH Dwelling 851 LYNDON ST	985236332 637 1	07/28/09 to 07/28/10	$451.54	$4,967.00
		Service Charge This Month	$6.00	
Total			**$457.54**	**$4,967.00**

Please read important information on reverse side.

Please detach and mail the lower portion of this bill with your payment in the enclosed envelope to TRAVELERS, ONE TOWER SQUARE, HARTFORD, CT 06183-1001. Thank You.

Make checks payable to: Travelers Indemnity and affiliates

000434/00429 F3116B00 6918 08/10/09

476 A
008348

BOLTON & COMPANY

PETER KNIGHT
Billing Account No. 985236332

Please do not staple your check to this stub.

TRAVELERS REMITTANCE CENTER
ONE TOWER SQUARE
HARTFORD, CT 06183-1001

AMOUNT ENCLOSED
UNPAID BALANCE $4,967.00
MINIMUM AMOUNT DUE $457.54
DUE DATE AUGUST 28, 2009

00393835323336333332403939393993000045754000496700 63

PL-9837

36

TRAVELERS

NEW BUSINESS PROPOSAL

High Value Homeowners Policy

INSURED AND AGENT INFORMATION

(Named Insured)
Name and Mailing Address
PETER KNIGHT
SAMANTHA KNIGHT
851 LYNDON ST
SOUTH PASADENA CA 91030

Agent Information
BOLTON & COMPANY
P O BOX 6030
PASADENA, CA 91102

The Residence premises is located at
851 LYNDON ST
SOUTH PASADENA CA 91030

Mortgagee Name and Address
1. WELLS FARGO BANK NA
ISAOA
PO BOX 5708
SPRINFIELD OH 45501
LOAN NUMBER 0105920912

POLICY INFORMATION

Homeowners Policy No.
985236332 637 1

Policy Period
07/28/09 - 07/28/10 12:01 A.M.
Standard Time at the residence premises

Your Insurer
Travelers Commercial Insurance Company
One of The Travelers Property Casualty Companies
One Tower Square, Hartford, CT 06183

For Claim Service Call 1-800-CLAIM33
For Policy Service Call (626) 799-7999

TOTAL POLICY PREMIUM $ 4,867.00
This is not a bill; you will be invoiced separately

Continued on next page

TRAVELERS

POLICY COVERAGES AND LIMITS OF LIABILITY

	LIMIT
Section I - Property Coverages	
A - DWELLING	$ 2,741,000
B - OTHER STRUCTURES	$ 274,100
C - PERSONAL PROPERTY	$ 2,055,750
D - LOSS OF USE	$ 1,370,500
LIMITED FUNGI, OTHER MICROBES OR ROT REMEDIATION	
Section I - Property Coverage	$ 5,000
Section II - Liability Coverages	
E - Personal Liability (Bodily Injury and Property Damage) Each Occurrence	$ 500,000
F - Medical Payments to Others Each Person	$ 5,000

POLICY SAVINGS AND DEDUCTIBLES

Your Savings

The following credits or discounts reduced your premium: Loss Free Discount, Home Buyer Discount, Protective Devices Discount

Deductibles	DEDUCTIBLE
Section I Property Coverages Deductible (All Perils)	$ 5,000

In case of loss under section I, only that part of the loss over the stated deductible is covered.

OPTIONAL ENDORSEMENTS AND COVERAGES

	LIMIT	PREMIUM
Optional Endorsements		
438BFU NS (05-42) Lender's Loss Payable Endorsement		Included*

MANDATORY FORMS AND ENDORSEMENTS

HV-3 (10-06) High Value Homeowners Dwelling Form
HV-300 CA (05-07) Special Provisions - California
HO-90 CA (05-07) Worker's Compensation Residence Employees ..... Included*

Continued on next page

TRAVELERS

The declarations with HV-3 Homeowners Policy, HV-3 (10-06) and the optional Endorsements and coverages listed above form your Homeowners Insurance Policy.

*Note: The additional cost for any optional endorsement or coverage shown as "Included" is contained in the Total Policy Premium amount.

For Your Information

The State of California requires that we share this message with you:
WHENEVER THIS COMPANY OR ITS AGENT HAS BEEN UNABLE TO RESOLVE A CONSUMER COMPLAINT AFFECTING THIS POLICY, THE FOLLOWING STATE AGENCY MAY BE CONTACTED TO ASSIST THE POLICYHOLDER:

CALIFORNIA DEPARTMENT OF INSURANCE
CONSUMER SERVICE DIVISION
300 SOUTH SPRING STREET
LOS ANGELES, CALIFORNIA 90013 TOLL FREE NUMBER: 800-927-4357

Earthquake Coverage is not included in this policy.

This is not a bill. You will be billed separately for this transaction.

For information about how Travelers compensates independent agents and brokers, please visit www.Travelers.com or call our toll free telephone number 1-866-904-8348. You may also request a written copy from Marketing at One Tower Square, 2GSA, Hartford, Connecticut 06183.

Thank you for insuring with Travelers. We appreciate your business. If you have any questions about your insurance, please contact your agent or representative.

These declarations with policy provisions HV-3 (10-06) and any attached endorsements form your Homeowners Insurance Policy. Please keep them with your policy for future reference.

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT
476/008348

Continued on next page

39

lacounty.gov

Los Angeles County
Treasurer and Tax Collector

Property Tax Payment Inquiry

Last updated Monday November 02, 2009

Assessor ID Number: 5314-020-008 **Year:** 09 **Seq. No.:** 000

ELECTRONIC FUND TRANSFER (EFT) NUMBER
ID#: 19 5314 020 008 9 **YEAR:** 09 **SEQUENCE:** 000 1

Installment 1		Installment 2	
Tax Amount	$10,360.15	Tax Amount	$10,360.15
Penalty Amount	$0.00	Pen/Cost Amount	$0.00
Total Due	$10,360.15	Total Due	$10,360.15
Paid Amount	$0.00	Paid Amount	$0.00
Balance Due	$10,360.15	Balance Due	$10,360.15
Delinquent If Not Paid By	12/10/2009	Delinquent If Not Paid By	04/12/2010

Message:

Defaulted Tax Roll

Last updated Monday November 02, 2009

AIN Number	5314-020-008	5-Pay Account Number	
Default Year	2009	5-Pay Status	
Redemption Amount	$0.00	5-Pay Installment Amount Due	
Monthly Penalty Amount	$0.00	5-Pay Due Date	
Amount Paid	$22,822.21	5-Pay Installment Paid	
Last Payment Date	08/24/2009		

Message:
STATE LAW REQUIRES THAT WE APPLY PAYMENTS TO COSTS, PENALTIES AND THE BALANCE TO TAXES. IF YOU HAVE QUESTIONS, PLEASE CALL US TOLL-FREE AT (888) 807-2111.

Tax Status: CURRENT

Select Another Parcel | Make a Payment

For telephone inquiries visit us at ttc.lacounty.gov for a list of telephone numbers.
Our business hours are 8:00 a.m. to 5:00 p.m. (Pacific), Monday through Friday, excluding Los Angeles County holidays.
Our office is located on the first floor at the Kenneth Hahn Hall of Administration, 225 North Hill Street, Los Angeles, CA 90012.

Terms of Use | Privacy & Security Policy

©2002-2008 Los Angeles County Treasurer and Tax Collector. All Rights Reserved.

ORDER NO. LA0971986

SCHEDULE B

AT THE DATE HEREOF EXCEPTIONS TO COVERAGE IN ADDITION TO THE PRINTED EXCEPTIONS AND EXCLUSIONS IN SAID POLICY FORM DESIGNATED ON THE FACE PAGE OF THIS REPORT WOULD BE AS FOLLOWS:

A. GENERAL AND SPECIAL TAXES FOR THE FISCAL YEAR 2009-2010, A LIEN NOT YET DUE OR PAYABLE.

B. GENERAL AND SPECIAL TAXES FOR THE FISCAL YEAR 2008-2009

TOTAL:	$20,174.54	
FIRST INSTALLMENT:	$10,087.27	DELINQUENT
PENALTY:	$1,008.73	
SECOND INSTALLMENT:	$10,087.27	DELINQUENT
PENALTY:	$1,018.73	
ASSESSED VALUATION:		
LAND VALUE:	$1,122,443.00	
IMPROVEMENTS:	$648,946.00	
EXEMPTION:	$0.00	
CODE AREA:	09030	
A. P. NO.:	5314-020-008	

C. THE LIEN OF SUPPLEMENTAL TAXES ASSESSED PURSUANT TO CHAPTER 3.5 COMMENCING WITH SECTION 75 OF THE CALIFORNIA REVENUE AND TAXATION CODE.

1. WATER RIGHTS, CLAIMS OR TITLE TO WATER, WHETHER OR NOT SHOWN BY THE PUBLIC RECORDS.

2. AN EASEMENT FOR PURPOSES STATED AND INCIDENTAL RIGHTS.

FOR:	ELECTRIC LINE, CONSISTING OF POLES, GUYS AND ANCHORS
RECORDED:	IN BOOK 17668, PAGE 269, OF OFFICIAL RECORDS.
AFFECTS:	AS MORE PARTICULARLY DESCRIBED THEREIN.

3. AN EASEMENT FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES.

RECORDED:	IN BOOK 26870, PAGE 456, OF OFFICIAL RECORDS.
AFFECTS:	SAID LAND

4. AN EASEMENT FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES.

RECORDED:	IN BOOK 25762, PAGE 119, OF OFFICIAL RECORDS.
AFFECTS:	THE EASTERLY 5 FEET AND THE NORTHERLY 5 FEET OF PARCEL 3

5. AN EASEMENT FOR PUBLIC UTILITIES AND INCIDENTAL PURPOSES.

RECORDED:	IN BOOK 27168, PAGE 269, OF OFFICIAL RECORDS.
AFFECTS:	THE NORTHERLY 5 FEET OF PARCEL 3

6. THE FACT THAT THE LAND LIES WITHIN THE BOUNDARIES OF THE SOUTH PASADENA REDEVELOPMENT PROJECT AREA, AS DISCLOSED BY THE DOCUMENT RECORDED JANUARY 7, 1959 AS INSTRUMENT NO. 1307, OF OFFICIAL RECORDS.

APPENDIX B

WYNYATE ESTATE, MILLS ACT APPLICATION PHOTOGRAPHIC OVERVIEW OF FEATURES & ISSUES

Appendix B
Photographic Overview of Features and Issues



Figure 1 **Multiple layers of composition shingles to be removed; structural damage to roof rafters to be repaired; and roof re-sheathed in code-compliant, historically compatible wood shingles.**

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT

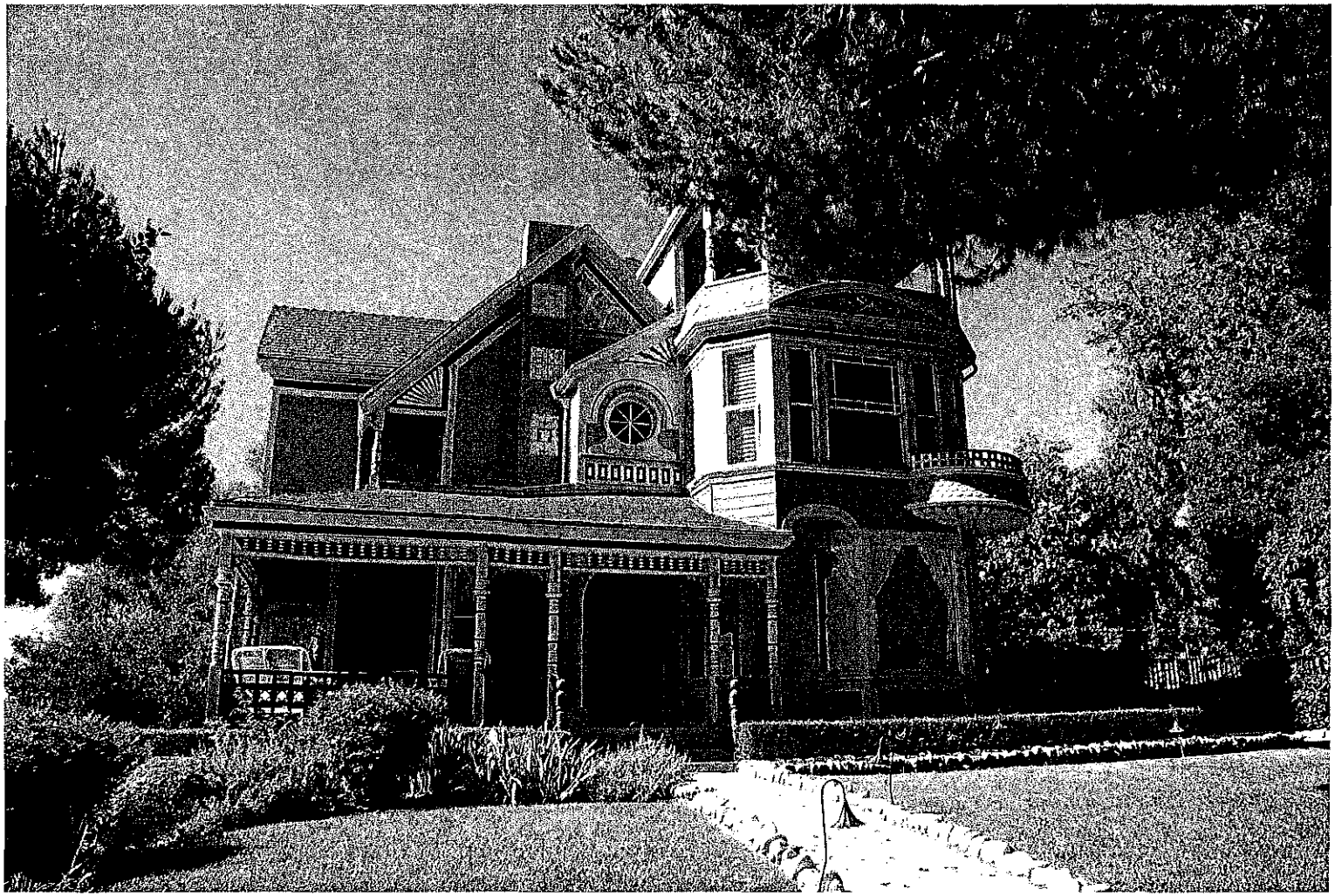


Figure 2 Damage and deterioration in exterior wood siding to be repaired; exterior to be repainted in period-appropriate colors.

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT



Figure 3a Structural retrofitting to be carried out in numerous areas.

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT

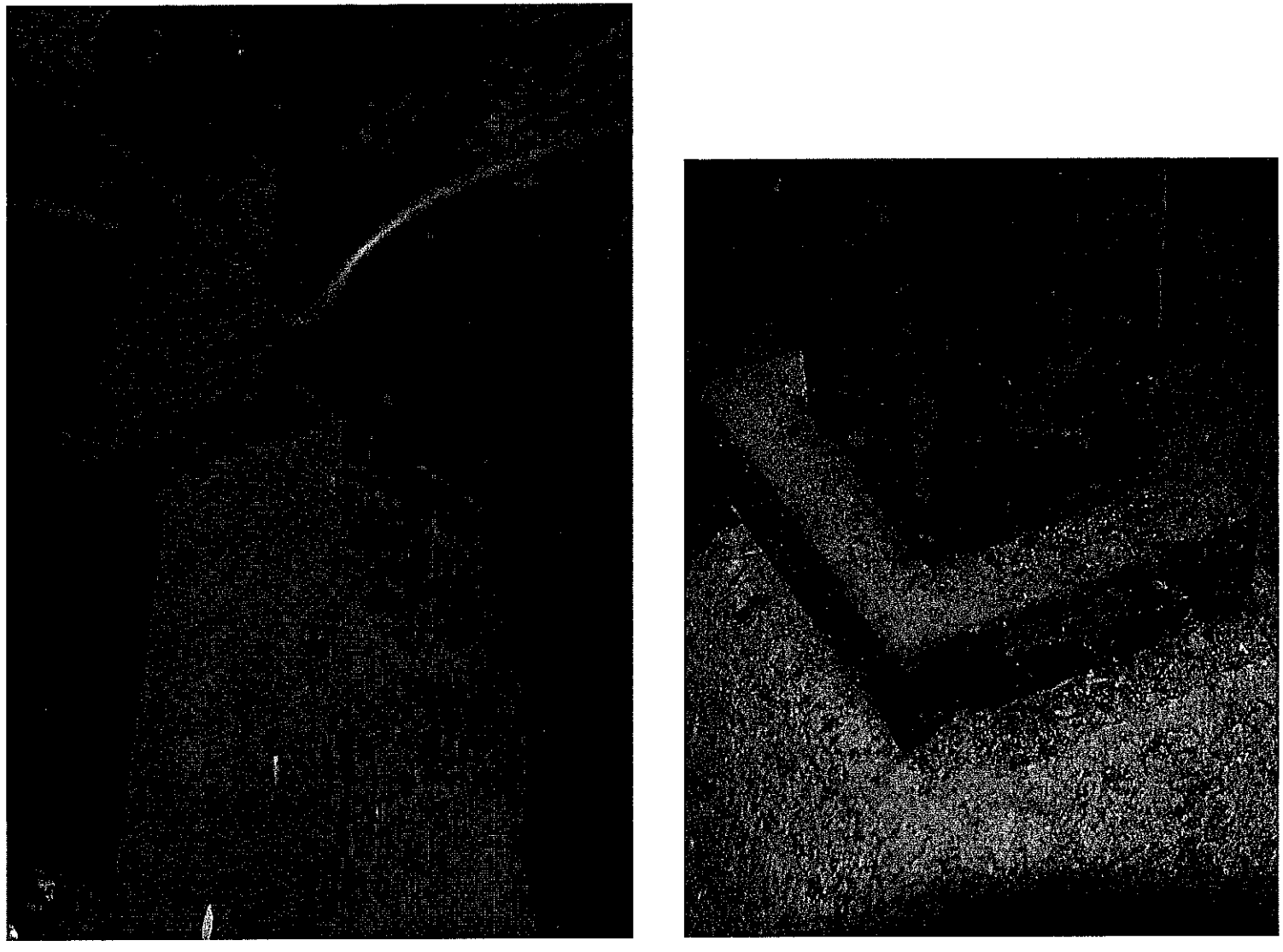


Figure 3b Structural retrofitting to be carried out in numerous areas.

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT

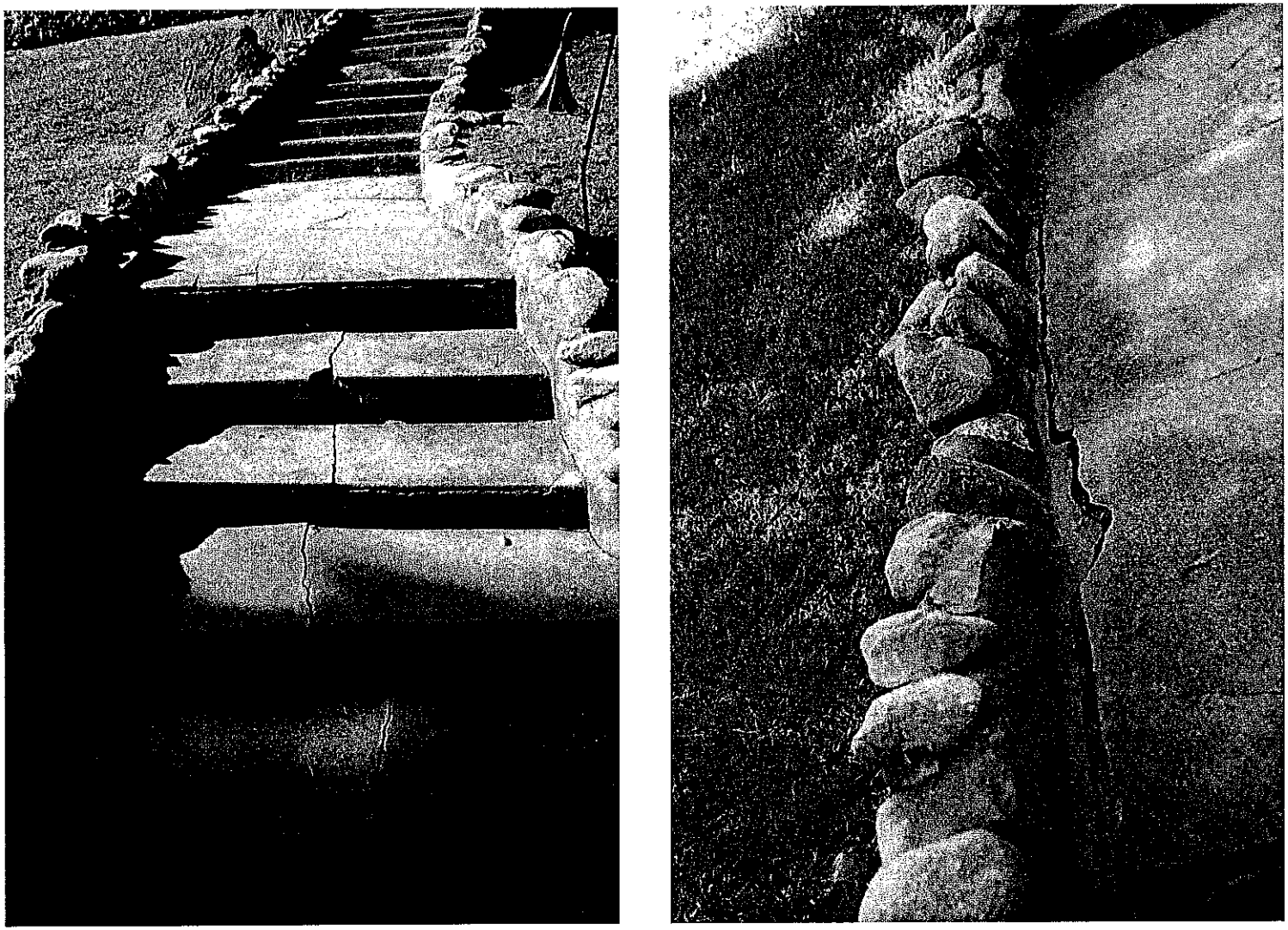


Figure 4 Historic concrete/stone stairs to be stabilized and repaired.

RECORDER'S MEMO:
POOR RECORD IS DUE TO
QUALITY OF ORIGINAL DOCUMENT

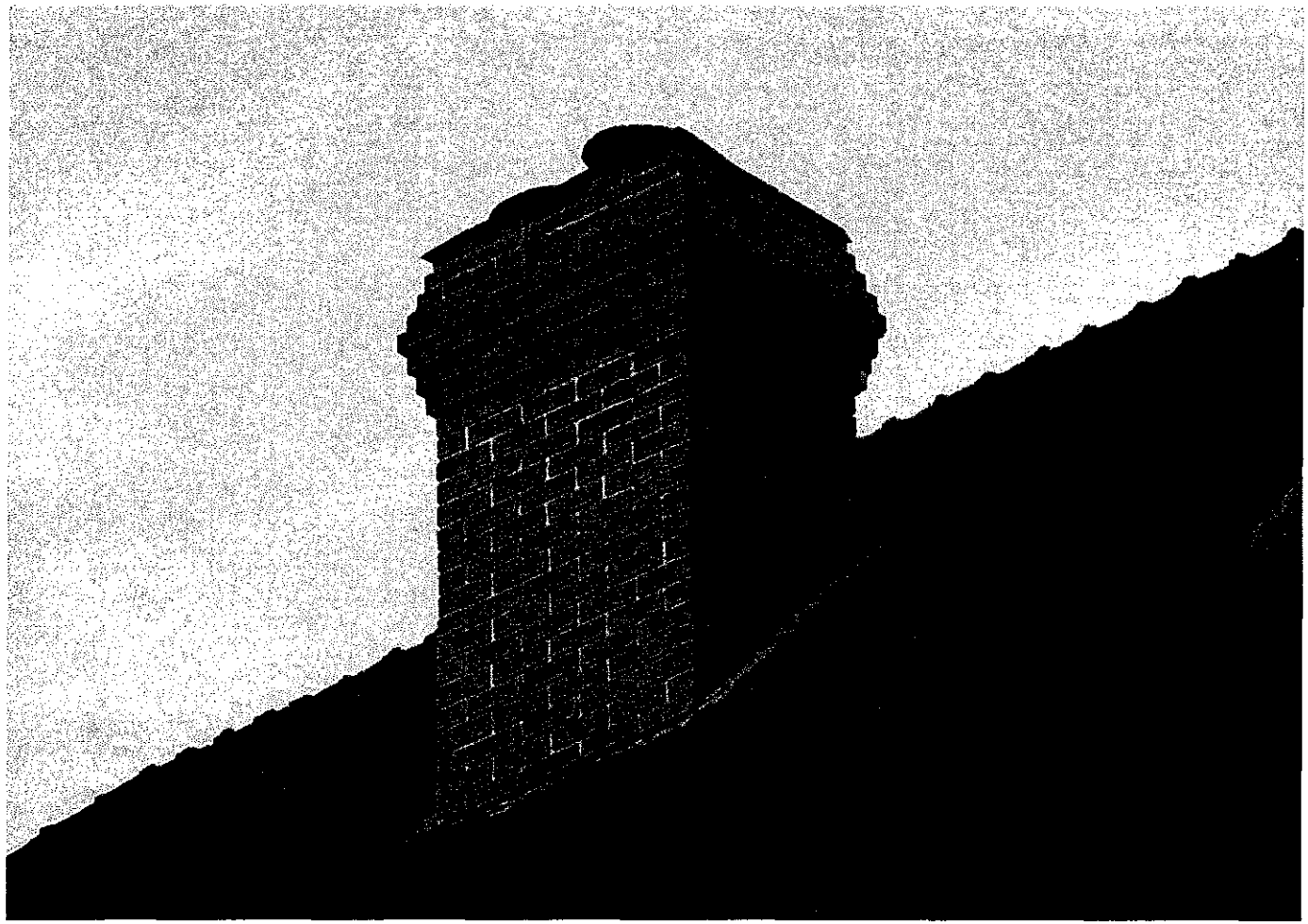


Figure 5 Altered partial chimney, southwest portion of roof; to be reconstructed from documentary evidence.

The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

919 Palm Avenue

2025 PROGRESS REPORT





Mills Act Renewal

Charles Gibbs Adams Residence

919 Palm Avenue, South Pasadena

Prepared for:

City of South Pasadena
Department of Planning and Building
South Pasadena, CA 91030

Prepared by:

Debi Howell-Ardila, MHP
Molly and Bobby Urso
919 Palm Avenue
South Pasadena, CA 91030

February 2023

Mills Act Renewal, Charles Gibbs Adams Residence
919 Palm Avenue, South Pasadena

Table of Contents

Section **Page**

1 Project Background and Overview of Historic Landmark..... 1

2 Overview of Original Mills Act Workplan, 2013-2022..... 3

3 Updated Mills Act Workplan, 2023-2032 7

Appendices

A: Photographic Overview of Existing Conditions
B: 919 Palm Avenue Mills Act Application, 2012
C: "The Charles Gibbs Adams House, 919 Palm Avenue, South Pasadena, California, Mills Act Progress Report, 2012-2018," prepared by Brian Knight, AIA

---

1. Project Background

This document provides the required materials for a Mills Act Historic Property Contract renewal for 919 Palm Avenue, the 1903 Charles Gibbs Adams House, South Pasadena (APN #5313-008-023). This renewal was prepared for the current owners, Molly and Bobby Urso, by South Pasadena-based historic preservation consultant Debi Howell-Ardila, MHP.

The original Mills Act application process for 919 Palm Avenue took place in 2012. In April 2012, the previous owners of the residence, Brian and Cynthia Knight, submitted a Letter of Intent to apply to the Mills Act to the City of South Pasadena (City). The Cultural Heritage Commission (CHC) reviewed the letter and formed a subcommittee to assist in the process. Based on the landmark's importance and the number of urgent repairs, rehabilitation, restoration, and ongoing maintenance required, the CHC encouraged the owners to move forward with a Mills Act application.



The CHC subcommittee consisted of James McLane, AIA, and Debi Howell-Ardila (author of this renewal). At the time, this landmark had suffered from deferred maintenance and extensive deterioration of historic materials and character-defining features, in particular the wood sheathing (shingles and clapboard) and architectural details on the exterior.

In late 2012, the Mills Act application was approved by the CHC and adopted by the City Council. The first term of the 10-year Mills Act contract extended from 2013 through 2022. Due to the Mills Act tax abatement, the previous owners completed many (though not all) of the items in the original workplan.

The most significant, and urgently needed projects undertaken included repairs and repainting of the wood cladding on the exterior of the house, including shingles and clapboard siding, as well as the restoration of architectural details. In addition, historic landscaping and hardscaping were restored, and the garage was stabilized. Through the Mills Act, the condition and appearance of this important district contributor were greatly improved.

In late 2022, 919 Palm Avenue changed hands when the Ursos purchased the property as their principal family residence. With the original 10-year Mills Act Workplan set to end, the Ursos retained Ms. Howell-Ardila to assist with a renewal of the Mills Act contract.

With the property turning 120 years old in 2023, a number of critical preservation/rehabilitation/repair projects, as well as the ongoing maintenance plan, are in need of completion. The Mills Act property tax abatement will help the property owners continue completing these high-priority projects and ensure the

long-term preservation of this important property. As owners of a Mills Act property and designated City landmark, the Ursos understand the importance of ensuring that all repair, maintenance and rehabilitation projects follow the City guidelines and the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.

This application renewal includes the following sections: (1) Project Background and Overview of Historic Landmark; (2) Overview of Original Mills Act Workplan, 2013-2022; (3) Updated Mills Act Workplan, 2023-2032; (4) Photographic Overview of Existing Conditions. Appendices following this application contain: (1) the 2012 Mills Act Application for 919 Palm Avenue; (2) 2014 and 2018 Mills Act progress reports, prepared by the previous owners for the City; and (3) photographic overview of existing conditions.

Overview of Historic Landmark

The residence at 919 Palm Avenue is included on the South Pasadena Register of Cultural Resources (which includes formally designated properties and districts) and the South Pasadena Inventory of Cultural Resources (which includes eligible properties and districts not yet formally designated). (Pursuant to the California Environmental Quality Act, both eligible and designated properties are to be treated as historical resources.)



In terms of the inclusion on the Register of Cultural Resources, the property is a designated contributor to the El Centro – Indiana – Palm Historic District, adopted by the City Council on July 21, 1993. Including some of the oldest residential blocks in South Pasadena, the El Centro – Indiana – Palm Historic District retains a significant concentration of Craftsman-style architecture as well as turn-of-the-century hipped-roof cottages and examples of period-eclectic styles, including Colonial Revival, English Revival, Spanish Colonial Revival, Shingle, and American Foursquare-style residences. The residence at 919 Palm Avenue is the anchor of the district on the 900 block of Palm and is one of relatively few American Foursquare-style homes in the historic district.

In terms of the Inventory of Cultural Resources, in addition to being historically significant as a contributor to a designated historic district, 919 Palm Avenue is also individually eligible for the Register of Cultural Resources as a landmark for its distinctive and intact American Foursquare architectural style.

In addition, 919 Palm Avenue is significant for its association with Charles Gibbs Adams, a prominent landscape architect. Adams lived in the house with his mother, Caroline, and sister, Rachel, from 1903, when the house was built, until his death in 1953. Adams was a pioneering landscape architect in the region, as well as a prolific writer and early proponent of using native plantings in landscaping. His commissions included work for major movie stars during the 1920s and 1930s, the gardens at Hearst Castle, the Virginia Robinson estate, the Los Angeles County Arboretum, as well as work for numerous school districts in the greater Los Angeles area.

2. Overview of Mills Act Workplan, 2013-2022

The Mills Act Workplan approved by the City for 919 Palm Avenue included six projects that were capitalized in the original application:

1. Exterior cladding and architectural detail repairs
2. Exterior paint repairs
3. Exterior door and window repairs
4. Masonry system repairs
5. Roofing system upgrade and repairs
6. Structural system upgrades and repairs

The first two items, exterior cladding and architectural detail repairs and exterior paint repairs, were completed between 2013 and 2014. The third item appears to have been partially completed, with some window repairs and replacement of window screens, as well as repairs to the exterior door. Some of the windows slated for repairs, including the leaded-glass windows on the north elevation, do not appear to have been repaired.

It is the understood that the advent of the Covid-19 pandemic delayed completion of the remaining tasks—namely, masonry system repairs, upgrades and repairs to the roof (including replacement of asbestos shingles with a fire-retardant cedar shingles), and structural system upgrades and repairs.

The original workplan also included four ongoing maintenance plan items:

1. Maintenance, pruning trees and plantings, landscaping (ongoing inspection)
2. Maintenance, masonry inspection and repairs as needed, hardscape (annual inspection)
3. Maintenance, wood framing inspection, termite mitigation, garage (annual inspection)
4. Maintenance, paint inspection and repairs as needed, main residence (tri-annual inspection)

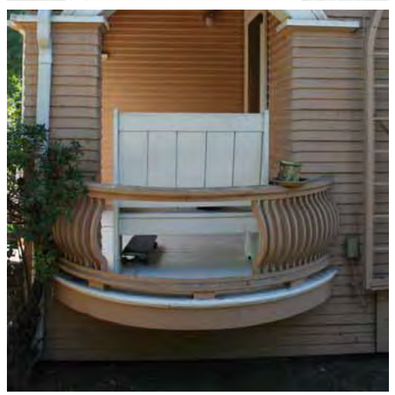
In terms of reporting, the previous owners were scheduled to present progress updates to the City every two years. Prior to commencement of work efforts requiring a Certificate of Appropriateness (COA) as defined in the Municipal Code, COAs were to be obtained as needed to obtain CHC input.

The previous owners provided two progress updates, in 2014 and in 2018. These reports are appended to this memo.

As the second 10-year term commences, the new owners of 919 Palm Avenue are planning to complete all remaining projects, to continue with implementation of the Mills Act maintenance plan, and to add new items to the Mills Act Workplan to address additional necessary repairs and upgrades (these items are addressed below in Section 3).

Table 1 provides a visual overview and summary of the original Mills Act Workplan and projects completed to date.

Table 1. Progress Overview, Mills Act Workplan, 2013 to 2022

#	Original Mills Act Work Plan Description, Capitalized Expenses	Scheduled Completion Date	Project Completed?	Notes	Overview, 2012, Before Mills Act	Overview, 2014, After Mills Act
1	Exterior cladding and architectural detail repairs 1. Repair leaded glass window, north elevation 2. Repair front porch flooring 3. Repair damaged exterior shingles 4. Repair damaged exterior clapboards 5. Repair columns in attic dormer 6. Recreate missing front porch balconette rail 7. Recreate missing crawlspace vent screens 8. Replace or remove rain gutters	2013	Yes, with minor exceptions No Yes Yes Yes Yes Yes Partially	Work completed under the Mills Act to this property's exterior wood cladding and architectural details significantly improved the condition and appearance of the property and restored key character-defining features. Original Mills Act Workplan included triannual inspection, repairs, repainting as needed. As of 2023, ongoing repair issues remain due to the age and scale of the property. Property inspection recommended repainting and repairs of exterior wood and installation of rain gutters/downspouts, in particular over entranceways and walkways, to move water away from building and foundation.	  	  

#	Original Mills Act Work Plan Description, Capitalized Expenses	Scheduled Completion Date	Project Completed?	Notes	Overview, 2012, Before Mills Act	Overview, 2014, After Mills Act
2	Exterior paint repairs	2014	Yes	Work completed under the Mills Act restored extensive areas of deteriorated wood cladding (shingles and clapboard) and spalling paint; issues remain due to the age and scale of the property. Original Mills Act Workplan included triannual inspection, repairs, repainting as needed. As of 2023, ongoing repair issues remain due to the age and scale of the property.	  	  

#	Original Mills Act Work Plan Description, Capitalized Expenses	Scheduled Completion Date	Project Completed?	Notes	Overview, 2012, Before Mills Act	Overview, 2014, After Mills Act
3	Exterior door and window repairs	2016	Partially completed	Some windows, including the cracked stained-glass window on the north elevation, have not yet been repaired	Item not documented in progress updates	Item not documented in progress updates
4	Masonry system repairs Protect and maintain brick entry stair Protect and maintain brick foundation Protect and maintain brick chimney	2019	No	2022 property inspection noted need for repairs and repointing of historic brick. Brick entry stair and foundation exhibit signs of deterioration and failing mortar. Chimney is not operational; inspection showed signs of structural instability/collapse on chimney interior on first floor.	Item not documented in progress updates	Item not documented in progress updates
5	Roofing system upgrade and repairs Original approach and scope: "The existing roof singles are nearing the end of their use life. The extant roof shingles will be replaced with cedar shingles appropriate for the historic building and district. Based on evidence found on-site it appears that the original roofing material was cedar shingle. During construction it would be appropriate to remove the several extraneous roof vents."	2020	No	2022 property inspection noted asbestos composition shingles on roof (15 years old, installed in 2007)	Item not documented in progress updates	Item not documented in progress updates
6	Structural system upgrades and repairs	2022	No	Structural upgrades and repairs scheduled for late 2022/early 2023 by new owners	Item pending completion by new owners as of January 2023	Item pending completion by new owners as of January 2023

3. Updated Mills Act Workplan, 2023-2032

The following five items are recommended for the updated Mills Act Workplan for 919 Palm Avenue:

1. Structural system upgrades and repairs
2. Exterior cladding repairs, repainting, and re-sealing (on house and on garage)
3. Window rehabilitation and repairs
4. Roofing system upgrade and repairs
5. Masonry system (brick driveway, retaining wall, hardscaping, patio, and brick chimney)

Based on existing conditions and the ongoing need for repairs/resealing of the extensive amounts of wood exterior cladding, the updated Mills Act Workplan retains the previous maintenance plan items:

1. Maintenance, masonry inspection and repairs as needed, hardscape (annual inspection)
2. Maintenance, wood framing inspection, termite mitigation, garage (annual inspection)
3. Maintenance, paint inspection and repairs as needed, main residence (tri-annual inspection)

In terms of reporting, the owners will present progress updates to the City every two years. Progress reports will include detailed work descriptions, photographs of work areas, before and after project is completed, and copies of permits and CoAs (if required).

Prior to commencement of work efforts requiring a Certificate of Appropriateness (CoA) as defined in the City's Cultural Heritage Ordinance (codified in Municipal Code Article IVH), CoAs were to be obtained as needed to obtain CHC input. In accordance with Section 2.65(D) and 2.65(E), some exceptions exist for minor projects (which are reviewed by the CHC chair without need for a full hearing and CoA).

Should the City or CHC subcommittee wish to visit the property to view the property and workplan priorities, the owners would be glad to accommodate a site walk. In addition, the owners will adhere to any updates to the Mills Act reporting requirements that might be instituted by the City or CHC.

Table 2 provides an overview of the updated Mills Act Workplan along with the schedule for completion.

Each project, as well as the corresponding Standards-compliant treatment approach, is described in more detail in this application.

Table 2. Summary of Updated Mills Act Workplan, 2023 to 2032[1]

#	Description of Mills Act Workplan Effort	Proposed Schedule	New or Original MA Workplan?	Notes on Scope of Work	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
1	Structural system upgrades and repairs	2023	Original MA Workplan and additional areas in need of repairs and retrofitting	2022 Property Inspection noted need for the following items: Brick foundation walls missing grout and show signs of deterioration Cripple walls need retrofitting; gapped and open areas along foundation need screens Posts and girders need retrofitting; evidence of leaning post; add T straps at post and girder junctures Subflooring shows signs of active leaking from kitchen; needs repairs; duct work is in contact with soil Wiring should be properly secured to framing; at present, areas of conduit are laying on soil; open junction boxes need to be enclosed in junction box to prevent shocks and failure of splice	**IDENTIFY** **Recommended:** Identifying, retaining, and preserving structural systems--and individual features of systems--that are important in defining the overall historic character of building, such as above-grade stone foundation walls, or loadbearing brick or stone walls. **Not Recommended:** (1) Removing, covering, or radically changing features of structural systems which are important in defining overall historic character; (2) Demolishing a loadbearing masonry wall that could be augmented and retained, and replacing it with a new wall (i.e., brick or stone), using the historic masonry only as an exterior veneer; (3) Leaving known structural problems untreated such as deflection of beams, cracking and bowing of walls. **PROTECT AND MAINTAIN** **Recommended:** Protecting and maintaining the structural system by cleaning the roof gutters and downspouts; replacing roof flashing; keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation. **Not Recommended:** Failing to provide proper building maintenance so that deterioration of the structural system results. Causes of deterioration include subsurface ground movement, vegetation growing too close to foundation walls, improper grading, fungal rot, and poor interior ventilation that results in condensation. **REPAIR** **Recommended:** Replacing in kind--or with substitute material--those portions or features of the structural system that are either extensively deteriorated or are missing when there are surviving prototypes such as cast iron columns, roof rafters or trusses, or sections of loadbearing walls. **Not Recommended:** Using substitute material that does not equal the loadbearing capabilities of the historic material and design or is otherwise physically or chemically incompatible.
2	Exterior cladding repairs, repainting, and re-sealing (on house and on garage)	2025	New MA Workplan	Part of ongoing Mills Act Maintenance Plan, which requires tri-annual paint inspection and maintenance/re-painting as necessary Peeling and chipped paint, gaps, cracks, openings and damaged wood are evident throughout exterior, in particular on south and west elevations	**IDENTIFY** **Recommended:** Identifying, retaining, and preserving wood features that are important in defining the overall historic character of the building such as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes, and colors. **Not Recommended:** (1) Removing or radically changing wood features which are important in defining the overall historic character; (2) removing a major portion of the historic wood from a facade instead of repairing or replacing only the deteriorated wood, then reconstructing the facade with new material in order to achieve a uniform or "improved" appearance; (3) Stripping historically painted surfaces to bare wood, then applying clear finishes or stains in order to create a "natural look." **PROTECT AND MAINTAIN** **Recommended:** (1) Protecting and maintaining wood features by providing proper drainage; (2) Retaining coatings such as paint that help protect wood from moisture/ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings; (3) Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required; (4) Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting; (5) Using with care electric hot-air guns on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting; (6) Using chemical strippers primarily to supplement other methods such as handscraping, handsanding and the above-recommended thermal devices; (7) Repainting with colors that are appropriate to the historic building; (8) Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary. **Not Recommended:** (1) Failing to identify, evaluate, and treat the causes of wood deterioration, including faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungus infestation; (2) Stripping paint or other coatings to

[1] The recommended treatment approach for 919 Palm Avenue is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from National Park Service, Department of the Interior, Washington, DC. 1995. *The Secretary of the Interior's Standards for Rehabilitation, with Guidelines for Rehabilitating, Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings*. In accordance with CEQA Guidelines, a project that has been determined to conform with the Secretary's Standards is generally considered to be a project that will not cause a significant adverse impact and material impairment. If a project meets the Secretary's Standards, the project can, in most cases, be considered categorically exempt from CEQA and qualify for a Notice of Exemption.

#	Description of Mills Act Workplan Effort	Proposed Schedule	New or Original MA Workplan?	Notes on Scope of Work	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
					reveal bare wood, thus exposing historically coated surfaces to the effects of accelerated weathering; (3) Removing paint that is firmly adhering to, and thus, protecting wood surfaces; (4) Using destructive paint removal methods such as a propane or butane torches, sandblasting or waterblasting. These methods can irreversibly damage historic woodwork; (5) Failing to undertake adequate measures to assure the protection of wood features. **REPAIR** **Recommended:** Repairing wood features by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding. **Not Recommended:** (1) Replacing an entire wood feature such as a cornice or wall when repair of the wood and limited replacement of deteriorated or missing parts are appropriate; (2) Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the wood feature or that is physically or chemically incompatible. **REPLACE** **Recommended:** Replacing in kind an entire wood feature that is too deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature. **Not Recommended:** Removing a feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.
3	Exterior window repairs	2027	New MA Workplan	Some windows, including the cracked stained-glass window on the north elevation, are broken and/or inoperable; missing screens noted throughout; gaps and cracks around window frames need caulking/sealing and repainting; wood frames need termite inspection, remediation, and repairs where necessary	**IDENTIFY, RETAIN, AND PRESERVE** **Recommended:** (1) Identifying, retaining, and preserving windows--and their functional and decorative features--that are important in defining the overall historic character of the building; (2) Such features can include frames, sash, muntins, glazing, sills, heads, moldings; (3) Conducting an in-depth survey of the conditions of existing windows early in rehabilitation planning so that repair and upgrading methods and possible replacement options can be fully explored. **Not Recommended:** (1) Removing or radically changing windows which are important in defining the historic character of the building; (2) Changing the number, location, size or glazing pattern of windows, through cutting new openings, blocking-in windows, and installing replacement sash that do not fit the historic window opening; (3) Changing the historic appearance of windows through the use of inappropriate designs, materials, finishes, or colors; (4) Replacing windows solely because of peeling paint, broken glass, stuck sash, and high air infiltration. These conditions, in themselves, are no indication that windows are beyond repair. **PROTECT AND MAINTAIN** **Recommended:** (1) Protecting and maintaining the wood and architectural metal which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems; (2) Making windows weathertight by re-caulking and replacing or installing weatherstripping. These actions also improve thermal efficiency; (3) Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, i.e. if repairs to windows and window features will be required. **Not Recommended:** (1) Failing to provide adequate protection of materials on a cyclical basis so that deterioration of the window results; (2) Retrofitting or replacing windows rather than maintaining the sash, frame, and glazing; (3) Failing to undertake adequate measures to assure the protection of historic windows. **REPAIR** **Recommended:** Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing. **Not Recommended:** (1) Replacing an entire window when repair of materials and limited replacement of deteriorated or missing parts are appropriate; (2) Failing to reuse serviceable window hardware such as brass sash lifts and sash locks; (3) Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the window or that is physically or chemically incompatible. **REPLACE** **Recommended:** (1) Replacing in kind an entire window that is too deteriorated to repair using same sash/pane configuration and other design details; (2) Designing and installing new windows when the historic windows (frames, sash and glazing) are completely missing. The replacement windows may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the window openings and the historic character of the building.

#	Description of Mills Act Workplan Effort	Proposed Schedule	New or Original MA Workplan?	Notes on Scope of Work	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
					Not Recommended: (1) Removing a character-defining window that is unrepairable and blocking it in; or replacing it with a new window that does not convey the same visual appearance; (2) Creating a false historical appearance because the replaced window is based on insufficient historical, pictorial, and physical documentation; (3) Introducing a new design that is incompatible with the historic character of the building.
4	Roofing system upgrade and repairs	2029	Original MA Workplan and additional repairs	Property inspection noted asbestos composition shingles on roof installed in 2007; add to scope of work installation of spark arrestor at chimney cap; inspection noted absence of spark arrestor/rain cap to prevent entrance of the elements and wildlife; flashings are currently covered over; all roof vents and projections need re-sealing as part of routine maintenance; install gutters or downspouts, in particular over entranceways and walkways, to move water away from foundation and building; install splashblocks or extensions to carry water away and keep from pooling near foundation and building	**IDENTIFY, RETAIN, AND PRESERVE** **Recommended:** (1) Identifying, retaining, and preserving roofs--and their functional and decorative features--that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features, such as cupolas, cresting chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning. **Not Recommended:** (1) Radically changing, damaging, or destroying roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished; (2) Removing a major portion of the roof or roofing material that is repairable, then reconstructing it with new material in order to create a uniform, or "improved" appearance. **PROTECT AND MAINTAIN** **Recommended:** (1) Protecting and maintaining a roof by cleaning the gutters and downspouts and replacing deteriorated flashing; (2) Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to insure that materials are free from insect infestation; (3) Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration; (4) Protecting a leaking roof with plywood and building paper until it can be properly repaired. **Not Recommended:** (1) Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage; (2) Allowing roof fasteners, such as nails and clips to corrode so that roofing material is subject to accelerated deterioration; (3) Permitting a leaking roof to remain unprotected so that accelerated deterioration of historic building materials--masonry, wood, plaster, paint and structural members--occurs. **REPAIR** **Recommended:** Repairing a roof by reinforcing the historic materials which comprise roof features.. **Not Recommended:** (1) Replacing an entire roof feature such as a cupola or dormer when repair of the historic materials and limited replacement of deteriorated or missing parts are appropriate; (2) Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the roof or that is physically or chemically incompatible.
5	Masonry system repairs Brick driveway, retaining wall, hardscaping, patio, and brick chimney	2031	Original MA Workplan and additional repairs	Additional repairs to character-defining masonry and brick hardscaping is needed, in particular along the retaining walls fronting the sidewalk and driveway, which shows signs of mortar failure, chipping, and deterioration Chimney is not operational; inspection showed signs of structural instability/collapse on chimney interior on first floor	**IDENTIFY, RETAIN, AND PRESERVE** **Recommended:** Identifying, retaining, and preserving masonry features that are important in defining the overall historic character of the building such as walls, brackets, railings, cornices, window architraves, door pediments, steps, and columns; and details such as tooling and bonding patterns, coatings, and color. **Not Recommended:** (1) Removing or radically changing masonry features which are important in defining the overall historic character of the building; (2) Applying paint or other coatings such as stucco to masonry that has been historically unpainted or uncoated to create a new appearance; (3) Radically changing the type of paint or coating or its color. **PROTECT AND MAINTAIN** **Recommended:** (1) Protecting and maintaining masonry by providing proper drainage so that water does not stand on surfaces or accumulate; (2) Cleaning masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes; (3) Evaluating the overall condition of the masonry to determine whether more than protection and maintenance are required, that is, if repairs will be necessary; (4) Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields; furnishings such as lights, fences, or benches; (5) Protecting and maintaining buildings and sites by providing proper drainage to assure that water does not erode foundation walls; drain toward the building; or damage or erode the landscape. **Not Recommended:** (1) Failing to evaluate and treat the various causes of mortar joint deterioration such as leaking roofs or gutters, differential settlement of the building, capillary action, etc.; (2) Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. These methods erode the surface of the material and accelerate deterioration; (3) Cleaning with chemical products that damage masonry; (4) Applying high pressure water cleaning methods that will damage historic masonry and the mortar joints; (5) Using methods of removing paint which are destructive to masonry, such as sandblasting, application of caustic solutions, or high

#	Description of Mills Act Workplan Effort	Proposed Schedule	New or Original MA Workplan?	Notes on Scope of Work	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
					pressure waterblasting; (6) Failing to maintain adequate site drainage so that buildings and site features are damaged or destroyed; or alternatively, changing the site grading so that water no longer drains properly. **REPAIR** **Recommended:** (1) Repairing masonry features by repointing mortar joints where there is deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls, or damaged plasterwork; (2) Removing deteriorated mortar by carefully hand-raking the joints; (3) Duplicating old mortar in strength, composition, color, and texture; (4) Duplicating old mortar joints in width and in joint profile; (5) Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of masonry features. **Not Recommended:** (1) Removing nondeteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance; (2) Using electric saws and hammers rather than hand tools; (3) Repointing with mortar of high portland cement content (unless it is the content of the historic mortar). This can often create a bond that is stronger than the historic material and can cause damage; (4) Repointing with a synthetic caulking compound; (5) Changing the width or joint profile when repointing; (6) Patching concrete without removing the source of deterioration; (7) Applying waterproof, water repellent, or non-historic coatings such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerate its deterioration.

Appendix A

Photographic Overview of Existing Conditions

Figure 1. Primary elevation, 919 Palm Avenue (southeast perspective)



Figure 2. North elevation, 919 Palm Avenue (northeast perspective)



Figure 3. Rear elevation, 919 Palm Avenue (west perspective)



Figure 4. Garage, northwest corner of property, 919 Palm Avenue (east perspective)



Figure 5. Garage, northwest corner of property, 919 Palm Avenue (east perspective)



Figure 6. Garage, northwest corner of property, 919 Palm Avenue



Figure 7. Garage door, detail, 919 Palm Avenue



Figure 8. Character-defining hardscaping/brick wall, shows signs of deteriorated mortar and structural failure; in need of repairs, stabilization, and limited in-kind replacement



Figure 9. Character-defining hardscaping/brick wall, shows signs of deteriorated mortar and structural failure; in need of repairs, stabilization, and limited in-kind replacement



Figure 10.Character-defining hardscaping/brick wall, shows signs of deteriorated mortar and structural failure; in need of repairs, stabilization, and limited in-kind replacement



Figure 11.Character-defining hardscaping/brick wall, shows signs of deteriorated mortar and structural failure; in need of repairs, stabilization, and limited in-kind replacement



Figure 12.Character-defining hardscaping/brick wall, shows signs of deteriorated mortar and structural failure; in need of repairs, stabilization, and limited in-kind replacement



Figure 13.Original leaded window with damaged/cracked frame and glazing



Figure 14.Example of original windows; retrofitting and repairs



Figure 15. Areas of deteriorated wood siding have been painted over; original horizontal wood-siding on each elevation needs repairs, gentle sanding/prep work, and repainting



Figure 16. Original horizontal wood-siding on each elevation is in need of repair, gentle sanding/prep work, and repainting; wood paneling close to foundation shows the most advanced deterioration, indicating the need for roof gutters and a better system for moving water away from foundation



Figure 17. Original horizontal wood-siding on each elevation is in need of repair, gentle sanding/prep work, and repainting; wood paneling close to foundation shows the most advanced deterioration, indicating the need for roof gutters and a better system for moving water away from foundation



Figure 18. Original horizontal wood-siding on each elevation is in need of repair, gentle sanding/prep work, and repainting



Appendix B

919 Palm Avenue Mills Act Application, 2012

THE CHARLES GIBBS ADAMS HOUSE

919 PALM AVENUE, SOUTH PASADENA, CALIFORNIA 91030



REVISED MILLS ACT APPLICATION

SCHEDULE AND REPORTING SYSTEM

SUMMARY OF COSTS AND TAX SAVINGS

REHABILITATION AND PRESERVATION PLAN

MAINTENANCE PLAN

FINANCIAL ANALYSIS

APPENDIX A: SUPPORTING DOCUMENTS

APPENDIX B: PHOTOGRAPHIC OVERVIEW OF FEATURES AND ISSUES

TABLE OF CONTENTS

REVISED MILLS ACT APPLICATION

Schedule And Reporting System 3

Summary Of Costs And Tax Savings 4

Rehabilitation And Preservation Plan 5

Maintenance Plan 9

Financial Analysis 10

Appendix A: Supporting Documents 11

- Cost Estimate: California Restoration And Waterproofing
- Cost Estimate: Exterior Specialists Painting
- Utility Bill: Southern California Edison, Electric Bill
- Utility Bill: The Gas Company, Gas Bill
- Utility Bill: City Of South Pasadena, Water And Trash Bill
- Farmers Insurance, Homeowner's Insurance Bill
- Los Angeles County Tax Assessor, 2012 Tax Bill

Appendix B: Photographic Overview Of Features And Issues 21

OVERVIEW OF SCHEDULE

1. Exterior cladding and architectural detail repairs	By 2013
2. Exterior paint repairs	By 2014
3. Exterior door and window repairs	By 2016
4. Masonry system repairs	By 2019
5. Roofing system upgrade and repairs	By 2020
6. Structural system upgrades and repairs	By 2022
7. Maintenance: Pruning and maintenance, trees and plantings, landscaping	Ongoing inspection
8. Maintenance: masonry inspection and repairs as needed, hardscape	Annual inspection
9. Maintenance: Wood framing inspection, termite mitigation, garage	Annual inspection
10. Maintenance: Paint inspection and repairs as needed, main residence	Tri-annual inspection

REPORTING SYSTEM

The Charles Gibbs Adams House owners, Brian and Cynthia Knight, will provide written updates to the City of South Pasadena every two years, documenting progess and providing updates on the Rehabilitation, Preservation and Maintenance Plans.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained as required by the owners.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and COAs (if required).

CAPITALIZED EXPENSES	AMOUNT	SCHEDULE
A. Exterior cladding and architectural detail repairs, main residence	$32,992	2013
B. Exterior paint repairs, main residence	$18,500	2014
C. Exterior door and window repairs, main residence	$18,117	2016
D. Hardscape repairs, masonry and woodwook, front garden	$16,700	2018
E. Masonry system upgrades and repairs, main residence	$11,710	2019
F. Roofing system repairs, main residence	$70,000	2020
G. Structural system upgrades and repairs, main residence	$53,150	2022
TOTAL CAPITALIZED EXPENSES		**$224,994**

NON-CAPITALIZED EXPENSES	AMOUNT	SCHEDULE
A. Landscape, recreate historic planting scheme and irrigation	$15,000	2011-22
B. Structural system upgrades and repairs, garage	$9,575	2015
C. Exterior cladding repairs, garage	$905	2015
D. Exterior door and window repairs, garage	$3,760	2015
E. Hardscape repairs, water feature, back garden	$3,825	2017
F. Interior cladding and architectural detail repairs, main residence	$30,215	2021
TOTAL NON-CAPITALIZED EXPENSES		**$63,280**

TOTAL OUT-OF-POCKET INVESTMENT IN 919 PALM AVENUE	**$284,449**
TOTAL ESTIMATED TAX SAVINGS, 10-YEAR PERIOD	**$99,105**
AVERAGE ANNUAL COST TO THE CITY OF SOUTH PASADENA	**$1,388**

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1: PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
A. Exterior cladding and architectural details 1. Repair damaged leaded glass window in the north elevation 2. Repair front porch flooring 3. Repair damaged exterior shingles 4. Repair damaged exterior clapboards 5. Repair columns in attic dormer 6. Recreate missing front porch balconette railing 7. Recreate missing/altered crawlspace vent screens 8. Replace or remove rain gutters	Yes	1. Broken glass panes will be replaced in-kind and the lead caning will be given a general overhaul to ensure the long-term preservation of the window. Any repair to the window frame, sash or casing will be made by patching, splicing, consolidating or otherwise reinforcing. 2. Floor boards are splintered, have dry-rot, or are otherwise damaged. Replace damaged boards in-kind. Following repairs the boards will be painted to protect the wood. Paint should match the surrounding boards. 3. Repair damaged exterior shingles (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind with shingles that match the texture of existing. Care will be taken to ensure spacing pattern around existing shingles is continued. Repairs will be made prior to exterior painting. 4. Repair damaged exterior clapboards (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding. Repairs will be made prior to exterior painting. 5. Columns will be adjusted into their original position and stabilized. Repairs will be made to the columns by patching, splicing, consolidating or otherwise reinforcing. Repairs will be made prior to exterior painting. 6. Recreate missing balusters based on existing. Surviving rails will be used as prototypes to guide the overall form and detailing of the missing balusters. Replacement balusters will be crafted from wood, as are the existing, and attached to the balconette in a fashion similar to original. Repairs will be made prior to exterior painting. 7. Missing and/or altered crawlspace vent screens will be recreated based on the one surviving original existing vent (north east elevation, nearest the balconette). The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match. 8. The extant rain gutters were added to the house at an unknown date. The gutters, as they appear now, are not in keeping with the architecture of the house. The existing gutters will be replaced with a design more in keeping with the architectural character of the building. Before replacing the gutters the facial will be inspected to identify features that may be used to guide the accurate reproduction on the original gutter system. If no evidence is located to establish the original design, the rain gutters will be replaced by a new design that is compatible with the remaining character-defining features of the historic building. The new design will take into account the size, scale, and material of the historic building itself and will be clearly differentiated so that a false historical appearance is not created.	2013
B. Exterior paint and protective coatings 1. Protect and maintain exterior paint 2. Protect and maintain all windows	Yes	1. Inspection of exterior painted wood surfaces determined repainting is necessary. Damaged and deteriorated paint will be taken down to the next sound layer using the gentlest method possible. Hand-scraping and hand-sanding are preferable to mechanized scraping or sanding, particularly for the second story shingles. Electric hot-air guns may be used on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting. Chemical strippers may be used to supplement other methods. Following surface preparation the exterior will be repainted with colors that are appropriate to the historic building and district. 2. The glazing putty on several windows is dried and cracked and some panes are loose. Windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. The new glazing putty will be painted to match the sash and mullions.	2014

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1 (CON'T.): PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
C. Exterior doors and windows 1. Protect and maintain the front door 2. Protect and maintain the front screen door 3. Repair attic window 4. Repair sunroom windows 5. Recreate missing wood-framed window screens	Yes	1. The existing original finish on the entry door will be maintained and protected. Currently, the beveled glass window is loose and will be secured. 2. The existing wood and metal screen door is sagging. The door will be re-hung. 3. Inspect and identify cause of the window's movement within the wall plane. The least invasive repairs will be made to the frame, sash and casing in order to stabilize the window. The window itself will not be removed or radically altered. Repairs will be made to the frame, sash and casing by patching, splicing, consolidating or otherwise reinforcing. Any material replacement will be made in kind. Repairs will be made prior to exterior painting. 4. At an unknown date the windows in the second story sunroom on the south elevation were replaced with those in a newer style sliding wood sash type. The original wood windows were stored onsite. The original windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. Broken glass panes will be replaced in-kind and the windows will be given a general overhaul to ensure their long-term preservation. Any repair to the window frames, sashes or casings will be made by patching, splicing, consolidating or otherwise reinforcing. Following rehabilitation the original windows will be reinstalled. The windows will be painted in a color harmonizing with the paint palette of the house. 5. Missing and/or altered crawlspace vent screens will be recreated based on the one surviving original existing vent (north east elevation, nearest the balconette). The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match.	2016
D. Masonry systems 1. Protect and maintain the brick entry stair 2. Protect and maintain the brick foundation 3. Protect and maintain brick chimney	Yes	1. Secure loose bricks and re-point mortar. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes such as terra-cotta brackets or stone balusters. 2. Re-point the exterior brick foundation. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Following re-pointing the earth around the foundation will be graded to provide drainage so that water is not allowed to stand on flat, horizontal surfaces. 3. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2019
E. Roofing systems 1. Replace roof shingles	Yes	1. The existing roof singles are nearing the end of their use life. The extant roof shingles will be replaced with cedar shingles appropriate for the historic building and district. Based on evidence found on-site it appears that the original roofing material was cedar shingle. This is consistent with the architectural style and era of construction. During construction it would be appropriate to remove the several extraneous roof vents.	2020

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1 (CON'T.): PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
F. Interior finishes and architectural details 1. Repair interior pocket door 2. Repair chimney firebox and flue 3. Restore and refinish mantle woodwork 4. Restore and refinish interior wood trim 5. Restore and refinish interior wood doors	Yes (not a capitalized expense)	1. A major interior character defining feature located between foyer and living room – the pocket door is off its track and does not function properly. Repair of the pocket door will likely require the removal of interior lath and plaster in order to access the door hardware. After the track is realigned the lath and plaster will be replaced in-kind and finished and repainted to match the room. 2. Brick in the firebox is loose, the mortar is decomposed and the flue is inoperable – inspect and identify causes of flue and firebox deterioration. Repair masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. 3-5. In some places the original existing wood finish is cracking and in other areas the finish has been painted over. Existing original finishes will be protected and maintained. In areas where original finish has been covered paint will be removed using the gentlest means necessary followed be re-finishing to match original.	2021
G. Structural systems 1. Stabilize foundation 2. Stabilize and repair downstairs sub-flooring/floors	No	1. The existing brick foundation is spalling in areas – inspect and identify solution to stabilized foundation. The stabilization solution should not alter the historic character existing foundation. Any stabilization effort will attempt to maintain and protect the existing brick work. Replacements would match existing in details such as tooling and bonding patterns, and color. Repair according to industry standards and applicable building codes. 2. Douglas Fir subfloor/floor material has a significant number of loose boards that need to be braced from below. Metal strapping and plywood substrate between floor joists will be necessary to create a stable floor surface. Repair according to industry standards and applicable building codes.	2022

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
A. Structural 1. Repair garage beams and joists	No (not a capitalized expense)	1. Roof joists and cross beam has deteriorated and will need replacement. Roof structure is currently held in place with unbraced 4x4 posts. Joists have sagged significantly. New composition roofing and substrate will be installed. Repair according to industry standards and applicable building codes.	2015
B. Exterior cladding 1. Repair garage siding	Yes (not a capitalized expense)	1. Three inch shiplap siding has deteriorated significantly on the south and west-facing elevation. Repair and replacement of damaged and missing siding with in-kind material is required.	2015
C. Exterior doors and windows 1. Repair garage barn doors and track hardware	Yes (not a capitalized expense)	1. The barn door sliding hardware no longer functions correctly. Repair of the hardware will require removal and restoration of the track and wheels.	2015

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 3: HARDSCAPE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
A. Masonry systems 1. Protect and maintain brick driveway and retaining wall 2. Protect and maintain brick hardscaping / brick patio, fireplace, and paths (front and rear garden)	Yes	1. The brick retaining wall at the drive way was damaged at an unknown date (likely by repeated car strikes). Other sections of the brick retaining wall were inappropriately repaired; these alterations will be undone and repaired in and appropriate manner. The drive way is also in need of maintenance. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. 2. While much of the garden hardscaping is extant much of it is in need of re-pointing. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2017
B. Woodwork systems 1. Replace front garden fences and gates	Yes	1. Original wood fence and gate are gone. Original sample material was found during pruning and initial clearing of overgrown landscape. These samples were saved and will be used to match both construction type, design and finish color.	2017
C. Masonry and plumbing systems 1. Repair back garden water feature	Yes (not a capitalized expense)	1. The water feature no longer functions. It is the focal point of the rear garden. Broken or missing brick will be replaced in-kind. Water supply and drainage will be reestablished; any demolition to the existing materials will be kept to a minimum and will be replaced in-kind. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. The concrete lining will be matched in color and texture. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2017

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 4: LANDSCAPE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
A. Trees and plantings 1. Restore historic landscaping	Yes (not a capitalized expense)	1. Grounds of the property have suffered significantly from long-term neglect; so much so that only bulbs survive. A new planting plan, inspired by the documented work of Charles Gibbs Adams, is proposed. The proposed plantings will be guided by the hardscape (paths, patio, outdoor fireplace, fountain, and fencing) and make use of the existing bulbs. Additional plants will be added, as described above, based on documented work of Mr. Adams. Work underway. Guiding provisions of the Secretary of the Interior's Standards to be followed include: "Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."	2011-2022

NOTES: REHABILITATION AND PRESERVATION PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

MAINTENANCE PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1: PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Exterior cladding and paint	Yes (not a capitalized expense)	1. Tri-annual paint inspection and maintenance/re-painting as necessary. Recommended rehabilitation treatment guidelines: 1. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building."	2015, 2018, 2021

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Wood framing and sheathing	Yes (not a capitalized expense)	1. Annual inspections to ensure mitigation of dry rot and termite damage; additional areas of concern to be addressed as found. Termite mitigation and dry rot removal will be carried out according to the Secretary of the Interior's Standards for the treatment of Historic Properties. This treament will seek to "stabilize, consolidate, and conserve existing historic materials" and will "replace minimum amount of fabric necessary and match materials in-kind." Recommended rehabilitation treatment guidelines: Protect and maintain: "Protecting and maintaining the structural systems... by keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

AREA 3: HARDSCAPING

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Historic brick driveway, driveway apron, walkways, water feature, and outdoor fireplace	Yes (not a capitalized expense)	1. Annual inspections to monitor any additional movement and separation of bricks from mortar. Recommended treatment approach: "Repair of historic masonry may consist of either patching the historic material or filling in with new material work to match the historic material. If replacement is necessary, duplication of historic materials and detailing should be as exact as possible to assure a repair that is functionally and aesthetically acceptable."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

AREA 4: LANDSCAPING

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Landscaping and trees	Yes (not a capitalized expense)	1. Ongoing maintenance of trees and landscaping. "Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include... vagetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

NOTES: MAINTENANCE PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

FINANCIAL ANALYSIS OF MILLS ACT CONTRACT: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

ASSESSOR'S ID: 5313-008-023 **CURRENT ASSESSED VALUE:** $790,000

	ANNUAL INCREASE	CURRENT YEAR	YEAR 1 (2013)	YEAR 2 (2014)	YEAR 3 (2015)	YEAR 4 (2016)	YEAR 5 (2017)	YEAR 6 (2018)	YEAR 7 (2019)	YEAR 8 (2020)	YEAR 9 (2021)	YEAR 10 (2022)
REVENUES												
1. Monthly Rental Income	*3%*	*$2,200.00*	*$2,266.00*	*$2,333.98*	*$2,404.00*	*$2,476.12*	*$2,550.40*	*$2,626.92*	*$2,705.72*	*$2,786.89*	*$2,870.50*	*$2,956.62*
2. Annual Rental Income	*3%*	*$26,400.00*	*$27,192.00*	*$28,007.76*	*$28,847.99*	*$29,713.43*	*$30,604.84*	*$31,522.98*	*$32,468.67*	*$33,442.73*	*$34,446.01*	*$35,479.39*
ANNUAL EXPENSES												
3. Insurance	*5%*	*$850.00*	*$892.50*	*$937.13*	*$983.98*	*$1,033.18*	*$1,084.84*	*$1,139.08*	*$1,196.04*	*$1,255.84*	*$1,318.63*	*$1,384.56*
4. Utilities	*6%*	*$5,647.00*	*$5,985.82*	*$6,344.97*	*$6,725.67*	*$7,129.21*	*$7,556.96*	*$8,010.38*	*$8,491.00*	*$9,000.46*	*$9,540.49*	*$10,112.92*
5. Maintenance	*5%*	*$15,567.85*	*$16,346.24*	*$17,163.55*	*$18,021.73*	*$18,922.82*	*$19,868.96*	*$20,862.41*	*$21,905.53*	*$23,000.80*	*$24,150.84*	*$25,358.39*
6. Management	*5%*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*
7. Other	*2%*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*	*$0.00*
8. TOTAL EXPENSES (Sum lines 3 through 7)		*$22,064.85*	*$23,224.56*	*$24,445.65*	*$25,731.38*	*$27,085.21*	*$28,510.76*	*$30,011.87*	*$31,592.56*	*$33,257.10*	*$35,009.96*	*$36,855.86*
9. ANNUAL NET INCOME (Line 2 minus line 8)		*$4,335.15*	*$3,967.44*	*$3,562.11*	*$3,116.61*	*$2,628.23*	*$2,094.08*	*$1,511.11*	*$876.11*	*$185.63*	*-$563.95*	*-$1,376.47*
CAPITALIZATION RATE												
10. Interest Component	*9.0%*											
11. Historic Property Risk Component	*4.0%*											
12. Property Tax Component	*1.0%*											
13. Amortization Component	*3.0%*											
14. TOTAL CAPITALIZATION RATE	*17.0%*											
TAXES												
15. Mills Act Assessment (line 9 divided by 17%)		*$25,500.88*	*$26,087.40*	*$26,687.41*	*$27,301.22*	*$27,929.15*	*$28,571.52*	*$29,228.66*	*$29,900.92*	*$30,588.64*	*$31,292.18*	*$32,011.90*
16. Tax Under Mills Act (line 15 x .01035146)	*1.035146%*	*$263.97*	*$270.04*	*$276.25*	*$276.25*	*$289.11*	*$295.76*	*$302.56*	*$309.52*	*$316.64*	*$323.92*	*$331.37*
17. Current Tax	*2%*	*$8,320.30*	*$8,569.91*	*$8,741.31*	*$8,916.13*	*$9,094.46*	*$9,276.35*	*$9,461.87*	*$9,651.11*	*$9,844.13*	*$10,041.01*	*$10,241.83*
18. Tax Savings (line 17 minus line 16)		*$8,056.33*	*$8,299.87*	*$8,465.05*	*$8,639.88*	*$8,805.35*	*$8,980.59*	*$9,159.31*	*$9,341.59*	*$9,527.49*	*$9,717.09*	*$9,910.46*
19. Taxes Cost to City	*16%*	*$1,331.25*	*$1,272.63*	*$1,298.08*	*$1,324.05*	*$1,350.53*	*$1,377.54*	*$1,405.09*	*$1,433.19*	*$1,461.85*	*$1,491.09*	*$1,520.91*
TOTAL COSTS (line 5)												***$221,169.18***
TOTAL TAX SAVINGS (line 18)												***$98,903.02***
ANNUAL AVERAGE COST TO CITY (line 19)												***$1,387.84***

COST ESTIMATE: CALIFORNIA RESTORATION & WATERPROOFING GENERAL CONTRACTORS



September 29, 2012

Brian Knight
919 Palm Avenue
South Pasadena, CA 91030

Description	Amount
Repair brick entry stair	$950
Repair brick foundation	$2,180
Repair front door	$2,412
Repair front screen door	$275
Repair damaged leaded glass window	$1,520
Repair front porch flooring	$3,117
Repair damaged exterior shingles	$7,140
Repair damaged exterior clapboards	$5,325
Repair attic window	$1,930
Repair columns in attic dormer	$1,820
Recreate missing front porch balconette railing	$2,750
Repair sunroom windows	$7,300
Recreate missing/altered crawlspace vent screens	$320
Recreate missing woo-framed window screens	$6,200
Repair brick driveway and reating wall	$3,200
Repair brick hardscaping	$8,700
Repair water feature	$3,825
Repair interior pocket door	$2,315
Repair garage barn doors and tracks	$3,760
Repair garage siding	$905
Repair garage structure	$9,575
Recreate garden fence and gate	$4,800
Stabilize and repair downstairs sub-flooring	$5,150
Repair brick chimney	$8,580
Repair chimney firebox and flue	$6,400
Replace roof shingles	$70,000
Stabilize foundation	$48,000
Replace rain gutters	$11,000
Restore and refinish mantle woodwork	$3,400
Restore and refinish interior wood trim	$13,000
Restore and refinish interior wood doors	$5,100

663 Brea Canyon Rd., Suite 3, Walnut, CA 91789 (909)595-1234 Fax (909)595-1444

COST ESTIMATE: CALIFORNIA RESTORATION & WATERPROOFING GENERAL CONTRACTORS

RESTORATION, REHABILITATION, AND MAINTENANCE PLAN

California Restoration & Waterproofing
1518 Arrow Hwy, Suite C, La Verne, CA 91750 Phone (909)595-1234 Fax (909)595-1444

919 PALM AVENUE, SOUTH PASADENA, CA 91030: RESTORATION, REHABILITATION, AND MAINTENANCE PLAN

ITEM	YEAR OF WORK	TYPE OF WORK	COST ESTIMATE	DESCRIPTION
1	2013	Protect and maintain the brick entry stair	950	Secure loose bricks and re-point mortar. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes such as terra-cotta brackets or stone balusters.
2	2013	Protect and maintain the brick foundation	2,180	Re-point the exterior brick foundation. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Following re-pointing the earth around the foundation will be graded to provide drainage so that water is not allowed to stand on flat, horizontal surfaces.
3	2013	Protect and maintain the front door	2,412	The existing original finish on the entry door will be maintained and protected. Currently, the beveled glass window is loose and will be secured.
4	2013	Protect and maintain the front screen door	275	The existing wood and metal screen door is sagging. The door will be re-hung.
5	2014	Protect and maintain all windows		The glazing putty on several windows is dried and cracked and some panes are loose. Windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. The new glazing putty will be painted to match the sash and mullions.
6	2014	Repair damaged leaded glass window in the north elevation	1,520	Broken glass panes will be replaced in-kind and the lead caning will be given a general overhaul to ensure the long-term preservation of the window. Any repair to the window frame, sash or casing will be made by patching, splicing, consolidating or otherwise reinforcing.
7	2014	Repair front porch flooring	3,117	Floor boards are splintered, have dry-rot, or are otherwise damaged. Replace damaged boards in-kind. Following repairs the boards will be painted to protect the wood. Paint should match the surrounding boards.
8	2014	Repair damaged exterior shingles	7,140	Repair damaged exterior shingles (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind with shingles that match the texture of existing. Care will be taken to ensure spacing pattern around existing shingles is continued. Repairs will be made prior to exterior painting.
9	2015	Repair damaged exterior clapboards	5,325	Repair damaged exterior clapboards (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding. Repairs will be made prior to exterior painting.
10	2015	Repair attic window	1,930	Inspect and identify cause of the window's movement within the wall plane. The least invasive repairs will be made to the frame, sash and casing in order to stabilize the window. The window itself will not be removed or radically altered. Repairs will be made to the frame, sash and casing by patching, splicing, consolidating or otherwise reinforcing. Any material replacement will be made in kind. Repairs will be made prior to exterior painting.
11	2015	Repair columns in attic dormer	1,820	Columns will be adjusted into their original position and stabilized. Repairs will be made to the columns by patching, splicing, consolidating or otherwise reinforcing. Repairs will be made prior to exterior painting.
12	2015	Recreate missing front porch balconette railing	2,750	Recreate missing balusters based on existing. Surviving rails will be used as prototypes to guide the overall form and detailing of the missing balusters. Replacement balusters will be crafted from wood, as are the existing, and attached to the balconette in a fashion similar to original. Repairs will be made prior to exterior painting.
13	2016	Protect and maintain exterior paint		Inspection of exterior painted wood surfaces determined repainting is necessary. Damaged and deteriorated paint will be taken down to the next sound layer using the gentlest method possible. Hand-scraping and hand-sanding are preferable to mechanized scraping or sanding, particularly for the second story shingles. Electric hot-air guns may be used on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting. Chemical strippers may be used to supplement other methods. Following surface preparation the exterior will be repainted with colors that are appropriate to the historic building and district.

COST ESTIMATE: CALIFORNIA RESTORATION & WATERPROOFING GENERAL CONTRACTORS

RESTORATION, REHABILITATION, AND MAINTENANCE PLAN

California Restoration & Waterproofing
1518 Arrow Hwy, Suite C, La Verne, CA 91750 Phone (909)595-1234 Fax (909)595-1444

919 PALM AVENUE, SOUTH PASADENA, CA 91030: RESTORATION, REHABILITATION, AND MAINTENANCE PLAN

ITEM	YEAR OF WORK	TYPE OF WORK	COST ESTIMATE	DESCRIPTION
14	2016	Repair sunroom windows	7,300	At an unknown date the windows in the second story sunroom on the south elevation were replaced with those in a newer style sliding wood sash type. The original wood windows were stored onsite. The original windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. Broken glass panes will be replaced in-kind and the windows will be given a general overhaul to ensure their long-term preservation. Any repair to the window frames, sashes or casings will be made by patching, splicing, consolidating or otherwise reinforcing. Following rehabilitation the original windows will be reinstalled. The windows will be painted in a color harmonizing with the paint palette of the house.
15	2016	Recreate missing/altered crawlspace vent screens	320	Missing and/or altered crawlspace vent screens will be recreated based on the one surviving original existing vent (north east elevation, nearest the balconette). The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match.
16	2016	Recreate missing wood- framed window screens	6,200	Recreate missing window screens based on existing. Surviving wood-framed screens will be used as a prototype to guide the overall form and detailing of the missing screens. Replacement screens will be crafted from wood, as are the existing, and attached in a fashion similar to original. The wood-framed screens will be painted in a color harmonizing with the paint palette of the house.
17	2017	Recreate landscaping		Grounds of the property have suffered significantly from long-term neglect; so much so that only bulbs survive. A new planting plan, inspired by the documented work of Charles Gibbs Adams, is proposed. The proposed plantings will be guided by the hardscape (paths, patio, outdoor fireplace, fountain, and fencing) and make use of the existing bulbs. Additional plants will be added, as described above, based on documented work of Mr. Adams.
18	2017	Protect and maintain brick driveway and retaining wall	3,200	The brick retaining wall at the drive way was damaged at an unknown date (likely by repeated car strikes). Other sections of the brick retaining wall were inappropriately repaired; these alterations will be undone and repaired in and appropriate manner. The drive way is also in need of maintenance. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.
19	2017	Protect and maintain brick hardscaping / brick patio, fireplace, and paths (front and rear garden)	8,700	While much of the garden hardscaping is extant much of it is in need of re-pointing. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.
20	2018	Repair water feature	3,825	The water feature no longer functions. It is the focal point of the rear garden. Broken or missing brick will be replaced in-kind. Water supply and drainage will be reestablished; any demolition to the existing materials will be kept to a minimum and will be replaced in-kind. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. The concrete lining will be matched in color and texture. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.
21	2018	Repair interior pocket door	2,315	A major interior character defining feature located between foyer and living room – the pocket door is off its track and does not function properly. Repair of the pocket door will likely require the removal of interior lath and plaster in order to access the door hardware. After the track is realigned the lath and plaster will be replaced in-kind and finished and repainted to match the room.
22	2018	Repair garage barn doors and tracks	3,760	The barn door sliding hardware no longer functions correctly. Repair of the hardware will require removal and restoration of the track and wheels.
23	2018	Repair garage siding	905	Three inch shiplap siding has deteriorated significantly on the south and west-facing elevation. Repair and replacement of damaged and missing siding with in-kind material is required.
24	2018	Repair garage structure	9,575	Roof joists and cross beam has deteriorated and will need replacement. Roof structure is currently held in place with unbraced 4x4 posts. Joists have sagged significantly. New composition roofing and substrate will be installed.

COST ESTIMATE: CALIFORNIA RESTORATION & WATERPROOFING GENERAL CONTRACTORS

RESTORATION, REHABILITATION, AND MAINTENANCE PLAN

California Restoration & Waterproofing
1518 Arrow Hwy, Suite C, La Verne, CA 91750 Phone (909)595-1234 Fax (909)595-1444

919 PALM AVENUE, SOUTH PASADENA, CA 91030: RESTORATION, REHABILITATION, AND MAINTENANCE PLAN

ITEM	YEAR OF WORK	TYPE OF WORK	COST ESTIMATE	DESCRIPTION
25	2019	Replace garden fences and gates	4,800	Original wood fence and gate are gone. Original sample material was found during pruning and initial clearing of overgrown landscape. These samples were saved and will be used to match both construction type, design and finish color
26	2019	Stabilize and repair downstairs sub-flooring/floors	5,150	Douglas Fir subfloor/floor material has a significant number of loose boards that need to be braced from below. Metal strapping and plywood substrate between floor joists will be necessary to create a stable floor surface.
27	2020	Replace and modernize backyard irrigation system with xeriscape drip system		Existing galvanized irrigation system is no longer working. Existing system will be removed and replaced with copper and PVC system employing low-flow and drip irrigation spray heads and valves.
28	2020	Install attic Insulation		Improve energy efficiency of existing mechanical systems by installing insulation and radiant barrier and proper ventilation in the attic. Currently there is NO insulation in the entire house.
29	2021	Protect and maintain brick chimney	8,580	Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.
30	2021	Repair chimney firebox and flue	6,400	Brick in the firebox is loose, the mortar is decomposed and the flue is inoperable – inspect and identify causes of flue and firebox deterioration. Repair masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.
31	2022	Replace roof shingles	70,000	the existing roof singles are nearing the end of their use life. The extant roof shingles will be replaced with asphalt composition shingles in a color appropriate for the historic building and district. Based on evidence found on-site it appears that the original roofing shingle was dark green in color. This is consistent with the architectural style and era of construction. During construction it would be appropriate to remove the several extraneous roof vents.
32	2022	Stabilize foundation	48,000	The existing brick foundation is spalling in areas – inspect and identify solution to stabilized foundation. The stabilization solution should not alter the historic character existing foundation. Any stabilization effort will attempt to maintain and protect the existing brick work. Replacements would match existing in details such as tooling and bonding patterns, and color.
33	2022	Replace or remove rain gutters	11,000	The extant rain gutters were added to the house at an unknown date. The gutters, as they appear now, are not in keeping with the architecture of the house. The existing gutters will be replaced with a design more in keeping with the architectural character of the building. Before replacing the gutters the facial will be inspected to identify features that may be used to guide the accurate reproduction on the original gutter system. If no evidence is located to establish the original design, the rain gutters will be replaced by a new design that is compatible with the remaining character-defining features of the historic building. The new design will take into account the size, scale, and material of the historic building itself and will be clearly differentiated so that a false historical appearance is not created.
34	2023	Restore and Refinish mantle woodwork	3,400	In some places the original existing wood finish is cracking and in other areas the finish has been painted over. Existing original finishes will be protected and maintained. In areas where original finish has been covered paint will be removed using the gentlest means necessary followed be re-finishing to match original.
35	2023	Restroe and refinish interior wood trim	13,000	In some places the original existing wood finish is cracking and in other areas the finish has been painted over. Existing original finishes will be protected and maintained. In areas where original finish has been covered paint will be removed using the gentlest means necessary followed be re-finishing to match original.
36	2023	Restore and refinish interior wood doors	5,100	In some places the original existing wood finish is cracking and in other areas the finish has been painted over. Existing original finishes will be protected and maintained. In areas where original finish has been covered paint will be removed using the gentlest means necessary followed be re-finishing to match original.
37	2023	Rebuild and restore garage electrical system		
38	2023	Rebuild and restore garden electrical and lighting systems		
39	Annually	Maintenance - Plumbing system		
40	Annually	Maintenance - Electrical system		
41	Annually	Maintenance - HVAC system		
42	Annually	Maintenance - Structural		
43	Bi-annually	Maintenance - exterior finishes		
44	Monthly	Maintenance - landscaping		
45	2014	Repair damaged glass in dining room window		Broken glass panes will be replaced in-kind and the lead caning will be given a general overhaul to ensure the long-term preservation of the window. Any repair to the window frame, sash or casing will be made by patching, splicing, consolidating or otherwise reinforcing.

COST ESTIMATE: EXTERIOR SPECIALISTS RE-PAINTING EXTERIOR

EXTERIOR PROPOSAL & CONTRACT

T 6:00

EXTERIOR SPECIALISTS
1443 E. WASHINGTON BLVD. #307
PASADENA, CA 91104
PHONE (626) 798-6657 FAX (626) 798-6101
STATE CONTRACTOR'S LICENSE NO. 598568
WWW.EXTERIORSPECIALISTS.COM

To BRIAN KNIGHT	Date 9/25/12
Address 919 PALM AV, S. PASADENA 91030	
Job Address	
Home Phone (626) 823-0150	Work Phone
Cell Number	Email / Fax

All services checked below are covered under this contract.

- ☐ **PRESSURE WASH** – Hydraulic water machine is used to remove dirt, loose paint, smog & mildew.
- ☑ **MASK & COVER** – Areas not to be painted will be masked, covered and protected against overspray and splatter. Openings to be covered as needed using plastic to help eliminate paint dust from entering inside the home.
- ☐ **TRENCH** – Trench out dirt 4"-6" around perimeter to extend paint below soil level.
- ☑ **SCRAPE & SAND** – Scrape and sand loose and peeling paint to ensure proper paint adhesion.
- ☑ **CAULKING** – Caulk cracks in wood joints aud between stucco and wood to seal out moisture.
- ☑ **WINDOW GLAZING** – Remove loose sash putty in windows, prime and re-glaze.
- ☐ **STUCCO CRACKS** – Stucco patch as necessary and seal with an elastomeric coating.
- ☑ **WOOD CRACKS** – Repair wood cracks with "Bondo" all purpose household putty.
- ☑ **PRIME** – Highest quality primers are applied to wood, metal and new stucco as required.
- ☑ **CLEAN-UP** – Work will be completed in a clean and professional manner. Trash is removed and clean-up is performed daily and upon completion of the job.
- ☑ **INSPECTION** – A complete inspection is performed with the customer to ensure your satisfaction. Final touch-ups are completed before we leave your project.

Scope Of Work	Exclude	One coat	Two coat	Flat	Satin	Semi-Gloss	Gloss	100% Acrylic	Oil Base enamel	Stain & Varnish	Color
Stucco	X										
Siding											
Windows			X								
Doors			X								
Overhang / Eaves			X								
Fascia Boards			X								
Shutters											
Wrought Iron	X										
Front Door	X										
Railings	X										
Shingles			X								

OPTIONS		Yes	No
1. CARPENTRY	$ 35/HR + MATERIALS		
2.	$		
3.	$		
4.	$		
5.	$		

EXCLUSIONS

MISCELLANEOUS

- ☑ Top Quality paint - We proudly use the best quality Benjamin Moore, Dunn Edwards, Sherwin Williams
- ☑ Fully Insured & Bonded - Complete Coverage (Worker's Comp, Property Damage & Liability) is provided to protect our clients & employees.
- ☑ Written Guarantee - Full 5 year warrantee
- ☑ Plants - In order to provide the best quality paint job we ask that plants be pruned away from areas to be painted.
- ☑ Colors - The price stated herein shall include _____ samples. In order to provide the best value to our clients all color and sheen decisions must be made by the owner prior to our crew's arrival. Color changes are subject to additional charge.

ALL PAINT, LABOR, MATERIALS & WARRANTY ARE INCLUDED.

JOB AREAS HOUSE & GARAGE (FULL EXTERIOR) $ _____

APPROXIMATE COMPLETION TIME 3-4 WEEKS $ OPTIONS

TOTAL EIGHTEEN THOUSAND FIVE HUNDRED DOLLARS $ 18500.00

Progress payments made weekly. Balance is to be paid to the crew leader on the last day of work.

Contractor: CHRIS JONES **Date** 9/25/12

Estimated start date FALL 2012 **Proposal is good for** 90 **days**

I agree to have the above work done at the above price or cost and have read and understand the information front & back of this agreement.

Signed: _____ **Date:** _____

You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction.



Exhibit 01: East elevation



Exhibit 02: Attic dormer pilasters. East elevation.



Exhibit 03: Front porch bay.



Exhibit 04: Front porch column caps.



Exhibit 05: Stair landing window - broken glass.



Exhibit 06: Front porch floorboards.



Exhibit 07: Typical brick foundation condition.



Exhibit 08: Roof flashing and shingle condition - south elevation.



Exhibit 09: Roof flashing and shingle condition - north elevation.



Exhibit 10: Second floor flowerbox shelf.



Exhibit 11: Typical shingle condition - east elevation.



Exhibit 12: Typical paint condition.



Exhibit 13: Ground floor siding condition - north elevation.



Exhibit 14: Typical brick foundation condition - south elevation.



Exhibit 15: Typical paint condition - second floor - south elevation.



Exhibit 16: Paint - ground floor - south elevation.



Exhibit 17: Clapboard condition - ground floor - east elevation.



Exhibit 18: Shingle condition - second floor - south elevation.



Exhibit 19: Sun porch bathroom drain condition.



Exhibit 20: Brick foundation condition - south elevation.



Exhibit 21: Brick foundation



Exhibit 22: Siding damage



Exhibit 23: Brick driveway and walkways



Exhibit 24: Brick driveway and retaining wall - east elevation.



Exhibit 25: Brick driveway and retaining wall.



Exhibit 26: Brick driveway apron.



Exhibit 27: Brick retaining wall.



Exhibit 28: Garage bypass doors.



Exhibit 29: Shingle and fascia condition - south elevation.



Exhibit 30: Shingle and flashing condition.

Appendix C

"The Charles Gibbs Adams House,
919 Palm Avenue, South Pasadena, California,
Mills Act Progress Report, 2012-2018," prepared by Brian Knight, AIA

THE CHARLES GIBBS ADAMS HOUSE

919 PALM AVENUE, SOUTH PASADENA, CALIFORNIA 91030



919 PALM AVENUE; 1910

MILLS ACT PROGRESS REPORT 2012-2018

REHABILITATION AND PRESERVATION PLAN

The following **CAPITALIZED** expense items have been completed per the rehabilitation and preservation plan:

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
A. Exterior wood cladding and architectural details 1. Repair front porch flooring 2. Repair damaged exterior shingles 3. Repair damaged exterior clapboards 4. Repair columns in attic dormer 5. Recreate missing front porch balconette railing 6. Recreate missing/altered crawlspace vent screens	Yes	1. Floor boards are splintered, have dry-rot, or are otherwise damaged. Replace damaged boards in-kind. Following repairs the boards will be painted to protect the wood. Paint should match the surrounding boards. 2. Repair damaged exterior shingles (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind with shingles that match the texture of existing. Care will be taken to ensure spacing pattern around existing shingles is continued. Repairs will be made prior to exterior painting. 3. Repair damaged exterior clapboards (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding. Repairs will be made prior to exterior painting. 4. Columns will be adjusted into their original position and stabilized. Repairs will be made to the columns by patching, splicing, consolidating or otherwise reinforcing. Repairs will be made prior to exterior painting. 5. Recreate missing balusters based on existing. Surviving rails will be used as prototypes to guide the overall form and detailing of the missing balusters. Replacement balusters will be crafted from wood, as are the existing, and attached to the balconette in a fashion similar to original. Repairs will be made prior to exterior painting. 6. Missing and/or altered crawlspace vent screens will be recreated based on the one surviving original existing vent (north east elevation, nearest the balconette). The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match.	2013 COMPLETED
B. Exterior paint and protective coatings 1. Preserve and restore exterior paint 2. Protect and maintain all windows	Yes	1. Inspection of exterior painted wood surfaces determined repainting is necessary. Damaged and deteriorated paint will be taken down to the next sound layer using the gentlest method possible. Hand-scraping and hand-sanding are preferable to mechanized scraping or sanding, particularly for the second story shingles. Electric hot-air guns may be used on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting. Chemical strippers may be used to supplement other methods. Following surface preparation the exterior will be repainted with colors that are appropriate to the historic building and district. 2. The glazing putty on several windows is dried and cracked and some panes are loose. Windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. The new glazing putty will be painted to match the sash and mullions.	2014 COMPLETED

All work completed adheres to the standards set forth in the Secretary of the Interior's Standards for the Treatment of Historic Properties.

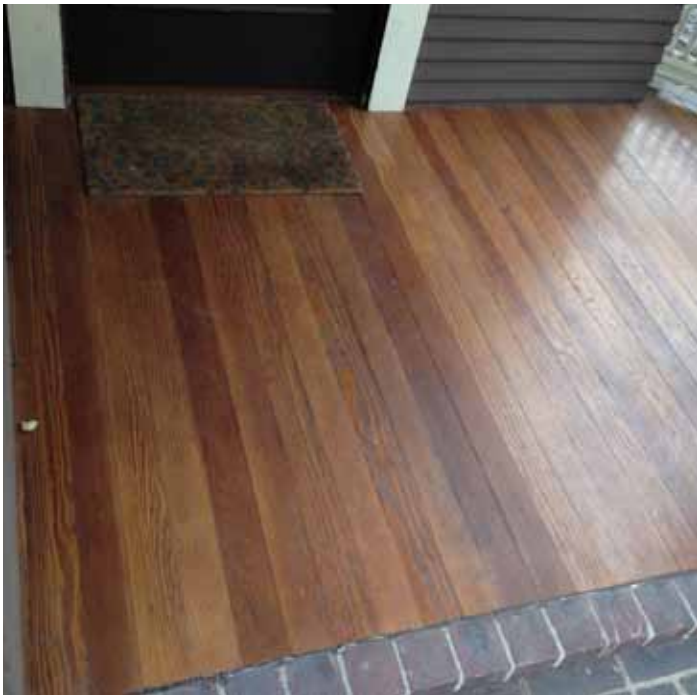
The new exterior paint palette is based on the original colors applied to the house based on physical samples found on site and historic photographs of the house.

NOTES: REHABILITATION AND PRESERVATION PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.z

BEFORE



AFTER



A. Exterior wood cladding and architectural details
1. Repair front porch flooring



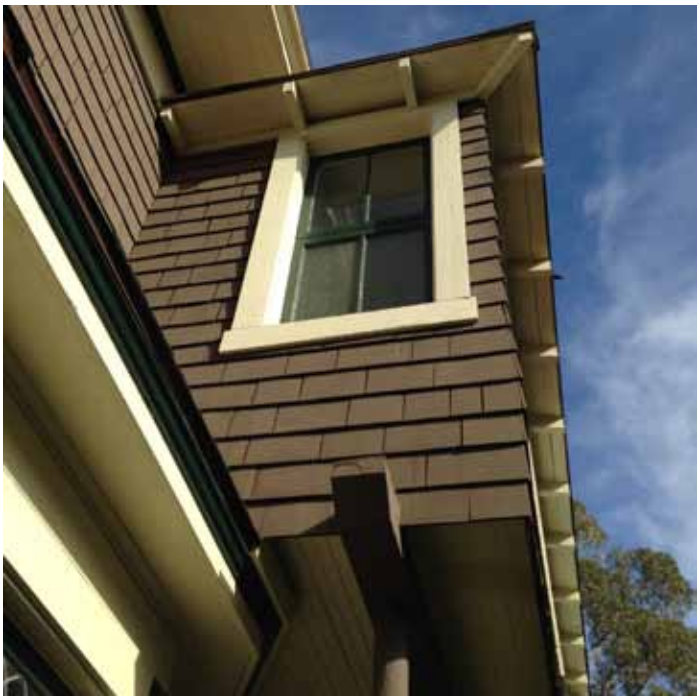


A. Exterior wood cladding and architectural details
2. Repair damaged exterior shingles

BEFORE



AFTER



A. Exterior wood cladding and architectural details
2. Repair damaged exterior shingles





A. Exterior wood cladding and architectural details
3. Repair damaged exterior clapboards

BEFORE



AFTER



A. Exterior wood cladding and architectural details
3. Repair damaged exterior clapboards





A. Exterior wood cladding and architectural details
4. Repair columns in attic dormer

BEFORE



AFTER



A. Exterior wood cladding and architectural details
6. Recreate missing/altered crawlspace vent screens





A. Exterior wood cladding and architectural details
6. Recreate missing/altered crawlspace vent screens

BEFORE

AFTER





A. Exterior wood cladding and architectural details
5. Recreate missing front porch balconette railing





B. Exterior paint and protective coatings
1. Preserve and restore exterior paint
2. Protect and maintain all windows

BEFORE



AFTER



B. Exterior paint and protective coatings
1. Preserve and restore exterior paint
2. Protect and maintain all windows





B. Exterior paint and protective coatings
1. Preserve and restore exterior paint
2. Protect and maintain all windows

BEFORE



AFTER



B. Exterior paint and protective coatings
1. Preserve and restore exterior paint
2. Protect and maintain all windows





B. Exterior paint and protective coatings
1. Preserve and restore exterior paint
2. Protect and maintain all windows

The following **NON-CAPITALIZED** expense items have been completed per the rehabilitation and preservation plan:

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
A. Structural 1. Repair garage beams and joists	No (not a capitalized expense)	1. Roof joists and cross beam has deteriorated and will need replacement. Roof structure is currently held in place with unbraced 4x4 posts. Joists have sagged significantly. New composition roofing and substrate will be installed. Repair according to industry standards and applicable building codes.	2015 COMPLETED
B. Exterior cladding 1. Repair garage siding	Yes (not a capitalized expense)	1. Three inch shiplap siding has deteriorated significantly on the south and west-facing elevation. Repair and replacement of damaged and missing siding with in-kind material is required.	2015 COMPLETED
C. Exterior doors and windows 1. Repair garage barn doors and track hardware	Yes (not a capitalized expense)	1. The barn door sliding hardware no longer functions correctly. Repair of the hardware will require removal and restoration of the track and wheels.	2015 COMPLETED





All work completed adheres to the standards set forth in the Secretary of the Interior's Standards for the Treatment of Historic Properties.

The new exterior paint palette is based on the original colors applied to the house based on physical samples found on site and historic photographs of the house.

NOTES: REHABILITATION AND PRESERVATION PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.z

AREA 4: LANDSCAPE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
A. Trees and plantings 1. Restore historic landscaping	Yes (not a capitalized expense)	1. Grounds of the property have suffered significantly from long-term neglect; so much so that only bulbs survive. A new planting plan, inspired by the documented work of Charles Gibbs Adams, is proposed. The proposed plantings will be guided by the hardscape (paths, patio, outdoor fireplace, fountain, and fencing) and make use of the existing bulbs. Additional plants will be added, as described above, based on documented work of Mr. Adams. Work underway. Guiding provisions of the Secretary of the Interior's Standards to be followed include: "Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."	2011-2022 ONGOING

NOTES: REHABILITATION AND PRESERVATION PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.





SUMMARY OF COMPLETED WORK

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1: PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Exterior wood cladding and architectural details 1. Repair front porch flooring 2. Repair damaged exterior shingles 3. Repair damaged exterior clapboards 4. Repair columns in attic dormer 5. Recreate missing front porch balconette railing 6. Recreate missing/altered crawlspace vent screens	Yes	1. Floor boards are splintered, have dry-rot, or are otherwise damaged. Replace damaged boards in-kind. Following repairs the boards will be painted to protect the wood. Paint should match the surrounding boards. 2. Repair damaged exterior shingles (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind with shingles that match the texture of existing. Care will be taken to ensure spacing pattern around existing shingles is continued. Repairs will be made prior to exterior painting. 3. Repair damaged exterior clapboards (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding. Repairs will be made prior to exterior painting. 4. Columns will be adjusted into their original position and stabilized. Repairs will be made to the columns by patching, splicing, consolidating or otherwise reinforcing. Repairs will be made prior to exterior painting. 5. Recreate missing balusters based on existing. Surviving rails will be used as prototypes to guide the overall form and detailing of the missing balusters. Replacement balusters will be crafted from wood, as are the existing, and attached to the balconette in a fashion similar to original. Repairs will be made prior to exterior painting. 6. Missing and/or altered crawlspace vent screens will be recreated based on the one surviving original existing vent (north east elevation, nearest the balconette). The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match.	2013 COMPLETE
B. Exterior paint and protective coatings 1. Preserve and restore exterior paint 2. Protect and maintain all windows	Yes	1. Inspection of exterior painted wood surfaces determined repainting is necessary. Damaged and deteriorated paint will be taken down to the next sound layer using the gentlest method possible. Hand-scraping and hand-sanding are preferable to mechanized scraping or sanding, particularly for the second story shingles. Electric hot-air guns may be used on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting. Chemical strippers may be used to supplement other methods. Following surface preparation the exterior will be repainted with colors that are appropriate to the historic building and district. 2. The glazing putty on several windows is dried and cracked and some panes are loose. Windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. The new glazing putty will be painted to match the sash and mullions.	2014 COMPLETE

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1 (CON'T.): PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
C. Exterior doors and windows 1. Protect and maintain the front door 2. Protect and maintain the front screen door 3. Repair attic window 4. Repair sunroom windows 5. Remove non-original screens and replace with new tomatch the originals 6. Repair damaged leaded glass window in the north elevation	Yes	1. The existing original finish on the entry door will be maintained and protected. Currently, the beveled glass window is loose and will be secured. 2. The existing wood and metal screen door is sagging. The door will be re-hung. 3. Inspect and identify cause of the window's movement within the wall plane. The least invasive repairs will be made to the frame, sash and casing in order to stabilize the window. The window itself will not be removed or radically altered. Repairs will be made to the frame, sash and casing by patching, splicing, consolidating or otherwise reinforcing. Any material replacement will be made in kind. Repairs will be made prior to exterior painting. 4. At an unknown date the windows in the second story sunroom on the south elevation were replaced with those in a newer style sliding wood sash type. The original wood windows were stored onsite. The original windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. Broken glass panes will be replaced in-kind and the windows will be given a general overhaul to ensure their long-term preservation. Any repair to the window frames, sashes or casings will be made by patching, splicing, consolidating or otherwise reinforcing. Following rehabilitation the original windows will be reinstalled. The windows will be painted in a color harmonizing with the paint palette of the house. 5. Missing and/or altered crawlspace vent screens will be recreated based on the one surviving original existing vent (north east elevation, nearest the balconette). The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match. 6. Broken glass panes will be replaced in-kind and the lead caning will be given a general overhaul to ensure the long-term preservation of the window. Any repair to the window frame, sash or casing will be made by patching, splicing, consolidating or otherwise reinforcing.	2016 INCOMPLETE
D. Masonry systems 1. Protect and maintain the brick entry stair 2. Preserve, restore, and reinforce the brick foundation 3. Protect and maintain brick chimney	Yes	1. Secure loose bricks and re-point mortar. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes such as terra-cotta brackets or stone balusters. 2. Re-point the exterior brick foundation. Following re-pointing the earth around the foundation will be graded to provide drainage so that water is not allowed to stand on flat, horizontal surfaces. 3. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2019 INCOMPLETE
E. Roofing systems 1. Replace roof shingles 2. Replace or remove rain gutters	Yes	1. The existing roof singles are nearing the end of their use life. The extant roof shingles will be replaced with code-compliant cedar shingles appropriate for the historic building and district. Based on evidence found on-site it appears that the original roofing material was cedar shingle. This is consistent with the architectural style and era of construction. During construction it would be appropriate to remove the several extraneous roof vents. 2. The extant rain gutters were added to the house at an unknown date. The gutters, as they appear now, are not in keeping with the architecture of the house. The existing gutters will be replaced with a design more in keeping with the architectural character of the building. Before replacing the gutters the facial will be inspected to identify features that may be used to guide the accurate reproduction on the original gutter system. If no evidence is located to establish the original design, the rain gutters will be replaced by a new design that is compatible with the remaining character-defining features of the historic building. The new design will take into account the size, scale, and material of the historic building itself and will be clearly differentiated so that a false historical appearance is not created.	2020 INCOMPLETE

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1 (CON'T.): PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
F. Structural systems 1. Stabilize foundation 2. Stabilize and repair downstairs sub-flooring/floors	No	1. The existing brick foundation is spalling in areas – inspect and identify solution to stabilized foundation. The stabilization solution should not alter the historic character existing foundation. Any stabilization effort will attempt to maintain and protect the existing brick work. Replacements would match existing in details such as tooling and bonding patterns, and color. Repair according to industry standards and applicable building codes. 2. Douglas Fir subfloor/floor material has a significant number of loose boards that need to be braced from below. Metal strapping and plywood substrate between floor joists will be necessary to create a stable floor surface. Repair according to industry standards and applicable building codes.	2022 INCOMPLETE

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Structural 1. Repair garage beams and joists	No (not a capitalized expense)	1. Roof joists and cross beam has deteriorated and will need replacement. Roof structure is currently held in place with unbraced 4x4 posts. Joists have sagged significantly. New composition roofing and substrate will be installed. Repair according to industry standards and applicable building codes.	2015 COMPLETE
B. Exterior cladding 1. Repair garage siding	Yes (not a capitalized expense)	1. Three inch shiplap siding has deteriorated significantly on the south and west-facing elevation. Repair and replacement of damaged and missing siding with in-kind material is required.	2015 COMPLETE
C. Exterior doors and windows 1. Repair garage barn doors and track hardware	Yes (not a capitalized expense)	1. The barn door sliding hardware no longer functions correctly. Repair of the hardware will require removal and restoration of the track and wheels.	2015 COMPLETE

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 3: HARDSCAPE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Masonry systems 1. Protect and maintain brick driveway and retaining wall 2. Protect and maintain brick hardscaping / brick patio, fireplace, and paths (front and rear garden)	Yes	1. The brick retaining wall at the drive way was damaged at an unknown date (likely by repeated car strikes). Other sections of the brick retaining wall were inappropriately repaired; these alterations will be undone and repaired in and appropriate manner. The drive way is also in need of maintenance. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. 2. While much of the garden hardscaping is extant much of it is in need of re-pointing. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2017 INCOMPLETE
B. Masonry and plumbing systems 1. Repair back garden water feature	Yes (not a capitalized expense)	1. The water feature no longer functions. It is the focal point of the rear garden. Broken or missing brick will be replaced in-kind. Water supply and drainage will be reestablished; any demolition to the existing materials will be kept to a minimum and will be replaced in-kind. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. The concrete lining will be matched in color and texture. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2017 INCOMPLETE

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 4: LANDSCAPE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Trees and plantings 1. Restore historic landscaping	Yes (not a capitalized expense)	1. Grounds of the property have suffered significantly from long-term neglect; so much so that only bulbs survive. A new planting plan, inspired by the documented work of Charles Gibbs Adams, is proposed. The proposed plantings will be guided by the hardscape (paths, patio, outdoor fireplace, fountain, and fencing) and make use of the existing bulbs. Additional plants will be added, as described above, based on documented work of Mr. Adams. Work underway. Guiding provisions of the Secretary of the Interior's Standards to be followed include: "Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."	2011-2022 COMPLETE

NOTES: REHABILITATION AND PRESERVATION PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

MAINTENANCE PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1: PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
1. Exterior cladding and paint	Yes (not a capitalized expense)	1. Tri-annual paint inspection and maintenance/re-painting as necessary. Recommended rehabilitation treatment guidelines: 1. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building."	2015, 2018, 2021

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
1. Wood framing and sheathing	Yes (not a capitalized expense)	1. Annual inspections to ensure mitigation of dry rot and termite damage; additional areas of concern to be addressed as found. Termite mitigation and dry rot removal will be carried out according to the Secretary of the Interior's Standards for the treatment of Historic Properties. This treament will seek to "stabilize, consolidate, and conserve existing historic materials" and will "replace minimum amount of fabric necessary and match materials in-kind." Recommended rehabilitation treatment guidelines: Protect and maintain: "Protecting and maintaining the structural systems... by keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

AREA 3: HARDSCAPING

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
1. Historic brick driveway, driveway apron, walkways, water feature, and outdoor fireplace	Yes (not a capitalized expense)	1. Annual inspections to monitor any additional movement and separation of bricks from mortar. Recommended treatment approach: "Repair of historic masonry may consist of either patching the historic material or filling in with new material work to match the historic material. If replacement is necessary, duplication of historic materials and detailing should be as exact as possible to assure a repair that is functionally and aesthetically acceptable."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

AREA 4: LANDSCAPING

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
1. Landscaping and trees	Yes (not a capitalized expense)	1. Ongoing maintenance of trees and landscaping. "Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include... vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

NOTES: MAINTENANCE PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

Table 2. Summary of Updated Mills Act Workplan, 2023 to 2032[1]

#	Description of Mills Act Workplan Effort	Proposed Schedule	New or Original MA Workplan?	Notes on Scope of Work	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
1	Structural system upgrades and repairs INCOMPLETE	2023	Original MA Workplan and additional areas in need of repairs and retrofitting	2022 Property Inspection noted need for the following items: Brick foundation walls missing grout and show signs of deterioration Cripple walls need retrofitting; gapped and open areas along foundation need screens Posts and girders need retrofitting; evidence of leaning post; add T straps at post and girder junctures Subflooring shows signs of active leaking from kitchen; needs repairs; duct work is in contact with soil Wiring should be properly secured to framing; at present, areas of conduit are laying on soil; open junction boxes need to be enclosed in junction box to prevent shocks and failure of splice	**IDENTIFY** **Recommended:** Identifying, retaining, and preserving structural systems--and individual features of systems--that are important in defining the overall historic character of building, such as above-grade stone foundation walls, or loadbearing brick or stone walls. **Not Recommended:** (1) Removing, covering, or radically changing features of structural systems which are important in defining overall historic character; (2) Demolishing a loadbearing masonry wall that could be augmented and retained, and replacing it with a new wall (i.e., brick or stone), using the historic masonry only as an exterior veneer; (3) Leaving known structural problems untreated such as deflection of beams, cracking and bowing of walls. **PROTECT AND MAINTAIN** **Recommended:** Protecting and maintaining the structural system by cleaning the roof gutters and downspouts; replacing roof flashing; keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation. **Not Recommended:** Failing to provide proper building maintenance so that deterioration of the structural system results. Causes of deterioration include subsurface ground movement, vegetation growing too close to foundation walls, improper grading, fungal rot, and poor interior ventilation that results in condensation. **REPAIR** **Recommended:** Replacing in kind--or with substitute material--those portions or features of the structural system that are either extensively deteriorated or are missing when there are surviving prototypes such as cast iron columns, roof rafters or trusses, or sections of loadbearing walls. **Not Recommended:** Using substitute material that does not equal the loadbearing capabilities of the historic material and design or is otherwise physically or chemically incompatible.
2	Exterior cladding repairs, repainting, and re-sealing (on house and on garage) INCOMPLETE	2025	New MA Workplan	Part of ongoing Mills Act Maintenance Plan, which requires tri-annual paint inspection and maintenance/re-painting as necessary Peeling and chipped paint, gaps, cracks, openings and damaged wood are evident throughout exterior, in particular on south and west elevations	**IDENTIFY** **Recommended:** Identifying, retaining, and preserving wood features that are important in defining the overall historic character of the building such as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes, and colors. **Not Recommended:** (1) Removing or radically changing wood features which are important in defining the overall historic character; (2) removing a major portion of the historic wood from a facade instead of repairing or replacing only the deteriorated wood, then reconstructing the facade with new material in order to achieve a uniform or "improved" appearance; (3) Stripping historically painted surfaces to bare wood, then applying clear finishes or stains in order to create a "natural look." **PROTECT AND MAINTAIN** **Recommended:** (1) Protecting and maintaining wood features by providing proper drainage; (2) Retaining coatings such as paint that help protect wood from moisture/ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings; (3) Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required; (4) Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting; (5) Using with care electric hot-air guns on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting; (6) Using chemical strippers primarily to supplement other methods such as handscraping, handsanding and the above-recommended thermal devices; (7) Repainting with colors that are appropriate to the historic building; (8) Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary. **Not Recommended:** (1) Failing to identify, evaluate, and treat the causes of wood deterioration, including faulty flashing, leaking gutters, cracks and holes in siding, deteriorated caulking in joints and seams, plant material growing too close to wood surfaces, or insect or fungus infestation; (2) Stripping paint or other coatings to

[1] The recommended treatment approach for 919 Palm Avenue is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from National Park Service, Department of the Interior, Washington, DC. 1995. *The Secretary of the Interior's Standards for Rehabilitation, with Guidelines for Rehabilitating, Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings*. In accordance with CEQA Guidelines, a project that has been determined to conform with the Secretary's Standards is generally considered to be a project that will not cause a significant adverse impact and material impairment. If a project meets the Secretary's Standards, the project can, in most cases, be considered categorically exempt from CEQA and qualify for a Notice of Exemption.

#	Description of Mills Act Workplan Effort	Proposed Schedule	New or Original MA Workplan?	Notes on Scope of Work	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
					reveal bare wood, thus exposing historically coated surfaces to the effects of accelerated weathering; (3) Removing paint that is firmly adhering to, and thus, protecting wood surfaces; (4) Using destructive paint removal methods such as a propane or butane torches, sandblasting or waterblasting. These methods can irreversibly damage historic woodwork; (5) Failing to undertake adequate measures to assure the protection of wood features. **REPAIR** **Recommended:** Repairing wood features by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding. **Not Recommended:** (1) Replacing an entire wood feature such as a cornice or wall when repair of the wood and limited replacement of deteriorated or missing parts are appropriate; (2) Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the wood feature or that is physically or chemically incompatible. **REPLACE** **Recommended:** Replacing in kind an entire wood feature that is too deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature. **Not Recommended:** Removing a feature that is unrepairable and not replacing it; or replacing it with a new feature that does not convey the same visual appearance.
3	Exterior window repairs	2027	New MA Workplan	Some windows, including the cracked stained-glass window on the north elevation, are broken and/or inoperable; missing screens noted throughout; gaps and cracks around window frames need caulking/sealing and repainting; wood frames need termite inspection, remediation, and repairs where necessary	**IDENTIFY, RETAIN, AND PRESERVE** **Recommended:** (1) Identifying, retaining, and preserving windows--and their functional and decorative features--that are important in defining the overall historic character of the building; (2) Such features can include frames, sash, muntins, glazing, sills, heads, moldings; (3) Conducting an in-depth survey of the conditions of existing windows early in rehabilitation planning so that repair and upgrading methods and possible replacement options can be fully explored. **Not Recommended:** (1) Removing or radically changing windows which are important in defining the historic character of the building; (2) Changing the number, location, size or glazing pattern of windows, through cutting new openings, blocking-in windows, and installing replacement sash that do not fit the historic window opening; (3) Changing the historic appearance of windows through the use of inappropriate designs, materials, finishes, or colors; (4) Replacing windows solely because of peeling paint, broken glass, stuck sash, and high air infiltration. These conditions, in themselves, are no indication that windows are beyond repair. **PROTECT AND MAINTAIN** **Recommended:** (1) Protecting and maintaining the wood and architectural metal which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems; (2) Making windows weathertight by re-caulking and replacing or installing weatherstripping. These actions also improve thermal efficiency; (3) Evaluating the overall condition of materials to determine whether more than protection and maintenance are required, i.e. if repairs to windows and window features will be required. **Not Recommended:** (1) Failing to provide adequate protection of materials on a cyclical basis so that deterioration of the window results; (2) Retrofitting or replacing windows rather than maintaining the sash, frame, and glazing; (3) Failing to undertake adequate measures to assure the protection of historic windows. **REPAIR** **Recommended:** Repairing window frames and sash by patching, splicing, consolidating or otherwise reinforcing. **Not Recommended:** (1) Replacing an entire window when repair of materials and limited replacement of deteriorated or missing parts are appropriate; (2) Failing to reuse serviceable window hardware such as brass sash lifts and sash locks; (3) Using substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the window or that is physically or chemically incompatible. **REPLACE** **Recommended:** (1) Replacing in kind an entire window that is too deteriorated to repair using same sash/pane configuration and other design details; (2) Designing and installing new windows when the historic windows (frames, sash and glazing) are completely missing. The replacement windows may be an accurate restoration using historical, pictorial, and physical documentation; or be a new design that is compatible with the window openings and the historic character of the building.

#	Description of Mills Act Workplan Effort	Proposed Schedule	New or Original MA Workplan?	Notes on Scope of Work	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
					Not Recommended: (1) Removing a character-defining window that is unrepairable and blocking it in; or replacing it with a new window that does not convey the same visual appearance; (2) Creating a false historical appearance because the replaced window is based on insufficient historical, pictorial, and physical documentation; (3) Introducing a new design that is incompatible with the historic character of the building.
4	Roofing system upgrade and repairs	2029	Original MA Workplan and additional repairs	Property inspection noted asbestos composition shingles on roof installed in 2007; add to scope of work installation of spark arrestor at chimney cap; inspection noted absence of spark arrestor/rain cap to prevent entrance of the elements and wildlife; flashings are currently covered over; all roof vents and projections need re-sealing as part of routine maintenance; install gutters or downspouts, in particular over entranceways and walkways, to move water away from foundation and building; install splashblocks or extensions to carry water away and keep from pooling near foundation and building	**IDENTIFY, RETAIN, AND PRESERVE** **Recommended:** (1) Identifying, retaining, and preserving roofs--and their functional and decorative features--that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features, such as cupolas, cresting chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning. **Not Recommended:** (1) Radically changing, damaging, or destroying roofs which are important in defining the overall historic character of the building so that, as a result, the character is diminished; (2) Removing a major portion of the roof or roofing material that is repairable, then reconstructing it with new material in order to create a uniform, or "improved" appearance. **PROTECT AND MAINTAIN** **Recommended:** (1) Protecting and maintaining a roof by cleaning the gutters and downspouts and replacing deteriorated flashing; (2) Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to insure that materials are free from insect infestation; (3) Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration; (4) Protecting a leaking roof with plywood and building paper until it can be properly repaired. **Not Recommended:** (1) Failing to clean and maintain gutters and downspouts properly so that water and debris collect and cause damage; (2) Allowing roof fasteners, such as nails and clips to corrode so that roofing material is subject to accelerated deterioration; (3) Permitting a leaking roof to remain unprotected so that accelerated deterioration of historic building materials--masonry, wood, plaster, paint and structural members--occurs. **REPAIR** **Recommended:** Repairing a roof by reinforcing the historic materials which comprise roof features.. **Not Recommended:** (1) Replacing an entire roof feature such as a cupola or dormer when repair of the historic materials and limited replacement of deteriorated or missing parts are appropriate; (2) Using a substitute material for the replacement part that does not convey the visual appearance of the surviving parts of the roof or that is physically or chemically incompatible.
5	Masonry system repairs Brick driveway, retaining wall, hardscaping, patio, and brick chimney	2031	Original MA Workplan and additional repairs	Additional repairs to character-defining masonry and brick hardscaping is needed, in particular along the retaining walls fronting the sidewalk and driveway, which shows signs of mortar failure, chipping, and deterioration Chimney is not operational; inspection showed signs of structural instability/collapse on chimney interior on first floor	**IDENTIFY, RETAIN, AND PRESERVE** **Recommended:** Identifying, retaining, and preserving masonry features that are important in defining the overall historic character of the building such as walls, brackets, railings, cornices, window architraves, door pediments, steps, and columns; and details such as tooling and bonding patterns, coatings, and color. **Not Recommended:** (1) Removing or radically changing masonry features which are important in defining the overall historic character of the building; (2) Applying paint or other coatings such as stucco to masonry that has been historically unpainted or uncoated to create a new appearance; (3) Radically changing the type of paint or coating or its color. **PROTECT AND MAINTAIN** **Recommended:** (1) Protecting and maintaining masonry by providing proper drainage so that water does not stand on surfaces or accumulate; (2) Cleaning masonry surfaces with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes; (3) Evaluating the overall condition of the masonry to determine whether more than protection and maintenance are required, that is, if repairs will be necessary; (4) Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields; furnishings such as lights, fences, or benches; (5) Protecting and maintaining buildings and sites by providing proper drainage to assure that water does not erode foundation walls; drain toward the building; or damage or erode the landscape. **Not Recommended:** (1) Failing to evaluate and treat the various causes of mortar joint deterioration such as leaking roofs or gutters, differential settlement of the building, capillary action, etc.; (2) Sandblasting brick or stone surfaces using dry or wet grit or other abrasives. These methods erode the surface of the material and accelerate deterioration; (3) Cleaning with chemical products that damage masonry; (4) Applying high pressure water cleaning methods that will damage historic masonry and the mortar joints; (5) Using methods of removing paint which are destructive to masonry, such as sandblasting, application of caustic solutions, or high

#	Description of Mills Act Workplan Effort	Proposed Schedule	New or Original MA Workplan?	Notes on Scope of Work	Guidelines for Compliance with *Secretary's Standards for Rehabilitation*
					pressure waterblasting; (6) Failing to maintain adequate site drainage so that buildings and site features are damaged or destroyed; or alternatively, changing the site grading so that water no longer drains properly. **REPAIR** **Recommended:** (1) Repairing masonry features by repointing mortar joints where there is deterioration such as disintegrating mortar, cracks in mortar joints, loose bricks, damp walls, or damaged plasterwork; (2) Removing deteriorated mortar by carefully hand-raking the joints; (3) Duplicating old mortar in strength, composition, color, and texture; (4) Duplicating old mortar joints in width and in joint profile; (5) Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of masonry features. **Not Recommended:** (1) Removing nondeteriorated mortar from sound joints, then repointing the entire building to achieve a uniform appearance; (2) Using electric saws and hammers rather than hand tools; (3) Repointing with mortar of high portland cement content (unless it is the content of the historic mortar). This can often create a bond that is stronger than the historic material and can cause damage; (4) Repointing with a synthetic caulking compound; (5) Changing the width or joint profile when repointing; (6) Patching concrete without removing the source of deterioration; (7) Applying waterproof, water repellent, or non-historic coatings such as stucco to masonry as a substitute for repointing and masonry repairs. Coatings are frequently unnecessary, expensive, and may change the appearance of historic masonry as well as accelerate its deterioration.

MILLS ACT CONTRACT

RECORDING REQUESTED BY:
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030



MILLS ACT CONTRACT FOR
PROPERTY LOCATED AT
919 PALM AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

COPY

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 19th day of December 2012, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Brian Knight ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 919 Palm Avenue, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is located in the City's El Centro-Indiana-Palm Avenue Historic District, which was designated by the South Pasadena City Council on July 21, 1993, attached hereto marked "Exhibit B";

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on December 19, 2012 and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. Each year, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. The City desires not to renew this Agreement in five (5) years. The City shall serve written notice of non-renewal in advance of the annual renewal date in year 5 of this Agreement. The City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date

in the fifth year. If the Owner desires in any year not to renew this Agreement, the Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serves timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner is entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement. The Owner shall provide written updates to the City every two years to document the progress on the rehabilitation/preservation plan.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.*, may cancel this Agreement if City

determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further

declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Brian Knight
919 Palm Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of it's contractor, subcontractor, agent, employee or other person acting on it's behalf which relate to the use, operation and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or

restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12/19/12

By: _____
MAYOR

Attest:

_____
CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Dated: 12/19/12

Dated: 12-19-2012

_____
Brian Knight, Property Owner

Exhibit "A"

RECORDING REQUESTED BY
EQUITY TITLE COMPANY

Recording Requested By:
AMERISAVE MORTGAGE CORPORATION

04/03/2012
20120501667

And After Recording Return To:
AMERISAVE MORTGAGE CORPORATION
ONE CAPITAL PLAZA, 3350
PEACHTREE ROAD, STE. 1000
ATLANTA, GEORGIA 30326
Loan Number: 841891

1271041

[Space Above This Line For Recording Data]

5313-008-023

DEED OF TRUST

MIN: 100277210008418914

DEFINITIONS

Words used in multiple sections of this document are defined below and other words are defined in Sections 3, 11, 13, 18, 20 and 21. Certain rules regarding the usage of words used in this document are also provided in Section 16.

(A) **"Security Instrument"** means this document, which is dated MARCH 26, 2012, together with all Riders to this document.
(B) **"Borrower"** is BRIAN KNIGHT AND CYNTHIA KNIGHT, HUSBAND AND WIFE AS COMMUNITY PROPERTY

Borrower is the trustor under this Security Instrument.
(C) **"Lender"** is AMERISAVE MORTGAGE CORPORATION

Lender is a GEORGIA CORPORATION organized and existing under the laws of GEORGIA
Lender's address is ONE CAPITAL PLAZA, 3350 PEACHTREE ROAD, STE. 1000, ATLANTA, GEORGIA 30326

(D) **"Trustee"** is FIDELITY NATIONAL TITLE COMPANY, A CALIFORNIA CORPORATION 17911 VON KARMAN AVE., SUITE 300, IRVINE, CALIFORNIA 92614

(E) **"MERS"** is Mortgage Electronic Registration Systems, Inc. MERS is a separate corporation that is acting solely as a nominee for Lender and Lender's successors and assigns. **MERS is the beneficiary under this Security Instrument.** MERS is organized and existing under the laws of Delaware, and has an address and telephone number of P.O. Box 2026, Flint, MI 48501-2026, tel. (888) 679-MERS.
(F) **"Note"** means the promissory note signed by Borrower and dated MARCH 26, 2012

The Note states that Borrower owes Lender THREE HUNDRED EIGHTY-FOUR THOUSAND ONE HUNDRED FIFTY AND 00/100 Dollars (U.S. $ 384,150.00) plus interest. Borrower has promised to pay this debt in regular Periodic Payments and to pay the debt in full not later than APRIL 1, 2032

(G) "Property" means the property that is described below under the heading "Transfer of Rights in the Property."

(H) "Loan" means the debt evidenced by the Note, plus interest, any prepayment charges and late charges due under the Note, and all sums due under this Security Instrument, plus interest.

(I) "Riders" means all Riders to this Security Instrument that are executed by Borrower. The following Riders are to be executed by Borrower [check box as applicable]:

☐ Adjustable Rate Rider	☐ Planned Unit Development Rider
☐ Balloon Rider	☐ Biweekly Payment Rider
☐ 1-4 Family Rider	☐ Second Home Rider
☐ Condominium Rider	☐ Other(s) [specify]

(J) "Applicable Law" means all controlling applicable federal, state and local statutes, regulations, ordinances and administrative rules and orders (that have the effect of law) as well as all applicable final, non-appealable judicial opinions.

(K) "Community Association Dues, Fees, and Assessments" means all dues, fees, assessments and other charges that are imposed on Borrower or the Property by a condominium association, homeowners association or similar organization.

(L) "Electronic Funds Transfer" means any transfer of funds, other than a transaction originated by check, draft, or similar paper instrument, which is initiated through an electronic terminal, telephonic instrument, computer, or magnetic tape so as to order, instruct, or authorize a financial institution to debit or credit an account. Such term includes, but is not limited to, point-of-sale transfers, automated teller machine transactions, transfers initiated by telephone, wire transfers, and automated clearinghouse transfers.

(M) "Escrow Items" means those items that are described in Section 3.

(N) "Miscellaneous Proceeds" means any compensation, settlement, award of damages, or proceeds paid by any third party (other than insurance proceeds paid under the coverages described in Section 5) for: (i) damage to, or destruction of, the Property; (ii) condemnation or other taking of all or any part of the Property; (iii) conveyance in lieu of condemnation; or (iv) misrepresentations of, or omissions as to, the value and/or condition of the Property.

(O) "Mortgage Insurance" means insurance protecting Lender against the nonpayment of, or default on, the Loan.

(P) "Periodic Payment" means the regularly scheduled amount due for (i) principal and interest under the Note, plus (ii) any amounts under Section 3 of this Security Instrument.

(Q) "RESPA" means the Real Estate Settlement Procedures Act (12 U.S.C. §2601 et seq.) and its implementing regulation, Regulation X (24 C.F.R. Part 3500), as they might be amended from time to time, or any additional or successor legislation or regulation that governs the same subject matter. As used in this Security Instrument, "RESPA" refers to all requirements and restrictions that are imposed in regard to a "federally related mortgage loan" even if the Loan does not qualify as a "federally related mortgage loan" under RESPA.

(R) "Successor in Interest of Borrower" means any party that has taken title to the Property, whether or not that party has assumed Borrower's obligations under the Note and/or this Security Instrument.

TRANSFER OF RIGHTS IN THE PROPERTY

The beneficiary of this Security Instrument is MERS (solely as nominee for Lender and Lender's successors and assigns) and the successors and assigns of MERS. This Security Instrument secures to Lender: (i) the repayment of

the Loan, and all renewals, extensions and modifications of the Note; and (ii) the performance of Borrower's covenants and agreements under this Security Instrument and the Note. For this purpose, Borrower irrevocably grants and conveys to Trustee, in trust, with power of sale, the following described property located in the

COUNTY of LOS ANGELES :

[Type of Recording Jurisdiction] [Name of Recording Jurisdiction]

SEE LEGAL DESCRIPTION ATTACHED HERETO AND MADE A PART HEREOF AS EXHIBIT "A".

which currently has the address of 919 PALM AVENUE

[Street]

SOUTH PASADENA ; California 91030 ("Property Address"):

[City] [Zip Code]

TOGETHER WITH all the improvements now or hereafter erected on the property, and all easements, appurtenances, and fixtures now or hereafter a part of the property. All replacements and additions shall also be covered by this Security Instrument. All of the foregoing is referred to in this Security Instrument as the "Property." Borrower understands and agrees that MERS holds only legal title to the interests granted by Borrower in this Security Instrument, but, if necessary to comply with law or custom, MERS (as nominee for Lender and Lender's successors and assigns) has the right: to exercise any or all of those interests, including, but not limited to, the right to foreclose and sell the Property; and to take any action required of Lender including, but not limited to, releasing and canceling this Security Instrument.

BORROWER COVENANTS that Borrower is lawfully seised of the estate hereby conveyed and has the right to grant and convey the Property and that the Property is unencumbered, except for encumbrances of record. Borrower warrants and will defend generally the title to the Property against all claims and demands, subject to any encumbrances of record.

THIS SECURITY INSTRUMENT combines uniform covenants for national use and non-uniform covenants with limited variations by jurisdiction to constitute a uniform security instrument covering real property.

UNIFORM COVENANTS. Borrower and Lender covenant and agree as follows:

1. Payment of Principal, Interest, Escrow Items, Prepayment Charges, and Late Charges. Borrower shall pay when due the principal of, and interest on, the debt evidenced by the Note and any prepayment charges and late charges due under the Note. Borrower shall also pay funds for Escrow Items pursuant to Section 3. Payments due under the Note and this Security Instrument shall be made in U.S. currency. However, if any check or other instrument received by Lender as payment under the Note or this Security Instrument is returned to Lender unpaid, Lender may require that any or all subsequent payments due under the Note and this Security Instrument be made in one or more of the following forms, as selected by Lender: (a) cash; (b) money order; (c) certified check, bank check, treasurer's check or cashier's check, provided any such check is drawn upon an institution whose deposits are insured by a federal agency, instrumentality, or entity; or (d) Electronic Funds Transfer.

Payments are deemed received by Lender when received at the location designated in the Note or at such other location as may be designated by Lender in accordance with the notice provisions in Section 15. Lender may return any payment or partial payment if the payment or partial payments are insufficient to bring the Loan current. Lender

may accept any payment or partial payment insufficient to bring the Loan current, without waiver of any rights hereunder or prejudice to its rights to refuse such payment or partial payments in the future, but Lender is not obligated to apply such payments at the time such payments are accepted. If each Periodic Payment is applied as of its scheduled due date, then Lender need not pay interest on unapplied funds. Lender may hold such unapplied funds until Borrower makes payment to bring the Loan current. If Borrower does not do so within a reasonable period of time, Lender shall either apply such funds or return them to Borrower. If not applied earlier, such funds will be applied to the outstanding principal balance under the Note immediately prior to foreclosure. No offset or claim which Borrower might have now or in the future against Lender shall relieve Borrower from making payments due under the Note and this Security Instrument or performing the covenants and agreements secured by this Security Instrument.

2. Application of Payments or Proceeds. Except as otherwise described in this Section 2, all payments accepted and applied by Lender shall be applied in the following order of priority: (a) interest due under the Note; (b) principal due under the Note; (c) amounts due under Section 3. Such payments shall be applied to each Periodic Payment in the order in which it became due. Any remaining amounts shall be applied first to late charges, second to any other amounts due under this Security Instrument, and then to reduce the principal balance of the Note.

If Lender receives a payment from Borrower for a delinquent Periodic Payment which includes a sufficient amount to pay any late charge due, the payment may be applied to the delinquent payment and the late charge. If more than one Periodic Payment is outstanding, Lender may apply any payment received from Borrower to the repayment of the Periodic Payments if, and to the extent that, each payment can be paid in full. To the extent that any excess exists after the payment is applied to the full payment of one or more Periodic Payments, such excess may be applied to any late charges due. Voluntary prepayments shall be applied first to any prepayment charges and then as described in the Note.

Any application of payments, insurance proceeds, or Miscellaneous Proceeds to principal due under the Note shall not extend or postpone the due date, or change the amount, of the Periodic Payments.

3. Funds for Escrow Items. Borrower shall pay to Lender on the day Periodic Payments are due under the Note, until the Note is paid in full, a sum (the "Funds") to provide for payment of amounts due for: (a) taxes and assessments and other items which can attain priority over this Security Instrument as a lien or encumbrance on the Property; (b) leasehold payments or ground rents on the Property, if any; (c) premiums for any and all insurance required by Lender under Section 5; and (d) Mortgage Insurance premiums, if any, or any sums payable by Borrower to Lender in lieu of the payment of Mortgage Insurance premiums in accordance with the provisions of Section 10. These items are called "Escrow Items." At origination or at any time during the term of the Loan, Lender may require that Community Association Dues, Fees, and Assessments, if any, be escrowed by Borrower, and such dues, fees and assessments shall be an Escrow Item. Borrower shall promptly furnish to Lender all notices of amounts to be paid under this Section. Borrower shall pay Lender the Funds for Escrow Items unless Lender waives Borrower's obligation to pay the Funds for any or all Escrow Items. Lender may waive Borrower's obligation to pay to Lender Funds for any or all Escrow Items at any time. Any such waiver may only be in writing. In the event of such waiver, Borrower shall pay directly, when and where payable, the amounts due for any Escrow Items for which payment of Funds has been waived by Lender and, if Lender requires, shall furnish to Lender receipts evidencing such payment within such time period as Lender may require. Borrower's obligation to make such payments and to provide receipts shall for all purposes be deemed to be a covenant and agreement contained in this Security Instrument, as the phrase "covenant and agreement" is used in Section 9. If Borrower is obligated to pay Escrow Items directly, pursuant to a waiver, and Borrower fails to pay the amount due for an Escrow Item, Lender may exercise its rights under Section 9 and pay such amount and Borrower shall then be obligated under Section 9 to repay to Lender any such amount. Lender may revoke the waiver as to any or all Escrow Items at any time by a notice given in accordance with Section 15 and, upon such revocation, Borrower shall pay to Lender all Funds, and in such amounts, that are then required under this Section 3.

Lender may, at any time, collect and hold Funds in an amount (a) sufficient to permit Lender to apply the Funds at the time specified under RESPA, and (b) not to exceed the maximum amount a lender can require under RESPA. Lender shall estimate the amount of Funds due on the basis of current data and reasonable estimates of expenditures of future Escrow Items or otherwise in accordance with Applicable Law.

RESOLUTION NO. 6180

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DESIGNATING PORTIONS OF EL CENTRO - INDIANA - PALM AVENUES AS AN OFFICIAL CULTURAL HISTORIC DISTRICT

WHEREAS, Section 2.73A-14. Landmarks and Historic Districts of the South Pasadena Municipal Code establishes procedures for registering historic districts; and

WHEREAS, the Cultural Heritage Commission having duly received a nomination form to register an historic district for the area bounded by Palm Avenue on the east, El Centro Street on the south, Indiana Avenue on the west and Pico Alley on the north; more specifically including all residences on both sides of Palm Avenue in the 900 block, all residences on both sides of El Centro Street in the 500 block, all residences on both sides of Indiana Court in the 500 block and all residences on the east side of Indiana Avenue in the 900 block plus one residence (921) on the west side of Indiana Avenue; and

WHEREAS, the Commission complied with the pertinent and applicable provisions of Subsection (A) (3) (Designation Procedure) and made findings of fact pursuant to Subsection (A) (2) (Designation Criteria for Districts); and

WHEREAS, the Commission forwarded a recommendation to the City Council to approve the proposed historic district; and

WHEREAS, the City Council held a public hearing on the proposed designation on July 7, 1993 and received public testimony; and

WHEREAS, the area qualifies as a district by reason of the following applicable subsections:

(a) Its character, interest or value as a part of the heritage of the community;

(d) Its exemplification of a particular architectural style of an era of history of the City (including Foursquare, Craftsman, pattern book kit houses, and period revival styles);

(g) Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, materials or craftsmanship; and

(l) Its significance as a distinguishable neighborhood or area whose components may lack individual distinction; and

(m) More than 50% plus one of all affected owners of parcels within the proposed district have consented in writing to such designation.

NOW, THEREFORE, be it resolved by the City Council of the City of South Pasadena the following:

1. Designation of the above-described properties as the EL CENTRO - INDIANA - PALM HISTORIC DISTRICT.

2. The map as set forth in Exhibit A hereto attached and made a part of, as the official boundaries of the historic district.

PASSED, APPROVED AND ADOPTED on July 21, 1993.

James C. Hodge, Jr., Mayor
City of South Pasadena

ATTEST:

Jeannine A. Gregory, City Clerk

I HEREBY CERTIFY that the foregoing resolution was adopted by the City Council of the City of South Pasadena at a regular meeting held on the 21st day of July, 1993, by the following vote:

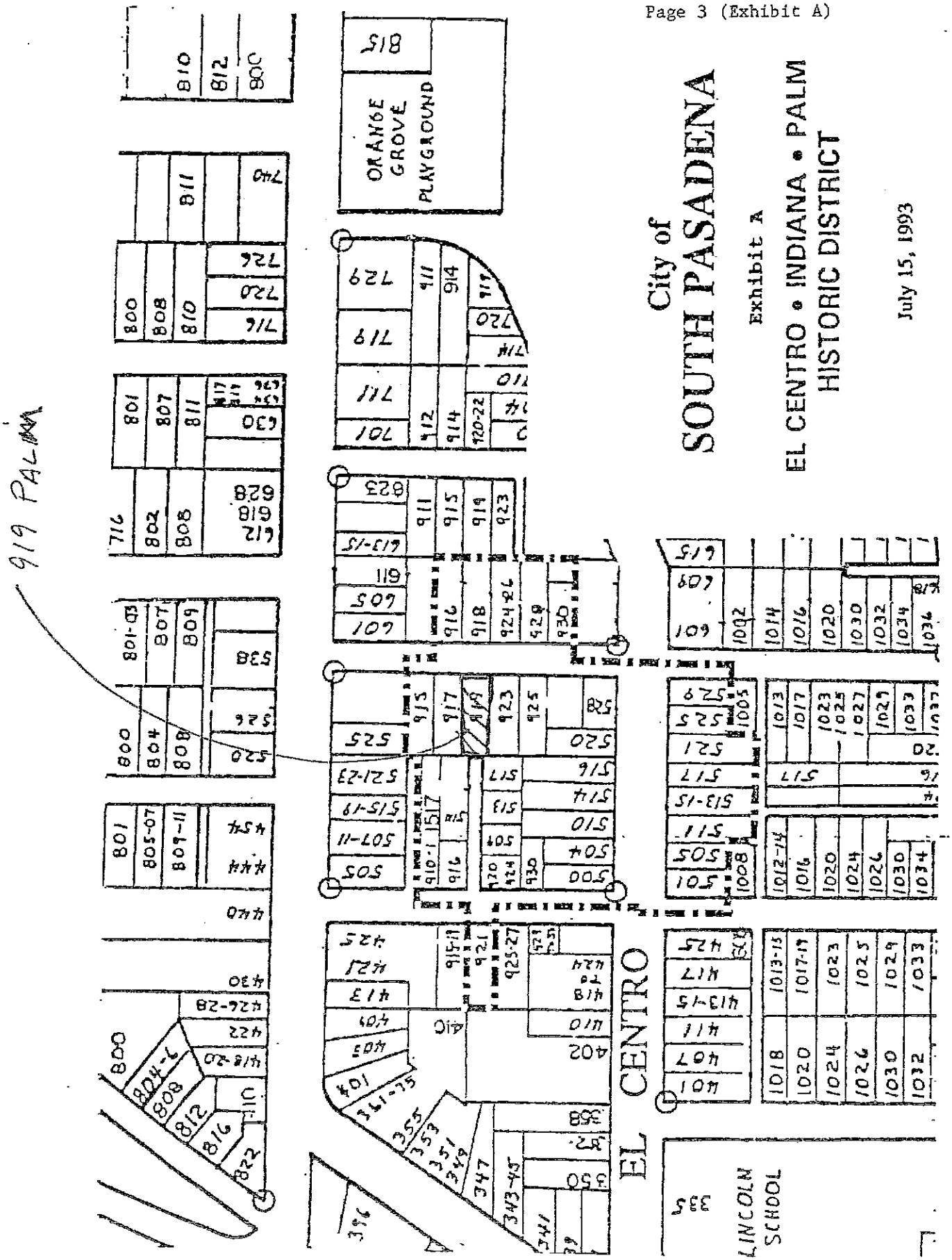
AYES: Richards, Knapp, Zee and Mayor Hodge

NOES: None

ABSENT: Woollacott

Jeannine A. Gregory, City Clerk

RESOLUTION NO. 6180
Page 3 (Exhibit A)



REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1: PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
A. Exterior wood cladding and architectural details 1. Repair front porch flooring 2. Repair damaged exterior shingles 3. Repair damaged exterior clapboards 4. Repair columns in attic dormer 5. Recreate missing front porch balconette railing 6. Recreate missing/altered crawlspace vent screens	Yes	1. Floor boards are splintered, have dry-rot, or are otherwise damaged. Replace damaged boards in-kind. Following repairs the boards will be painted to protect the wood. Paint should match the surrounding boards. 2. Repair damaged exterior shingles (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind with shingles that match the texture of existing. Care will be taken to ensure spacing pattern around existing shingles is continued. Repairs will be made prior to exterior painting. 3. Repair damaged exterior clapboards (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding. Repairs will be made prior to exterior painting. 4. Columns will be adjusted into their original position and stabilized. Repairs will be made to the columns by patching, splicing, consolidating or otherwise reinforcing. Repairs will be made prior to exterior painting. 5. Recreate missing balusters based on existing. Surviving rails will be used as prototypes to guide the overall form and detailing of the missing balusters. Replacement balusters will be crafted from wood, as are the existing, and attached to the balconette in a fashion similar to original. Repairs will be made prior to exterior painting. 6. Missing and/or altered crawlspace vent screens will be recreated based on the one surviving original existing vent (north east elevation, nearest the balconette). The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match.	2013
B. Exterior paint and protective coatings 1. Preserve and restore exterior paint 2. Protect and maintain all windows	Yes	1. Inspection of exterior painted wood surfaces determined repainting is necessary. Damaged and deteriorated paint will be taken down to the next sound layer using the gentlest method possible. Hand-scraping and hand-sanding are preferable to mechanized scraping or sanding, particularly for the second story shingles. Electric hot-air guns may be used on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting. Chemical strippers may be used to supplement other methods. Following surface preparation the exterior will be repainted with colors that are appropriate to the historic building and district. 2. The glazing putty on several windows is dried and cracked and some panes are loose. Windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. The new glazing putty will be painted to match the sash and mullions.	2014

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1 (CON'T.): PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
C. Exterior doors and windows 1. Protect and maintain the front door 2. Protect and maintain the front screen door 3. Repair attic window 4. Repair sunroom windows 5. Remove non-original screens and replace with new tomatch the originals 6. Repair damaged leaded glass window in the north elevation	Yes	1. The existing original finish on the entry door will be maintained and protected. Currently, the beveled glass window is loose and will be secured. 2. The existing wood and metal screen door is sagging. The door will be re-hung. 3. Inspect and identify cause of the window's movement within the wall plane. The least invasive repairs will be made to the frame, sash and casing in order to stabilize the window. The window itself will not be removed or radically altered. Repairs will be made to the frame, sash and casing by patching, splicing, consolidating or otherwise reinforcing. Any material replacement will be made in kind. Repairs will be made prior to exterior painting. 4. At an unknown date the windows in the second story sunroom on the south elevation were replaced with those in a newer style sliding wood sash type. The original wood windows were stored onsite. The original windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. Broken glass panes will be replaced in-kind and the windows will be given a general overhaul to ensure their long-term preservation. Any repair to the window frames, sashes or casings will be made by patching, splicing, consolidating or otherwise reinforcing. Following rehabilitation the original windows will be reinstalled. The windows will be painted in a color harmonizing with the paint palette of the house. 5. Missing and/or altered crawlspace vent screens will be recreated based on the one surviving original existing vent (north east elevation, nearest the balconette). The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match. 6. Broken glass panes will be replaced in-kind and the lead caning will be given a general overhaul to ensure the long-term preservation of the window. Any repair to the window frame, sash or casing will be made by patching, splicing, consolidating or otherwise reinforcing.	2016
D. Masonry systems 1. Protect and maintain the brick entry stair 2. Preserve, restore, and reinforce the brick foundation 3. Protect and maintain brick chimney	Yes	1. Secure loose bricks and re-point mortar. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes such as terra-cotta brackets or stone balusters. 2. Re-point the exterior brick foundation. Following re-pointing the earth around the foundation will be graded to provide drainage so that water is not allowed to stand on flat, horizontal surfaces. 3. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2019
E. Roofing systems 1. Replace roof shingles 2. Replace or remove rain gutters	Yes	1. The existing roof singles are nearing the end of their use life. The extant roof shingles will be replaced with code-compliant cedar shingles appropriate for the historic building and district. Based on evidence found on-site it appears that the original roofing material was cedar shingle. This is consistent with the architectural style and era of construction. During construction it would be appropriate to remove the several extraneous roof vents. 2. The extant rain gutters were added to the house at an unknown date. The gutters, as they appear now, are not in keeping with the architecture of the house. The existing gutters will be replaced with a design more in keeping with the architectural character of the building. Before replacing the gutters the facial will be inspected to identify features that may be used to guide the accurate reproduction on the original gutter system. If no evidence is located to establish the original design, the rain gutters will be replaced by a new design that is compatible with the remaining character-defining features of the historic building. The new design will take into account the size, scale, and material of the historic building itself and will be clearly differentiated so that a false historical appearance is not created.	2020

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1 (CON'T.): PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
F. Structural systems 1. Stabilize foundation 2. Stabilize and repair downstairs sub-flooring/floors	No	1. The existing brick foundation is spalling in areas - inspect and identify solution to stabilized foundation. The stabilization solution should not alter the historic character existing foundation. Any stabilization effort will attempt to maintain and protect the existing brick work. Replacements would match existing in details such as tooling and bonding patterns, and color. Repair according to industry standards and applicable building codes. 2. Douglas Fir subfloor/floor material has a significant number of loose boards that need to be braced from below. Metal strapping and plywood substrate between floor joists will be necessary to create a stable floor surface. Repair according to industry standards and applicable building codes.	2022

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Structural 1. Repair garage beams and joists	No (not a capitalized expense)	1. Roof joists and cross beam has deteriorated and will need replacement. Roof structure is currently held in place with unbraced 4x4 posts. Joists have sagged significantly. New composition roofing and substrate will be installed. Repair according to industry standards and applicable building codes.	2015
B. Exterior cladding 1. Repair garage siding	Yes (not a capitalized expense)	1. Three inch shiplap siding has deteriorated significantly on the south and west-facing elevation. Repair and replacement of damaged and missing siding with in-kind material is required.	2015
C. Exterior doors and windows 1. Repair garage barn doors and track hardware	Yes (not a capitalized expense)	1. The barn door sliding hardware no longer functions correctly. Repair of the hardware will require removal and restoration of the track and wheels.	2015

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 3: HARDSCAPE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
A. Masonry systems 1. Protect and maintain brick driveway and retaining wall 2. Protect and maintain brick hardscaping / brick patio, fireplace, and paths (front and rear garden)	Yes	1. The brick retaining wall at the drive way was damaged at an unknown date (likely by repeated car strikes). Other sections of the brick retaining wall were inappropriately repaired; these alterations will be undone and repaired in and appropriate manner. The drive way is also in need of maintenance. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. 2. While much of the garden hardscaping is extant much of it is in need of re-pointing. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2017
B. Masonry and plumbing systems 1. Repair back garden water feature	Yes (not a capitalized expense)	1. The water feature no longer functions. It is the focal point of the rear garden. Broken or missing brick will be replaced in-kind. Water supply and drainage will be reestablished; any demolition to the existing materials will be kept to a minimum and will be replaced in-kind. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. The concrete lining will be matched in color and texture. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2017

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 4: LANDSCAPE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
A. Trees and plantings 1. Restore historic landscaping	Yes (not a capitalized expense)	1. Grounds of the property have suffered significantly from long-term neglect; so much so that only bulbs survive. A new planting plan, inspired by the documented work of Charles Gibbs Adams, is proposed. The proposed plantings will be guided by the hardscape (paths, patio, outdoor fireplace, fountain, and fencing) and make use of the existing bulbs. Additional plants will be added, as described above, based on documented work of Mr. Adams. Work underway. Guiding provisions of the Secretary of the Interior's Standards to be followed include: "Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."	2011-2022

NOTES: REHABILITATION AND PRESERVATION PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

MAINTENANCE PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1: PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Exterior cladding and paint	Yes (not a capitalized expense)	1. Tri-annual paint inspection and maintenance/re-painting as necessary. Recommended rehabilitation treatment guidelines: 1. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building."	2015, 2018, 2021

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Wood framing and sheathing	Yes (not a capitalized expense)	1. Annual inspections to ensure mitigation of dry rot and termite damage; additional areas of concern to be addressed as found. Termite mitigation and dry rot removal will be carried out according to the Secretary of the Interior's Standards for the treatment of Historic Properties. This treament will seek to "stabilize, consolidate, and conserve existing historic materials" and will "replace minimum amount of fabric necessary and match materials in-kind." Recommended rehabilitation treatment guidelines: Protect and maintain: "Protecting and maintaining the structural systems... by keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

AREA 3: HARDSCAPING

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Historic brick driveway, driveway apron, walkways, water feature, and outdoor fireplace	Yes (not a capitalized expense)	1. Annual inspections to monitor any additional movement and separation of bricks from mortar. Recommended treatment approach: "Repair of historic masonry may consist of either patching the historic material or filling in with new material work to match the historic material. If replacement is necessary, duplication of historic materials and detailing should be as exact as possible to assure a repair that is functionally and aesthetically acceptable."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

AREA 4: LANDSCAPING

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE *(Drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Landscaping and trees	Yes (not a capitalized expense)	1. Ongoing maintenance of trees and landscaping. "Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include... vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

NOTES: MAINTENANCE PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

"Exhibit D"

The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

REHABILITATION PLAN & FINANCIAL ANALYSIS

OVERVIEW OF SCHEDULE

1. Exterior cladding and architectural detail repairs	By 2013
2. Exterior paint repairs and repainting	By 2014
3. Exterior door and window repairs	By 2016
4. Masonry system repairs	By 2019
5. Roofing system upgrade and repairs	By 2020
6. Structural system upgrades and repairs	By 2022
7. Maintenance: Pruning and maintenance, trees and plantings, landscaping	Ongoing inspection
8. Maintenance: masonry inspection and repairs as needed, hardscape	Annual inspection
9. Maintenance: Wood framing inspection, termite mitigation, garage	Annual inspection
10. Maintenance: Paint inspection and repairs as needed, main residence	Tri-annual inspection

REPORTING SYSTEM

The Charles Gibbs Adams House owners, Brian and Cynthia Knight, will provide written updates to the City of South Pasadena every two years, documenting progress and providing updates on the Rehabilitation, Preservation and Maintenance Plans.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained as required by the owners.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and COAs (if required).

CAPITALIZED EXPENSES	AMOUNT	SCHEDULE
A. Exterior cladding and architectural detail repairs, main residence	$32,992	2013
B. Exterior paint repairs and repainting, main residence	$18,500	2014
C. Exterior door and window repairs, main residence	$18,117	2016
D. Masonry system upgrades and repairs, main residence	$11,710	2019
E. Roofing system repairs, new code-compliant cedar shingles, main residence	$70,000	2020
F. Structural system upgrades and repairs, main residence	$53,150	2022
TOTAL CAPITALIZED EXPENSES		**$204,469**

NON-CAPITALIZED EXPENSES	AMOUNT	SCHEDULE
A. Landscape, recreate historic planting scheme and irrigation	$15,000	2011-22
B. Structural system upgrades and repairs, garage	$9,575	2015
C. Exterior cladding repairs, garage	$905	2015
D. Exterior door and window repairs, garage	$3,760	2015
E. Hardscape repairs, water feature, back garden	$3,825	2017
F. Hardscape repairs, masonry and woodwook, front garden	$16,700	2018
TOTAL NON-CAPITALIZED EXPENSES		**$49,765**

TOTAL OUT-OF-POCKET INVESTMENT IN 919 PALM AVENUE	**$254,234**
TOTAL ESTIMATED TAX SAVINGS, 10-YEAR PERIOD	**$86,306**
AVERAGE ANNUAL COST TO THE CITY OF SOUTH PASADENA	**$1,388**

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1: PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Exterior wood cladding and architectural details 1. Repair front porch flooring 2. Repair damaged exterior shingles 3. Repair damaged exterior clapboards 4. Repair columns in attic dormer 5. Recreate missing front porch balconette railing 6. Recreate missing/altered crawlspace vent screens	Yes	1. Floor boards are splintered, have dry-rot, or are otherwise damaged. Replace damaged boards in-kind. Following repairs the boards will be painted to protect the wood. Paint should match the surrounding boards. 2. Repair damaged exterior shingles (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind with shingles that match the texture of existing. Care will be taken to ensure spacing pattern around existing shingles is continued. Repairs will be made prior to exterior painting. 3. Repair damaged exterior clapboards (including removal of extraneous vents as well as drain lines on rear elevation and under the sunroom) – replace in-kind by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding. Repairs will be made prior to exterior painting. 4. Columns will be adjusted into their original position and stabilized. Repairs will be made to the columns by patching, splicing, consolidating or otherwise reinforcing. Repairs will be made prior to exterior painting. 5. Recreate missing balusters based on existing. Surviving rails will be used as prototypes to guide the overall form and detailing of the missing balusters. Replacement balusters will be crafted from wood, as are the existing, and attached to the balconette in a fashion similar to original. Repairs will be made prior to exterior painting. 6. Missing and/or altered crawlspace vent screens will be recreated based on the one surviving original existing vent (north east elevation, nearest the balconette). The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match.	2013
B. Exterior paint and protective coatings 1. Preserve and restore exterior paint 2. Protect and maintain all windows	Yes	1. Inspection of exterior painted wood surfaces determined repainting is necessary. Damaged and deteriorated paint will be taken down to the next sound layer using the gentlest method possible. Hand-scraping and hand-sanding are preferable to mechanized scraping or sanding, particularly for the second story shingles. Electric hot-air guns may be used on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting. Chemical strippers may be used to supplement other methods. Following surface preparation the exterior will be repainted with colors that are appropriate to the historic building and district. 2. The glazing putty on several windows is dried and cracked and some panes are loose. Windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. The new glazing putty will be painted to match the sash and mullions.	2014

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1 (CON'T.): PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
C. Exterior doors and windows 1. Protect and maintain the front door 2. Protect and maintain the front screen door 3. Repair attic window 4. Repair sunroom windows 5. Remove non-original screens and replace with new tomatch the originals 6. Repair damaged leaded glass window in the north elevation	Yes	1. The existing original finish on the entry door will be maintained and protected. Currently, the beveled glass window is loose and will be secured. 2. The existing wood and metal screen door is sagging. The door will be re-hung. 3. Inspect and identify cause of the window's movement within the wall plane. The least invasive repairs will be made to the frame, sash and casing in order to stabilize the window. The window itself will not be removed or radically altered. Repairs will be made to the frame, sash and casing by patching, splicing, consolidating or otherwise reinforcing. Any material replacement will be made in kind. Repairs will be made prior to exterior painting. 4. At an unknown date the windows in the second story sunroom on the south elevation were replaced with those in a newer style sliding wood sash type. The original wood windows were stored onsite. The original windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. Broken glass panes will be replaced in-kind and the windows will be given a general overhaul to ensure their long-term preservation. Any repair to the window frames, sashes or casings will be made by patching, splicing, consolidating or otherwise reinforcing. Following rehabilitation the original windows will be reinstalled. The windows will be painted in a color harmonizing with the paint palette of the house. 5. Missing and/or altered crawlspace vent screens will be recreated based on the one surviving original existing vent (north east elevation, nearest the balconette). The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match. 6. Broken glass panes will be replaced in-kind and the lead caning will be given a general overhaul to ensure the long-term preservation of the window. Any repair to the window frame, sash or casing will be made by patching, splicing, consolidating or otherwise reinforcing.	2016
D. Masonry systems 1. Protect and maintain the brick entry stair 2. Preserve, restore, and reinforce the brick foundation 3. Protect and maintain brick chimney	Yes	1. Secure loose bricks and re-point mortar. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes such as terra-cotta brackets or stone balusters. 2. Re-point the exterior brick foundation. Following re-pointing the earth around the foundation will be graded to provide drainage so that water is not allowed to stand on flat, horizontal surfaces. 3. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2019
E. Roofing systems 1. Replace roof shingles 2. Replace or remove rain gutters	Yes	1. The existing roof singles are nearing the end of their use life. The extant roof shingles will be replaced with code-compliant cedar shingles appropriate for the historic building and district. Based on evidence found on-site it appears that the original roofing material was cedar shingle. This is consistent with the architectural style and era of construction. During construction it would be appropriate to remove the several extraneous roof vents. 2. The extant rain gutters were added to the house at an unknown date. The gutters, as they appear now, are not in keeping with the architecture of the house. The existing gutters will be replaced with a design more in keeping with the architectural character of the building. Before replacing the gutters the facial will be inspected to identify features that may be used to guide the accurate reproduction on the original gutter system. If no evidence is located to establish the original design, the rain gutters will be replaced by a new design that is compatible with the remaining character-defining features of the historic building. The new design will take into account the size, scale, and material of the historic building itself and will be clearly differentiated so that a false historical appearance is not created.	2020

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1 (CON'T.): PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
F. Structural systems 1. Stabilize foundation 2. Stabilize and repair downstairs sub-flooring/floors	No	1. The existing brick foundation is spalling in areas – inspect and identify solution to stabilized foundation. The stabilization solution should not alter the historic character existing foundation. Any stabilization effort will attempt to maintain and protect the existing brick work. Replacements would match existing in details such as tooling and bonding patterns, and color. Repair according to industry standards and applicable building codes. 2. Douglas Fir subfloor/floor material has a significant number of loose boards that need to be braced from below. Metal strapping and plywood substrate between floor joists will be necessary to create a stable floor surface. Repair according to industry standards and applicable building codes.	2022

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Structural 1. Repair garage beams and joists	No (not a capitalized expense)	1. Roof joists and cross beam has deteriorated and will need replacement. Roof structure is currently held in place with unbraced 4x4 posts. Joists have sagged significantly. New composition roofing and substrate will be installed. Repair according to industry standards and applicable building codes.	2015
B. Exterior cladding 1. Repair garage siding	Yes (not a capitalized expense)	1. Three inch shiplap siding has deteriorated significantly on the south and west-facing elevation. Repair and replacement of damaged and missing siding with in-kind material is required.	2015
C. Exterior doors and windows 1. Repair garage barn doors and track hardware	Yes (not a capitalized expense)	1. The barn door sliding hardware no longer functions correctly. Repair of the hardware will require removal and restoration of the track and wheels.	2015

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 3: HARDSCAPE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Masonry systems 1. Protect and maintain brick driveway and retaining wall 2. Protect and maintain brick hardscaping / brick patio, fireplace, and paths (front and rear garden)	Yes	1. The brick retaining wall at the drive way was damaged at an unknown date (likely by repeated car strikes). Other sections of the brick retaining wall were inappropriately repaired; these alterations will be undone and repaired in and appropriate manner. The drive way is also in need of maintenance. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. 2. While much of the garden hardscaping is extant much of it is in need of re-pointing. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2017
B. Masonry and plumbing systems 1. Repair back garden water feature	Yes (not a capitalized expense)	1. The water feature no longer functions. It is the focal point of the rear garden. Broken or missing brick will be replaced in-kind. Water supply and drainage will be reestablished; any demolition to the existing materials will be kept to a minimum and will be replaced in-kind. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. The concrete lining will be matched in color and texture. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods.	2017

REHABILITATION AND PRESERVATION PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 4: LANDSCAPE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Trees and plantings 1. Restore historic landscaping	Yes (not a capitalized expense)	1. Grounds of the property have suffered significantly from long-term neglect; so much so that only bulbs survive. A new planting plan, inspired by the documented work of Charles Gibbs Adams, is proposed. The proposed plantings will be guided by the hardscape (paths, patio, outdoor fireplace, fountain, and fencing) and make use of the existing bulbs. Additional plants will be added, as described above, based on documented work of Mr. Adams. Work underway. Guiding provisions of the Secretary of the Interior's Standards to be followed include: "Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include circulation systems such as walks, paths, roads, or parking; vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."	2011-2022

NOTES: REHABILITATION AND PRESERVATION PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

MAINTENANCE PLAN: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

AREA 1: PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Exterior cladding and paint	Yes (not a capitalized expense)	1. Tri-annual paint inspection and maintenance/re-painting as necessary. Recommended rehabilitation treatment guidelines: 1. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building."	2015, 2018, 2021

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Wood framing and sheathing	Yes (not a capitalized expense)	1. Annual inspections to ensure mitigation of dry rot and termite damage; additional areas of concern to be addressed as found. Termite mitigation and dry rot removal will be carried out according to the Secretary of the Interior's Standards for the treatment of Historic Properties. This treament will seek to "stabilize, consolidate, and conserve existing historic materials" and will "replace minimum amount of fabric necessary and match materials in-kind." Recommended rehabilitation treatment guidelines: Protect and maintain: "Protecting and maintaining the structural systems... by keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

AREA 3: HARDSCAPING

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Historic brick driveway, driveway apron, walkways, water feature, and outdoor fireplace	Yes (not a capitalized expense)	1. Annual inspections to monitor any additional movement and separation of bricks from mortar. Recommended treatment approach: "Repair of historic masonry may consist of either patching the historic material or filling in with new material work to match the historic material. If replacement is necessary, duplication of historic materials and detailing should be as exact as possible to assure a repair that is functionally and aesthetically acceptable."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

AREA 4: LANDSCAPING

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties)*	SCHEDULE
1. Landscaping and trees	Yes (not a capitalized expense)	1. Ongoing maintenance of trees and landscaping. "Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include... vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

NOTES: MAINTENANCE PLAN
The recommended treatment approach for the Charles Gibbs Adams House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

FINANCIAL ANALYSIS OF MILLS ACT CONTRACT: 919 PALM AVENUE, SOUTH PASADENA, CA 91030

ASSESSOR'S ID: 5313-008-023 **CURRENT ASSESSED VALUE:** $790,000

	ANNUAL INCREASE	CURRENT YEAR	YEAR 1 (2013)	YEAR 2 (2014)	YEAR 3 (2015)	YEAR 4 (2016)	YEAR 5 (2017)	YEAR 6 (2018)	YEAR 7 (2019)	YEAR 8 (2020)	YEAR 9 (2021)	YEAR 10 (2022)
REVENUES												
1. Monthly Rental Income	3%	$3,500.00	$3,605.00	$3,713.15	$3,824.54	$3,939.28	$4,057.46	$4,179.18	$4,304.56	$4,433.70	$4,566.71	$4,703.71
2. Annual Rental Income	3%	$42,000.00	$43,260.00	$44,557.80	$45,894.53	$47,271.37	$48,689.51	$50,150.20	$51,654.70	$53,204.34	$54,800.47	$56,444.49
ANNUAL EXPENSES												
3. Insurance	5%	$850.00	$892.50	$937.13	$983.98	$1,033.18	$1,084.84	$1,139.08	$1,196.04	$1,255.84	$1,318.63	$1,384.56
4. Utilities	6%	$5,647.00	$5,985.82	$6,344.97	$6,725.67	$7,129.21	$7,556.96	$8,010.38	$8,491.00	$9,000.46	$9,540.49	$10,112.92
5. Maintenance	5%	$14,392.35	$15,111.97	$15,867.57	$16,660.94	$17,493.99	$18,368.69	$19,287.13	$20,251.48	$21,264.06	$22,327.26	$23,443.62
6. Management	5%	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
7. Other	2%	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
8. TOTAL EXPENSES (Sum lines 3 through 7)		$20,889.35	$21,990.29	$23,149.66	$24,370.59	$25,656.38	$27,010.49	$28,436.58	$29,938.52	$31,520.35	$33,186.38	$34,941.10
9. ANNUAL NET INCOME (Line 2 minus line 8)		$21,110.65	$21,269.71	$21,408.14	$21,523.94	$21,614.99	$21,679.02	$21,713.61	$21,716.19	$21,683.99	$21,614.10	$21,503.39
CAPITALIZATION RATE												
10. Interest Component	9.0%											
11. Historic Property Risk Component	4.0%											
12. Property Tax Component	1.0%											
13. Amortization Component	3.0%											
14. TOTAL CAPITALIZATION RATE	17.0%											
TAXES												
15. Mills Act Assessment (line 9 divided by 17%)		$124,180.29	$127,036.44	$129,958.27	$132,947.31	$136,005.10	$139,133.21	$142,333.27	$145,606.94	$148,955.89	$152,381.87	$155,886.65
16. Tax Under Mills Act (line 15 x .01035146)	1.035146%	$1,285.45	$1,315.01	$1,345.26	$1,345.26	$1,407.85	$1,440.23	$1,473.36	$1,507.24	$1,541.91	$1,577.37	$1,613.65
17. Current Tax	2%	$8,320.30	$8,569.91	$8,741.31	$8,916.13	$9,094.46	$9,276.35	$9,461.87	$9,651.11	$9,844.13	$10,041.01	$10,241.83
18. Tax Savings (line 17 minus line 16)		$7,034.85	$7,254.90	$7,396.05	$7,570.88	$7,686.60	$7,836.11	$7,988.51	$8,143.87	$8,302.22	$8,463.64	$8,628.18
19. Taxes Cost to City	16%	$1,331.25	$1,272.63	$1,298.08	$1,324.05	$1,350.53	$1,377.54	$1,405.09	$1,433.19	$1,461.85	$1,491.09	$1,520.91
TOTAL COSTS (line 5)												***$204,469.05***
TOTAL TAX SAVINGS (line 18)												***$86,305.81***
ANNUAL AVERAGE COST TO CITY (line 19)												***$1,387.84***

PROPERTY ADDRESS:

325 Monterey Road

2025 PROGRESS REPORT

Progress Report

April 15, 2025

Owner:

Manyu Gao

18921 Bentley Place

Rowland Heights, CA 91748

Project Location: 325 Monterey Road (APN: 5311-012-037)

Dear Community Development Department,

I purchased the house on October 24, 2024. After received the request on late March, 2025, I contacted the previous owner's son, Sergio Santino, who was also in charge of the project construction team in Rehabilitation and Maintenance Plan. He was not aware of the progress report and the rehabilitation plan from 2009 to 2012. He did the maintenance and repairs of the house, but there were no building permits, no records of before and after photos from 2009 to 2012. Therefore, I will provide the most recent look of the house to prepare the report. Photos of the previous documentations of the house come from the website of the house, but some of them have no clear date and I use them only for references.

Sincerely,

Manyu Gao



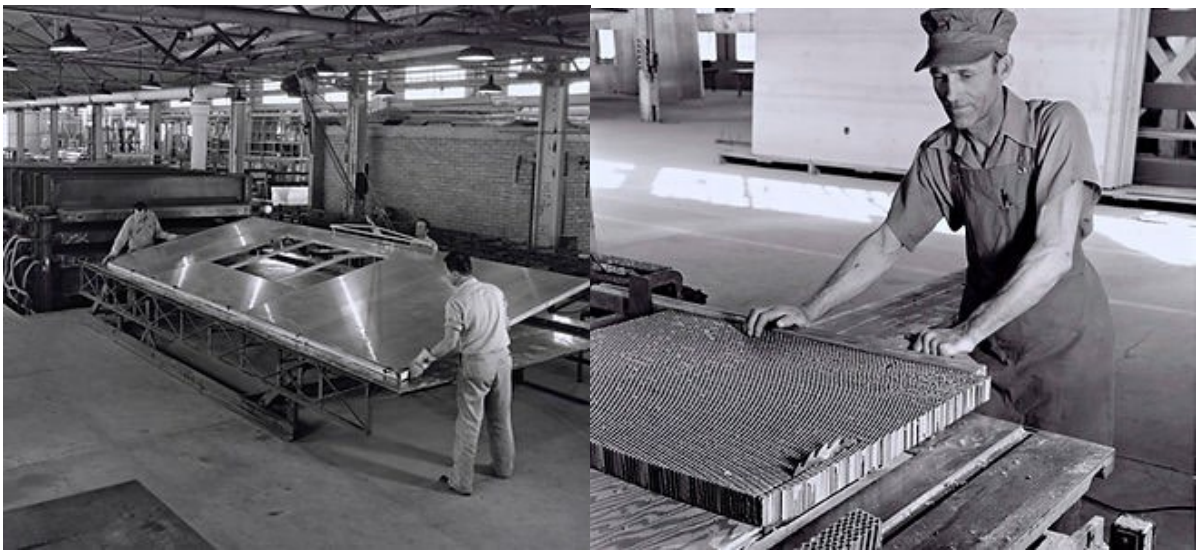
Photo courtesy of the J. Paul Getty Trust. Julius Shulman Photographer. c. J. Paul Getty Trust. Getty Research Institute, Los Angeles (2004.R.10).

Consolidated Vultee Prefabricated House. c.1947

The Mill Act Conttract was made and entered into this on December 17, 2014, by and between the City of South Pasadena, California, a municipal corporation, and the previous owner, Martha Santino. The Historic Property is identified as City Landmark No. 51.



Photos courtesy of the J. Paul Getty Trust. Julius Shulman Photographer. c. J. Paul Getty Trust. Getty Research Institute, Los Angeles (2004.R.10).



Photos courtesy of the J. Paul Getty Trust. Julius Shulman Photographer. c. J. Paul Getty Trust. Getty Research Institute, Los Angeles (2004.R.10).



Photos courtesy of the J. Paul Getty Trust. Julius Shulman Photographer. c. J. Paul Getty Trust. Getty Research Institute, Los Angeles (2004.R.10)

Building Exterior

Wall Panels, Metals, Paint and Doors Conditions 2009

1. Holes in metal from previous fixtures &fittings
2. Inappropriate, surface-mounted electrical conduit on all elevations
3. Cracked/chipped glass
4. Detached aluminum corner cover
5. Non-original hanger rod mounted above windows
6. Detached aluminum corner cover
7. Damage due to “volunteer” trees & shrubs that have grown too close to the building
8. Textured coating patches
9. Paint investigation: Multiple paint layers including a thick coat of white sanded paint finish with at least 4 layers of colored finishes underneath.
    - The original green was a lighter green tone (Benjamin Moore# 2145-20)
    - The original white is a slightly off-white tone (Benjamin Moore OC-131)
    - Window and door frames were painted a mid-tone grey blue (Benjamin Moore #HC-159)
    - Original photographs indicate exterior door were significantly darker than the grey blue and avocado green
    - Some areas that were historically painted green are white
10. Based on the evidence shown in historic photographs, all original glazed exterior doors have been removed and replaced with inappropriate hollow-core flush wood doors

Wall Panels, Metals, Paint and Doors Conditions 2025

1. All exterior paint finishes on the aluminum wall have been carefully removed
2. Following paint removal, the exposed aluminum panels have been inspected
3. Holes on the exposed aluminum surfaces have been patched and fixed
4. Cracked/chipped glass have been replaced
5. Detached aluminum corner cover has been realigned
6. Explored wirings, conduits, hangar rod and other inappropriate fixtures have been removed
7. Trees & shrubs that have grown too close to the building have been removed
8. The look of the exterior wall is showing the airplane aluminum looking

Rehabilitation have not been done:

1. After removal the existing paint, the wall surface have not been painted to the historic photographs using colors that match the historic finishes; window frames have been painted a mid-tone grey and doors have been painted a light blue
2. The exterior door from the east entrance have been replaced with a glazed door; the door from the south entrance is still a wood door.



Photos courtesy of the Fleet House website, north elevation, Discovery, Restoration and Landmarked 2009-2015.



Photos courtesy of the new owner, south elevation, April 2025.



Photos courtesy of the new owner, east elevation, April 2025.



Photos courtesy of the new owner, north elevation, April 2025.



Photos courtesy of the new owner, west elevation, April 2025.



Photos courtesy of the new owner, south west corner, April 2025.



Photos courtesy of the new owner, south east corner, April 2025.



Photos courtesy of the new owner, north east corner, April 2025.



Photos courtesy of the new owner, north west corner, April 2025.



Photos courtesy of the new owner, south elevation living room windows and entrance door, April 2025.



Photos courtesy of the new owner, east elevation dining room windows and entrance door, April 2025.

Roof Condition 2009

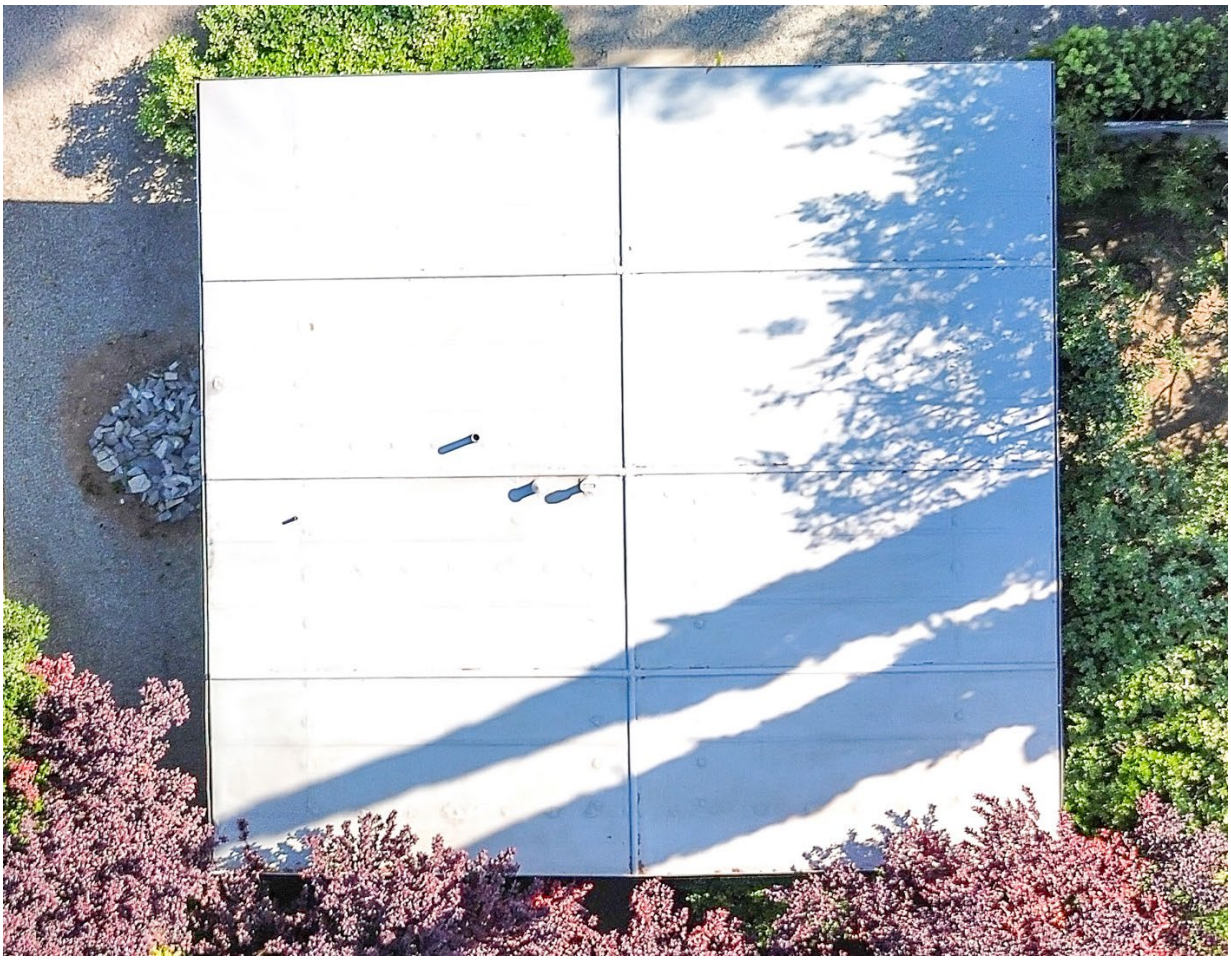
1. The roof is similar to its walls, employing aluminum-cardboard composite panels, and a coated, single-ply roof membrane is present above the panels
2. The roof has a shallow pitch with gutters located at the east and west ends
3. The roof is not insulated
4. Supplemental posts have been added to support the eaves at the eastern corners
5. Branches from “volunteer” tree have led to a damaged and displaced eave at the northeast corner of the building
6. Sagging soffit at the south east corner. The sagging appears to be a delamination of the aluminum sheet from the cardboard core as opposed to the whole panel sagging
7. Gutters clogged with leaves and other debris
8. Water staining is present at the ceilings within the building and leakage has been reported

Roof Condition 2025

1. Damaged panels have been repaired
2. Existing gutters have been cleaned and repaired
3. Branches that damage the roof have been removed
4. Water staining and leakage problem have been solved
5. A layer of Gaco silicone monolithic membrane applied over the aluminum panels



Photos courtesy of the Fleet House website, roof panels, Discovery, Restoration and Landmarked 2009-2015.



Photos courtesy of the new owner, roof panels, April 2025.

Building Interior

Kitchen Condition 2009

1. Inappropriate modern plumbing fixture
2. Wear on the sink and countertop surfaces
3. Changes to original finishes including paint scheme and flooring

Kitchen Condition 2025

1. Retained all existing historic features including cabinets, cabinet handles and cupboards
2. Reglazed sink, replaced faucet with period appropriate
3. Repaired countertop, refinished aluminum edge
4. Strip painted from the original hardware and re-installed
5. Old floor was removed and installed appropriate flooring based on documented evidence
6. Replaced old appliances with new gas appliance of the stove
7. Replaced old refrigerator with new one



Photos courtesy of the new owner, kitchen interior, April 2025.



Photos courtesy of the new owner, kitchen interior, April 2025.

Bathroom Condition 2009

1. water damage to wall panels above the bathtub
2. corrosion of steel window
3. deteriorated tub finish, sealant and shower door
4. inappropriate modern plumbing fixtures
5. deteriorated floor and wall finishes
6. inefficient water heater

Bathroom Condition 2025

1. Repaired water damaged wall
2. Corrosion of steel window has been fixed, plumbing fixtures and shower door have replaced
3. Repainted all the walls, ceiling and floor
4. Curtain rods have been removed
5. Holes on the wall panel have been repaired
6. Replaced water heater



Photos courtesy of the new owner, bathroom interior, April 2025.

Living Room Condition 2009

1. Minor staining of the ceiling
2. Deteriorated carpet
3. Inappropriate blinds
4. Non-functioning air conditioning and heat
5. Existing electrical outlets & covers needed to replace
6. Replace built-in stereo system speaker in living room

Living Room Condition 2009

1. Removed old carpet
2. Repainted all the walls, ceiling and floor
3. Removed curtain rods and repaired holes in the wall panels.
4. Central air-conditioning with cooling and heating function has been installed
5. Replaced outlets & covers
6. Added smoke detectors

Rehabilitation have not been done:

1. Built-in stereo system speaker hasn't been replaced



Photos courtesy of the new owner, living room interior, April 2025.



Photos courtesy of the new owner, living room interior, April 2025.



Photos courtesy of the new owner, bedroom 1 interior, April 2025.



Photos courtesy of the new owner, bedroom 2 interior, April 2025.

Site Condition 2009

1. Overgrown trees and brushes located close to house
2. Displaced and broken concrete pavers
3. Non-original features such as brick planter box and gravel drive
4. Moveable aluminum enclosure is over 50% deteriorated
5. Remove damaged aluminum panel “garden wall”, salvage garden storage locker
6. Remove gravel to south of house
7. Remove and salvage precast concrete pavers
8. Remove deteriorate concrete driveway
9. Remove painter box
10. Remove landscape steps to west of house
11. Clear unwanted planting and weeds

Site Condition 2025

1. Removed and trimmed overgrown trees and brushes damaging the house
2. Broken concrete pavers have been replaced
3. Brick planter box and gravel drive have not been removed
4. Half of the aluminum panel “garden wall” has been removed, the rest and the storage locker are still exist
5. The painter box has been removed
6. Landscape steps to the west of house has been removed
7. New mailbox as signage
8. Concrete wall facing the street painted with smooth stucco
9. Unwanted planting and weeds have been cleared
10. Installed new xeriscape garden and plantings
11. Installed new bamboo wall fencing to the west of house, new tree wall fencing to the south of the house

Rehabilitation have not been done:

1. Install new aluminum panel “garden wall” in modified location. Reinstall salvaged garden storage locker, provide new wood deck
2. Gravel to the south of house have not been removed
3. Install grass and concrete hardscape to the east of house
4. Re-install salvaged precast concrete pavers in gravel as pathway to west and north of house
5. Install new driveway
6. Install new lawn
7. Install new landscape steps at new location to west of house
8. Install new concrete block wall.
9. New wood benches and wood deck



Photos courtesy of the new owner, site and existing landscape, April 2025.



Photos courtesy of the new owner, south elevation, patio space and landscaping, April 2025.



Photos courtesy of the new owner, south elevation, patio space and landscaping, April 2025.

SUMMARY OF COMPLETED WORK

THE FLEET HOME
325 Monterey Road, South Pasadena
Mills Act Capitalized Cost Estimate, Revised 11/13/2014

ITEM	DESCRIPTION	UNIT COST	UNITS		ESTIMATED REPAIR COST	COMPLETE BY	NOTES	
BUILDING EXTERIOR								
WALL PANELS								
Repair holes	Fill holes with resin-based filler	$100.00	20	ea.	$2,000.00	Year 1		COMPLETE
Consolidate panels	Drill & inject adhesive, apply new metal where needed		1	ls.	$6,750.00	Year 1	Most extreme at base of laundry. Includes repair of hole previously cut in panel for AC unit	
Remove conduit	Remove exterior surface mounted conduit. Repair holes in panels		1	ls.	$3,200.00			
Corner cover	Repair or replace detached corner cover		1	ls.	$675.00			
					$12,625.00		*Subtotal Wall Panels*	
PAINT								
Prepare panel surface	Prepare aluminum surface for paint coatings.	$1.25	1000	sf	$1,250.00	Year 3		INCOMPLETE
Paint panel surface	Prime and paint per original colors	$4.75	1000	sf	$4,750.00	Year 3	Use high performance coatings.	INCOMPLETE
Prepare windows	Sand & strip to sound surface	$200.00	10	ea.	$2,000.00	Year 1		COMPLETE
Paint windows	Paint window frame	$200.00	10	ea.	$2,000.00	Year 1		COMPLETE
					$10,000.00		*Subtotal Paint*	
DOORS								
Replace doors	Replace existing south and east elevation doors and screen doors	$1,500.00	2	ea.	$3,000.00	Year 6	New doors to match historic photographs	One door has not been replaced
					$3,000.00		*Subtotal Doors*	
ROOF								
Repair damaged eve	Repair or replace damaged northeast eve in-kind with new aluminum sheet metal		1	ls.	$6,750.00	Year 3	Test panel removal and reattachment methods	COMPLETE
Replace roofing	Remove existing membrane roof. Prepare surface. Install new roofing	$8.00	1200	sf.	$9,600.00	Year 1	Use siliconized roof coating system	
Clean and repair existing gutters	Remove, strip paint, replace damaged, and re-install gutters	$1,250.00	2	ea.	$2,500.00	Year 3		
					$18,850.00		*Subtotal Roof*	
WINDOWS								
Replace glass	Replace chipped and cracked glass panes with new.	$500.00	7	ea.	$3,500.00	Year 1		
					$3,500.00		*Subtotal Windows*	
					$47,975.00		*TOTAL EXTERIOR*	

11/14/2014

THE FLEET HOME
325 Monterey Road, South Pasadena
Mills Act Capitalized Cost Estimate, Revised 11/13/2014

ITEM	DESCRIPTION	UNIT COST	UNITS		ESTIMATED REPAIR COST	COMPLETE BY	NOTES
BUILDING INTERIOR							
KITCHEN							
Repair original sink	Reglaze sink, replace faucet with period appropriate.		1	ls.	$950.00	Year 1	
					$950.00		*Subtotal Kitchen*
BATHROOM							
Repair wall panels	Repair or replace in kind water damaged wall panels		1	ls	$900.00	Year 1	
Shower liner	Install shower liner to blend with panels. Install new period appropriate fittings.		1	ls	$1,200.00	Year 1	Protects aluminum panels.
Repair original tub	Reglaze and reseal seal tub and shower. Install new period appropriate fittings		1	ls	$1,000.00	Year 1	Minimizes impact to panels
Repair original sink	Reglaze sink, replace faucet with period appropriate.		1	ls.	$500.00	Year 1	
					$3,600.00		*Subtotal Bathroom*
LIVING ROOM							
Ceiling	Repair ceiling/roof panels	$25.00	80	sf	$2,000.00	Year 1	Water damaged from roof leaks.
					$2,000.00		*Subtotal Living Room*
					$6,550.00		*TOTAL INTERIOR*
MEP							
Replace HVAC	Remove existing and provide new furnace. Add AC condenser and coil.		1	ls.	$8,575.00	Year 1	New to fit in existing mechanical closet. Rout coolant line through plumbing wall
Remove conduit	Remove surface-mounted conduit and re-rout new wiring through original pathways built into aluminum panels.			ls.	$5,000.00	Year 1	
					$13,575.00		*Subtotal MEP*

COMPLETE



THE FLEET HOME
325 Monterey Road, South Pasadena
Mills Act Capitalized Cost Estimate, Revised 11/13/2014

ITEM	DESCRIPTION	UNIT COST	UNITS		ESTIMATED REPAIR COST	COMPLETE BY	NOTES
SITE							
Stabilize original garden wall	At remaining aluminum panel "garden wall," consolidate panels and patch holes.	$25.00	60	sf	$1,500.00	Year 3	Half of wall has been removed.
Paint original garden wall	Strip existing textured coating. Prepare and paint aluminum surfaces.	$18.00	60	sf	$1,080.00	Year 3	INCOMPLETE
Repair original garden storage locker	Remove, salvage, and reset original garden storage locker on new foundation.		1	ls.	$1,475.00	Year 6	INCOMPLETE
Paint original garden storage locker	Strip existing textured coating. Prepare and paint aluminum surfaces.		1	ls.	$500.00	Year 6	INCOMPLETE
Landscape	Remove trees and stumps damaging house and garden wall.		1	ls.	$6,500.00	Year 1	COMPLETE
Landscape	Re-grade around site to promote water drainage away from building.			ls.	$4,775.00	Year 3	INCOMPLETE
General	Streetscape improvements. Repair concrete retaining wall and clean-up parkway.			ls.	$5,000.00	Year 10	Added per CHC request
					$20,830.00		*TOTAL SITE*

THE FLEET HOME

325 Monterey Road, South Pasadena

Mills Act Capitalized Cost Estimate, Revised 11/13/2014

ITEM	DESCRIPTION	UNIT COST	CYLCLE	ESTIMATED MAINTENANCE COST	NOTES
MAINTENANCE					
Wall Panels	Annual inspectin and patching of wall panels	$100.00	Yearly	$1,420.00	5-percent annual increase over 10 years
Roof & Gutters	Annual inspection and patching of roofing and gutters	$100.00	Yearly	$1,420.00	5-percent annual increase over 10 years
Landscape	Prune vegetation away from aluminum panel stuctures. Maintain grades to drain away from house	$50.00	Bi-monthly	$4,260.00	5-percent annual increase over 10 years
				$7,100.00	*TOTAL MAINTENANCE*

MILLS ACT CONTRACT

This page is part of your document - DO NOT DISCARD

RECEIVED
FEB 26 2015
CITY OF SOUTH PASADENA
PLANNING AND BUILDING DEPT.

20150142723

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County,
California

02/09/15 AT 09:47AM

Pages:
0045

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

201502092890037

00010153458

006639729

SEQ:
01

DAR - Mail (Hard Copy)

THIS FORM IS NOT TO BE DUPLICATED

E488403

RECORDING REQUESTED BY

WHEN RECORDED MAIL TO

NAME Elaine Serrano

MAILING 1414 Mission St

CITY, STATE, ZIP CODE

So. Pas CA 91030

02/09/2015

20150142723

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

TITLE

Mills Act Contract - City of So. Pas + Martha Sactuno

4/4

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 17th day of December 2014, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Martha Santino ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 325 Monterey Road , South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is identified as City Landmark No. 51 , attached hereto marked "Exhibit B". The home was a prototype model for postwar prefabricated housing. Henry Dreyfuss, the principal designer of the residence, was a world renowned industrial designer. The Fleet House is considered an "educational treasure". It is one of only two prototypes that were built and the only one of its type to be built in an aircraft factory using aircraft technology and materials. It was designed specifically for the Southern California climate and is the only one of its type in the City of South Pasadena or in existence anywhere else;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on December 17, 2014 and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. For the first five years of the Agreement only, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this

Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. The maximum term of this Agreement, including any automatic renewals, shall not exceed 15 years from the effective date. The automatic renewal provision shall not apply to add an additional year to the Agreement after the initial five years of the term. If the City desires within the first five years not to automatically renew this Agreement, City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date within the first five years. If the Owner desires in any year not to renew this Agreement, the Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serves timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner is entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena (including the specific recommendations of the Cultural Heritage Commission), attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with

the terms and provisions of this Agreement. The Owner shall provide written updates to the City every two years to document the progress on the rehabilitation/preservation plan.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Martha Santino
430 S Greenwood Avenue
Pasadena, CA 91107

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of

whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12/17/2014

By: _____
MAYOR

Attest:

_____
CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Dated: 12/17/2014

Dated: 17-12-14

_____
Martha Santino, Property Owner

EXHIBIT A

Order No. 19459522 - A

3

EXHIBIT "~~ONE~~ A"

That portion of Lot 87, of Lincoln Park, in the City of South Pasadena, County of Los Angeles, State of California, as per map recorded in Book 6 Page(s) 358 and 359 of Miscellaneous Records, in the office of the County Recorder of said county, described as follows:

Beginning at the Northeast corner of said Lot 87; thence South 20° 47' West along the Easterly line of said Lot to the East line of Parcel 1 of the land conveyed to Richard M. Kelsey and wife, by deed recorded in Book 5185 Page 171, Official Records; thence along the East line of said parcel, North 4° 21' West to an angle point in said East line, North 19° 28' 10" West 21.02 feet; thence North 20° 27' East 53 feet, more or less, to the Southeast corner of the land conveyed to Emma Halm by deed recorded October 9, 1925 in Book 6839 Page 301, Official Records, as Document No. 509 of said County; thence North 69° 04' West along the South line of the land so conveyed to Emma Halm, 66.46 feet to the Southwest corner thereof, being a point in the West line of aforesaid Parcel 1; thence South 19° 48' 55" West along said West line 15 feet, more or less, to an angle point therein; thence North 63° 21' 30" West along the Northeast line of said Parcel 1, 20 feet to the Northwest line of said Lot 87; thence North 27° 24' 25" East along said Northwest line 150.08 feet, more or less, to the most Northerly corner of said Lot 87; thence South 63° 21' 30" East along the Northeast line thereof, 100 feet to the point of beginning.

Assessor's Parcel No: 5311-012-008

06/12/06

06 1280722

(Rev. 11/17/04)

RESOLUTION NO. 7051

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ADDING 325 MONTEREY ROAD TO THE CITY'S CULTURAL HERITAGE INVENTORY AND DESIGNATING THE "FLEET HOUSE" AS A CULTURAL HERITAGE LANDMARK (LANDMARK NO. 51)

WHEREAS, Section 2.73A-14 of the South Pasadena Municipal Code Ordinance No. 2004 ("Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as landmarks; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Commission to register the "Fleet House" located at 325 Monterey Road as a landmark; and

WHEREAS, the research and documentation provided by Commission members Glen Duncan and John Lesak amply demonstrate the qualifications of the property to be a designated Landmark; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owner, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, an accredited architectural historian has documented the "Fleet House" on the statewide standardized format, the California State Department of Parks and Recreation's DPR 523A Form; and

WHEREAS, the Cultural Heritage Commission ("CHC") voted to recommend designation of this property on May 25, 2006 and forwarded the recommendation to the City Council; and

WHEREAS, the City Council held a public hearing on the proposed designation on May 20, 2009 and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Based on the evidence presented in the Staff Report, Minutes and other record of proceeding, the City Council hereby approves the addition of 325 Monterey Road to the South Pasadena Inventory of Historic Resources, and designates the "Fleet House" as official Historic Landmark Number 51.

SECTION 2. The City Council considered the designation criteria contained in the Cultural Heritage Ordinance as follows:

1. ***Its character, interest, and value as part of the heritage of the community***
   This unique dwelling was a prototype model for postwar prefabricated housing constructed in the Consolidated Vultee Aircraft factory in Downey California in 1949 (Consolidated Vultee later became Convair Corporation, then General Dynamics). Henry Dreyfuss, a principal designer of the residence, was not only a world renowned industrial designer with offices in South Pasadena and New York City, but he also resided at 500 Columbia Street in South Pasadena. The building thus serves as an educational treasure marking local cultural and technological contributions to the world at large and at the same time standing as an irreplaceable example of one local talent's prodigious creative output.

2. ***Its exemplification of a particular architectural style of an era of history of the city***
   A number of federal programs were set in motion to meet the enormous postwar demand for housing and jobs. The Henry Dreyfuss-Consolidated Vultee Aircraft model prefab home at 325 Monterey Rd is the product of one such effort- the Guaranteed Market Program of 1946. Designed in the contemporary/International Style by Henry Dreyfuss and Architect Edward Barnes, it bears close affinity to the Southern California Case Study houses of the same era. It was one of only two prototypes that were built and the only one of its type to be built in an aircraft factory using aircraft technology and materials. It was designed specifically for the Southern California climate and is the only one of its type in the city of South Pasadena or in existence anywhere else, for that matter.

3. ***Its identification as the work of a person whose work has influenced the heritage of the city, the State of California and the United States***
   Henry Dreyfuss, designer of the Consolidated Vultee-built, prefabricated model home for Southern California Homes, Inc., was one of a handful of industrial designers who led a paradigm shift in

American and international design. The previous pattern was to bring in designers to pretty-up or decorate products that had already been conceived and developed by engineers and manufacturers. Dreyfuss, and a few others, such as Raymond Loewy, pioneered in coalescing design, engineering and manufacturing at the conceptual stage of product development.

By the 1960s and at least through the 1970s, virtually every American home and office contained Dreyfuss designed products. They included dial, pushbutton and princess telephones, fountain pens, typewriters, clocks, sewing machines, air conditioners, refrigerators, irons, razors and Polaroid cameras. He was a design consultant for airplanes, including the Lockheed Super Constellation; for ocean liners, including the SS Independence and the SS Constitution; and for trains, including the 20th Century Limited.

4. ***Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, materials and craftsmanship***
The following are excerpts from an article in Arts and Architecture (Sept, 1947): "The house…is built of extraordinary material that is strong, lightweight and economical. Its design takes every advantage of mass production techniques and is planned with a real understanding of the living needs of the average American family." Henry Dreyfuss added, "The house is...an example of how mass production products must be designed. For on this house first rate minds in every field were focused. We as designers made every effort to work with the company, not over them. Aircraft engineers, chemists, production designers all contributed, and in a real sense governed the final design as much as we did."

SECTION 3. The City Council directs the City Clerk to file the appropriate designation with the Los Angeles County Registrar-Recorder/County Clerk's office.

PASSED, APPROVED AND ADOPTED ON this 20th day of May, 2009.

David Sifuentes, Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Richard L. Adams II, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 20th day of May, 2009, by the following vote:

AYES: Cacciotti, Putnam, Schneider, Ten and Mayor Sifuentes

NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby, City Clerk

EXHIBIT C

Historic photograph of the assembled Fleet House south elevation in the Consolidated Vultee Aircraft Corporation's factory.

REHABILITATION PLAN

FLEET HOME
South Pasadena, California

December 16, 2009

Prepared for
Sergio A. Santino
San Marino, California

Prepared by
PAGE & TURNBULL, INC.
724 Pine Street, San Francisco, California 94108
415.362.5154/ www.page-turnbull.com

CONTENTS

INTRODUCTION

GENERAL-SECRETARY ON INTERIOR STANDARDS

GUIDELINES FOR REHABILITATION OF HISTORIC BUILDINGS

THE FLEET HOUSE-HISTORY AND DESCRIPTION

BUILDING EXTERIOR

- WALL PANELS
- PAINT
- ROOF
- DOORS
- WINDOWS

BUILDING INTERIOR

- KITCHEN
- BATHROOM
- LIVING ROOM
- MECHANICAL
- LIGHTING
- PLUMBING

SITE

- EXISTING LANDSCAPE
- PROPOSED LANDSCAPE

MAINTENANCE

- MAINTENANCE PLAN

SCHEDULE

REPORTING

REFERENCES

INTRODUCTION

The Fleet Home is a 1-story, single-family residence designed in a simple, pre-fabricated Mid-Century Modern style. The square-plan building is constructed of lightweight, honeycombed cardboard and sheet aluminum composite panels that are covered with a sand and stucco finish. Designed by industrial designer Henry Dreyfuss and architect Edward L. Barnes, with landscape by Garret Ekbo, the prefabricated building was built in the Consolidated Vultee Aircraft Corporation's factory and transported to its current site in 1947.

The Fleet Home is a unique example of mid-century prefabrication technology. While it's masterful design and association with transformative ideas (mass-produced housing) and patterns of history (post World War II residential development) make the building historically significant, its materials and construction are a historic preservation challenge. After all, there are not many sixty-year old buildings with walls and roof made of cardboard and sheet aluminum.

The following document outlines rehabilitation and preservation priorities for the building and is intended to serve as Part 2 of the Mills Act application. The plan describes the existing conditions of the house, outlines proposed rehabilitation treatments, includes applicable guidelines from the Secretary of the Interior's Standards & Guidelines for the Rehabilitation of Historic Properties, and provides a preliminary cost estimate of repairs.

The project team includes:

OWNER
Sonia Santino
430 Greenwood Ave.
Pasadena, CA 91107
(626) 584-6341
ptpasadena@sbcglobal.net`

PRESEVATION ARCHITECT
Page & Turnbull
Contact: Benjamin Marcus
417 South Hill Street, Suite 211
Los Angeles, CA 90013
(213) 221 - 1200 (main)
marcus@page-turnbull.com

GENERAL CONTRACTOR
Adrian Construction
Contact: Sergio Santino
740 Granada Avenue
San Marino, CA 91108
(626) 282 - 8262

STRUCTURAL CONSULTANT
Wiss, Janney, Elstner Associates, Inc.
Gary Searer, PE, SE
Associate Principal
2550 N Hollywood Way, Suite 502
Burbank, CA 91505
(818) 303-1300
gsearer@wje.com

Historic photograph of the assembled Fleet House east elevation in the Consolidated Vultee Aircraft Corporation's factory.

Historic photograph of the assembled Fleet House south elevation in the Consolidated Vultee Aircraft Corporation's factory.

THE FLEET HOME - HISTORY AND DESCRIPTION

In the late 1940s, famed industrial designer Henry Dreyfuss, architect Edward Larrabee Barnes, and various aircraft designers collaborated on the "Vultee", a prototype prefabricated aluminum structure. Built in the Consolidated Vultee Aircraft Company factory and transported to its current site at 325 Monterey Street in South Pasadena, the building is the only house known to be pre-assembled in an aircraft factory. The building's walls and roof are composed entirely of lightweight, honeycombed cardboard and sheet aluminum composite panels. The panels were originally used in the construction of bulkheads for World War II bomber aircraft.

Dreyfuss, a celebrity designer, is best known for his signature designs of the rotary-dial telephone for Bell Laboratories and the Honeywell circular wall thermostat. Dreyfus's fascination with assembly-line production (from his design work for mass production in the 1930s) was critical to the development of the Vultee. The structure took full advantage of assembly line production, reducing the on-site building of components by using pre-assembled wall sections.

Barnes was at the beginning of a notable architecture career when he collaborated with Dreyfus. The two men worked on the design out of Dreyfus' studio in South Pasadena. Barnes contributed an innovative scheme to break up the repetition of houses, problematic in contemporary developments such as Levittown, with moveable L-shaped patio walls.

The Vultee program was sold to Southern California Homes, Inc. The house is currently referred to as the Fleet Home, after Reginald Fleet, owner of Southern California Homes. To promote sales of the unusual home, Fleet actually lived in the house for a year with his family, offering it as a model of modern living. Unfortunately despite the favorable press, sales never got off the ground and only two prototypes were made.

The history and significance of the Fleet Home is covered in other documents. These include:

- "House in a Factory by Henry Dreyfuss, Designer, and Edward L. Barnes, Architect." Arts & Architecture , September, 1947, Pages 31-39. This important source contains a description of the house with plans and construction details, as well as original photographs by Julius Shulman, which are used as reference throughout this report.
- Local Landmark designation report completed by Jeffery Head, Architectural Historian
- California Historical Resource Status Department of Parks and Recreation (DPR) form (primary record form) which includes an architectural description, photograph and conditions assessment, completed by Page & Turnbull, Inc.
- Other publications and online sources including:
  - "Henry Dreyfuss, Industrial Designer, The Man in the Brown Suit" by Russell Flinchum (Rizzoli, 1997).
  - "Snatched from Oblivion" Article in Metropolismag.com. Posted by Jeffery Head, October 11, 2006 http://www.metropolismag.com/story/20061011/snatched-from-oblivion
- Numerous articles and advertisements in the Los Angeles Times chronicling the house from 1948 to 1950

In 2006, the property was put up for sale. Dilapidated and texture-coated to the point that the panelized construction was no longer discernable, the Fleet house was offered as a tear-down on a parcel that could be re-developed into a significantly larger home. Fortunately, architectural historian and journalist Jeffrey Head recognized the structure's significance. Working with the Los Angeles Conservancy's Modern Committee, the property was submitted to receive local landmarked status while in escrow. Despite the property owner's objections, the Landmarks Subcommittee of the South Pasadena Cultural Heritage Commission recommended the Fleet Home for local landmark status, a recommendation agreed to by the whole Commission.

The process was aided by open-minded buyers, Sonia and Sergio Santino, who agreed to keep and rehabilitate the Fleet Home and integrate it into any future development on the property. On May 20, 2009, the Fleet Home was designated South Pasadena's 51st Cultural Heritage Landmark.

Historic photograph of the assembled Fleet House west elevation in the Consolidated Vultee Aircraft Corporation's factory.

Historic photograph of the assembled Fleet House living room in the Consolidated Vultee Aircraft Corporation's factory.

THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION

The Secretary of the Interior is responsible for establishing standards for all programs under Departmental authority and for advising Federal agencies on the preservation of historic properties listed in or eligible for listing in the National Register of Historic Places.

The Standards for Rehabilitation (codified in 36 CFR 67 for use in the Federal Historic Preservation Tax Incentives program) address the most prevalent treatment. "Rehabilitation" is defined as "the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its historic, architectural, and cultural values."

Initially developed by the Secretary of the Interior to determine the appropriateness of proposed project work on registered properties within the Historic Preservation Fund grant-in-aid program, the Standards for Rehabilitation have been widely used over the years--particularly to determine if a rehabilitation qualifies as a Certified Rehabilitation for Federal tax purposes. In addition, the Standards have guided Federal agencies in carrying out their historic preservation responsibilities for properties in Federal ownership or control; and State and local officials in reviewing both Federal and nonfederal rehabilitation proposals. They have also been adopted by historic district and planning commissions across the country.

The intent of the Standards is to assist the long-term preservation of a property's significance through the preservation of historic materials and features. The Standards pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and interior of the buildings. They also encompass related landscape features and the building's site and environment, as well as attached, adjacent, or related new construction. To be certified for Federal tax purposes, a rehabilitation project must be determined by the Secretary to be consistent with the historic character of the structure(s), and where applicable, the district in which it is located.

As stated in the definition, the treatment "rehabilitation" assumes that at least some repair or alteration of the historic building will be needed in order to provide for an efficient contemporary use; however, these repairs and alterations must not damage or destroy materials, features or finishes that are important in defining the building's historic character. For example, certain treatments--if improperly applied--may cause or accelerate physical deterioration of the historic building. This can include using improper repointing or exterior masonry cleaning techniques, or introducing insulation that damages historic fabric. In almost all of these situations, use of these materials and treatments will result in a project that does not meet the Standards. Similarly, exterior additions that duplicate the form, material, and detailing of the structure to the extent that they compromise the historic character of the structure will fail to meet the Standards.

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

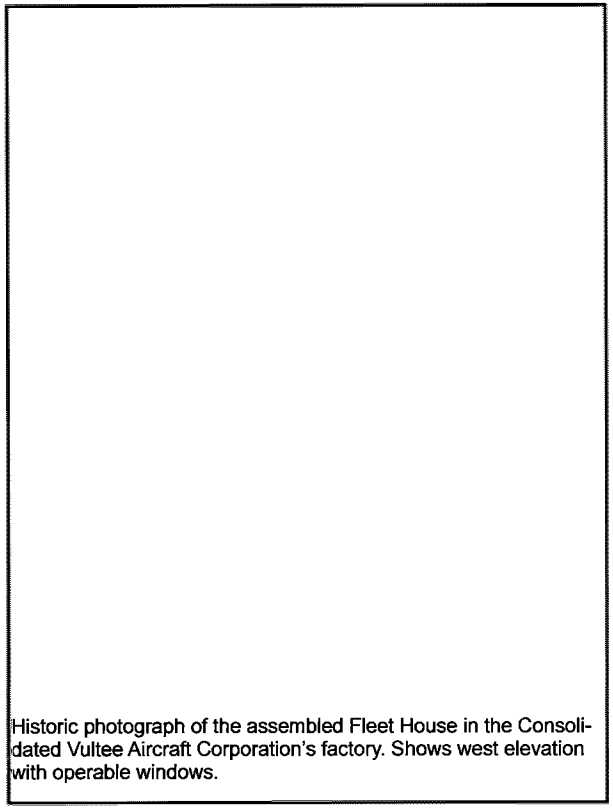
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



Historic photograph of the assembled Fleet House in the Consolidated Vultee Aircraft Corporation's factory. Shows west elevation with operable windows.

BUILDING EXTERIOR

- WALL PANELS
- PAINT
- ROOF
- DOORS
- WINDOWS

BUILDING EXTERIOR - WALL PANELS

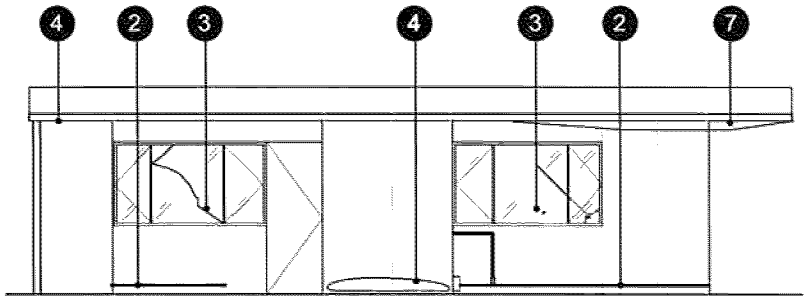
EXISTING CONDITIONS

Visual assessment of the prefabricated aluminum wall panels revealed the following conditions which need to be addressed:

1. Holes in metal from previous fixtures & fittings
2. Inappropriate, surface-mounted electrical conduit on all elevations
3. Cracked/chipped glass
4. Delaminating, bulging and bowing aluminum skin
5. Non-original hanger rod mounted above windows
6. Detached aluminum corner cover
7. Damage due to "volunteer" trees & shrubs that have grown too close to the building (see Building Site).
8. Textured coating patches

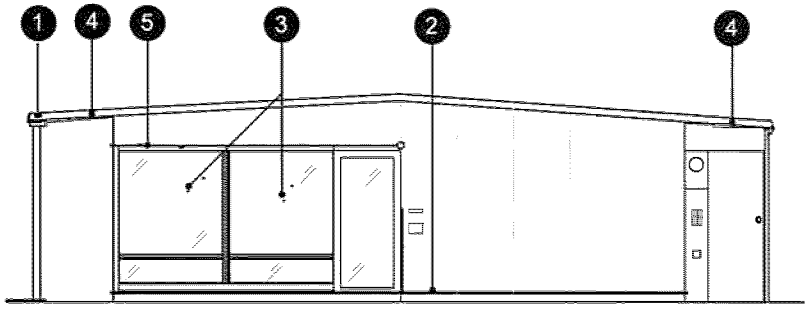
TREATMENTS

- Carefully strip all exterior paint finishes using gentlest means possible (see Building Exterior – Paint).
- Following paint removal, inspect the exposed aluminum.
- Patch holes in the aluminum with compatible resin-based filler. Sample installation of fillers will be mocked-up, so that the most appropriate material can be selected. Given the nature of the panels, we likely will be looking to the automobile and airplane industries for repair materials. We foresee researching / testing epoxy, polyester, and fiberglass patching materials.
- Based upon our inspection, in areas of suspected panel delamination (separation between the aluminum skin and the cardboard core), drill small holes and inject adhesive; apply pressure to surface to realign aluminum skin.
- Remove conduits, hangar rod and other inappropriate fixtures/fittings; fill holes; relocate wiring to the original pathways built into the panels themselves (see historic lower panel section drawing, right)
- As found feasible, straighten and re-attach aluminum corner cover or install new cover to match existing.



EAST ELEVATION

0 2 4 8 FT



SOUTH ELEVATION

0 2 4 8 FT

7

Contemporary photograph of vegetation damaging overhanging eaves.

1

Contemporary photograph of metal feature with holes from previous fixtures & fittings.

3

Contemporary photograph of damaged glass.

2

Contemporary photograph of inappropriate electrical conduits adjacent to the south entrance.

BUILDING EXTERIOR-METALS

EXISTING CONDITIONS

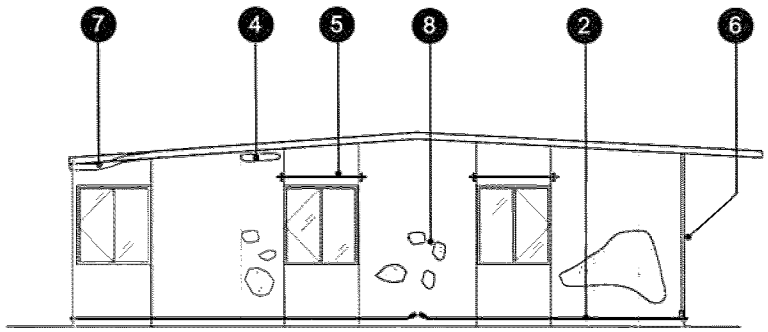
Visual assessment of the prefabricated aluminum wall panels revealed the following conditions which need to be addressed:

1. Holes in metal from previous fixtures & fittings
2. Inappropriate, surface-mounted electrical conduit on all elevations
3. Cracked/chipped glass
4. Delaminating, bulging and bowing aluminum skin
5. Non-original hanger rod mounted above windows
6. Detached aluminum corner cover
7. Damage due to "volunteer" trees & shrubs that have grown too close to the building (see Building Site).
8. Textured coating patches

APPLICABLE STANDARDS

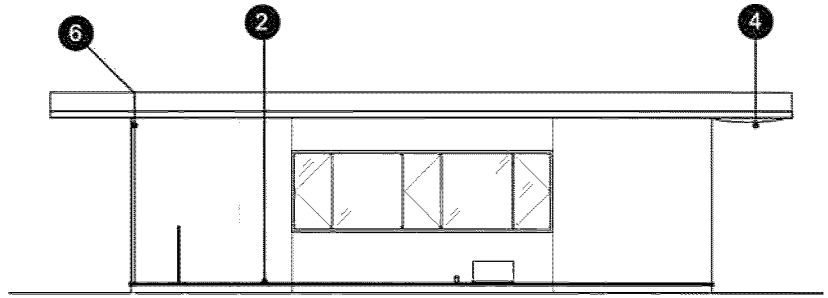
Paraphrasing, the *Secretary of the Interior's Standards & Guidelines for Rehabilitating Historic Properties* recommend the following for the treatment of exterior architectural metal:

- Cleaning metals to remove corrosion or soiling before repainting.
- Applying appropriate paint or coating after cleaning in order to decrease the corrosion rate of the alloy.
- Repairing architectural metal features by patching, splicing, or otherwise reinforcing; and limited replacement in kind - or with a compatible substitute material - of extensively deteriorated or missing parts when there are surviving prototypes.



NORTH ELEVATION

0 2 4 8 FT



WEST ELEVATION

0 2 4 8 FT

2

Contemporary photograph of inapropriate electrical conduits on north elevation

5

Contemporary photograph of non-original hangar rods.

6

Contemporary photograph of detached aluminum corner cover

Section from the historic blue prints illustrating anchoring system.

BUILDING EXTERIOR - PAINT

EXISTING CONDITIONS

Currently the Fleet House is covered in a sanded white paint meant to imitate stucco, with green accents surrounding the windows, which are painted in the same shade. Though the current color scheme follows the basic design of the historic color scheme, the stucco finish is innapropriate and the subtelties of color evident in historic photographs has been lost.

Comparisons of various views of the house formed the basis for a paint investigation, discussed on the following page.

Comparative contemporary photograph showing the east elevation.

Comparative historic photograph showing the east elevation.

Comparative contemporary photograph showing the south elevation entrance and patio space.

Comparative historic photograph showing the south elevation entrance and patio space.

Comparative contemporary photograph showing the south elevation living room windows.

Comparative historic photograph showing the south elevation living room windows.

Comparative contemporary photograph showing the south east corner.

Comparative historicphotograph showing the south east corner.

BUILDING EXTERIOR - PAINT

PAINT INVESTIGATION

An investigation of exterior finishes was conducted. Small areas of exterior paint throughout the structure were removed to observe original paint layers and colors. Chemical paint removal was also field-tested using non-acidic chemical strippers that are compatible with aluminum. The investigation revealed the following:

- Multiple paint layers including a thick coat of white sanded paint finish with at least 4 layers of colored finishes underneath.
  - The original green was a lighter green tone (Benjamin Moore# 2145-20)\
  - The original white is a slightly off-white tone (Benjamin Moore OC-131)
  - Window and door frames were painted a mid-tone grey-blue (Benjamin Moore # HC-159)
  - Original photographs indicate exterior doors were significantly darker than the grey blue and avocado green
  - Some areas that were historically painted green are white

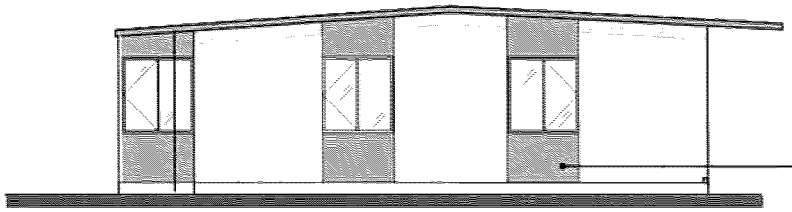
TREATMENTS

- Strip exterior finishes using aluminum compatible methylene chloride ("Aircraft Remover") and non-scratching plastic scrapers
- Assess metal condition and treat holes according to recommendations outlined for exterior metal (see *Building Exterior – Metals*)
- Repaint wall surface according to historic photographs using colors that match the historic finishes
- Repaint windows and doors to match original colors
- As found feasible, straighten and re-attach aluminum corner cover or install new cover to match existing.

APPLICABLE STANDARD

The *Secretary of the Interior's Guidelines for Rehabilitation* recommend the following treatment of exterior paint:

- Repainting with colors that are appropriate to the historic building

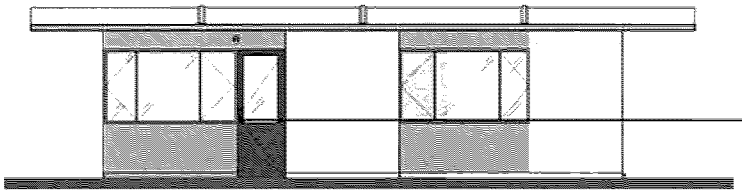


NORTH ELEVATION

0 2 4 8 FT

Contemporary photograph of the north paint invetigation area.

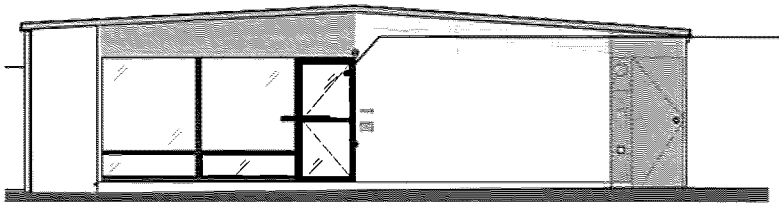
Contemporary photograph of the 4 layers of paint investigation with color swatch for comparison.



EAST ELEVATION

0 2 4 8 FT

Contemporary photograph of the east paint invetigation area.



SOUTH ELEVATION

0 2 4 8 FT

Contemporary photograph of the south paint investigation with color swatch for comparison.

BUILDING EXTERIOR - DOORS

EXISTING CONDITIONS

Based on evidence shown in historic photographs, all the original glazed exterior doors have been removed and replaced with inappropriate modern hollow-core flush wood doors.

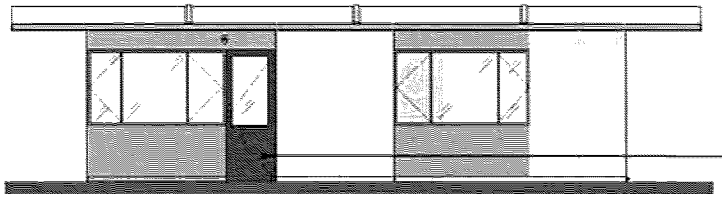
TREATMENTS

- Replace the existing south elevation door with a glazed door to match the historic documentation.
- Replace the existing east elevation door with a historically appropriate partially-glazed door to match the historic documentation.

APPLICABLE STANDARDS

The *Secretary of the Interior's Gudielines for Rehabilitation* recommend the following treatment of missing exterior features:

- Designing and installing a new feature when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation.

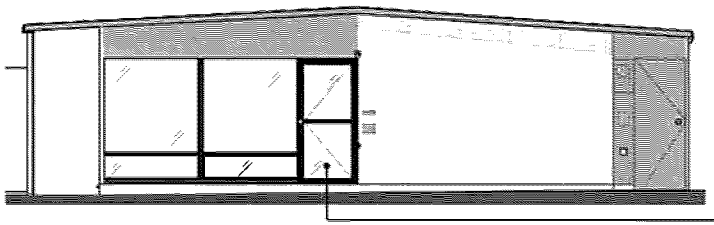


EAST ELEVATION

0 2 4 8 FT

Comparative contemporary photograph of the east entrance.

Comparative historic photograph of the east entrance.



SOUTH ELEVATION

0 2 4 8 FT

Comparative contemporary photograph of the south entrance.

Comparative historic photograph of the south entrance.

BUILDING EXTERIOR - ROOF

EXISTING CONDITIONS

Extant Construction is described as follows:

- The fleet house roof is similar in construction to its walls, employing aluminum-cardboard composite panels. The roof panels are approximately 1-inch thicker than the wall panels.
- Currently, a coated, single-ply roof membrane is present above the panels.
- Three equally-spaced ridges are present atop the roof. We believe the ridges are structural in nature; however, exploratory demolition is required to determine the exact nature of the construction and whether or not the ribs are original to the building.
- The roof has a shallow pitch with gutters located at the east and west ends.
- The roof is not insulated.
- Supplemental posts have been added to support the eaves at the eastern corners

Visual assessment of the roof revealed the following conditions:

- Branches from "volunteer" tree have led to a damaged and displaced eave at the northeast corner of the building.
- Sagging soffit at the south east corner. The sagging appears to be a delamination of the aluminum sheet from the cardboard core as opposed to the whole panel sagging.
- Gutters clogged with leaves and other debris.
- Water staining is present at on ceilings within the building (especially at the underside of the living room ceiling) and leakage has been reported by the building's tenant. It is likely that panel seams are open below the roof membrane – or – that the aluminum sheet facing is punctured. Possible open seams causing leakage to the interior.
- The building tenant reports unregulated interior temperature due to lack of insulation.

Contemporary photograph of one of the roof ridges.

Contemporary photograph of the clogged gutters.

Contemporary overall photograph of the roof.

BUILDING EXTERIOR-ROOF

EXISTING CONDITIONS

- Additional Investigation & Design:
- Inspection openings at the damaged eave to determine condition of cardboard core.
- Inspection opening to determine the nature of roof "ribs"
- Removal of existing roofing to determine condition of upper aluminum sheet facing.
- Structural testing of composite panel sample (taken from damaged eave or damaged fence)
- Structural analysis of roof to determine need for additional roof structure – removal of supplemental roof post is desired.

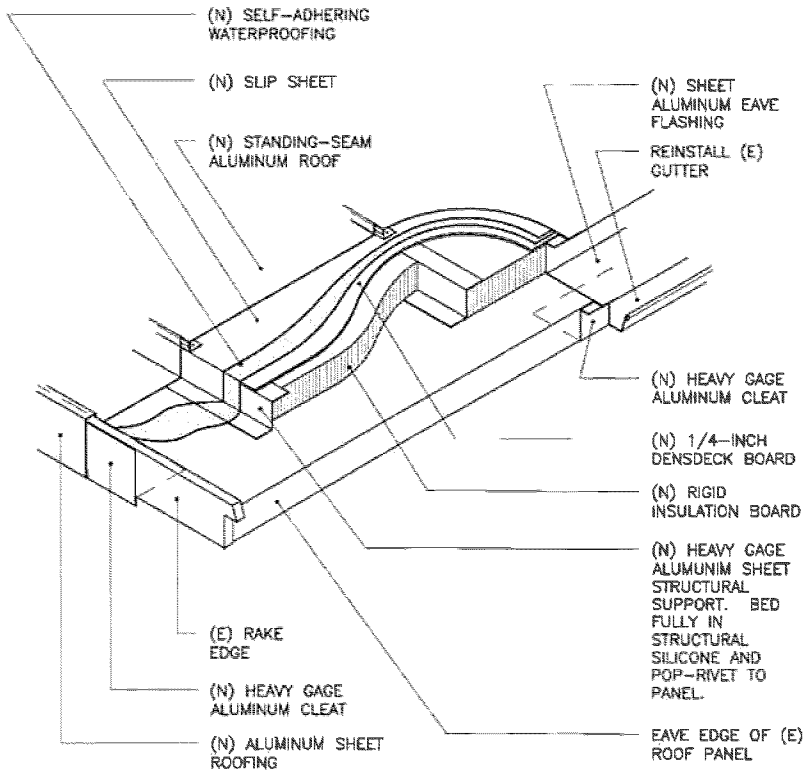
TREATMENTS

- Repair damaged northeast eave or replace damaged northeast eave in-kind using new aluminum composite sandwich panel similar to the existing construction.
- Install new sheet aluminum roof covering.
- Depending upon structural analysis, install insulation and integral supplemental structural support. Refer to conceptual detail.
- Clean and repair existing gutters

APPLICABLE STANDARDS

The Secretary of the Interior's Guidelines for Rehabilitation recommend the following treatment of historic roofs:

- Protecting and maintaining a roof by cleaning and maintaining the gutters and downspouts.
- Repairing a roof by reinforcing the historic materials which comprise roof features.
- Replacing in kind an entire feature of the roof that is too deteriorated to repair.



AXONOMETRIC DRAWING OF CONCEPTUAL ROOF REHABILITATION

Contemporary photograph of sagging soffits and supportive roof post in the southeast corner.

Contemporary photograph of sagging soffits and supportive roof post in the southeast corner.

Contemporary photograph of the clogged gutters.

BUILDING EXTERIOR-WINDOWS

EXISTING CONDITIONS

An assessment of the steel windows revealed the following conditions:

- Peeling paint and exposed metal at Protecting steel sash and window frames.
- Holes/chips in the plate glass windows of the south elevation.
- Broken window panes on both windows of the east elevation.

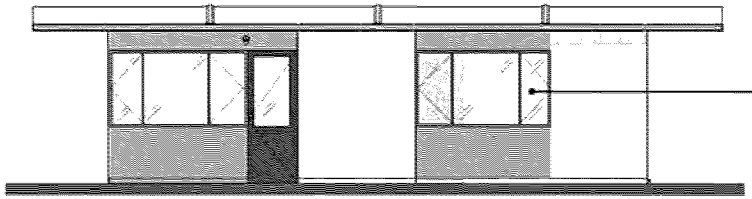
TREATMENTS

- Strip existing paint from steel windows and repaint using historically appropriate colors (see *Building Exterior – Paint*)
- Replace chipped and cracked glass panes with new.
- Clean and oil hardware and ensure operability.

APPLICABLE STANDARDS

The *Secretary of the Interior's Guidelines for Rehabilitation* recommend the following treatment of historic windows:

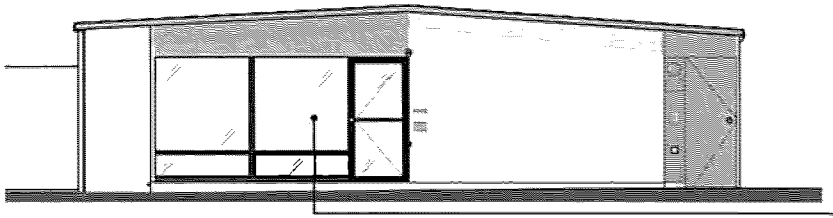
- Identifying, retaining and preserving windows – and their functional and decorative features – that are important to defining the overall historic character of the building.
- Protecting and maintaining the wood and architectural metals which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems.



EAST ELEVATION

0 2 4 8 FT

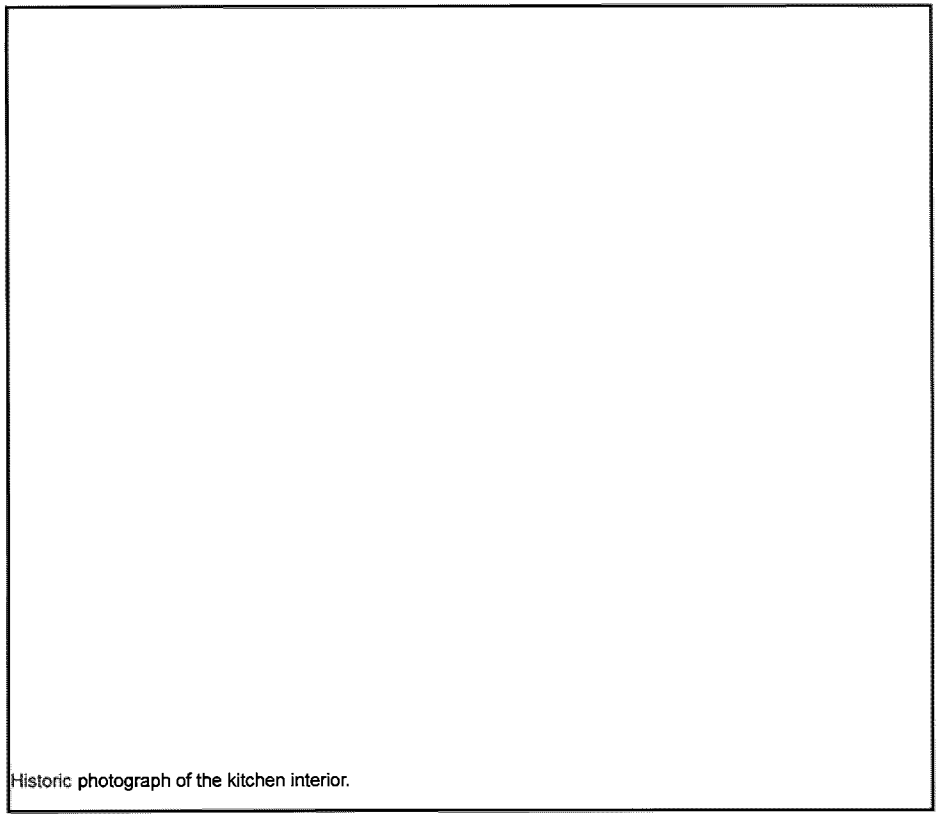
Contemporary photograph of the east elevation casement window



SOUTH ELEVATION

0 2 4 8 FT

Contemporary photograph of the south elevation fixed windows.



Historic photograph of the kitchen interior.

BUILDING INTERIOR

- KITCHEN
- BATHROOM
- LIVING ROOM
- MECHANICAL
- LIGHTING
- PLUMBING

BUILDING INTERIOR-KITCHEN

EXISTING CONDITIONS

The kitchen of the Fleet Home is little changed since its construction in 1949, as evidenced by a photograph from the period (center, right). Original cabinets, cupboards, counter tops and sink are extant and contribute to the overall historic character of the space. An assessment of the kitchen revealed the following conditions:

- Inappropriate modern plumbing fixture.
- Wear on the sink and countertop surfaces
- Changes to original finishes including paint scheme and flooring.

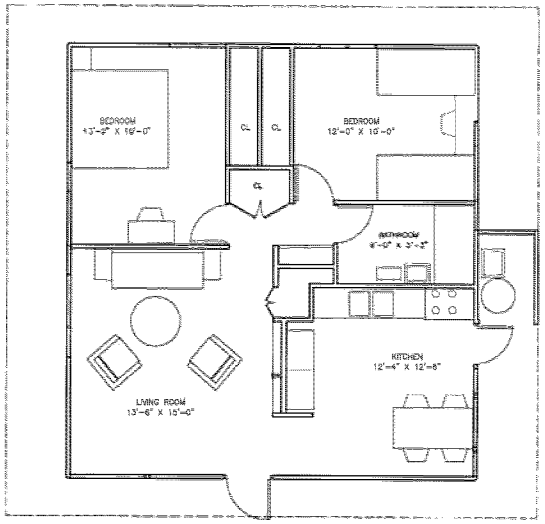
TREATMENTS

- Retain all existing historic features including cabinets, cabinet handles and cupboards.
- Reglaze sink, replace faucet with period appropriate.
- Repair countertop, refinish aluminum edge.
- Strip paint from original hardware and re-install.
- Conduct further investigation of finishes to determine original paint scheme.
- Remove existing flooring and install appropriate flooring based on documented evidence.
- Replace existing appliances with new Energy Star rated appliance more in character (and scale) of the original stove and refrigerator

APPLICABLE STANDARDS

The *Secretary of the Interior's Guidelines for Rehabilitation* recommend the following treatments of historic interior spaces:

- Identifying, retaining and preserving windows – and their functional and decorative features – that are important to defining the overall historic character of the building.



FLOOR PLAN

Comparative contemporary photograph of the kitchen interior.

Historic photograph of the kitchen interior.

Comparative contemporary photograph of the kitchen interior.

BUILDING INTERIOR-BATHROOM

EXISTING CONDITIONS

The bathroom of the Fleet Home retains its historic configuration and features many original features including it's bathtub, sink area hardware and mirror, and built-in shelves (see historic photo). An assessment of the bathroom revealed the following conditions:

- Water damage to wall panels above the bathtub.
- Corrosion of steel window
- Deteriorated tub finish, sealant and shower door
- Inappropriate modern plumbing fixtures
- Deteriorated floor and wall finishes

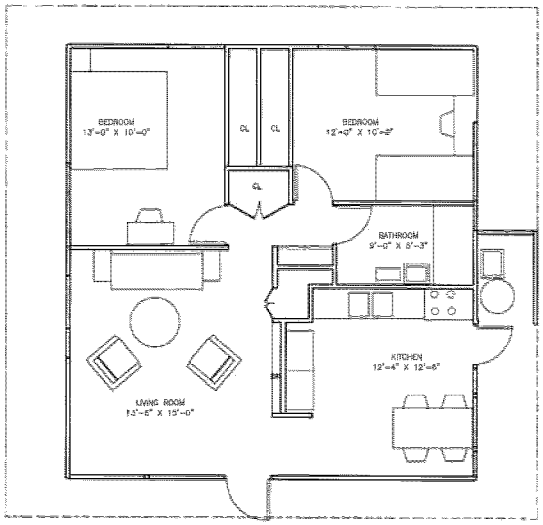
TREATMENTS

- Retain all existing historic features.
- Repair or replace in kind water damaged wall panels
- Reglaze and reseal seal tub and shower
- Improvements to plumbing fixtures and shower door will take into account historically appropriate design.
- Conduct further investigation of finishes to determine original paint scheme.
- Remove existing flooring and install appropriate flooring based on documented evidence.
- Remove existing flooring and install appropriate flooring based on documented evidence.

APPLICABLE STANDARDS

The *Secretary of the Interior's Guidelines for Rehabilitation* recommend the following treatments of historic interior spaces:

- Identifying, retaining and preserving windows – and their functional and decorative features – that are important to defining the overall historic character of the building.



FLOOR PLAN

Comparative historic photograph of the bathroom interior.

Comparative contemporary photograph of the bathroom interior.

BUILDING INTERIOR-LIVING ROOM

EXISTING CONDITIONS

The living room of the Fleet Home is its largest interior space and retains its historic features intact. These include full height steel windows, a built-in wood shelving unit, and a built-in cabinet and speaker. An assessment of the living room revealed the following conditions:

- Minor staining of the ceiling
- Deteriorated carpet
- Inappropriate blinds

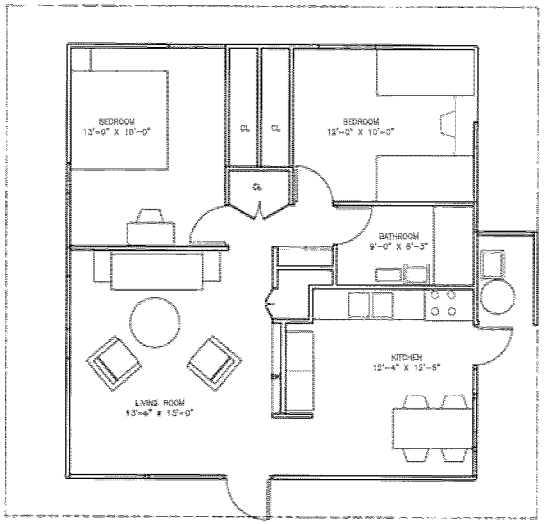
TREATMENTS

- Repaint and restore original appearance of ceiling and walls
- Replace floor covering with wood
- Remove curtain rods and repair holes in wall panel

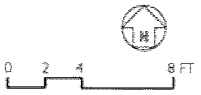
APPLICABLE STANDARDS

The *Secretary of the Interior's Gudielines for Rehabilitation* recommend the following treatments of historic interior spaces:

- Identifying, retaining and preserving windows – and their functional and decorative features – that are important to defining the overall historic character of the building.



FLOOR PLAN



Contemporary photograph of the living room interior.

Comparative historic photograph of the living room interior.

Comparative contemporary photograph of the living room interior.

BUILDING INTERIOR-MECHANICAL

EXISTING CONDITIONS

- Non-functioning air conditioning and heat.

TREATMENTS

The following treatments are planned:

- Pending formal design, provide new HVAC with free standing heat-pump and new fan unit.

APPLICABLE STANDARDS

The *Secretary of the Interior's Guidelines for Rehabilitation* recommend the following treatments of historic mechanical systems:

- Identifying, retaining, and preserving visible features of early mechanical systems that are important in defining the overall historic character of the building such as radiators, vents, grilles, plumbing fixtures, switch plates, and lights

BUILDING ELECTRICAL/LIGHTING

EXISTING CONDITIONS

- Inappropriate wiring and conduit on exterior of building.
- Outdated wiring, outlets and inappropriate lighting

TREATMENTS

The following treatments are planned:

- Remove surface-mounted conduit and re-rout new wiring through original pathways built into aluminum panels.
- Replace bathroom light fixture
- Replace existing electrical outlets & covers
- Replace built-in stereo system speakers in living room
- Replace under cabinet lighting in kitchen
- Add smoke detectors

APPLICABLE STANDARDS

The *Secretary of the Interior's Guidelines for Rehabilitation* recommend the following treatments of historic electrical systems:

- Identifying, retaining, and preserving visible features of early mechanical systems that are important in defining the overall historic character of the building such as radiators, vents, grilles, plumbing fixtures, switch plates, and lights

BUILDING INTERIOR-PLUMBING

EXISTING CONDITIONS

- Inefficient water heater

TREATMENTS

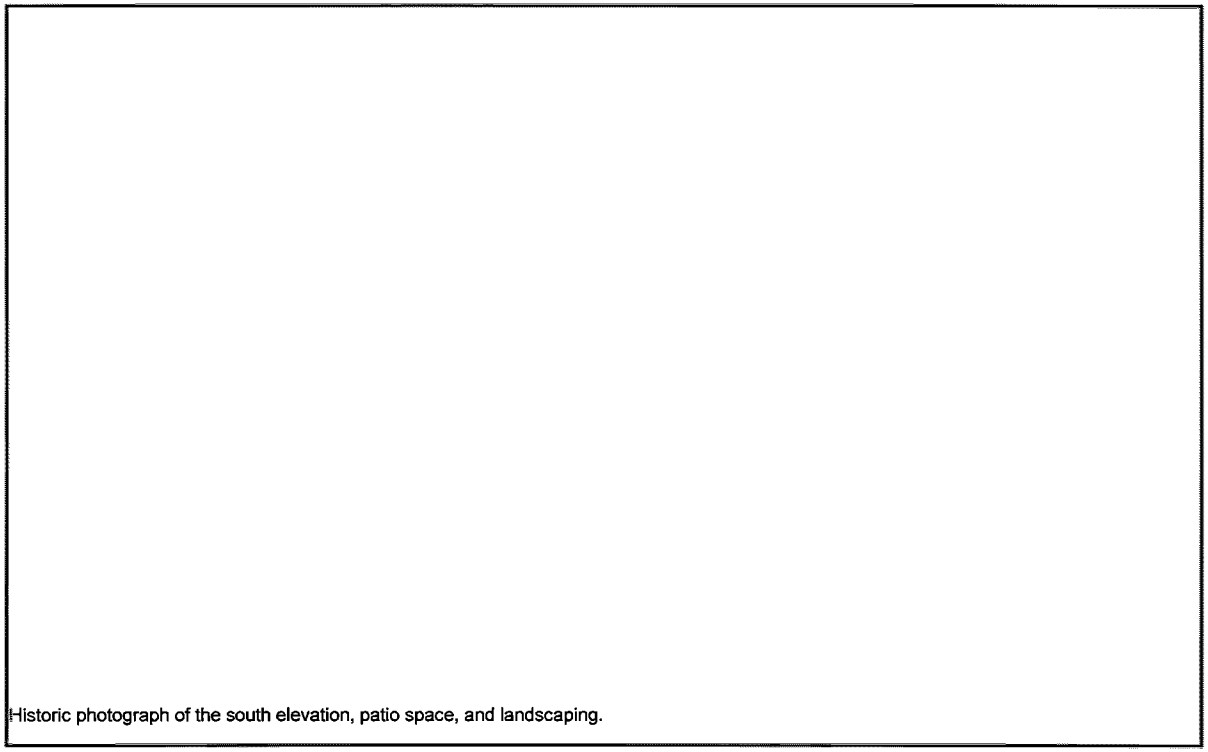
The following treatments are planned:

- Replace with new water heater.

APPLICABLE STANDARDS

The *Secretary of the Interior's Gudielines for Rehabilitation* recommend the following treatments of historic plumbing::

- Identifying, retaining, and preserving visible features of early mechanical systems that are important in defining the overall historic character of the building such as radiators, vents, grilles, plumbing fixtures, switch plates, and lights



Historic photograph of the south elevation, patio space, and landscaping.

SITE

- SITE
- EXISTING LANDSCAPE
- PROPOSED LANDSCAPE
- PATIO WALL

SITE

EXISTING CONDITIONS

The Fleet Home landscape contains many original features including paving, plantings and aluminum garden enclosure. An assessment of the site revealed the following conditions:

- Overgrown trees and brush located close to house
- Displaced and broken concrete pavers
- Non-original features such as brick planter box and gravel drive
- Moveable aluminum enclosure is over 50% deteriorated

TREATMENTS: DEMOLITION

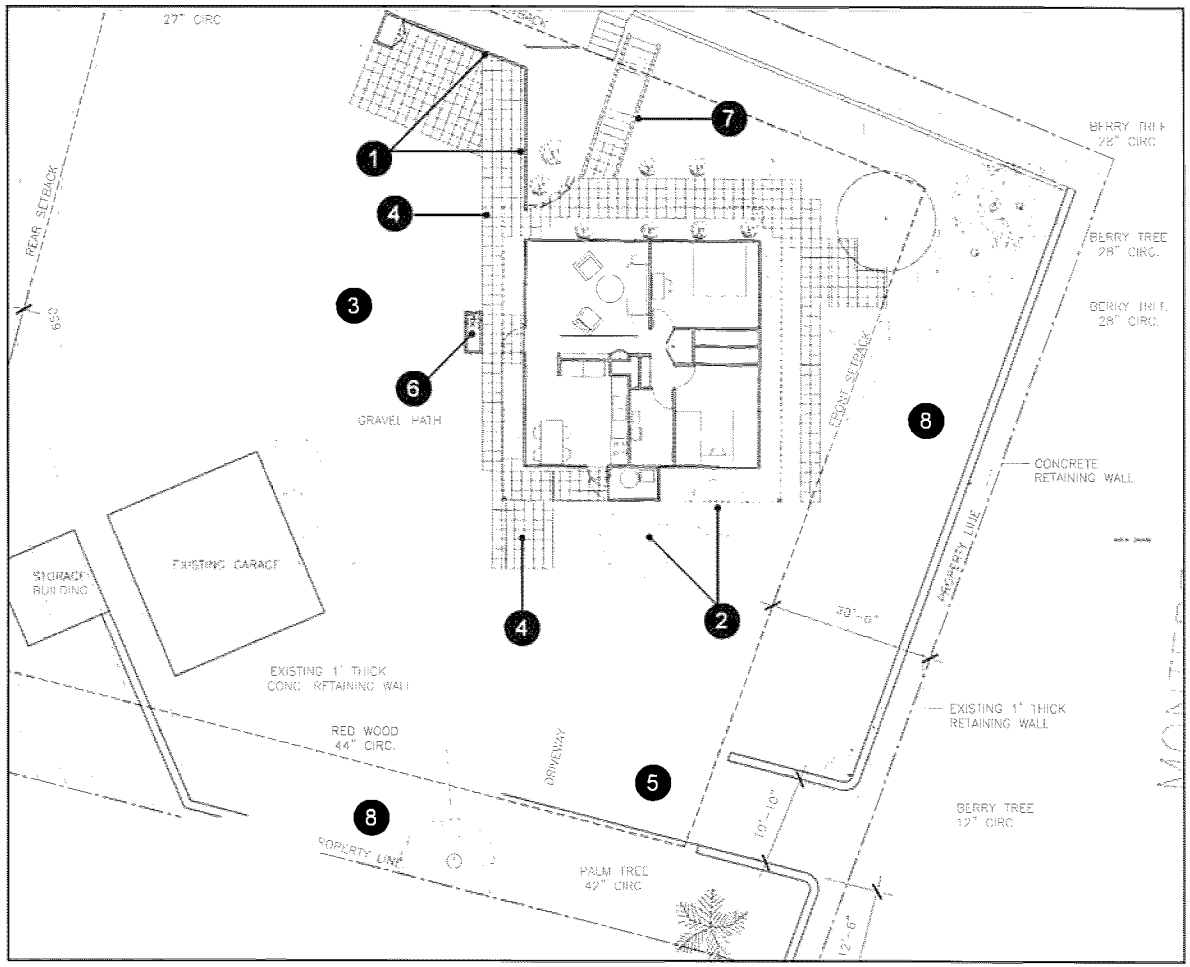
The following treatments are planned:

1. Remove damaged aluminum panel "garden wall". Salvage garden storage locker.
2. Remove trees damaging house.
3. Remove gravel to south of house
4. Remove and salvage precast concrete pavers
5. Remove deteriorated concrete driveway
6. Remove planter box
7. Remove landscape steps to west of house
8. Clear unwanted planting and weeds

APPLICABLE STANDARDS

The *Secretary of the Interior's Guidelines for Rehabilitation* recommend the following treatments of site:

- Identifying, retaining and preserving original features that are important to defining the overall historic character of the building.



SITE PLAN

SITE-PROPOSED LANDSCAPE

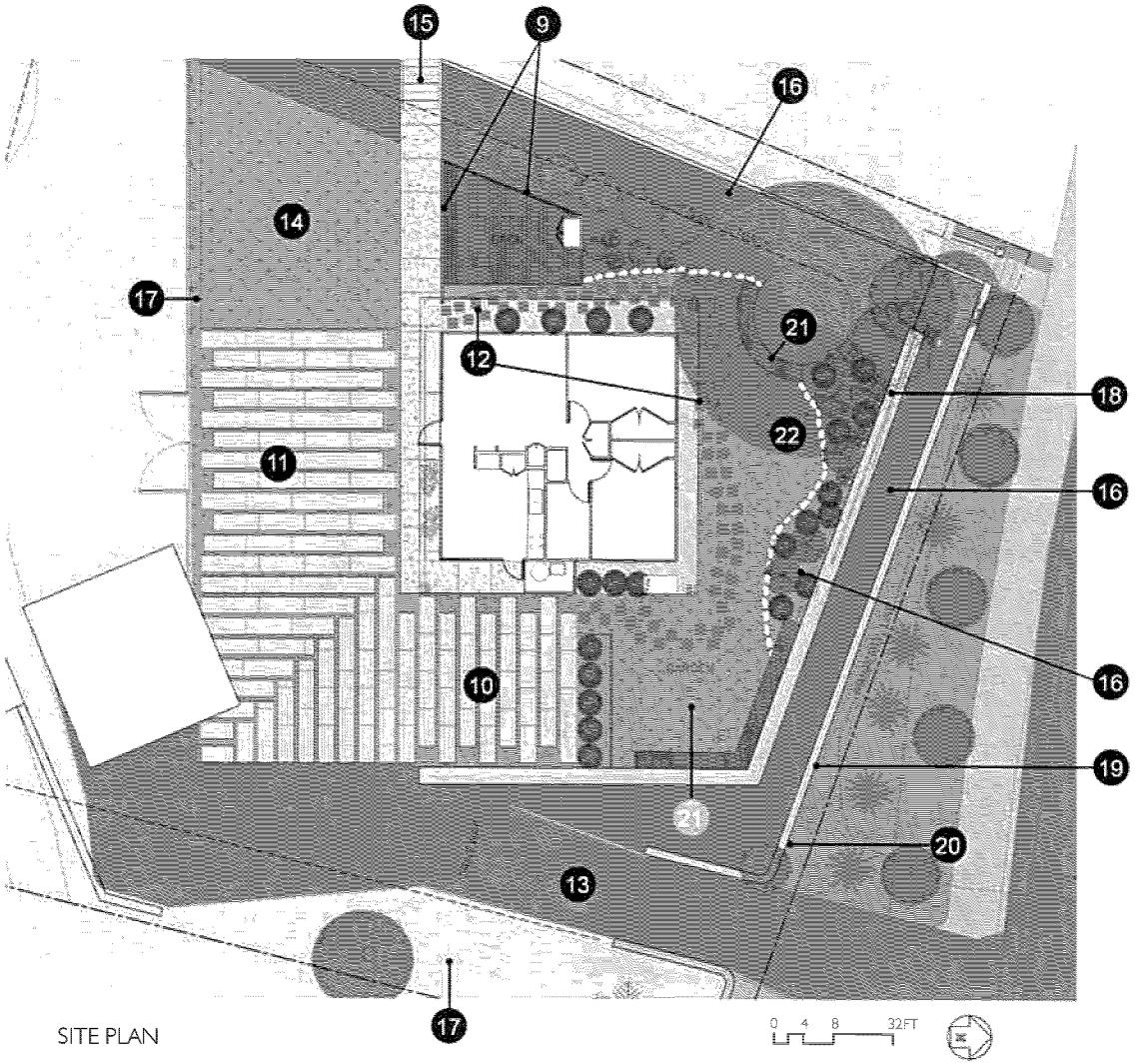
TREATMENTS: REHABILITATION

9. Install new aluminum panel "garden wall" in modified location. Re-install salvaged garden storage locker. Provide new wood deck.
10. Install new gravel and concrete hardscape to east of house
11. Install grass and concrete hardscape to south of house
12. Re-install salvaged precast concrete pavers in gravel as pathway to west and north of house
13. Install new concrete driveway
14. Install new lawn
15. Install new landscape steps at new location to west of house
16. Install new xeriscape garden and plantings
17. Install new "vine wall" fencing to west of garage
18. Install new concrete block wall. Face street side with smooth stucco and house side with Boston Ivy
19. Re-face existing concrete retaining wall with smooth stucco
20. New signage
21. New wood benches
22. New wood deck

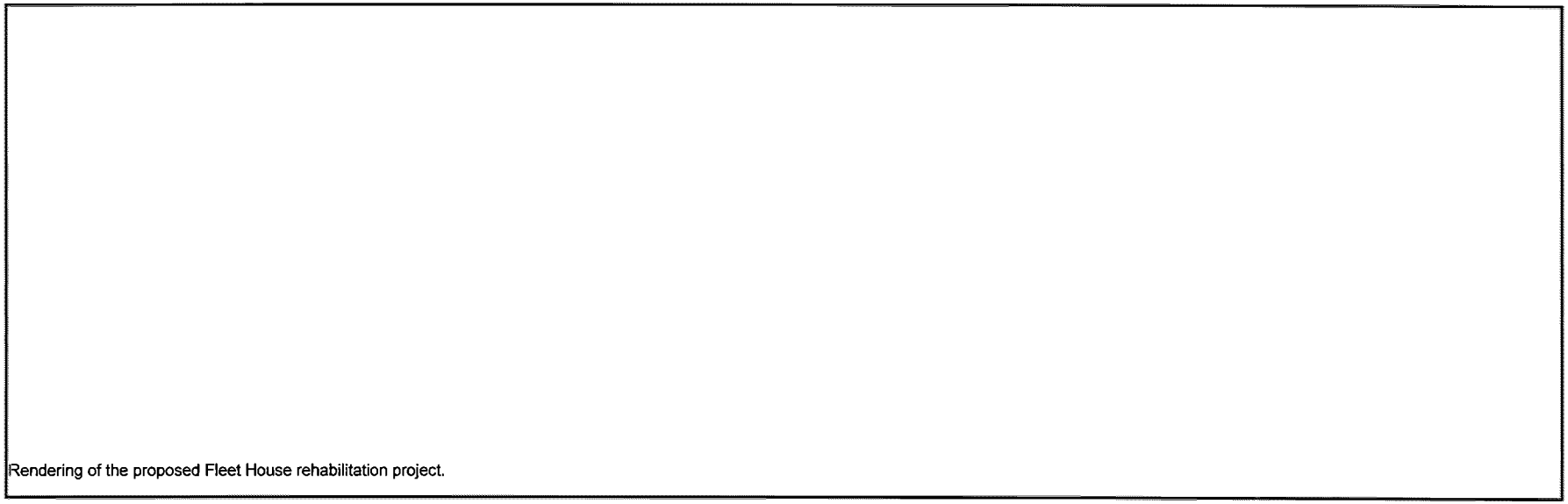
APPLICABLE STANDARDS

The *Secretary of the Interior's Guidelines for Rehabilitation* recommend the following treatments of site:

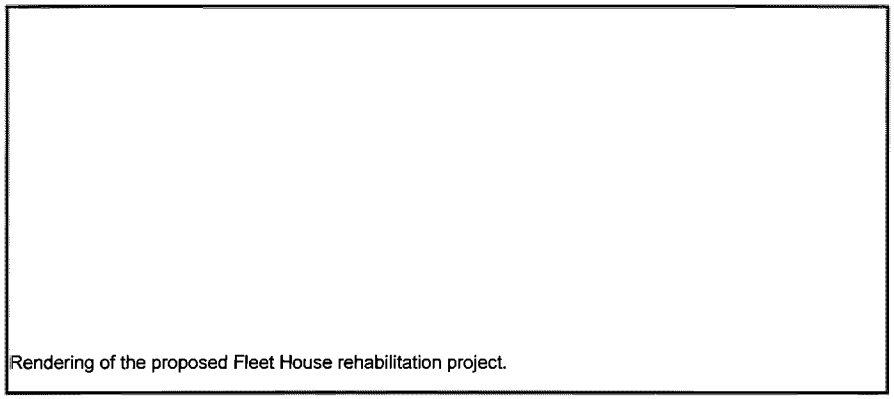
- Identifying, retaining and preserving original features that are important to defining the overall historic character of the building.



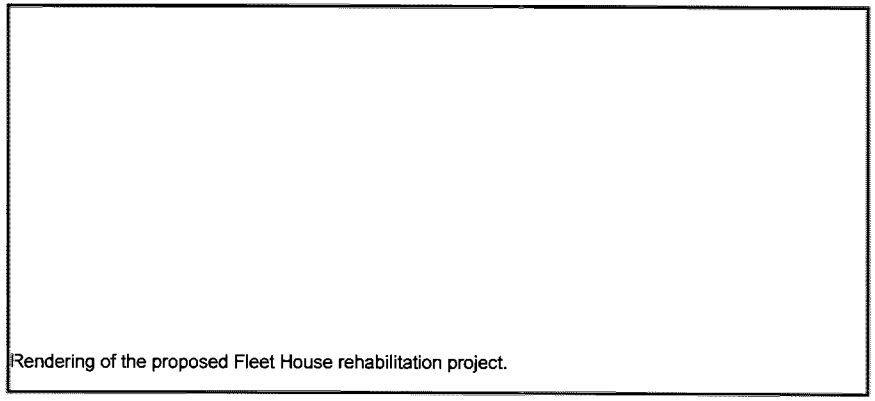
SITE PLAN



Rendering of the proposed Fleet House rehabilitation project.



Rendering of the proposed Fleet House rehabilitation project.



Rendering of the proposed Fleet House rehabilitation project.

MAINTENANCE

MAINTENANCE PLAN

The bulk of the funding and effort at the 325 Monterey Street site is to return the Fleet House to its original feeling of mid-century modern "cool". Once the building and grounds have been fully rehabilitated, the following maintenance will occur:

- Annual inspection & touch-up of paint coating
- Systems maintenance & commissioning
- Cleaning of interior finishes
- Regular upkeep of landscape and grounds

SCHEDULE

- Rehabilitation work to be complete by 2012
- Regular maintenance work to continue through life of contract

REPORTING

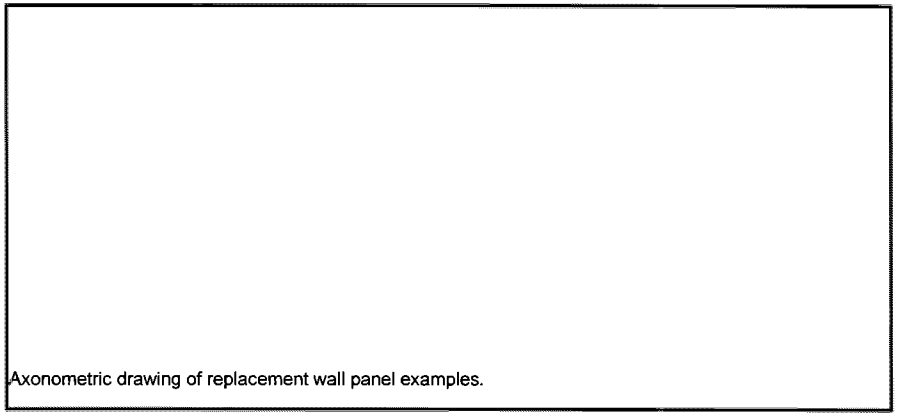
Once the Rehabilitation effort is complete (prior to Fall 2012), the Applicant will submit a report documenting the completed work. The Rehabilitation Report will contain a narrative of the procedures used to rehabilitate the building supplemented with photographic documentation of the work performed.

Subsequent to the rehabilitation effort, the Applicant will provide a brief statement confirming on-going maintenance on a tri-annual basis.

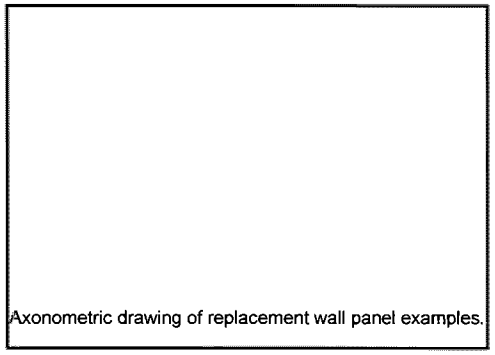
REFERENCES

Dreyfuss, Henry and Edward L. Barnes. 1947. "House in a Factory" in Arts & Architecture, September, 1947. John Entenza: Los Angeles, California, 35-41.
Barnes, Edward Larrabee. "Edward Larrabee Barnes: Architect." Rizzoli: New York, 1994
Peter, John. "Aluminum in Modern Architecture." Reynolds Metal Co.: Louisville, Kentucky, 1960.
"Air Technique Used in Home," Los Angeles Times, July 24, 1949, pg. E4.
"Aircraft Production Ideas Used in New Home," Los Angeles Times, July 24, 1949, pg. E4.
"Southern California Homes, Inc. Presents the Fleet Home" Los Angeles Times, June 11, 1949, pg. 3.

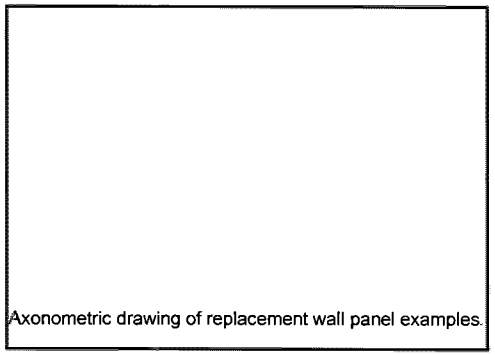
REPLACEMENT WALL PANEL EXAMPLES



Axonometric drawing of replacement wall panel examples.



Axonometric drawing of replacement wall panel examples.



Axonometric drawing of replacement wall panel examples.

PA

PAGE & TURNBULL
Architecture · Historic Preservation · Urban Planning
San Francisco · Sacramento · Los Angeles · www.page-turnbull.com

Property Address: **325 Monterery St.**
Landmark No: **51 (The Fleet Home)**

		Annual Increase	Current 2014	Year 1 2015	Year 2 2016	Year 3 2017	Year 4 2018	Year 5 2019	Year 6 2020	Year 7 2021	Year 8 2022	Year 9 2023	Year 10 2024	
ANNUAL INCOME OF THE PROPERTY														
1	Monthly Rental Income		$2,550.00											
2	Annual Rental Income	3.00%	$30,600.00	$31,518.00	$32,463.54	$33,437.45	$34,440.57	$35,473.79	$36,538.00	$37,634.14	$38,763.16	$39,926.06	$41,123.84	
ANNUAL OPERATING EXPENSES														
3	Insurance	5.00%	$1,915.00	$2,010.75	$2,111.29	$2,216.85	$2,327.69	$2,444.08	$2,566.28	$2,694.60	$2,829.33	$2,970.79	$3,119.33	
4	Utilities	6.00%	$4,015.00	$4,255.90	$4,511.25	$4,781.93	$5,068.84	$5,372.98	$5,695.35	$6,037.08	$6,399.30	$6,783.26	$7,190.25	
5	Maintenance	5.00%	$10,850.00	$11,392.50	$11,962.13	$12,560.23	$13,188.24	$13,847.65	$14,540.04	$15,267.04	$16,030.39	$16,831.91	$17,673.51	
6	Management	5.00%	$1,020.00	$1,071.00	$1,124.55	$1,180.78	$1,239.82	$1,301.81	$1,366.90	$1,435.24	$1,507.00	$1,582.35	$1,661.47	
7	Other	2.00%	$550.00	$561.00	$572.22	$583.66	$595.34	$607.24	$619.39	$631.78	$644.41	$657.30	$670.45	
8	Total Expenses		$18,350.00	$19,291.15	$20,281.44	$21,323.45	$22,419.94	$23,573.76	$24,787.96	$26,065.73	$27,410.44	$28,825.62	$30,315.01	
ANNUAL NET INCOME														
	Net Operating Income		$12,250.00	$12,226.85	$12,182.10	$12,113.99	$12,020.63	$11,900.03	$11,750.04	$11,568.41	$11,352.73	$11,100.44	$10,808.83	
CAPITALIZATION RATE														
9	Interest Component	9.00%												
10	Historic Property Risk	4.00%												
11	Property Tax Component	1.00%												
12	Amoritization Component	3.00%												
13	Total Capitalization Rate	17.00%												
TAXES - NEW ASSESSED VALUE														
14	Mills Act Assessment		$72,058.82	$71,922.65	$71,659.43	$71,258.78	$70,709.61	$70,000.15	$69,117.87	$68,049.46	$66,780.76	$65,296.71	$63,581.34	
TAXES - AMOUNT TO BE PAID														
15	Tax under Mills Act	0.010351	$745.91	$744.50	$741.78	$737.63	$731.95	$724.60	$715.47	$704.41	$691.28	$675.92	$658.16	
16	Current Tax	2.00%	$7,725.00	$7,879.50	$8,037.09	$8,197.83	$8,361.79	$8,529.02	$8,699.60	$8,873.60	$9,051.07	$9,232.09	$9,416.73	
17	Tax Savings		$6,979.09	$7,135.00	$7,295.31	$7,460.20	$7,629.84	$7,804.42	$7,984.13	$8,169.19	$8,359.79	$8,556.17	$8,758.57	$86,131.71
TAXES - COST TO CITY														
	Annual Cost to City		$1,116.65	$1,141.60	$1,167.25	$1,193.63	$1,220.77	$1,248.71	$1,277.46	$1,307.07	$1,337.57	$1,368.99	$1,401.37	$13,781.07

EXHIBIT D

The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

CITY OF SOUTH PASADENA
PLANNING AND BUILDING DEPARTMENT
1414 MISSION, SOUTH PASADENA, CA 91030
TEL: 626.403.7220 • FAX: 626.403-7221
WWW.SOUTHPASADENACA.GOV

November 21, 2014

Martha Santino
430 S GREENWOOD AVE.
PASADENA CA 91107-5019

SUBJECT: Mills Act Contract
PROJECT ADDRESS: 325 Monterey Road

Dear Ms. Santino,

NOTICE IS HEREBY GIVEN THAT on November 20, 2014, the City of South Pasadena Cultural Heritage Commission (CHC) recommended that the City Council enter into a Mills Act Contract regarding the rehabilitation of a property you own at 325 Monterey Road.

The CHC recommended that the Mills Act contract omit the HVAC equipment and conduit removal from the plan and that a notice of non-renewal shall be imposed after year 5.

If you have any questions regarding this notice, please contact me at (626) 403-7220.

Sincerely,

John Mayer
Senior Planner

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On January 6, 2015 before me, Yvette Hall, Notary Public,
(insert name and title of the officer)

personally appeared Robert S. Joe,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

YVETTE HALL
COMM. #2052045
Notary Public - California
Los Angeles County
My Comm. Expires Jan. 12, 2018

Signature Yvette Hall (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On January 7, 2015 before me, Yvette Hall, Notary Public,
(insert name and title of the officer)

personally appeared Evelyn G. Zneimer,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

NRO1 YVETTE HALL COMM. #2052045 Notary Public - California Los Angeles County My Comm. Expires Jan. 12, 2018 NRO1

Signature Yvette Hall (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On January 6, 2015 before me, Yvette Hall, Notary Public
(insert name and title of the officer)

personally appeared Teresa L. Highsmith,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

NRO1 YVETTE HALL COMM. #2052045 Notary Public - California Los Angeles County My Comm. Expires Jan. 12, 2018 NRO1

Signature Yvette Hall (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On January 12, 2015 before me, Yvette Hall, Notary Public,
(insert name and title of the officer)

personally appeared Martha Santino,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

YVETTE HALL
COMM. #2052045
Notary Public - California
Los Angeles County
My Comm. Expires Jan. 12, 2018

NRO1 NRO1

Signature Yvette Hall (Seal)

PROPERTY ADDRESS:

844 Monterey Road

2025 PROGRESS REPORT

Glen and Fiona Eddy
844 Monterey Road
South Pasadena
CA 91030

March 22nd, 2025

Dear Michael Donovan and the South Pasadena Planning Division,

Thank you for your recent letter regarding the **Mills Act Progress Report** for **844 Monterey Road.**

We are really enjoying taking good care of our historic home. Attached is our progress report to date.

We would like to note that we started the Mills Act contract process in 2014 however It did not go in to full effect until 2016 because the City of South Pasadena was delayed in sending in their report by the 3rd February 2015- Please refer to the correspondence below from us and John Mayer.

In spite of this we are pleased to say that we have managed to stick to the timeline as prescribed with a few rearrangements because of urgent structural needs.

We pushed forward the following:

* New roofs on garage and main house.
* The sink hole slurry fill under the 1950's addition.
* The Fireplace was supposed to be just repointing but turned in to a rebuild of the fire box.

Here is what still needs to be completed:

* Heat pump - Estimate attached in photo report
* Front porch stabilization - Estimate Available if needed
* Hard scape - Advice from Alpha Structure - in Progress

We are also continually researching the architect, S.Tilden Norton, and the original owners of the Washburn House and how interconnected they were in the history of LA and South Pasadena.

Looking forward to our continued work on the Washburn House

Sincerely,

Fiona and Glen Eddy

WASHBURN HOUSE

844 Monterey Road

Rehabilitation and Preservation Plan

Area 1: Primary Residence

A: Exterior door and window repairs

1. Front door hardware: **Completed** pg. 9

B. Exterior cladding and architectural details

1. Repair damaged exterior shingles: **Completed** pg.10
2. Repair damaged exterior clapboards: **Completed** pg. 10
3. Repair damaged exterior beams: **Completed** pg.16
4. Repair damaged crawlspace vents: **Completed** pg. 8
5. Repair damaged decorative wood guardrail posts: **Completed** pg. 7

C. Structural system upgrades and repairs

1. Stabilize and repair foundation: **Completed** pg.3
2. Stabilize and repair sub-floor in addition: **Completed** pg.3

D. Masonry system upgrades and repairs

1. Protect and maintain brick chimney: **Completed** pg.4 & 6
2. Rebuild concrete front porch: **In Progress** - estimate available

E. Roofing systems

1. Replace roof shingles: **Completed** pg. 5
2. Replace or remove rain gutters: **In Progress** Repaired & painted pg.13

F. Exterior paint repairs and repainting

1. Preserve and restore exterior paint: **Completed & Ongoing** pg.8
2. Protect and maintain all windows: **Completed** pg.9

G. Plumbing systems upgrades and repairs

1. Replace main sewer line to the house: **Completed -** Replaced before Mills Act

H. HVAC system upgrades

1. Current central forced air cooling and heating system is older and is reaching it's useful lifespan: **Estimate attached - In progress** pg.17 & 18

AREA 2: Garage

A. **Exterior cladding and architectural and details**

2. Repair garage siding: **Completed & Ongoing** pg.12

B. Exterior paint repairs and repainting

1. Preserve and restore exterior paint: **Completed & Ongoing** pg.11

AREA 3: GARDENS

A. **Site Drainage and stormwater runoff**

2. Mitigate storm water runoff: **Completed** pg. 13

B. Replace irrigation system

1. Upgrade irrigation system: **Completed** pg. 13 - Installed micro-drip

C. Hardscape repairs, masonry and woodwork

1. Replace wood fencing (front, rear and side gardens): **Completed & in progress** pg.14 & 15

2. Repair and replace concrete hardscaping (front and rear gardens): **In progress** - Plans Available if needed

3.

MAINTENANCE PLAN

AREA 1: PRIMARY RESIDENCE

1. Exterior door and window repairs: **Completed & Ongoing** pg.17

2. Exterior cladding and paint: **Completed & Ongoing** pg.11 & 17

3. Wood framing and sheathing: **Completed & Ongoing** pg.11,16 & 17

AREA 2: GARAGE

1. **Exterior cladding and paint: Completed & Ongoing** pg.12

AREA 3: GARDENS

1. Landscaping and trees: **Completed & Ongoing** pg. 15

Item 1.
Email from John Mayer 18 February 2015 confirming change of start date to a year later.

John Mayer 18 February 2015 at 13:14

RE: 844 Monterey Mills Act

To: Glen Edd

Hi Glen. Its not your fault that the contract missed the deadline, so you can just shift everything back by one year.

See More from Glen Edd

Found in Sent - Earthlink Mailbox

Glen Eddy 18 February 2015 at 13:12

844 Monterey Mills Act

To: John Mayer

Hi John,

I spoke to the county legal people and understand that the contract was probably recorded after the deadline so will not go into effect until 2016.

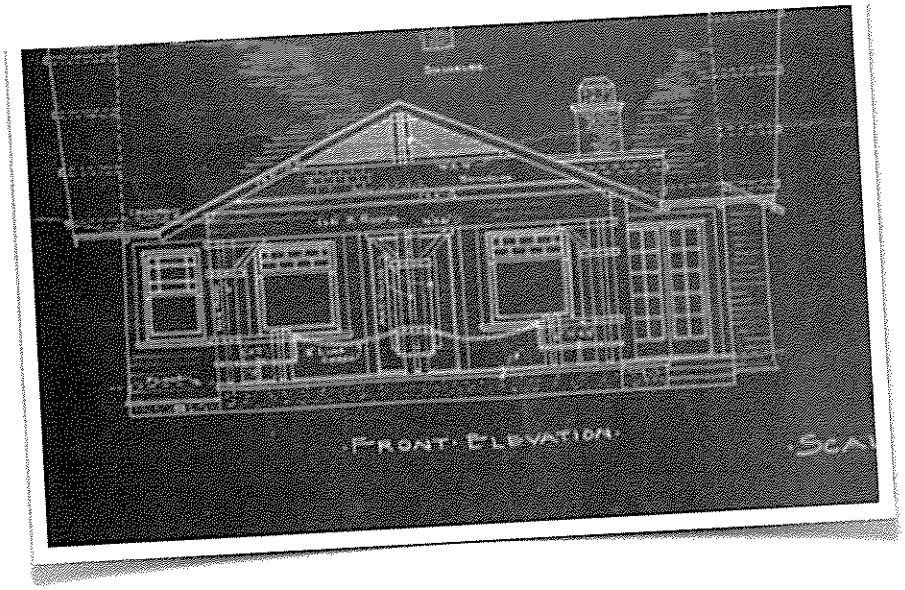
My question is how it would effect the schedule of rehabilitation work? Does the whole thing get shoved back a year or do we try stick to the dates as stated in the contract?

Also as far as reporting, I understand that the first report on work would be due 2 years after the date the contract is recorded, which would be January 2017. I still have not received the contract from the county so I guess this is a little hypothetical. . Maybe this will all be cleared up when the contract arrives.

Many thanks,

Glen and Fiona Eddy

844 Monterey Road
Mills Act Report 2025

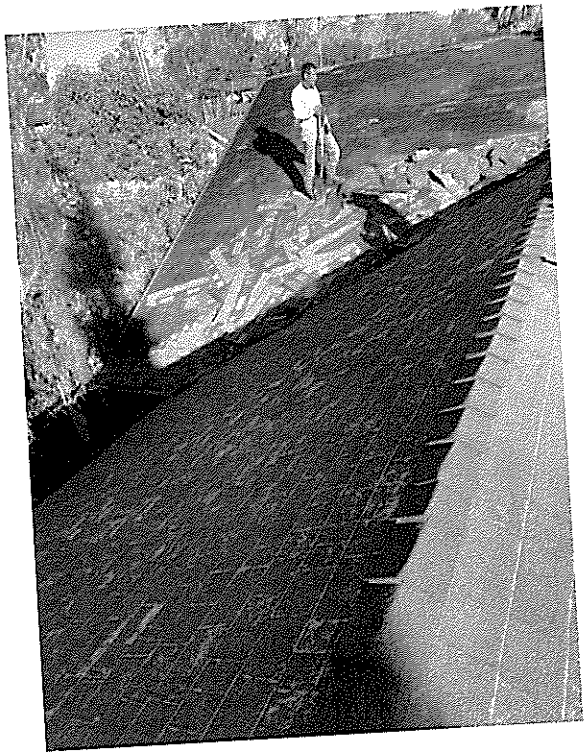


Washburn House Blueprint by S. Tilden Norton Architect.

Roofing system main house

Before, During, After, Permit







City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7320
Insp. Request (626) 403-7324

REROOF APPLICATION

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____ Business and Professions Code for the following reason: _____

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: Carlos Castillo Date: 12/02/2021

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☑ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any persons in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: Carlos Castillo Date: 12/02/2022

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state law and any ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: Carlos Castillo

Signature: Carlos Castillo Date: 12/02/2022

SITE ADDRESS	844 Monterey Rd
ASSESSOR PARCEL NUMBER	BOOK / PAGE / PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION	
OWNER'S NAME	Glen Eddy
STREET ADDRESS	844 Monterey Rd
CITY / STATE / ZIP CODE	South Pasadena / CA / 91030
PHONE NUMBER	626-376-6583
PRINCIPAL DESIGNER'S NAME / LICENSE NO	
STREET ADDRESS	
CITY / STATE / ZIP CODE	
PHONE NUMBER	
CONTACT PERSON	Carlos Castillo
PHONE NUMBER	213-880-0778
CONTRACTOR'S NAME	Carlos Castillo
STREET ADDRESS	3673 Industry Ave # 101
CITY / STATE / ZIP CODE	Lakewood / CA / 90712
LICENSE CLASS / LICENSE NUMBER / EXPIRATION DATE	C-39 / 1018039 / 09/30/2022
PHONE NUMBER	213-880-0778
WORKERS' COMPENSATION INSURANCE COMPANY NAME	Calsource Insurance
POLICY NUMBER / EXPIRATION DATE	BNUWC0143710 / 04/02/2022

DESCRIPTION OF WORK

☐ Reroof Over Existing ☑ Tear-Off and Reroof
☐ New Plywood and Roof ☐ Metal Roof Overlay
☐ Other: Reroof with complete tear off &
Installing class A cool Shingles

TYPE OF STRUCTURE: ☑ RESIDENTIAL ☐ NON-RESIDENTIAL

AREA	23
SQUARE FEET	
CODE IN EFFECT	
INITIAL VALUATION	$ 6,900
REVISED VALUATION	$

PRE-ROOF INSPECTION IS REQUIRED

DO NOT COVER THE ROOF UNTIL APPROVAL FROM THE CITY BUILDING INSPECTOR HAS BEEN OBTAINED

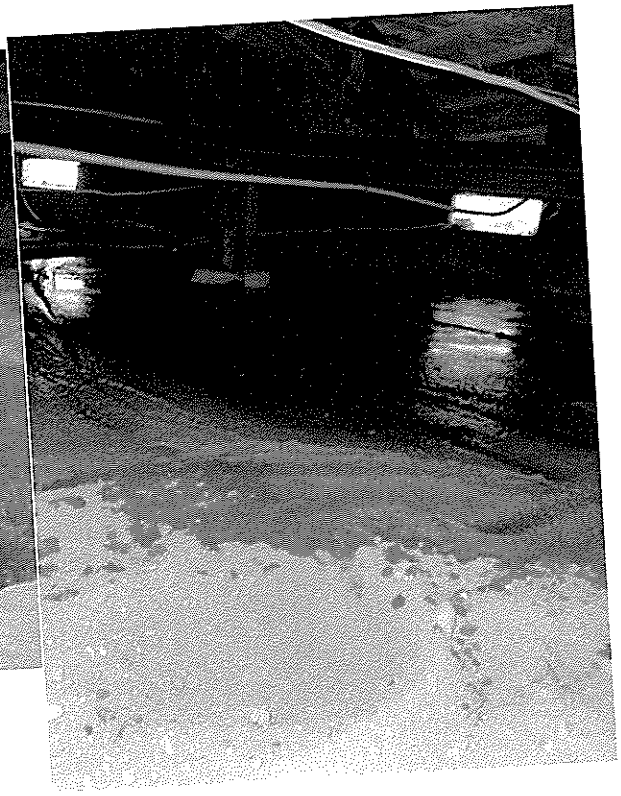
ANY PORTION OF THE ROOF WHICH IS COVERED WITHOUT INSPECTION SHALL BE ENTIRELY UNCOVERED AT THE EXPENSE OF THE APPLICANT

BUILDING PERMIT FEE	$ 207.22
PLAN CHECK FEE	$ 32.50
	$
	$
5316507 65	$
BL-2021-2404	TOTAL $ 239.72
PERMIT NUMBER	ISSUED BY / DATE
50432	MK 12/13/
DATE OF FINAL	FINAL BY

Foundation Slurry Fill

Before, After, Contract





From: Glen Eddy
Subject: Fwd: 644 Monterey 3 year progress report
Date: 14 January 2022 at 15:50
To:

ALPHA STRUCTURAL

PROPOSAL & CONTRACT

(valid for 30 days)

July 30, 2021
Contract #ASE481072

Glen Eddy
644 Monterey Rd
South Pasadena, CA 91030
Email: [redacted]
Phone: 626 970 6583

EMERGENCY SLURRY FILL STABILIZATION

SCOPE OF WORK SUMMARY:

The stabilization of undermined foundation and existing pier hole using a concrete slurry backfill. Additionally replace the existing post and pier footing located in the center of the hole supporting the beam / subfloor support above.

INCLUDES:

- Planning complete and permits pulled. (Owner to reimburse actual permitting fees)
- Excavate loose soil and debris from pier hole area
- Bench as required for slurry stabilization
- Fill void using concrete slurry mixture
- Replace existing posts and pier footing with new 4x4 post
- Haul construction debris from the site leaving crawl space cleaner than it was found

EXCLUDES:

City permit and plan check fees, cosmetic work of any kind, deputy and/or special inspection fees or testing, or additional scopes of work. See Notes, Terms and Conditions.

Contract price: $11,996.00 Down Payment $100.00

Schedule of payments:

Amount:	Due on
$ 3750.00	Commence Construction
$ 3750.00	Excavation/Piers Complete
$ 3750.00	Slurry and Post Complete
$ 646.00	Complete

*The total contract price above includes a 3% cash or check payment discount.

Payment C.O.D. upon pay schedule items being complete

The down payment may not exceed $ 1,000.00 or 10 percent of the contract price, whichever is less.

Owner shall pay Engineer/Contractor the fixed sum listed above as Contract Price for the work performed under this contract, subject to additions and deductions pursuant to change orders agreed upon in writing by the parties.

[redacted]

City of South Pasadena
Unit 2 Monterey Rd
South Pasadena, CA 91030
Office Hours: 7:30 am to 5:00 pm, M-Th
9:00 am to 4:00 PM Fridays
Phone Number: (626) 403-7334

REROOF APPLICATION

Permit Type
- [ ] Permit Over Existing
- [x] Permit and Re-roof
- [ ] New Plywood and Roof
- [ ] Other Permit Type

Permit with complete tear off

Chimney Repointing

Before, After.



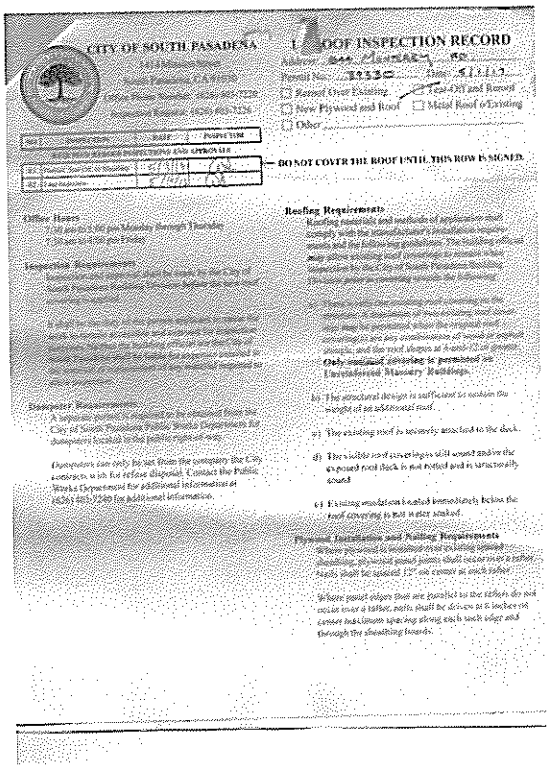




Garage Roofing System

During, Permit





CITY OF SOUTH PASADENA

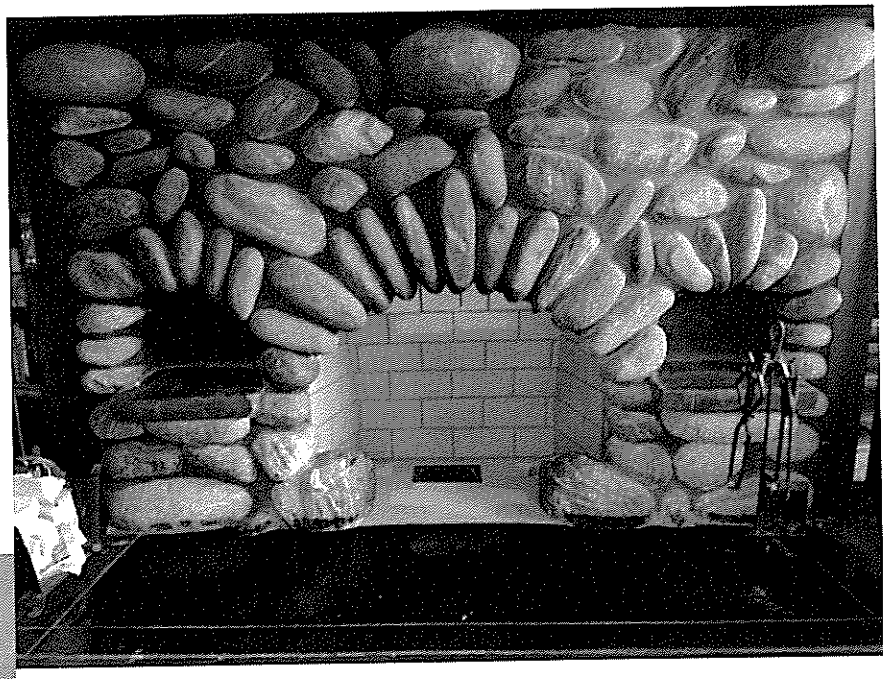
ROOF INSPECTION RECORD

DO NOT COVER THE ROOF UNTIL THIS ROW IS SIGNED.

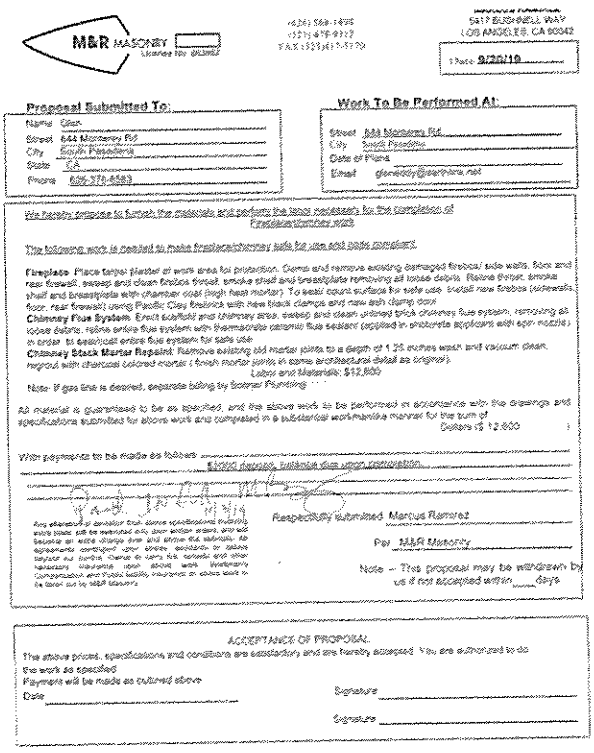
Chimney Relining and New Firebox

Before, After, Contract









M&R MASONRY

5417 BUSHNELL WAY
LOS ANGELES, CA 90042

Date 9/20/19

Proposal Submitted To:

Name Glen
Street 644 Monterey Rd
City South Pasadena
State CA
Phone 626-376-6583

Work To Be Performed At:

Street 644 Monterey Rd
City South Pasadena
Date of Plans
Email glenaddy@earthlink.net

We hereby propose to furnish the materials and perform the labor necessary for the completion of Fireplace/chimney work

The following work is needed to make fireplace/chimney safe for use and code compliant.

Fireplace Place tarpel plastic at work area for protection. Demo and remove existing damaged firebox/ side walls, floor and rear firewall, sweep and clean firebox throat, smoke shelf and breastplate removing all loose debris. Reline throat, smoke shelf and breastplate with chamber coat (high heat mortar). To seal/ count surface for safe use. Install new firebox (sidewalls, floor, rear firewall) using Pacific Clay firebrick with new black clamps and new ash clamp door.
Chimney Flue System Erect scaffold and chimney area, sweep and clean unlined brick chimney flue system, removing all loose debris, reline entire flue system with thermacrete ceramic flue sealant (applied in shotcrete applicant with spin nozzle) in order to seal/coat entire flue system for safe use.
Chimney Stack Mortar Repaint Remove existing old mortar joints to a depth of 1.25 inches wash and vacuum clean, repoint with charcoal colored mortar (finish mortar joints in same architectural detail as original).
Labor and Materials: $12,800

Note: If gas line is desired, separate billing by Sonnar Plumbing

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of
Dollars ($ 12,800)

With payments to be made as follows
$1000 deposit, balance due upon completion

Respectfully submitted Marcus Ramirez

Per M&R Masonry

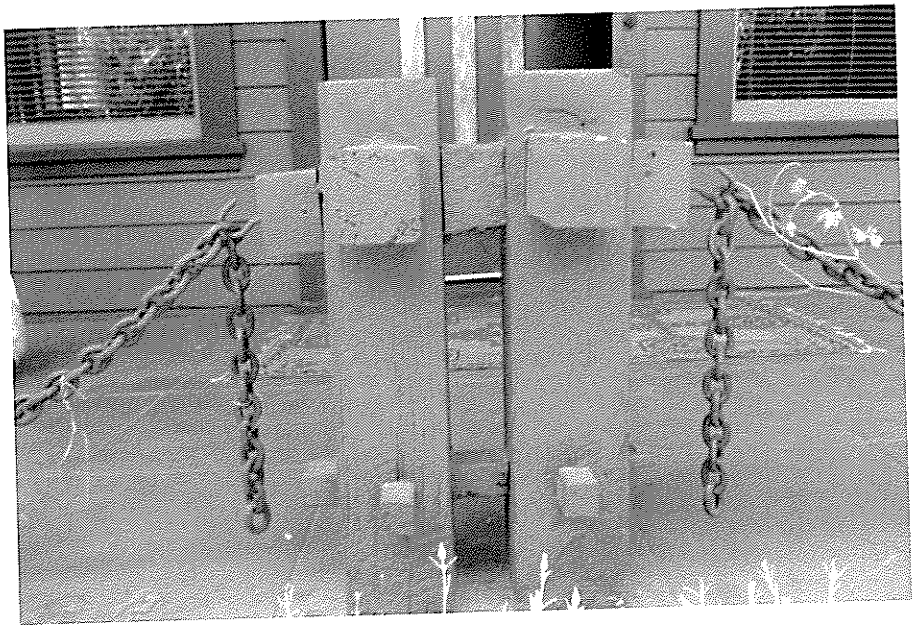
Note – This proposal may be withdrawn by us if not accepted within ____ days

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.
Payment will be made as outlined above
Date _____ Signature _____
Signature _____

Front Porch Architectural Details

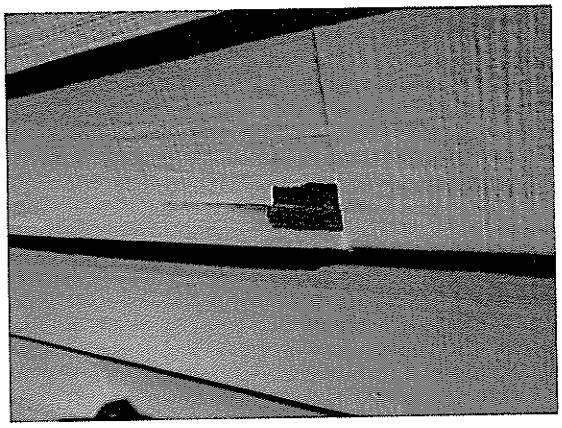
Before, After.

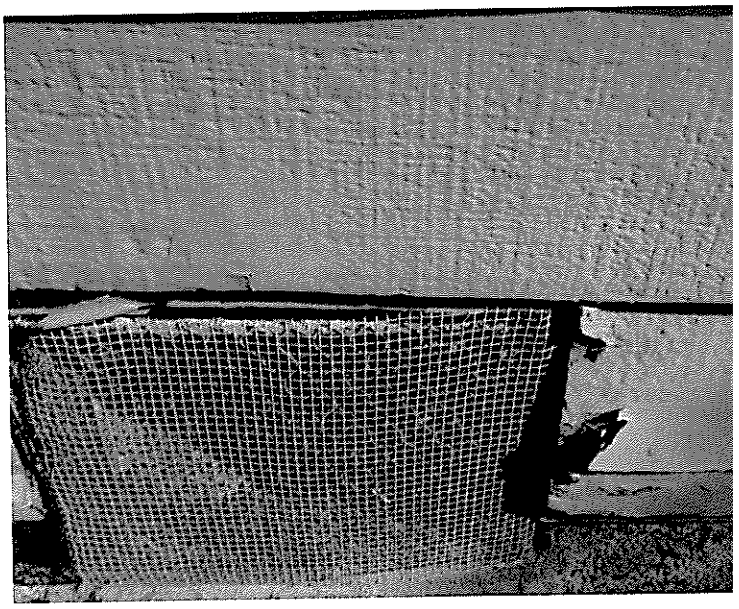


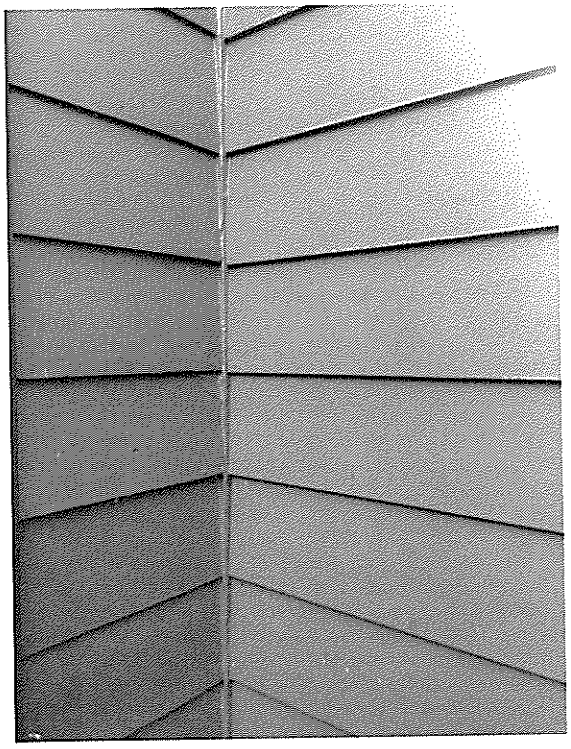


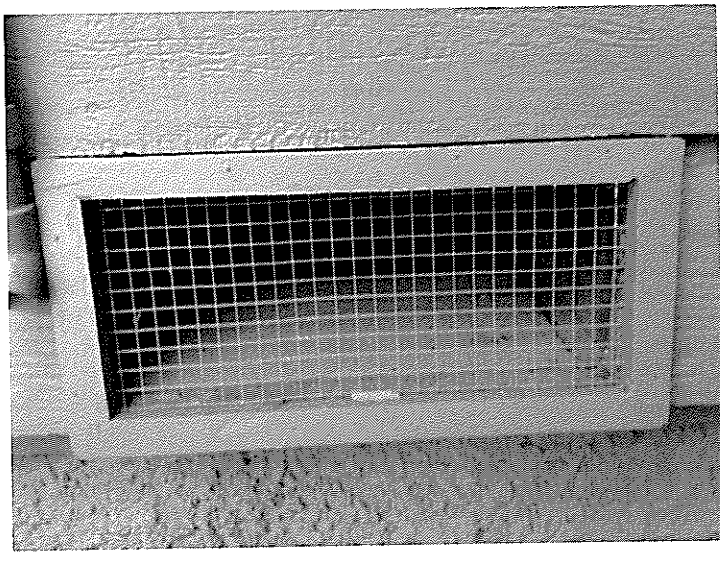
Paint

Before, After.





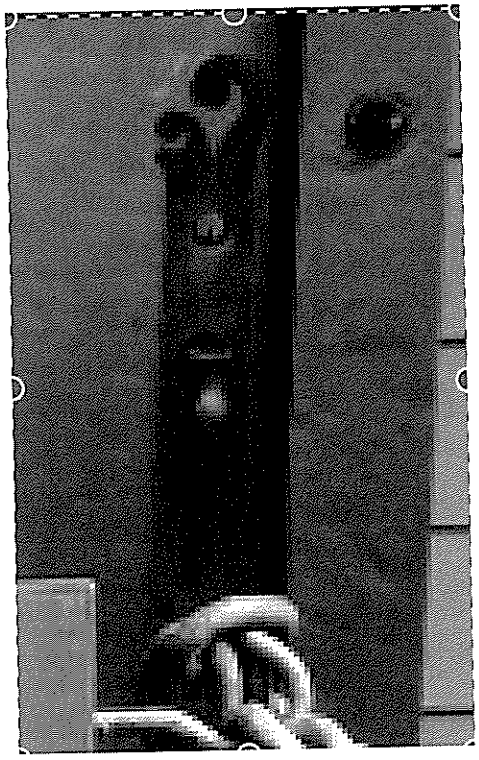


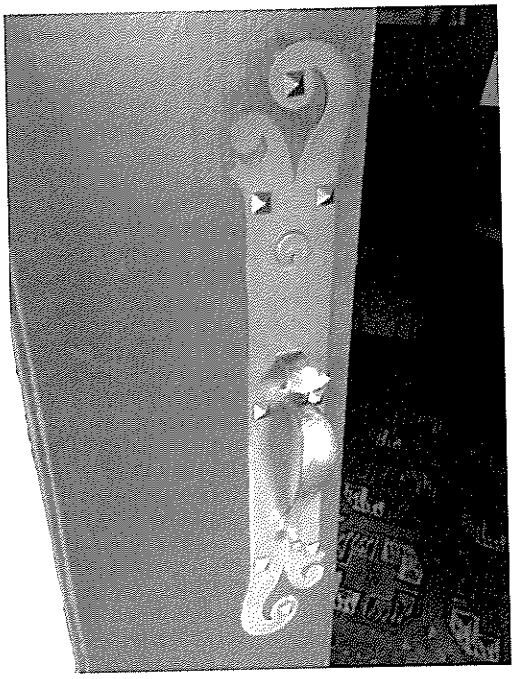


Window Sash, Door Hardware





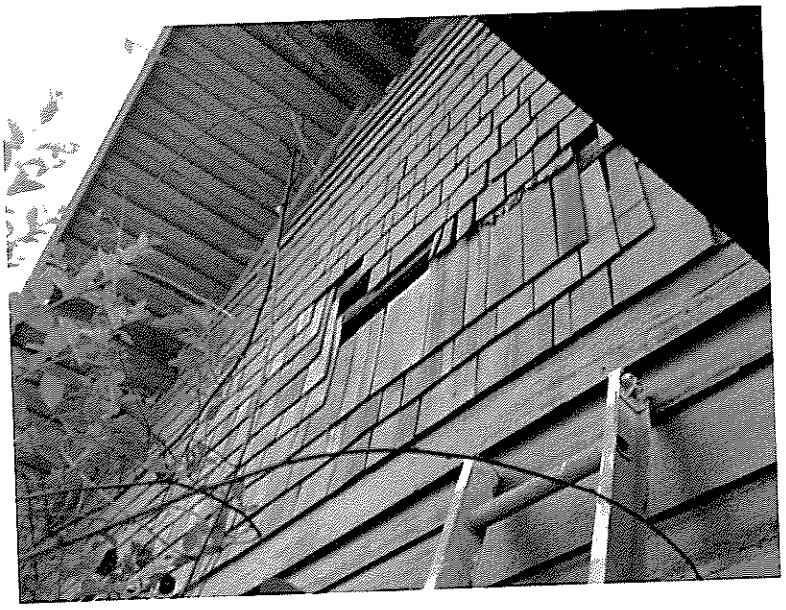


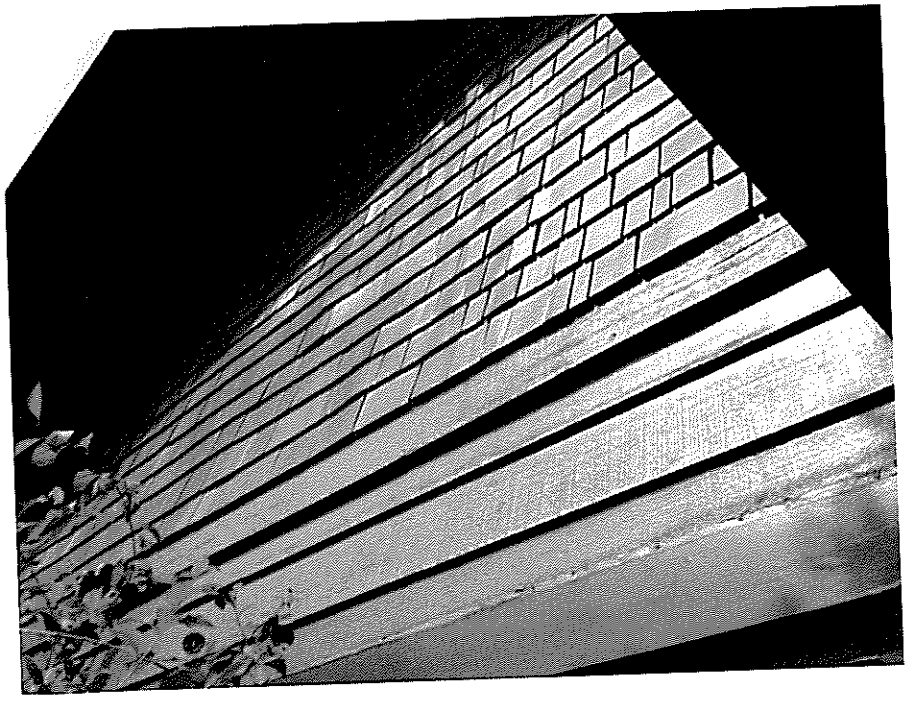


Shingles/Siding/Clapboards

Before during after

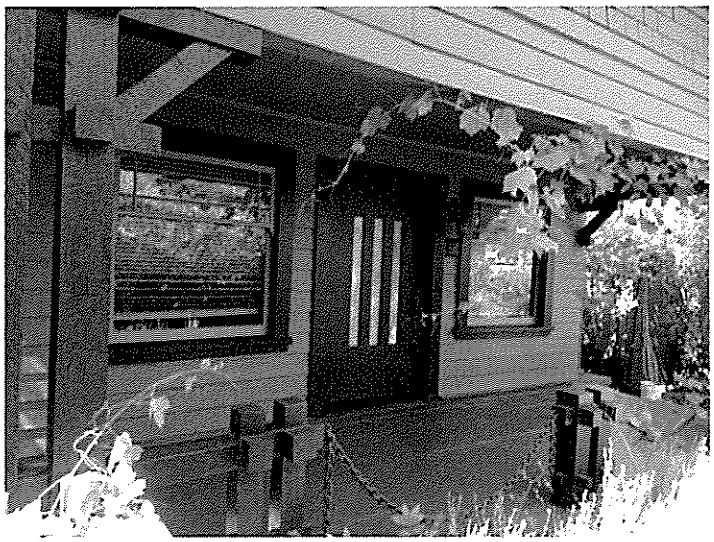






Paint Touch Ups

Ongoing.



PROFESSIONAL PAINTING

SERVICE

12-2-2013

Glen Eddy
844 Monterey rd
South Pasadena 91030

Proposal Exterior Painting
PREPARATION OF SURFACES

Wood: - Scrape loose paint, peeling paint
Sanding areas as necessary
Patch holes and cracks
Caulk cracks when flexible silicon
Prime as necessary
Repair and change bad wood

SCOPE OF THE JOB
Exterior/ wood Trim/ frame windows/repair and fix bad wood
Match same existing house color

Color selection and Placement
Expertise

- Custom colors (no extra charge)
- Expert color matching
- Colors chosen to compliment your architecture
- 100% acrylic paint

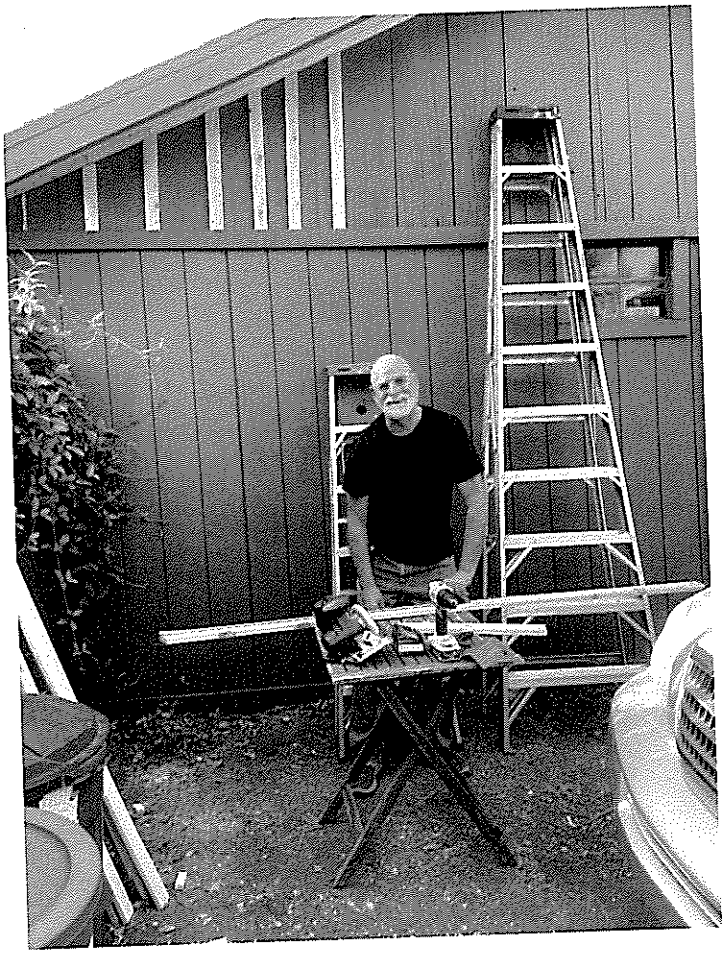
Professional painting service will extendedly protect and cover all surfaces from over spray and paint

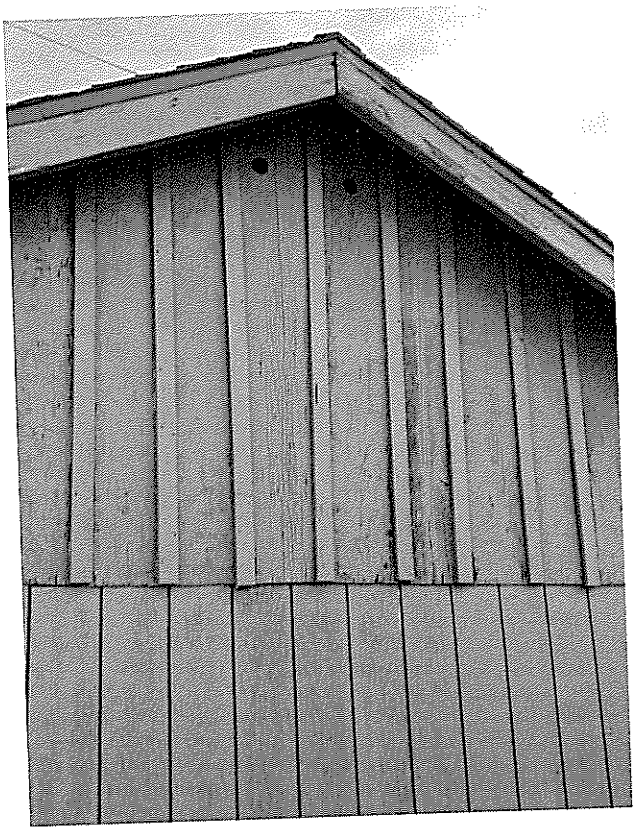
A GOOD JOB SAVES

Wood work carpentry
Labor and material $ 3,400.00
Painting
Labor and material $ 3,800.00

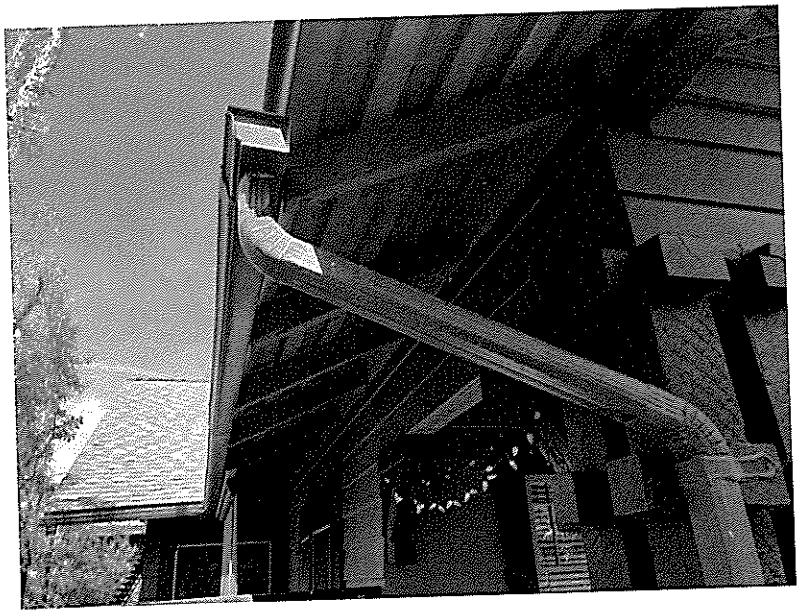
TOTAL $7,200.00

GARAGE SIDING - in progress





STORM DRAIN, GUTTERS & IRRIGATION

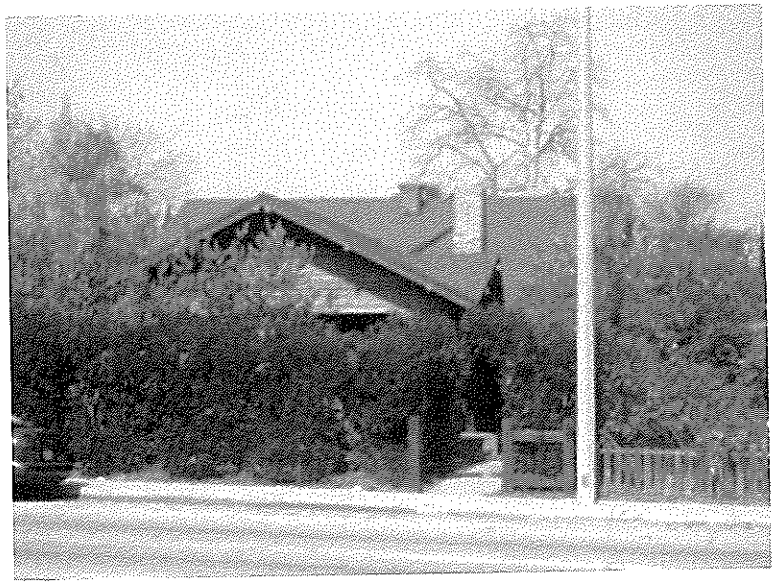


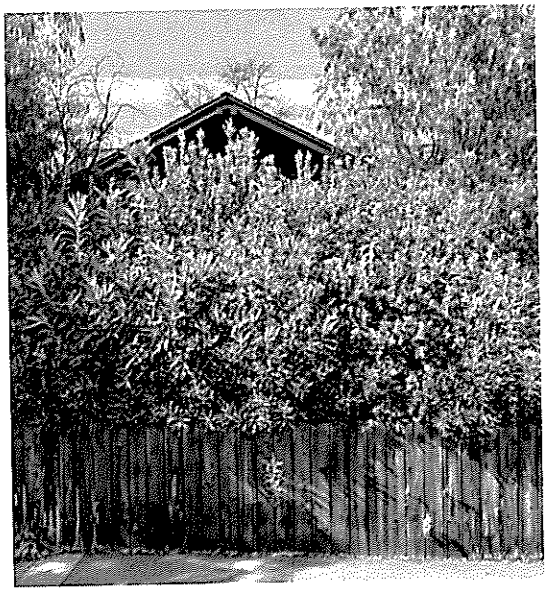


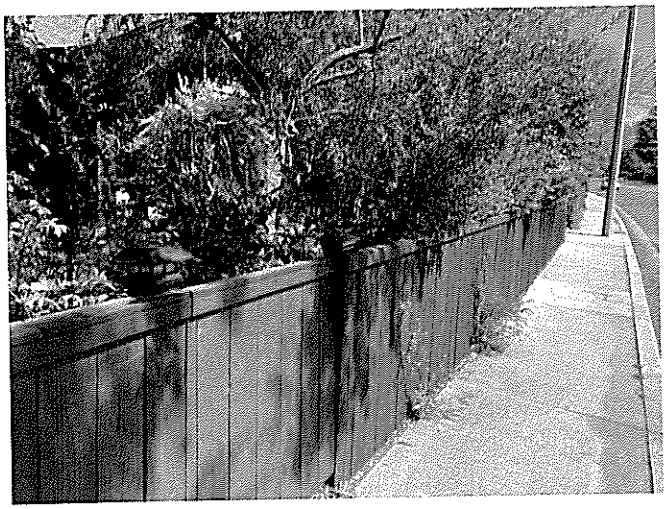




FENCING & LANDSCAPING







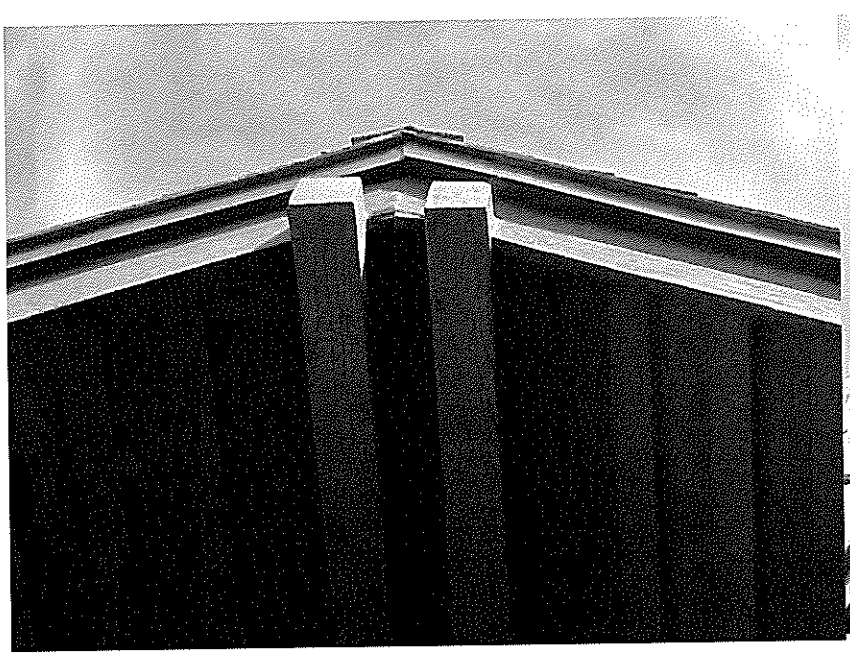


Fencing and Landscaping continued

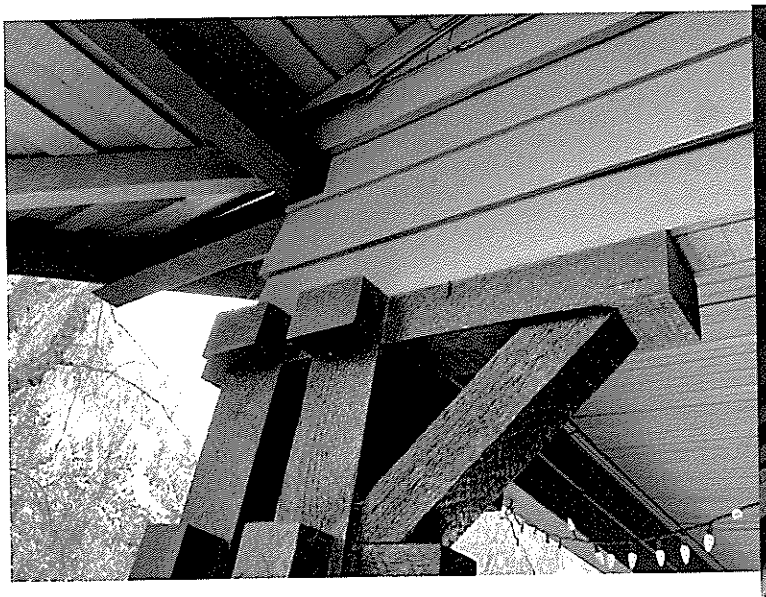




DAMAGED EXTERIOR BEAMS - Repaired

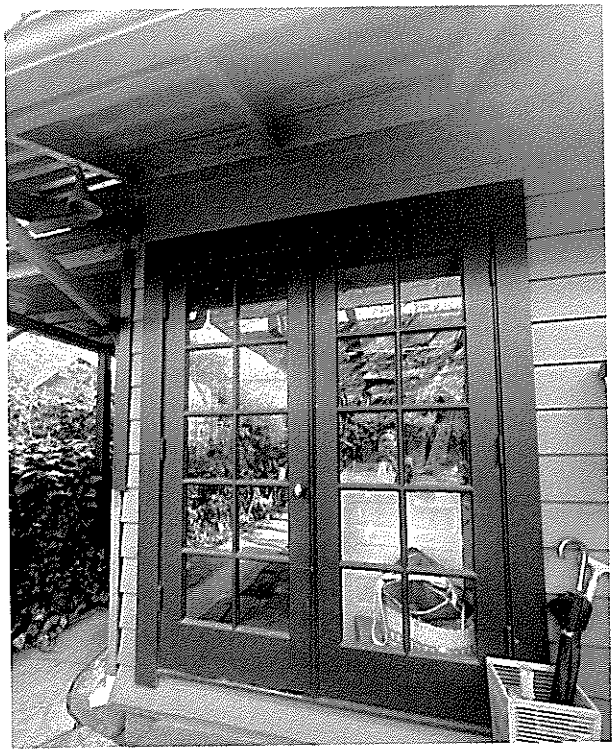


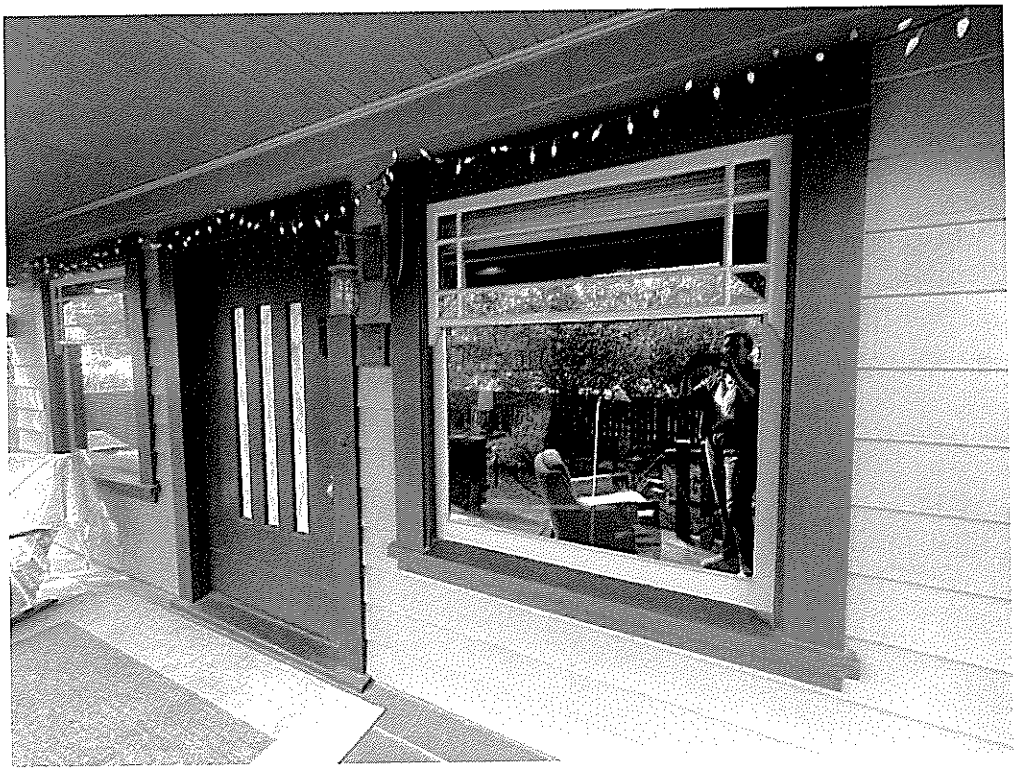






EXTERIOR WINDOW AND DOOR REPAIRS





ESTIMATE HVAC

2075 East Villa Street; Pasadena, CA 91107
Phone: 626 286-1141 Fax: 626 782-6251
State Contractors License #948151
www.bryantheatandair.com
e-mail: info@bryantheatandair.com

AGREEMENT

Owner: Mr. Glen Eddy 626 376-6583
Job Address: 844 Monterey Road South Pasadena, Ca 91030 gleneddy@earthlink.net

Install new heating and cooling system:

Existing equipment removed and recycled. New furnace or fan coil installed in attic, and suspended from rafters to minimize noise and vibration. Furnace or fan coil inserted into attic via existing attic access or return grill opening, and connected to existing electrical connection. Gas line modified to comply with code requirements with flex line and shut-off valve. New flue installed if furnace. Furnace or fan coil connected to new Puron style cooling coil and new supply and return plenums. Condensate drain lines installed and connected to new cooling coil and drained outside of house into organic material. New safety/secondary pan installed under cooling coil/fan coil with new drain lines. New Puron (R410A) air conditioner or heat pump condenser installed in code compliant location on a new pad. New copper refrigerant lines installed between new indoor coil and new outdoor unit. New R6 insulated flexible fiberglass ducting connected from supply plenum to all supply registers, and return grille. Inside of the supply flexible fiberglass ductwork we will install manual air balancing dampers for air flow adjustments to provide for more even temperatures and maximum customer comfort. A new Wifi enabled digital, programmable thermostat to be installed to control the system. Start, test, run and complete air balancing. Installed to manufacturers specifications, and city building code.

Installation notes: 1. Condenser to be relocated. 2. Enlarge existing return to accommodate air flow requirements.

EQUIPMENT

OPTION ONE-GAS/ELECTRIC: Two Stage A/C and single stage heat
A/C: Carrier Performance Series 4 ton two stage 24TPA7 and matching Puron cooling coil.
FURNACE: Carrier Deluxe Ultra Low Nox 58CU furnace
$336 for 60 months at ZERO interest (OAC) $20,160
Cash Discount Price: $18,749

OPTION TWO-HEAT PUMP: Two Stage Heat Pump
HEAT PUMP: Carrier Performance Series two stage 3 ton 25HCB6 up to 17 SEER
FAN COIL: Carrier Performance Series two speed FV4CNF Fan Coil
$356 for 60 months at ZERO interest (OAC) $21,360
Cash Discount Price: $19,865

Add: Carrier Performance Series 1 ton ductless mini-split(mother-in-law qtrs.)
Price: $4860* (does not include cost of 220 connection by licensed electrician)

***This price is only available as an installation with the above full-system replacement. Standalone price is $5877**

In addition to manufacturer's parts warranty, the price includes a complimentary 2 year labor warranty. This labor warranty can be extended to 10 years for $865

The above prices valid until 11/15/2022

NOTE: Cost of Permit/Inspection fees and Processing will be charged at cost plus $125.00 processing
NOTE: Price does not include independent HERS testing required by California.*(est. $375.00)*

NOTE: SALES TAX INCLUDED IN PRICE

Payment Schedule:
10% Deposit (up to $1000) due on agreement signature
Balance due upon start-up of system. _____ *(initials)*

The Seller warrants its work will be done in a good and workmanlike manner and it will make any corrections of defective work for a period of one year following installation of the above equipment. Labor, materials, and sales tax included.
Terms: Payment of Selling Price due on completion of installation.
Subject to the Signing of this contract by **Matt McConaughy** On behalf of Bryant Heating & Air Conditioning, Inc., I agree to pay for the above work at the above quoted price, payment to be made upon completion unless otherwise stated above, and the terms and conditions on the reverse side of this contract are agreed to be a part hereof.

Dated:_____ _____
(Signature of Owner)

Shylee Construction
Building Great Things

21018 Victory Blvd.
Woodland Hills, CA 91367
(818) 687-4906 / (818) 220-4808
info@shyleeconstruction.com

Estimate

ESTIMATE#	72223510
DATE	02/23/2022
PO#	

CUSTOMER	SERVICE LOCATION
Glenn Eddy 844 Monterey Road South Pasadena CA 91030 (626) 376-6583	Glenn Eddy 844 Monterey Road South Pasadena CA 91030 (626) 376-6583

DESCRIPTION	
	Removal of current insulation in attic 1800 Square Feet Clean and Sanitize entire attic space Air Seal all visible gaps in attic Installation of new insulation Batts R38 Remove all job related debris Replace (7) Existing Air Ducts

Estimate

Description	Qty	Rate	Total
Full Package Insulation r38 batts Removal of old insulation, sanitize the attic, air seal all gaps, and add new Batts Insulation	1.00	6,675.00	6,675.00
DUCT REPLACEMENT RESIDENTIAL	7.00	0.00	0.00

CUSTOMER MESSAGE	Estimate Total:	$6,675.00

PRE-WORK SIGNATURE

Signed By:

HOME IMPROVEMENT CONTRACT (TRY AGAIN)

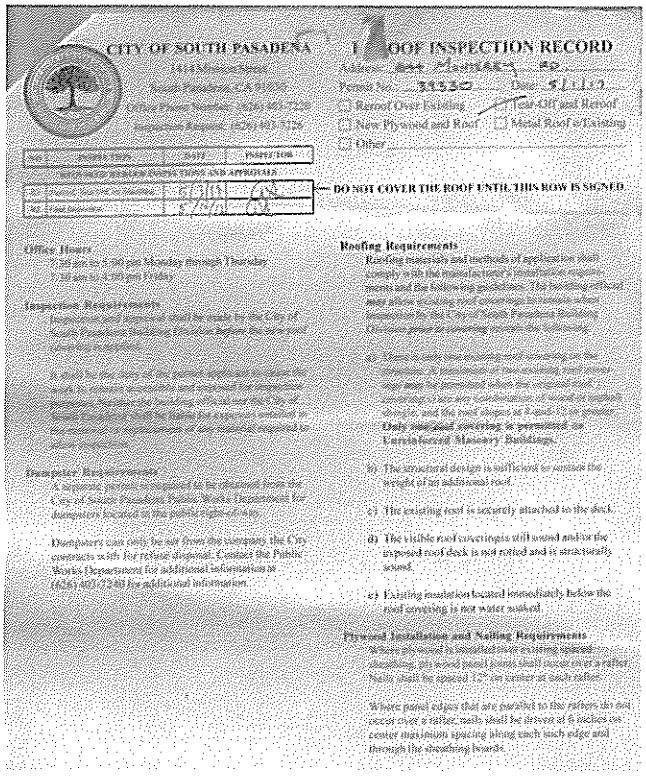
HOME

IMPROVEMENT

CONTRACT

Contractor License Number: 1078137
Headquarter:20133 Haynes Street,
Winnetka
Ca 91306 Phone: 818.687.4906

PERMITS FOR 844 MONTEREY ROAD - MILLS ACT PLAN



CITY OF SOUTH PASADENA

ROOF INSPECTION RECORD

Address: 844 Monterey Rd

Permit No. 33330 Date: 12/13/21

☐ Reroof Over Existing ☑ Tear-Off and Reroof

☐ New Plywood and Roof ☐ Metal Roof o/Existing

☐ Other

1st	Roofer Start of Removal	12/13/21	MK
2nd	Final Inspection	12/14/21	MK

DO NOT COVER THE ROOF UNTIL THIS ROW IS SIGNED

Office Hours

7:30 am to 5:00 pm Monday through Thursday

7:30 am to 4:00 pm Friday

Inspection Requirements

Roofing Requirements

Roofing materials and methods of application must comply with the manufacturer's installation requirements and the following provisions. The building official may allow existing roof coverings to remain when inspection by the City of South Pasadena Building Division personnel indicates the following:

a) There is only one existing roof covering on the structure. A maximum of two existing roof coverings may be permitted when the existing roof coverings are any combination of wood or asphalt shingle, and the roof slopes at 4 units in 12 units or greater.

Only one roof covering is permitted on Unreinforced Masonry Buildings.

b) The structural design is sufficient to sustain the weight of an additional roof.

c) The existing roof is securely attached to the deck.

d) The visible roof coverings still sound and/or the exposed roof deck is not rotted and is structurally sound.

e) Existing insulation located immediately below the roof covering is not water soaked.

Dumpster Requirements

A separate permit is required to maintain a dumpster in the City of South Pasadena Public Works Department for dumpsters located in the public right-of-way.

Dumpsters can only be set from the company the City contracts with for refuse disposal. Contact the Public Works Department for additional information at (626) 403-7240 for additional information.

Plywood Installation and Nailing Requirements

Where plywood is installed on existing spaced sheathing, all wood panel joints shall occur over a rafter. Nails shall be spaced 12" on center at each rafter.

Where panel edges that are parallel to the rafters do not occur over a rafter, nails shall be driven at 6 inches on center maximum spacing along each such edge and through the sheathing boards.

City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

REROOF APPLICATION

SITE ADDRESS: 844 Monterey Rd
ASSESSOR PARCEL NUMBER
BOOK | PAGE | PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: Glen Eddy
STREET ADDRESS: 844 Monterey Rd
CITY: South Pasadena | STATE: CA | ZIP CODE: 91030
PHONE NUMBER: 626-376-6583
PRINCIPAL DESIGNER'S NAME | LICENSE NO.
STREET ADDRESS
CITY | STATE | ZIP CODE
PHONE NUMBER
CONTACT PERSON: Carlos Castillo
PHONE NUMBER: 213-880-0778
CONTRACTOR'S NAME: Carlos Castillo
STREET ADDRESS: 3673 Industry Ave # 101
CITY: Lakewood | STATE: CA | ZIP CODE: 90712
LICENSE CLASS: C-39 | LICENSE NUMBER: 1018039 | EXPIRATION DATE: 09/30/2022
PHONE NUMBER: 213-880-0778
WORKER'S COMPENSATION INSURANCE COMPANY NAME: Calsource Insurance
WORKER'S COMP INSURANCE POLICY NUMBER: BNUWC0143710 | EXPIRATION DATE: 04/02/2022

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: Carlos Castillo Date: 12/02/2021

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations.

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☑ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: Carlos Castillo Date: 12/02/2022

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: Carlos Castillo

Signature: Carlos Castillo Date: 12/02/2022

DESCRIPTION OF WORK

☐ Reroof Over Existing ☑ Tear-Off and Reroof

☐ New Plywood and Roof ☐ Metal Roof o/Existing

☐ Other Reroof with complete tear off & Installing class A cool Shingles

TYPE OF STRUCTURE: ☑ RESIDENTIAL ☐ NONRESIDENTIAL

AREA: 23 SQUARES / SQ FT | CODE IN EFFECT:

$ 6,900 INITIAL VALUATION | $ REVISED VALUATION

PRE-ROOF INSPECTION IS REQUIRED

DO NOT COVER THE ROOF UNTIL APPROVAL FROM THE CITY BUILDING INSPECTOR HAS BEEN OBTAINED

ANY PORTION OF THE ROOF WHICH IS COVERED WITHOUT INSPECTION SHALL BE ENTIRELY UNCOVERED AT THE EXPENSE OF THE APPLICANT

BUILDING PERMIT FEE	$ 207.22
ISSUANCE FEE	$ 32.50
	$
	$
	$
431650765	$
BL-2021-2404	TOTAL $ 239.72

PERMIT NUMBER	INITIALS	DATE
50432	MK	12/13/21

DATE OF FINAL | FINAL BY

City of South Pasadena
Planning and Building Department
1414 Mission Street
South Pasadena, CA 91030
Permits: (626) 403-7224
Inspections: (626) 403-7226

PERMIT NOTICE

(Post this Notice in a Conspicuous Location)

844 Monterey Rd — Address

5/1/07 — Date

Permit Type	Permit No.
Building	
Electrical	
Mechanical	
Plumbing	
Reroof	29230
Grading	
Miscellaneous	

Please ensure the notice is posted in location that is visible from the street (ex. front window, front door, construction fence, etc.)

You may remove this notice when you receive a final inspection by the Planning and Building Department.

A CITY INSPECTION WILL NOT BE PERFORMED UNLESS THIS NOTICE IS POSTED

City Construction Hours

8:00 am to 7:00 pm MONDAY - FRIDAY
9:00 am to 7:00 pm SATURDAY
10:00am to 6:00pm SUNDAY

No Construction on City Recognized Holidays

THIS CODE IS STRICTLY ENFORCED. VIOLATIONS WILL RESULT IN ADMINISTRATIVE ACTION.

Issued By: _____

MILLS ACT CONTRACT

This page is part of your document - DO NOT DISCARD

20150072502

Pages: 0038

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County, California

01/21/15 AT 04:31PM

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

201501213240070

00010090666

006610186

SEQ:
01

DAR - Counter (Upfront Scan)

THIS FORM IS NOT TO BE DUPLICATED

E497023

01/21/2015

20150072502

This page is part of your document - DO NOT DISCARD

20141430533

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County,
California

12/31/14 AT 01:54PM

Pages:
0029

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

Rerecording to add acknowledgements

LEADSHEET

201412313290003

00010017680

006573706

SEQ:
01

DAR - Counter (Upfront Scan)

THIS FORM IS NOT TO BE DUPLICATED

E497482

RECORDING REQUESTED BY

WHEN RECORDED MAIL TO

NAME Elaine Serrano

MAILING 1414 Mission St

CITY, STATE, ZIP CODE

So. Pas, CA 91030



SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

TITLE

Mills Act Contract - City So. Pas. + Glen + Fiona Eddy

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 17th day of December 2014, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Glen and Fiona Eddy ("Owners").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 844 Monterey Road, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is identified as City Landmark No. 40 , attached hereto marked "Exhibit B". The Washburn House was designed for the Reverend James F. Washburn and his wife, Josephine. The Washburns were prominent leaders in the Holiness Church of Aimee Semple McPherson. They moved to South Pasadena in 1904. Mrs. Washburn authored a book at 844 Monterey Road that chronicled their work in the Holiness Church from 1880 to 1911. The Washburn's youngest son (Bliss Washburn) designed and built the home in 1910. The Washburn House is considered a fine example of a custom-designed Craftsman bungalow. Although there was a small addition added to the back of the house, its overall historic appearance remains intact;

(iv) City and Owners, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on December 17, 2014 and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. For the first five years of the Agreement only, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this

Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. The maximum term of this Agreement, including any automatic renewals, shall not exceed 15 years from the effective date. The automatic renewal provision shall not apply to add an additional year to the Agreement after the initial five years of the term. If the City desires within the first five years not to automatically renew this Agreement, City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date within the first five years.. If the Owner desires in any year not to renew this Agreement, the Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serves timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner is entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena (including the specific recommendations of the Cultural Heritage Commission, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with

the terms and provisions of this Agreement. The Owner shall provide written updates to the City every two years to document the progress on the rehabilitation/preservation plan.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Glen and Fiona Eddy
844 Monterey Road
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of

whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12/17/2014

By: _____
MAYOR

Attest:

_____
CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Dated: 12/17/2014

Dated: 12/17/14

_____
Glen Eddy, Property Owner

Dated: 12/17/4

_____
Fiona Eddy, Property Owner

EXHIBIT A

EXHIBIT "A"

ALL THAT REAL PROPERTY SITUATE IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

LOT 5, BLOCK 3 OF COLLIER AND GRAHAM'S ADDITION TO SOUTH PASADENA, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 12 PAGE 80 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY

EXCEPT THE SOUTH 3 FEET THEREOF, DEEDED TO THE CITY OF SOUTH PASADENA FOR WIDENING MONTEREY ROAD, BY DEED RECORDED IN BOOK 3233 PAGE 87 OF DEEDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

ALSO EXCEPT THAT PORTION IN MONTEREY ROAD AS DESCRIBED IN A DEED TO THE COUNTY OF LOS ANGELES, RECORDED ON FEBRUARY 19, 1970 AS INSTRUMENT NO 2857, OFFICIAL RECORDS.

APN 5315-018-021

RESOLUTION 6498

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DESIGNATING 844 MONTEREY ROAD (THE WASHBURN HOUSE) AS AN OFFICIAL SOUTH PASADENA HISTORIC LANDMARK (LANDMARK #40)

WHEREAS, Section 2.73A-14 of the South Pasadena Municipal Code (commonly known as the "Cultural Heritage Ordinance 2004") authorizes the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as Landmarks; and

WHEREAS, the Community Development staff and Commission have duly prepared a nomination form to register the Washburn House located at 844 Monterey Road; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (A)(3) ["Designation Procedure"] of the above Ordinance Section, in that it visited the site, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the Commission made findings of fact pursuant to Subsection (A)(2) ["Designation Procedure"] of the above Ordinance Section, as follows:

The property qualifies as a landmark by reason of the following applicable subsections:

(a) Its character, interest or value as part of the heritage of the community.

(b) Its identification with a person who contributed to the culture and development of the City, the state of California and the United States.

(d) Its exemplification of a particular architectural style of an era of history of the City.

WHEREAS, based on the evidence presented in the application materials, the designation being categorically exempt, sub-committee research, on-site inspection and public testimony, the Commission voted to recommend designation of this property on January 30, 1997 and forwarded the recommendation to the City Council; and

WHEREAS, the City Council held a public hearing on the proposed designation on August 6, 1997, and received public testimony.

NOW THEREFORE, be it resolved the South Pasadena City Council designates the Washburn House at 844 Monterey Road as South Pasadena Historic Landmark No. 40, based on the above-mentioned findings.

PASSED, APPROVED and ADOPTED this 6th day of August, 1997.

PAUL W. S. ZEE, MAYOR

ATTEST:

JEANNINE A. GREGORY, CITY CLERK

I hereby certify that the foregoing resolution was adopted by the City Council of the City of South Pasadena at a regular scheduled meeting held on the 6th of August, 1997.

AYES: Saeta, Knapp, Cohen, Emory and Mayor Zee
NOES: None
ABSENT: None

JEANNINE A. GREGORY, CITY CLERK

EXHIBIT C

THE WASHBURN HOUSE

844 MONTEREY ROAD, SOUTH PASADENA, CALIFORNIA 91030

PART TWO

MILLS ACT APPLICATION

TABLE OF CONTENTS

MILLS ACT APPLICATION

Schedule And Reporting System 3

Summary Of Costs And Tax Savings 4

Rehabilitation And Preservation Plan 5

Maintenance Plan 8

Financial Analysis 9

Appendix A: Supporting Documents 10

- Cost Estimate: General contractor
- Cost Estimate: Exterior Specialists Painting
- Utility Bill: Southern California Edison, Electric Bill
- Utility Bill: The Gas Company, Gas Bill
- Utility Bill: City Of South Pasadena, Water And Trash Bill
- State Farm Insurance, Homeowner's Insurance Bill
- Los Angeles County Tax Assessor, 2013 Tax Bill

Appendix B: Photographic Overview Of Features And Issues 17

OVERVIEW OF SCHEDULE

1. Exterior door and window repairs	By 2015
2. Exterior cladding and architectural detail repairs	By 2016
3. Structural system upgrades and repairs	By 2017
4. Masonry system upgrades and repairs	By 2018
5. Roofing system repairs	By 2019
6. Exterior paint repairs and repainting	By 2020
7. Plumbing system upgrades and repairs	By 2021
8. Maintenance: Paint inspection and repairs as needed, main residence	Tri-annual inspection
9. Maintenance: Termite inspection and eradication as needed, main residence	Annual inspection
10. Maintenance: Paint inspection and repairs as needed, garage	Annual inspection
11. Maintenance: Pruning and maintenance, trees and plantings, gardens	Ongoing inspection

REPORTING SYSTEM

The Washburn House owners, Glen and Fiona Eddy, will provide written updates to the City of South Pasadena every two years, documenting progress and providing updates on the Rehabilitation, Preservation and Maintenance Plans.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained as required by the owners.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and COAs (if required).

SUMMARY OF COSTS AND TAX SAVINGS

CAPITALIZED EXPENSES	AMOUNT	SCHEDULE
A. Exterior door and window repairs, primary residence	$5,000	2015
B. Exterior cladding and architectural details, primary residence	$5,000	2016
C. Structural system upgrades and repairs, primary residence	$11,000	2017
D. Masonry system upgrades and repairs, primary residence	$2,500	2018
E. Roofing system repairs, primary residence	$20,000	2019
F. Exterior paint repairs and repainting, primary residence	$15,000	2020
G. Plumbing system upgrades and repairs	$13,000	2021
H. Exterior cladding and architectural details, garage	$4,000	2023
J. Exterior paint repairs and repainting, garage	$4,000	2023
TOTAL CAPITALIZED EXPENSES		**$79,500**

NON-CAPITALIZED EXPENSES	AMOUNT	SCHEDULE
A. Replace HVAC system, primary residence	$9000	2022
D. Replace irrigation system, gardens	$4,000	2023
E. Hardscape repairs, masonry and woodwork, gardens	$12,000	2024
TOTAL NON-CAPITALIZED EXPENSES		**$25,000**

TOTAL OUT-OF-POCKET INVESTMENT IN 844 MONTEREY ROAD	**$104,500**
TOTAL ESTIMATED TAX SAVINGS, 10-YEAR PERIOD	**$73,057**
AVERAGE ANNUAL COST TO THE CITY OF SOUTH PASADENA	**$1,655**

REHABILITATION AND PRESERVATION PLAN: 844 MONTEREY ROAD, SOUTH PASADENA, CA 91030

AREA 1: PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Exterior door and window repairs 1. Front door hardware is damaged	Yes	2. Original brass front door escutcheon plate is missing three pyramid-head screws which will need to be replaced in-kind.	2015
B. Exterior cladding and architectural details 1. Repair damaged exterior shingles 2. Repair damaged exterior clapboards 3. Repair damaged exterior beams 4. Repair damaged crawlspace vents 5. Repair damaged decorative wood guardrail posts.	Yes	1. Repair damaged exterior shingles – replace in-kind with shingles that match the texture of existing. Care will be taken to ensure spacing pattern around existing shingles is continued. Repairs will be made prior to exterior painting. 2. Repair damaged exterior clapboards – replace in-kind by patching, piecing-in, consolidating, or otherwise reinforcing the wood using recognized preservation methods. Repair may also include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features where there are surviving prototypes such as brackets, molding, or sections of siding. Repairs will be made prior to exterior painting. 3. Ridge beams will be adjusted into their original position and stabilized. Repairs will be made to the columns by patching, splicing, consolidating or otherwise reinforcing. Repairs will be made prior to exterior painting. 4. Missing and/or altered crawlspace vent screens will be recreated based on the surviving originals. The surviving example will serve as a prototype to guide the overall form and detailing of the missing vent screens. Replacement vent screens will be crafted from wood and metal, as are the existing, and attached to the façade in a fashion similar to surviving example. Repairs will be made following exterior painting and will be painted to match. 5. Decorative heavy chain guardrail posts have deteriorated and will need replacing. Repair and replacement of damaged and missing posts with in-kind material is required.	2016
C. Structural system upgrades and repairs 1. Stabilize and repair foundation 2. Stabilize and repair sub-floor in addition	 No No (not a capitalized expense)	1. The existing concrete pier foundation is no longer functional due to ground subsidence – inspect and identify solution to stabilize foundation. The stabilization solution should not alter the historic character of the existing foundation. Any stabilization effort will attempt to maintain and protect the concrete foundation. Repair according to industry standards and applicable building codes. 2. Douglas Fir subfloor/floor material has a significant number of loose boards that need to be braced from below. Metal strapping and plywood substrate between floor joists will be necessary to create a stable floor surface. Repair according to industry standards and applicable building codes.	2017
D. Masonry system upgrades and repairs 1. Protect and maintain brick chimney 2. Rebuild concrete front porch	Yes	1. Secure loose bricks and re-point mortar. Re-pointing mortar should be softer or more permeable than the masonry units and no harder or more impermeable than the historic mortar to prevent damage to the masonry units. Deteriorated mortar will be removed carefully, hand-raking the joints to avoid damaging the masonry. The strength, composition, color, and texture of old mortar will be matched. Repairing masonry features by patching, piecing-in, or consolidating the masonry using recognized preservation methods. Repair may also include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of masonry features when there are surviving prototypes such as terra-cotta brackets or stone balusters. 2. The concrete front porch has significant cracking due to ground movement. Replacing in-kind the entire porch that is too deteriorated to repair using the physical evidence as a model to reproduce the feature.	2018

REHABILITATION AND PRESERVATION PLAN: 844 MONTEREY ROAD, SOUTH PASADENA, CA 91030

AREA 1 (CON'T.): PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
E. Roofing systems 1. Replace roof shingles 2. Replace or remove rain gutters	Yes No	1. The existing roof singles are nearing the end of their use life. The extant roof shingles will be replaced with code-compliant composition shingles appropriate for the historic building and district. Based on evidence found on-site it appears that the original roofing material was asphalt composition. This is consistent with the architectural style and era of construction. During construction it would be appropriate to remove any extraneous roof vents. 2. The extant rain gutters were added to the house at an unknown date. The gutters, as they appear now, are not in keeping with the architecture of the house. The existing gutters will be replaced with a design more in keeping with the architectural character of the building. Before replacing the gutters the fascia will be inspected to identify features that may be used to guide the accurate reproduction on the original gutter system. If no evidence is located to establish the original design, the rain gutters will be replaced by a new design that is compatible with the remaining character-defining features of the historic building. The new design will take into account the size, scale, and material of the historic building itself and will be clearly differentiated so that a false historical appearance is not created.	2019
F. Exterior paint repairs and repainting 1. Preserve and restore exterior paint 2. Protect and maintain all windows	Yes	1. Inspection of exterior painted wood surfaces determined repainting is necessary. Damaged and deteriorated paint will be taken down to the next sound layer using the gentlest method possible. Hand-scraping and hand-sanding are preferable to mechanized scraping or sanding. Electric hot-air guns may be used on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting. Chemical strippers may be used to supplement other methods. Following surface preparation the exterior will be repainted with colors that are appropriate to the historic building and district. 2. The glazing putty on several windows is dried and cracked and some panes are loose. Windows will be inspected to identify those that need re-glazing and, where necessary, failed compound will be removed and new glazing compound installed. The new glazing putty will be painted to match the sash and mullions.	2020
G. Plumbing systems upgrades and repairs 1. Replace main sewer line to house	No	1. Main sewer line from property line to city connection has root infiltration at several points along the line. Because of the location underneath Monterey Road a replacement line will need to be sheathed in.	2021
H. HVAC system upgrades 1. Current central forced air cooling and heating system is older an is reaching its useful lifespan.	No (Not a capitalized expense)	1. The HVAC system is older and inefficient. The new replacement mechanical system will be installed so that it causes the least alteration possible to the building's floor plan, the exterior elevations, and the least damage to the historic building material. If needed, additional adequate structural support for new mechanical equipment will be installed. Particular care will be taken not to obscure, radically change, damage, or destroy character-defining features in the process of rehabilitation work to make the building more energy efficient.	2022

REHABILITATION AND PRESERVATION PLAN: 844 MONTEREY ROAD, SOUTH PASADENA, CA 91030

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Exterior cladding and architectural details 1. Repair garage siding	Yes	1. Board and Batten siding has deteriorated on the south and west-facing elevation. Repair and replacement of damaged and missing siding with in-kind material is required.	2023
B. Exterior paint repairs and repainting 1. Preserve and restore exterior paint	Yes	1. Inspection of exterior painted wood surfaces determined repainting is necessary. Damaged and deteriorated paint will be taken down to the next sound layer using the gentlest method possible. Hand-scraping and hand-sanding are preferable to mechanized scraping or sanding. Electric hot-air guns may be used on decorative wood features and electric heat plates on flat wood surfaces when paint is so deteriorated that total removal is necessary prior to repainting. Chemical strippers may be used to supplement other methods. Following surface preparation the exterior will be repainted with colors that are appropriate to the historic building and district.	2023

REHABILITATION AND PRESERVATION PLAN: 844 MONTEREY ROAD, SOUTH PASADENA, CA 91030

AREA 3: GARDENS

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
A. Site Drainage and stormwater runoff 1. Mitigate stormwater runoff	No (not a capitalized expense)	1. In concert with an existing French drain which carries stormwater runoff from the west side of the lot and daylights it into a percolation zone in the front garden, the new roof gutter and downspout system will carry rainwater to the front garden, sufficiently downslope and away from the building.	2019
B. Replace irrigation system 1. Upgrade irrigation system	No (not a capitalized expense)	1. The current irrigation system is old and will be updated to accomodate the latest water-saving and xeriscaping irrigation methods. Driplines, low-flow emitters and sprayers along with a multi-program timer and weather-sensors will be installed to facilitate healthy plant growth and water conservation.	2024
C. Hardscape repairs, masonry and woodwork 1. Replace wood fencing (front, rear, and side gardens) 2. Repair and replace concrete hardscaping (front and rear garden)	No (not a capitalized expense)	1. The wood fence in the front garden and side- and back yards are reaching the end of their use life. Replacement will be done using in-kind materials. 2. While much of the garden concrete path is extant much of it is severely cracked and will need to be repaired and replaced. Replacing the concrete paths in kind will use the existing physical evidence as a model to guide the new work.	2023

NOTES: REHABILITATION AND PRESERVATION PLAN
The recommended treatment approach for the Washburn House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

MAINTENANCE PLAN: 844 MONTEREY ROAD, SOUTH PASADENA, CA 91030

AREA 1: PRIMARY RESIDENCE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
1. Exterior door and window repairs	No	1. All double-hung sash windows have broken sash cords and are inoperable in their current condition. Repair will include replacement in kind--or with compatible substitute material--of those parts that are either extensively deteriorated or are missing.	2015
2. Exterior cladding and paint	Yes (not a capitalized expense)	1. Tri-annual paint inspection and maintenance/re-painting as necessary. Recommended rehabilitation treatment guidelines: 1. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building."	2015, 2018, 2021
3. Wood framing and sheathing	Yes (not a capitalized expense)	1. Annual inspections to ensure mitigation of dry rot and termite damage; additional areas of concern to be addressed as found. Termite mitigation and dry rot removal will be carried out according to the Secretary of the Interior's Standards for the treatment of Historic Properties. This treament will seek to "stabilize, consolidate, and conserve existing historic materials" and will "replace minimum amount of fabric necessary and match materials in-kind." Recommended rehabilitation treatment guidelines: Protect and maintain: "Protecting and maintaining the structural systems... by keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation."	2015, 2016, 2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024

AREA 2: GARAGE

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
1. Exterior cladding and paint	Yes (not a capitalized expense)	1. Tri-annual paint inspection and maintenance/re-painting as necessary. Recommended rehabilitation treatment guidelines: 1. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building."	2015, 2018, 2021

AREA 3: GARDENS

FEATURE	CHARACTER-DEFINING?	PROPOSED TREATMENT AND STANDARDS COMPLIANCE (Drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties*)	SCHEDULE
1. Landscaping and trees	No (not a capitalized expense)	1. Ongoing maintenance of trees and landscaping. "Identifying, retaining, and preserving buildings and their features as well as features of the site that are important in defining its overall historic character. Site features may include... vegetation such as trees, shrubs, fields, or herbaceous plant material; landforms such as terracing, berms or grading; furnishings such as lights, fences, or benches; decorative elements such as sculpture, statuary or monuments..." "Preserving important landscape features, including ongoing maintenance of historic plant material."	2012, 2013, 2014,2015, 2016, 2017, 2018, 2019, 2020, 2021

NOTES: MAINTENANCE PLAN
The recommended treatment approach for the Washburn House is rehabilitation. The basic guidelines for rehabilitation are: (1) Identification, retention and preservation of character-defining materials and features; (2) Protection and retention of character-defining features; (3) Stabilization; (4) Repair; (5) Limited in-kind replacement where necessary. Unless otherwise noted, all excerpts describing treatment guidelines are drawn from the Secretary of the Interior's Standards for the Treatment of Historic Properties, National Park Service, US Department of the Interior, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

FINANCIAL ANALYSIS OF MILLS ACT CONTRACT: 844 MONTEREY ROAD, SOUTH PASADENA, CA 91030

ASSESSOR'S ID: 5315-018-021 **CURRENT ASSESSED VALUE:** $804,568

	ANNUAL INCREASE	CURRENT YEAR	YEAR 1 (2015)	YEAR 2 (2016)	YEAR 3 (2017)	YEAR 4 (2018)	YEAR 5 (2019)	YEAR 6 (2020)	YEAR 7 (2021)	YEAR 8 (2022)	YEAR 9 (2023)	YEAR 10 (2024)
REVENUES												
1. Monthly Rental Income	3%	$4,500.00	$4,635.00	$4,774.05	$4,917.27	$5,064.79	$5,216.73	$5,373.24	$5,534.43	$5,700.47	$5,871.48	$6,047.62
2. Annual Rental Income	3%	$54,000.00	$55,620.00	$57,288.60	$59,007.26	$60,777.48	$62,600.80	$64,478.82	$66,413.19	$68,405.58	$70,457.75	$72,571.48
ANNUAL EXPENSES												
3. Insurance	5%	$2,700.00	$2,781.00	$2,864.43	$2,864.43	$3,038.87	$3,130.04	$3,223.94	$3,320.66	$3,420.28	$3,522.89	$3,628.57
4. Utilities	7%	$3,780.00	$3,893.40	$4,010.20	$4,130.51	$4,254.42	$4,382.06	$4,513.52	$4,648.92	$4,788.39	$4,932.04	$5,080.00
5. Maintenance	10%	$5,400.00	$5,562.00	$5,728.86	$6,962.86	$7,293.30	$7,512.10	$7,737.46	$7,969.58	$8,208.67	$8,454.93	$8,708.58
6. Management	5%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
7. Other (Vacancy and Collection Rate)	3%	$1,620.00	$1,668.60	$1,718.66	$1,770.22	$1,823.32	$1,878.02	$1,934.36	$1,992.40	$2,052.17	$2,113.73	$2,177.14
8. TOTAL EXPENSES (Sum lines 3 through 7)		$13,500.00	$13,905.00	$14,322.15	$15,728.01	$16,409.92	$16,902.22	$17,409.28	$17,931.56	$18,469.51	$19,023.59	$19,594.30
9. ANNUAL NET INCOME (Line 2 minus line 8)		$40,500.00	$41,715.00	$42,966.45	$43,279.25	$44,367.56	$45,698.58	$47,069.54	$48,481.63	$49,936.08	$51,434.16	$52,977.18
CAPITALIZATION RATE												
10. Interest Component	3.8%											
11. Historic Property Risk Component	4.0%											
12. Property Tax Component	1.1%											
13. Amortization Component	1.8%											
14. TOTAL CAPITALIZATION RATE	10.6%											
TAXES												
15. Mills Act Assessment (line 9 divided by 10.6%)		$382,075.47	$390,863.20	$399,853.05	$409,049.66	$418,457.79	$428,082.31	$437,928.20	$448,000.54	$458,304.54	$468,845.54	$479,628.97
16. Tax Under Mills Act (line 15 x .01035146)	1.035146%	$3,955.04	$4,046.00	$4,139.06	$4,139.06	$4,331.65	$4,431.28	$4,533.20	$4,637.46	$4,744.12	$4,853.24	$4,964.86
17. Current Tax	2%	$9,922.66	$10,220.34	$10,424.75	$10,633.24	$10,845.91	$11,062.82	$11,284.08	$11,509.76	$11,739.96	$11,974.76	$12,214.25
18. Tax Savings (line 17 minus line 16)		$5,967.62	$6,174.34	$6,285.68	$6,494.18	$6,514.26	$6,631.55	$6,750.88	$6,872.30	$6,995.84	$7,121.52	$7,249.39
19. Taxes Cost to City	16%	$1,587.63	$1,517.72	$1,548.07	$1,579.04	$1,610.62	$1,642.83	$1,675.69	$1,709.20	$1,743.38	$1,778.25	$1,813.82
TOTAL COSTS (line 5)												***$79,538.33***
TOTAL TAX SAVINGS (line 18)												***$73,057.56***
ANNUAL AVERAGE COST TO CITY (line 19)												***$1,655.11***

COST ESTIMATE: GENERAL CONTRACTORS

Takeoff Worksheet

09/19/14

THOMAS LAKE BUILDER, INC.

Takeoff Worksheet
by Phase/Bid Item; with Notes, cost codes
Job# 977 to 977, Phase# 1 to 1

Cost	Part#	Description	Unit	Extended Quantity	Cost	Ext. Cost
Job: 977						
Phase:	**1 Remodel**					
Bid Item:	**1 BUILDING PERMIT**					
1005.000		City Review	byOwner			
1005.000	1050	Surveyor	No Costs			
1005.000	1004	Soils Engineer/inspector	byOwner			
1005.000	1006	Structural Engineer	No Costs			
1005.000	1005	Architect	No Costs			
1000.000	1009	Plan Check	No Costs			
1000.000	1009	Building permit	allowance			
1005.000	1009	Labor to pull permits	allowance	4.00	68.000000	272.00
1005.000	1007	Blueprints & Repographics	No Costs	1.00	150.000000	150.00
1009.000	1018	Recyling Fees	byOwner			
				Bid Item Totals:		**422.00**
Bid Item:	**2 SET-UP**					
		Temporary Facilities				
1110.000	1111	Porta-John	allowance	3.00	265.000000	795.00
1110.000	1111	Pickup/Delivery	allowance	2.00	175.000000	350.00
1110.000	1112	Job Phone	byOwner			
1110.000	1113	Temp Fencing-baricade-safety	No Work			
1110.000	1117	Misc-materials-	allowance			
1110.000	1118	Set Electrical Power construction panel	byOwner			
1110.000	1119	Set up Construction Water-Hose Bibs	byOwner			
1110.000	1124	Temporary Storage	byOwner			
1110.000	1118	Temporary Power	byOwner			

Report 9-5-0-01 — kyle — Page 1 — 09/19/2014 09:15 AM

Takeoff Worksheet — 09/19/14

Continued...

Cost	Part#	Description	Unit	Extended Quantity	Cost	Ext. Cost
1110.000	1119	Temporary Water	byOwner			
				Bid Item Totals:		**1,145.00**
Bid Item:	**3 CLEANUP-Protection-TRASH BINS**					
		Jobsite Maintenace				
1130.000	1131	Job Site Cleanup--labor allowance	manhour	20.00	50.000000	1,000.00
1130.000	1135	Materials for Clean	allowance	1.00	50.000000	50.00
1130.000	1130	Labor to Dust Protect	allowance	4.00	50.000000	200.00
1130.000	1136	Misc Material for Protection	allowance	1.00	50.000000	50.00
1130.000	1131	Jobsite Trash - 3 Yard Trash Bin	Each	6.00	175.000000	1,050.00
1130.000	1131	40 yrd bin	Not Needed			
		Final clean & Detailing				
1710.000	1710	Final Clean & Detail-Labor	allowance	6.00	50.000000	300.00
1710.000	1712	Final Clean & Detail-Materials	allowance	1.00	45.000000	45.00
1710.000	1710	Maid Clean	allowance			
1710.000	1715	Window Cleaning	No Work			
1710.000	1715	Exterior House wash	No Work			
1710.000	1719	3 yard trash bin for final clean	allowance	1.00	175.000000	175.00
				Bid Item Totals:		**2,870.00**
Bid Item:	**4 DEMOLITION & HAUL-AWAY**					
		Demolition allowance				
2070.000	2070	Demolition Labor allowance	allowance	1.00	1,500.000000	1,500.00
		* Labor for the removal of the front porch. Shoring and removal of the existing structure connected to the slab being removed.				
2070.000	2070	Demolition Labor allowance	allowance	1.00	950.000000	950.00
		* Removal of shingles on the upper east side of the house.				
2070.000	2070	Demo labor allowance	each	8.00	50.000000	400.00
				Bid Item Totals:		**2,850.00**
Bid Item:	**5 GENERAL LABOR**					
	1131	General Labor	mnhr	8.00	50.000000	400.00
		* Misc labor allowance for work not categorized in the finial walk through.				
				Bid Item Totals:		**400.00**

Report 9-5-0-01 — 09/19/2014

COST ESTIMATE: GENERAL CONTRACTORS

Takeoff Worksheet 09/19/14

Continued...

Cost		Part#	Description	Unit	Extended Quantity	Cost	Ext. Cost
	Bid Item:	**6**	**ASBESTOS/LEAD PAINT**				
2080.000		2080	ASBESTOS REMOVAL	byOwner			
2080.000		2080	LEAD PAINT REMOVAL	byOwner			
					Bid Item Totals:		
	Bid Item:	**8**	**STRUCTURAL CONCRETE**				
3310.000		3310	Structural Concrete	BID	1.00	3,850.000000	3,850.00
			* Pour new pad at front of house, main entry.				
3310.000		3310	Structural Concrete	BID	1.00	4,200.000000	4,200.00
			* Gravel & pier under house				
3500.000		3520	Acid Wash	BID	1.00	300.000000	300.00
					Bid Item Totals:		**8,350.00**
	Bid Item:	**13**	**EXTERIOR CARPENTRY FINISHES**				
6207.000		6207	Exterior Finish Carpentry	allowance	40.00	118.000000	4,720.00
			* Labor allowance for the installation of the shingles on the east side of the house and replacement of the non-structural ridge beam and eve overhangs.				
6207.000		6207	Exterior Finish Carpentry Material	by job	1.00	850.000000	850.00
			* Shingle and beam detail material.				
6207.000		6207	Exterior Finish Carpentry	allowance	40.00	118.000000	4,720.00
			* Re-set new post and beam detail to match existing. Tie-into the existing structure.				
6207.000		6207	Exterior Finish Carpentry Material	by job	1.00	1,000.000000	1,000.00
			* Material allowance for front porch.				
6207.000		6207	Exterior Finish Carpentry	by job	24.00	118.000000	2,832.00
			* Labor allowance for a 2 man crew to attach and fix trellis off the east side of the house.				
6207.000		6207	Exterior Finish Carpentry Material	by job	1.00	650.000000	650.00
					Bid Item Totals:		**14,772.00**
	Bid Item:	**15**	**ROUGH FRAMING L&M**				
6100.000		6100	Rough Carpentry	by job	32.00	118.000000	3,776.00
			* Rough carpentry labor allowance for shoring of the North room due to sinkhole fill-in and replacement of old pier and attachment of new framing.				

Report 9-5-0-01 09/19/2014

Takeoff Worksheet 09/19/14

Continued...

Cost		Part#	Description	Unit	Extended Quantity	Cost	Ext. Cost
6100.000		6100	Rough Carpentry material	by job	1.00	550.000000	550.00
			* Rough carpentry material allowance.				
6100.000		6100	Rough Carpentry allowance	by job	8.00	118.000000	944.00
					Bid Item Totals:		**5,270.00**
	Bid Item:	**16**	**FINISH CARPENTRY**				
6200.000		6200	Finish Carpentry	allowance	12.00	125.000000	1,500.00
			* Labor allowance to remove casing and re-attach weights and make windows operable.				
6200.000		6200	Finish Carpentry	allowance	32.00	118.000000	3,776.00
			* Labor allowance for a 2 man crew to re-work doors windows and misc carpentry needed on garage at back of property.				
					Bid Item Totals:		**5,276.00**
	Bid Item:	**20**	**WATERPROOFING**				
2700.000		2710	Waterproofing/tie-in east side of house (trellis)	allowance	1.00	250.000000	250.00
			* Waterproofing of trellis on east side of house.				
					Bid Item Totals:		**250.00**
	Bid Item:	**22**	**ROOFING**				
7300.000		7300	ROOFING	BID	1.00	9,820.000000	9,820.00
			* The existing roof on this home and detached garage is a single layer of 30 year dimensional composition shingle that is near the end of it's life. The shingles are losing their granules on the south facing sides of the roof and the exposed fiberglass is wearing thin enough to percolate water. The shingles might stay waterproofed for another year but I recommend replacing the roof as soon as possible. To remove the existing edge flashing and ridge, cut back the existing single layer of roofing flush to the roof eaves, install all new edge, chimney and vent flashing, and install a Certainteed Landmark 50 year dimensional composition shingle roof over the existing layer. There are 3 existing low pitched roofs attached to the house and garage that have recent modified bitumen roofs that are still in great condition and are not included in the above re-roof estimate.				
7300.000		7300	ROOFING	BID	1.00	3,640.000000	3,640.00
					Bid Item Totals:		**13,460.00**
	Bid Item:	**39**	**PAINTING**				
9900.000		9920	Exterior Paint	Allow	1.00	15,000.000000	15,000.00
			* paint entire exterior of house & garage. 12 casings interior, no wall painting. NO LEAD abatement, if necesary				
					Bid Item Totals:		**15,000.00**

Report 9-5-0-01 09/19/2014

COST ESTIMATE: GENERAL CONTRACTORS

Takeoff Worksheet 09/19/14

Continued...

Cost		Part#	Description	Unit	Extended Quantity	Cost	Ext. Cost
	Bid Item:	58	CONTINGENCIES 2-4%				
1020.000		1020	Contingency & Unforseen	No Costs			
					Bid Item Totals:		
	Bid Item:	59	SUPERVISION				
1040.000		1043	Job Site Administration	Allow	50.00	58.000000	2,900.00
					Bid Item Totals:		2,900.00
	Bid Item:	60	CONTRACTOR FEE				
1025.000		1026	Contractor Fee	21%	0.21	72,965.000000	15,322.65
					Bid Item Totals:		15,322.65
					Phase Totals:		88,287.65
					Job Totals:		88,287.65
					Grand Totals:		88,287.65

Report 9-5-0-01 09/19/2014

COST ESTIMATE: RE-PAINTING EXTERIOR

STATE CONTRACTOR'S LICENSE NO. 596560
WWW.EXTERIORSPECIALISTS.COM

Home Phone	(626) 403-6447	Work Phone	
Cell Number	(626) 376-6583	Email / Fax	

All services checked below are covered under this contract.

- ☐ PRESSURE WASH – Hydraulic water machine is used to remove dirt, loose paint, smog & mildew.
- ☒ MASK & COVER – Areas not to be painted will be masked, covered and protected against overspray and splatter. Openings to be covered as needed using plastic to help eliminate paint dust from entering inside the home.
- ☐ TRENCH – Trench out dirt 4"-6" around perimeter to extend paint below soil level.
- ☒ SCRAPE & SAND – Scrape and sand loose and peeling paint to ensure proper paint adhesion.
- ☒ CAULKING – Caulk cracks in wood joints and between stucco and wood to seal out moisture.
- ☒ WINDOW GLAZING – Remove loose sash putty in windows, prime and re-glaze.
- ☐ STUCCO CRACKS – Stucco patch as necessary and seal with an elastomeric coating.
- ☒ WOOD CRACKS – Repair wood cracks with "Bondo" all purpose household putty.
- ☒ PRIME – Highest quality primers are applied to wood, metal and new stucco as required.
- ☒ CLEAN-UP – Work will be completed in a clean and professional manner. Trash is removed and clean-up is performed daily and upon completion of the job.
- ☒ INSPECTION – A complete inspection is performed with the customer to ensure your satisfaction. Final touch-ups are completed before we leave your project.

Scope Of Work	Exclude	One coat	Two coat	Flat	Satin	Semi-Gloss	Gloss	100% Acrylic	Oil Base enamel	Stain & Varnish	Color
Stucco	✓										
Siding			✓		✓			✓			
Windows			✓		✓			✓			
Doors			✓		✓			✓			
Overhang / Eaves			✓		✓			✓			
Fascia Boards			✓		✓			✓			
Shutters	✓										
Wrought Iron	✓										
Front Door			✓		✓			✓			
Railings			✓		✓			✓			
Shingles			✓		✓			✓			

OPTIONS		Yes	No
1.	$		
2.	$		
3.	$		
4.	$		
5.	$		

EXCLUSIONS

MISCELLANEOUS 1 C 1

- ☑ Top Quality paint - We proudly use the best quality Benjamin Moore, Dunn Edwards, Sherwin Williams
- ☑ Fully Insured & Bonded - Complete Coverage (Worker's Comp, Property Damage & Liability) is provided to protect our clients & employees.
- ☑ Written Guarantee - Full 5 year warrantee
- ☑ Plants - In order to provide the best quality paint job we ask that plants be pruned away from areas to be painted.
- ☑ Colors - The price stated herein shall include _____ samples. In order to provide the best value to our clients all color and sheen decisions must be made by the owner prior to our crew's arrival. Color changes are subject to additional charge.

ALL PAINT, LABOR, MATERIALS & WARRANTY ARE INCLUDED.

JOB AREAS HOUSE (FULL EXTERIOR) $ _____

APPROXIMATE COMPLETION TIME 3 WEEKS $ OPTIONS

TOTAL FIFTEEN THOUSAND DOLLARS $ 15000.00

Progress payments made weekly. Balance is to be paid to the crew leader on the last day of work.

Contractor: CHRIS JONES **Date** 8/21/14

Estimated start date ? **Proposal is good for** 90 **days**

I agree to have the above work done at the above price or cost and have read and understand the information front & back of this agreement.

Signed: _____ **Date:** _____

EXPENSE ANALYSIS: ANNUAL UTILITIES (SOUTHERN CALIFORNIA EDISON)

EDISON

Your electricity bill

EDDY, GLEN H / Page 1 of 10

For billing and service inquiries call 1-800-684-8123
24 hrs a day, 7 days a week

Customer account 2-28-599-1360

Date bill prepared: Jul 26 '14

844 MONTEREY RD
SOUTH PASADENA, CA
91030-3155

Your account summary

Amount of your last bill	$37.73
Direct payment we credited on Jul 03 '14 - thank you	-$37.73
Balance forward	$0.00
Your new charges	$36.94
Total amount you owe by Aug 14 '14	**$36.94**

Summary of your billing detail

Service account	Service address	Billing period	Your rate	New charges
3-028-4294-31	844 MONTEREY RD S PASADENA, CA	Jun 25 '14 to Jul 25 '14	DOMESTIC	$27.87
3-028-4294-56	846 MONTEREY RD S PASADENA, CA	Jun 25 '14 to Jul 25 '14	DOMESTIC	$9.07
				$36.94

(14-574) Tear here If your contact information has changed please complete the form on the reverse side and return the stub below Tear here

EDISON

Customer account 2-28-599-1360

Amount due by Aug 14 '14 $36.94

We will automatically debit the total amount due $36.94 from your checking account on or after August 5, 2014. Your bank may place a hold on these funds prior to that date.
Thank you!

S1 MT 07262014 P2

EDDY, GLEN H
844 MONTEREY RD
SOUTH PASADENA, CA 91030-3155

28 599 1360 00000062 0000000000000036940000003694

EXPENSE ANALYSIS: ANNUAL UTILITIES (SOUTHERN CALIFORNIA GAS COMPANY)

The Gas Company
A Sempra Energy utility

GLEN H EDDY
846 MONTEREY RD
S PASADENA CA 91030-3155

1-800-427-2200 *English*
1-800-342-4545 *Español*
1-800-252-0259 *TTY*
www.socalgas.com

Account Summary

Amount of Last Bill			$19.52
Payment Received	06/30/14	THANK YOU	- 19.52
Current Charges			+ 17.98
Total Amount Due			$17.98

This bill reflects modified gas charges due to a rate change.

Your direct payment of $17.98 will be deducted from your bank account on/after 07/27/2014.

Current Charges

Rate: GR - Residential Climate Zone: 1 Baseline Allowance: 15 Therms
Meter Number: 13757566 *(Next scheduled read date Aug 13 2014)* Cycle: 9

Billing Period	Days	Current Reading	-	Previous Reading	=	Difference	x	Billing Factor	=	Total Therms
06/13/14 - 07/15/14	32	0169		0158		11		1.028		11

GAS CHARGES		Amount($)
Customer Charge	32 Days x $.16438	5.26
Gas Service *(Details below)*	11 Therms	

	Baseline		
Therms used	11		
Rate/Therm	$.95636		
Charge	$10.52	=	10.52

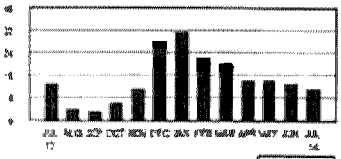
Total Gas Charges $15.78

TAXES & FEES ON GAS CHARGES		Amount($)
State Regulatory Fee	11 Therms x $.00065	.01
Public Purpose Surcharge	11 Therms x $.08504	.94
South Pasadena City Users Tax	$16.73 x 7.50%	1.25

Total Taxes and Fees on Gas Charges $2.20

Total Current Charges $17.98

Gas Usage History *(Total Therms used)*



	Jul 13	Jun 14	Jul 14
Total Therms Used	13	13	11
Daily average Therms	.4	.4	.3
Days in billing cycle	32	30	32

"Special Discount" You may be eligible for the California Alternate Rates for Energy (CARE) program. For more information or to apply online, go to socalgas.com (search "CARE"). Or call 1-800-427-2200 to request an application.

"Descuento Especial" Usted podría ser elegible para el programa de Tarifas Alternativas para Energía en California (CARE). Para más información o para aplicar, visite socalgas.com/español (busque la palabra clave "CARE") o llame al 1-800-427-2200

The Gas Company's gas commodity cost per therm for your billing period.
Jul. . . . . $.54641 Jun. . . . . $.51185

PLEASE KEEP THIS PORTION FOR YOUR RECORDS. (FAVOR DE GUARDAR ESTA PARTE PARA SUS REGISTROS.)
PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. (FAVOR DE DEVOLVER ESTA PARTE CON SU PAGO.)

The Gas Company A Sempra Energy utility

Save Paper & Postage
PAY ONLINE
www.socalgas.com

ACCOUNT NUMBER
080 819 5204 9

SERVICE ADDRESS: 846 MONTEREY RD S PASADENA CA 91030-3155

Your direct payment of $17.98 will be deducted from your bank account on/after 07/27/2014.

GLEN H EDDY
FIONA B EDDY
844 MONTEREY RD
S PASADENA CA 91030-3155

THE GAS COMPANY
PO BOX C
MONTEREY PARK CA 91756-5111

80 0808195204 00001798 97 0808195204 0000015494

EXPENSE ANALYSIS: ANNUAL UTILITIES (CITY OF SOUTH PASADENA WATER AND TRASH)

City of South Pasadena
Questions? Call Customer Service
1-855-518-4012 Hours: M-F 7:30am to 5:30pm
After Hours Emergency: (626) 403-7297
Make payments locally at:
14 H Mission St., South Pasadena, CA 91030
Hours: M-TH 7:30am to 5pm, Fridays 7:30am to 4pm

UTILITY BILL

GLEN EDDY

Customer Number	0000700563
Account Number	001516274
Bill Date	04/23/2014
Due Date	05/23/2014

Payments must be received by the due date or penalties will be assessed. Please consider processing time for payments made through bill pay. There is no need to create an online account to make your payments online.

Account Summary

Previous Balance:	**$250.59**
Payments Received - THANK YOU:	**$-250.59**
Balance Forward	$0.00
Adjustments	$0.00
Current Charges - Past Due After 05/23/2014	$246.38
TOTAL AMOUNT DUE:	**$246.38**

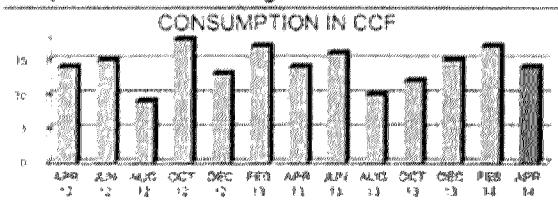
GLEN EDDY
Service Address: 944 MONTEREY RD

Meter Read Type	Meter Number	Previous Meter Read		Current Meter Read		Days	Consumed in (CCF) 1 CCF = 748 Gallons	Consumed (Gallons)
AMR Read	3703737	02/13/2014	619	04/15/2014	633	61	14	10,472

Water Consumption Charges — **Meter Size 1"**

Description Tier (CCF)	Cost Per CCF	Use in Tier CCF	Current Charges
Water Consumption - Tier 1	$1.78	14	$24.92
	Totals	14	$24.92

Compare Your Water Usage



Compare your usage to other City of South Pasadena Customers online at southpasadena.gwfathom.com

Current Charges and Adjustments

Water Basic Charge	$99.70
Water Consumption	$24.92
Efficiency Fee	$1.96
Wastewater Basic Charge	$25.93
Rubbish Service	$75.72
Yard Waste	$6.78
Wastewater Discharge Fee	$2.00
Utility Users Tax	$9.49
Total Current Charges and Adjustments	**$246.38**

City of South Pasadena
C/O Global Water Resources
21410 N. 19th Avenue Suite 201
Phoenix, AZ 85027

Customer - Account Number	0000700563-001516274
Due Date	05/23/2014
Amount Due	**$246.38**
Enter Amount Paid	**$ DO NOT PAY**

173 1 AV 0.381 15880-SPAS82675-ST 1GRP-173
GLEN EDDY
944 MONTEREY RD
SOUTH PASADENA CA 91030-3155

You do not need to mail a payment. With AutoPay your payment is automatically deducted from your checking or savings account.

EXPENSE ANALYSIS: HOMEOWNERS INSURANCE

State Farm General Insurance Company
900 Old River Rd
Bakersfield, CA 93311-9801

K-21- 8442-FA2F H W F

EDDY, GLEN & FIONA B
844 MONTEREY RD
S PASADENA CA 91030-3155

RENEWAL CERTIFICATE

POLICY NUMBER 71-SC-0021-5
Homeowners Policy
DEC 18 2013 to DEC 18 2014

SEE BALANCE DUE FOR RENEWAL OFFER
BILLED THROUGH SFPP

Coverages and Limits

Section I

A Dwelling		$311,700
Dwelling Extension	Up To	31,170
B Personal Property		233,775
C Loss of Use		Actual Loss Sustained

Deductibles - Section I

All Losses	1,000

Location 844 & 846 MONTEREY RD
S PASADENA CA
91030-3155

SFPP No 106805023

Loss Settlement Provisions (See Policy)
A1 Replacement Cost - Similar Construction
B1 Limited Replacement Cost - Coverage B

Section II

L Personal Liability	$500,000
Damage to Property of Others	500
M Medical Payments to Others (Each Person)	5,000

Forms, Options, and Endorsements

Homeowners Policy	FP-7955.CA
Increase Dwlg up to $62,340	OPT 19
Ordinance/Law 10%/ $31,170	OPT OL
Jewelry and Furs $1,500/$2,500	OPT JF
Homeowners Policy Endorsement	FE-3422

Annual Premium $766.00

Premium Reductions

Home/Auto Discount	156.00
Claim Record Discount	180.00

Inflation Coverage Index 235.9

This policy includes Building Code Upgrade Coverage of $31,170

Please help us update the date used to determine your premium. Contact your agent with the year each of your home's utilities (heating/cooling, plumbing, or electrical) and roof were last updated.

Thanks for letting us serve you. We appreciate our long term customers.
Agent MARCIA BLEIFER
Telephone (626) 441-6700

Moving? See your State Farm agent.
See reverse for important information.
Prepared OCT 22 2013

EXPENSE ANALYSIS: ANNUAL PROPERTY TAX ASSESSMENT

'13

ANNUAL PROPERTY TAX BILL

2013

CITIES, COUNTY, SCHOOLS AND ALL OTHER TAXING AGENCIES IN LOS ANGELES COUNTY

SECURED PROPERTY TAX FOR FISCAL YEAR JULY 1, 2013 TO JUNE 30, 2014

MARK J. SALADINO, TREASURER AND TAX COLLECTOR

FOR ASSISTANCE CALL 1(213) 974-2111 OR 1(888) 807-2111, ON THE WEB AT lacountypropertytax.com

ASSESSOR'S ID. NO. CK

DETAIL OF TAXES DUE FOR 5315 018 021 13 000 65

TY IDENTIFICATION
SOR'S ID.NO.: 5315 018 021 13 000
OF RECORD AS OF JANUARY 1 2013
AS BELOW

ADDRESS

EDDY,GLEN H AND FIONA
844 MONTEREY RD
SOUTH PASADENA CA 91030-3155

RONIC FUND TRANSFER (EFT) NUMBER
3 5315 018 021 5 YEAR: 13 SEQUENCE: 000 5
BMU089

an Express, Mastercard and Visa payments call 1(888) 479-0839
ailable the EFT number listed above. Service fees will be charged
NFORMATION

AGENCY	AGENCY PHONE NO.	RATE		AMOUNT
GENERAL TAX LEVY				
ALL AGENCIES		1.000000	$	8,045.68
VOTED INDEBTEDNESS				
METRO WATER DIST		.003500	$	28.16
COMMNTY COLLEGE		.018993		152.81
UNIFIED SCHOOLS		.101407		815.88
DIRECT ASSESSMENTS				
FLOOD CONTROL	(626) 458-5165		$	28.37
SPUSD PARCEL TAX	(800) 676-7516			386.00
COUNTY PARK DIST	(213) 738-2983			26.74
MWD STANDBY #15	(866) 807-6864			9.26
LIGHT/LANDSCAPE	(626) 403-7240			155.39
LIBRARY TAX	(626) 403-7332			24.00
TRAUMA/EMERG SRV	(866) 587-2862			75.59
CNTY SAN DIST 1G	(855) 240-9506			166.80
USGV MWD CHG	(866) 807-6864			8.00

/ LOCATION AND/OR PROPERTY DESCRIPTION
ONTEREY RD SOUTH PASA
ER AND GRAHAM'S ADDITION TO SOUTH
ENA EX OF ST
5 BLK 3

'S REGIONAL OFFICE
N #05 INDEX: TRA: 09030
DISTRICT OFFICE
DURFEE AVE.
EL MONTE CA 91733
258-6001

NO.: PRINT NO: 774763 BILL ID:

TOTAL TAXES DUE $9,922.68

FIRST INSTALLMENT TAXES	DUE NOV. 1, 2013	$4,961.35
SECOND INSTALLMENT TAXES	DUE FEB. 1, 2014	$4,961.33

VALUATION INFORMATION		
ROLL YEAR 13-14	CURRENT ASSESSED VALUE	TAXABLE VALUE
LAND	665,851	665,851
IMPROVEMENTS	138,717	138,717
TOTAL		804,568
LESS EXEMPTION:		
NET TAXABLE VALUE		804,568

ANY RETURNED PAYMENT MAY BE SUBJECT TO A FEE UP TO $50.00.

ND MAIL THIS STUB WITH YOUR 2ND INSTALLMENT PAYMENT
UDE NOTED WITH YOUR PAYMENT
LE, TAPE OR CLIP PAYMENT STUB OR CHECK

ANNUAL 2013

EDDY,GLEN H AND FIONA
844 MONTEREY RD
SOUTH PASADENA CA 91030-3155

3 ADDRESS CHANGE
BOX BELOW AND
RN ON REVERSE SIDE
ENT COUPON

ASSESSOR'S ID NO. CK PK
5315 018 021 13 000 65 2

PAYMENT DUE 02/01/14 → 2ND INSTALLMENT DUE $4,961.33

IF NOT RECEIVED OR POSTMARKED BY 04/10/14
REMIT AMOUNT OF $5,487.46

INDICATE AMOUNT PAID

MAKE PAYMENT PAYABLE TO:
Please write the ASSESSOR'S ID NO
on the lower left corner of your payment.

LOS ANGELES COUNTY TAX COLLECTOR
P.O. BOX 54018
LOS ANGELES, CA 90054-0018

85667

1481300055315018021000049613300005467466672041O

D

Exhibit 01: Chimney damage

Pointing has deteriorated and has fallen out or been partially removed from between bricks, exposing bricks up to 1 and a half inches deep, and mortar has been partially replaced in some areas with unsuitable material.

Exhibit 02: Shingle siding condition - west elevation.

Shingles are cracked and beginning to curl at the edges, paint has deteriorated and no longer protects the wood.

Exhibit 03: Clapboard siding damage

Paint has deteriorated in some areas and wood is no longer protected. Evidence of damaged clapboards under peeling paint.

Exhibit 04: Current state of paint - west elevation

Paint is peeling in places and is in need of repair.

Exhibit 05: Concrete front porch damage

Front porch is cracked down the center for its entire length of approximately 20 feet, and has been partially repaired with unsuitable materials.

Exhibit 06: Front porch header beam damage

Paint has peeled from beams and revealed evidence of wood damage beneath.

Exhibit 07: Foundation condition and subsidence

A sink hole of approximately 15 feet wide and five feet deep has opened under the 1949 addition, caused by water intrusion through an animal burrough or possibly an old spring, which has been sealed with cement. The sides of the hole are beginning to undermine the outer foundation.

Exhibit 08: Foundation condition and subsidence

A central pier of the foundation of the 1949 addition has subsided and tipped into the sink hole, causing the sill to be unsupported in the center of the structure.

Exhibit 09: Damaged concrete front entry path

Concrete path is cracked and pot holed and there is some plant and grass intrusion into the surface.

Exhibit 10: Damaged crawlspace vent

Crawlspace vents have been damaged and partially replaced with unsuitable materials.

Edison Utility

To: JENIFFER
Southern California Edison
Approval / Clearance Desk
Ph: 626-303-8408
email: monroviadistrictcityinspects@sce.com

From:MIKE ***MENDENHALL***
City / County: ___LOS ANGELES_____
Building & Safety Dept.
Address:1414 MISSION ST
City: SOUTH PASADENA CA 91030

Inspection Date:	Street Address:	Unit # / TPP	Type (Residential or Commercial)	City / County	Approval Provided by:
1/13/2015	634 Mission		(Resid/200 amps)	LOS ANGELES	MIKE MENDENHALL
1/13/2015	811 Montrose		(Resid/200amps)	LOS ANGELES	MIKE MENDENHALL

1462

EXHIBIT D

The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

CITY OF SOUTH PASADENA
PLANNING AND BUILDING DEPARTMENT
1414 MISSION, SOUTH PASADENA, CA 91030
TEL: 626.403.7220 • FAX: 626.403-7221
WWW.SOUTHPASADENACA.GOV

November 21, 2014

Glen and Fiona Eddy
844 Monterey Road
South Pasadena, CA 91030

SUBJECT: Mills Act Contract
PROJECT ADDRESS: 844 Monterey Road

Dear Mr. and Mrs. Eddy,

NOTICE IS HEREBY GIVEN THAT on November 20, 2014, the City of South Pasadena Cultural Heritage Commission (CHC) recommended that the City Council enter into a Mills Act Contract regarding the rehabilitation of your property at 844 Monterey Road.

The CHC recommended that Mills Act contract address the following issues:

- The maintenance plan should include exterior paint and repair for the house and garage,
- The maintenance plan should address storm water control to include roof runoff, gutters, rain water leaders, French drains, storm water dispersal to the appropriate means of treatment,
- Omit floor repair for the rear addition from the capitalized expenses and
- Total of capitalized expenses should meet or exceed the estimated tax savings.
- Automatic renewal of the Mills Act contract should end after five years.
- The maintenance plans shall be reviewed by the Commission prior to the starting work.

If you have any questions regarding this notice, please contact me at (626) 403-7220.

Sincerely,

John Mayer
Senior Planner

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On January 6, 2015 before me, Yvette Hall, Notary Public,
(insert name and title of the officer)

personally appeared Robert S. Joe,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

NRO1 YVETTE HALL COMM. #2052045 Notary Public - California Los Angeles County My Comm. Expires Jan. 12, 2018 NRO1

Signature Yvette Hall (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On January 7, 2015 before me, Yvette Hall, Notary Public,
(insert name and title of the officer)

personally appeared Evelyn G. Zneimer,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

NRO1 YVETTE HALL COMM. #2052045 Notary Public - California Los Angeles County My Comm. Expires Jan. 12, 2018 NRO1

Signature Yvette Hall (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On January 6, 2015 before me, Yvette Hall, Notary Public
(insert name and title of the officer)

personally appeared Teresa L. Highsmith,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

NRO1 YVETTE HALL COMM. #2052045 Notary Public - California Los Angeles County My Comm. Expires Jan. 12, 2018 NRO1

Signature Yvette Hall (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On January 6, 2015 before me, Yvette Hall, Notary Public,
(insert name and title of the officer)

personally appeared Glen Eddy and Fiona Eddy,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

YVETTE HALL
COMM. #2052045
Notary Public - California
Los Angeles County
My Comm. Expires Jan. 12, 2018

NRO1 NRO1

Signature Yvette Hall (Seal)

PROPERTY ADDRESS:

1414 Fair Oaks Avenue

2025 PROGRESS REPORT

City of South Pasadena
Community Development department
1414 Mission Street
South Pasadena, Ca. 91030

April 1, 2025

Dear Community Development,

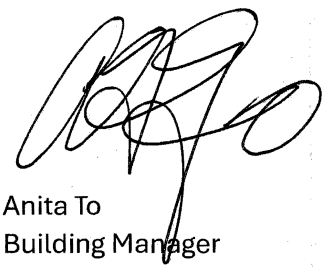
I have enclosed a summary of the restoration and preservation with supporting documents that have been done since the Mills Act contract was approved in 2014.

We have plan to restore Building D's wood trims and windows later this year (2025).

Please let me know if you need further clarification and information.

Thank you for your attention.

Sincerely,



Anita To
Building Manager
Fair Oaks Professional Group Inc
1414 Fair Oaks Ave, Unit 12
South Pasadena, Ca. 91030
323-382-3988

1414 Fair Oaks Ave, South Pasadena, Ca. 91030

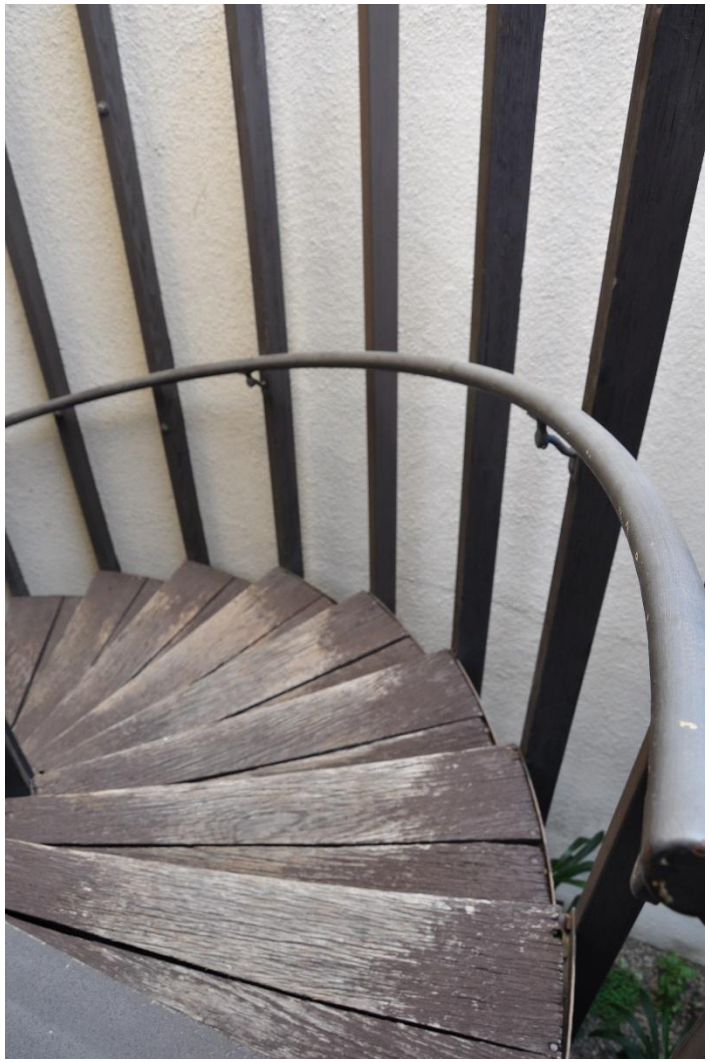
Mills Act Progress Report

Date : Mar 31, 2025

Work Completed:

Year	Descriptions	Cost
2014	Restore Building C windows and trims and glass with in-kind per details from original design	$25,908.6
2014	Replace some of the concrete slabs through out as part of landscape restoration	$12,601
2014	Restore Wood feature: Trellis on the south side of building C	
2016	Restore the brick paving in the courtyard on the south side of building C	
2016	Complete Phase 2, 3, 4 of the 2006 approved landscape plan	$61,386.81
2019	Restore Building A windows and trims and glass with in-kind per details from original design	$9,857.87
2014 - present	Roof: repair and clean Irrigation: monitor and repair	











Circa 2013



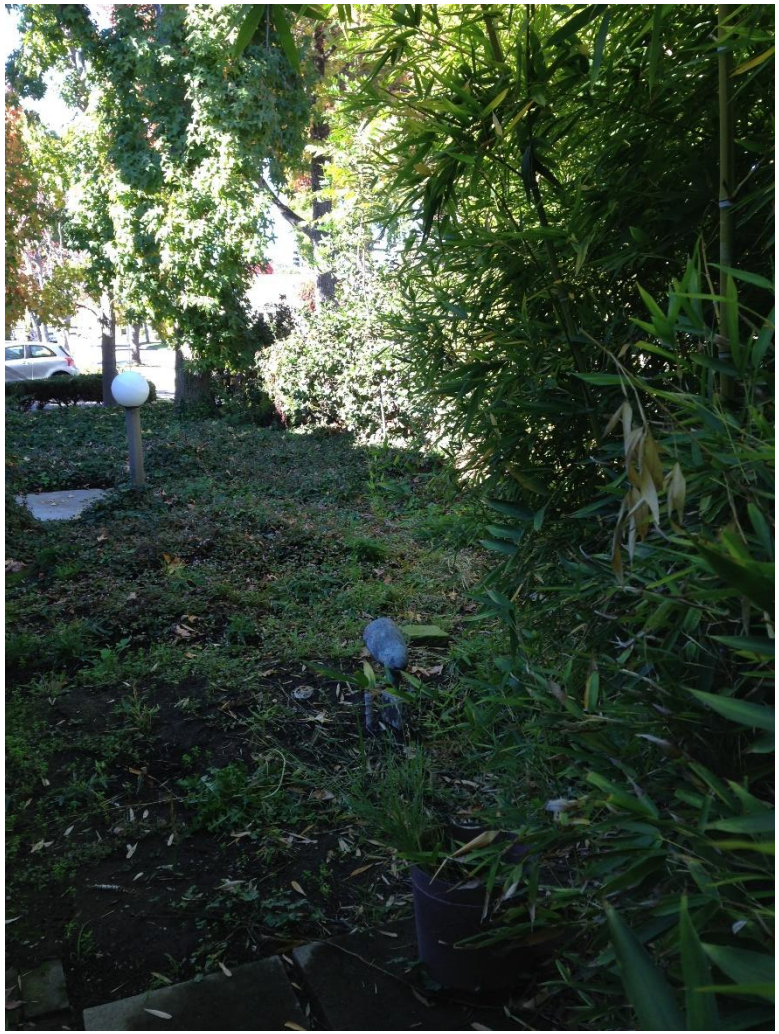
2025



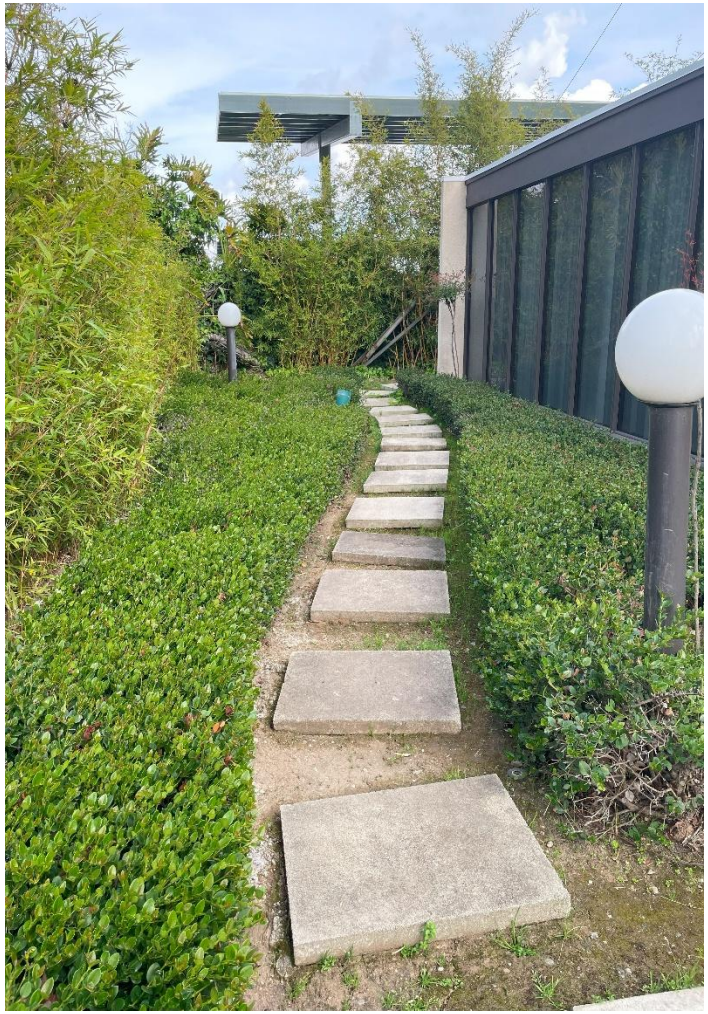
Circa 2013



2025



Circa 2013



2025

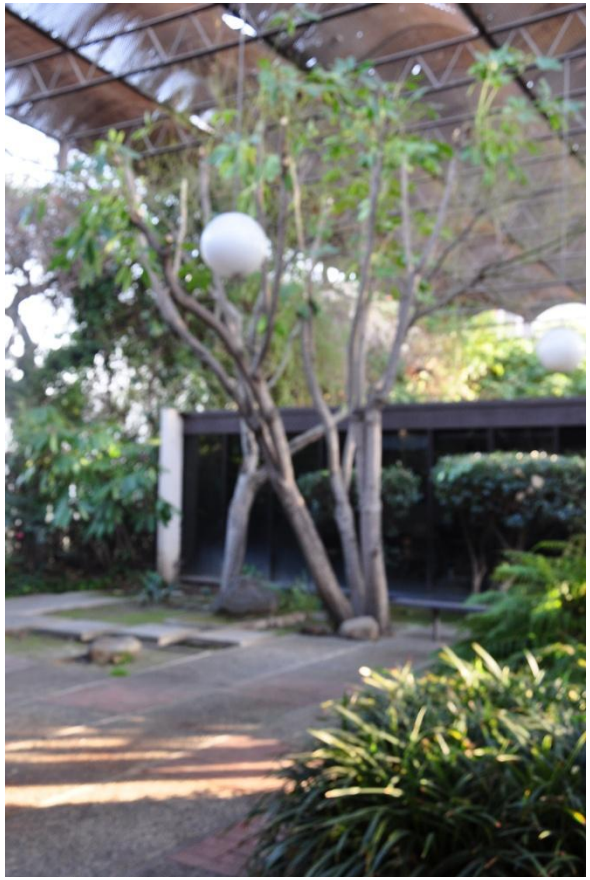


Circa 2013



2025



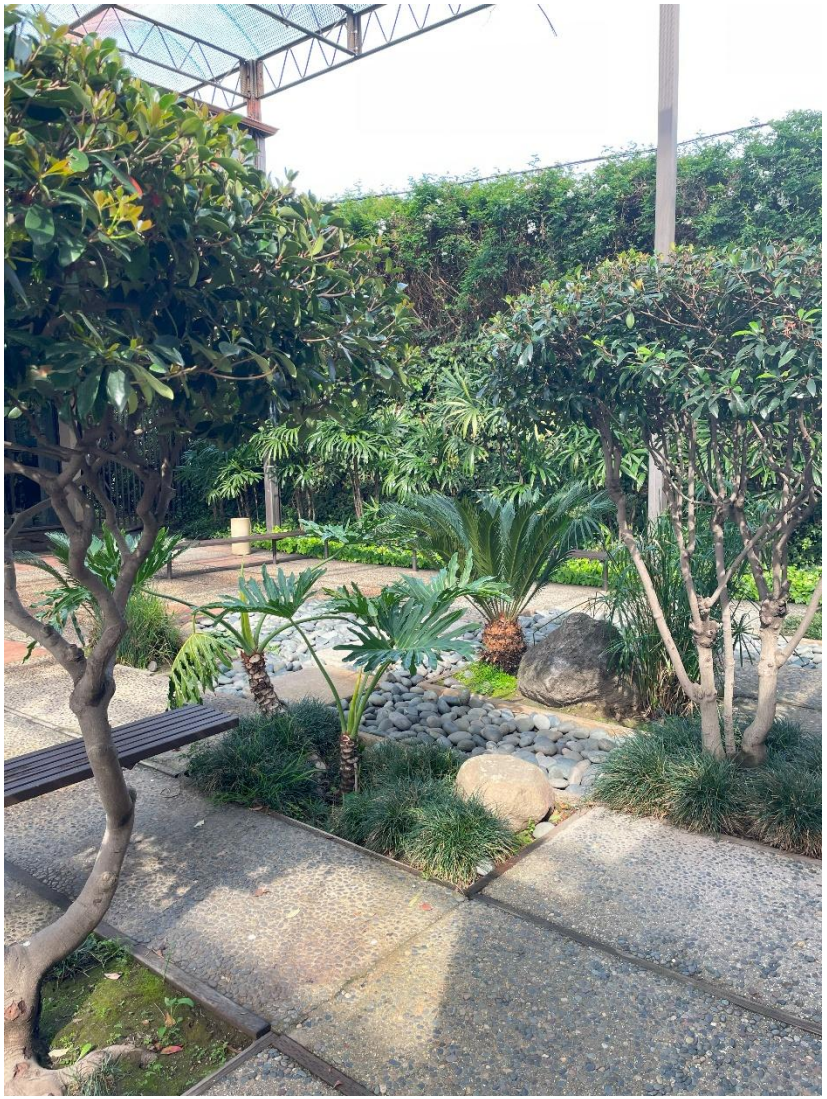




Circa 2013



2025



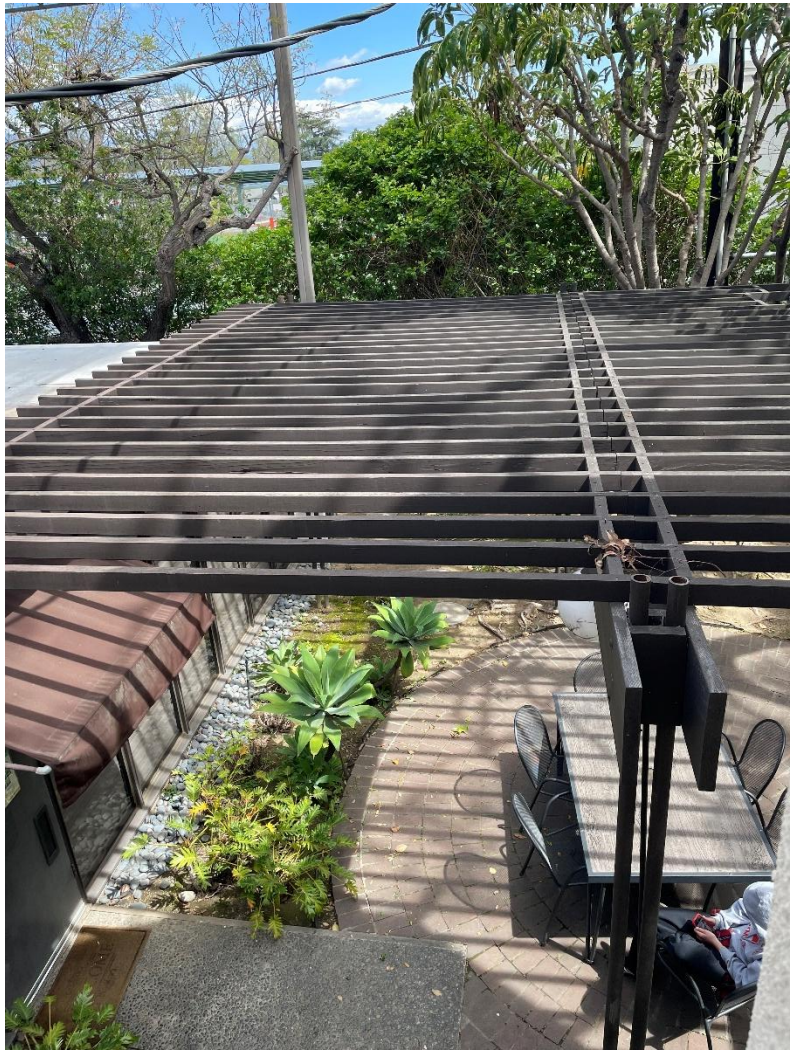
2025





2025





2025

CITY OF SOUTH PASADENA

1414 Mission Street
South Pasadena, CA 91030
Phone Number: (626) 403-7220
Inspection Request: (626) 403-7226

Office Hours: 7:30 am to 5:00 pm M-Th
7:30 am to 4:00 pm F

INSPECTION RECORD

Address: 1414 Fair Oaks Ave

Permit No: 335860 Date: 8/5/14

Description: Replace existing windows with same material.

NO.	INSPECTION	DATE	INSPECTOR
	REQUIRED BUILDING INSPECTIONS AND APPROVALS		
B1	Soils Engineer's Approval		
B2	Location and Setbacks		
B3	Foundation/Trench Forms		
B4	Structural Concrete Slab On Grade		
B5	Raised Floor Framing		
B6	Underfloor Insulation		
B7	First Level Floor Diaphragm		
B8	Second Level Floor Diaphragm		
B9	Third Level Floor Diaphragm		
B10	Roof Diaphragm		
B11	Concrete Deck		
B12	Steel Framing		
[illegible]	Fire Dept. Frame Inspection		
[illegible]	Building Dept. Frame Inspection	9/25/14	
B15	Fire Sprinkler Hangers		
B16	Insulation/Weather Stripping		
B17	Interior Lath and/or Drywall		
B18	Exterior Lath		
B19	Rated Floor/Ceiling Assemblies		
B20	Rated Wall Assemblies		
B21	Rated Opening Protection		
B22	Rated Shaft Construction		
B23	T-Bar Ceilings		
B24	Lot Drainage		
B25	Planning Department Approval	9/25/14	
B26	Fire Department Approval		
B27	Public Works Dept. Approval		
B28	Final Building Inspection	9/25/14	
	REQUIRED MECHANICAL INSPECTIONS AND APPROVALS		
M1	FAU/Wall Furnace		
M2	Combustion Air Openings		
M3	Duct Work		
M4	A/C Compressor		
[illegible]	Thermostat		
	Fire Dampers		
M7	Smoke Detection Devices		
M8	Manufactured Fireplace		
M9	Commercial Hood		
M10	Final Mechanical Inspection		

NO.	INSPECTION	DATE	INSPECTOR
	REQUIRED ELECTRICAL INSPECTIONS AND APPROVALS		
E1	Temporary Power Pole		
E2	System Ground ☐Ground Rod ☐UFER ☐Water Pipe ☐_____		
E3	Underground Electrical		
E4	Rough Wiring		
E5	Rough Conduit		
E6	Bonding Water and Gas		
E7	Service		
E8	Final Electrical Inspection		
	REQUIRED PLUMBING INSPECTIONS AND APPROVALS		
P1	Underground Floor Plumbing		
P2	Water Service ☐Plastic ☐Metal		
P3	Rough Plumbing/Topout		
P4	Rough Gas System		
P5	Sewer		
P6	Private Sewage Disposal System		
P7	Water Heater		
P8	Lawn Sprinklers		
P9	Gas Test		
P10	Gas Final		
P11	Final Plumbing Inspection		

1) IT SHALL BE THE DUTY OF THE PERMIT APPLICANT TO CAUSE THE WORK TO REMAIN ACCESSIBLE AND EXPOSED FOR INSPECTION PURPOSES. NEITHER THE BUILDING OFFICIAL NOR THE JURISDICTION SHALL BE LIABLE FOR EXPENSE ENTAILED IN THE REMOVAL OR REPLACEMENT OF ANY MATERIAL REQUIRED TO ALLOW INSPECTION.

2) PLANS APPROVED BY THE CITY OF SOUTH PASADENA BUILDING DIVISION MUST BE AVAILABLE AT THE TIME INSPECTION IS MADE.

3) A SEPARATE PERMIT IS REQUIRED FOR ALL WORK IN THE PUBLIC RIGHT-OF-WAY.

4) SPECIAL INSPECTORS MUST BE APPROVED BY THE CITY OF SOUTH PASADENA BUILDING DIVISION PRIOR TO DOING ANY INSPECTION WORK.

5) REVISED PLANS AND/OR DETAILS MUST BE PROVIDED FOR ALL WORK NOT DONE IN ACCORDANCE WITH THE APPROVED PLANS. ALL REVISIONS MUST BE STAMPED APPROVED PRIOR INSPECTION.

CITY OF SOUTH PASADENA

1414 Mission Street
South Pasadena, CA 91030
Phone Number: (626) 403-7220
Inspection Request: (626) 403-7226

Office Hours: 7:30 am to 5:00 pm M-Th
7:30 am to 4:00 pm F

INSPECTION RECORD

Address: 1414 Fair Oaks Ave
Permit No.: 33843 Date: 9/23/14
Description: Replace Wood Trellis

NO.	INSPECTION	DATE	INSPECTOR
	REQUIRED BUILDING INSPECTIONS AND APPROVALS		
B1	Soils Engineer's Approval		
B2	Location and Setbacks		
B3	Foundation/Trench Forms		
B4	Structural Concrete Slab On Grade		
B5	Raised Floor Framing		
B6	Underfloor Insulation		
B7	First Level Floor Diaphragm		
B8	Second Level Floor Diaphragm		
B9	Third Level Floor Diaphragm		
B10	Roof Diaphragm		
B11	Concrete Deck		
B12	Steel Framing		
[illegible]	Fire Dept. Frame Inspection		
[illegible]	Building Dept. Frame Inspection	9/25/14	[illegible]
B15	Fire Sprinkler Hangers		
B16	Insulation/Weather Stripping		
B17	Interior Lath and/or Drywall		
B18	Exterior Lath		
B19	Rated Floor/Ceiling Assemblies		
B20	Rated Wall Assemblies		
B21	Rated Opening Protection		
B22	Rated Shaft Construction		
B23	T-Bar Ceilings		
B24	Lot Drainage		
B25	Planning Department Approval	9/25/14	[signature]
B26	Fire Department Approval		
B27	Public Works Dept. Approval		
B28	Final Building Inspection	9/25/14	[illegible]
	REQUIRED MECHANICAL INSPECTIONS AND APPROVALS		
M1	FAU/Wall Furnace		
M2	Combustion Air Openings		
M3	Duct Work		
M4	A/C Compressor		
M5	Thermostat		
[illegible]	Fire Dampers		
M7	Smoke Detection Devices		
M8	Manufactured Fireplace		
M9	Commercial Hood		
M10	Final Mechanical Inspection		

NO.	INSPECTION	DATE	INSPECTOR
	REQUIRED ELECTRICAL INSPECTIONS AND APPROVALS		
E1	Temporary Power Pole		
E2	System Ground ☐Ground Rod ☐UFER ☐Water Pipe ☐_____		
E3	Underground Electrical		
E4	Rough Wiring		
E5	Rough Conduit		
E6	Bonding Water and Gas		
E7	Service		
E8	Final Electrical Inspection		
	REQUIRED PLUMBING INSPECTIONS AND APPROVALS		
P1	Underground Floor Plumbing		
P2	Water Service ☐Plastic ☐Metal		
P3	Rough Plumbing/Topout		
P4	Rough Gas System		
P5	Sewer		
P6	Private Sewage Disposal System		
P7	Water Heater		
P8	Lawn Sprinklers		
P9	Gas Test		
P10	Gas Final		
P11	Final Plumbing Inspection		

1) IT SHALL BE THE DUTY OF THE PERMIT APPLICANT TO CAUSE THE WORK TO REMAIN ACCESSIBLE AND EXPOSED FOR INSPECTION PURPOSES. NEITHER THE BUILDING OFFICIAL NOR THE JURISDICTION SHALL BE LIABLE FOR EXPENSE ENTAILED IN THE REMOVAL OR REPLACEMENT OF ANY MATERIAL REQUIRED TO ALLOW INSPECTION.

2) PLANS APPROVED BY THE CITY OF SOUTH PASADENA BUILDING DIVISION MUST BE AVAILABLE AT THE TIME INSPECTION IS MADE.

3) A SEPARATE PERMIT IS REQUIRED FOR ALL WORK IN THE PUBLIC RIGHT-OF-WAY.

4) SPECIAL INSPECTORS MUST BE APPROVED BY THE CITY OF SOUTH PASADENA BUILDING DIVISION PRIOR TO DOING ANY INSPECTION WORK.

5) REVISED PLANS AND/OR DETAILS MUST BE PROVIDED FOR ALL WORK NOT DONE IN ACCORDANCE WITH THE APPROVED PLANS. ALL REVISIONS MUST BE STAMPED APPROVED PRIOR INSPECTION.

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

BUILDING PERMIT APPLICATION

CK. #1630

SITE ADDRESS: 1414 Fair Oaks		
ASSESSOR PARCEL NUMBER		
BOOK	PAGE	PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION		
OWNER'S NAME: Fair Oaks Professional Group		
STREET ADDRESS: 1414 Fair Oaks		
CITY: South Pasadena	STATE: Ca	ZIP CODE: 91030
PHONE NUMBER: (626) 799-2818		
PRINCIPAL DESIGNER'S NAME		LICENSE NO.
STREET ADDRESS		
CITY	STATE	ZIP CODE
PHONE NUMBER		
CONTACT PERSON: John Gordon		
PHONE NUMBER: (310) 790-9449		
CONTRACTOR'S NAME: Gordon Construction		
STREET ADDRESS: 506 Gerona Ave		
CITY: San Gabriel	STATE: Ca	ZIP CODE: 91775
LICENSE CLASS: B	LICENSE NUMBER: 718511	EXPIRATION DATE: 4/2016
PHONE NUMBER: (310) 790-9449		
WORKER'S COMPENSATION INSURANCE COMPANY NAME: State Fund		
WORKER'S COMP. INSURANCE POLICY NUMBER		EXPIRATION DATE

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____.

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: [signature] Date: 9/10/14

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☒ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: [signature] Date: 9/10/14

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: [signature]

Signature: [signature] Date: 9/10/14

DESCRIPTION OF WORK: Replace Dood Trellis		
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
NUMBER OF STORIES	FIRE SPRINKLERS ☐ YES ☐ NO	CODE IN EFFECT
STATISTICAL CLASSIFICATION NO.: UNITS:	PLANNING FILE NO.	

$ 2500 INTIAL VALUATION $ _____ REVISED VALUATION

PLAN CHECK FEE $ 86.02

ADDITONAL PLAN CHECK FEE $ _____

FIRE DEPT. PLAN CHECK FEE $ _____

#373112

PLAN CHECK NUMBER	INITIALS	DATE
033766	[initials]	9/10/14

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE

☐ SCHOOL FEES PAID ☐ SCAQMD
☐ SANITATION DIST. PAID ☐ INDUSTRIAL WASTE APPROVAL
☐ HEALTH DEPT. APPROVAL ☐ OSHA PERMIT OBTAINED
☐ FIRE DEPT. APPROVAL ☐ PUBLIC WORKS FEES PAID

BUILDING PERMIT FEE $ 112.20

ISSUANCE FEE $ 28.30

SMIP FEE $ .50

GENERAL PLAN FEE $ 11.22

PIF (PARK IMPACT FEE) $ _____

GROWTH FEE $ _____

#373413 TOTAL $ 140.50

PERMIT NUMBER	INITIALS	DATE
033843	[initials]	9/23/14

DATE OF FINAL	FINAL BY

1485

City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

05/2014 2:00 PM
Receipt No. 0372350

1014400	
Business Licenses	60.00
2205412	
Business Improvement Tax	22.50
10151501	
Business License App.	25.00
1014405	
Bus. License SB1186 Fee	1.00
10152004	
Permit 33586	174.90
10152003	
Plan Check Fees 33585	115.26
10129301	
Deposits Payable - SM	0.50
10129801	
General Plan Fees - Trust	14.66

Total $413.82

Check $413.82
Ck#: 1600
Cash $0.00
Other $0.00
Change $0.00

Customer: FAIR OAKS PROF. GROUP INC GORDON CONSTRUCTION
Cashier: cfinbminami
Station: CFINBMINAMI

City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

0 3/2014 3:11 PM
Receipt No. 0373413

10152004	
Permit 33843	140.50
10129301	
Deposits Payable - SM	0.50
10129801	
General Plan Fees - Trust	11.22
Total	$152.22

Check	$152.22
Ck#:	8431
Cash	$0.00
Other	$0.00
Change	$0.00

Customer: Gordon Construction
Cashier: adematteis
Station: FININTERN

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

BUILDING PERMIT APPLICATION

SITE ADDRESS: 1914 Fair Oaks

ASSESSOR PARCEL NUMBER

BOOK | PAGE | PARCEL

ADDITIONAL INFORMATION / LEGAL DESCRIPTION: Unit 7

OWNER'S NAME: Fair Oaks Professional Group Inc

STREET ADDRESS: 1914 Fair Oaks #12

CITY: So Pas | STATE: Ca | ZIP CODE: 91030

PHONE NUMBER: (626) 799-2866

PRINCIPAL DESIGNER'S NAME: TBD | LICENSE NO.:

STREET ADDRESS:

CITY: | STATE: | ZIP CODE:

PHONE NUMBER:

CONTACT PERSON:

PHONE NUMBER:

CONTRACTOR'S NAME: Kordia Construction

STREET ADDRESS: 506 Brooke Ave.

CITY: S. Gabriel | STATE: Ca. | ZIP CODE: 91775

LICENSE CLASS: B | LICENSE NUMBER: 718511 | EXPIRATION DATE: 11/2016

PHONE NUMBER: (310) 990-2149

WORKER'S COMPENSATION INSURANCE COMPANY NAME: State Fund

WORKER'S COMP. INSURANCE POLICY NUMBER | EXPIRATION DATE

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____.

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: [signature] Date: 8/5/14

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☒ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☒ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: [signature] Date: 8/5/14

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: [signature]

Signature: [signature] Date: 8/5/14

DESCRIPTION OF WORK: Replace Existing Wood with exact same materials

OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
NUMBER OF STORIES	FIRE SPRINKLERS ☐ YES ☐ NO	CODE IN EFFECT

STATISTICAL CLASSIFICATION NO.: UNITS: | PLANNING FILE NO.

$ 5,000 INITIAL VALUATION | $ _____ REVISED VALUATION

PLAN CHECK FEE $ 115.20

ADDITONAL PLAN CHECK FEE $ _____

FIRE DEPT. PLAN CHECK FEE $ [redacted]

#372350

PLAN CHECK NUMBER	INITIALS	DATE
033585	JC	8/5/14

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE

☐ SCHOOL FEES PAID ☐ SCAQMD

☐ SANITATION DIST. PAID ☐ INDUSTRIAL WASTE APPROVAL

☐ HEALTH DEPT. APPROVAL ☐ OSHA PERMIT OBTAINED

☐ FIRE DEPT. APPROVAL ☐ PUBLIC WORKS FEES PAID

BUILDING PERMIT FEE $ 1460.00

ISSUANCE FEE $ 28.30

SMIP FEE $ .50

GENERAL PLAN FEE $ 14.60

PIF (PARK IMPACT FEE) $ _____

GROWTH FEE $ _____

#377360 TOTAL $ 174.90

PERMIT NUMBER	INITIALS	DATE
033586	JC	8/5/14

DATE OF FINAL	FINAL BY

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

ELECTRICAL PERMIT APPLICATION

SITE ADDRESS: 1414 FAIR OAKS, #1A X 1B

ASSESSOR PARCEL NUMBER

BOOK | PAGE | PARCEL

ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: FAIR OAKS PROFESSIONAL GRP.

STREET ADDRESS: 1414 FAIR OAKS, UNIT 12

CITY: S. PASADENA | STATE: CA | ZIP CODE: 91030

PHONE NUMBER: 626-799-8818 X100

PRINCIPAL DESIGNER'S NAME | LICENSE NO.

STREET ADDRESS

CITY | STATE | ZIP CODE

PHONE NUMBER

FINAL

BUILDING AND SAFETY

CONTACT PERSON

PHONE NUMBER

CONTRACTOR'S NAME: JOW

STREET ADDRESS: 2556 W. MAIN ST, #211

CITY: ALHAMBRA | STATE: CA | ZIP CODE: 91801

LICENSE CLASS: B | LICENSE NUMBER: 875108 | EXPIRATION DATE: ~~91801~~ 7/12

PHONE NUMBER: 626-233-8148

WORKER'S COMPENSATION INSURANCE COMPANY NAME: State Fund

WORKER'S COMPENSATION INSURANCE POLICY NUMBER: 185,000-2010 | EXPIRATION DATE: 5/11

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: [signature] Date: 1/21/11

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☑ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: [signature] Date: 1/21/11

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: [signature]

Signature: [signature] Date: 1/2/11

QTY.	ITEM	FEE
	New residential construction	
	Less than 3 units: _____ sq. ft.	$
	3 or more units: _____ sq. ft.	$
2	**Outlet Boxes(s) for receptacles, switches, lights & similar**	
	First 20	$ 4.00
	21 or more	$
	Lighting Fixture(s)	
	First 20	$
	21 or more	$
	Branch circuit(s) (in lieu of Outlet Box fees above)	
	First 10 branch circuits	$
	11 to 40 branch circuits	$
	Residential appliances	$
	Nonresidential appliances	$
	Power apparatus (size in HP, KW, or kVA)	
	Over 1 but not over 10	$
	Over 10 but not over 50	$
	Over 50 but not over 100	$
	Signs, outline lighting, and marquees	
	Supplied from one branch circuit	$
	Additional circuits within the same sign	$
	Service New___ Change___ Size: _____	$
	Switchboards, subpanels, motor control centers	
	0 to 399A	$
	400A to 1,000A	$
	Over 1,000A	$
	Misc. apparatus, conduit, and conductors	$
	Temporary power pole(s)	$
	Temporary distribution system	$
		$
	Subtotal	$ 4.00
	Plan Checking Fee	$
	Additional Plan Checking Fee	$
	Plan Maintenance Fee	$
	Permit Issuance Fee	$ 26.60
	Total Permit Fee	$ 30.60

PLAN CHECK NUMBER	INITIALS	DATE

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE
#296524		

PERMIT NUMBER	INITIALS	DATE
027194	SD	1/21/11

DATE OF FINAL: 8/29/11 | FINAL BY: [signature]

1489

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

MECHANICAL PERMIT APPLICATION

SITE ADDRESS: 1414 FAIR OAKS, unit 1A & 1B

ASSESSOR PARCEL NUMBER

BOOK | PAGE | PARCEL

ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: FAIR OAKS PROFESSIONAL GRP

STREET ADDRESS: 1414 FAIR OAKS/unit 12

CITY: SOUTH PASADENA | STATE: CA | ZIP CODE: 91030

PHONE NUMBER: (626) 799-8818 x100

PRINCIPAL DESIGNER'S NAME | LICENSE NO.

STREET ADDRESS

CITY | STATE | ZIP CODE

PHONE NUMBER

FINAL

BUILDING AND SAFETY

CONTACT PERSON: WENNA CHEN

PHONE NUMBER: (626) 799-8818x 104

CONTRACTOR'S NAME: JOW

STREET ADDRESS: 1550 W. MAIN ST., #211

CITY: Alhambra | STATE: CA | ZIP CODE: 91801

LICENSE CLASS: B | LICENSE NUMBER: 875108 | EXPIRATION DATE: 7/12

PHONE NUMBER: 626-233-8148

WORKER'S COMPENSATION INSURANCE COMPANY NAME: STATE FUND

WORKER'S COMPENSATION INSURANCE POLICY NUMBER: 185.000-2010 | EXPIRATION DATE: 5/11

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: [signature] Date: 1/21/11

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☑ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: [signature] Date: 1/21/11

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: Van ID

Signature: [signature] Date: 1/21/11

QTY.	ITEM	FEE
	Each Furnace, A/C condenser, heater, boiler or vented decorative appliance (includes duct work)	
2	Up to 100,000 Btu	$ 52.00
	Over 100,000 Btu but not over 500,000 Btu	$
	Over 500,000 Btu	$
3	Air inlets and outlets served by heat/AC system	$ 12.30
	Installation, relocation, or replacement of appliance vents not included in another permit	$
	Installation or alteration of air handling units (including ducts) up to and including 2000 cfm	$
	Installation or alteration of air handling units (including ducts) over 2000 cfm but not over 10,000 cfm	$
	Installation or alteration of air handling units (including ducts) over 10,000 cfm	$
	Evaporative coolers other than portable types	$
	Ventilation fans which serve a single register	$
	Ventilation systems not part of AC system	$
	Commercial kitchen hoods	$
	Spray booths	$
	Product conveying systems	$
	Fire dampers	$
	Alteration of existing duct systems	$
		$
		$
		$
		$
		$
		$
	Subtotal	64.30
	Plan Checking Fee	$
	Additional Plan Checking Fee	$
	Plan Maintenance Fee	$
	Permit Issuance Fee	$ 26.60
	Total Permit Fee	$ 90.90

PLAN CHECK NUMBER	INITIALS	DATE

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE
# 296524		

PERMIT NUMBER	INITIALS	DATE
027193	SD	1/21/11

DATE OF FINAL: 8/29/11 | FINAL BY: [signature]

1490

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

BUILDING PERMIT APPLICATION

FD.

1717 FAIR OAKS

SITE ADDRESS: 1414 FAIR OAKS, unit 1A & 1B
ASSESSOR PARCEL NUMBER
BOOK | PAGE | PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: FAIR OAKS PROFESSION GRP.
STREET ADDRESS: 1414 FAIR OAKS, unit 12
CITY: SOUTH PASADENA | STATE: CA | ZIP CODE: 91030
PHONE NUMBER: (626) 799-8818 x 100

PRINCIPAL DESIGNER'S NAME: VINCENT [illegible] | LICENSE NO.: C-3755
STREET: 14[illegible] FAIR OAKS, UNIT 12
CITY: SOUTH PASADENA | STATE: CA | ZIP CODE: 91030
PHONE NUMBER: (626) 799-8818 x 100

FINAL
BUILDING AND SAFETY

CONTACT PERSON: WENNA CHEN
PHONE NUMBER: (626) 799-8818 x 104

CONTRACTOR'S NAME: JOW
STREET ADDRESS: 2550 W. MAIN ST., #211
CITY: ALHAMBRA | STATE: CA | ZIP CODE: 91801
LICENSE CLASS: B | LICENSE NUMBER: 875108 | EXPIRATION DATE: 7/12
PHONE NUMBER: 626-233-8148
WORKER'S COMPENSATION INSURANCE COMPANY NAME: STATE FUND
WORKER'S COMP. INSURANCE POLICY NUMBER: 1853[illegible]10-2010 | EXPIRATION DATE: 5/11

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: _____ Date: 1/21/11

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☑ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: _____ Date: 1/21/11

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: _____

Signature: _____ Date: 1/21/11

DESCRIPTION OF WORK: T.I. TO DIVIDED EXISTING 1 OFFICE INTO TWO OFFICE SPACE. UNIT 1A & 1B

OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
B	V-B	1640
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
NUMBER OF STORIES	FIRE SPRINKLERS	CODE IN EFFECT
1	☐ YES ☒ NO	2010

STATISTICAL CLASSIFICATION NO.: UNITS: | PLANNING FILE NO.

$ 5000.00 INITIAL VALUATION | $ _____ REVISED VALUATION

PLAN CHECK FEE $ 130.05
ADDITIONAL PLAN CHECK FEE FIRE #295750 $ 35.00

PLAN CHECK NUMBER	INITIALS	DATE
027149	SD	1/11/11

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE

☐ SCHOOL FEES PAID ☐ SCAQMD
☐ SANITATION DIST. PAID ☐ INDUSTRIAL WASTE APPROVAL
☐ HEALTH DEPT. APPROVAL ☐ OSHA PERMIT OBTAINED
☑ FIRE DEPT. APPROVAL X ☐ PUBLIC WORKS FEES PAID

BUILDING PERMIT FEE HBSASRF $ 154.00
ISSUANCE FEE $ 26.60
SMIP FEE $ 1.05
PLAN MAINTENANCE FEE $ 15.30
$ _____
$ _____
TOTAL $ 180.60

#296524

PERMIT NUMBER	INITIALS	DATE
027192	SD	1/21/11

DATE OF FINAL: 8/29/11 | FINAL BY:

1491

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

BUILDING PERMIT APPLICATION

1717 FAIR OAKS

SITE ADDRESS: 1414 FAIR OAKS, unit 1A & 1B
ASSESSOR PARCEL NUMBER
BOOK | PAGE | PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: FAIR OAKS PROFESSION GRP.
STREET ADDRESS: 1414 FAIR OAKS, unit 12
CITY: SOUTH PASADENA | STATE: CA | ZIP CODE: 91030
PHONE NUMBER: (626) 799-8818 x 100

PRINCIPAL DESIGNER'S NAME: VINCENT [illegible] | LICENSE NO.: C-3755
STREET: 14[illegible] FA[illegible]
CITY: SOUTH PASADENA | STATE: CA | ZIP CODE: 91030
PHONE NUM: (626) 799-8818 x 100

FINAL
BUILDING AND SAFETY

CONTACT PERSON: WENNA CHEN
PHONE NUMBER: (626) 799-8818 x 104

CONTRACTOR'S NAME: JDW
STREET ADDRESS: 2550 W. MAIN ST., #211
CITY: Alhambra | STATE: CA | ZIP CODE: 91801
LICENSE CLASS: B | LICENSE NUMBER: 875108 | EXPIRATION DATE: 7/12
PHONE NUMBER: 626-233-8148
WORKER'S COMPENSATION INSURANCE COMPANY NAME: STATE FUND
WORKER'S COMP. INSURANCE POLICY NUMBER: 1853[illegible]10-2010 | EXPIRATION DATE: 5/11

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: _____ Date: 1/21/11

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☑ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: _____ Date: 1/21/11

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: _____

Signature: _____ Date: 1/21/11

DESCRIPTION OF WORK: T.I. TO DIVIDED EXISTING 1 OFFICE INTO TWO OFFICE SPACE. UNIT 1A & 1B

OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
B	V-B	1640
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
NUMBER OF STORIES	FIRE SPRINKLERS	CODE IN EFFECT
1	☐ YES ☒ NO	2010

STATISTICAL CLASSIFICATION NO.: UNITS: | PLANNING FILE NO.

$ 5000.00 INITIAL VALUATION | $ _____ REVISED VALUATION

PLAN CHECK FEE $ 130.05
ADDITIONAL PLAN CHECK FEE (FIRE #295750) $ 35.00

PLAN CHECK NUMBER	INITIALS	DATE
027149	SD	1/11/11

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE

☐ SCHOOL FEES PAID ☐ SCAQMD
☐ SANITATION DIST. PAID ☐ INDUSTRIAL WASTE APPROVAL
☐ HEALTH DEPT. APPROVAL ☐ OSHA PERMIT OBTAINED
☑ FIRE DEPT. APPROVAL X ☐ PUBLIC WORKS FEES PAID

BUILDING PERMIT FEE TBSASRF $ 134.00
ISSUANCE FEE $ 26.60
SMIP FEE $ 1.05
PLAN MAINTENANCE FEE $ 15.30
$ _____
$ _____
TOTAL $ 180.60

#2965024

PERMIT NUMBER	INITIALS	DATE
027192	SD	1/21/11

DATE OF FINAL: 8/29/11 | FINAL BY:

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

MECHANICAL PERMIT APPLICATION

SITE ADDRESS: 1414 FAIR OAKS, UNIT 1A & 1B

ASSESSOR PARCEL NUMBER

BOOK | PAGE | PARCEL

ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: FAIR OAKS PROFESSIONAL GRP

STREET ADDRESS: 1414 FAIR OAKS, UNIT 12

CITY: SOUTH PASADENA | STATE: CA | ZIP CODE: 91030

PHONE NUMBER: (626) 799-8818 x100

PRINCIPAL DESIGNER'S NAME | LICENSE NO.

STREET ADDRESS

CITY | STATE | ZIP CODE

PHONE NUMBER

FINAL
BUILDING AND SAFETY

CONTACT PERSON: WENNA CHEN

PHONE NUMBER: (626) 799-8818 x 104

CONTRACTOR'S NAME: JCW

STREET ADDRESS: 1550 W. MAIN ST. #211

CITY: Alhambra | STATE: CA | ZIP CODE: 91801

LICENSE CLASS: B | LICENSE NUMBER: 875108 | EXPIRATION DATE: 7/12

PHONE NUMBER: 626-233-8188

WORKER'S COMPENSATION INSURANCE COMPANY NAME: STATE FUND

WORKER'S COMPENSATION POLICY NUMBER: 185.000-2010 | EXPIRATION DATE: 5/11

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: _____ Date: 1/21/11

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☑ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: _____ Date: 1/21/11

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: Vern LP

Signature: _____ Date: 1/21/11

QTY.	ITEM	FEE
	Each Furnace, A/C condenser, heater, boiler or vented decorative appliance (includes duct work)	
2	Up to 100,000 Btu ..... $	52.00
	Over 100,000 Btu but not over 500,000 Btu .. $	
	Over 500,000 Btu ..... $	
3	Air inlets and outlets served by heat/AC system .. $	12.30
	Installation, relocation, or replacement of appliance vents not included in another permit ..... $	
	Installation or alteration of air handling units (including ducts) up to and including 2000 cfm ..... $	
	Installation or alteration of air handling units (including ducts) over 2000 cfm but not over 10,000 cfm ..... $	
	Installation or alteration of air handling units (including ducts) over 10,000 cfm ..... $	
	Evaporative coolers other than portable types ..... $	
	Ventilation fans which serve a single register ..... $	
	Ventilation systems not part of AC system ..... $	
	Commercial kitchen hoods ..... $	
	Spray booths ..... $	
	Product conveying systems ..... $	
	Fire dampers ..... $	
	Alteration of existing duct systems ..... $	
	..... $	
	..... $	
	..... $	
	..... $	
	..... $	
	..... $	
	Subtotal	64.30
	Plan Checking Fee ..... $	
	Additional Plan Checking Fee ..... $	
	Plan Maintenance Fee ..... $	
	Permit Issuance Fee ..... $	26.60
	Total Permit Fee ..... $	90.90

PLAN CHECK NUMBER	INITIALS	DATE

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE
# 296524		

PERMIT NUMBER	INITIALS	DATE
027193	SD	1/21/11

DATE OF FINAL	FINAL BY
8/29/11	

1493

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

ELECTRICAL PERMIT APPLICATION

SITE ADDRESS: 1414 FAIR OAKS, # 1A X 1B

ASSESSOR PARCEL NUMBER

BOOK | PAGE | PARCEL

ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: FAIR OAKS PROFESSIONAL GRP.

STREET ADDRESS: 1414 FAIR OAKS, UNIT 12

CITY: S. PASADENA | STATE: CA | ZIP CODE: 91030

PHONE NUMBER: 626-799-8818 X100

PRINCIPAL DESIGNER'S NAME | LICENSE NO.

STREET ADDRESS

CITY | STATE | ZIP

PHONE NUMBER

FINAL

BUILDING AND SAFETY

CONTACT PERSON

PHONE NUMBER

CONTRACTOR'S NAME: JCW

STREET ADDRESS: 2556 W. MAIN ST, #-11

CITY: ALHAMBRA | STATE: CA | ZIP CODE: 91801

LICENSE CLASS: B | LICENSE NUMBER: 875108 | EXPIRATION DATE: 7/12

PHONE NUMBER: 626-293-8478

WORKER'S COMPENSATION INSURANCE COMPANY NAME: STATE FUND

WORKER'S COMP. INSURANCE POLICY NUMBER: 185-1050-2010 | EXPIRATION DATE: 5/11

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: _____ Date: 1/21/11

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☑ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: _____ Date: 1/24/11

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: _____

Signature: _____ Date: 1/24/11

QTY.	ITEM	FEE
	New residential construction	
	Less than 3 units: _____ sq. ft.	$
	3 or more units: _____ sq. ft.	$
2	**Outlet Boxes(s) for receptacles, switches, lights & similar**	
	First 20	$ 4.00
	21 or more	$
	Lighting Fixture(s)	
	First 20	$
	21 or more	$
	Branch circuit(s) (in lieu of Outlet Box fees above)	
	First 10 branch circuits	$
	11 to 40 branch circuits	$
	Residential appliances	$
	Nonresidential appliances	$
	Power apparatus (size in HP, KW, or kVA)	
	Over 1 but not over 10	$
	Over 10 but not over 50	$
	Over 50 but not over 100	$
	Signs, outline lighting, and marquees	
	Supplied from one branch circuit	$
	Additional circuits within the same sign	$
	Service New___ Change___ Size: _____	$
	Switchboards, subpanels, motor control centers	
	0 to 399A	$
	400A to 1,000A	$
	Over 1,000A	$
	Misc. apparatus, conduit, and conductors	$
	Temporary power pole(s)	$
	Temporary distribution system	$
	_____	$
	Subtotal	$ 4.00
	Plan Checking Fee	$
	Additional Plan Checking Fee	$
	Plan Maintenance Fee	$ 26.60
	Permit Issuance Fee	$
	Total Permit Fee	$ 30.60

PLAN CHECK NUMBER	INITIALS	DATE

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE
#296524		

PERMIT NUMBER	INITIALS	DATE
027194	SD	1/21/11

DATE OF FINAL	FINAL BY
8/29/11	

1494

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

BUILDING PERMIT APPLICATION

SITE ADDRESS: 1414 Fair Oaks		
ASSESSOR PARCEL NUMBER: BOOK / PAGE / PARCEL		
ADDITIONAL INFORMATION / LEGAL DESCRIPTION: Unit 7		
OWNER'S NAME: Fair Oaks Professional Group, Inc		
STREET ADDRESS: 1414 Fair Oaks #12		
CITY: So. Pas	STATE: Ca	ZIP CODE: 91030
PHONE NUMBER: (626) 799-2866		
PRINCIPAL DESIGNER'S NAME: SLSD	LICENSE NO.	
STREET ADDRESS: 1414 Fair Oaks		
CITY: So. Pas	STATE: Ca	ZIP CODE: 91030
PHONE NUMBER: (626) 799-8818		
CONTACT PERSON: Vincent Tsai		
PHONE NUMBER: (626) 799-8818		
CONTRACTOR'S NAME: Gordon Construction		
STREET ADDRESS: 508 Gerona Ave.		
CITY: So. Gabriel	STATE: Ca	ZIP CODE: 91773
LICENSE CLASS: B	LICENSE NUMBER: 718511	EXPIRATION DATE: 1/2016
PHONE NUMBER: (310) 990-9449		
WORKER'S COMPENSATION INSURANCE COMPANY NAME: State Fund		
WORKER'S COMP. INSURANCE POLICY NUMBER	EXPIRATION DATE	

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____.

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: [signature] Date: 8/4/14

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☒ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☒ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: [signature] Date: 8/4/14

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: [signature]

Signature: [signature] Date: 8/4/14

DESCRIPTION OF WORK: Replace existing vinyls with exact same materials		
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
NUMBER OF STORIES	FIRE SPRINKLERS ☐ YES ☐ NO	CODE IN EFFECT
STATISTICAL CLASSIFICATION NO.: UNITS:	PLANNING FILE NO.	

$ 5,000 INITIAL VALUATION $ _____ REVISED VALUATION

PLAN CHECK FEE $ 115.26

ADDITONAL PLAN CHECK FEE $ _____

FIRE DEPT. PLAN CHECK FEE $ [redacted]

#372350

PLAN CHECK NUMBER	INITIALS	DATE
033585	JJC	8/5/14

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE

☐ SCHOOL FEES PAID ☐ SCAQMD
☐ SANITATION DIST. PAID ☐ INDUSTRIAL WASTE APPROVAL
☐ HEALTH DEPT. APPROVAL ☐ OSHA PERMIT OBTAINED
☐ FIRE DEPT. APPROVAL ☐ PUBLIC WORKS FEES PAID

BUILDING PERMIT FEE $ 146.60

ISSUANCE FEE $ 28.30

SMIP FEE $ .50

GENERAL PLAN FEE $ 14.66

PIF (PARK IMPACT FEE) $ _____

GROWTH FEE $ _____

#372350 TOTAL $ 174.90

PERMIT NUMBER	INITIALS	DATE
033586	JJC	8/5/14

DATE OF FINAL	FINAL BY

1495

City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

0 3/2014 3:11 PM
Receipt No. 0373413

10152004	
Permit 33843	140.50
10129301	
Deposits Payable	
- SM	0.50
10129801	
General Plan Fee	
s - Trust	11.22
Total	$152.22

Check	$152.22
Ck#:	8431
Cash	$0.00
Other	$0.00
Change	$0.00

Customer: Gordon Construction
Cashier: ademattei s
Station: FININTERN

City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

05/2014 2:00 PM
Receipt No. 0372350

1014400	
Business Licenses	60.00
2205412	
Business Improvement Tax	22.50
10151501	
Business License App.	25.00
1014405	
Bus. License SB1186 Fee	1.00
10152004	
Permit 33586	174.90
10152003	
Plan Check Fees 33585	115.26
10129301	
Deposits Payable - SM	0.50
10129801	
General Plan Fees - Trust	14.66

Total $413.82

Check $413.82
Ck#: 1600
Cash $0.00
Other $0.00
Change $0.00

Customer: FAIR OAKS PROF. GROUP INC GORDON CONSTRUCTION
Cashier: cfinbminami
Station: CFINBMINAMI

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

BUILDING PERMIT APPLICATION

CK. #1630

SITE ADDRESS: 1414 Fair Oaks		
ASSESSOR PARCEL NUMBER		
BOOK	PAGE	PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION		
OWNER'S NAME: Fair Oaks Professional Group		
STREET ADDRESS: 1414 Fair Oaks		
CITY: South Pasadena	STATE: Ca	ZIP CODE: 91030
PHONE NUMBER: (626) 799-2818		
PRINCIPAL DESIGNER'S NAME		LICENSE NO.
STREET ADDRESS		
CITY	STATE	ZIP CODE
PHONE NUMBER		
CONTACT PERSON: John Gordon		
PHONE NUMBER: (310) 990-9449		
CONTRACTOR'S NAME: Gordon Construction		
STREET ADDRESS: 506 Gerona Ave		
CITY: San Gabriel	STATE: Ca	ZIP CODE: 91775
LICENSE CLASS: B	LICENSE NUMBER: 718511	EXPIRATION DATE: 4/2016
PHONE NUMBER: (310) 990-9449		
WORKER'S COMPENSATION INSURANCE COMPANY NAME: State Fund		
WORKER'S COMP. INSURANCE POLICY NUMBER		EXPIRATION DATE

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____.

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: [signature] Date: 9/10/14

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☒ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: [signature] Date: 9/10/14

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: [signature]

Signature: [signature] Date: 9/10/14

DESCRIPTION OF WORK: Replace Wood Trellis		
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
NUMBER OF STORIES	FIRE SPRINKLERS ☐ YES ☐ NO	CODE IN EFFECT
STATISTICAL CLASSIFICATION NO.: UNITS:	PLANNING FILE NO.	

$ 2500 INITIAL VALUATION $ _____ REVISED VALUATION

PLAN CHECK FEE $ 86.02

ADDITONAL PLAN CHECK FEE $ _____

FIRE DEPT. PLAN CHECK FEE $ _____

#373112

PLAN CHECK NUMBER	INITIALS	DATE
033766	[initials]	9/10/14

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE

☐ SCHOOL FEES PAID ☐ SCAQMD
☐ SANITATION DIST. PAID ☐ INDUSTRIAL WASTE APPROVAL
☐ HEALTH DEPT. APPROVAL ☐ OSHA PERMIT OBTAINED
☐ FIRE DEPT. APPROVAL ☐ PUBLIC WORKS FEES PAID

BUILDING PERMIT FEE $ 112.20

ISSUANCE FEE $ 28.30

SMIP FEE $ .50

GENERAL PLAN FEE $ 11.22

PIF (PARK IMPACT FEE) $ _____

GROWTH FEE $ _____

#373413 TOTAL $ 140.50

PERMIT NUMBER	INITIALS	DATE
033843	[initials]	9/23/14

DATE OF FINAL	FINAL BY

1498

BreakThru Glass
3731 Park Place
Montrose, CA 91020
(818)542-6689 (818)542-6658Fax

Invoice

Date	Invoice #
9/4/2014	5900

Bill To
Vincent Tsoi 1414 S.Fair Oaks Avenue South Pasadena, CA 91030

P.O. No.	Terms	Project

Quantity	Description
	Supply and Install Twenty-one (21) lites of 1/4" bronze tempered glass set with the proper window caulking (latex)compatible with wood per proposal dated August 28, 2014 Address: 1414 S.Fair Oaks Avenue South Pasadena, CA 91030 PAID CK.# 1621.

It's been a pleasure working with you!

Total $4,310.00

GORDON CONSTRUCTION

508 Gerona Ave.
San Gabriel, California 91775

October 6, 2014

Mr. Vincent Tsoi
Ms. Anita To
Mr. Michael Ni

PAID
Ck. # 1635

Reference: 1414 Fair Oaks: **INVOICE # 3**

Dear Vincent and Anita,

Listed below is my invoice for furnishing and installing the plywood shear walls as specified by Michael Ni. This work was completed in one day on Wednesday, September 30, 2014.

Total of Hours 8 hours @ $35.) = $ 280.

Materials Purchased at Home Depot = $242.08

Grand Total = $ 522.08

Sincerely:

Gordon Construction

Cell (310)990-9449 Fax (626) 703-4526

GORDON CONSTRUCTION

508 Gerona Ave.
San Gabriel, California 91775

August 25, 2014

PAID CK # 1609.

Mr. Vincent Tsoi
Ms. Anita To

Reference: 1414 Fair Oaks

Dear Vincent and Anita,

Listed below are the hours and expenses incurred to date at your project.

Monday July 21: Remove aluminum covers over window and sills= **5 hrs.**
(Paid check # 2430 for $175. (5 x $35))

Monday July 28: Scribed in new beam support lumber on side of split interior roof joist and thru bolted. Applied first coat of Bondo to smooth out the seams, sprayed bleach and brushed mold stains on the ceiling material = **8 hrs.**

Tuesday July 29: Sanded and applied 2nd. coat of Bondo to wood joists, sanded and scarped the rear exposed beam and applied Bondo to those areas. Surveyed rooted out plywood over rear window with Michael and decided to replace plywood. **8 hrs.**

Wednesday July 30th: Sanded primed interior beam, sanded and applied more Bondo to the rear exposed beam, removed and replaced damaged plywood over rear window with new, primed and bondo'd on the edges for extra protection. **8 hrs.**
(Paid check # 388 for $ 840.(24 x $35.))

Thursday Aug.14th: Pull glass stops for glass removal then demolished existing wood sill and window mullions. **8 hrs.**

Friday Aug. 15th thu Monday Aug. 18th: Fit and installed new window sills, vertical mullions, and glass stops at all window locations around building. Stained all sides and edges of all new sills and frames. **32 hrs.**
Paid check # 2444 for $ 1,400. (40 x $35.))

Tuesday Aug 19th thru Wed. Aug. 20th: Cut, stained, and installed or tacked all window stops. Installed new door jambs and re-hung existing door at South patio. Installed new window sill and mullion adjacent to installed door. **16 hrs.**

Friday Aug. 22 thru Sunday Aug. 24th: Removed Anita's stair treads and replaced with new lumber and hardware. Stained all sides of new treads. **24 hrs**
Paid check # 2447 for $ 1,400. (40x$35.))

Total of Hours Paid To Date (109 hours) = $ 3,815.

Materials Purchased at Home Depot = $ 781.90

Grand Total To Date: $ 4,596.90

Sincerely:

Gordon Construction

Cell (310)990-9449 Fax (626) 703-4526

SLSP

Page 1

THE HOME DEPOT
More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00002 60703 07/27/14 11:55 AM
CASHIER ASHLEY - ARH2493

073291324124 2X4-12 GDF <A>
2X4-12FT STD/BTR PREMIUM DOUG FIR
3@5.10 15.30
0000-999-735 CA LBR FEE <A,U>
CA LUMBER FEE
3@0.05 0.15
073291330125 2X10-12 GDF <A>
2X10-12FT #2/BTR PREMIUM DOUG FIR
3@15.53 46.59
0000-999-735 CA LBR FEE <A,U>
CA LUMBER FEE
3@0.15 0.45
021200000034 HH SPONGE <A> 2.88
SCOTCH-BRITE HOUSEHOLD SCRUB SPONGE
071798911144 TILE BRUSH <A> 1.97
HDX TILE & GROUT BRUSH
021709009545 MILDEW REMVR <A> 2.47
ZEP MILDEW STAIN REMOVER 32OZ
CEE 1/2X7 HB EA <A>
HEX BOLT 1/2 X 7
25@1.70 42.50
887480023343 COMBO PACK <A> 4.50
1/2" CUT WASHER (25) PACK BAG
-655-465 1/2HEXNUTUSS <A>
HEX NUTS-USS 1/2
25@0.20 5.00

SUBTOTAL 121.81
SALES TAX 10.91
TOTAL $132.72
CHECK 132.72

XXXX0032
AUTH CODE 008847 TA

<U> - NON-DISCOUNTABLE ITEM

6610 02 60703 07/27/2014 8316

SLSP

THE HOME DEPOT
More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00056 18384 07/28/14 09:32 AM
CASHIER SELF CHECK OUT - SCOT56

077089101249 WVN&FRM <A> 4.97
BEST 4 X 3/8 IN NAP WOV ROLL W FRAME
076308200527 AP PUTTY KNF <A> 11.97
BONDO ALL PURPOSE PUTTY QUART
051652200027 KILZ2PRMRQT <A> 7.64
KILZ 2 PRIMER 20902 QT
0000-999-831 QT RECYC$ <A,U> 0.35
PAINTCARE FEE
727193800759 MINIROLTRY <A> 1.79
6 IN PLASTIC MINI ROLLER TRAY - BEIG
051141349695 PRO GRADE <A> 3.97
3M PRO GRADE SANDPAPER 80 3PK
051141363424 PRO 12PK <A> 9.97
3M PRO GRADE 9X11 SANDPAPER 100 12PK

SUBTOTAL 40.66
SALES TAX 3.66
TOTAL $44.32
XXXXXXXXXXXX8879 VISA 44.32
AUTH CODE 035352/0563939 TA

<U> - NON-DISCOUNTABLE ITEM

SLSP

THE HOME DEPOT
More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00056 21826 07/29/14 06:28 AM
CASHIER SELF CHECK OUT - SCOT56

076308200527 AP PUTTY KNF <A> 11.97
BONDO ALL PURPOSE PUTTY QUART

SUBTOTAL 11.97
SALES TAX 1.08
TOTAL $13.05
XXXXXXXXXXXX2372 VISA 13.05
AUTH CODE 025949/9564252 TA

6610 56 21826 07/29/2014 9990

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 1 90 10/27/2014
THE HOME DEPOT RESERVES THE RIGHT TO LIMIT / DENY RETURNS. PLEASE SEE THE RETURN POLICY SIGN IN STORES FOR DETAILS.

SLSD

SLSD

Page 2

More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00001 60432 07/30/14 06:14 AM
CASHIER RUTH - RPC1459

053608562715 BC FIR PLY <A> 36.98
0.703 IN 23/32 CAT FIR SANDED CERT
0000-999-735 CA LBR FEE <A,U> 0.36
CA LUMBER FEE
076308200541 ALL PURPOSE <A> 24.97
BONDO ALL PURPOSE PUTTY GALLON
RSN: 5 NEW AMT 11.97 MKDN -13.00
MAX REFUND VALUE $11.97

SUBTOTAL 49.31
SALES TAX 4.41
TOTAL $53.72
XXXXXXXXXXXX8879 VISA 53.72
AUTH CODE 015567/8010237 TA

<U> - NON-DISCOUNTABLE ITEM

6610 01 60432 07/30/2014 5016

More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00059 58038 08/14/14 07:38 AM
CASHIER SELF CHECK OUT - SCOT59

0000-165-739 TAPCON 1/4 <A> 23.61
TAPCON 1/4 X 2-3/4 HEX HEAD, 75 PK
079340686687 PL ADHSV 29 <A> 7.34
PL PREMIUM ADHESIVE 28 OZ
6930372992167 CAULK GUN <A> 9.47
SMOOTH ROD CAULK GUN 29OZ
082474022429 EXT STAIN <A> 36.98
BEHR PREM SOLID STN DEEP 5013 1160Z
0000-999-832 GL Rds/c$ <A,U> 0.75
PAINTCARE FEE
628611197287 TRIM SCREWS <A> 6.72
GRK TRIM FCN 8X2", 100 SCREWS

SUBTOTAL 84.87
SALES TAX 7.64
TOTAL $92.51
XXXXXXXXXXXX8879 VISA 92.51
AUTH CODE 045077/8594101 TA

<U> - NON-DISCOUNTABLE ITEM

SLSD

More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00012 13487 08/18/14 08:52 AM
CASHIER JOSE - JJR840

764666143449 4D NAIL <A> 3.47
4D 1-1/2" BRIGHT FINISH 1 LB
099443002665 SOLID STOP <A>
GENPRP 1-1/4 RE STOP PINE P433
3@0.97 2.91
099443002634 SOLID STOP <A>
GENPRP 3/4 RE STOP PINE P431
3@0.58 1.74
NLP Savings $0.27

SUBTOTAL 8.12
SALES TAX 0.73
TOTAL $8.85
CASH 10.00
CHANGE DUE 1.15

NEW LOWER PRICE (NLP)SAVINGS $0.27

6610 12 13487 08/18/2014 9115

1504

THE HOME DEPOT

More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00005 46697 08/18/14 12:50 PM
CASHIER BILLY - BXC6433

073291330002 4X4-8 GDF <A>
4X4-8FT #2/BTR PREMIUM DOUG FIR
4@8.78 35.12
0000-999-735 CA LBR FEE <A,U>
CA LUMBER FEE
4@0.08 0.32

SUBTOTAL 35.44
SALES TAX 3.16
TOTAL $38.60
XXXXXXXXXXXX2372 VISA 38.60
AUTH CODE 055074/9054095 TA

<U> - NON-DISCOUNTABLE ITEM

6610 05 46697 08/18/2014 9754

THE HOME DEPOT

More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00001 00321 08/18/14 11:48 AM
CASHIER CYNTHIA - BXC245

099443168965 SOLID BASE <A>
FLOOR 3/4 BASE SHOE PINE P440
64@0.59 37.76
099443002665 SOLID STOP <A>
117@0.97 113.49
099443002689 FJ STOP <A>
50@0.82 41.00

SUBTOTAL 192.25
SALES TAX 17.30
TOTAL $209.55
XXXXXXXXXXXX2372 VISA 209.55
AUTH CODE 055188/9012739 TA

6610 01 00321 08/18/2014 9251

THE HOME DEPOT

More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00022 92712 08/21/14 03:14 PM
CASHIER DRAYON - DLB2427

082474022429 EXT STAIN <A> 36.98
BEHR PREM SOLID STN DEEP 5013 1160Z
0000-999-832 GL Recyc$ <A,U> 0.75
PAINTCARE FEE

SUBTOTAL 37.73
SALES TAX 3.40
TOTAL $41.13
XXXXXXXXXXXX2372 VISA 41.13
AUTH CODE 015577/6224705 TA

<U> - NON-DISCOUNTABLE ITEM

6610 22 92712 08/21/2014 8692

page 4

THE HOME DEPOT More saving. More doing.

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00057 59360 08/22/14 09:12 AM
CASHIER SELF CHECK OUT - SCOT57

008925084563 7 1/4 24T BL <A> 14.97
DIABLO 7-1/4" 24T CARBIDE DEMO BLADE
008925094371 4.5" MTL CUT <A>
AVANTI PRO 4-1/2"X1/16"X7/8" MTL CUT
4@1.89 7.56
887480040401 1/4HXNUTG100 <A> 10.67
HEX NUTS GALV 1/4 100 PCS
887480041408 LOCKWASHER <A> 13.77
1/4" LOCK WASHER HDG
887480033700 CARR BOLT <A>
1/4-20"X2-1/2" CARRIAGE BOLT HDG
2@18.67 37.34

SUBTOTAL 84.31
SALES TAX 7.59
TOTAL $91.90
91.90
XXXXXXXXXXXX2372 VISA TA
AUTH CODE 015434/5571327

6610 57 59360 08/22/2014 2405

THE HOME DEPOT More saving. More doing.

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00012 63839 08/25/14 12:12 PM
CASHIER AMELIA - AJA2190

887480033601 CARR BOLT <A> 14.87
1/4-20" X 2" CARRIAGE BOLT HDG
887480040401 1/4HXNUTG100 <A> 10.67
HEX NUTS GALV 1/4 100 PCS
028877524962 1/4" BIT <A> 4.97
DEWALT 1/4" PILOT POINT DRILL BIT
038902035592 RED 1# SCREW <A> 9.37
DECKMATE SCREW, RED, 2-1/2IN, 1LB
019800085216 WINDEX 32 OZ <A> 3.58
WINDEX GLASS CLEANER 32OZ
0000-590-796 LOCKWASHER <A>
LOCKWASHER MED SPLIT 1/4 ZINC
50@0.15 7.50

SUBTOTAL 50.96
SALES TAX 4.59
TOTAL $55.55
55.55
XXXXXXXXXXXX2372 VISA TA
AUTH CODE 015371/2120279

6610 12 63839 08/25/2014 1281

PAID ck # 1629

GORDON CONSTRUCTION

508 Gerona Ave.
San Gabriel, California 91775

September 17, 2014

Mr. Vincent Tsoi
Ms. Anita To
Mr. Michael Ni

Reference: 1414 Fair Oaks: **INVOICE #2**

Dear Vincent and Anita,

Listed below are the hours and expenses incurred from Monday Aug. 25th thru Tuesday, September 16th.

Monday Aug. 25: Completed bolting down Anita's stair treads and applied 2nd. coat of stain. Started demo of Michael's stairs. **8 hrs.**

Tuesday Aug. 26: Finished demo and started to cut & fit Michael's new stair treads. = **8 hrs.**

Wednesday Aug. 27: Completed installation of Michael's stair treads and applied first coat of stain.= **8 hrs.**

Thursday Aug.28: Sanded, patched, and started applying stain to small trellis before Michael stopped Kevin and decided to replace the old lumber. Applied 2nd. coat of stain to Anita's stair treads. Cleaned up the trash behind building.= **8 hrs.**

Friday Aug.29: Patch header/beam over windows on North side of building and apply first coat of stain. Apply second coat of stain to Michael's stair treads.= **8 hrs.**

Cell (310)990-9449 Fax (626) 703-4526

Wednesday Sept.3: Clean up on site and throw debris in dumpster. Set glass stops behind the glass subcontractor and start final coat of interior stain on windows.= **8 hrs.**

Thursday Sept.4: Apply final coast of stain to the exterior of the new windows, demo small trellis, and unload and stack the delivered trellis lumber in Vincent's office. **8 hrs.**

Friday Sept.5: Complete small trellis demo and apply first coat of stain to newly delivered small trellis lumber. Install posts and cross beams for small trellis.= **8 hrs.**

Saturday Sept.6: Built small trellis over entry and applied second coast of stain. **8 hrs.**

Monday Sept.8: Sorted thru new lumber and pulled out twisted 2 x3's. Stain the remaining 2 x 3's. = **8 hrs.**

Tuesday Sept.9: Unloaded replacement lumber and stained new lumber. Started installing posts for large trellis.= **8 hrs.**

Wednesday Sept.10: Set 2 x 12 joist beams and blocking. Start 2 x 3 layout= **8 hrs.**

Thursday Sept.11: Set 2x3 trellis lumber and block.= **8 hrs.**

Friday Sept. 12: Finish installation, blocked out the ends of trellis per Michael's direction and cleaned up the jobsite/work area.= **8 hrs.**

Monday Sept. 15: Install finish stain on all trellis members and complete jobsite cleanup. Started layout for Anita's bench = **8 hrs.**

Tuesday Sept. 16: Built Anita's bench and installed. Cut back rotted posts & beams and stained materials twice.= **8 hrs.**

Total of Hours Paid To Date (128 hours @ $35.) = $ 4,480.

Materials Purchased at Home Depot = $256.99

Grand Total To Date: $ 4,736.99

Sincerely:

Gordon Construction

Cell (310)990-9449 Fax (626) 703-4526

SLSD LS

More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00059 05928 08/27/14 10:10 AM
CASHIER SELF CHECK OUT - SCOT59

082474022429 EXT STAIN <A> 36.98
BEHR PREM SOLID STN DEEP 5013 1160Z
0000-999-832 GL Recyc$ <A,U> 0.75
PAINTCARE FEE

SUBTOTAL 37.73
SALES TAX 3.40
TOTAL $41.13
XXXXXXXXXXXX2372 VISA 41.13
AUTH CODE 015101/0590083 TA

$40.13

<U> - NON-DISCOUNTABLE ITEM

6610 59 05928 08/27/2014 4026

SLSD

More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00011 63278 09/09/14 12:02 PM
CASHIER RUTH - RPC1459

764666123656 6D HOT GALV <A> 15.93
6D 2" HOT GALV BOX 5 LB
082474022429 EXT STAIN <A> 36.98
BEHR PREM SOLID STN DEEP 5013 1160Z
0000-999-832 GL Recyc$ <A,U> 0.75
PAINTCARE FEE
CFF HEX BOLT <A>
5/8-11"X6" HEX BOLT ZP(GFF)
2@1.96 3.92
AOB CUTWSHR5/8" <A>
CUT WASHERS 5/8 IN
4@0.33 1.32
0000-655-473 USS HX NUT <A>
HEX NUTS-USS 5/8
2@0.35 0.70
BZA CARR BOLT <A>
3/8-16"X10" CARRIAGE BOLT ZP (BZA)
12@1.65 19.80
ACB CUTWSHR3/8" <A>
CUT WASHERS 3/8 IN
24@0.14 3.36
0000-655-449 3/8HEXNUTUSS <A>
HEX NUTS-USS 3/8
12@0.12 1.44

SUBTOTAL 84.20
SALES TAX 7.58
TOTAL $91.78
XXXXXXXXXXXX2372 VISA 91.78
AUTH CODE 005593/7115177 TA

<U> - NON-DISCOUNTABLE ITEM

SLSD

More saving.
More doing.℠

9700 LOWER AZUSA ROAD, EL MONTE,CA 91731
STORE MGR CHRIS MARSH (626)443-2100

6673 00059 85473 09/04/14 09:44 AM
CASHIER SELF CHECK OUT - SCOT59

082474022429 EXT STAIN <A> 36.98
BEHR PREM SOLID STN DEEP 5013 1160Z
0000-999-832 GL Recyc$ <A,U> 0.75
PAINTCARE FEE
038902035103 STAR BIT-2PK <A> 1.98
T25 STAR DRIVE DECKMATE BITS-2PK
039800108067 AAA 8-PACK <A> 6.98
ENERGIZER MAX AAA 8-PACK
038902033871 RED 5# SCREW <A> 29.98
DECKMATE SCREW, RED, 3-1/2IN, 5LB

SUBTOTAL 76.67
SALES TAX 7.28
TOTAL $83.95
XXXXXXXXXXXX2372 VISA 83.95
AUTH CODE 045638/2597349 TA

<U> - NON-DISCOUNTABLE ITEM

6673 59 85473 09/04/2014 0801

SLSD

More saving.
More doing.℠

500 S. MARENGO AVE.ALHAMBRA,CA. 91803
(626)458-9800 STORE MGR: SAL PRIETO

6610 00056 88759 09/15/14 10:02 AM
CASHIER SELF CHECK OUT - SCOT56

082474022429 EXT STAIN <A> 36.98
BEHR PREM SOLID STN DEEP 5013 1160Z
0000-999-832 GL Recyc$ <A,U> 0.75
PAINTCARE FEE

SUBTOTAL 37.73
SALES TAX 3.40
TOTAL $41.13
XXXXXXXXXXXX2372 VISA 41.13
AUTH CODE 005324/1562906 TA

<U> - NON-DISCOUNTABLE ITEM

6610 56 88759 09/15/2014 7998

ORDER DATE	Wed 08/20/14	CUSTOMER NUMBER	40

CUSTOMER NAME GORDEN CONSTRUCTION

COD

PAID

ORDERED BY: JOHN GORDEN

PHONE#: (310) 990-94

ACCT MGR: 40 CONTRACTOR

SALESPERSON: 1405 FREDDIE MUNO ANA

714-239-2920 scA57

ANAHEIM

GANAHL LUMBER CO.

ESTABLISHED IN 1884

1220 East Ball Road, Anaheim, CA 92805-5921
Phone# (714) 772-5444 Fax# (714) 772-0639

A699813

We appreciate your business!!
Visit our website:
WWW.GANAHLLUMBER.COM

08/20-10:20:05

JOB NAME:

DELIVER TO:

C.O.D.

INSTRUCTIONS:

XX WILL CALL WHEN: Thu 08/21 6:00A

PO#:

UNLOAD INFO:

RAIN INFO:

COPY

	LN#	QTY SHIP	QTY ORD	SIZE	LENGTH	DESCRIPTION	USAGE	FOOTAGE	UNIT PRICE	UM	AMOUNT	
	1)	✓	31	2 X 12	8	C & BTR DF S4S FG KD		496	3635.00	M	1,802.96	lpa
	2)					PLEASE PULL CLEAN MATERIAL						
						(FOR TRELLIS)						

GANAHL LUMBER SINCE 1884

1220 E. Ball Road
Anaheim, CA 92805
(714) 772-5444

www.GanahlLumber.com

Store 1 WS 103 Opr WILLCALL
8/21/2014 12:18:18 PM #13

TICKET
a699813

1,965.23 N

Sub Total	$1,965.23
Non-tax	0.00
Total	$1,965.23

Personal Check 1,965.23
Check #8384

Thank you for shopping with us today

Please retain this receipt for returns or exchanges

00000001000001032014082100000013

* * * * Customer Copy * * * *

4

ORDER MAN	LOAD CHKD BY
DRIVER	
DEL. TIME	DEL. DATE

A699813#20140820

THIS DOCUMENT IS A BINDING CONTRACT BETWEEN BUYER AND SELLER. SEE REVERSE SIDE FOR TERMS AND CONDITIONS OF SALE. THIS SALES SLIP MUST ACCOMPANY ALL RETURNS.

RECEIVED BY:

X

PRINT LAST NAME SIGNATURE

TOTAL FOOTAGE: 496

DEPOSIT INFORMATION

SUBTOTAL	1,802.96
CARTAGE	
CA LUMBER TAX	18.03
SALES TAX	144.24
TOTAL	1,965.23

1511 COD

Saroyan Lumber Company, Inc.

MAIN CORPORATE OFFICE
6230 SOUTH ALAMEDA STREET
HUNTINGTON PARK, CALIFORNIA 90255
(323) 589-5704 • FAX (323) 277-7249
FRESNO (559) 549-6702 • LIVERMORE (925) 960-1970
SAN MARCOS (760) 736-9337
www.SaroyanLumber.com

INVOICE / DELIVERY ORDER

DEL CPY — INVOICE NO. — 08/13/2014 — PRINT DATE

886889 — OUR WORK ORDER NO. — 07/28/2014 — ORDER DATE

KWM — SALES PERSON

SOLD TO

Gordon Construction-LA
217 S Barrington Ave.
Apt 301
Los Angeles CA 90049 3331

SHIP TO

SAME

PURCHASING AGENT	CUSTOMER P.O.	SHIP VIA	F.O.B.	TERMS	MAP PG.
John Gordon	Verbal	Your Truck	Will Call	Due on Delivery	735-G4

QUANTITY	DESCRIPTION	S.L. STOCK NO.	✓	TAG NO.	✓	SQ. FT. PCS	EXTENSION	PRICE	AMOUNT
128 LF	1-3/4 x 3-1/2 C & Btr VGDF T-Mould Detail			65278			128 LF	8.4500 LF	1,081.60
448 LF	5/16 x 1-1/2 C & Btr VGDF Stop Detail			65277			448 LF	2.0500 LF	918.40
16 LF	1-3/4 x 3-1/2 C & Btr VGDF Detail			65279			16 LF	8.4500 LF	135.20
1 EA	Milling Fee						1 EA	100.000 EA	100.00
72 LF	1-3/4 x 5-1/2 Sapele Mixed Sill Detail			65280			72 LF	19.3000 LF	1,389.60

51.03 Less Deposit of $1500.00 - $2451.03 Balance Due

PLEASE SIGN AND DATE

SIGNATURE ACKNOWLEDGES TERMS AND CONDITIONS ON REVERSE SIDE

RECEIVED BY X _____ DATE X _____

I ACKNOWLEDGE RECEIPT OF THE ABOVE DESCRIBED MATERIAL IN SATISFACTORY CONDITION.

Subtotal	3,624.80
Milling	0.00
Sales Tax	326.23
Cartage	0.00
INVOICE TOTAL	3,951.03

"WARN Dri sawing, milling, and sanding wood products produces wood dust, a an known by the State of California to cause cancer."

CUSTOMERS COPY

1512

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER AND ORIGINAL DOCUMENT SECURITY SCREEN ON BACK WITH PADLOCK SECURITY ICON.

FAIR OAKS PROFESSIONAL GROUP INC
1414 S. FAIR OAKS AVE
STE 12
SOUTH PASADENA, CA 91030

EASTWEST BANK
MONTEREY PARK, CA 91754
16-7038/3220

1603

DATE 8/12/2014

$ 2,451.03

PAY TO THE ORDER OF Saroyan Lumber Company, Inc.

Two Thousand Four Hundred Fifty One & 03/100 DOLLARS

Saroyan Lumber Company, Inc.
6230 South Alameda Street
Huntington Park, Ca. 90255

MEMO

⑈001603⑈ ⑆322070381⑆ 828002699⑈

SAROYAN LUMBER CO., INC.
6230 S. ALAMEDA STREET
HUNTINGTON PARK,CA 90255

08/13/2014 10:38:35
Merchant ID: 08035289
Terminal ID: 001

As an authorized representative of the corporation, you authorize us when you provide a corporate check as payment to use information from the check to process a one-time Electronic Funds Transfer (EFT) or draft drawn from the corporate account, or process the payment as a check transaction. You also authorize us to process credit adjustments, if applicable. If the payment is returned unpaid, you authorize us to collect the payment and the Return Fee amount below by EFT(s) or draft(s) from the corporate account. The corporation agrees to be bound by the NACHA rules.

ELECTRONIC CHECK

** Powered By TeleCheck **
** A First Data Company **

Transaction #:	001
Batch #:	319
Approval Code:	3796
Entry Method:	Swiped
Mode:	Online
Trace Number:	140031000023831263176
Check Number:	001603

SALE AMOUNT $2451.03

RETURN FEE AMOUNT $25.00

ELECTRONICALLY DEPOSITED
ITS SAFE. ITS SECURE
ITS FROM TELECHECK
QUESTIONS? CALL 1-800-697-9263

CUSTOMER COPY

SLSD **Space Light Structure Design**

ARCHITECTURE
PLANNING
INTERIORS

Invoice

Bill To:
Fair Oaks Professional Group
Anita To
1414 Fair Oaks Ave., Ste 12
South Pasadena, CA 91030

PAID CK# 1636.

Invoice #: 2014-25-01
Invoice Date: 10/7/2014
Due Date: 10/7/2014
Project:

Description	Hours/Qty	Rate	Amount
Project:1414 Fair Oaks Unit#7 and Trellis Design			
unit 7 plan review	0.25	120.00	30.00
unit 7 plan review	0.25	120.00	30.00
Unit downstairs.	0.5	120.00	60.00
unit 7 storefront remodel	1	120.00	120.00
Unit Downstairs.	0.1	120.00	12.00
unit 7 window	0.5	120.00	60.00
Insurance Certificate wording.	0.2	120.00	24.00
Construction Document	3.5	120.00	420.00
Construction Document	0.25	120.00	30.00
Construction Document	0.25	120.00	30.00
Construction Document	0.5	120.00	60.00
unit 7 permit	0.5	120.00	60.00
rellis Design and A1 Sheet	2	100.00	200.00
Construction Document	1	120.00	120.00
Construction Document	0.25	120.00	30.00
Predesign Services and Construction Document	1.35	160.00	216.00
Davis Blueprint Co., Inc. (Inv#93963)		31.80	31.80
Davis Blueprint Co., Inc. (Inv#94766)		31.80	31.80
Total Reimbursable Expenses			63.60
Markup		15.00%	9.54
Total Reimbursable Expenses			73.14

Total	$1,575.14
Payments/Credits	$0.00
Balance Due	$1,575.14

DAVIS BLUE PRINT COMPANY INC.

3205 N. Main Street
Los Angeles CA 90031

Original Invoice

Date:	Invoice #:
7/31/2014	93963

Bill To:	Ship To:
SLS DESIGN 1414 S. FAIR OAKS AVE. UNIT 2 SOUTH PASADENA, CA 91030	FAIR OAKS - UNIT #7

Job Name	P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via	W.O. Number	Ordered By
201425		Seven Days	8/7/2014	RCS	7/31/2014	DBP	246789	STEPHEN

Item	Description	Orig. / Files	Sets / Copies	S.F. / EA.	Rate	Amount
700-Minimu...	MINIMUM INVOICE				20.00	20.00T
301	Company Truck - Delivery and/or Pick- Up				10.00	10.00

Subtotal	$30.00
Sales Tax (9.0%)	$1.80
Total	$31.80
Payments/Credits	$0.00
Balance Due	$31.80

>List invoice number on your check when making a payment, in order to credit your account properly

>A finance charge of 1.5% per month will be charged to all past due invoices

Phone #	Fax:	E-Mail	Web Site
(323)225-4703	(323)446-8428	accounting@davisblueprint.com	www.davisblueprint.com

DAVIS BLUE PRINT COMPANY INC.

3205 N. Main Street
Los Angeles CA 90031

Original Invoice

Date:	Invoice #:
9/5/2014	94766

Bill To:
SLS DESIGN 1414 S. FAIR OAKS AVE. UNIT 2 SOUTH PASADENA, CA 91030

Ship To:
TRELLIS 1414 FAIR OAKS

Job Name	P.O. No.	Terms	Due Date	Rep	Ship Date	Ship Via	W.O. Number	Ordered By
201425		Seven Days	9/12/2014	RCS	9/5/2014	DBP	247118	T.LIN

Item	Description	Orig. / Files	Sets / Copies	S.F. / EA.	Rate	Amount
700-Minimu...	MINIMUM INVOICE				20.00	20.00T
301	Company Truck - Delivery and/or Pick- Up				10.00	10.00

Subtotal	$30.00
Sales Tax (9.0%)	$1.80
Total	$31.80
Payments/Credits	$0.00
Balance Due	$31.80

>List invoice number on your check when making a payment, in order to credit your account properly

>A finance charge of 1.5% per month will be charged to all past due invoices

Phone #	Fax:	E-Mail	Web Site
(323)225-4703	(323)446-8428	accounting@davisblueprint.com	www.davisblueprint.com

Saroyan Lumber Company, Inc.

6230 So. Alameda St Huntington Park CA 90255
Yard (323) 589-5704 x162 Yard Fax (323) 277-7249
Kevin W. McCabe: KWM@SaroyanLumber.com

QUOTATION

NO. 3127

Date: 07/25/14

Rep: Kevin McCabe

SOLD TO:
Gordon Construction - LA
217 S Barrington Ave.
Apt 301
Los Angeles, CA 90049

SHIP TO:
Will Call

Job Name:

Cust Rep:

SPECIAL INSTRUCTIONS:
All lengths nominal, detail per drawings.
Lead time 7-10 working days.

LN	QTY	UM	DESCRIPTION	UNIT PRICE	UM	EXTENSION
1	128	LF	1-3/4 x 3-1/2 C & BTR VG DF T-Mould Detail 16/8'	$8.450	LF	$1,081.60
2	416	LF	5/16 x 1-1/2 C & BTR VG DF Stop Detail 52/8'	$2.050	LF	$852.80
3	16	LF	1-3/4 x 3-1/2 C & BTR VG DF Detail 2/8'	$8.450	LF	$135.20
4	1	EA	Milling Fee	$100.000	EA	$100.00
5	72	LF	1-3/4 x 5-1/2 Sapele Mixed Sill Detail 4/8', 4/10'	$19.300	LF	$1,389.60
6						
7						
			Note: Total does not include shipping and tax if applicable	**TOTAL**		**$3,559.20**

PLEASE REVIEW THIS QUOTATION FOR ACCURACY. Saroyan Lumber to furnish only grades and quantities listed herein. This estimate covers items on this quotation only. Quotations are made for immediate acceptance unless otherwise specified. Any additional purchases will be at rate in effect at that time. All quotations subject to stock on hand at the time of placement of order. Prices subject to change on material not delivered within 45 days of receipt of purchase order. Saroyan Lumber Company is not liable for delays due to circumstances beyond their control.

PLEASE SIGN AND DATE

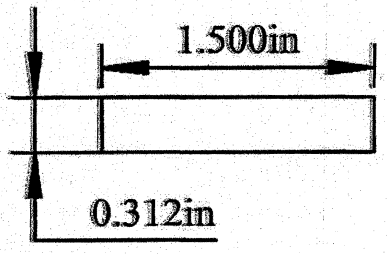
APPROVED BY: _____ DATE: 7-25-14

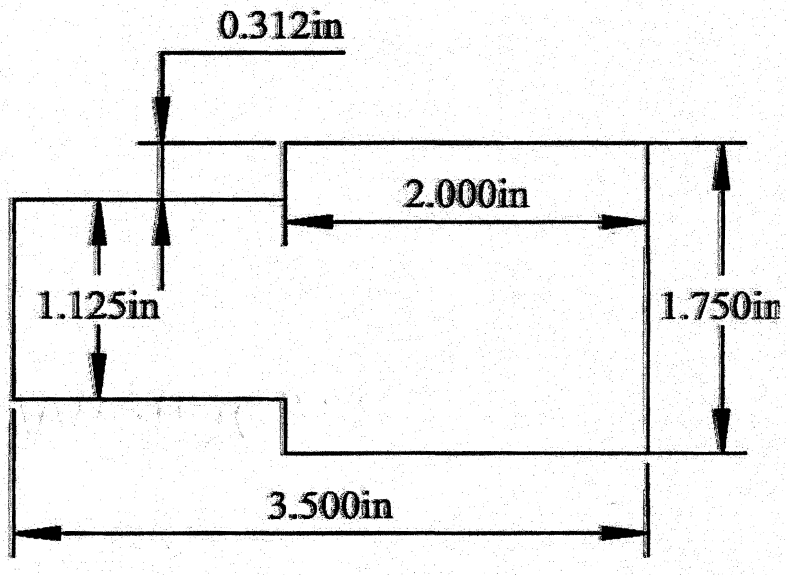
PURCHASE ORDER NO.: _____ REQUESTED DELIVERY DATE: _____

XX Rev 1.3.4.xls

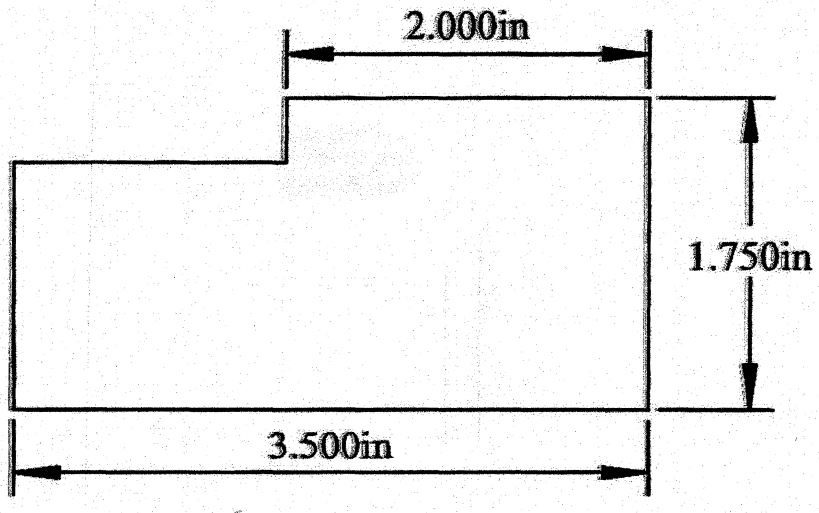
WINDOW JAMB
1 3/4 X 3 1/2

S4S
5/16 X 1 1/2



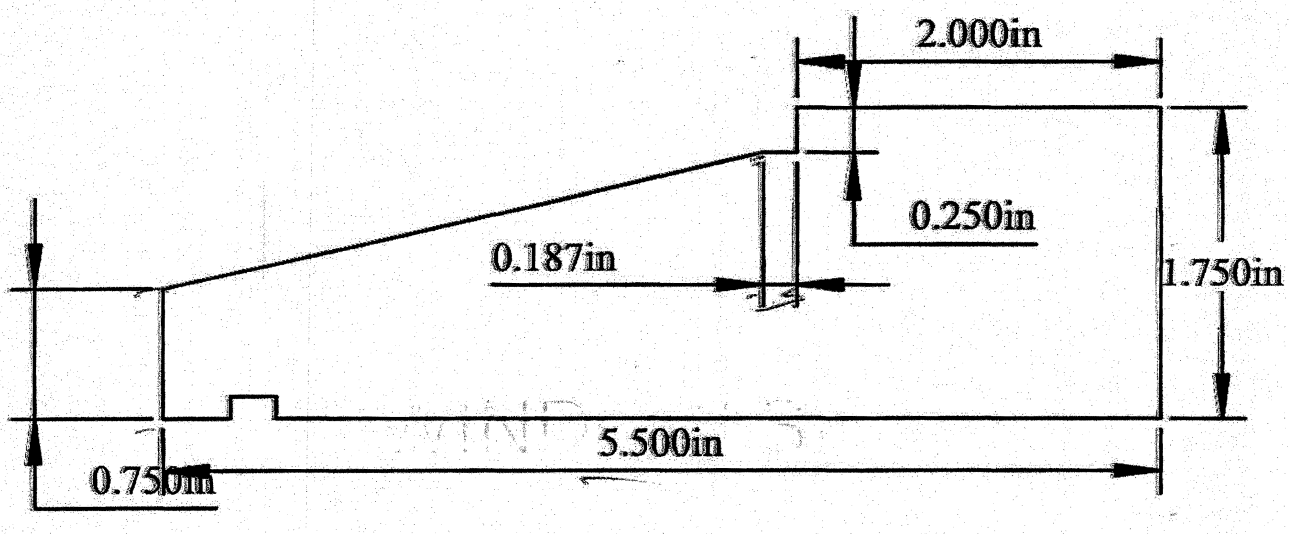


1 3/4 X 3 1/2



WINDOW SILL

1 3/4 X 5 1/2



BAMBOO PIPELINE

Corporate Headquarters
321 N. Aviador Street, Suite 201
Camarillo, CA 93010

ⓣ 805.764.2600 • ⓕ 805.764.2626
ⓦ www.bamboopipeline.com

INVOICE # 50008825
INVOICE DATE 05/03/16
PAGE 1

INVOICE

SOLD TO: 10188
Orange Street Studio
4949 Hollywood Boulevard, Suite 220

Los Angeles, CA 90027

ORD BY:
Michael Schneider

SHIP TO: **GEO:** 4B
Orange Street Studio
1414 Fair Oak Avenue
South Pasadena, CA

SPECIAL INSTRUCTIONS:
Call Michael on cell with ETA. Call contractor Rose Terrones with ETA 626-926-7397. End user CC -2881/TO.
ccpa 2881 5/2

ORDER DATE: 05/02/16
DUE DATE: 05/03/16

PROJECT NAME	CUSTOMER PO / JOB #	REF ORDER #	SLSP	BY	WH	TERMS	SHIP VIA	DEL DATE
Smith & Williams		317620	CLC	SLN	01	Credit Card	Bamboo Truck	05/03/16

LN	ITEM #	ITEM DESCRIPTION	SIZE	WH	QTY	UM	PRICE	TOTAL
1	TRA-JAS-01000	Trachelospermum jasminoides (Rhynchospermum) Star Jasmine Must be nice & green	1 Gallon	01	150	EA	3.470	520.50
2	CAR-TUM-01000	Carex tumulicola (C. divulsa) Berkeley Sedge	1 Gallon	01	25	EA	4.960	124.00
3	SED-CON-FL000	Sedum confusum Mexican Sedum	Flat	01	15	EA	13.740	206.10
4	CYP-ALT-05000	Cyperus alternifolius Umbrella Plant	5 Gallon	01	3	EA	16.800	50.40

$75 delivery fee for shipments less than $750

MERCHANDISE	DISCOUNT	FREIGHT	SALES TAX	TOTAL
$ 901.00	$ 0.00	$ 0.00	$ 81.10	$ 982.10

PXK

Merchant: Bamboo Pipeline

321 N Aviador St# 201
Camarillo, CA 93010
US

8057642600

Order Information

Description:	Orange Street Studio		
Order Number:		P.O. Number:	
Customer ID:	10188	Invoice Number:	10188 317620

Billing Information

anita to
Orange Street Studio
257 s spring st
los angeles, ca 90012

Shipping Information

anita to
Orange Street Studio
257 s spring st
los angeles, ca 90012

Shipping:	0.00
Tax:	0.00
Total:	**USD 982.10**

Payment Information

Date/Time:	02-May-2016 08:57:22 PDT
Transaction ID:	8369767446
Entry Method:	Keyed
Transaction Type:	Authorization Only
Transaction Status:	Settled Successfully
Authorization Code:	01683C
Payment Method:	Visa XXXX2881

Terrones Construction & Landscaping
1407 S. Second Ave
Arcadia, CA 91006
License # 725473
Phone (626) 254-0200 Fax (626) 254-0201

Prime Construction Contract

This agreement is between (Contractor):

Terrones Construction & Landscaping
1407 S. Second Ave
Arcadia, CA 91006
P (626) 254-0200 F (626) 254-0201
LIC.#725473

Date: 11-6-13
Project name: SMITH AND WILLIAMS BUILDING
Address: 1414 FAIR OAKS AVE.
City, State, ZIP: PASADENA, CA. 91101
Telephone #: ANITA - 323 382-3988

And (Owner):

Name: ANITA TO - yuentungto@gmail.com
Address: 540 SOUTH LAKE AVE,
City, State, ZIP: PASADENA, CA. 91101

Contractor will furnish all labor and materials to construct and complete the project described above in a good workmanlike manner:
PHASE ONE

In accordance with following contract documents:

PART 1. HARDSCAPE

1. REMOVE AND INSTALL 240 SF. COLORED CONCRETE	@ $1,920.00	$1,920.00
2. REMOVE-INSTALL 1560 SF. EXPOSED PEBBLES CONCRETE	@ $12,480.00	$12,480.00
3. REMOVE-INSTALL 450' - 2" X 4" REDWOOD	@ $200.00	$200.00
4. REMOVE 24 SF. BRICK	@ $150.00	$150.00
5. REMOVE-INSTALL 96 SF. CONCRETE UNDER TRELLIS	@ $1,200.00	$1,200.00
6. FORM-GRADE-INSTALL 24 SF. MISSING CONCRETE	@ $400.00	$400.00
7. REMOVE-INSTALL 400 SF. COLORED CONCRETE	@ $4.000.00	$4,000.00
8. INSTALL 60' PERIMETER EDGING CIRCULAR PAVERS	@ $200.00	$200.00
9. REMOVE 375 SF. ASPHALT - INSTALL 375 SF. CONCRETE	@ $1,800.00	$1,800.00
10. REMOVE-REPLACE 30 SF. LIFTED CONCRETE	@ $400.00	$400.00
11. REMOVE-REPLACE 255 SF. CIRCULAR BRICK AS NEEDED	@ $2,400.00	1523 .00
12. REMOVE-INSTALL CEMENT SLABS - REMOVE ROOTS	@ $250.00	$250.00

13. REMOVE-INSTALL DAMAGED BLOCKS	@ $800.00	$800.00
	TOTAL LABOR	$26,200.00
1. MATERIAL - 14 YDS. CONCRETE	@ $150.00	$2,100.00
2. MATERIAL - CONCRETE PUMPER	@ $450.00	$450.00
3. MATERIAL - 30 BAGS PEBBLES	@ $17.44	$523.20
4. USE EXISTING BLOCK - 1 BAG SPEC MIX	@ $7.63	$7.63
	TOTAL MATERIAL	$3,080.83
	GRAND TOTAL	$29,280.83

Owner agrees to pay Contractor the total sum of- TWENTY NINE THOUSAND TWO HUNDRED EIGHTY AND EIGHTY THREE HUNDRED

Installments to be made as follows:

MATERIAL MONEY AT START OF JOB - PROGRESS PAYMENTS

Funds are to be disbursed by: ANITA TO

Work shall commence: WEDNESDAY - 11-13-13

and shall be complete within the following number of working days: 14 TO 21

Owner _____ Contractor: _____

1525

Date signed: _____ Date signed: _____

Orange Street Studio, Inc

4949 Hollywood Blvd., Ste. 220
Los Angeles, Ca. 90027

Invoice

DATE	INVOICE #
5/31/2016	11729

BILL TO
Smith & Williams Attn: Anita To 1414 Fair Oaks Avenue Unit 12 Pasadena, CA 91030

TERMS	DUE DATE
Due on receipt	5/31/2016

ITEM	PROFESSIONAL SERVICES PROVIDED BY OSS	QTY	RATE	AMOUNT
Installation	SMITH & WILLIAMS INSTALLATION			
Site meeting	3/28 Site visit : Scope of installation mtg w/ Rose & Anita. RMS x 1.5h @ $175.		262.50	262.50
Site meeting	4/18 Site mtg: Anita & Rose RMS x 1.5h		262.50	262.50
Coordination	4/19 Site mtg: Plant list review and selection RMS x 1h		175.00	175.00
Site work	4/29 Site mtg: Plant installation w/ Rose and Anita 9:30- 4:30 RMS x 7h		1,225.00	1,225.00
Coordination	5/2 Plant list extras RMS x 1h		175.00	175.00
Site work	5/4 site visit/ coordination w/ Rose plant layout RMS x 2h		350.00	350.00
		Total		$2,450.00

Phone #	Fax #	E-mail	Web Site
323-663-4949	323-663-1422	Christina@orangestreetstudio.com	Orangestreetstudio.com

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
4/1/2016	129

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101 ANITA TO SOUTH PASADENA, CA. 91101 USA

Project

Description	Qty	Rate	Total
PART 1. INITIAL CLEANING		0.00	0.00
1. LABOR - REMOVE 80' BAMBOO-INCLUDING ROOTS - HAND TRIM VARIEGATED PITTOSPORUM ENTRANCE	1	3,000.00	3,000.00
2. LABOR - REMOVE 75 PRIVET HEDGE			
3. LABOR - REMOVE EXISTING VINES AND IVY EAST SIDE - TRIM TREES FROM FENCE AREA	1	1,600.00	1,600.00
4. LABOR - REMOVE 12 TOBIRAS - GROUNDCOVER	1	400.00	400.00
5. LABOR CLEAN UP 31 NANDINAS - SPRAY FOR MOLD	1	450.00	450.00
6. LABOR - TRIM - REMOVE DEAD IVY BUILDINGS	1	1,000.00	1,000.00
7. LABOR - TRIM SHRUBS - TUPIDANTHUS- REMOVE EXISTING SHRUBS SOUTH SIDE - REMOVE DEAD TREE	1	1,200.00	1,200.00
8. LABOR - REMOVE - INSTALL 80' REDWOOD - REMOVE 2 AREAS BRICK	1	1,000.00	1,000.00
9. LABOR - REMOVE TRASH TO DUMP	1	850.00	850.00
1. MATERIAL - 30 DAYS GAS	30	30.00	900.00
2. MATERIAL - 80' - 2" X 4" REDWOOD	4	43.90	175.60
Total			$10,575.60

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
2/29/2016	117

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101 ANITA TO SOUTH PASADENA, CA. 91101 USA

Project

Description	Qty	Rate	Total
PHASE TWO - INITIAL CLEANING - BLOCK WALL - LIGHTING - IRRIGATION - LANDSCAPING - CONCRETE		0.00	0.00
PART 1. INITIAL CLEANING		0.00	0.00
1. LABOR - REMOVE 80' BAMBOO - INCLUDING ROOTS	1	2,500.00	2,500.00
2. LABOR - REMOVE 75 PRIVET HEDGE AND TURF	1	2,000.00	2,000.00
3. LABOR - REMOVE EXISTING VINES AND IVY - TRIM TREES FROM FENCE AREA	1	1,600.00	1,600.00
4. LABOR - REMOVE 12 TOBIRAS - GROUNDCOVER	1	400.00	400.00
5. LABOR - REMOVE NANDINA AROUND CURVED WALL	1	50.00	50.00
6. LABOR - CLEAN UP 31 NANDINAS	1	400.00	400.00
7. LABOR - TRIM VINE ON BUILDINGS	1	800.00	800.00
8. LABOR - TRIM SHRUBS - TUPIDANTHUS - REMOVE EXISTING SHRUBS SOUTH SIDE	1	1,200.00	1,200.00
9. LABOR - REMOVE - INSTALL 20' REDWOOD - REMOVE BRICK 4 AREAS	1	400.00	400.00
1. MATERIAL - 1 TRASH BIN	1	850.00	850.00
2. MATERIAL - 30 DAYS GAS	30	30.00	900.00
3. MOBILIZATION - 1 HR.	1	50.00	50.00
PART 2. HARDSCAPE		0.00	0.00
1. LABOR - REMOVE - REPLACE BROKEN BLOCKS FRONT RETAINING WALL	1	1,600.00	1,600.00
2. LABOR - INSTALL 12 STEPPING STONES	1	120.00	120.00
3. LABOR - DEMO - INSTALL CEMENT SLABS 2 - 21/2 X 41/2 - 1 - 21/2 X 71/2 - 3 - 21/2 X 31/2 - 2 - 21/2 X 6' - 1 - 3' X 12'	1	4,000.00	4,000.00
4. LABOR - CLEAN AND STAIN BENCHES	1	800.00	800.00
1. MATERIAL - 1.5 YARDS CEMENT - PUMPER	1	350.00	350.00
2. MATERIAL - 12 STEPPING STONES	12	10.98	131.76
3. MATERIAL - 108 PALLET HALF BLOCKS	108	4.00	432.00
4. MATERIAL - 1 PALLET ORCO - PALLET DELIVERY	1	93.40	93.40
5. MATERIAL - 1 MOLD CHARGE	1	600.00	600.00
6. MATERIAL - 3 BAGS SPEC MIX	3	6.59	19.77
7. MATERIAL - 100' ROOT BARRIER	1	1,600.00	1,600.00
8. MATERIAL - 1 QUART STAIN	1	22.88	22.88
9. MOBILIZATION - 2 HRS.	2	50.00	100.00
PART 3. LANDSCAPING		0.00	0.00
1. LABOR - PLANT 1 - 15 GAL. TREE	1	50.00	50.00
2. LABOR - PLANT 1 - 24" BOX TREE - 1 - 24"BOX PINUS HICHPUSIS	2	150.00	300.00

Total

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
2/29/2016	117

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101 ANITA TO SOUTH PASADENA, CA. 91101 USA

Project

Description	Qty	Rate	Total
3. LABOR - PLANT 7 - 5 GAL. SHRUBS	7	15.00	105.00
4. LABOR - PLANT 172 - 5 GAL. SHRUBS	172	15.00	2,580.00
5. LABOR - PLANT 134 - 1 GAL. SHRUBS	134	10.00	1,340.00
6. LABOR - PLANT 95 FLATS GROUNDCOVER	95	15.00	1,425.00
1. MATERIAL - 1 - 15 GAL. QUERCUS ILEX	1	54.88	54.88
2. MATERIAL - 1 - 24" BOX ACER PALMATUM	1	142.68	142.68
3. MATERIAL - 6 - 15 GAL. PINUS MUGO MUGO - NOT AVAILABLE			
4. MATERIAL - 6 - 5 GAL. CYCAS REVOLUTA	6	49.39	296.34
5. MATERIAL - 35 - 5 GAL. BAMBUSA MULTIIPLEX 'GOLDEN GODDESS'	35	49.39	1,728.65
6. MATERIAL - 3 - 15 GAL. TETRAPANAX PAPYFERUS - NOT AVAILABLE			
7. MATERIAL - 2 - 5 GAL. CYATHEA COOPERI 'AUSTRALIAN TREE FERN'	2	27.44	54.88
8. MATERIAL - 2 - 15 GAL. PHILODENDRON EVANSII - NOT AVAILABLE			
9. MATERIAL - 1 - 15 GAL. MONSTERA DELICIOSA 'SPLIT LEAF PHILODENDRON' - NOT AVAILABLE			
10. MATERIAL - 11 - 15 GAL. PHORMINUMTENAX 'DARK DELIGHT' - NOT AVAILABLE			
11. MATERIAL - 19 - 15 GAL. CHAMAEDOREA SELFRIZII - NOT AVAILABLE			
12. MATERIAL - 3 - 15 GAL. RHAPIS EXCELSA - NOT AVAILABLE			
13. MATERIAL - 7 - 5 GAL. PHILODENDRON	7	27.44	192.08
14. MATERIAL - 7 - 15 GAL. PHILODENDRON BIPINNATEFIDUM - NOT AVAILABLE			0.00
15. MATERIAL - 61 - 5 GAL. ABELIA GRANDIFLORA PROSTRATA			0.00
16. MATERIAL - 37 - 5 GAL. MYRSINE AFRICANA - 15 - 5 GAL. LOROPESALUM RAZ	52	10.98	570.96
17. MATERIAL - 3 - 5 GAL. ARALIA ELATA			0.00
18. MATERIAL - 14 - 5 GAL. NANDINA DOMESTICA	14	10.98	153.72
19. MATERIAL - 1 - 5 GAL. WISTERIA SINENSIS ONTRELLIS			0.00
20. MATERIAL - 6 - 5 GAL. JUNIIPER TAMARISCIFOLIA	6	10.98	65.88
21. MATERIAL - 16 - 1 GAL. OPHIOPOGON JAPONICUS	16	5.49	87.84
22. MATERIAL - 32 - 1 GAL. CAREX TESTACE			0.00
23. MATERIAL - 29 - 1 GAL. CARISSA GRANDIFLORA TUTTLE	29	10.98	318.42
24. MATERIAL - 3 - 1 GAL. DIETES IROIDES	3	10.98	32.94
25. MATERIAL - 113 - 1 GAL. LIRIOPE 'SILVER DRAGON'			0.00
26. MATERIAL - 43 - 1 GAL. LIRIOPE GIGANTEA	43	5.49	236.07
27. MATERIAL - 11 - 1 GAL. HELLEBORUS NIGER - NOT AVAILABLE			0.00
28. MATERIAL - 6 - 1 GAL. JUNCUS PATENS 'ELK BLUE' - NOT AVAILABLE - NOT AVAILABLE			0.00
29. MATERIAL - 4 - 1 GAL. CYMBIDIUM SP. ORCHID - NOT AVAILABLE			0.00
30. MATERIAL - 16 - 1 GAL. CLIVIA MINIAGA	16	6.59	105.44
31. MATERIAL - 4 - 1 GAL. EQUISETUM HYEMALE	4	5.49	21.96
		Total	

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
2/29/2016	117

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101 ANITA TO SOUTH PASADENA, CA. 91101 USA

Project

Description	Qty	Rate	Total
32. MATERIAL - 2 - 1 GAL. CYPERUS ALTEMIFOLIUS - NOT AVAILABLE			0.00
33. MATERIAL - 30 - 1 GAL. OPHIOPOGAN 'VARIEGATUS' - NOT AVAILABLE - 1 - 5 GAL. CYPRUS ALTERNIFOLIUS - NOT AVAILABLE			0.00
34. MATERIAL - 23 - 1 GAL. AGAPANTHUS AFRICANUS	23	5.49	126.27
35. MATERIAL - 28 - 1 GAL. SANSEVIERA TRIFASCIATA - NOT AVAILABLE - 1 - 5 GAL. MAHONIA BUCAI - NOT AVAILABLE			0.00
36. MATERIAL - 50 FLATS AJUGA REPTANS ATROPURPUREA	50	21.95	1,097.50
37. MATERIAL - 30 FLATS SEDUM CONFUSUM	30	21.95	658.50
38. MATERIAL - 50 FLATS HEDERA HAHNI	50	21.95	1,097.50
39. MATERIAL - 35 FLATS PERSICARIA CAPITATA 'POLYGONUM'	35	21.95	768.25
40. MATERIAL - 20 FLATS TRACHELOSPERMUM JASMINOIDES	20	21.95	439.00
41. MATERIAL - 1 POT ARCHITECTURAL POTTERY POT # BCP - 25	1	0.00	0.00
42. MATERIAL - 4 BOULDERS	4	200.00	800.00
43. MATERIAL - 21 DAYS GAS	21	30.00	630.00
44. MOBILIZATION - 8 HRS.	8	50.00	400.00
45. MATERIAL - 100' ROOT BARRIER	100	5.48	548.00
PART 4. LIGHTING		0.00	0.00
1. LABOR - INSTALL 7 UPLIGHTS - 9 SHRUB LIGHTING	16	50.00	800.00
2. LABOR - INSTALL 2 TRANSFORMERS - WIRES	2	1,500.00	3,000.00
1. MATERIAL - 2 - 1200 TRANSFORMERS	2	1,168.98	2,337.96
2. MATERIAL - 1 ROLL 500' #12 WIRE	1	545.00	545.00
3. MATERIAL - 4 DAYS GAS	3	30.00	90.00
4. MOBILIZATION - 2 HRS.	2	50.00	100.00
PART 5. IRRIGATION		0.00	0.00
1. LABOR - REPLACE 2 ANTISYPHON VALVE GASKETS	1	75.00	75.00
2. LABOR - REPLACE 60 HEADS - SWING JOINTS - WITH INSERTS	1	680.00	680.00
1. MATERIAL - 2 - 1" ANTISYPHON VALVE GASKETS	2	0.59	1.18
2. MATERIAL - 60 RAINBIRD INSERTS	60	0.68	40.80
3. MATERIAL - 2 BAGS SWING JOINTS	2	9.38	18.76
4. MATERIAL - 2 DAYS GAS	2	30.00	60.00
5. MOBILIZATION - 1 HR.	1	50.00	50.00
6. MATERIAL - 60 - 4" RAINBIRD P/U	60	4.39	263.40
Total			$45,509.67

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
~~2/29/2016~~	117

~~3/16~~
3/17/16

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101 ANITA TO SOUTH PASADENA, CA. 91101 USA

Project

Description	Qty	Rate	Total	
PHASE TWO - INITIAL CLEANING - BLOCK WALL - LIGHTING - IRRIGATION - LANDSCAPING - CONCRETE		0.00	0.00	
PART 1. INITIAL CLEANING		0.00	0.00	
1. LABOR - REMOVE 80' BAMBOO - INCLUDING ROOTS	1	2,500.00	2,500.00	-500
2. LABOR - REMOVE 75 PRIVET HEDGE AND TURF	1	2,000.00	2,000.00	
3. LABOR - REMOVE EXISTING VINES AND IVY - TRIM TREES FROM FENCE AREA	1	1,600.00	1,600.00	
4. LABOR - REMOVE 12 TOBIRAS - GROUNDCOVER	1	400.00	400.00	
5. LABOR - REMOVE NANDINA AROUND CURVED WALL	1	50.00	50.00	
6. LABOR - CLEAN UP 31 NANDINAS	1	400.00	400.00	
7. LABOR - TRIM VINE ON BUILDINGS	1	800.00	800.00	
8. LABOR - TRIM SHRUBS - TUPIDANTHUS - REMOVE EXISTING SHRUBS SOUTH SIDE	1	1,200.00	1,200.00	
9. LABOR - REMOVE - INSTALL 20' REDWOOD - REMOVE BRICK 4 AREAS - where?	1	400.00	400.00	
1. MATERIAL - 1 TRASH BIN	1	850.00	850.00	
2. MATERIAL - 30 DAYS GAS	30	30.00	900.00	
3. MOBILIZATION - 1 HR. GRADE SOIL AWAY FROM #6?	1	50.00	50.00	
PART 2. HARDSCAPE		0.00	0.00	
1. LABOR - REMOVE - REPLACE BROKEN BLOCKS FRONT RETAINING WALL	1	1,600.00	1,600.00	
2. LABOR - INSTALL 12 STEPPING STONES	1	120.00	120.00	
3. LABOR - DEMO - INSTALL CEMENT SLABS 2 - 21/2 X 41/2 - 1 - 21/2 X 71/2 - 3 - 21/2 X 31/2 - 2 - 21/2 X 6' - 1 - 3' X 12' Where	1	4,000.00	4,000.00	+800
4. LABOR - CLEAN AND STAIN BENCHES	1	800.00	800.00	
1. MATERIAL - 1.5 YARDS CEMENT - PUMPER ?	1	350.00	350.00	+450
2. MATERIAL - 12 STEPPING STONES	12	10.98	131.76	
3. MATERIAL - 108 PALLET HALF BLOCKS ?	108	4.00	432.00	
4. MATERIAL - 1 PALLET ORCO - PALLET DELIVERY	1	93.40	93.40	
5. MATERIAL - 1 MOLD CHARGE ?	1	600.00	600.00	
6. MATERIAL - 3 BAGS SPEC MIX	3	6.59	19.77	
7. MATERIAL - 100' ROOT BARRIER 200lb RIVER ROCK BOLDER	1	1,600.00	1,600.00	-100
8. MATERIAL - 1 QUART STAIN	1	22.88	22.88	
9. MOBILIZATION - 2 HRS. +50	2	50.00	100.00	~~9869.0~~
PART 3. LANDSCAPING		0.00	0.00	9869.8
1. LABOR - PLANT 1 - 15 GAL. TREE	1	50.00	50.00	
2. LABOR - PLANT 1 - 24" BOX TREE - 1 - 24"BOX PINUS HICHPUSIS	2	150.00	300.00	
		Total		

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
~~2/29/2016~~	117

3/17/16.

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101 ANITA TO SOUTH PASADENA, CA. 91101 USA

			Project
Description	Qty	Rate	Total
32. MATERIAL - 2 - 1 GAL. CYPERUS ALTEMIFOLIUS - NOT AVAILABLE			0.00
33. MATERIAL - 30 - 1 GAL. OPHIOPOGAN 'VARIEGATUS' - NOT AVAILABLE - 1 - 5 GAL. CYPRUS ALTERNIFOLIUS - NOT AVAILABLE			0.00
34. MATERIAL - 23 - 1 GAL. AGAPANTHUS AFRICANUS	23	5.49	126.27
35. MATERIAL - 28 - 1 GAL. SANSEVIERA TRIFASCIATA - NOT AVAILABLE - 1 - 5 GAL. MAHONIA BUCAI - NOT AVAILABLE			0.00
36. MATERIAL - 50 FLATS AJUGA REPTANS ATROPURPUREA	40? 50	21.95	1,097.50
37. MATERIAL - 30 FLATS SEDUM CONFUSUM	152 30	21.95	658.50
38. MATERIAL - 50 FLATS HEDERA HAHNI	50	21.95	1,097.50
39. MATERIAL - 35 FLATS PERSICARIA CAPITATA 'POLYGONUM'	35	21.95	768.25
40. MATERIAL - 20 FLATS TRACHELOSPERMUM JASMINOIDES	20	21.95	439.00
41. MATERIAL - 1 POT ARCHITECTURAL POTTERY POT # BCP - 25	1	0.00	0.00
42. MATERIAL - 4 BOULDERS	4	200.00	800.00
43. MATERIAL - 21 DAYS GAS	21	30.00	630.00
44. MOBILIZATION - 8 HRS.	8	50.00	400.00
45. MATERIAL - 100' ROOT BARRIER	100	5.48	548.00
PART 4. LIGHTING		0.00	0.00
1. LABOR - INSTALL 7 UPLIGHTS - 9 SHRUB LIGHTING	17 16	50.00	800.00 -50
2. LABOR - INSTALL 2 TRANSFORMERS - WIRES	2	1,500.00	3,000.00
1. MATERIAL - 2 - 1200 TRANSFORMERS	2	1,168.98	2,337.96
2. MATERIAL - 1 ROLL 500' #12 WIRE	1	545.00	545.00
3. MATERIAL - 4 DAYS GAS	3	30.00	90.00 +50
4. MOBILIZATION - 2 HRS.	2	50.00	100.00 ✓
PART 5. IRRIGATION		0.00	0.00 6872.9
1. LABOR - REPLACE 2 ANTISYPHON VALVE GASKETS	1	75.00	75.00
2. LABOR - REPLACE 60 HEADS - SWING JOINTS - WITH INSERTS	1	680.00	680.00
1. MATERIAL - 2 - 1" ANTISYPHON VALVE GASKETS	2	0.59	1.18
2. MATERIAL - 60 RAINBIRD INSERTS	60	0.68	40.80
3. MATERIAL - 2 BAGS SWING JOINTS	2	9.38	18.76
4. MATERIAL - 2 DAYS GAS	2	30.00	60.00
5. MOBILIZATION - 1 HR.	1	50.00	50.00
6. MATERIAL - 60 - 4" RAINBIRD P/U	60	4.39	263.40
MOBILIZATION. 4/10 PROPOSAL.	1	50	50. +50.
	Total		$45,509.67

PLANTING MATERIALS.
14356.01 ~~2/02~~.
MISSING PLANT ON BAMBOO PIPELINE LIST = 11,916.48.

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
4/1/2016	129

ACCEPTED.

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101

Project

Description	Qty	Rate	Total	
PART 1. INITIAL CLEANING		0.00	0.00	4/9.
1. LABOR - REMOVE 80' BAMBOO-INCLUDING ROOTS - HAND TRIM VARIEGATED PITTOSPORUM ENTRANCE	1	3,000.00	3,000.00	PAID
2. LABOR - REMOVE 75 PRIVET HEDGE				
3. LABOR - REMOVE EXISTING VINES AND IVY EAST SIDE - TRIM TREES FROM FENCE AREA	1	1,600.00	1,600.00	4/13
4. LABOR - REMOVE 12 TOBIRAS - GROUNDCOVER N. BAMBOO AREA.	1	400.00	400.00	4/13
5. LABOR CLEAN UP 31 NANDINAS - SPRAY FOR MOLD	1	450.00	450.00	4/13
6. LABOR - TRIM - REMOVE DEAD IVY BUILDINGS	1	1,000.00	1,000.00	4/22
7. LABOR - TRIM SHRUBS - TUPIDANTHUS- REMOVE EXISTING SHRUBS SOUTH SIDE - REMOVE DEAD TREE	1	1,200.00	1,200.00	4/13
8. LABOR - REMOVE - INSTALL 80' REDWOOD - REMOVE 2 AREAS BRICK	1	1,000.00	1,000.00	4/13
9. LABOR - REMOVE TRASH TO DUMP	1	850.00	850.00	4/13
1. MATERIAL - 30 DAYS GAS	~~20~~ 30	30.00	600 ~~900.00~~	4/22
2. MATERIAL - 80' - 2" X 4" REDWOOD	4	43.90	175.60	4/13
		0.00	0.00	
CHANGE ORDER				
1. ADDITIONAL LABOR - REMOVE 2 PALM STUMPS	2	200.00	400.00	4/13
2. ADDITIONAL LABOR - REMOVE		0.00	0.00	

DATE PAID.	AMOUNT.	CK. #.
4/9.	~~$3000~~	
4/13.	$6075.6.	1866, 1867.
4/22		1869.

	Total	$10,975.60

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
4/1/2016	129

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101 ANITA TO SOUTH PASADENA, CA. 91101 USA

Project

Description	Qty	Rate	Total
PART 1. INITIAL CLEANING		0.00	0.00
1. LABOR - REMOVE 80' BAMBOO-INCLUDING ROOTS - HAND TRIM VARIEGATED PITTOSPORUM ENTRANCE	1	3,000.00	3,000.00
2. LABOR - REMOVE 75 PRIVET HEDGE			
3. LABOR - REMOVE EXISTING VINES AND IVY EAST SIDE - TRIM TREES FROM FENCE AREA	1	1,600.00	1,600.00
4. LABOR - REMOVE 12 TOBIRAS - GROUNDCOVER	1	400.00	400.00
5. LABOR CLEAN UP 31 NANDINAS - SPRAY FOR MOLD	1	450.00	450.00
6. LABOR - TRIM - REMOVE DEAD IVY BUILDINGS	1	1,000.00	1,000.00
7. LABOR - TRIM SHRUBS - TUPIDANTHUS- REMOVE EXISTING SHRUBS SOUTH SIDE - REMOVE DEAD TREE	1	1,200.00	1,200.00
8. LABOR - REMOVE - INSTALL 80' REDWOOD - REMOVE 2 AREAS BRICK	1	1,000.00	1,000.00
9. LABOR - REMOVE TRASH TO DUMP	1	850.00	850.00
1. MATERIAL - 30 DAYS GAS	30	30.00	900.00
2. MATERIAL - 80' - 2" X 4" REDWOOD	4	43.90	175.60
PALM STUMPS			600

	Total	$10,575.60

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
4/4/2016	130

ACCEPTED.

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101

Project

Description	Qty	Rate	Total	
PART 2. HARDSCAPE		0.00	0.00	
1. LABOR - REMOVE-REPLACE BROKEN BLOCKS FRONT RETAINING WALL	1	1,600.00	1,600.00	5/15 ~~4/25~~
2. LABOR - INSTALL 12 STEPPING STONES	12	10.00	120.00	+800
3. LABOR - DEMO-INSTALL CEMENT SLABS 2 - 21/2' X 41/2' - 1 - 21/2' X 71/2' - 3 - 21/2' X 31/2' - 2 - 1/2' X 6' - 12" X 25' - 3' X 4'	4/22 1	4,800.00	4,800.00	
4. LABOR - CLEAN AND STAIN BENCHES - LINSEED OIL ?	2	400.00	800.00	4/22
1. LABOR - INSTALL 100' ROOT BARRIER	1	1,500.00	1,500.00	4/22
2. MATERIAL - 12 STEPPING STONES	12	10.98	131.76	
3. MATERIAL - 108 PALLET HALF BLOCKS (BANK STREET WALL).	108	4.00	432.00	4/13
4. MATERIAL - 1 PALLET ORCO - PALLET DELIVERY	1	93.40	93.40	4/13
5. MATERIAL - 1 MOLD CHARGE	1	600.00	600.00	4/13
6. MATERIAL - 3 BAGS SPEC MIX (MORTOR MIX).	3	6.59	19.77	4/13
7. MATERIAL - 100' ROOT BARRIER	1	111.95	111.95	4/13
8. MATERIAL - 1 QUART STAIN - LINSEEDOIL ?	1	22.88	22.88	4/13
9 MOBILIZATION - 2 HRS.	2	50.00	100.00	4/13
10. MATERIAL - 5 DAYS GAS	5	30.00	150.00	4/13
11. MATERIAL - 2 YARDS CEMENT - PUMPER	1 2	400.00	4/13 ~~800.00~~	~~400~~ +50
12. MOBILIZATION - 3 HRS.	3	50.00	4/13 150.00	
13. MATERIAL - 1" X 2" MEXICAN PEBBLES - 5 BAGS	5	17.56	4/13 87.80	N
14. MATERIAL - 3" X 4" MEXICAN PEBBLES - 45 BAGS (APPROX.) WILL REFUND.	45	17.56	4/13 790.20	N.

PAYMENT. DATE.	AMOUNT.	CK# 2958.
4/13.	$2958.00.	1865.
4/22		1869.
5/5		1878.

	Total	$11909.76. ~~$12,309.76~~

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
4/4/2016	131

ACCEPTED.

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101

Project

Description	Qty	Rate	Total	
PART 4. LIGHTING		0.00	0.00	
1. LABOR - INSTALL 7 UPLIGHTS - 9 SHRUB LIGHTING	16	50.00	800.00	5/5.
2. LABOR - INSTALL 2 TRANSFORMERS - WIRES	2	1,500.00	3,000.00	4/22
MATERIAL - 2 - 1200 TRANSFORMERS	2	1,168.98	2,337.96	4/13
MATERIAL - 1 ROLL 500' #12 WIRE	1	545.00	545.00	4/13
3. MATERIAL - 4 DAYS GAS	4	30.00	4/13 ~~150.00~~ 120	
4. MOBILIZATION - 2 HRS.	2	50.00	100.00	4/13
5. MATERIAL - 100' 1" CONDUIT	10	3.62	36.20	4/13
6. MATERIAL - 4 COUPLINGS - 4 - 90% SWEEPS	4	1.38	5.52	4/13
7. MATERIAL - 7 UPLIGHTS halogen 20W. 98.78	7	98.78	5/5 0.00	691.4
8. MATERIAL - 9 SHRUB LIGHTS 94.39	9	94.39	5/5 0.00	849.5
		0.00	0.00	
CHANGE ORDER - TO REPLACE - REPAIR EXISTING LIGHTS		0.00	0.00	
1. CHANGE ORDER LABOR - TBD		0.00	0.00	
2. CHANGE ORDER MATERIAL - TBD		0.00	0.00	

FX, BRONZE { SHRUB : 50.61 / GROUND : 60.01 .

CHOICES FOR LIGHTING FIXTURES.

PAYMENT DATE	AMOUNT.	CK. #1.
4/13.	$3144.68	1866.
4/22		1869.
5/5		1878.

	Total	~~$6,974.68~~

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
4/4/2016	131

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101

Project

Description	Qty	Rate	Total
PART 4. LIGHTING		0.00	0.00
1. LABOR - INSTALL 7 UPLIGHTS - 9 SHRUB LIGHTING	16	50.00	800.00
2. LABOR - INSTALL 2 TRANSFORMERS - WIRES	2	1,500.00	3,000.00
1. MATERIAL - 2 - 1200 TRANSFORMERS	2	1,168.98	2,337.96
MATERIAL - 1 ROLL 500' #12 WIRE	1	545.00	545.00
3. MATERIAL - 4 DAYS GAS	4	30.00	~~150.00~~ 120
4. MOBILIZATION - 2 HRS.	2	50.00	100.00
5. MATERIAL - 100' 1" CONDUIT	10	3.62	36.20
6. MATERIAL - 4 COUPLINGS - 4 - 90% SWEEPS	4	1.38	5.52
7. MATERIAL - 7 UPLIGHTS	7	~~98.78~~ 0.00	691.46 0.00
8. MATERIAL - 9 SHRUB LIGHTS	9	94.51 0.00	841.59 0.00
		0.00	0.00
CHANGE ORDER - TO REPLACE - REPAIR EXISTING LIGHTS		0.00	0.00
1. CHANGE ORDER LABOR - TBD		0.00	0.00
2. CHANGE ORDER MATERIAL - TBD		0.00	0.00
		MAT	

	Total	$6,974.68

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
4/10/2016	132

ACCEPTED.

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101

Project

Description	Qty	Rate	Total	
PART 5. IRRIGATION		0.00	0.00	
1. LABOR - REPLACE 2 ANTISYPHON VALVE GASKETS	1	75.00	75.00	5/5
2. LABOR - REPLACE 60 HEADS - SWING JOINTS - INSERTS	1	680.00	680.00	5/5
1. MATERIAL - 2 - 1" ANTISYPHON VALVE GASKETS	2	0.59	1.18	4/1
2. MATERIAL - 60 RAINBIRD INSERTS	60	0.68 ~~0.068~~	40.8 ~~4.08~~	4/1
3. MATERIAL - 2 BAGS SWING JOINTS	2	9.38	18.76	4/1
4. MATERIAL - 2 DAYS GAS	2	30.00	60.00	4/1
5. MATERIAL - 60 - 4" RAINBIRD P/U	60	4.39	263.40	4/1
6. MOBILIZATION - 1 HR.	1	50.00	50.00	4/1
1. CHANGE ORDER ADDITIONAL LABOR - MATERIAL REPAIR-REPLACE-MOVE-DRIP AS NEEDED IRRIGATION THRU OUT LANDSCAPING - TBD		0.00	0.00	
		MAT	~~377.62~~ 434.14	

PAYMENT DATE.	AMOUNT	CK. #1
4/13.	$434.14.	
515		1878.

Total $1189.14

1538

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
4/10/2016	132

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101

Project

Description	Qty	Rate	Total
G			
		Total	$1,152.42

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
4/22/2016	138

ACCEPTED

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101

Project

Description	Qty	Rate	Total
PART 1. INITIAL CLEANING		0.00	0.00
6. LABOR - TRIM-REMOVE DEAD IVY BUILDINGS	1	1,000.00	1,000.00
1. MATERIAL - 20 DAYS GAS	20	30.00	600.00
ART 2. HARDSCAPE		0.00	0.00
3. LABOR - DEMO-INSTALL CEMENT SLABS	1	4,800.00	4,800.00
4. LABOR - CLEAN AND STAIN BENCHES	2	400.00	800.00
5. LABOR - INSTALL 100' ROOT BARRIER	1	1,500.00	1,500.00
PART 3. LIGHTING		0.00	0.00
2. LABOR - INSTALL 2 TRANSFORMERS-WIRES	2	1,500.00	3,000.00
1. CHANGE ORDER - LABOR - REMOVE INSTALL 2 RAINBIRD IRRIGATION CONTROLLERS		1,600.00	1,600.00
1. MATERIAL - 1 - 10" X 10" JUNCTION BOX (24 STATIONS. EXISTING). REWIRE AND RELOCATE.	1	49.39	49.39

CK. #1869.
$13349.39.

	Total	$13,349.39

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
~~4/25/2016~~	140

5/5/2016.

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101

Project

Description	Qty	Rate	Total
PART 3. LANDSCAPE LABOR - PLANTING LABOR - 582 - 1 GAL.	582	10.00	5,820.00
LABOR - PLANTING LABOR - 128 - 5 GAL.	128	15.00	1,920.00
LABOR - PLANTING LABOR - 51 - 15 GAL.	51	30.00	1,530.00
LABOR - PLANTING LABOR - 1 - 24" BOX	1	125.00	125.00
LABOR - PLANTING LABOR - 15 FLATS	15	15.00	225.00
LABOR - TRANSPLANTING 30 AGAPANTHUS-CLIVIAS (10)	40	10.00	400.00
PART 2. HARDSCAPE LABOR - INSTALL 24 STEPPING STONES	24	10.00	240.00 ✓
PART 4. LABOR - LIGHTING - INSTALL 7 UPLIGHTS - 9 SHRUB LIGHTING CK. LIGHT ON 5/9/16	16	50.00	800.00 ✓
MATERIAL - 7 UPLIGHTS	7	90.00	630.00 ✓
MATERIAL - 9 SHRUB LIGHTING	9	86.00	774.00 ✓
LABOR - INSTALL 120AMP SHRUB LIGHT-INSTALL 2 NEW GLOBES WITH ATTACHMENTS-REDO WIRING-PAINT POSTS	3	300.00	900.00 ✓
MATERIAL - 2 GLOBES WITH ATTACHMENTS	2	13.17	26.34 ✓
MATERIAL - 1 JUNCTION BOX	1	15.37	15.37 ✓
PART 5. IRRIGATION LABOR- REPLACE 2 ANTISYPHON VALVES GASKETS	1	75.00	75.00 ✓
LABOR - REPLACE 60 HEADS-SWING JOINTS-INSERTS	1	680.00	680.00 ✓
CHANGE ORDER - LABOR - P/U - INSTALL ROCK - VINCENT	1	100.00	100.00 ✓
MATERIAL - 10 BAGS MEXICAN ROCK- VINCENT 2X3 SIZE-	10	17.56	175.60 ✓
CHANGE ORDER - LABOR - CUT LINES TO FOUNTAIN-GRADE DIRT-ADD WEED BARRIER-INSTALL 45 BAGS MEXICAN ROCK (3X5 SIZE)	1	900.00	900.00 ✓
CHANGE ORDER - LABOR - TRIM ALL BAMBOO-WEED-VINCENT BUILDING	1	800.00	800.00 ✓
CHANGE ORDER -LABOR - GRADE-INSTALL WEED BARRIER-ADD ROCK UNIT #7	1	200.00	200.00 ✓
CHANGE ORDER - LABOR - GRADE-INSTALL WEED BARRIER-ADD ROCK BUILDING EAST CONTROLLERS UNIT 1B.	1	200.00	200.00 ✓
CHANGE ORDER - MATERIAL - 10 BAGS MEXICAN PEBBLES (UNIT 7 & UNIT 1B). 2X3 SIZE.	10	17.56	175.60 ✓
CK. # 1878.			
Total			$16,711.91

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
CA 91722

Estimate

Date	Estimate #
5/19/2016	160

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101

Project

Description	Qty	Rate	Total
PART 1. LANDSCAPE MAINTENANCE 5-5-16 TO 5-28-16	4	400.00	1,600.00

ANITA - PLEASE WRITE CHECK TO:

ROSALIO TERRONES

CALL ME TO PICK UP ~~CHECK~~.

THANKS

PAID
CK. #
1893.

	Total	$1,600.00

Orange Street Studio, Inc

4949 Hollywood Blvd., Ste. 220
Los Angeles, Ca. 90027

Invoice

DATE	INVOICE #
5/31/2016	11729

BILL TO
Smith & Williams Attn: Anita To 1414 Fair Oaks Avenue Unit 12 Pasadena, CA 91030

TERMS	DUE DATE
Due on receipt	5/31/2016

ITEM	PROFESSIONAL SERVICES PROVIDED BY OSS	QTY	RATE	AMOUNT
Installation	SMITH & WILLIAMS INSTALLATION			
Site meeting	3/28 Site visit : Scope of installation mtg w/ Rose & Anita. RMS x 1.5h @ $175.		262.50	262.50
Site meeting	4/18 Site mtg: Anita & Rose RMS x 1.5h		262.50	262.50
Coordination	4/19 Site mtg: Plant list review and selection RMS x 1h		175.00	175.00
Site work	4/29 Site mtg: Plant installation w/ Rose and Anita 9:30- 4:30 RMS x 7h		1,225.00	1,225.00
Coordination	5/2 Plant list extras RMS x 1h		175.00	175.00
Site work	5/4 site visit/ coordination w/ Rose plant layout RMS x 2h		350.00	350.00

PAID
CK# 1895.

Total $2,450.00

Phone #	Fax #	E-mail	Web Site
323-663-4949	323-663-1422	Christina@orangestreetstudio.com	Orangestreetstudio.com

TERRONES CONSTRUCTION AND LANDSCAPING

727 W. San Bernardino Road
Covina, Ca. 91722

Invoice #
196
6/21/2016

Bill To
Fair Oaks Proffessional Group Inc. Smith and Willaims Bldg. 1414 S. Fair Oaks Ave. Ste. 12 S. Pasadena, Ca. 91030

Description	Amount
weekly landscape maintenance. (June)	1,600.00

PAID

Total	$1,600.00

Terrones Construction and Landscaping

727 W. San Bernardino Rd.
A 91722

Estimate

Date	Estimate #
8/28/2016	176

Name / Address
SMITH AND WILLIAMS BUILDING 1414 FAIR OAKS AVE. SOUTH PASADENA, CA. 91101

Project

Description	Qty	Rate	Total
PART 1. REPAIR-REPLACE 2 BROKEN IRRIGATION LINES NORTH EAST PARKING LOT		0.00	0.00
1. SAW CUT-DEMO-CEMENT 3' X 8' WALKWAY	1	600.00	600.00
2. MOVE-REPLANT-AGAPANTHUS - CUT-THREAD - REPLACE 20' EACH 2 GALVANIZED IRRIGATION LINE WITH 3/4" PVC LINE	2	800.00	1,600.00
REDO-RAISE 2 ANTISYPHON VALVES 12" ABOVE HIGHEST HEAD WITH PVC	2	200.00	400.00
4. INSTALL 24 SQ. FT. TEXTURED CEMENT WALKWAYS	1	950.00	950.00
1. MATERIAL - 40' SCH. 40 PVC	2	8.60	17.20
2. MATERIAL - 8 ELBOWS-4 COUPLINGS-4 MALE ADAPTORS	1	17.56	17.56
3. MATERIAL - 2 ANTISYPHON VALVES	2	52.68	105.36
4. MATERIAL - 2 ACTUATORS	2	54.88	109.76
5. MATERIAL - 10 BAGS CEMENT	10	8.78	87.80
CALL ME			
NOT A BILL. PROPOSAL ONLY.			

	Total	$3,887.68

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER: Anita To

PROJECT: 1414 Fair Oaks

APPLICATION #:1
PERIOD TO:4/30/19
PROJECT NOS:

Distribution to:
- [X] Owner
- [ ] Const. Mgr
- [ ] Architect
- [ ] Contractor
- [ ]

FROM CONTRACTOR: J Y Construction Inc
722 S Oxford Ave Apt 104
Los Angeles, CA 90005

VIA ARCHITECT:

CONTRACT DATE: 08/15/18

CONTRACT FOR: Exterior Windows Frame and Glass Change

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM----------	$	9,857.74
2. Net change by Change Orders----------$	$	
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	$	9,857.74
4. TOTAL COMPLETED & STORED TO DATE-$ (Column G on Continuation Sheet)		9,857.74
5. RETAINAGE:		
a. _____ of Completed Work (Columns D+E on Continuation Sheet)	$	
b. _____ of Stored Material (Column F on Continuation Sheet)	$	
Total Retainage (Line 5a + 5b or Total in Column 1 of Continuation Sheet--------)	$	
6. TOTAL EARNED LESS RETAINAGE---------- (Line 4 less Line 5 Total)	$	9,857.74
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)----------	$	
8. CURRENT PAYMENT DUE----------	$	9,857.87
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	$	

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
TOTALS		
NET CHANGES by Change Order		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown therein is now due.

CONTRACTOR:
By: Jinyoungkoh Date: 5/17/2019

State of: _____
County of: _____
Subscribed and sworn to before me this ____ day of _____

Notary Public: _____
My Commission expires:

CERTIFICATE FOR PAYMENT

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ---------- $ _____
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner of Contractor under this Contract.

CONTINUATION SHEET

ATTACHMENT TO PAY APPLICATION

PROJECT:120 W Hellman

APPLICATION NUMBER: 1
APPLICATION DATE: 10-May-19
PERIOD TO: 30-Apr-19
ARCHITECT'S PROJECT NO:

A	B	C	D	E	F	G		H	I
Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored (Not In D or E)	Total Completed And Stored To Date (D + E + F)	% (G/C)	Balance To Finish (C - G)	Retainage
			From Previous Application (D + E)	This Period					
1	Windows Trim & Moulding	$ 4,470.77	$ -	$ 4,470.77		$ 4,470.77	100%	$ -	$ -
2	Extra Lumber Order	$ 484.22	$ -	$ 484.22		$ 484.22	100%	$ -	$ -
3	Bottom Seal Caulking	$ 152.75	$ -	$ 152.75		$ 152.75	100%	$ -	$ -
4	Glass Installation	$ 4,750.00	$ -	$ 4,750.00		$ 4,750.00	100%	$ -	$ -
		$ -	$ -	$ -		$ -		$ -	$ -
		$ -	$ -	$ -		$ -		$ -	$ -
		$ -	$ -	$ -		$ -		$ -	$ -
		$ -	$ -	$ -		$ -		$ -	$ -
		$ -	$ -	$ -		$ -		$ -	$ -
		$ -	$ -	$ -		$ -		$ -	$ -
		$ -	$ -	$ -		$ -		$ -	$ -
		$ -	$ -	$ -		$ -		$ -	$ -
		$ -	$ -	$ -		$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
						$ -		$ -	$ -
	SUBTOTALS PAGE 2	$ 9,857.74	$ -	$ 9,857.74	$ -	$ 9,857.74	100%	$ -	$ -

SAROYAN
Generations of Woodworking Expertise

Saroyan Lumber Company, Inc.
6230 So. Alameda St Huntington Park CA 90255
Yard (323) 589-5704 x162 Yard Fax (323) 277-7249
Kevin W. McCabe: KWM@SaroyanLumber.com

QUOTATION

NO. **3878**

Date: **03/06/19**

Rep: **Kevin McCabe**

SOLD TO:
Core Pacific Construction, Inc.
2234 Crenshaw Blvd.
Los Angeles, CA 90016

SHIP TO:
Will Call

Job Name:

Cust Rep: William Kim

SPECIAL INSTRUCTIONS:
Lead time 2 weeks.

LN	QTY	UM	DESCRIPTION	UNIT PRICE	UM	EXTENSION
1	496	LF	5/16 x 1-1/2 C & Btr VG DF S4S Stop Detail Detail A 62/8'	$1.790	LF	$887.84
2	144	LF	1-3/4 x 3-1/2 C & Btr VG DF T-Mould Detail Detail B 18/8'	$9.450	LF	$1,360.80
3	80	LF	1-3/4 x 3-1/2 C & Btr VG DF Detail Detail C 10/8'	$9.450	LF	$756.00
4	72	LF	1-3/4 x 5-1/2 Premium Mixed Sapele Sill Detail Detail D 4/15', 2/6'	$14.590	LF	$1,050.48
5	1	EA	Sales Tax	$415.650	EA	$415.65
6			Please note that footages may vary from what is ordered and you will be billed for all footage shipped. We will try to keep any overages to a minimum.			
7						
			Note: Total does not include shipping and tax if applicable	**TOTAL**		**$4,470.77**

PLEASE REVIEW THIS QUOTATION FOR ACCURACY. Saroyan Lumber to furnish only grades and quantities listed herein. This estimate covers items on this quotation only. Quotations are made for immediate acceptance unless otherwise specified. Any additional purchases will be at rate in effect at that time. All quotations subject to stock on hand at the time of placement of order. Prices subject to change on material not delivered within 45 days of receipt of purchase order. Saroyan Lumber Company is not liable for delays due to circumstances beyond their control.

Quote Form XX Rev 1.3.4.xl

PLEASE SIGN AND DATE

APPROVED BY:_____ DATE:_____

PURCHASE ORDER NO.:_____ REQUESTED DELIVERY DATE: _____

Print date: 03/29/2019
Print time: 2 :39
Print By: DB

DUPLICATE ORDER

OE200X

Order: 160417
03/27/2019

Saroyan Lumber Company
6230 South Alameda Street
Huntington Park
California 90255
(323) 589-5704 Fax (323) 589-2028

SOLD TO
Core Pacific Construction, Inc
2234 Crenshaw Blvd.
Los Angeles CA 90016

SHIP TO
SAME

Remarks :

Customer P.O	Ship VIA	FOB	Terms	SM
Verbal	Your Truck	Will Call	Due on Delivery	KWM

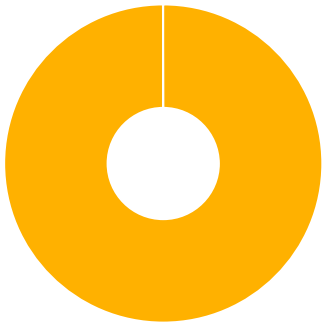
Quantity	Description	Extension	Price	Amount
80 LF	3/4 x 5-1/2 C/Btr VGDF S2S/SM RIP	80 LF	5.4900 LF	439.20

$484.22 Less Deposit of $242.11 = $242.11 Balance Due

Subtotal	439.20
Milling	0.00
Cartage	0.00
Sales Tax	45.02
TOTAL	484.22

Transaction Details Prepared for
Jin Younh Koh
Account Number
XXXX-XXXXXX-35009

Spend By: Category	Filtered By: All Categories



SHOWING YOUR CATEGORIES
Note: Data shown does not include Pending Charges or Payments.

Merchandise & …	$4,954.99
TOTAL:	$4,954.99

DATE	DESCRIPTION	CARD MEMBER	AMOUNT
MAR**14** 2019	**SAROYAN LUMBER COMPANY IN 00-080322919 - HUNTINGTON PK, CA**	WILLIAM KIM	$2,235.00
MAR**25** 2019	**SAROYAN LUMBER COMPANY IN 00-080322919 - HUNTINGTON PK, CA**	WILLIAM KIM	$2,235.77
MAR**27** 2019	**SAROYAN LUMBER COMPANY IN 00-080322919 - HUNTINGTON PK, CA**	WILLIAM KIM	$242.11
MAR**29** 2019	**SAROYAN LUMBER COMPANY IN 00-080322919 - HUNTINGTON PK, CA**	WILLIAM KIM	$242.11

1 - 4 of 4 Transactions

Payments	$0.00
Charges	$4,954.99
Credits	$0.00
Total	**$4,954.99**

Total of Charges and Credits, does not include Previous Balance or Payments

1550

William

INVOICE

FROM
C R LAURENCE COMPANY
2503 E VERNON AVENUE
LOS ANGELES,CA 90058-1826

SHIP TO
0100209877 **COD**
K & S DEVELOPMENT INC
2234 CRENSHAW BL XC
LOS ANGELES CA 90016

BILL TO
0100209877 **COD**
K & S DEVELOPMENT INC
2234 CRENSHAW BL XC
LOS ANGELES CA 90016

CRL US ALUMINUM

crlaurenc
Glazing, Architect
Construction, In
Automotive

INVOICE NUMBER	INVOIC
1623323	03-2

TO PLACE AN ORDER, OR FOR T
TO OUR PRODUCTS AND SERVI
crlauren

CALL CRL TOLL FREE AT
(800) 421-6144

FOR ACCESS TO U.S. ALUMINU
CONTACT U.S. ALU
usalur

CALL U.S. ALUMINUM TOLL FREE AT
(800) 262-5151

(800) 421-6144
C. R. LAURENCE INC. #0
2503 E VERNON AVE
LOS ANGELES, CA 90058

03/28/2019 13:23:18
DEBIT CARD
DEBIT SALE

Card #	XXXXXXXXXXX6157
Network:	VISA
Chip Card:	US DEBIT
AID:	A0000000980840
ATC:	01BF
TC:	66FF524DCEB17901
SEQ #:	9
Batch #:	1093
INVOICE	10
Approval Code:	072316
Entry Method:	Chip Read
Mode:	Issuer

SALE AMOUNT $152.75

THANK YOU FOR YOUR BUSINESS
FROM C. R. LAURENCE INC WILL CALL DEPT

CUSTOMER COPY

CUSTOMER P.O.	SALES ORDER #	DATED	CUSTOMER CONTACT	CUSTOMER PHON
1414 FAIROAKS	L52816	03-28-19	WILLIAM	323-528-131

SHIP VIA	FREIGHT TERMS	PAYMENT TERMS
WILL CALL	FREIGHT COLLECT	C. O. D.

QUANTITY ORDERED	▲ UM	QUANTITY SHIPPED	*	PRODUCT NUMBER	PRODUCT DESCRIPTION	
30	EA	30		M64BL	M64 MODIFIED POLYURETHANE BLACK CARTRIDGE	
					SUBTOTAL	
					CAL SALES TAX	
					LOCAL TAX	
		30				

3	14
152	75

VISIT CRLAURENCE.COM TO SEE SALE PRICES AND
NEW PRODUCTS IN OUR LATEST PRODUCT SHOWCASE

PAID
MAR 28 2019
VISA

COMMENTS

PKG	WEIGHT	SM	PHON	TKN	ENT	INV	B.O. ON	DATE	TAXABLE	NON-TAXABLE
1	1	H01	NO	N03	N03	N07			139.50	.00

▲ UNIT OF MEASURE ABBREVIATIONS

BG - BAG
BX - BOX
CS - CASE
CT - CARTON
DZ - DOZEN
EA - EACH
FT - FOOT
GL - GALLON
IN - INCH
LB - POUND
PK - PACKAGE
PR - PAIR
PT - PINT
QT - QUART
RL - ROLL
SL - STOCK LENGTH
ST - SET
YD - YARD

* SYMBOLS
AD - ADDED QUANTITY
BO - BACK ORDERED
CA - CANCELLED; REORDER
CC - CONSIDERED COMPLETE
DI - DISCONTINUED ITEM
EE - ENTRY ERROR
NS - NO STOCK; CANCELLED
PC - PRICE CHANGE
WC - CRL CANCELLED
XC - CUSTOMER CANCELLED

SHIPPING CLAIMS

Verify the Shipping Claim Policy Statement with Customer Service

REMIT PAYMENT TO:
C.R. LAURENCE CO., INC.
P.O.BOX 58923
LOS ANGELES, CA
90058-0923

OR PAY YOUR BILL ONLINE AT
crlaurence.com

FOR ACCOUNT INFORMATION, OR TO MAKE PAYMENTS, VISIT OUR WEB SITE AT crlaurence.com, OR CALL OUR TOLL FREE NUMBER AND ASK FOR EXT. 5276

AVD8019 PR22-fax Rev04/12

Hangil glass

17517 S Broaway Carson CA 90248 C- 17 948840
Tel: 424-329-3707 Fax:424-329-3717 cell:310-753-9103 www.hangilglass.com email: hangilglass@yahoo.com

ESTIMATES : Glass

PROPOSAL SUBMITTED TO	P.O#	Date
JY Contractor Inc	JY-1414-1	4-3-2019
JOB LOCATION : STREET	**CITY, STATE, AND ZIP CODE**	
1414 Fair Oaks Ave	South Pasadena CA 91030	

DESCRIPTION	*QUANTITY*	*UNIT PRICE*	*LINE TOTAL*
1/4" Grey Temper Glass			
32" X 89-1/4"	17	$230	$3,910
23" X 89-1/4"	4	$210	$840
Total			
Gland Total			$4,750

WE PROPOSE HEREBY TO FURNISH MATERIAL AND LABOR-COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS, FOR THE SUM OF:

Four Thousand, Seven Hundred Fifty **DOLLARS**

PAYMENT TO BE MADE AS FOLLOWS :

10 / 40 / 30 / 10 / 10

All material is guaranteed to be as specified. All work to be completed in a workmanlike according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Owner to carry fire, tornado and other necessary insurance.

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN ____**30**_____ DAYS.

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

SIGNATURE _____ **DATE OF ACCEPTANCE** _____

Hangil glass

17517 S Broaway Carson CA 90248 C- 17 948840
Tel: 424-329-3707 Fax:424-329-3717 cell:310-753-9103 www.hangilglass.com email: hangilglass@yahoo.com

ESTIMATES : Glass

PROPOSAL SUBMITTED TO	P.O#	Date
JY Contractor Inc	JY-1414	3-8-2019
JOB LOCATION : STREET	**CITY, STATE, AND ZIP CODE**	
1414 Fair Oaks Ave	South Pasadena CA 91030	

DESCRIPTION	*QUANTITY*	*UNIT PRICE*	*LINE TOTAL*
1/4" Clear Temper Glass			
32" X 89-1/4"	17	$180	$3,060
23" X 89-1/4"	4	$150	$600
Grey			
Total			
Gland Total			$3,660

WE PROPOSE HEREBY TO FURNISH MATERIAL AND LABOR-COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS, FOR THE SUM OF:

Three Thousand, Six Hundred Sixty **DOLLARS**

$2,000 paid JY #2253

PAYMENT TO BE MADE AS FOLLOWS :

10 / 40 / 30 / 10 / 10

All material is guaranteed to be as specified. All work to be completed in a workmanlike according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Owner to carry fire, tornado and other necessary insurance.

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN ____**30**_____ DAYS.

ACCEPTANCE OF PROPOSAL - The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

SIGNATURE _____ **DATE OF ACCEPTANCE** _____

Hangil Glass

INVOICE

c-17 948840
17517 S Broaway
Carson CA 90248
Phone:(424)329 3707 Fax:(424)329 3717 email address hangilglass@yahoo.com

DATE: 4/17/2019
Invoice#: 41719

Bill To:
JY Construction INC
1414 Fair Oaks Ave
South Pasadena CA 91030

Ship To:

DESCRIPTION	QUANTITY	UNIT PRICE	LINE TOTAL
1/4" Grey Temper Glass	21		4,750
Received			2,000
Request			2,750
Balance			0

Bank of America Online Banking

Business Advantage Chk - 8109: Account Activity Transaction Details

Check number: 00000002253

Post date: 04/09/2019

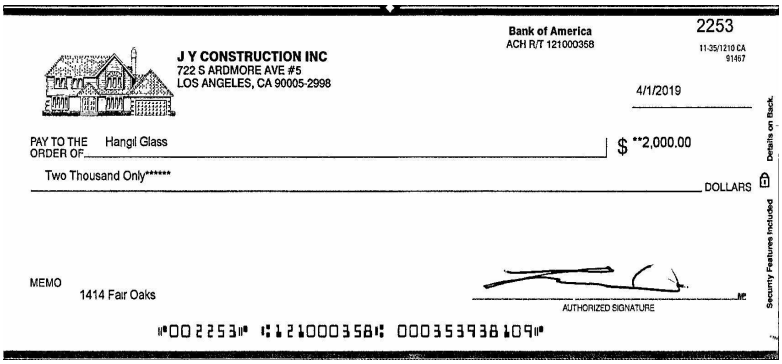
Amount: -2,000.00

Type: Check

Description: Check

Merchant name: Check

Transaction category: Uncategorized: Pending



J Y CONSTRUCTION INC
722 S ARDMORE AVE #5
LOS ANGELES, CA 90005-2998

Bank of America
ACH R/T 121000358

2253
11-35/1210 CA
91467

4/1/2019

PAY TO THE ORDER OF Hangil Glass $ **2,000.00

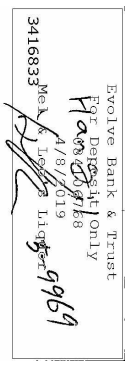
Two Thousand Only****** DOLLARS

Details on Back.
Security Features Included

MEMO 1414 Fair Oaks

AUTHORIZED SIGNATURE

⑈002253⑈ ⑆121000358⑆ 000353938109⑈



1555

Bank of America Online Banking

Business Advantage Chk - 8109: Account Activity Transaction Details

Check number: 00000002261

Post date: 05/15/2019

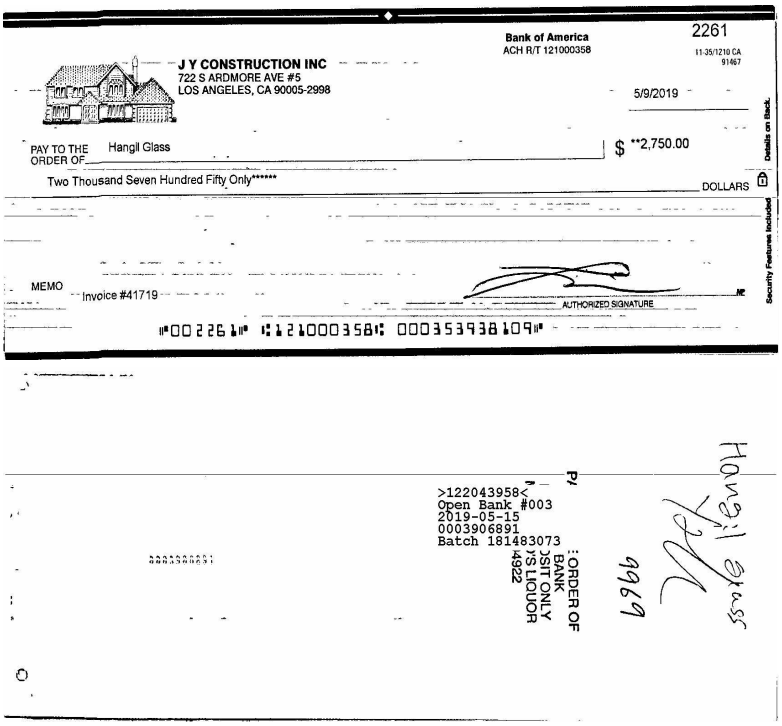
Amount: -2,750.00

Type: Check

Description: Check

Merchant name: Check

Transaction category: Cash, Checks & Misc: Checks



SAROYAN
Generations of Woodworking Expertise

Saroyan Lumber Company, Inc.
6230 So. Alameda St Huntington Park CA 90255
Yard (323) 589-5704 x162 Yard Fax (323) 277-7249
Kevin W. McCabe: KWM@SaroyanLumber.com

QUOTATION

NO. 3878

Date: 03/06/19

Rep: Kevin McCabe

SOLD TO:
Core Pacific Construction, Inc.
2234 Crenshaw Blvd.
Los Angeles, CA 90016

SHIP TO:
Will Call

Job Name:

Cust Rep: William Kim

SPECIAL INSTRUCTIONS:
Lead time 2 weeks.

LN	QTY	UM	DESCRIPTION	UNIT PRICE	UM	EXTENSION
1	496	LF	5/16 x 1-1/2 C & Btr VG DF S4S Stop Detail Detail A 62/8'	$1.790	LF	$887.84
2	144	LF	1-3/4 x 3-1/2 C & Btr VG DF T-Mould Detail Detail B 18/8'	$9.450	LF	$1,360.80
3	80	LF	1-3/4 x 3-1/2 C & Btr VG DF Detail Detail C 10/8'	$9.450	LF	$756.00
4	72	LF	1-3/4 x 5-1/2 Premium Mixed Sapele Sill Detail Detail D 4/15', 2/6'	$14.590	LF	$1,050.48
5	1	EA	Sales Tax	$415.650	EA	$415.65
6			Please note that footages may vary from what is ordered and you will be billed for all footage shipped. We will try to keep any overages to a minimum.			
7						
			Note: Total does not include shipping and tax if applicable	**TOTAL**		**$4,470.77**

PLEASE REVIEW THIS QUOTATION FOR ACCURACY. Saroyan Lumber to furnish only grades and quantities listed herein. This estimate covers items on this quotation only. Quotations are made for immediate acceptance unless otherwise specified. Any additional purchases will be at rate in effect at that time. All quotations subject to stock on hand at the time of placement of order. Prices subject to change on material not delivered within 45 days of receipt of purchase order. Saroyan Lumber Company is not liable for delays due to circumstances beyond their control.

PLEASE SIGN AND DATE

APPROVED BY:_____ DATE:_____

PURCHASE ORDER NO.:_____ REQUESTED DELIVERY DATE: _____

Quote Form XX Rev 1.3.4 xl

SUMMARY OF COMPLETED WORK

Summary of Estimated Costs

	Capitalized Expenses	Amount Estimate as of 2014	Schedule	
1	Metal Canopy: Remove, sandblast, galvanize or coat original expanded metal panels and reinstall.	$87,980	2024	INCOMPLETE
2	Scaffoldings or lift rental for metal canopy restoration	$5000		INCOMPLETE
3	Hardscape/Landscape: restoration and preservation per approved plan	$115,235	2015-2018	COMPLETE
4	Wood window frames and Mullions: Remove sheet metal covering and repair or replace wood frames, sash and mullions in kind. Building A&D, Unit 1&2. Estimate base on repair expense in 2014 on Building 7.	$73,000	2020	COMPLETE
5	Wood feature: Wood Canopy over central walkway	$50,000	2022	COMPLETE
	Total of Estimated Capitalized Expense	**$331,215**		

Reporting System:

One of the owners of Smith & Williams Building, Anita To, will provide written updates to the City of South Pasadena every two years, documenting progress and providing updates on the Rehabilitation, Preservation and Maintenance Plans.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained as required by the owners.

Progress reports will include detailed work descriptions, photographs of work completed, and compies of permits and COAs (if required).

MILLS ACT CONTRACT

This page is part of your document - DO NOT DISCARD

20141422491

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County, California

12/30/14 AT 02:37PM

Pages: 0024

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

201412303280027

00010011506

006571231

SEQ:
01

DAR - Counter (Upfront Scan)

THIS FORM IS NOT TO BE DUPLICATED

E441959

RECORDING REQUESTED BY

WHEN RECORDED MAIL TO

NAME Elaine Serrano

MAILING 1414 Mission St

CITY, STATE, ZIP CODE
So. Pasadena CA 91030

12/30/2014

20141422491

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

TITLE

Mills Act Contract - Cty So. Pas + Fair Oaks Prof. Group

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 17th day of December 2014, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Fair Oaks Professional Group, Inc. ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 1414 Fair Oaks Avenue, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is identified as City Landmark No. 46 , attached hereto marked "Exhibit B". The Mid-Century Modern "garden-office" complex was designed by Whitney R. Smith and his partners Wayne R. Williams, Garrett Eckbo, and John Kariotis. Whitney R. Smith is considered one of Southern California's most prolific and influential Mid-Century Modern architects. Award-winning landscape architect Garrett Eckbo designed the landscaping at 1414 Fair Oaks Avenue. He was renowned for his innovative postwar landscape designs throughout Southern California;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on December 17, 2014 and shall remain in effect for a term of ten (10) years thereafter.

2. AUTOMATIC RENEWAL. For the first five years of the Agreement only, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. The maximum term of this Agreement, including any automatic renewals, shall not exceed 15 years from the effective date. The automatic renewal provision shall not apply to add an additional year to the Agreement after the initial five years of the term. If the City desires within the first five years not to automatically renew this Agreement, City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date within the first five years.. If the Owner desires in any year not to renew this Agreement, the Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serves timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner is entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena (including the specific recommendations of the Cultural Heritage Commission), attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement. The Owner shall provide written updates to

the City every two years to document the progress on the rehabilitation/preservation plan.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Fair Oaks Professional Group
c/o: Anita To
1414 Fair Oaks Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of

whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12/17/2014

By: _____
MAYOR

Attest:

_____
CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Dated: 12/17/2014

Dated: 12-17-14.

_____
Vincent Tsoi, President
Fair Oaks Professional Group, Inc.

EXHIBIT A

Order No.: 41027300 -X52

Chicago Title Company

BUYER COPY

Commercial/Industrial Division,
700 South Flower, Suite 800 Los Angeles, CA 90017 (213) 488-4300

SUPPLEMENTAL REPORT

Your No.: 1414 Fair Oaks Ave

Order No.: 41027300 -X52

Date as of: October 19, 2004

The above numbered report (including any supplements or amendments thereto) is hereby modified and/or supplemented to reflect the following legal description:

LEGAL DESCRIPTION

Parcel 1:

That portion of Lot 1 of a subdivision of a portion of Lot 11 in Block A of the Marengo Tract, in the City of South Pasadena, in the County of Los Angeles, State of California, as per map recorded in book 11 page 125 of maps, in the office of the county recorder of said county, described as follows:

Beginning at the northwest corner of said lot; thence along the north line of said lot, north 89° 55' 30" east 190 feet more or less, to a point that is distant thereon south 89° 55' 30" west 40.98 feet from the northeast corner of said lot; thence along a straight line which if prolonged would pass through a point in the southerly line of said lot distant thereon north 89° 56' east 190 feet from the southwest corner of said lot, south 47' west 194.88 feet, more or less, to the northeast corner of the land described in the deed to Donald D. Adams and wife, recorded March 28, 1948 as instrument no. 883 in book 22876 page 442 official records, in the office of the county recorder of said county, said corner being in the northerly line of the south 150 feet of said lot; thence along said northerly line south 89° 56' west 190 feet, more or less, to the west line of said lot; thence along said west line north 0° 47' east 194.86 feet, more or less, to the point of beginning.

Except the north 10 feet thereof.

Also except the north 100 feet of the west 100 feet of the remainder of said land.

Parcel 2:

The north 110 feet of the west 100 feet of Lot 1 of a subdivision of a portion of Lot 11, Block "A", Marengo Tract, in the City of South Pasadena, County of Los Angeles, State of California, as per map recorded in book 11 page 125 of maps, in the office of the county recorder of said county.

Excepting therefrom the northerly 10 feet thereof.

RESOLUTION NO. 6763

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DESIGNATING 1414 FAIR OAKS AVENUE (SMITH & WILLIAMS BUILDING) AS AN OFFICIAL SOUTH PASADENA HISTORIC LANDMARK (LANDMARK NO. 46).

WHEREAS, Section 2.73A-14 of the South Pasadena Municipal Code Ordinance #2004 (commonly known as the "Cultural Heritage Ordinance") authorized the Cultural Heritage Commission (the "Commission") to recommend to the City Council the designation of appropriate properties as landmarks; and

WHEREAS, a duly prepared nomination form has been prepared by the Commission to register the property located at 1414 Fair Oaks Avenue also known as the Smith & Williams Building; and

WHEREAS, the research and documentation submitted by subcommittee members Steven Friedman and Glen Duncan amply demonstrates the qualifications of the property for landmark designation; and

WHEREAS, the intent of the Commission's landmark recommendation is to give the property owner maximum adaptive reuse flexibility in any future interior alterations; and

WHEREAS, landmark designation will streamline the approval process for proposed changes in that alterations to designated landmarks require approval only by the Cultural Heritage Commission and not also by the Design Review Board; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (A)(3) ["Designation Procedure"] of the above referenced Ordinance Section in that it visited the site, mailed notices, held a duly noticed public hearing, and received public comment; and

WHEREAS, the Commission made findings of fact pursuant to Subsection (a) (2) ["Designation Procedure"] of the above referenced Ordinance Section, as follows:

(A.) *Its character, interest or value as a part of the heritage of the community.*

Since its very early years, South Pasadena has served as a creative incubator community for an incredible number of successful and pioneering businesses. Smith & Williams, and Community Facilities Planners, their unique collaboration of major architects, engineers, landscape architects, city planners and designers were responsible for over 40 major projects and served as a virtual "school" for design and planning professionals who succeeded in

enriching South Pasadena and Southern California for many decades. Several are still active and continue to pass on the legacy of the unique collaboration that this building both fostered and symbolized.

Successful "graduates" the Smith & Williams Community Facilities Planners include Doug Ewing, Lee Hershberger, Bob Metcalf, Carey Jenkins, Mal Bert, Glen Small, Franklin Thornton, William Bigelow, Bill Rudolph and dozens of others.

(C.) *Its association with a person or persons who significantly contributed to local culture and development of the area and State of California.*

Smith and Williams and many of the designers and professionals who collaborated with "Community Facilities Planners" are major influences in contemporary design. They include Garrett Eckbo, Robert Meyerhof, Phillip Patterson, Stuart Denker, Simon Eisner, A. Quincy Jones, Victor Gruen & Associates, Kariotis & Kesler, Edgardo Contini and Joseph Amestoy.

(D.) *Its exemplification of a particular architectural type in a neighborhood;*

The building embodies the design culture of the early modern era. South Pasadena has few early modern buildings of note; The Smith & Williams Building is undoubtedly the most significant.

(E.) *Its exemplification of the best remaining architectural type in a neighborhood;*

Other than the Smith & Williams Building, the two most significant early modern buildings in the neighborhood are office buildings at 1517 Fair Oaks and at 1631 Huntington drive, both constructed as bridges above street level parking. Both were also products of Smith & Williams and Community Facilities Planners, but neither are nearly as architecturally or culturally important as the one Smith & Williams built as a home for the consortium.

(F.) *Its identification as the work of a person or persons whose work has influenced the heritage of the city, state or United States;*

Whit Smith & Wayne Williams, Garrett Eckbo and John Kariotis, the four professionals who designed the Smith & Williams facility, are all leaders in early modernism who influenced decades of design professionals in their respective fields.

(G.) *Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, detail, materials or craftsmanship.*

The innovative structure was an immediate architectural sensation in the modernist era, capturing several major design awards, including an:

- ***Award of Excellence, Pasadena Chapter, AIA. 1959***
- ***Honor Award,: Nov.12 1963, Southern California Chapter, AIA***
- ***Grand Prix Award from the City of Los Angeles and the SouthernCalifornia Chapter, AIA, Sept. 1, 1967.*** **Cited as "One of the most significant buildings erected in the LA area since 1947."** (Presented at celebration of the 186th Birthday of the City of LA and signed by Los Angeles Mayor Sam Yorty and E.A. Killingsworth, President, Southern California Chapter, AIA); and

WHEREAS, based on the evidence presented in the application materials, the designation being categorically exempt from the California Environmental Quality Act, sub-committee research, on-site inspection and public testimony, the Cultural Heritage Commission voted to recommend designation of this property on October 16, 2003 and forwarded the recommendation to the City council; and

WHEREAS, the City Council held a public hearing on the proposed designation on November 19, 2003 and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DOES HEREBY FIND, DETERMINE, AND RESOLVE AS FOLLOWS:

Section 1. The City Council approves the designation of 1414 Fair Oaks Avenue as an Official South Pasadena Historic Landmark; and

Section 2. The City Council directs the City Clerk to file the appropriate designation with the Los Angeles County Clerk's Office.

PASSED, APPROVED, AND ADOPTED this 19th day of November 2003, by the following vote:

Michael A. Cacciotti, Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Stephen P. Pfahler, Interim City Attorney

I HEREBY CERTIFY the foregoing Resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 19th day of November 2003, by the following vote:

AYES:	Margrave, Saeta, Stamps, Ten & Mayor Cacciotti
NOES:	None
ABSENT:	None
ABSTAINED:	None

Sally Kilby

Sally Kilby, City Clerk

Exhibit C

Mills Act Application – Smith & Williams Building, 1414 S. Fair Oaks Ave., South Pasadena

Rehabilitation and Restoration Plan[1]

Feature	Location	Character-Defining Feature	Scope of Work and Proposed Treatment	Standards Compliance	Schedule
Metal canopy	Metal canopy structure overhead of Buildings A, C, and D	Yes	Alternatives, to be explored through further testing, for consideration, in order of preference: 1. Remove, sandblast, galvanize or coat original expanded metal panels, and reinstall. 2. Replace in-kind (may not be technically feasible due to lack of manufacturing process). 3. Replace with visually similar material that recalls the pattern and texture of the original.	Recommended rehabilitation treatment guidelines (based on Entrances and Porches section): **Protect and Maintain** architectural metals that comprise entrances and porches through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems. Evaluate the overall condition of materials to determine whether more than protection and maintenance are required, that is, repairs to entrance and porch features will be necessary. **Repair** entrances and porches by reinforcing the historic materials. Repair will also generally include the limited replacement in kind—or with compatible substitute material—of those extensively deteriorated or missing parts of repeated features where there are surviving prototypes. **Replace** in-kind an entire entrance or porch that is too deteriorated to repair—if the form and detailing are still evident—using the physical evidence as a model to reproduce the feature. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Treatment of the metal canopy will be completed by 2024 The Owner will apply for and receive approval of a Certificate of Appropriateness (CofA) prior to initiating treatment on the canopy.
Wood canopy (central)	Wood canopy over central walkway	Yes	Reconstruct missing canopy using documentary photos	Design for the Replacement of Missing Historic Features Design and install a new wood feature when the historic feature is completely missing. It may be an accurate restoration using historical, pictorial, and physical documentation.	2022 or later

[1] All work will follow the Secretary of the Interiors Standards for Rehabilitation unless otherwise noted. The basic guidelines for Rehabilitation are: 1) Identification, retention and preservation of character-defining materials and features; 2) Protection and retention of character-defining materials and features; 3) Stabilization; 4) Repair; 5) Limited in-kind replacement where necessary. Kay D. Weeks and Anne E Grimmer, "Secretary of the Interiors Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings," (Washington DC: National Park Service, US Department of the Interior, 1995).

Feature	Location	Character-Defining Feature	Scope of Work and Proposed Treatment	Standards Compliance	Schedule
Wood window frames and mullions	Buildings A and D	Yes	Remove sheet metal covering and repair or replace wood frames, sash and mullions in kind.	Recommended rehabilitation treatment guidelines **Protect and Maintain** the wood which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, limited paint removal, and re-application of protective coating systems (paint). Making windows weathertight by re-caulking and replacing or installing weatherstripping. These actions also improve thermal efficiency. **Repair** window frames and sash by patching, splicing, consolidating or otherwise reinforcing. Such repair may also include replacement in-kind—or with compatible substitute material—of those parts that are either extensively deteriorated or are missing when there are surviving prototypes such as sash, sills, muntins, and surrounds. **Replace** in-kind an entire window that is too deteriorated to repair using the same sash and pane configuration and other design details. If using the same kind of material is not technically or economically feasible when replacing windows deteriorated beyond repair, then a compatible substitute material may be considered.	Building C and B completed (2014) Repairs to Building A and D windows will be completed by 2020 (regardless of tenant turnover) The Owner will apply for and receive approval of a Certificate of Appropriateness (CofA) prior to initiating window repair work.
Hardscape	Concrete block retaining wall at north edge of property	Yes	Repair damaged concrete block retaining wall at sidewalk. Replace custom integrally colored red blocks in kind. Maintain planting by cutting back, and remove invasive roots, adding root screens, to mitigate block damage in future.	Recommended rehabilitation treatment guidelines: **Repair** features of the landscape by reinforcing the historic materials. Repair will also generally include the replacement in kind—or with a compatible substitute material—of those extensively deteriorated or missing parts of features when there are surviving prototypes. **Replace** in-kind an entire feature of the landscape that is too deteriorated to repair—when the overall form and detailing are still evident—use the physical evidence as a model to guide the new work. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	To be completed in conjunction with landscape plan to begin in 2015

Feature	Location	Character-Defining Feature	Scope of Work and Proposed Treatment	Standards Compliance	Schedule
Landscape	Throughout property	Yes	Implement City approved (2006) phased landscape plan to original Garret Eckbo specifications and design. See attached landscape plan by Orange Street Studio.	Recommended rehabilitation treatment guidelines **Identify, retain, and preserve** buildings and their features as well as features of the site that are important in defining its overall historic character. Retain the historic relationship between buildings and the landscape. Preserve important landscape features, including ongoing maintenance of historic plant material.	Phase 1 (completed 2006) Phase 2 (2015) Phase 3 (2016) Phase 4 (2017) Phase 5 (2018)

Mills Act Application – Smith & Williams Building, 1414 S. Fair Oaks Ave., South Pasadena

Maintenance Plan[2]

Feature	Location	Character-Defining Feature	Scope of Work and Proposed Treatment	Standards Compliance	Schedule
Light fixtures	Hanging globe fixtures throughout property	Yes	Repair or replace broken fixtures in kind as needed.	Recommended rehabilitation treatment guidelines: • Replace in-kind an entire feature of the building or site that is too deteriorated to repair if the overall form and detailing are still evident. • Physical evidence from the deteriorated feature should be used as a model to guide the new work. • If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Replace as needed
Wood features	Window frames; lintels and sills; stairs; canopy structures	Yes	Annual inspection to mitigate deterioration from weathering, dry rot and termite damage. Repair and paint as needed. Treatment to include: Use wood filler to repair damage, sand and paint. Prior to initiating repairs, a maintenance and repair plan for the wood features will be prepared and executed by a Qualified Preservation Contractor. The plan and credentials of the contractor shall then be submitted to the CHC Chair or designee for review and approval in the first year of the maintenance cycle, prior to implementing repairs. If the basic approach and procedures in the plan changes over time, the revisions will be submitted to the CHC Chair or designee for review and approval.	Recommended rehabilitation treatment guidelines: • Evaluate the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary. • Inspect painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required. • Remove damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand scraping and hand sanding), then repainting.	Inspect annually, repair as needed

[2] All work will follow the Secretary of the Interiors Standards for Rehabilitation unless otherwise noted. The basic guidelines for Rehabilitation are: 1) Identification, retention and preservation of character-defining materials and features; 2) Protection and retention of character-defining materials and features; 3) Stabilization; 4) Repair; 5) Limited in-kind replacement where necessary. Kay D. Weeks and Anne E Grimmer, "Secretary of the Interiors Standards for the Treatment of Historic Properties with Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings," (Washington DC: National Park Service, US Department of the Interior, 1995).

Feature	Location	Character-Defining Feature	Scope of Work and Proposed Treatment	Standards Compliance	Schedule
Exterior cement plaster cladding	All buildings	Yes	Repair and paint as needed. Treatment to include: Remove bio growth or plant overgrowth, patch plaster if necessary. A maintenance and repair plan for the exterior cement plaster cladding will be prepared and executed by a Qualified Preservation Contractor. The plan and credentials of the contractor shall be submitted to the CHC Chair or designee for review and approval in the first year of the maintenance cycle, prior to implementing repairs. If the basic approach and procedures in the plan changes over time, the revisions will be submitted to the CHC Chair or designee for review and approval.	Recommended rehabilitation treatment guidelines: • Repair stucco by removing the damaged material and patching with new stucco that duplicates the old in strength, composition, color, and texture. • Clean stucco with the gentlest method possible, such as low pressure water and detergents, using natural bristle brushes. • Applying compatible paint coating systems following proper surface preparation. • Repainting with colors that are historically appropriate to the building and district.	Inspect annually, repair as needed
Metal truss system	Truss support for second floor of building A	Yes	Repair and paint as needed. Treatment to include: Scrape loose paint and surface rust, prime and paint.	Recommended rehabilitation treatment guidelines: • Protect and maintain architectural metals from corrosion. • Clean architectural metals, when appropriate, to remove corrosion prior to repainting or applying other appropriate protective coatings. • Use the gentlest cleaning methods for cast iron, wrought iron, and steel—hard metals—in order to remove paint buildup and corrosion. • Apply appropriate paint or other coating systems after cleaning in order to decrease the corrosion rate of metals or alloys. • Repaint with colors that are appropriate to the historic building.	Inspect annually, repair as needed
Roof	All buildings	Yes	Repair as needed. Original scuppers should be preserved. Treatment to include: Remove leaves and debris annually. Clean gutters and drains annually.	Recommended rehabilitation treatment guidelines: • Protect and maintain roof by cleaning the gutters and downspouts and replacing deteriorated flashing. • Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to ensure that materials are free from insect infestation.	Inspect annually, repair as needed

Feature	Location	Character-Defining Feature	Scope of Work and Proposed Treatment	Standards Compliance	Schedule
Hardscape	Exposed aggregate poured in place concrete pavers, concrete slab and brick pavers throughout property	Yes	Repair concrete pavers or replace in kind as needed. Replace wood spacers as needed. Treatment to include: If replacement is necessary, match color of concrete and size of aggregate to seamlessly integrate new pavers with original pavers.	Recommended rehabilitation treatment guidelines: • Replace in-kind an entire feature of the building or site that is too deteriorated to repair if the overall form and detailing are still evident. • Physical evidence from the deteriorated feature should be used as a model to guide the new work. • If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered.	Repair or replace as needed
Landscape	Throughout property	Yes	Follow maintenance recommendations in Landscape Plan. Treatment to include: Observe and prune trees annually. Maintain and trim planting to prevent overgrowth. Keep planting away from buildings and remove ivy from exterior walls.	Recommended rehabilitation treatment guidelines: • Retain the historic relationship between buildings and the landscape. • Preserve important landscape features, including ongoing maintenance of historic plant material. • Provide continued protection of historic building materials and plant features through pruning and vegetation management. • Replace deteriorated or damaged landscape features in-kind.	As needed
Irrigation	Throughout property	No	Monitor water spray from irrigation system to prevent tidelines and bio growth on cement plaster cladding.	Recommended rehabilitation treatment guidelines: • Provide proper drainage to assure that water does not erode foundation walls; drain toward the building; or damage or erode the landscape.	As needed

Landscape Restoration Plan

The landscape plan, prepared by Orange Street Studio, was approved by the City of South Pasadena in 2006. The plan was completed in reference to the original design by the renowned landscape architect Garret Eckbo (1910-2000).

The landscape of the property was designed around various courtyards and generous open spaces. The majority of the landscape is covered by a metal canopy which provides shade and a cooler ambient temperature. The central courtyard originally had a built-in fountain and wood benches. However, the fountain was filled in by the prior owners making it non-functional. The courtyards and the walkways have brick, pebbles or concrete paving throughout the property. The paving design includes redwood edging. Much of the paving and edging will require replacement or restoration due to vegetation overgrowth and damage occasioned by roots.

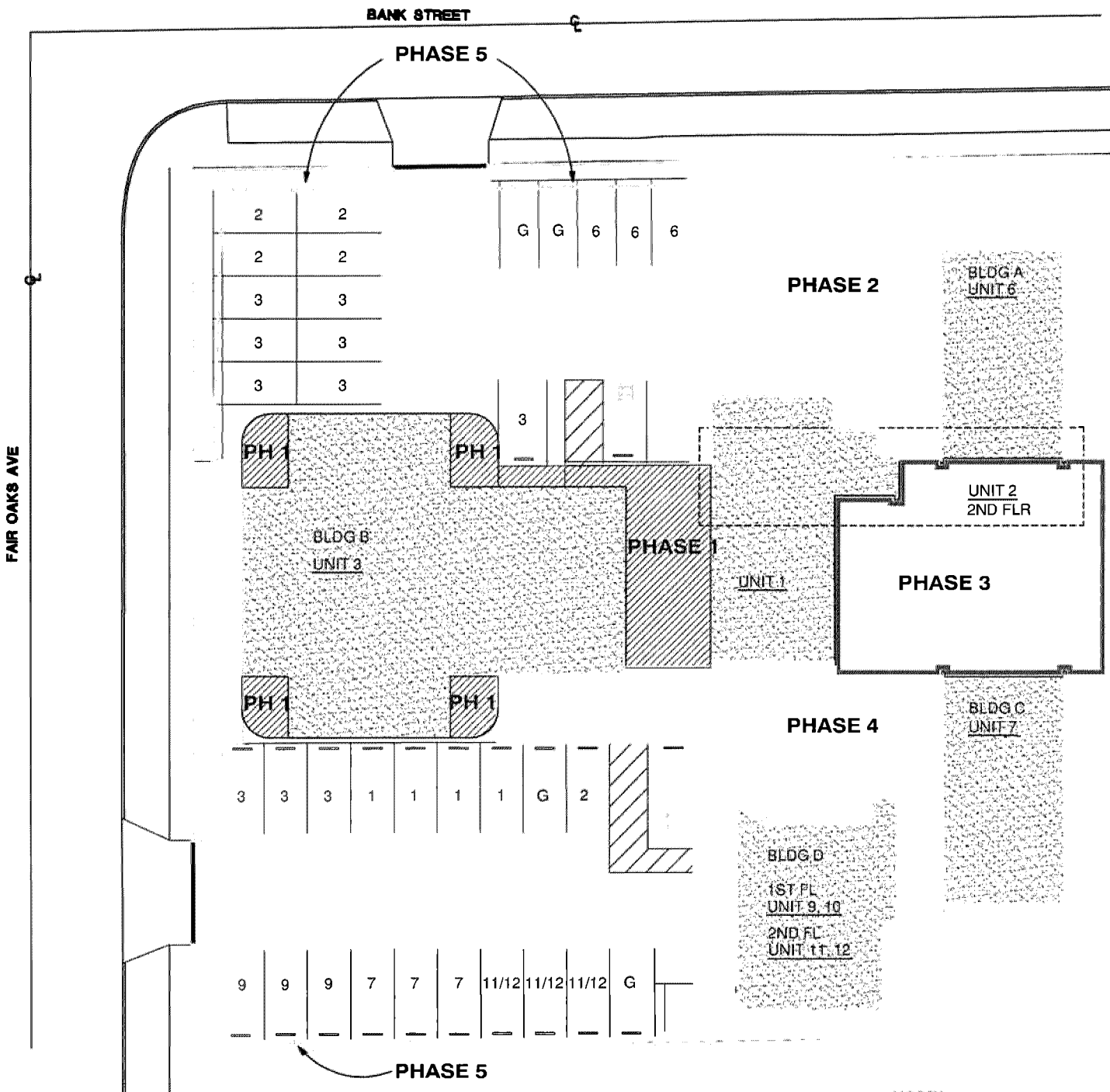
The landscape on this property was neglected by previous owners for many years. Many of the original plants were replaced, allowed to die or overgrow their original design.

The landscape design is a major character component of this property. Garret Eckbo's design enhances the architects Smith and Williams' theme of integrating the indoors with the outdoors. The courtyards between the buildings on the property provide ample lights. The walkways and landscaping that surrounds these courtyards promote a visual and physical connection with the environment.

The following is only a summary of the landscape plan. Please refer to the full landscape plane set for details.

Landscape Plan Summary:

- New groundcover along the perimeter of the property
- Identify existing plant species in order to find matching new plants
- Plant new trees and plants according to plan
- Clear existing vines and ivy on the west side of the property
- Restore fountain in the central courtyard
- Replace chain link fence on the west side of the property with wrought iron fence to match the existing fence on the south parking lot
- Replace damaged and rotted wooden edging with pressure-treated redwood edging around the planting areas throughout the project
- New irrigation
- New lighting
- Add boulders per historic photos
- Remove brick to restore the planting areas



1414 FAIR OAKS AVE, SOUTH PASADENA
LANDSCAPE RESTORATION PHASE DIAGRAM

NORTH

11-13-13

SCALE: NTS

KEY:

PHASE 1 - COMPLETED

PHASE 2 -

PHASE 3 -

PHASE 4 -

PHASE 5 -

Summary of Estimated Costs

	Capitalized Expenses	Amount Estimate as of 2014	Schedule
1	Metal Canopy: Remove, sandblast, galvanize or coat original expanded metal panels and reinstall.	$87,980	2024
2	Scaffoldings or lift rental for metal canopy restoration	$5000	
3	Hardscape/Landscape: restoration and preservation per approved plan	$115,235	2015-2018
4	Wood window frames and Mullions: Remove sheet metal covering and repair or replace wood frames, sash and mullions in kind. Building A&D, Unit 1&2. Estimate base on repair expense in 2014 on Building 7.	$73,000	2020
5	Wood feature: Wood Canopy over central walkway	$50,000	2022
	Total of Estimated Capitalized Expense	**$331,215**	

Reporting System:

One of the owners of Smith & Williams Building, Anita To, will provide written updates to the City of South Pasadena every two years, documenting progress and providing updates on the Rehabilitation, Preservation and Maintenance Plans.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained as required by the owners.

Progress reports will include detailed work descriptions, photographs of work completed, and compies of permits and COAs (if required).

EXHIBIT D

The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

CITY OF SOUTH PASADENA
PLANNING AND BUILDING DEPARTMENT
1414 MISSION, SOUTH PASADENA, CA 91030
TEL: 626.403.7220 • FAX: 626.403-7221
WWW.SOUTHPASADENACA.GOV

November 21, 2014

Vincent Tsoi, President
Fair Oaks Professional Group, Inc.
1414 Fair Oaks Avenue
South Pasadena, CA 91030

SUBJECT: Mills Act Contract
PROJECT ADDRESS: 1414 Fair Oaks Avenue (Smith & Williams Building)

Dear Mr Tsoi,

NOTICE IS HEREBY GIVEN THAT on November 20, 2014, the City of South Pasadena Cultural Heritage Commission (CHC) recommended that the City Council enter into a Mills Act Contract regarding the rehabilitation of your corporation's property at 1414 Fair Oaks Avenue.

The CHC recommended that Mills Act contract include the following:

- Treatment of metal canopy to be completed by year 2024 instead of an unspecified date after 2022. The owner must first obtain a Certificate of Appropriateness approval for the owners' plans to rehabilitate the canopy.
- All wood framed windows to be repaired by year 2020 instead of the unknown dates of when tenants move out. The owner must first obtain a Certificate of Appropriateness about how the wood framed windows will be repaired.
- Prior to starting work on the maintenance/repair of wood features and cement plaster cladding, the owner shall submit a detailed maintenance and repair plan that's prepared and performed by a qualified preservation contractor with credentials. The maintenance/repair plan and contractors' credentials shall be first reviewed by the Chairperson of the Commission

If you have any questions regarding this notice, please contact me at (626) 403-7220.

Sincerely,

John Mayer
Senior Planner

PROPERTY ADDRESS:

325 Oaklawn Avenue

2025 PROGRESS REPORT

Brian and Jenny Bright
325 Oaklawn Ave.
South Pasadena, CA 91030
3/30/2025

Mr. Donovan and Members of the South Pasadena Cultural Heritage Commission
1414 Mission St.
South Pasadena, CA 91030
Attention: Michael Donovan, Associate Planner

Re: Mills Act Contract re 325 Oaklawn Ave.

Dear Mr. Donovan and Members of the South Pasadena Cultural Heritage Commission:

Thank you again for your support in the restoration of the historic Mitchell House at 325 Oaklawn Ave. We are writing to give you an update on our Mills Act progress as required under Section 8 of the Mills Act Contract. Attached is a summary table and power point explaining the status of each of the items in the Rehabilitation & Maintenance Plan.

Currently, we are working with the planning department for Item 7 in the table "Chimney and Fireplace: Demolish and reconstruct existing unsafe (previously rebuilt in 1991) chimney to its original configuration based on historic photographs, cleaning flues, repair firebox, reconstruct damaged outer hearth". This is a big job and has a few dependent items. We hope to begin work on it in the next few months, assuming no issues in the permitting process.

Prior to commencement of work:

"Since it is unknowable at this time as to which of the following items might be undertaken, and in what order, it is not possible to forecast or introduce a factor for escalation of the costs below into the future at this time. As implied the sequencing of the contemplated scope of work may also evolve over time due changing views with respect to prioritizing."

We will continue to keep you updated of our progress. Thank you again for partnering with us in working to preserve one of our City's historic resources.

Sincerely,

Brian and Jenny Bright





Item Number	Feature and Treatment	Capitalized Costs	Current Status	Area	Character Defining Feature	Standards
	Division 1 — General Requirements					
	Historic Architectural Services, as estimated and cumulative over 10 years	n/a		Throughout	n/a	
	Structural Engineering Services, estimated	n/a		Throughout	n/a	
	Division 2 — Site Construction					
1	Exterior Subterranean Sewer Pipe: Replace the existing root infested sewer line from rear of house to the main sewer in Fremont to the West to prevent potential damage to the structure.	n/a	Completed 2018	Rear Yard	No	Repairs according to industry standards and applicable building codes.
2	Site Drainage: Correct site drainage issues around the house and garage causing flooding during rains and potential damage to structure, install French drain system.	$3,500	Completed 2019	Rear Yard	No	Protect and Maintain
	Landscaping:					
3	Rear Yard at Fremont: Install new plant material and irrigation at rear yard behind Greene and Greene wall/fence to better camouflage second fencing that is closer to the house. Prune shrubs and trees on Parkway to better expose the Greene and Greene wall/fence so it can be enjoyed by the public from Fremont.	$3,600	Completed 2019	Rear Property Line	No	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
4	Front Yard: Restore front yard landscaping by installing more historically appropriate plant materials based on historic photographs and evidence from comparable homes of age and architectural style. Also rework existing irrigation system to prevent further damage from excessive irrigation moisure on the foundation	$6,000	Completed 2020	Front Yard	Yes	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
	Division 3 — Concrete					
5	Seismic Retrofit to prevent damage to the structure: Anchor existing wood framed structure to existing concrete foundations, repair existing concrete stem walls, Ed Sylvis Seismic Safety $6,000 less $3,000 grant from Earthquake Brace and Bolt Program.	$3,000	Completed 2017	Foundation	No	Repairs according to industry standards and applicable building codes.
6	Concrete Porches Beneath Soft Stories: Significant staining, pitting and cracking of the slabs and stairs is present along with soild erosion beneath. Slabs to be repoured and finished in the original trowell method used during construction in 1910. Original scoring lines will be recreated as they were. Erosion beneath the porches to be shored up and compacted to properly support the slabs.	$18,000	Completed 2019	Front and Side Residence Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
	Division 4 — Masonry					
7	Chimney and Fireplace: Demolish and reconstruct existing unsafe (previously rebuilt in 1991) chimney to its original configuration based on historic photographs, cleaning flues, repair firebox, reconstruct damaged outer hearth, Douglas Masonry	$30,000	In Process	South Ext Residence	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
8	Original Greene and Greene Designed Wall and Fence at Rear on Fremont: repair and replace missing and damaged stone and clinker brick, repointing as needed, see wood lattice repairs under Division 6, Douglas Masonry	$5,000	Completed 2019	Rear Property Line	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
	Division 5 — Metals					

9	**Sheet-metal: Fabricate and install custom protective copper caps for exposed portions of beams, rafter tails, and lookouts, Morrison Sheet Metal**	**$4,500**	**In Process**	**Roof Detail Ext**	**Yes**	**"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."**
10	Downspouts: Repair as necessary, Morrison Sheet Metal	$1,500	Completed 2023	Ext Residence	Yes	Protect and Maintain
	Division 6 — Wood and Plastics					
	Exterior:					
11	Restore Dining Room Bay and East Wall Damage Caused by Wind Blowing over Frontyard Tree: includes reconstructing and recovering roof, replacing damaged barn shingles, and damaged structural barge rafter at roof, Peter Matthiessen Builders. $16,000 less $9000 insurance settlement	$7,000	Completed 2017	Front Residence Ext	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
12	Wood Lattice at Greene and Greene Designed Wall and Fence at Fremont: Reconstruct original lattice fence work saving as much of the historic fabric as possible, replacing deteriorated portions with new custom milled wood to match, staining wood.	$5,000	Completed 2019	Rear Property Line	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
13	Rafter Tails, Lookouts and Beams: Repair all exposed and deteriorated rafter tails and beam ends sized and shaped to match original construction, while some have been repaired under past ownership, repairs or inconsistent in matching the size and shape of the originals.	$7,500	Completed 2023	Roof Detail Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
14	**East/Street Elevation: Wood Trellis - reconstruct original wood trellis based upon historic photographs as install at front elevation with custom milled wood.**	**$6,000**	**In Process**	**Front Residence Ext**	**Yes**	**"Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken."**
15	Wood Framing of Front Porch - repair or replace wood that is currently structurally compromised by past termite and dry rot damage.	$7,000	Completed 2023	Front Residence Ext	Yes	"Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken."
	Interior:					
16	Wood Head/Horizontal Door and Window Casings: Install new interior door and window head casings where the original extensions have been cut off by previous owners, the exaggerated extension of the head casing is typical of the architect G. L. Stimson's work and an important character defining feature, requires custom milled wood.	n/a	TBD	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
17	Wood Fireplace Mantle: Reconstruct missing original wood mantle and firebox surround, design is to be based on surviving examples in other homes of the period designed by G. L. Stimson and clues that may be remnant after the existing is removed, requires custom milled wood.	n/a	TBD	Living Room Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
	Division 7 — Thermal and Moisture Protection					

18	Remove and replace existing deteriorated roof coverings, replace existing three-tab composition shingles on upper roof with wood shingles as originally constructed, Re-roof with Grade One Red Cedar Fire-treated Class B 18 Wood Shingles, replace existing sheet roofing on lower roofs replicating historic rolled edge detailing. 72# mineral surface cap sheet to achieve Class A fire rating, all included in cost, Campagna Roofing.	$43,000	Base roof completed 2023, CeDUR roof details in 2026 after chimney repair	Residence, Porte Cochere and detached garage Roof	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
19	Source or custom mill and replace wood siding shingles, as needed, as they are reaching end of life.	$15,000	Completed 2023	Ext Residence Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
	Division 8 — Doors and Windows					
20	Windows: Remove existing 26 X 42 "modern" jalousie windows (6 count) at regional service porch, replace with traditional custom fabricated wood sash and historically appropriate hardware.	$8,000	Completed 2018	North and West Residence Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
21	Windows: Refit all existing windows as required, replace broken glass and broken or missing sash cords and hardware(7 count), install traditional bronze leaf weather stripping where damaged or missing (34 count).	$4,000	Completed 2022	Ext Residence Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
22	Insect Screens(34 Count): Refit existing or missing traditional wood framed insect screen, custom fabricate and install missing wood insect screens, all screens to have traditional copper bronze insect screening, includes new traditional hardware.	$4,000	Completed 2018	Ext Residence Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
	Division 9 — Finishes					
	Interior:					
23	First Floor and Stairs: *In conjunction with the overall exterior work*, wood doors and windows, casings and sash, carefully strip of existing paint and refinish with a stained and clear finish to match original, Benjamin Gonzalez	$6,000	Completed 2017	First Floor and Stairs Int	Yes	"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
24	Interior wood paneling and base moldings : Carefully strip of existing paint and refinish with a stained and clear finish to match original, Benjamin Gonzalez	n/a	Completed 2017	Throughout Int	Yes	"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
25	New Wood Head Casings Installed Under Division 6: Apply stain and clear finish to match original interior woodwork, Benjamin Gonzalez	n/a	TBD	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
26	Walls & Ceilings: Preparation and painting of all interior plaster surfaces, re-create the original plaster textured finishes, Brandlin Painting	n/a	Completed 2018	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
	Exterior:					
27	Paint - Wood Shingle Siding, Window Sash and Door Trim, Roof Eaves and Rafter Tails, Lookouts and Beams: Thoroughly prepare and refinish all exterior wood elements as listed, Brandlin Painting	$39,000	Completed 2023	Ext Residence Throughout	Yes	"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
	Division 10 — Specialties					
	Not applicable at this time				n/a	
	Division 11 — Equipment					
	Not applicable				n/a	
	Division 12 — Furnishings					
	Not applicable at this time				n/a	
	Division 13 — Special Construction					

28	Wall at Fremont: Replace current wood fencing, which visually detracts from the historic Greene and Greene fencing at the sidewalk, with a camouflaged traffic sound mitigation wall. Landscaping and irrigation will be installed between the historic fencing and sound wall to help enhance public viewing of the Greene and Greene fencing on Fremont.	$28,000	Completed 2019	Rear Property Line	No	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
	Division 14 — Conveying Systems Not applicable				n/a	
	Division 15 — Mechanical (Includes Plumbing and HVAC)					
	Plumbing: Not applicable at this time as the entire residence has been re-plumbed including new hot and cold water distribution piping along with interior waste system since acquisition by current owners, existing vintage plumbing fixtures were retained	0	Completed 2015		n/a	
	HVAC: Not applicable at this time as a new 2 zone system heating and air conditioning system has been installed replacing the previous gravity heating system since acquisition by current owners	0	Completed 2015		n/a	
	Division 16 — Electrical Not applicable at this time as the entire residence has been rewired including an upgraded electrical service since acquisition by current owners	0	Completed 2015		n/a	
	Maintenance Inspections as Outlined Below(24) $250 each	$6,000				
	TOTAL Capitalized and Non-Capitalized	$260,600				
	GRAND TOTAL					

Photo Documentation of Mills Act Progress
325 Oaklawn Ave
South Pasadena, CA 91030



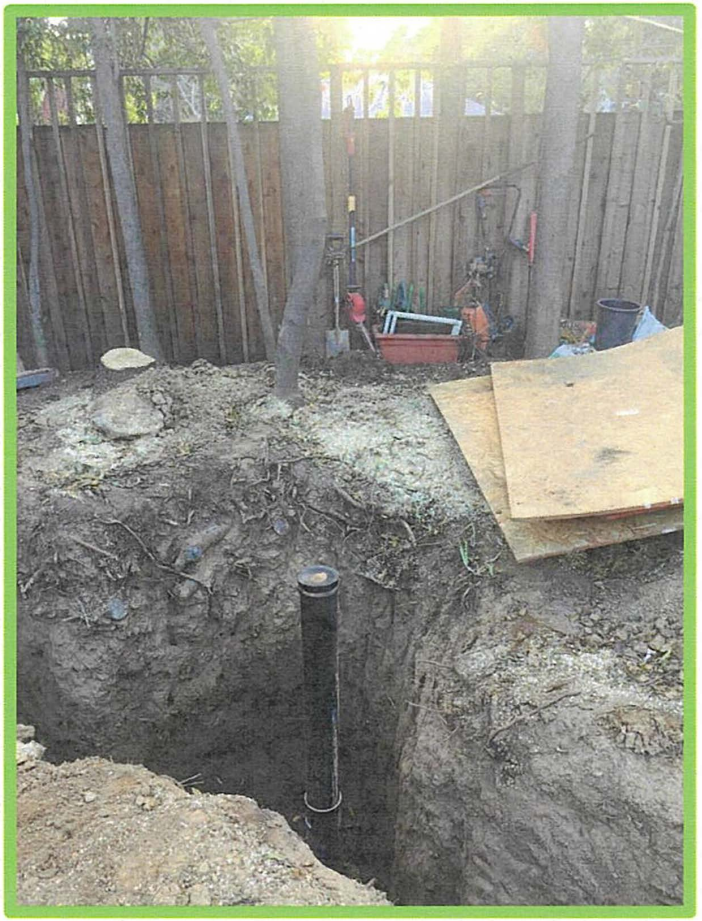
Pictures outlined in green are post restoration and in red are pre restoration.

Division 2 — Site Construction

Item 1: Exterior Subterranean Sewer Pipe: Replace the existing root infested sewer line from rear of house to the main sewer in Fremont to the West to prevent potential damage to the structure.

Area: Rear Yard
Current Status: **Completed 2018**
Not Capitalized

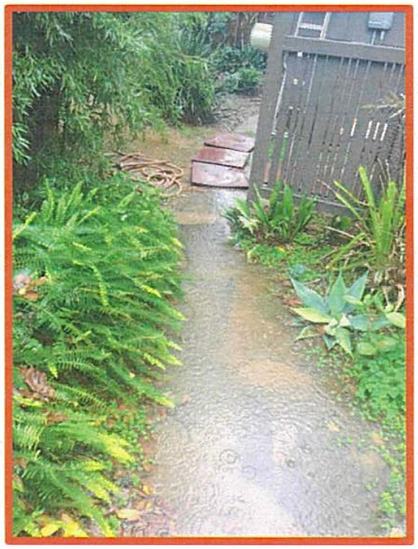




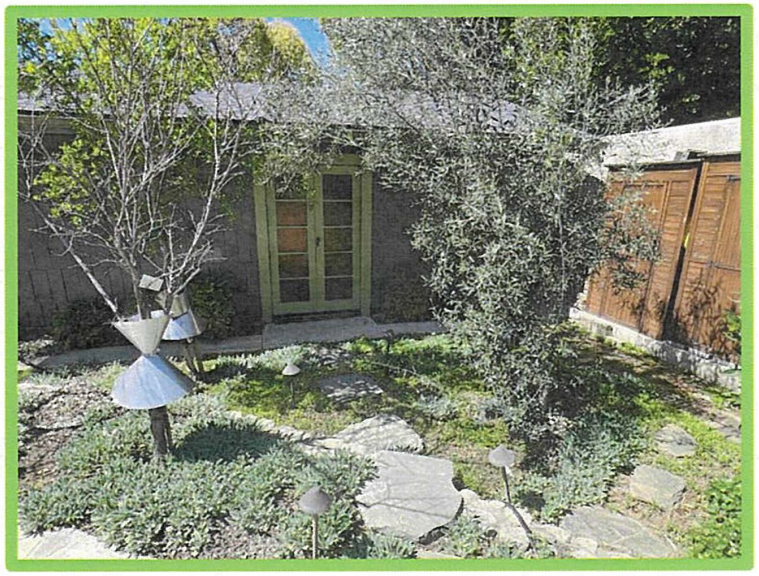
Division 2 — Site Construction

Item 2: Site Drainage: Correct site drainage issues around the house and garage causing flooding during rains and potential damage to structure, install French drain system.

Area: Rear Yard
Current Status: **Completed 2019**

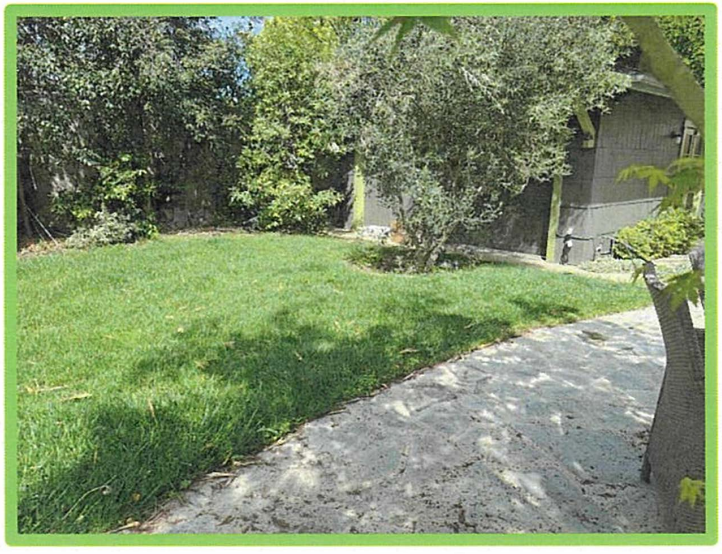










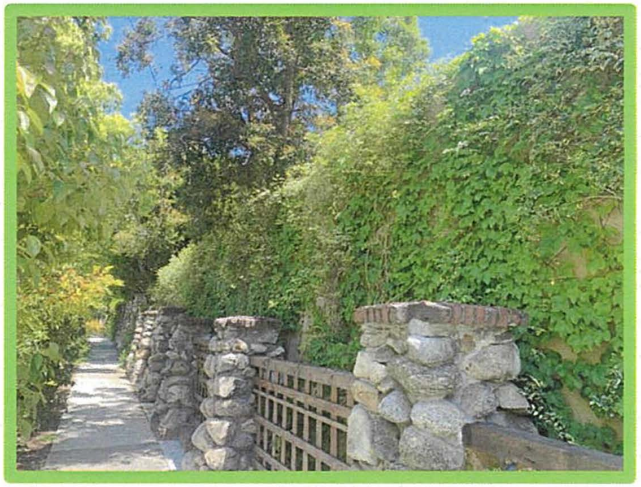


Division 2 — Site Construction - Landscaping

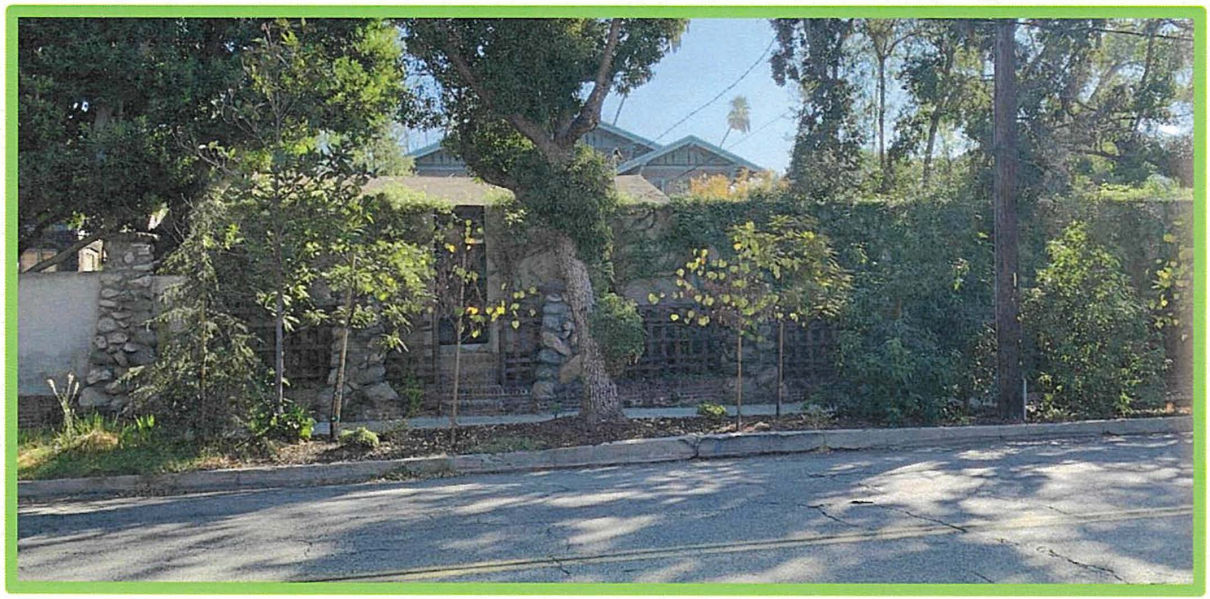
Item 3: Rear Yard at Fremont: Install new plant material and irrigation at rear yard behind Greene and Greene wall/fence to better camouflage second fencing that is closer to the house. Prune shrubs and trees on Parkway to better expose the Greene and Greene wall/fence so it can be enjoyed by the public from Fremont.

Area: Rear Yard
Current Status: **Completed 2019**





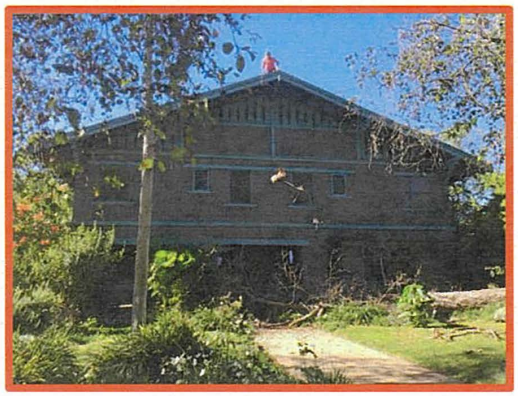




Division 2 — Site Construction - Landscaping

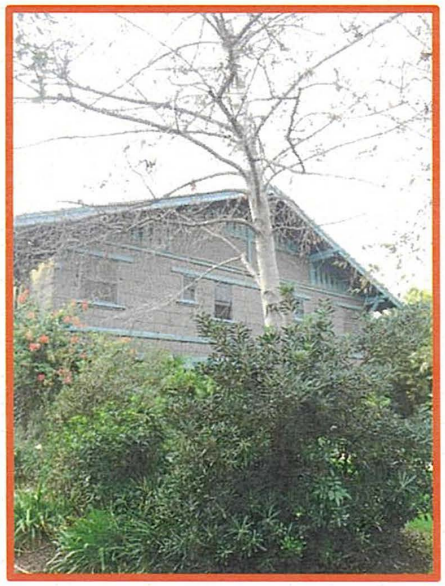
Item 4: Front Yard: Restore front yard landscaping by installing more historically appropriate plant materials based on historic photographs and evidence from comparable homes of age and architectural style. Also rework existing irrigation system to prevent further damage from excessive irrigation moisture on the foundation

Area: Front Yard
Current Status: **Completed 2020**

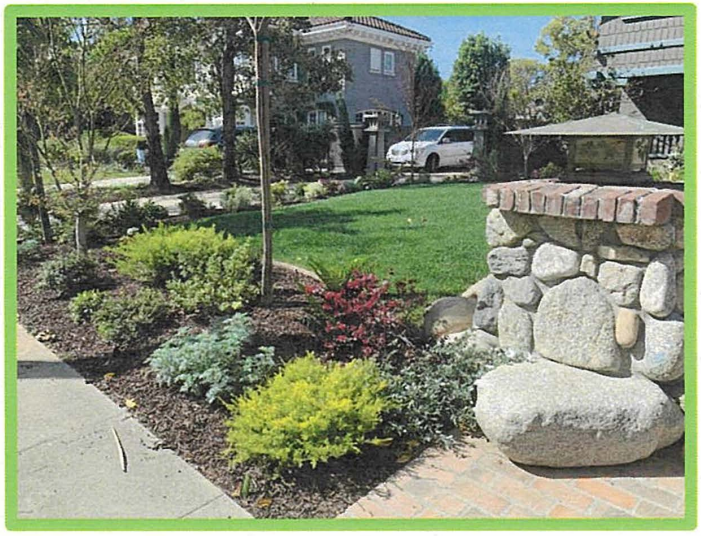










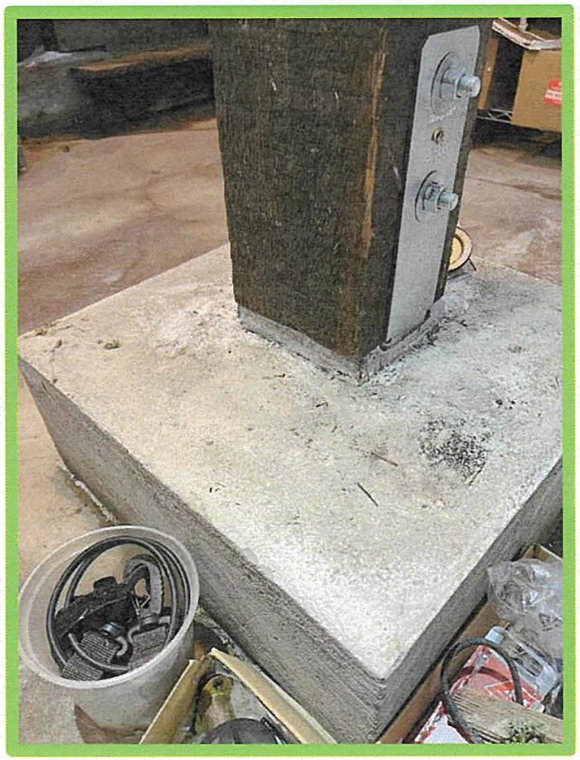


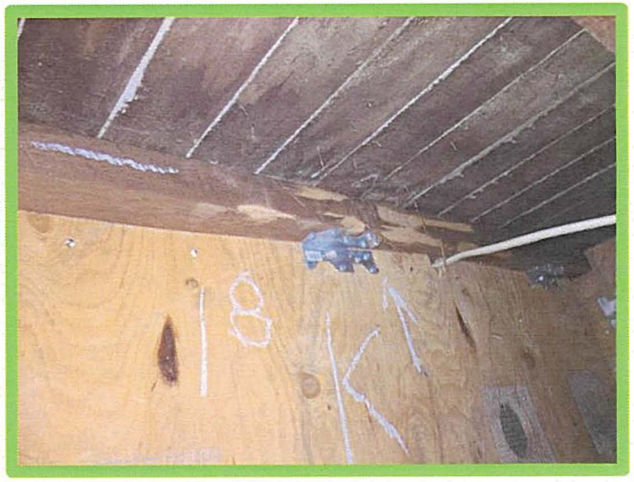
Division 3 — Concrete

Item 5: Seismic Retrofit to prevent damage to the structure: Anchor existing wood framed structure to existing concrete foundations, repair existing concrete stem walls.

Area: Foundation
Current Status: **Completed 2017**











Division 3 — Concrete

Item 6: Concrete Porches Beneath Soft Stories: Significant staining, pitting and cracking of the slabs and stairs is present along with soil erosion beneath. Slabs to be re-poured and finished in the original trowel method used during construction in 1910. Original scoring lines will be recreated as they were. Erosion beneath the porches to be shored up and compacted to properly support the slabs.

Area: Front and Side Residence exterior

Current Status: **Completed 2019**

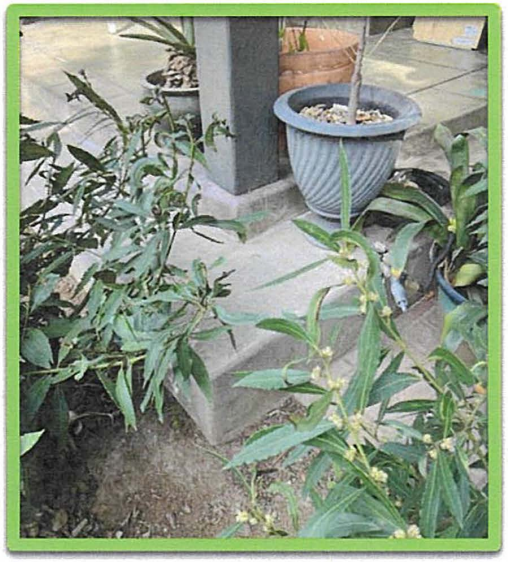












Division 4 — Masonry

Item 7: Chimney and Fireplace: Demolish and reconstruct existing unsafe (previously rebuilt in 1991) chimney to its original configuration based on historic photographs, cleaning flues, repair firebox, reconstruct damaged outer hearth.

Area: South Ext Residence
Current Status: **In Process**

Project was delayed due to Covid. Original capitalized cost was set at 30K. An architect and engineer were hired and the project was permitted by the City. We could not find a contractor to execute it as planned for less than 150K. Contractors informed us it was unnecessarily over engineered. We had to start over with a new plan and met with Jeff Nott from Nott and Associates and he referred us back to Douglas Masonry. They scoped out a reasonably priced (<50K) bid and have been in the process of obtaining a new permit, meeting with the South Pasadena planning department as recently as 3/26/25.

30 North Raymond Avenue. Ste. 705, Pasadena. Cal. 91103
License 877947

Bright Residence: Construction Preliminary Budget - Chimney Replacement
325 Oaklawn Avenue, South Pasadena CA 91030

December 18, 2021

Temporary Facilities		$840.00
Clean-up / Trash Bins		$3,150.00
Demolition / Recycling / Hauling		$3,675.00
Laser Imaging Documentation		$1,365.00
Site Protection / Dust Control (Allowance)		$3,675.00
Scaffold Rental		$3,675.00
Brick Removal / Transport / Cutting / Return to Site		$31,500.00
Concrete Bond Beam		$2,520.00
Steel Frame Installation		$22,050.00
Metal Flue Material (Allowance - SS Flue)		$6,825.00
Flue Installation: Braces & Fire Stop Barriers		$2,730.00
Framing & Sheeting (Allowance - Awaiting Final #)		$6,038.00
Brick Reinstall		$21,000.00
Sheet Metal (Allowance)		$4,725.00
Roofing		T.B.D.
Stucco (Allowance)		$4,725.00
Drywall Patching (Allowance)		$2,888.00
Shingle Reinstallation		T.B.D.
Painting & Wood Finishing (Allowance)		$5,000.00
Final Clean-up		$840.00
Sub-Total		**$127,221.00**
Overhead & Profit - 18%		**$22,900.00**
Total		**$150,121.00**

Add Alternates:		

Exclusions: Plans, permits, and fees, deputy inspections, plumbing fixtures, surface mounted electrical fixtures, tile and stone material, door knobs and drawer pulls, exterior hardscape other than listed, landscaping, costs above allowances and all else not listed above.

CLIFFORD C DOUGLAS
Masonry and Concrete
Lic 484504 C29, C8
1122 Brent Avenue
South Pasadena, CA 91030
626-840-4999 cell
cdouglas6@msn.com

BID CONFIRMATION

TO: Jenny Bright 10-17-24
bizzybrights@gmail.com
325 Oaklawn Ave.
South Pasadena, CA 91030

JOB ADDRESS: Residence, same as above

This bid **INCLUDES** labor and materials to provide the following work:

CHIMNEY

Remove existing chimney down to top of the shoulder, saving brick to be cleaned and reused for veneer. Purchase building permit.

Pour concrete bond beam. Install metal anchor bolts and plate. Build new chimney in same shape and style as original per L.A. Standard detail with steel studs and metal flues. Install plywood, waterproof, lath, and plaster. Purchase additional brick to match as needed.

Saw cut original brick for veneer and install brick on chimney to match original. Build top of chimney detail as per the old photograph provided by owner.

Clean out remaining mortar joints on chimney and regrout with dark gray mortar. Install metal bracing from chimney to roof as per code. Install spark arrestor rain cap.

COST: $41,000.00

Option: Remove existing chimney to the *second* shoulder (about 4 feet more down)
COST: an additional $4,000.00

This bid specifically **EXCLUDES**: any work on roof; interior plaster repairs; painting, smoke detectors; landscaping; sprinkler repairs.

Division 4 — Masonry

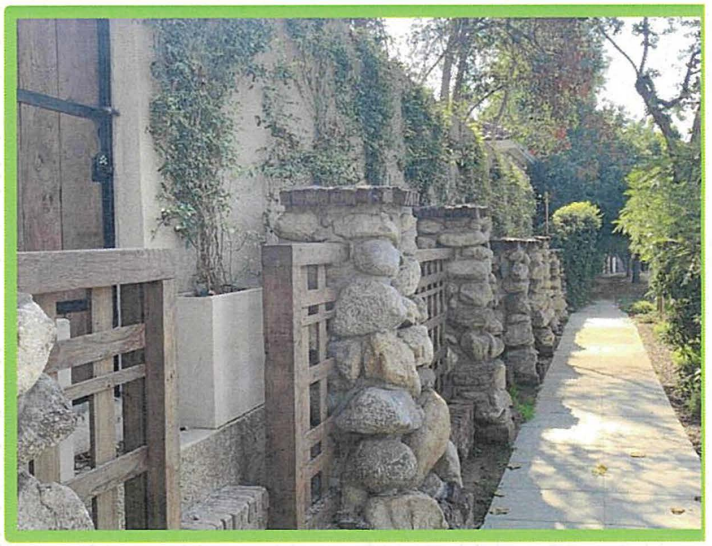
Item 8: Original Greene and Greene Designed Wall and Fence at Rear on Fremont: repair and replace missing and damaged stone and clinker brick, repointing as needed, see wood lattice repairs under Division 6.

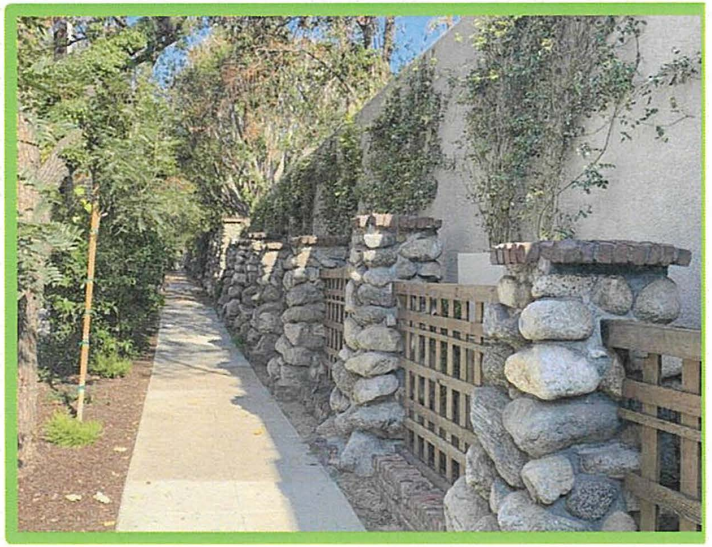
Area: Rear Property Line
Current Status: **Completed 2019**











Division 5 — Metals

Item 9: Sheet-metal: Fabricate and install custom protective copper caps for exposed portions of beams, rafter tails, and lookouts.

Area: Roof Detail Ext
Current Status: **In Process**

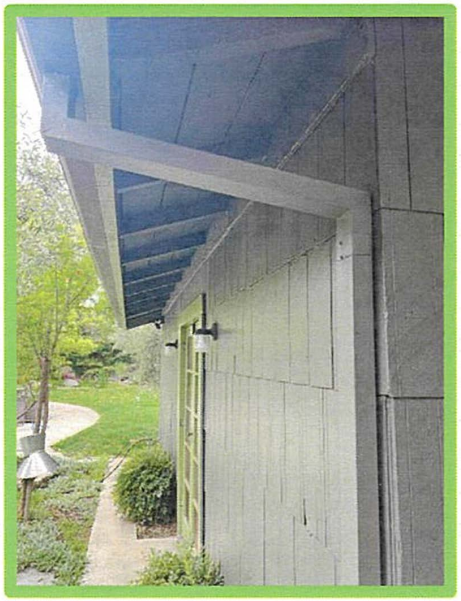
Project was dependent on paint, rafter repair, and roof replacement getting done. Copper is being sourced with work to begin in Summer of 2025.

Division 5 — Metals

Item 10: Downspouts: Repair as necessary.

Area: Ext Residence
Current Status: **Completed 2023**







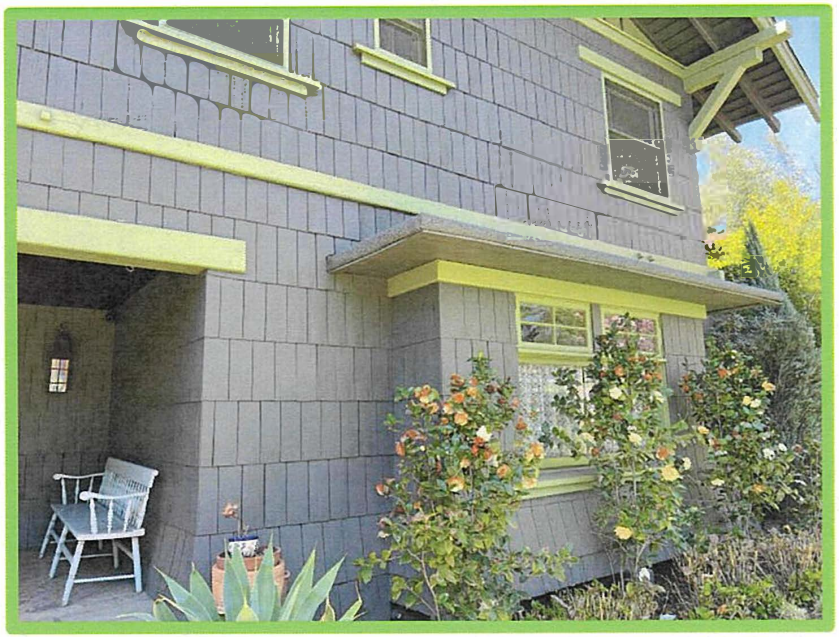


Division 6 — Wood and Plastics -Exterior

Item 11: Restore Dining Room Bay and East Wall Damage Caused by Wind Blowing over Front yard Tree: includes reconstructing and recovering roof, replacing damaged barn shingles, and damaged structural barge rafter at roof.

Area: Front Residence Ext
Current Status: **Completed 2017**









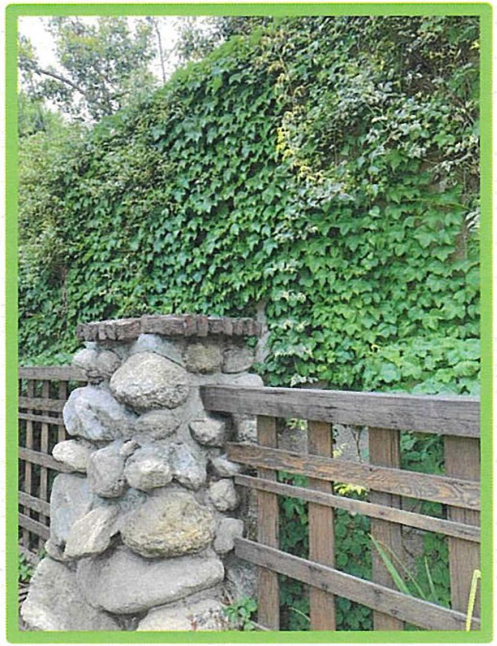
Division 6 — Wood and Plastics - Exterior

Item 12: Wood Lattice at Greene and Greene Designed Wall and Fence at Fremont: Reconstruct original lattice fence work saving as much of the historic fabric as possible, replacing deteriorated portions with new custom milled wood to match, staining wood.

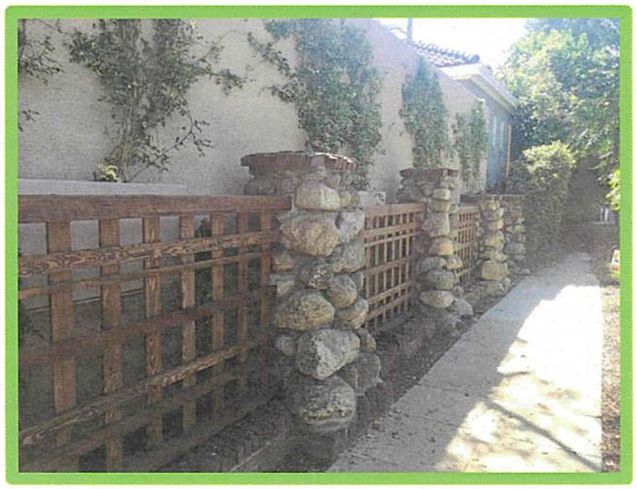
Area: Rear Property Line
Current Status: **Completed 2019**







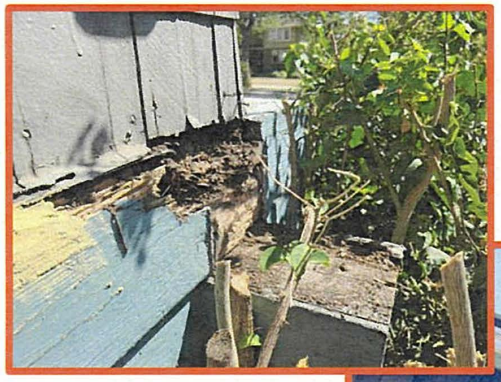


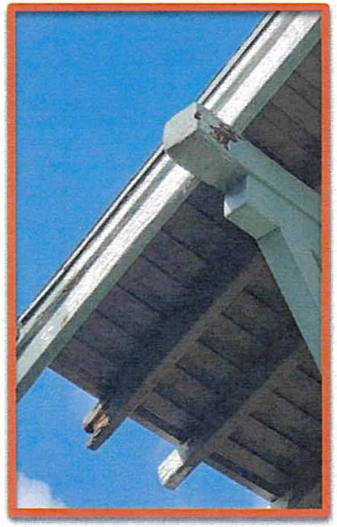


Division 6 — Wood and Plastics - Exterior

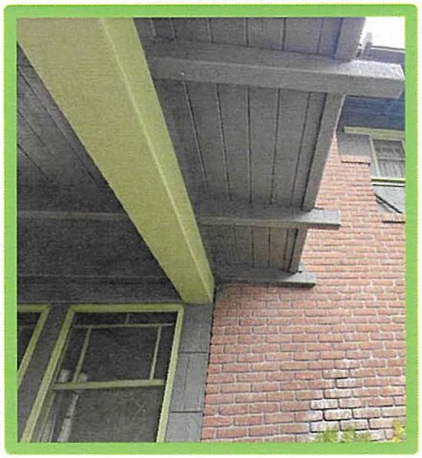
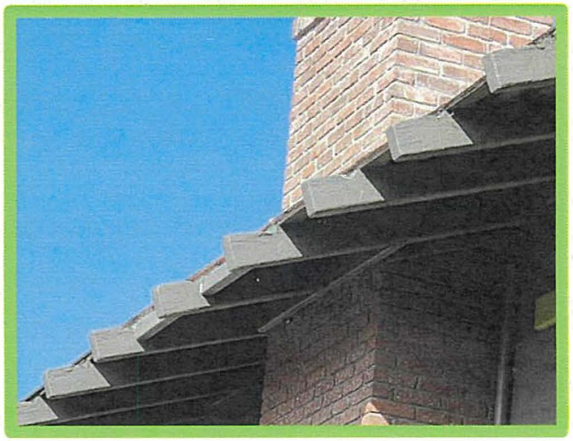
Item 13: Rafter Tails, Lookouts and Beams: Repair all exposed and deteriorated rafter tails and beam ends sized and shaped to match original construction, while some have been repaired under past ownership, repairs or inconsistent in matching the size and shape of the originals.

Area: Roof Detail Ext
Current Status: **Completed 2023**







Division 6 — Wood and Plastics - Exterior

Item 14: East/Street Elevation: Wood Trellis - reconstruct original wood trellis based upon historic photographs as install at front elevation with custom milled wood.

Area: Front Residence Ext
Current Status: **In Process**

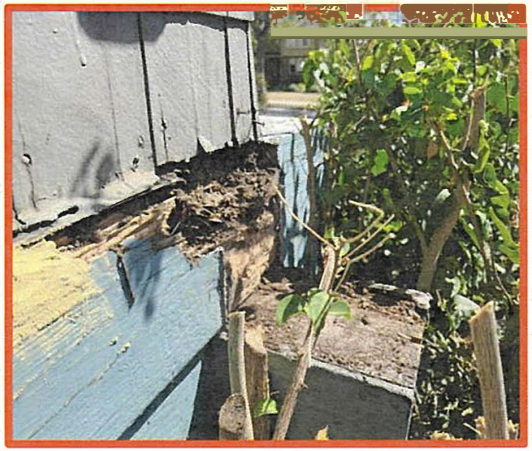
Project was dependent on completion of paint and rafter repair. Will be completed with copper rafter tail work in spring / summer 2025.

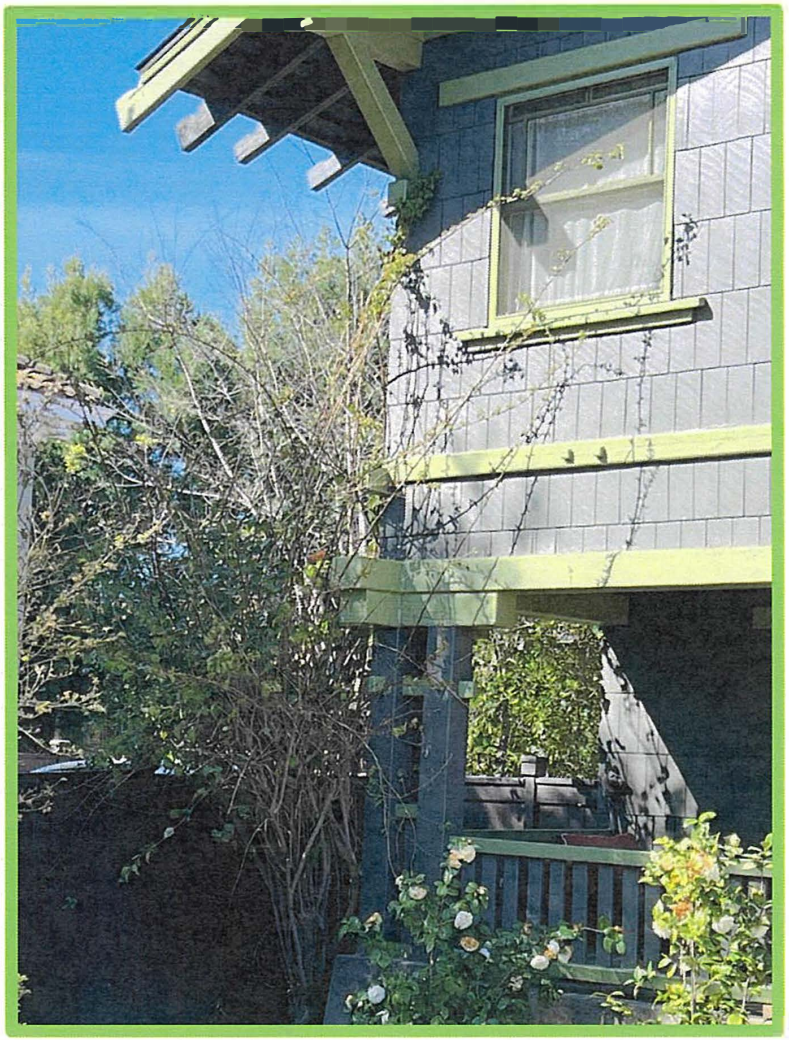
Division 6 — Wood and Plastics - Exterior

Item 15: Wood Framing of Front Porch - repair or replace wood that is currently structurally compromised by past termite and dry rot damage.

Area: Front Residence Ext
Current Status: **Completed 2023**











Division 6 — Wood and Plastics - Interior

Item 16: Wood Head/Horizontal Door and Window Casings: Install new interior door and window head casings where the original extensions have been cut off by previous owners, the exaggerated extension of the head casing is typical of the architect G. L. Stimson's work and an important character defining feature, requires custom milled wood.

Area: Throughout Int
Current Status: **TBD**
Not Capitalized

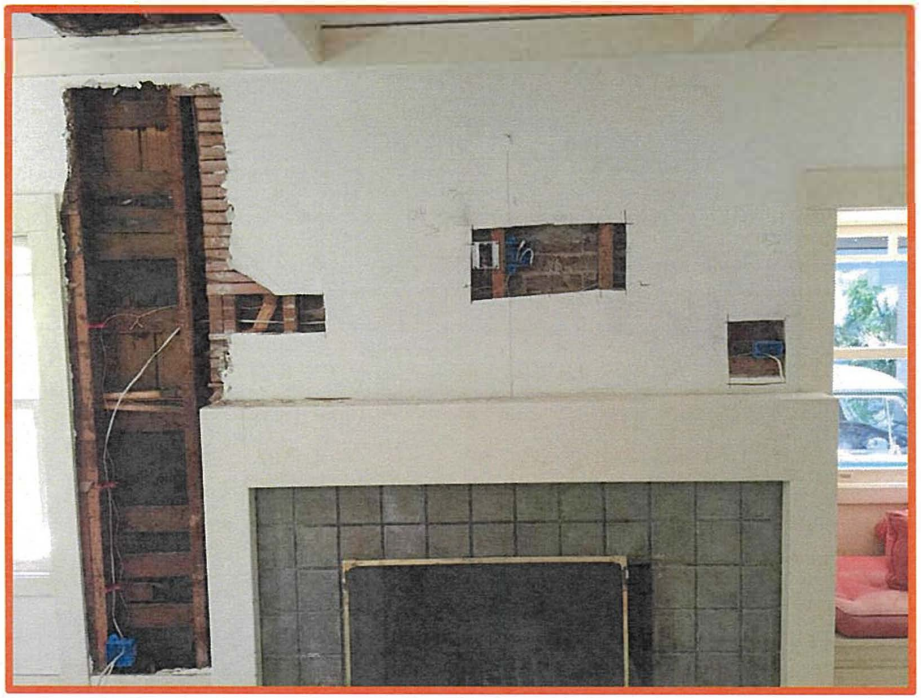
This is not capitalized per Mills Act, and has been put on hold.

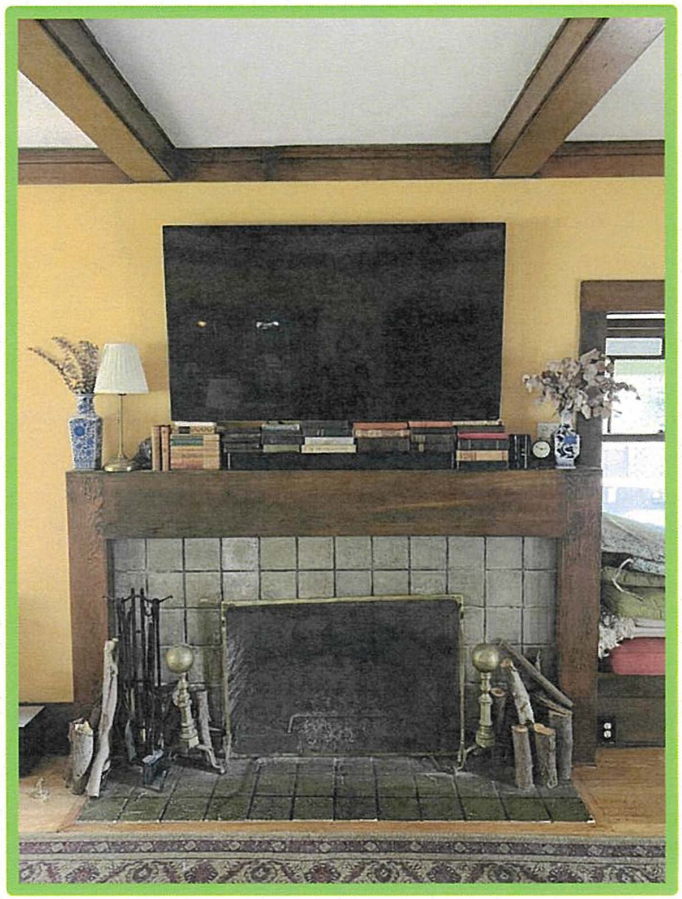
Division 6 — Wood and Plastics - Interior

Item 17: Wood Fireplace Mantle: Reconstruct missing original wood mantle and firebox surround, design is to be based on surviving examples in other homes of the period designed by G. L. Stimson and clues that may be remnant after the existing is removed, requires custom milled wood.

Area: Living Room Int
Current Status: **TBD**
Not Capitalized

This is not capitalized per Mills Act, and has been put on hold. We will be investigating what is under the mantle as no original pictures of it have been found.





Division 7 — Thermal and Moisture Protection

Item 18: Remove and replace existing deteriorated roof coverings, replace existing three-tab composition shingles on upper roof with wood shingles as originally constructed, Re-roof with Grade One Red Cedar Fire-treated Class B 18 Wood Shingles, replace existing sheet roofing on lower roofs replicating historic rolled edge detailing.

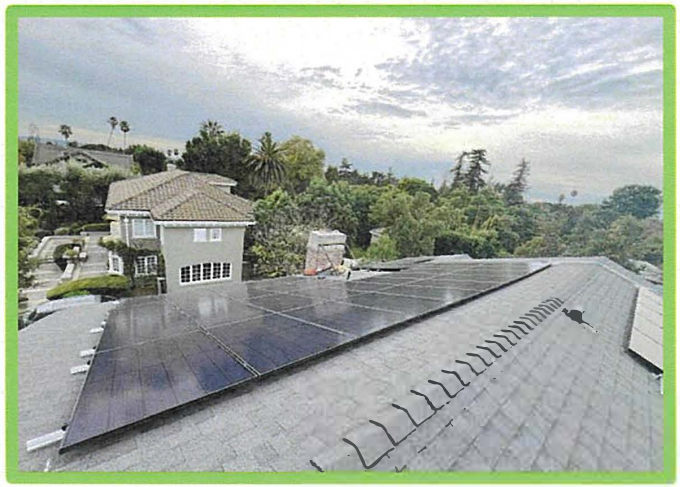
Area: Residence, Porte Cochere and detached garage Roof
Current Status: **Base roof completed 2023, CeDUR roof detail in 2026 after chimney repair**











Division 7 — Thermal and Moisture Protection

Item 19: Source or custom mill and replace wood siding shingles, as needed, as they are reaching end of life.

Area: Throughout
Current Status: **Completed 2023**



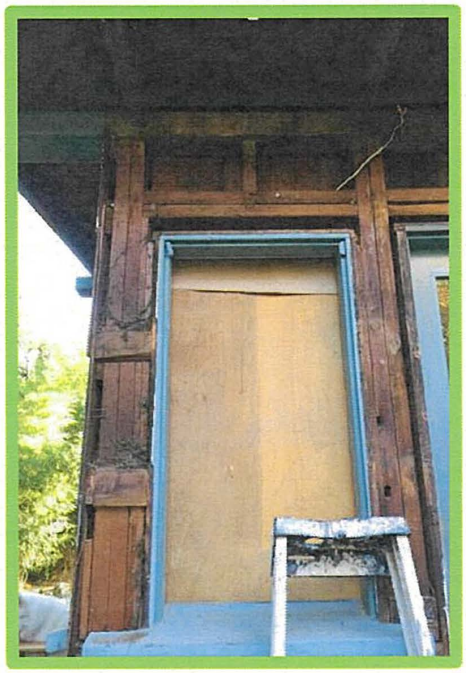


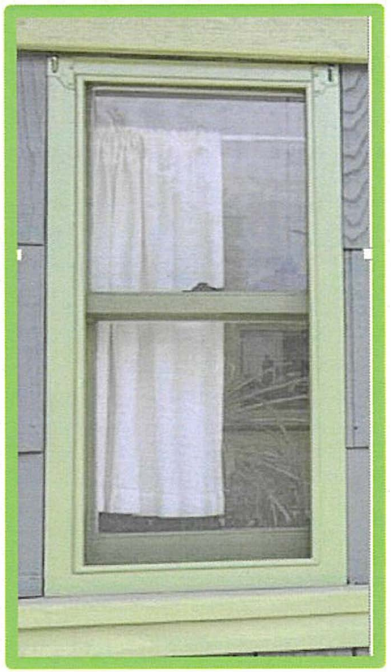
Division 8 — Doors and Windows

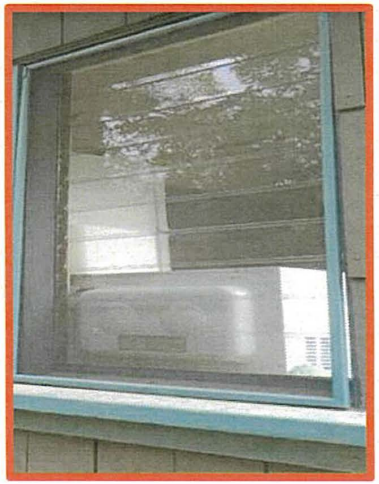
Item 20: Windows: Remove existing 26 X 42 "modern" jalousie windows (6 count) at regional service porch, replace with traditional custom fabricated wood sash and historically appropriate hardware.

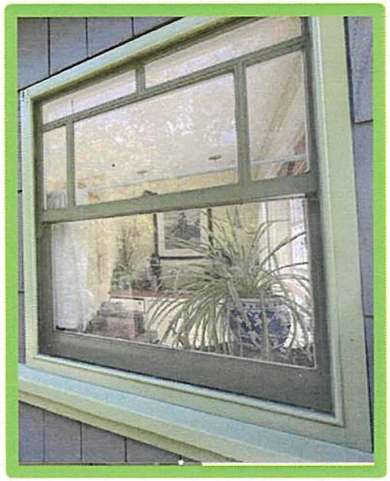
Area: North and West
Residence Ext
Current Status: **Completed 2018**







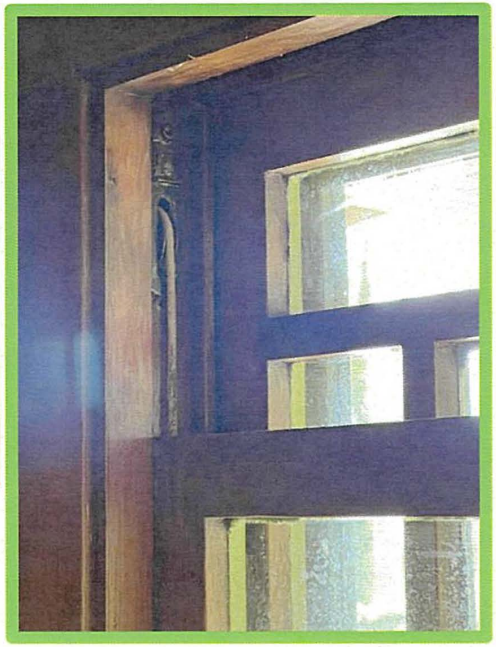
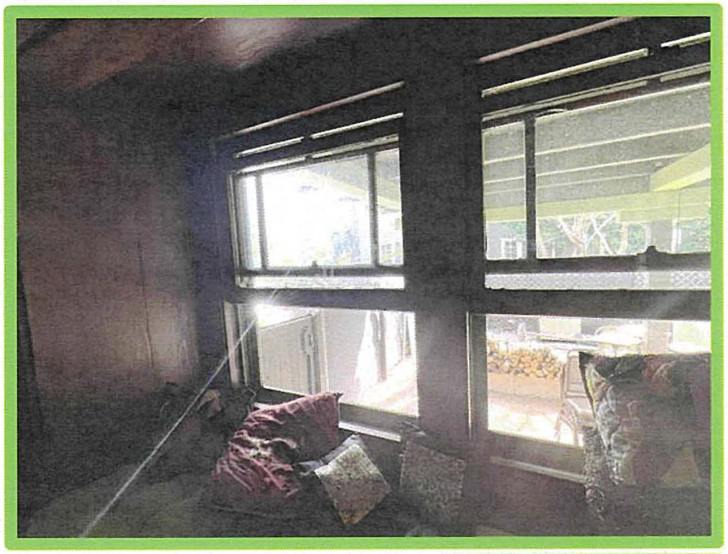
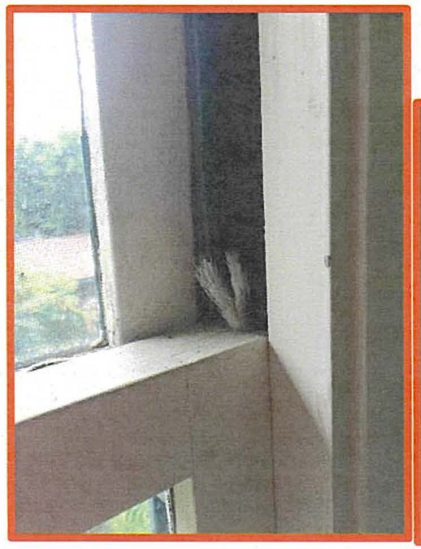
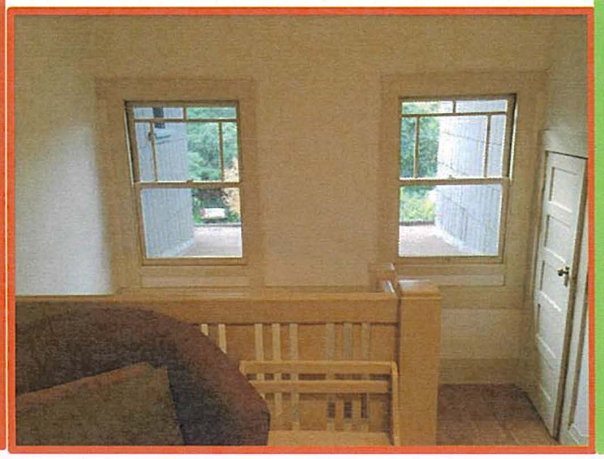
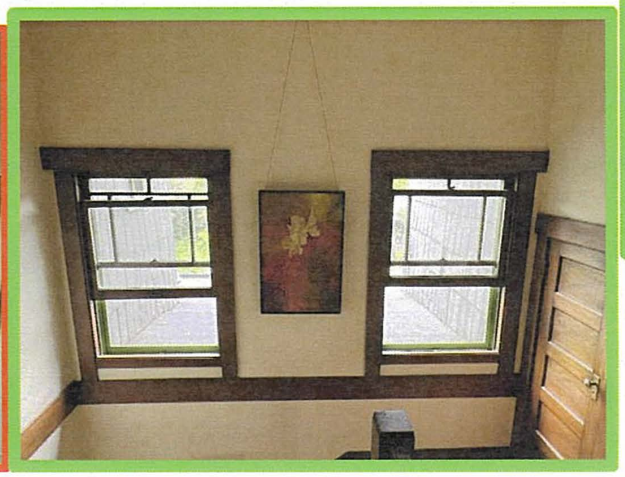




Division 8 — Doors and Windows

Item 21: Windows: Refit all existing windows as required, replace broken glass and broken or missing sash cords and hardware(7 count), install traditional bronze leaf weather stripping where damaged or missing (34 count).

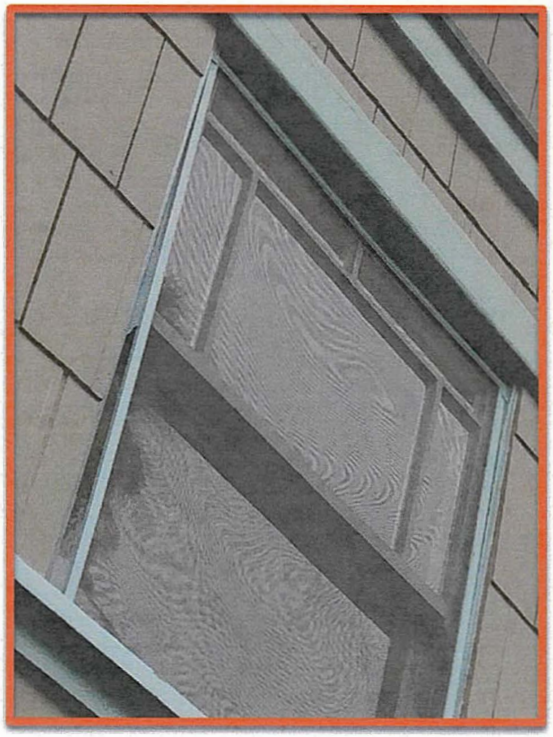
Area: Ext Residence Throughout
Current Status: **Completed 2022**

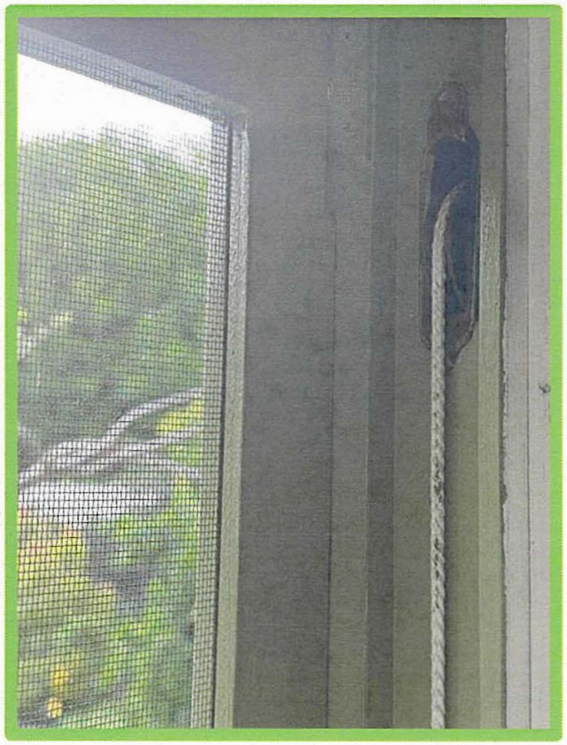







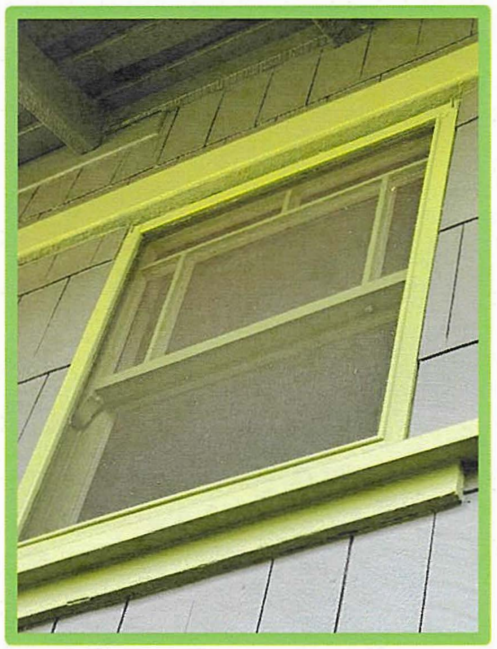

Division 8 — Doors and Windows

Item 22: Insect Screens(34 Count): Refit existing or missing traditional wood framed insect screen, custom fabricate and install missing wood insect screens, all screens to have traditional copper bronze insect screening, includes new traditional hardware.

Area: Ext Residence Throughout
Current Status: **Completed 2022**





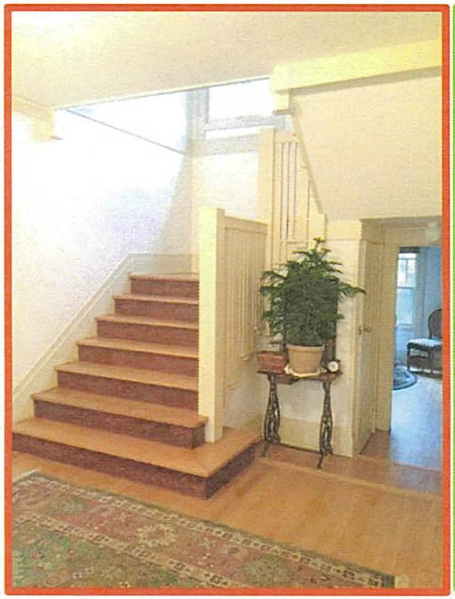
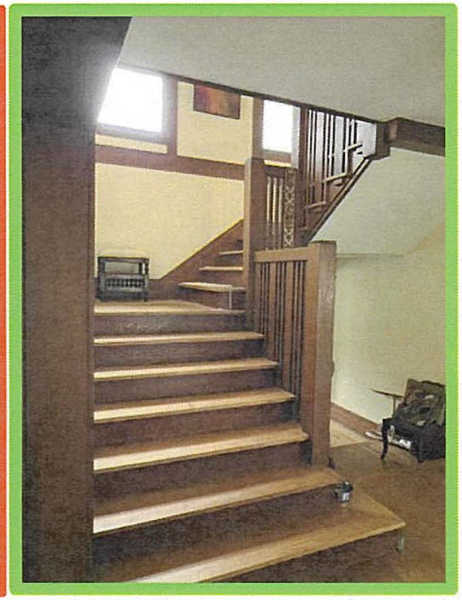
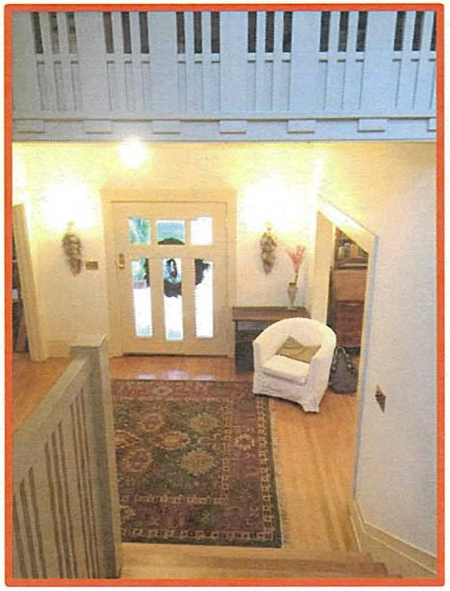
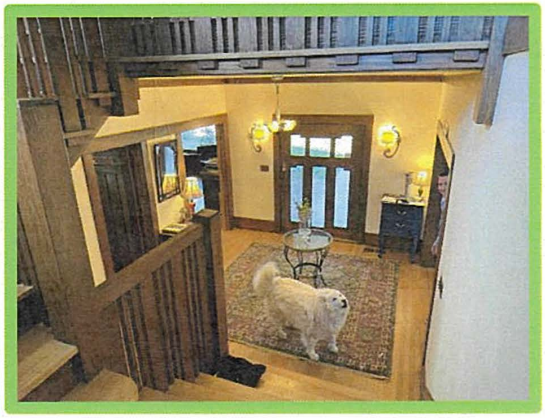
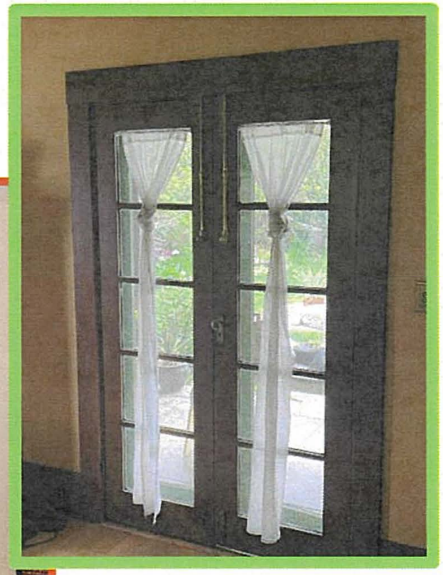
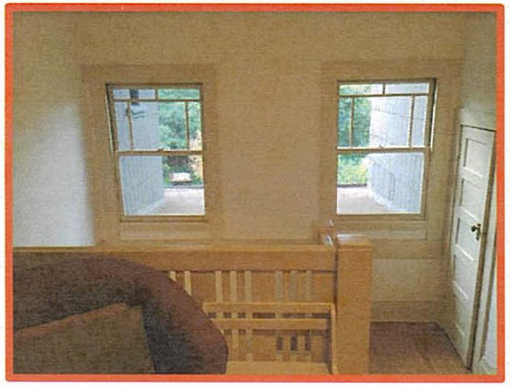
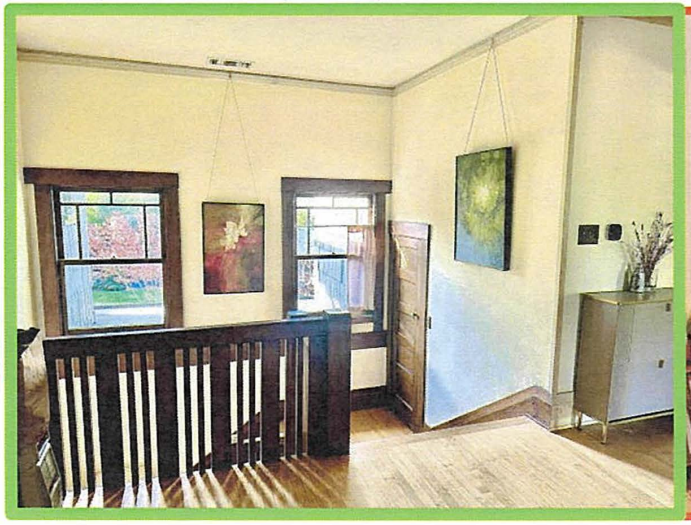




Division 9 — Finishes - Interior

Item 23: First Floor and Stairs: In conjunction with the overall exterior work, wood doors and windows, casings and sash, carefully strip of existing paint and refinish with a stained and clear finish to match original.

Area: First Floor and Stairs Int
Current Status: **Completed 2017**


Division 9 — Finishes - Interior

Item 24: Interior wood paneling and base moldings : Carefully strip of existing paint and refinish with a stained and clear finish to match original.

Area: Throughout Int
Current Status: **Completed 2017**
Not Capitalized







Division 9 — Finishes - Interior

Item 25: New Wood Head Casings Installed Under Division 6: Apply stain and clear finish to match original interior woodwork.

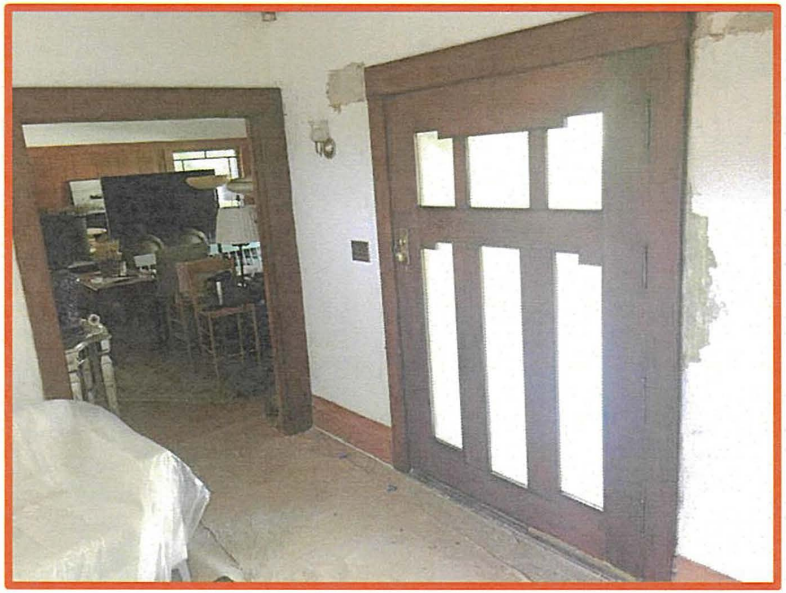
Area: Throughout Int
Current Status: **TBD**
Not Capitalized

This is not capitalized per Mills Act, and has been put on hold.

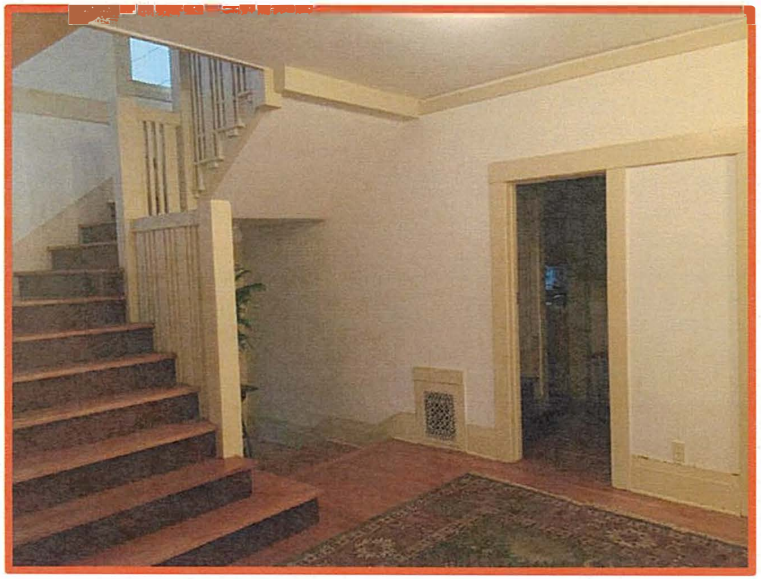
Division 9 — Finishes - Interior

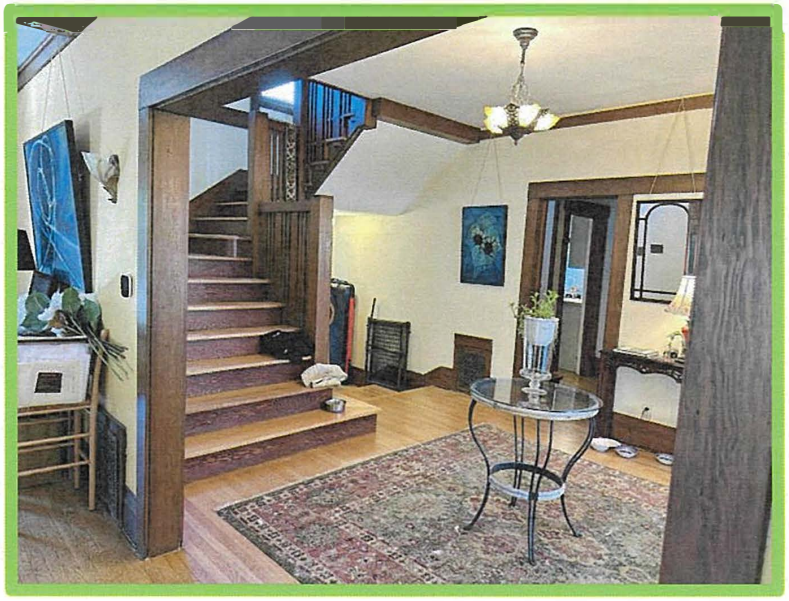
Item 26: Walls & Ceilings: Preparation and painting of all interior plaster surfaces, re-create the original plaster textured finishes.

Area: Throughout Int
Current Status: **Completed 2017**





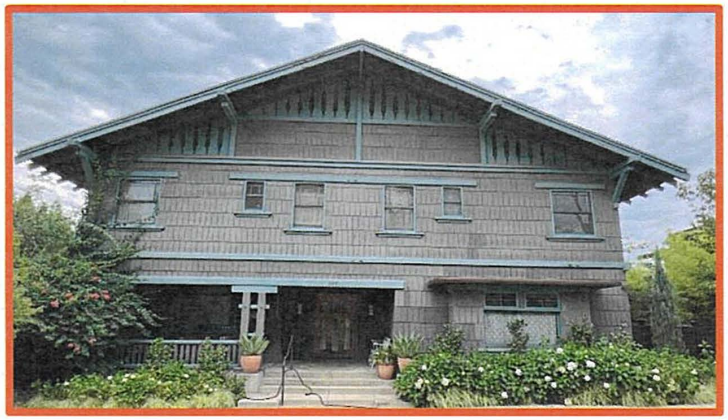


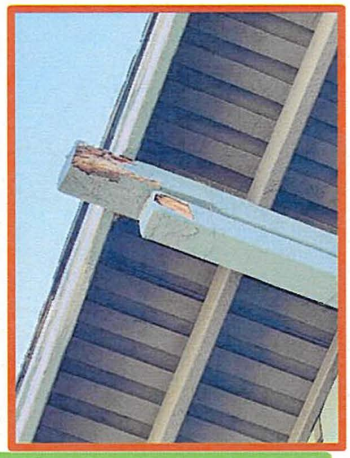


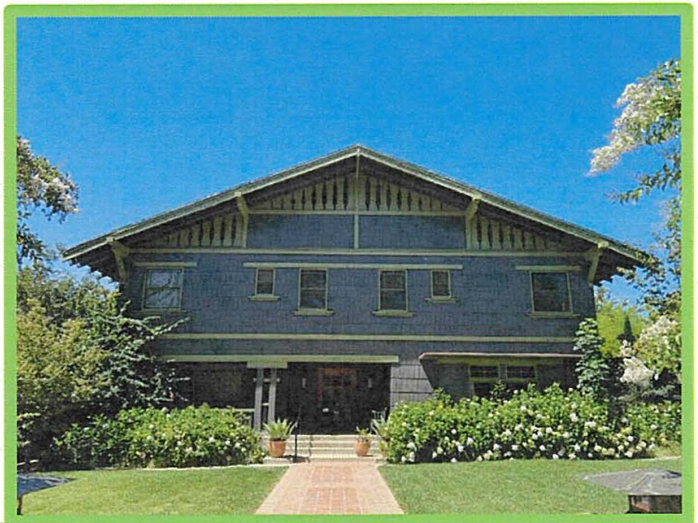
Division 9 — Finishes - Exterior

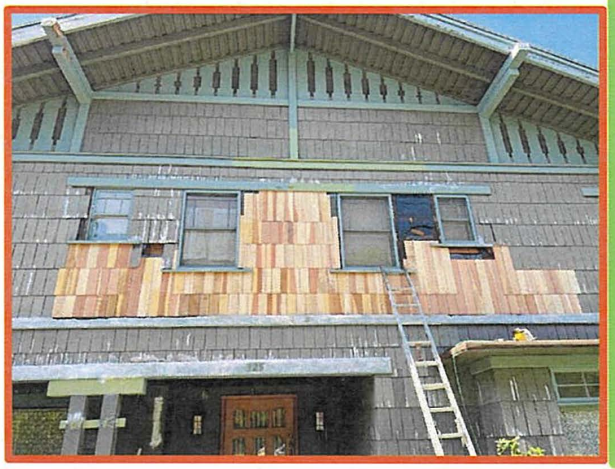
Item 27: Paint - Wood Shingle Siding, Window Sash and Door Trim, Roof Eaves and Rafter Tails, Lookouts and Beams: Thoroughly prepare and refinish all exterior wood elements as listed.

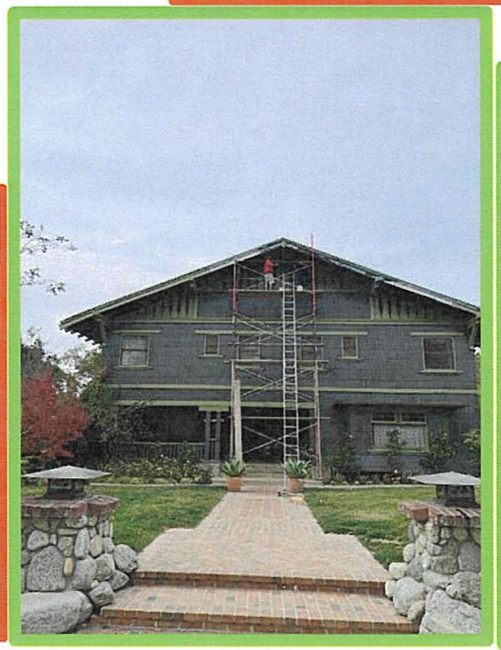
Area: Ext Residence Throughout
Current Status: **Completed 2023**

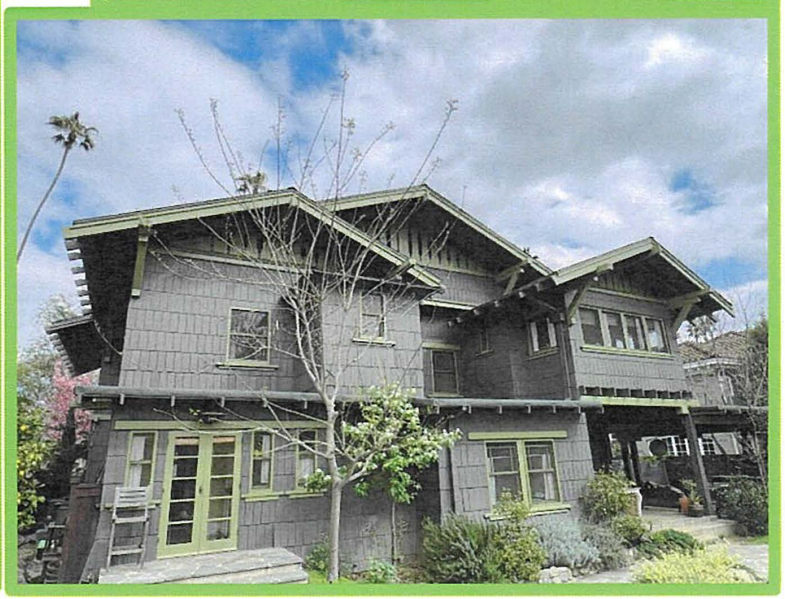








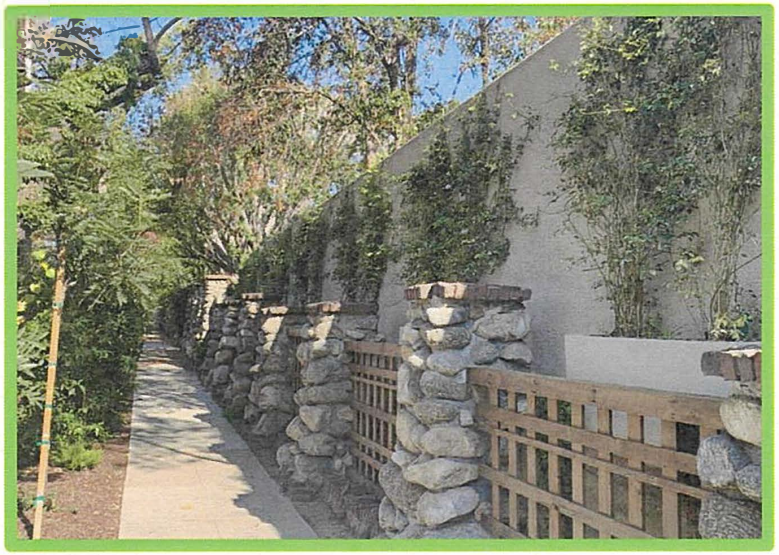


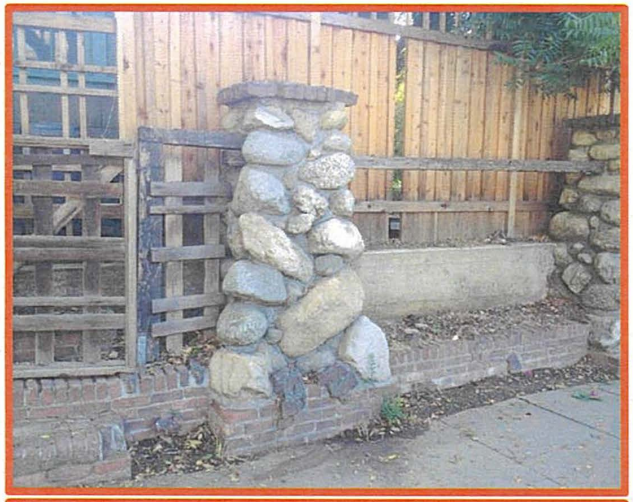


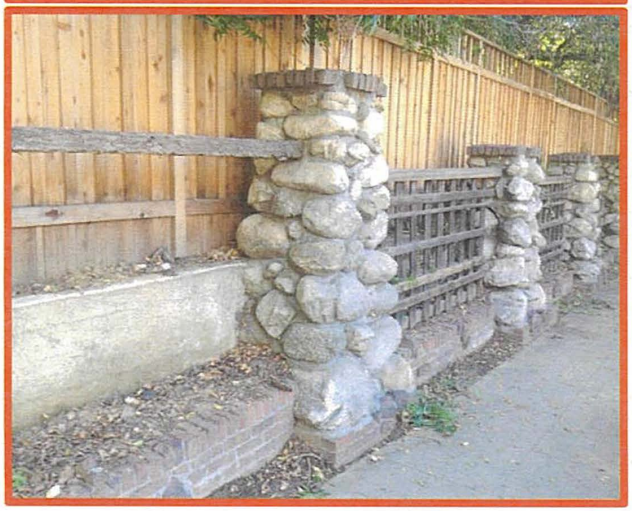
Division 13 — Special Construction

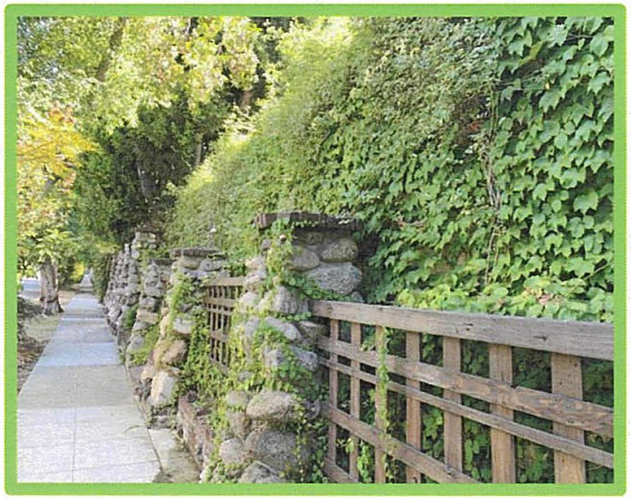
Item 28: Wall at Fremont: Replace current wood fencing, which visually detracts from the historic Greene and Greene fencing at the sidewalk, with a camouflaged traffic sound mitigation wall. Landscaping and irrigation will be installed between the historic fencing and sound wall to help enhance public viewing of the Greene and Greene fencing on Fremont.

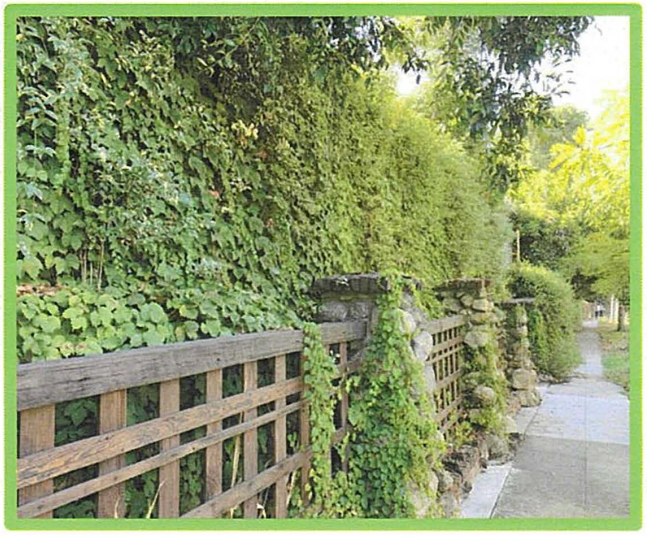
Area: Rear Property Line
Current Status: **Completed 2019**











City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

BUILDING PERMIT APPLICATION

SITE ADDRESS: 325 OAKLAWN
ASSESSOR PARCEL NUMBER
BOOK | PAGE | PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: Brian & Jenny Bright
STREET ADDRESS: 325 OAKLAWN
CITY: S. Pasadena | STATE: CA | ZIP CODE: 91030
PHONE NUMBER

PRINCIPAL DESIGNER'S NAME: WATSON Design Group | LICENSE NO
STREET ADDRESS: 415 OAKLAWN Ave
CITY: S. Pasadena | STATE: CA | ZIP CODE: 91030
PHONE NUMBER: 626 818-2601
CONTACT PERSON: Carolyn Watson
PHONE NUMBER: 626 818 2601

CONTRACTOR'S NAME: Joe Torres Landscaping
STREET ADDRESS: 1315 Bourden Ave
CITY: Sylmar CA | STATE: CA | ZIP CODE: 91342
LICENSE CLASS: #940770 | LICENSE NUMBER: DL:D6632578 | EXPIRATION DATE: 12/17
PHONE NUMBER: 818 429 1959
WORKER'S COMPENSATION INSURANCE COMPANY NAME: State Fund
WORKER'S COMP. INSURANCE POLICY NUMBER: #1426882ex | EXPIRATION DATE: Nov 1 2018

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code).

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature: _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: [signature] Joe Torres Date: 5/15/18

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations.

☑ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: [signature] Date: _____

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: [signature]
Signature: _____ Date: 5/15/18

325 OAKLAWN AVE.

DESCRIPTION OF WORK: 8' & 7' walls ok'd by planning

OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
NUMBER OF STORIES	FIRE SPRINKLERS ☐ YES ☐ NO	CODE IN EFFECT: 2AC02017

STATISTICAL CLASSIFICATION: NO | UNITS | PLANNING FILE NO

$ 40,000 INITIAL VALUATION | $ _____ REVISED VALUATION

PLAN CHECK FEE: $601.55
ADDITONAL PLAN CHECK FEE: $ _____
FIRE DEPT. PLAN CHECK FEE: $ _____
#401364

PLAN CHECK NUMBER	INITIALS	DATE
041853	[initials]	5/15/18

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE

☐ SCHOOL FEES PAID ☐ SCAQMD
☐ SANITATION DIST PAID ☐ INDUSTRIAL WASTE APPROVAL
☐ HEALTH DEPT APPROVAL ☐ OSHA PERMIT OBTAINED
☐ FIRE DEPT APPROVAL ☐ PUBLIC WORKS FEES PAID

BUILDING PERMIT FEE: $789.70
ISSUANCE FEE: $30.00
SMIP FEE: $
GENERAL PLAN FEE: $
PIF (PARK IMPACT FEE): $
GROWTH FEE: $
TOTAL: $819.70
#401364

FINAL
BUILDING AND SAFETY

PERMIT NUMBER	INITIALS	DATE
041854	[initials]	5/15/18

DATE OF FINAL: 10/12/18 | FINAL BY: JT

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

REROOF APPLICATION

SITE ADDRESS: 325 Oaklawn Ave

ASSESSOR PARCEL NUMBER
BOOK 5317 PAGE 014 PARCEL 005

ADDITIONAL INFORMATION - LEGAL DESCRIPTION

OWNER'S NAME: Brian Bright

STREET ADDRESS: 325 Oaklawn Ave

CITY: South Pasadena STATE: CA ZIP CODE: 91030

PHONE NUMBER: 323 304 9383

PRINCIPAL DESIGNER'S NAME | LICENSE NO.

STREET ADDRESS

CITY | STATE | ZIP CODE

PHONE NUMBER

CONTACT PERSON

PHONE NUMBER

CONTRACTOR'S NAME

STREET ADDRESS

CITY | STATE | ZIP CODE

LICENSE CLASS | LICENSE NUMBER | EXPIRATION DATE

PHONE NUMBER

WORKER'S COMPENSATION INSURANCE COMPANY NAME

WORKER'S COMP INSURANCE POLICY NUMBER | EXPIRATION DATE

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☒ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code)

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code)

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature _____ Date: _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature _____ Date: _____

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: _____ Date: _____

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: Brian Bright

Signature: _____ Date: 8/24/23

DESCRIPTION OF WORK

☐ Reroof Over Existing ☒ Tear-Off and Reroof
☐ New Plywood and Roof ☐ Metal Roof o/Existing
☐ Other Like for like "Night Sky" reroof pitched roofs with shingles on 5:12 pitched roof

TYPE OF STRUCTURE: ☒ RESIDENTIAL ☐ NONRESIDENTIAL

AREA: 3,800 SQUARES / SQ FT | CODE IN EFFECT:

$ 11,000 INITIAL VALUATION | $ _____ REVISED VALUATION

PRE-ROOF INSPECTION IS REQUIRED

DO NOT COVER THE ROOF UNTIL APPROVAL FROM THE CITY BUILDING INSPECTOR HAS BEEN OBTAINED

ANY PORTION OF THE ROOF WHICH IS COVERED WITHOUT INSPECTION SHALL BE ENTIRELY UNCOVERED AT THE EXPENSE OF THE APPLICANT

BUILDING PERMIT FEE	$ 316.66
ISSUANCE FEE	$ 37.33
	$
	$
	$
	$
INVOICE 623	
1476126041	
TOTAL	$ 353.99

PERMIT NUMBER	INITIALS	DATE
RRF23-0057	PA	10/10/2023

DATE OF FINAL 11/13/23 FINAL BY Luther

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm. M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

BUILDING PERMIT APPLICATION

SITE ADDRESS: 325 OAKLAWN AVE
ASSESSOR PARCEL NUMBER
BOOK PAGE PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: JENNY BRIGHT
STREET ADDRESS
CITY STATE ZIP CODE
PHONE NUMBER

PRINCIPAL DESIGNER'S NAME LICENSE NO
STREET ADDRESS
CITY STATE ZIP CODE
PHONE NUMBER

CONTACT PERSON: CAITLIN Y HIROTO
PHONE NUMBER

CONTRACTOR'S NAME: SEISMIC SAFETY INC
STREET ADDRESS: 1410 N LAKE AVE
CITY: PASADENA STATE: CA ZIP CODE: 91104
LICENSE CLASS: B LICENSE NUMBER: 662926 EXPIRATION DATE: 01.31.17
PHONE NUMBER: 626.791.2300
WORKER'S COMPENSATION INSURANCE COMPANY NAME: EVEREST NTL
WORKER'S COMP INSURANCE POLICY NUMBER: 7600016017161 EXPIRATION DATE:

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code)

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code)

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code)

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature _____ Date _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect

Signature [signature] Date: 06.03.16

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations.

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued

☒ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions

Signature [signature] Date: 06.03.16

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: CAITLIN Y. HIROTO
[signature] Date:

5 325 OAKLAWN AVE

DESCRIPTION OF WORK: VOLUNTARY SEISMIC RETROFIT PER LA STANDARD PLAN

OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
R3	V-B	
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
NUMBER OF STORIES	FIRE SPRINKLERS ☐ YES ☑ NO	CODE IN EFFECT: LAC02017
STATISTICAL CLASSIFICATION NO:	UNITS	PLANNING FILE NO.

$ 5275 INTIAL VALUATION $ REVISED VALUATION

PLAN CHECK FEE $ 177.93
ADDITIONAL PLAN CHECK FEE $
FIRE DEPT PLAN CHECK FEE $

PLAN CHECK NUMBER	INITIALS	DATE
#386033 037370	JR	6/3/16
ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE

☐ SCHOOL FEES PAID ☐ SCAQMD
☐ SANITATION DIST. PAID ☐ INDUSTRIAL WASTE APPROVAL
☐ HEALTH DEPT. APPROVAL ☐ OSHA PERMIT OBTAINED
☐ FIRE DEPT APPROVAL ☐ PUBLIC WORKS FEES PAID

BUILDING PERMIT FEE $ 222.33
ISSUANCE FEE $ 28.70
SMIP FEE $ .78
GENERAL PLAN FEE $
PIF (PARK IMPACT FEE) $
GROWTH FEE $
TOTAL $ 1251.03

FINAL

#386038 BUILDING AND

PERMIT NUMBER	INITIALS	DATE
037371	JR	6/3/16
FINAL	FINAL BY	

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

ELECTRICAL PERMIT APPLICATION

SITE ADDRESS: 325 OAKLAWN.
ASSESSOR PARCEL NUMBER
BOOK PAGE PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: MRS BRIGHT
STREET ADDRESS: 325 OAKLAWN.
CITY: S. PAS. STATE: CA ZIP CODE:
PHONE NUMBER: 818 517 7554.

PRINCIPAL DESIGNER'S NAME: LICENSE NO
STREET ADDRESS
CITY STATE ZIP CODE
PHONE NUMBER

CONTACT PERSON
PHONE NUMBER

CONTRACTOR'S NAME: RAYMOND ELECTRICAL
STREET ADDRESS: 4915 RAMSDELL AVE.
CITY: LA CRESCENTA STATE: CA ZIP CODE: 91214.
LICENSE CLASS: C10 LICENSE NUMBER: 920116 EXPIRATION DATE: 7/31/16
PHONE NUMBER: 818 517 7554
WORKER'S COMPENSATION INSURANCE COMPANY NAME

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code)

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code)

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code)

☐ I am exempt under Section _____, Business and Professions Code for the following reason _____

Signature _____ Date _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature _____ Date 7/14/15

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions

Signature _____ Date 7/14/15

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose

QTY. 325 OAKLAWN

QTY.	ITEM	FEE
	New residential construction	
	Less than 3 units _____ sq. ft	$
45	3 or more units _____ sq. ft	$
	Outlet Boxes(s) for receptacles, switches, lights & similar	
	First 20	$ 44.00
20	21 or more	$ 80.00
	Lighting Fixture(s)	
	First 20	$ 44.00
18	21 or more	$
	Branch circuit(s) (in lieu of Outlet Box fees above)	
	First 10 branch circuits	$ 179.00
2	11 to 40 branch circuits	$ 118.40
	Residential appliances	$ 22.00
	Nonresidential appliances	$
	Power apparatus (size in HP, KW, or kVA)	
	Over 1 but not over 10	$
	Over 10 but not over 50	$
	Over 50 but not over 100	$
	Signs, outline lighting, and marquees	
	Supplied from one branch circuit	$
	Additional circuits within the same sign	$
	Service New ___ Change ✓ Size 200	$ 40.10
2	Switchboards, subpanels, motor control centers 175 + 50	
	0 to 399A	$ 80.20
	400A to 1,000A	$
	Over 1,000A	$
	Misc. apparatus, conduit, and conductors	$
	Temporary power pole(s)	$
	Temporary distribution system	$
		$
	Subtotal	$ 483.70
	Plan Checking Fee	$
	Additional Plan Checking Fee	$
	Plan Maintenance Fee	$ 28.60
	Permit Issuance Fee	$ 512.30
	Total Permit Fee	

PLAN CHECK NUMBER | INITIALS | DATE

FINAL

ADDITIONAL PLAN CHECK NUMBER | INITIALS | DATE

BUILDING AND SAFETY

#379223
PERMIT NUMBER 035437 | INITIALS | DATE 7-14-15

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

MECHANICAL PERMIT APPLICATION

SITE ADDRESS: 325 OAKLAWN DR

ASSESSOR PARCEL NUMBER

BOOK | PAGE | PARCEL

ADDITIONAL INFORMATION / LEGAL DESCRIPTION

OWNER'S NAME: BRIAN BRIGHT

STREET ADDRESS

CITY | STATE | ZIP CODE

PHONE NUMBER: 323 304 9383

PRINCIPAL DESIGNER'S NAME | LICENSE NO

STREET ADDRESS

CITY | STATE | ZIP CODE

PHONE NUMBER

CONTACT PERSON: RAY ROLDAN

PHONE NUMBER: 818 288 7484

CONTRACTOR'S NAME: RW ROLDAN HEAT & AIR

STREET ADDRESS: 7745 ALABAMA ST SUITE 12

CITY: CANOGA PK | STATE: CA | ZIP CODE: 91304

LICENSE CLASS: ~~585~~ C-20 | LICENSE NUMBER: 585114 | EXPIRATION DATE: 1-31-16

PHONE NUMBER: 818 902 3810

WORKER'S COMPENSATION INSURANCE COMPANY NAME

WORKER'S COMP. INSURANCE POLICY NUMBER | EXPIRATION DATE

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code)

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code)

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code)

☐ I am exempt under Section _____, Business and Professions Code for the following reason _____

Signature _____ Date _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature [signature] Date 8-10-15

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☐ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☑ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: [signature] Date 8-10-15

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: RAY W ROLDAN

Signature: [signature] Date: 8-10-15

325 OAKLAWN DR

QTY.	ITEM	FEE
4	Each Furnace, A/C condenser, heater, boiler or vented decorative appliance (includes duct work)	
	Up to 100,000 Btu	$ 112.00
	Over 100,000 Btu but not over 500,000 Btu	$
16	Over 500,000 Btu	$
	Air inlets and outlets served by heat/AC system	$ 70.40
	Installation, relocation, or replacement of appliance vents not included in another permit	$
	Installation or alteration of air handling units (including ducts) up to and including 2000 cfm	$
	Installation or alteration of air handling units (including ducts) over 2000 cfm but not over 10,000 cfm	$
	Installation or alteration of air handling units (including ducts) over 10,000 cfm	$
	Evaporative coolers other than portable types	$
	Ventilation fans which serve a single register	$
	Ventilation systems not part of AC system	$
	Commercial kitchen hoods	$
	Spray booths	$
	Product conveying systems	$
	Fire dampers	$
	Alteration of existing duct systems	$
	Okay RV May be asked to move if it can be heard from PL. 8/10/15	$
		$
		$
		$
	Subtotal	182.40
	Plan Checking Fee	$
	Additional Plan Checking Fee	$
	Plan Maintenance Fee	$
	Permit Issuance Fee	$ 28.60
	Total Permit Fee	$ 211.00

PLAN CHECK NUMBER	INITIALS	DATE

ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE

FINAL

#379743

PERMIT NUMBER	INITIALS	DATE
085581		8-10-15

DATE OF FINAL: 6/16/16 | FINAL BY: [signature]

SUMMARY OF COMPLETED WORK

	Item Number	Feature and Treatment	Capitalized Costs	Current Status	Area	Character Defining Feature	Standards
		Division 1 — General Requirements					
		Historic Architectural Services, as estimated and cumulative over 10 years	n/a		Throughout	n/a	
		Structural Engineering Services, estimated	n/a		Throughout	n/a	
		Division 2 — Site Construction					
✓	1	Exterior Subterranean Sewer Pipe: Replace the existing root infested sewer line from rear of house to the main sewer in Fremont to the West to prevent potential damage to the structure.	n/a	Completed 2018	Rear Yard	No	Repairs according to industry standards and applicable building codes.
✓	2	Site Drainage: Correct site drainage issues around the house and garage causing flooding during rains and potential damage to structure, install French drain system.	$3,500	Completed 2019	Rear Yard	No	Protect and Maintain
		Landscaping:					
✓	3	Rear Yard at Fremont: Install new plant material and irrigation at rear yard behind Greene and Greene wall/fence to better camouflage second fencing that is closer to the house. Prune shrubs and trees on Parkway to better expose the Greene and Greene wall/fence so it can be enjoyed by the public from Fremont.	$3,600	Completed 2019	Rear Property Line	No	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
✓	4	Front Yard: Restore front yard landscaping by installing more historically appropriate plant materials based on historic photographs and evidence from comparable homes of age and architectural style. Also rework existing irrigation system to prevent further damage from excessive irrigation moisure on the foundation	$6,000	Completed 2020	Front Yard	Yes	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
		Division 3 — Concrete					
✓	5	Seismic Retrofit to prevent damage to the structure: Anchor existing wood framed structure to existing concrete foundations, repair existing concrete stem walls, Ed Sylvis Seismic Safety $6,000 less $3,000 grant from Earthquake Brace and Bolt Program.	$3,000	Completed 2017	Foundation	No	Repairs according to industry standards and applicable building codes.
✓	6	Concrete Porches Beneath Soft Stories: Significant staining, pitting and cracking of the slabs and stairs is present along with soild erosion beneath. Slabs to be repoured and finished in the original trowell method used during construction in 1910. Original scoring lines will be recreated as they were. Erosion beneath the porches to be shored up and compacted to properly support the slabs.	$18,000	Completed 2019	Front and Side Residence Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
		Division 4 — Masonry					
X	7	Chimney and Fireplace: Demolish and reconstruct existing unsafe (previously rebuilt in 1991) chimney to its original configuration based on historic photographs, cleaning flues, repair firebox, reconstruct damaged outer hearth, Douglas Masonry	$30,000	In Process	South Ext Residence	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
✓	8	Original Greene and Greene Designed Wall and Fence at Rear on Fremont: repair and replace missing and damaged stone and clinker brick, repointing as needed, see wood lattice repairs under Division 6, Douglas Masonry	$5,000	Completed 2019	Rear Property Line	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
		Division 5 — Metals					

X	9	**Sheet-metal: Fabricate and install custom protective copper caps for exposed portions of beams, rafter tails, and lookouts, Morrison Sheet Metal**	**$4,500**	**In Process**	**Roof Detail Ext**	**Yes**	**"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."**
✓	10	Downspouts: Repair as necessary, Morrison Sheet Metal	$1,500	Completed 2023	Ext Residence	Yes	Protect and Maintain
		Division 6 — Wood and Plastics					
		Exterior:					
✓	11	Restore Dining Room Bay and East Wall Damage Caused by Wind Blowing over Frontyard Tree: includes reconstructing and recovering roof, replacing damaged barn shingles, and damaged structural barge rafter at roof, Peter Matthiessen Builders. $16,000 less $9000 insurance settlement	$7,000	Completed 2017	Front Residence Ext	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
✓	12	Wood Lattice at Greene and Greene Designed Wall and Fence at Fremont: Reconstruct original lattice fence work saving as much of the historic fabric as possible, replacing deteriorated portions with new custom milled wood to match, staining wood.	$5,000	Completed 2019	Rear Property Line	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
✓	13	Rafter Tails, Lookouts and Beams: Repair all exposed and deteriorated rafter tails and beam ends sized and shaped to match original construction, while some have been repaired under past ownership, repairs or inconsistent in matching the size and shape of the originals.	$7,500	Completed 2023	Roof Detail Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
X	14	**East/Street Elevation: Wood Trellis - reconstruct original wood trellis based upon historic photographs as install at front elevation with custom milled wood.**	**$6,000**	**In Process**	**Front Residence Ext**	**Yes**	**"Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken."**
✓	15	Wood Framing of Front Porch - repair or replace wood that is currently structurally compromised by past termite and dry rot damage.	$7,000	Completed 2023	Front Residence Ext	Yes	"Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken."
		Interior:					
X	16	Wood Head/Horizontal Door and Window Casings: Install new interior door and window head casings where the original extensions have been cut off by previous owners, the exaggerated extension of the head casing is typical of the architect G. L. Stimson's work and an important character defining feature, requires custom milled wood.	n/a	TBD	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
X	17	Wood Fireplace Mantle: Reconstruct missing original wood mantle and firebox surround, design is to be based on surviving examples in other homes of the period designed by G. L. Stimson and clues that may be remnant after the existing is removed, requires custom milled wood.	n/a	TBD	Living Room Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
		Division 7 — Thermal and Moisture Protection					

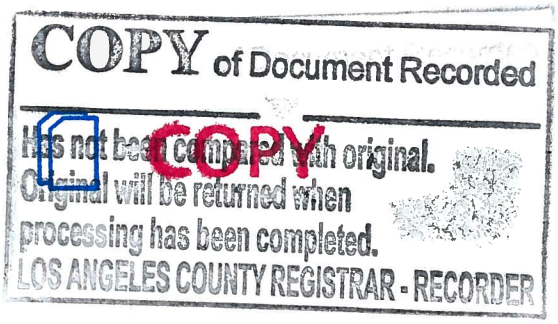
✓ ✗	18	Remove and replace existing deteriorated roof coverings, replace existing three-tab composition shingles on upper roof with wood shingles as originally constructed, Re-roof with Grade One Red Cedar Fire-treated Class B 18 Wood Shingles, replace existing sheet roofing on lower roofs replicating historic rolled edge detailing. 72# mineral surface cap sheet to achieve Class A fire rating, all included in cost, Campagna Roofing.	$43,000	Base roof completed 2023, CcDUR roof details in 2026 after chimney repair	Residence, Porte Cochere and detached garage Roof	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
✓	19	Source or custom mill and replace wood siding shingles, as needed, as they are reaching end of life.	$15,000	Completed 2023	Ext Residence Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
		Division 8 — Doors and Windows					
✓	20	Windows: Remove existing 26 X 42 "modern" jalousie windows (6 count) at regional service porch, replace with traditional custom fabricated wood sash and historically appropriate hardware.	$8,000	Completed 2018	North and West Residence Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
✓	21	Windows: Refit all existing windows as required, replace broken glass and broken or missing sash cords and hardware(7 count), install traditional bronze leaf weather stripping where damaged or missing (34 count).	$4,000	Completed 2022	Ext Residence Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
✓	22	Insect Screens(34 Count): Refit existing or missing traditional wood framed insect screen, custom fabricate and install missing wood insect screens, all screens to have traditional copper bronze insect screening, includes new traditional hardware.	$4,000	Completed 2018	Ext Residence Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
		Division 9 — Finishes					
		Interior:					
✓	23	First Floor and Stairs: *In conjunction with the overall exterior work*, wood doors and windows, casings and sash, carefully strip of existing paint and refinish with a stained and clear finish to match original, Benjamin Gonzalez	$6,000	Completed 2017	First Floor and Stairs Int	Yes	"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
✓	24	Interior wood paneling and base moldings : Carefully strip of existing paint and refinish with a stained and clear finish to match original, Benjamin Gonzalez	n/a	Completed 2017	Throughout Int	Yes	"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
✗	25	New Wood Head Casings Installed Under Division 6: Apply stain and clear finish to match original interior woodwork, Benjamin Gonzalez	n/a	TBD	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
✓	26	Walls & Ceilings: Preparation and painting of all interior plaster surfaces, re-create the original plaster textured finishes, Brandlin Painting	n/a	Completed 2018	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
		Exterior:					
✓	27	Paint - Wood Shingle Siding, Window Sash and Door Trim, Roof Eaves and Rafter Tails, Lookouts and Beams: Thoroughly prepare and refinish all exterior wood elements as listed, Brandlin Painting	$39,000	Completed 2023	Ext Residence Throughout	Yes	"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
		Division 10 — Specialties					
		Not applicable at this time				n/a	
		Division 11 — Equipment					
		Not applicable				n/a	
		Division 12 — Furnishings					
		Not applicable at this time				n/a	
✓		**Division 13 — Special Construction**					

28	Wall at Fremont: Replace current wood fencing, which visually detracts from the historic Greene and Greene fencing at the sidewalk, with a camouflaged traffic sound mitigation wall. Landscaping and irrigation will be installed between the historic fencing and sound wall to help enhance public viewing of the Greene and Greene fencing on Fremont.	$28,000	Completed 2019	Rear Property Line	No	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
	Division 14 — Conveying Systems					
	Not applicable				n/a	
	Division 15 — Mechanical (Includes Plumbing and HVAC)					
	Plumbing: Not applicable at this time as the entire residence has been re-plumbed including new hot and cold water distribution piping along with interior waste system since acquisition by current owners, existing vintage plumbing fixtures were retained	0	Completed 2015		n/a	
	HVAC: Not applicable at this time as a new 2 zone system heating and air conditioning system has been installed replacing the previous gravity heating system since acquisition by current owners	0	Completed 2015		n/a	
	Division 16 — Electrical					
	Not applicable at this time as the entire residence has been rewired including an upgraded electrical service since acquisition by current owners	0	Completed 2015		n/a	
	Maintenance Inspections as Outlined Below(24) $250 each	$6,000				
	TOTAL Capitalized and Non-Capitalized	$260,600				
	GRAND TOTAL					

MILLS ACT CONTRACT

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030



MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
325 OAKLAWN AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 21st day of September 2016, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Brian and Jenny Bright ("Owners").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 325 Oaklawn Avenue, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is a contributor to a designated historic district known as the Oaklawn Historic District, attached hereto marked "Exhibit B". This District is considered an excellent representative example of upper middle class residential development in the early decades of the 20th century in the Los Angeles region. According to previous historic surveys, the houses in this District exhibit a consistently high level of architectural quality with minimal alterations. It is distinguished for its uniformity of integrity, density, and period. Renowned architects Charles and Henry Greene (the Greene Brothers) were involved in enhancing Oaklawn's primary gateways, designing the concrete bridge and waiting station, and other features that that architectural historians consider as "unusual and extraordinary". In 1910, G. Lawrence Stimson, whose architectural work is compared favorably to the Greene Brothers, designed the historic home at 325 Oaklawn Avenue for Thomas and Linda Mitchell;

(iv) City and Owners, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on September 21, 2016 and shall remain in effect for a ~~term of ten~~ (10) years thereafter.

CERTIFIED COPY
THIS IS A TRUE AND CERTIFIED COPY OF THE DOCUMENT ON FILE IN THE OFFICIAL RECORDS OF THE CITY OF SOUTH PASADENA
City Clerk
09/22/16
Date
*This certification appears in blue ink with an original signature and bears the seal of the City of South Pasadena.

2. AUTOMATIC RENEWAL. For the first five years of the Agreement only, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. The maximum term of this Agreement, including any automatic renewals, shall not exceed 15 years from the effective date. The automatic renewal provision shall not apply to add an additional year to the Agreement after the initial five years of the term. If the City desires within the first five years not to automatically renew this Agreement, City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date within the first five years.. If the Owner desires in any year not to renew this Agreement, the Owner must serve written notice of non-renewal at least ninety (90) days prior to the annual renewal date. Upon receipt by Owner of a notice of non-renewal from the City, Owner may make a written protest. At any time prior to the annual renewal date, City may withdraw its notice of non-renewal.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serves timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner is entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement. The Owner shall provide written updates to the City every two years to document the progress on the rehabilitation/preservation plan.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Government Code Section 502850, may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants,

reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Brian and Jenny Bright
325 Oaklawn Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner

hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 09/21/2016

By: Diana Mahmud
MAYOR

Attest:

Evelyn G. Zneimer
CITY CLERK

Approved as to Form:

Teresa L. Highsmith
CITY ATTORNEY

Dated: 09/21/2016

Dated: 9.21.16

Brian Bright, Property Owner

Dated: 9/21/16

Jenny Bright, Property Owner

1639

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)

On September 26, 2016 before me, Anthony Joseph Mejia, Notary Public,
Date *Here Insert Name and Title of the Officer*

personally appeared Brian Bright and Jenny Bright
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) ~~is~~/are subscribed to the within instrument and acknowledged to me that ~~he/she~~/they executed the same in ~~his/her~~/their authorized capacity(ies), and that by ~~his/her~~/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

ANTHONY JOSEPH MEJIA
Commission # 2028418
Notary Public - California
Los Angeles County
My Comm. Expires Jun 10, 2017

Signature _____
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____	Signer's Name: _____
☐ Corporate Officer — Title(s): _____	☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General	☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator	☐ Trustee ☐ Guardian or Conservator
☐ Other: _____	☐ Other: _____
Signer Is Representing: _____	Signer Is Representing: _____

©2014 National Notary Association • www.NationalNotary.org • 1-800-US NOTARY (1-800-876-6827) Item #5907

EXHIBIT "A"

1640

THE LAND REFERRED TO HEREIN IS SITUATED IN THE COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

THE NORTH 30 FEET, FRONT AND REAR OF LOT 42 AND ALL OF LOT 43 OF TRACT NO. 139, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, RECORDED IN BOOK 14, PAGE(S) 6 AND 7 OF MAPS IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

ASSESSOR'S PARCEL NUMBER: 5317-014-005

EXHIBIT "B"

1641

RESOLUTION NO. 7128

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DESIGNATING A HISTORIC DISTRICT THAT INCLUDES ALL PROPERTIES ON OAKLAWN AVENUE, 430 STRATTON LANE, THE OAKLAWN PARK, THE OAKLAWN BRIDGE AND THE WAR MEMORIAL BUILDING

WHEREAS, Section 2.62 of the South Pasadena Municipal Code Ordinance No. 2004 ("Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as historic districts; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Commission to initiate a historic district designation for Oaklawn Avenue that includes: all residences and structures located on both sides of Oaklawn Avenue between Columbia Street to the north, Fair Oaks Avenue to the southeast, 430 Stratton Lane, the Oaklawn Portals at the north end of Oaklawn (at Columbia Street), wall and fence structures along Fremont Avenue and Columbia Street, the Oaklawn Avenue parkway with existing trees, the Oaklawn Bridge and Waiting Station, Oaklawn Park, and the War Memorial building (the "Oaklawn Historic District"); and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owners, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the Cultural Heritage Commission ("CHC") voted to adopt CHC Resolution No. 10-01, which is a recommendation to the City Council to approve the proposed historic district; and

WHEREAS, the City Council held a public hearing on the proposed designation on May 5, 2010 and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Based on the evidence presented at the public hearing, on the evidence contained in the Staff Report, CHC Minutes and other records of proceedings, the City Council considered the applicable designation criteria contained in the Cultural Heritage Ordinance and makes the following findings:

(a.) ***Its character, interest, and value as part of the heritage of the community:*** The historic district context for the Oaklawn historic district is residential development in the Oaklawn Park Tract in South Pasadena 1900-1912. The Oaklawn District is an excellent, representative example of upper middle class residential tract development that occurred in the San Gabriel Valley during the first decades of the 20th century. The tract's location, on the south border of Pasadena not far from Orange Grove Boulevard's "Millionaire's Row" and adjacent to the Pacific Electric Railway's Pasadena Short Line, was a key factor in the tract's promotion and development. The involvement of the Greene brothers in establishing the neighborhood's design, feeling and association was another important element in defining the uniqueness of the district. The identity of the district results from the interrelationship of its resources, which conveys a visual sense of the overall history of tract development within the City of South Pasadena and the region.

(c.) ***Its identification with a person, persons or groups who significantly contributed to the culture and development of the city, the state or the United States***

(f.) ***Its identification as the work of a person or persons whose work has influenced the heritage of the city, the state or the United States:***

The South Pasadena Realty and Improvement Company was the initial developer of the Oaklawn Park neighborhood. In 1904-05, the company hired architects Charles and Henry Greene to design gates and fences for the Columbia Street Entrance of the Oaklawn development. Soon after, in 1906, the Greenes were hired to design a bridge connecting the neighborhood to Fair Oaks Avenue over the railroad right-of-way and an accompanying waiting station for passengers of the Pacific Electric Railway.

Charles Sumner Greene and Henry Mather Greene studied architecture at the Massachusetts Institute of Technology, receiving their degrees in 1891. In 1893, following apprenticeships with noted architectural firms in Boston, the brothers joined their parents in Pasadena. By the fall of 1894, the Greene brothers had opened their architectural practice. During a four-month visit to England, Scotland and Europe in 1901, Charles Greene became greatly interested in the English Arts and Crafts Movement - an interest that was to have a profound effect on the direction the firm took upon his return.

The years 1902-1910 were highly productive for the firm, with residential design the primary focus. Approximately 150 projects were completed during this period, including examples of their finest work such as the Blacker House (1907) and the Gamble House (1908). Charles and Henry Greene are widely considered to have brought high-art aesthetics and exquisite craftsmanship to the Arts and Crafts

Movement in the early part of the 20th century. Their work continues to be exhibited worldwide and is included in decorative arts collections in museums in the United States and throughout Europe.

In 1907 local newspapers announced sale of the northern portion of Oaklawn to G. Lawrence Stimson, the son of wealthy real estate developer S.W. Stimson. Mr. Stimson's name is associated with a number of houses constructed in the northern end of Oaklawn as his name appears as the architect of record on the buildings' building permits. Stimson enjoyed a flourish architectural career in his own right, credited with design of many distinguished residences in Pasadena and South Pasadena, including the Wrigley mansion on Orange Grove Avenue in Pasadena.

(g.) ***Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, detail, materials or craftsmanship:***

The Oaklawn District represents an excellent example of upper middle class residential tract development that occurred in small cities throughout Southern California during the early decades of the 20th century. The district's architectural character is a mixture of Craftsman, Colonial Revival, Tudor Revival and English Revival styles with several dwellings exhibiting Mediterranean, Mission Revival or Prairie influences. These styles are a representative cross-section of designs popular from 1900 through 1912 as interpreted in residential architecture. Houses contributing to the district exhibit a consistently high level of architectural quality and minimal alterations.

(m.) ***With respect to the designation of a historic district, not less than fifty percent plus one of all affected owners of the proposed historic district must consent to such designation. Each parcel or lot shall be entitled to only one vote per parcel or lot. By way of example only, if the proposed historic district were composed of twenty parcels, then eleven property owners would be required to consent to the designation:***

Out of the 30 parcels in the Oaklawn Historic District, 17 property owners supported the nomination for district nomination.

SECTION 2. Based on the aforementioned findings, the City Council hereby approves the designation of the Oaklawn Historic District, along with the map as set forth in Exhibit "A" attached hereto and made a part thereof, as the official boundaries of the Oaklawn Historic District.

SECTION 3. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 15th day of September, 2010.

Richard D. Schneider, M.D., Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Richard L. Adams II, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 15th day of September, 2010, by the following vote:

AYES: Cacciotti, Putnam, Sifuentes, Ten and Mayor Schneider

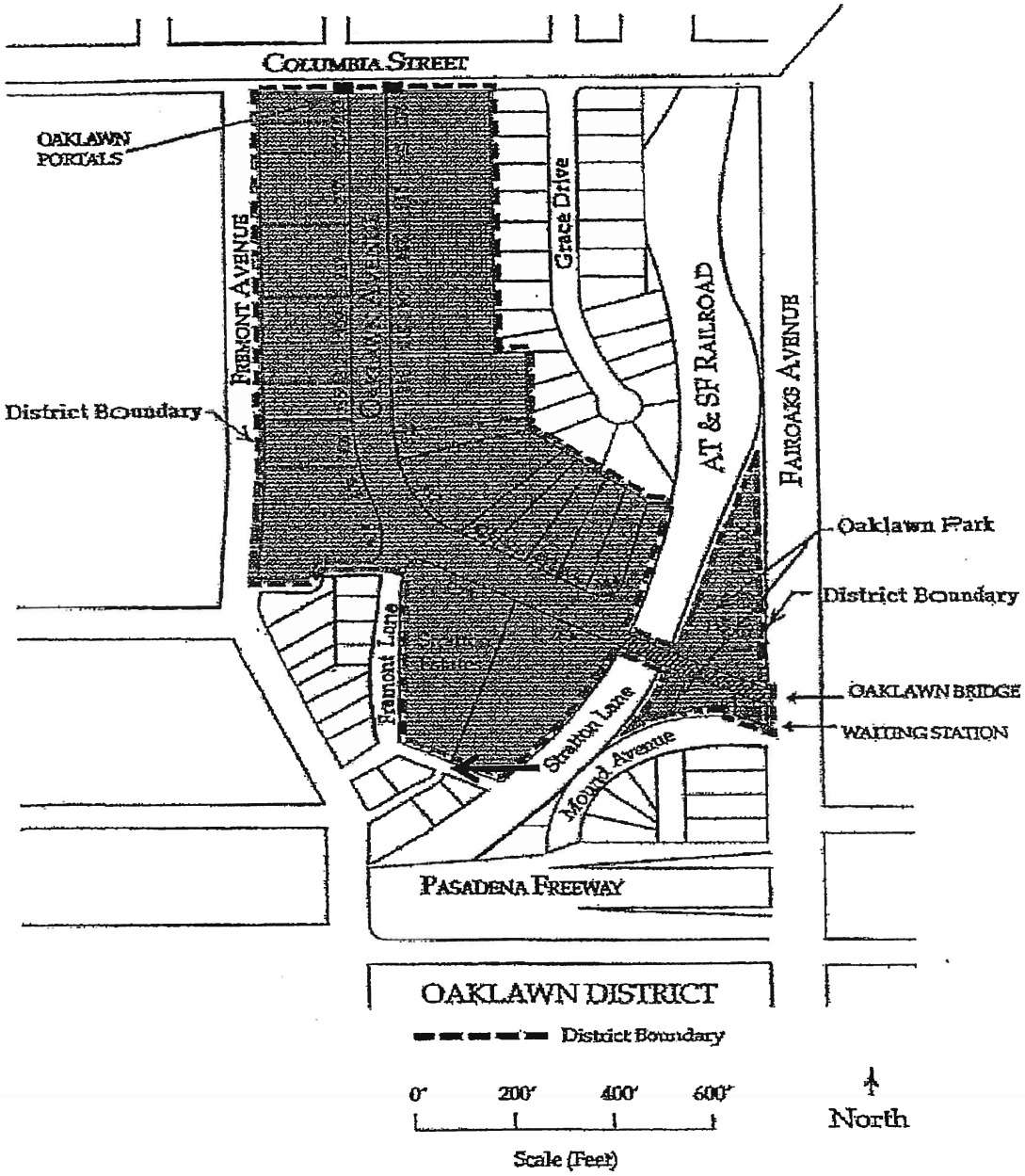
NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby, City Clerk

EXHIBIT "A"



Proposed Oaklawn Historic District

EXHIBIT "C"

Feature and Treatment	Cost	Completed By Date	Area	Character Defining Feature	Standards
Division 1 — General Requirements					
Historic Architectural Services, as estimated and cumulative over 10 years	n/a	n/a	Throughout	n/a	
Structural Engineering Services, estimated	n/a	n/a	Throughout	n/a	
Division 2 — Site Construction					
Exterior Subterranean Sewer Pipe: Replace the existing root infested sewer line from rear of house to the main sewer in Fremont to the West to prevent potential damage to the structure.	n/a	2017	Rear Yard	No	Repairs according to industry standards and applicable building codes.
Site Drainage: Correct site drainage issues around the house and garage causing flooding during rains and potential damage to structure, install French drain system	$3,500	2019	Rear Yard	No	Protect and Maintain
Landscaping:					
Rear Yard at Fremont: Install new plant material and irrigation at rear yard behind Greene and Greene wall/fence to better camouflage second fencing that is closer to the house. Prune shrubs and trees on Parkway to better expose the Greene and Greene wall/fence so it can be enjoyed by the public from Fremont.	$3,600	2018	Rear Property Line	No	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
Front Yard: Restore front yard landscaping by installing more historically appropriate plant materials based on historic photographs. Also rework existing irrigation system to prevent further damage from excessive irrigation moisure on the foundation	$6,000	2021	Front Yard	Yes	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
Division 3 — Concrete					
Seismic Retrofit to prevent damage to the structure: Anchor existing wood framed structure to existing concrete foundations, repair existing concrete stem walls, Ed Sylvis Seismic Safety $6,000 less $3,000 grant from Earthquake Brace and Bolt Program.	$3,000	2017	Foundation	No	Repairs according to industry standards and applicable building codes.
Concrete Porches Beneath Soft Stories: Significant staining, pitting and cracking of the slabs and stairs is present along with soild erosion beneath. Slabs to be repoured and finished in the original trowell method used during construction in 1910. Original scoring lines will be recreated as they were. Erosion beneath the porches to be shored up and compacted to properly support the slabs.	$18,000	2020	Front and Side Residence Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Division 4 — Masonry					
Chimney and Fireplace: Demolish and reconstruct existing unsafe (previously rebuilt in 1991) chimney to its original configuration based on historic photographs, cleaning flues, repair firebox, reconstruct damaged outer hearth, Douglas Masonry	$30,000	2017	South Ext Residence	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
Original Greene and Greene Designed Wall and Fence at Rear on Fremont: repair and replace missing and damaged stone and clinker brick, repointing as needed, see wood lattice repairs under Division 6, Douglas Masonry	$5,000	2018	Rear Property Line	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

Division 5 — Metals

Sheet-metal: Fabricate and install custom protective copper caps for exposed portions of beams, rafter tails, and lookouts, Morrison Sheet Metal	$4,500	2018	Roof Detail Ext	Yes	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
Downspouts: Repair as necessary, Morrison Sheet Metal	$1,500	2018	Ext Residence	Yes	Protect and Maintain

Division 6 — Wood and Plastics

Exterior:

Restore Dining Room Bay and East Wall Damage Caused by Wind Blowing over Frontyard Tree: includes reconstructing and recovering roof, replacing damaged barn shingles, and damaged structural barge rafter at roof, Peter Matthiessen Builders. $16,000 less $9000 insurance settlement	$7,000	2016	Front Residence Ext	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
Wood Lattice at Greene and Greene Designed Wall and Fence at Fremont: Reconstruct original lattice fence work saving as much of the historic fabric as possible, replacing deteriorated portions with new custom milled wood to match, staining wood	$5,000	2018	Rear Property Line	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Rafter Tails, Lookouts and Beams: Repair all exposed and deteriorated rafter tails and beam ends sized and shaped to match original construction, while some have been repaired under past ownership, repairs or inconsistent in matching the size and shape of the originals	$7,500	2018	Roof Detail Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved." "Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be
East/Street Elevation: Wood Trellis - reconstruct original wood trellis based upon historic photographs as install at front elevation with custom milled wood.	$6,000	2020	Front Residence Ext	Yes	"Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features
Wood Framing of Front Porch - repair or replace wood that is currently structurally compromised by past termite and dry rot damage.	$7,000	2020	Front Residence Ext	Yes	

Interior:

Wood Head/Horizontal Door and Window Casings: Install new interior door and window head casings where the original extensions have been cut off by previous owners, the exaggerated extension of the head casing is typical of the architect G. L. Stimson's work and an important character defining feature, requires custom milled wood	n/a	2017	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Wood Fireplace Mantle: Reconstruct missing original wood mantle and firebox surround, design is to be based on surviving examples in other homes of the period designed by G. L. Stimson and clues that may be remnant after the existing is removed, requires custom milled wood	n/a	2017	Living Room Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

Division 7 — Thermal and Moisture Protection

Remove and replace existing deteriorated roof coverings, replace existing three-tab composition shingles on upper roof with wood shingles as originally constructed, Re-roof with Grade One Red Cedar Fire-treated Class B 18 Wood Shingles, replace existing sheet roofing on lower roofs replicating historic rolled edge detailing. 72# mineral surface cap sheet to achieve Class A fire rating, all included in cost, Campagna Roofing	$43,000	2018	Residence, Porte Cochere and detached garage Roof	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
Source or custom mill and replace wood siding shingles, as needed, as they are reaching end of life.	$15,000	2025	Ext Residence Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Division 8 — Doors and Windows					
Windows: Remove existing 26 X 42 "modern" jalousie windows (6 count) at regional service porch, replace with traditional custom fabricated wood sash and historically appropriate hardware.	$8,000	2017	North and West Residence Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Windows: Refit all existing windows as required, replace broken glass and broken or missing sash cords and hardware(7 count), install traditional bronze leaf weather stripping where damaged or missing (34 count).	$4,000	2017	Ext Residence Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Insect Screens(34 Count): Refit existing or missing traditional wood framed insect screen, custom fabricate and install missing wood insect screens, all screens to have traditional copper bronze insect screening, includes new traditional hardware	$4,000	2017	Ext Residence Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Division 9 — Finishes					
Interior:					
First Floor and Stairs: *In conjunction with the overall exterior work*, wood doors and windows, casings and sash, carefully strip of existing paint and refinish with a stained and clear finish to match original, Benjamin Gonzalez	$6,000	2017	First Floor and Stairs Int	Yes	"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
New Wood Head Casings Installed Under Division 6: Apply stain and clear finish to match original interior woodwork, Benjamin Gonzalez	n/a	2017	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Walls & Ceilings: Preparation and painting of all interior plaster surfaces, re-create the original plaster textured finishes, new paint colors to be based upon evidence of original historic colors, Brandlin Painting	n/a	2018	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Exterior:					
Paint - Wood Shingle Siding, Window Sash and Door Trim, Roof Eaves and Rafter Tails, Lookouts and Beams: Thoroughly prepare and refinish all exterior wood elements as listed, Brandlin Painting	$39,000	2020	Ext Residence Throughout	Yes	"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
Division 10 — Specialties					
Not applicable at this time				n/a	
Division 11 — Equipment					
Not applicable				n/a	
Division 12 — Furnishings					

Not applicable at this time			n/a	
Division 13 — Special Construction				
Wall at Fremont: Replace current wood fencing, which visually detracts from the historic Greene and Greene fencing at the sidewalk, with a camouflaged traffic sound mitigation wall. Landscaping and irrigation will be installed between the historic fencing and sound wall to help enhance public viewing of the Greene and Greene fencing on Fremont.	$28,000			"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
		2017 Rear Property Line	No	
Division 14 — Conveying Systems				
Not applicable			n/a	
Division 15 — Mechanical (Includes Plumbing and HVAC)				
Plumbing: Not applicable at this time as the entire residence has been re-plumbed including new hot and cold water distribution piping along with interior waste system since acquisition by current owners, existing vintage plumbing fixtures were retained	0		n/a	
HVAC: Not applicable at this time as a new 2 zone system heating and air conditioning system has been installed replacing the previous gravity heating system since acquisition by current owners	0		n/a	
Division 16 — Electrical				
Not applicable at this time as the entire residence has been rewired including an upgraded electrical service since acquisition by current owners	0		n/a	
Maintenance Inspections as Outlined Below(24) $250 each	$6,000			
TOTAL	$260,600			

1.)Reporting System and Schedule

Brian and Jennifer Bright, the property owners, will provide written reports to the City every 2 years documenting Rehabilitation/Preservation and Maintenance Progress. Permits and COA's will be obtained when required and provided in their biannual reports.

2.)Standards Compliance

As required due to its status as a contributing resource in the Historic Oaklawn Landmark District, any restoration or maintenance work at the Mitchell Residence detailed here will be in accordance with the Secretary of Interior Standards for the Treatment of Historic Properties outlined below.

Secretary of Interior Standards for the Treatment of Historic Properties

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

3.)Summary of Costs

Costs: Budget Estimate Related to Restoration/Preservation of the Mitchell Residence
Current Owners and Mills Act Applicants: Brian and Jennifer Bright

The following information is derived from a variety of sources. It's based on currently observed defective conditions and various observations of these and other conditions as related to the preservation and restoration of the historic Mitchell Residence. The information is organized in the format established by the Construction Specifications Institute (CSI) intended to formally organize all aspects of information related to a building for planning and construction purposes. At this stage of the project certain elements of contemplated and recommended work will not conveniently fall into only one of the following divisions; in that case they may be positioned under the heading that seems most appropriate. The sequential division numbers that are not "used" (designated "not applicable") in the following outline are retained at this time as place holders reserved in the case of evolving circumstances and requirements in connection with this project.

As indicated above the following includes budget cost estimates which are for planning purposes. Whenever it is intended to pursue a particular project/"scope" item, a detailed scope of work and specifications may be developed specific to that undertaking. Well experienced and qualified contractors, trades people, or artisans appropriate to that particular task should be identified. Once they are knowledgeable as to the work involved, they are the best source for detailed cost information. While the costs below tend to be more "broad brush" at this time, it's thought that they realistically reflect the scope items and they should be adequate for capital planning purposes.

As the author of this report has often said, the appropriate cost for performing any of the following work is that presented by an experienced and qualified contractor or others experienced in doing the necessary work at a given point in time. Since it is unknowable at this time as to which of the following items might be undertaken, and in what order, it is not possible to forecast or introduce a factor for escalation of the costs below into the future at this time. As implied the sequencing of the contemplated scope of work may also evolve over time due changing views with respect to prioritizing.

It will be noted that there may be other less significant items that may be recommended or added, and that well may be optional, but however proposed with a sense of addressing restoration and preservation of the historic integrity of the Mitchell Residence. One such item as an example may be the replacement of modern plastic electrical cover plates in all of the historic spaces with vintage brass cover plates. There may be other items of a similar nature yet to be considered.

CSI MASTERFORMAT (1995 Edition)

Note: Before November 2004, the MasterFormat was composed of 16 Divisions as follows. We've deliberately chosen to continue using this earlier, simpler, format as being more appropriate to the nature of this historic structure.

4.) Detail Costs, Schedule/Sequence and Rehabilitation/Preservation Plan

(please review separate PDF or attached hard copy for larger view)

Feature and Treatment	Cost	Completed By Date	Area	Character Defining Feature	Standards
Division 1 — General Requirements					
Historic Architectural Services, as estimated and cumulative over 10 years	n/a	n/a	Throughout	n/a	
Structural Engineering Services, estimated	n/a	n/a	Throughout	n/a	
Division 2 — Site Construction					
Exterior Subterranean Sewer Pipe: Replace the existing root infested sewer line from rear of house to the main sewer in Fremont to the West to prevent potential damage to the structure.	n/a	2017	Rear Yard	No	Repairs according to industry standards and applicable building codes.
Site Drainage: Correct site drainage issues around the house and garage causing flooding during rains and potential damage to structure, install French drain system	$3,500	2019	Rear Yard	No	Protect and Maintain
Landscaping:					
Rear Yard at Fremont: Install new plant material and irrigation at rear yard behind Greene and Greene wall/fence to better camouflage second fencing that is closer to the house. Prune shrubs and trees on Parkway to better expose the Greene and Greene wall/fence so it can be enjoyed by the public from Fremont.	$3,600	2018	Rear Property Line	No	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
Front Yard: Restore front yard landscaping by installing more historically appropriate plant materials based on historic photographs. Also rework existing irrigation system to prevent further damage from excessive irrigation moisure on the foundation	$6,000	2021	Front Yard	Yes	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
Division 3 — Concrete					
Seismic Retrofit to prevent damage to the structure: Anchor existing wood framed structure to existing concrete foundations, repair existing concrete stem walls, Ed Sylvis Seismic Safety $6,000 less $3,000 grant from Earthquake Brace and Bolt Program.	$3,000	2017	Foundation	No	Repairs according to industry standards and applicable building codes.
Concrete Porches Beneath Soft Stories: Significant staining, pitting and cracking of the slabs and stairs is present along with solid erosion beneath. Slabs to be repoured and finished in the original trowell method used during construction in 1910. Original scoring lines will be recreated as they were. Erosion beneath the porches to be shored up and compacted to properly support the slabs.	$18,000	2020	Front and Side Residence Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Division 4 — Masonry					
Chimney and Fireplace: Demolish and reconstruct existing unsafe (previously rebuilt in 1991) chimney to its original configuration based on historic photographs, cleaning fines, repair firebox, reconstruct damaged outer hearth, Douglas Masonry	$30,000	2017	South Ext Residence	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
Original Greene and Greene Designed Wall and Fence at Rear on Fremont: repair and replace missing and damaged stone and clinker brick, repointing as needed, see wood lattice repairs under Division 6, Douglas Masonry	$5,000	2018	Rear Property Line	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

Division 5 — Metals				
Sheet-metal: Fabricate and install custom protective copper caps for exposed portions of beams, rafter tails, and lookouts, Morrison Sheet Metal	$4,500	2018 Roof Detail Ext	Yes	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided."
Downspouts: Repair as necessary, Morrison Sheet Metal	$1,500	2018 Ext Residence	Yes	Protect and Maintain
Division 6 — Wood and Plastics				
Exterior:				
Restore Dining Room Bay and East Wall Damage Caused by Wind Blowing over Frontyard Tree: includes reconstructing and recovering roof, replacing damaged barn shingles, and damaged structural barge rafter at roof, Peter Matthiessen Builders. $16,000 less $9000 insurance settlement	$7,000	Front Residence 2016 Ext	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
Wood Lattice at Greene and Greene Designed Wall and Fence at Fremont: Reconstruct original lattice fence work saving as much of the historic fabric as possible, replacing deteriorated portions with new custom milled wood to match, staining wood	$5,000	2018 Rear Property Line	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Rafter Tails, Lookouts and Beams: Repair all exposed and deteriorated rafter tails and beam ends sized and shaped to match original construction, while some have been repaired under past ownership, repairs or inconsistent in matching the size and shape of the originals	$7,500	2018 Roof Detail Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
East/Street Elevation: Wood Trellis - reconstruct original wood trellis based upon historic photographs as install at front elevation with custom milled wood.	$6,000	Front Residence 2020 Ext	Yes	[illegible] its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall be discouraged. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural
Wood Framing of Front Porch - repair or replace wood that is currently structurally compromised by past termite and dry rot damage.	$7,000	Front Residence 2020 Ext	Yes	
Interior:				
Wood Head/Horizontal Door and Window Casings: Install new interior door and window head casings where the original extensions have been cut off by previous owners, the exaggerated extension of the head casing is typical of the architect G. L. Stimson's work and an important character defining feature, requires custom milled wood	n/a	2017 Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Wood Fireplace Mantle: Reconstruct missing original wood mantle and firebox surround, design is to be based on surviving examples in other homes of the period designed by G. L. Stimson and clues that may be remnant after the existing is removed, requires custom milled wood	n/a	2017 Living Room Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Division 7 — Thermal and Moisture Protection				
Remove and replace existing deteriorated roof coverings, replace existing three-tab composition shingles on upper roof with wood shingles as originally constructed, Re-roof with Grade One Red Cedar Fire-treated Class B 18 Wood Shingles, replace existing sheet roofing on lower roofs replicating historic rolled edge detailing. 72# mineral surface cap sheet to achieve Class A fire rating, all included in cost, Campagna Roofing	$43,000	Residence, Porte Cochere and detached garage 2018 Roof	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
Source or custom mill and replace wood siding shingles, as needed, as they are reaching end of life.	$15,000	Ext Residence 2025 Throughout	Yes	[illegible] or examples of craftsmanship that characterize a property shall be preserved."

Division 8 — Doors and Windows					
Windows: Remove existing 26 X 42 "modern" jalousie windows (6 count) at regional service porch, replace with traditional custom fabricated wood sash and historically appropriate hardware.	$8,000	North and West	2017	Residence Ext	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Windows: Refit all existing windows as required, replace broken glass and broken or missing sash cords and hardware(7 count), install traditional bronze leaf weather stripping where damaged or missing (34 count).	$4,000	Ext Residence	2017	Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Insect Screens(34 Count): Refit existing or missing traditional wood framed insect screen, custom fabricate and install missing wood insect screens, all screens to have traditional copper bronze insect screening, includes new traditional hardware	$4,000	Ext Residence	2017	Throughout	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Division 9 — Finishes					
Interior:					
First Floor and Stairs: *In conjunction with the overall exterior work*, wood doors and windows, casings and sash, carefully strip of existing paint and refinish with a stained and clear finish to match original, Benjamin Gonzalez	$6,000	First Floor and	2017	Stairs Int	Yes	"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
New Wood Head Casings Installed Under Division 6: Apply stain and clear finish to match original interior woodwork, Benjamin Gonzalez	n/a		2017	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Walls & Ceilings: Preparation and painting of all interior plaster surfaces, re-create the original plaster textured finishes, new paint colors to be based upon evidence of original historic colors, Brandlin Painting	n/a		2018	Throughout Int	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Exterior:					
Paint - Wood Shingle Siding, Window Sash and Door Trim, Roof Eaves and Rafter Tails, Lookouts and Beams: Thoroughly prepare and refinish all exterior wood elements as listed, Brandlin Painting	$39,000	Ext Residence	2020	Throughout	Yes	"Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible."
Division 10 — Specialties					
Not applicable at this time					n/a	
Division 11 — Equipment					
Not applicable					n/a	
Division 12 — Furnishings					
Not applicable at this time					n/a	
Division 13 — Special Construction					
Wall at Fremont: Replace current wood fencing, which visually detracts from the historic Greene and Greene fencing at the sidewalk, with a camouflaged traffic sound mitigation wall. Landscaping and irrigation will be installed between the historic fencing and sound wall to help enhance public viewing of the Greene and Greene fencing on Fremont.	$28,000		2017	Rear Property Line	No	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
Division 14 — Conveying Systems					
Not applicable					n/a	
Division 15 — Mechanical (Includes Plumbing and HVAC)					
Plumbing: Not applicable at this time as the entire residence has been re-plumbed including new hot and cold water distribution piping along with interior waste system since acquisition by current owners, existing vintage plumbing fixtures were retained	0				n/a	
HVAC: Not applicable at this time as a new 2 zone system heating and air conditioning system has been installed replacing the previous gravity heating system since acquisition by current owners	0				n/a	
Division 16 — Electrical					
Not applicable at this time as the entire residence has been rewired including an upgraded electrical service since acquisition by current owners	0				n/a	
Maintenance Inspections as Outlined Below(24) $250 each	$6,000					
TOTAL	$260,600					

PROPERTY ADDRESS:

207 Oaklawn Avenue

2025 PROGRESS REPORT

Feature and Treatment	Cost	Compounded Annual Increase	Expanded Cost	Completed by Date	Area	Character defining feature	Standards	2025 Status	Photo #
Division 01 - General Requirements									
01A: Historic Architectural Services	n/a			n/a	Throughout	n/a		n/a	n/a
01B: Structural Engineering Services	n/a			n/a	Throughout	n/a		n/a	n/a
01C: Landscape Architectural Services	n/a			n/a	Throughout	n/a		n/a	n/a
Division 02 - Site Construction									
02A: Exterior Subterranean Sewer Pipe: Replace the "excessively aged" 1912 cast iron sewer pipe line from the rear of the house to the main city sewer in Fremont Ave to the West to prevent potential damage to the structure and contamination of the soil. Camera inspection reveals heavy deformation	$ 17,000	0%	**$0.00***	2022	Rear Yard	No	Repairs according to industry standards and applicable building codes.	Completed 2018	n/a (underground)
02B: Repair existing damaged Exterior Subterranean clay area drains causing flooding during rains and potential damage to structures, install additional drains as necessary to correct site drainage issues.	$ 3,500	0%	**$0.00***	2022	Rear and Side Yards	No	Protect and Maintain	Completed 2018	n/a (underground)
02C: Irrigation: Replace existing corroded/leaking galvanized steel irrigation system to prevent water damage to structure; new irrigation system to incorporate greywater utilization for the reuse of household grey water to support adequate watering of the nine (9) significant trees on the property, and in particular the prominent and highly visible 100 year old Redwood tree in the front yard which is suffering/dying in the setting of ongoing higher temperatures and drought/watering restrictions, combined with the current lack of a functional irrigation system on the property. This item is	$ 15,000	0%	**$0.00***	2017	Front, Side and Rear Yards	No	Protect and Maintain (structure and significant trees)	Completed 2018	2018_Irrigation
02D: Landscaping in public view: Restore Front yard landscaping for public enjoyment based on histrorical photos available, including historically-appropriate plantings on the newly- replaced (previously missing) rose ladders installed by current owners on the front of the house per historic photographs.	$ 3,000	0%	**$0.00***	2025	Front Yard	Yes	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided." and "The replacement of missing features (rose	Completed 2018	2018-1
Division 03 - Concrete									
03A: Repour modified concrete stairs at rear patio and reconstruct the missing concrete and stucco piers per historic photograph. Stairs to be poured and finished using the original trowel method used during construction in 1912	$ 6,000	62.89%	$ 9,773	2026	Rear of Residence	Yes	"Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."	Completed 2018	2018-2
03B: Rear Patio: Repair, or replace as necessary, damaged Rear concrete patio. Slab to be repoured and finished in the original trowel method used during construction in 1912. Original scoring lines to be recreated as they were.	$ 9,000	55.13%	$ 13,962	2025	Rear Yard	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."	Completed 2018	2018-3
03C:Seismic Retrofit to prevent damage to the structure: bolt perimeter walls of structure to foundation as per LADBS.	$ 5,485	5.00%	$ 5,759	2017	Foundation	No	Repairs according to industry standards and applicable building codes.	Not yet started	n/a
Division 04 - Masonry									
04A: Original Greene and Greene Designed Historical Wall at Rear Property line: reconstruct the missing Arroyo River Rock Pylon to match the surrounding historic pylons in visual qualities and material. Current owners already removed overgrown non-historic vegatation to improve public viewing.	$ 3,000	55.13%	$ 4,654	2025	Rear Property Line at Fremont	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of	Completed 2018	2018-4
04B: Front Brick walkway and Patio: Repair broken and/or buckled sections of the original front brick walkway and front patio, flipping bricks where feasible for reuse of nonbroken side to retain historic bricks where feasible, and repointing as needed. Eliminates unsightly disrepair in highly visible front of home, as well as eliminates tripping hazard at front access.	$ 5,000	55.13%	$ 7,757	2025	Front of Residence	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved." "Deteriorated historic features shall be repaired rather than	Completed 2018	2018-5
04C: Repair or Replace failing garage foundation, currently a 1915 brick foundation. Garage was S Pas permit 1561 9/29/15, G Lawrence Stimson Co. Proposal for repair by Boston Brick and Stone.	$ 22,000	40.71%	$ 30,956	2023	Garage, Fremont View	No	Repairs according to industry standards and applicable building codes.	Completed 2019	2019_Bricks_repointed

Feature and Treatment	Cost	Compounded Annual Increase	Expanded Cost	Completed by Date	Area	Character defining feature	Standards	2018 Status	Photo #
Division 05 - Metals									
05A: Downspouts: Replace, where missing, the distinctive angular and curved sections and hoppers of the metal downspouts via custom sheet-metal fabrication to match the orginials still in place and per historic photos. Restore original configuration of displaced downspout on rear of structure per historic	$ 4,500	5.00%	$ 4,725	2017	Roof Detail and West/Rear Elevation	Yes	"Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."	Completed 2020	Downspouts
05B: Metal gutters: Repair as necessary all rain gutters and feeder tubes through the soffits to protect structure from potential water damage.	$ 1,500	5.00%	$ 1,575	2017	Roof Detail	No	Protect and Maintain	Completed 2017	2018-6

05C: Distinctive Front Entry Portico: Repair sheet metal where rusted, cracked and/or buckled. Repaint to protect and maintain from future weather-related damage.	$ 2,500	10.25%	$ 2,756	2018	Front Residence Exterior	Yes	"Deteriorated historic features shall be repaired rather than replaced." Protect and mainain.	Not yet started	n/a
Division 06 - Wood and Plastics									
06A: East/Street Elevation: Repair, repaint and Reinstall the original existing 18 exterior wood shutters to the front and side façades of the main house, per historic photographs (shutters removed by previous owner and currently stored in the basement). Repair and reuse original historic hardware as available, and fabricate or purchase matching reproduction hardware where original is missing or broken beyond repair.	$ 4,500	27.63%	$ 5,743	2021	Front ResidenceExterior	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."	Completed 2017	2018-1
06B: Wood framing in the historic Garage: Remove or replace wood beams structrually compromised by termite and dry rot damage.	$ 10,000	47.75%	$ 14,775	2024	Detached Garage facing Fremont Ave	No	Repairs according to industry standards and applicable building codes.	Completed 2019	n/a
06C: Wooden soffits of residence: Repair or replace wood where damaged by water intrusion, old termite damage and dry rot.	$ 3,000	10.25%	$ 3,308	2018	Roof Detail	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be	Completed 2017	2018-7
06D: Reconstruct lost pergola/rose trellis from the rear of the house to the garage, using extant footings in the concrete patio as guide to scale and location of pergola columns. Design to be based on other survival examples of period designed by G.L. Simpson	$ 8,000	62.89%	$ 13,031	2026	Rear Yard	Yes	" Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."	Lack of evidence to support	n/a
Current owners commissioned custom reconstruction and installation of the missing 2 of 4 Front/East Elevation Rose ladders per historic photograph	n/a			n/a	Front Residence Exterior	Yes	"Replacement of missing features shall be substantiated by documentary, physical or pictoral evidence.	n/a	2018-1
Division 07 - Thermal and Moisture Protection									
07A: Roofing: Remove and prpperly dispose of the numerous layers of deterioated roof coverings. Replace existing three-tab composition shingles with cedar shakes or similar as orignally constructed based on physical evidence (original roof remains under many layers of re- roofing). Rivas Roofing.	$ 42,000	15.76%	$ 48,620	2019	Residence, Rear Patio, and Detached Garage	Yes	"Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be	Completed 2020	2020_Roof
Division 08 - Doors and Windows									
08A: Original Garage Doors: Repair and restore original large Garage doors(2) in preparation for custom reinstallation in the highly visible garage facing Fremont Ave. Will require wood repair as well as custom glass repair. Doors currently stored in back yard after removal from garage decades ago by previous owners. Fabricate custom historically appropriate hardware where missing to restore	$ 4,000	47.75%	$ 5,910	2024	Garage on Fremont at Rear of Property	Yes	Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."	Completed 2019	2019_Doors
08B:Insect screens: Repair and restore where available (23) and reconstruct where missing (31) wooden window screens. Existing original wood screens will require hand scraping of 100 year- old deteriorating paint layers, cleaning, wood glue and hardener where appropriate, repainting, and rescreening with historically-appropriate metal screening.	$ 5,425	10.25%	$ 5,981	2018		Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."	Completed 2019	2020_screens
08C: Repair original wood windows to restore functional use as originally intended, ensuring original glass is protected and retained whenever feasible. Replace broken or missing glass where needed. Install weather stipping to windows and doors (54 count). Replace broken or missing sash cords (5). Repair window hardware such as locks and latches to restore functional use, and replace any missing hardware with matching materials. Window Repair and Restoration, Inc.	$ 9,470	10.25%	$ 10,441	2018		Yes	Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."	Completed 2019	2019_Windows
Feature and Treatment	**Cost**	**Compounded Annual Increase**	**Expanded Cost**	**Completed by Date**	**Area**	**Character defining feature**	**Standards**	**2018 Status**	**Photo #**
Division 09 - Finishes									
09A: Exterior Stucco: Replacement of the deteriorated exterior stucco, as the visual and physical integrity of the historic stucco has been so compromised by prior incompatible and ill- conceived repairs that patching could not correct the current poor condition, which includes entirely missing sections, large cracks, and multiple different textures prominent and visible in the public view. New stucco to duplicate the original as closely as possible in design, color and texture. No sandblasting to be used per Secretary of the Interior Standards. Prado Plastering, Inc.	$ 29,000	21.55%	$ 35,250	2020	Exterior Residence Throughout	Yes	"Chemical treatments, such as sandblastings, that cause damage to historic maternals shall not be used."	Completed 2017	2018-1
09B: Exterior Paint: Repainting of non-stucco surfaces to include window sashes, trim, eaves and beams, rear porch and same on the detached garage. Due to extensive paint deterioration and peeling, gentle hand scraping down to a layer of paint integrity will be required throughout in preparation. No sandblasting or chemical preparation to be employed. Also requires hand- scraping of old globs of paint on historic glass of windows where prior attempts at repainting did not prep panes properly to protect	$ 26,000	27.63%	$ 33,183	2021	Exterior Residence Throughout	Yes	"Chemical treatments, such as sandblasting, that cause damage to historic maternals shall not be used."	Completed 2017	2018-1
Division 10 - Specialties									
Not applicable at this time								n/a	n/a
Division 11 - Equipment									

Garage Door Opener/Track System: Custom reinstallation of the original 1915 Wooden sliding Garage doors (2), for both public viewing enjoyment from Fremont, as well as functional utiilization providing access to the garage for off-street parking, as property lacks driveway. Reinstallation will require door restoration under Division 08, as well as removal of prior wooden modifications to garage opening previously made by prior owners to accommodate installation of a smaller "swing-out" ridged metal garage door, as well as fabrication and installation of a customated sliding automated door opener system to allow for automated operation of the original manual sliding doors. Removal and disposal of current "swing-out" ridged metal garage door.	$ 4,000	47.75%	$ 5,910	2024	Detached Garage facing Fremont Ave	Yes	"Material and features from the restoration period will be retained and preserved."	Comepled 2019	2019_doors2
Division 12 - Furnishings									
Not appliciable								n/a	n/a
Division 13 - Special Construction									
Not appliciable								n/a	n/a
Division 14 - Conveying Systems									
Not appliciable								n/a	n/a
Division 15 - Mechanical									
Plumbing: Not applicable at this time as the entire residence has been re-plumbed since aquisition by current ownders including new hot and cold water distribution, new tankless water heater for energy conservation, new interior waste system, and incorporation of greywater piping for reuse of houselhold water. Original plumbing fixtures were preserved and retained. An original clawfoot bathtub stored in the backyard for several decades since removal was restored and reinstalled by the current owners.	$ -			n/a				n/a	n/a
HVAC: Not applicable at this time as a new energy efficient 2 zone system heating and air conditioning system has been installed since acquisition by the current owners, replacing the previous gravity heating system. Distinctive features and finishes were incorported, such as the original decorative metal grates and louvers are preserved and retained in their original function.	$ -			n/a				n/a	n/a
Division 16 - Electrical									
Not applicable at this time as the entire residence has been rewired including an upgraded electrical service panel since acquisition by current owners. Distinctive features and finishes such as original push switches and original brass coverplates were preserved and retained.	$ -			n/a				n/a	n/a
Total:	**$**		**$ 264,069**						

**Included for informational purposes, owners will undertake stated repairs outside of the Mills Act contract*






















TESLA ENERGY
421630
CA-337393















MILLS ACT CONTRACT

1678

CITY OF SOUTH PASADENA

1414 MISSION, SOUTH PASADENA, CA 91030
TEL: 626.403.7210 ▪ FAX: 626.403-7211
WWW.SOUTHPASADENACA.GOV

December 29, 2016

Office of the County Assessor
Legal Services – Rm. 205LS
Attn: Delphina Perry-Harding
500 W. Temple Street
Los Angeles, CA 90012

RE: Mills Act Contract Agreement for
207 Oaklawn Avenue, South Pasadena, California

Dear Ms. Harding:

This letter serves to notify the County Assessor's Office that the City of South Pasadena has entered into a Mills Act Contract Agreement with property owners, Michael and Jamie Lesnever, for the property located at 207 Oaklawn Avenue, in the City of South Pasadena.

In accordance with the Agreement, approved by the South Pasadena City Council on December 21, 2016, this notification and attached signed Mills Act Contract Agreement are being forwarded to your office for review and to adjust the tax assessment for the above-mentioned property (325 Oaklawn Avenue) as a Mills Act property. Please note that Paragraph 2 and Paragraph 3 contain language that ends the annual renewal after the fifth year of the contract.

If you need additional documentation or confirmation on this matter, please contact me at (626) 403-7228 or by e-mail at jmayer@southpasadenaca.gov.

Thank you for your assistance.

Sincerely,

John Mayer

John Mayer, AICP
Senior Planner

cc: Donna Juarez, East District Office, 1190 Durfee Ave., South El Monte, Ca 91733

RECORDING REQUESTED BY

WHEN RECORDED MAIL TO

NAME

MAILING

CITY, STATE, ZIP CODE

COPY of Document Recorded
Has not bee
Originals wil
has been co
LOS ANGELES
12/29/2016
20161655378
RECORDER

SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE

TITLE

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 21st day of December 2016, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Michael Lesnever and Jamie Lesnever ("Owners").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 207 Oaklawn Avenue, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is a contributor to a designated historic district known as the Oaklawn Historic District, attached hereto marked "Exhibit B". The Oaklawn Historic District is considered an excellent representative example of upper middle class residential development in the early decades of the 20th century in the Los Angeles region. According to previous historic surveys, the houses in this District exhibit a consistently high level of architectural quality with minimal alterations. It is distinguished for its uniformity of integrity, density, and period. Renowned architects Charles and Henry Greene (the Greene Brothers) were involved in enhancing Oaklawn's primary gateways, designing the concrete bridge and waiting station, and other features that that architectural historians consider as "unusual and extraordinary". In 1912, G. Lawrence Stimson, whose architectural work is compared favorably to the Greene Brothers, designed the historic Colonial Revival style home at 207 Oaklawn Avenue for himself and his family;

(iv) City and Owners, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. This Agreement shall be effective and commence on December 21, 2016 and shall remain in effect for a term of ten (10) years thereafter.

CERTIFIED COPY
THIS IS A TRUE AND CERTIFIED COPY OF THE DOCUMENT
ON FILE IN THE OFFICIAL RECORDS OF
THE CITY OF SOUTH PASADENA
Deputy City Clerk 12/22/2016 Date
*This certification appears in blue ink with an original signature and bears the seal of the City of South Pasadena.

2. AUTOMATIC RENEWAL. For the first five years of the Agreement only, upon the anniversary of the effective date of this Agreement (hereinafter referred to as the annual renewal date), one year shall be added automatically to the term of this Agreement, unless timely notice of non-renewal is given as provided in Paragraph 3 of this Agreement.

3. NOTICE OF NON-RENEWAL. The maximum term of this Agreement, including any automatic renewals, shall not exceed 15 years from the effective date. The automatic renewal provision shall not apply to add an additional year to the Agreement after the initial five years of the term. If the City desires within the first five years not to automatically renew this Agreement, City must serve written notice of the non-renewal at least sixty (60) days prior to the annual renewal date within the first five years. The basis for determining whether the City will issue a Notice of Non-Renewal shall include, but not be limited to: the owner has provided substantial evidence that, although progress has been made towards meeting certain obligations of the contract, the owner cannot fulfill the remaining requirements of the contract due to reasons beyond the owner's control; or, the property has been successfully rehabilitated for continued occupancy or adaptive reuse; or, the Character-Defining Features of the property have been preserved and are expected to remain in good aesthetic composition with a reasonable level of routine maintenance and upkeep, or the property has been completely restored in accordance with the plans that were approved with a Certificate of Appropriateness. A Notice of Non-Renewal, which shall run with the land and be binding on all successors in interest, shall be recorded against the property stating the revised date of termination of Agreement.

4. EFFECT OF NOTICE OF NON-RENEWAL. If either City or Owner serves timely notice to the other of non-renewal in any year, the Agreement shall remain in effect for the balance of the term then remaining.

5. VALUATION OF PROPERTY. During the term of this Agreement, Owner is entitled to seek assessment of valuation of the Historic Property pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

6. PRESERVATION OF PROPERTY. Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the terms of the City's Cultural Heritage Ordinance (South Pasadena Municipal Code, Chapter 2, Article VIE), requiring Owner to maintain the Historic Property in a good state of repair and shall obtain any applicable permits to restore the Historic Property to maintain its historic and cultural significance.

7. RESTORATION OF PROPERTY. Owner shall, where necessary, restore and rehabilitate the Historic Property to conform to the rules and regulations of the Office of Historic Preservation of the State Department of Parks and Recreation, the United States Secretary of the Interior's Standards for Rehabilitation, and the State Historical Building Code, and the City of South Pasadena, attached hereto marked "Exhibit D" and incorporated herein as if fully set forth.

8. INSPECTIONS. Owner shall allow reasonable periodic examinations, by appointment, of the interior and exterior of the Historic Property by representatives of the County Assessor, the State Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to determine Owner's compliance with the terms and provisions of this Agreement. The Owner shall provide written updates to the City every two years to document the progress on the rehabilitation/preservation plan. The updates shall confirm that preservation tasks are being completed in accordance with the time line stipulated herein. Such evidence shall include, but not be limited to photographs (before and after), applicable building permits, receipts of labor and materials.

9. PROVISION OF INFORMATION. Owner shall furnish the City with any and all information requested by City which City deems necessary or advisable to determine compliance with the terms and provisions of this Agreement.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the standards for a qualified historic property. City may also cancel this Agreement if it determines Owner have failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 7 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owners: Michael and Jamie Lesnever
207 Oaklawn Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or

conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the

additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12/21/16

By: _____
MAYOR

Attest:

_____
CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Dated: 12/21/2016

Dated: 12/21/16

_____
Michael Lesnever, Property Owner

Dated: 12/21/2016

_____
Jamie Lesnever, Property Owner

1686

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)

On December 21, 2016 *Date* before me, Anthony Joseph Mejia, Notary Public *Here Insert Name and Title of the Officer*,

personally appeared Michael A. Cacciotti *Name(s) of Signer(s)*

,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/~~are~~ subscribed to the within instrument and acknowledged to me that he/she/~~they~~ executed the same in his/~~her/their~~ authorized capacity(~~ies~~), and that by his/~~her/their~~ signature(~~s~~) on the instrument the person(~~s~~), or the entity upon behalf of which the person(~~s~~) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

ANTHONY JOSEPH MEJIA
Commission # 2028418
Notary Public - California
Los Angeles County
My Comm. Expires Jun 10, 2017

Signature _____ *Signature of Notary Public*

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer Is Representing: _____

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer Is Representing: _____

©2014 National Notary Association • www.NationalNotary.org • 1-800-US NOTARY (1-800-876-6827) Item #5907

1687

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)

On December 28, 2016 before me, Anthony Joseph Mejia, Notary Public,
Date *Here Insert Name and Title of the Officer*

personally appeared Michael Lesnever and Jamie Lesnever
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that ~~he/she~~ they executed the same in ~~his/her~~ their authorized capacity(ies), and that by ~~his/her~~ their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

ANTHONY JOSEPH MEJIA
Commission # 2028418
Notary Public - California
Los Angeles County
My Comm. Expires Jun 10, 2017

Signature _____
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer Is Representing: _____

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer Is Representing: _____

©2014 National Notary Association • www.NationalNotary.org • 1-800-US NOTARY (1-800-876-6827) Item #5907

EXHIBIT "A"

Legal Description

For APN/Parcel ID(s): 5317-014-021

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA AND IS DESCRIBED AS FOLLOWS:

s17THE NORTH 13 FEET OF LOT 51 AND ALL OF LOT 52 OF TRACT NO. 139, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 14 PAGES 6 AND 7 OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

RESOLUTION NO. 7128

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DESIGNATING A HISTORIC DISTRICT THAT INCLUDES ALL PROPERTIES ON OAKLAWN AVENUE, 430 STRATTON LANE, THE OAKLAWN PARK, THE OAKLAWN BRIDGE AND THE WAR MEMORIAL BUILDING

WHEREAS, Section 2.62 of the South Pasadena Municipal Code Ordinance No. 2004 ("Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as historic districts; and

WHEREAS, a duly prepared nomination form has been prepared and submitted by the Commission to initiate a historic district designation for Oaklawn Avenue that includes: all residences and structures located on both sides of Oaklawn Avenue between Columbia Street to the north, Fair Oaks Avenue to the southeast, 430 Stratton Lane, the Oaklawn Portals at the north end of Oaklawn (at Columbia Street), wall and fence structures along Fremont Avenue and Columbia Street, the Oaklawn Avenue parkway with existing trees, the Oaklawn Bridge and Waiting Station, Oaklawn Park, and the War Memorial building (the "Oaklawn Historic District"); and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owners, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the Cultural Heritage Commission ("CHC") voted to adopt CHC Resolution No. 10-01, which is a recommendation to the City Council to approve the proposed historic district; and

WHEREAS, the City Council held a public hearing on the proposed designation on May 5, 2010 and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Based on the evidence presented at the public hearing, on the evidence contained in the Staff Report, CHC Minutes and other records of proceedings, the City Council considered the applicable designation criteria contained in the Cultural Heritage Ordinance and makes the following findings:

(a.) ***Its character, interest, and value as part of the heritage of the community:*** The historic district context for the Oaklawn historic district is residential development in the Oaklawn Park Tract in South Pasadena 1900-1912. The Oaklawn District is an excellent, representative example of upper middle class residential tract development that occurred in the San Gabriel Valley during the first decades of the 20th century. The tract's location, on the south border of Pasadena not far from Orange Grove Boulevard's "Millionaire's Row" and adjacent to the Pacific Electric Railway's Pasadena Short Line, was a key factor in the tract's promotion and development. The involvement of the Greene brothers in establishing the neighborhood's design, feeling and association was another important element in defining the uniqueness of the district. The identity of the district results from the interrelationship of its resources, which conveys a visual sense of the overall history of tract development within the City of South Pasadena and the region.

(c.) ***Its identification with a person, persons or groups who significantly contributed to the culture and development of the city, the state or the United States***

(f.) ***Its identification as the work of a person or persons whose work has influenced the heritage of the city, the state or the United States:***

The South Pasadena Realty and Improvement Company was the initial developer of the Oaklawn Park neighborhood. In 1904-05, the company hired architects Charles and Henry Greene to design gates and fences for the Columbia Street Entrance of the Oaklawn development. Soon after, in 1906, the Greenes were hired to design a bridge connecting the neighborhood to Fair Oaks Avenue over the railroad right-of-way and an accompanying waiting station for passengers of the Pacific Electric Railway.

Charles Sumner Greene and Henry Mather Greene studied architecture at the Massachusetts Institute of Technology, receiving their degrees in 1891. In 1893, following apprenticeships with noted architectural firms in Boston, the brothers joined their parents in Pasadena. By the fall of 1894, the Greene brothers had opened their architectural practice. During a four-month visit to England, Scotland and Europe in 1901, Charles Greene became greatly interested in the English Arts and Crafts Movement - an interest that was to have a profound effect on the direction the firm took upon his return.

The years 1902-1910 were highly productive for the firm, with residential design the primary focus. Approximately 150 projects were completed during this period, including examples of their finest work such as the Blacker House (1907) and the Gamble House (1908). Charles and Henry Greene are widely considered to have brought high-art aesthetics and exquisite craftsmanship to the Arts and Crafts

Movement in the early part of the 20th century. Their work continues to be exhibited worldwide and is included in decorative arts collections in museums in the United States and throughout Europe.

In 1907 local newspapers announced sale of the northern portion of Oaklawn to G. Lawrence Stimson, the son of wealthy real estate developer S.W. Stimson. Mr. Stimson's name is associated with a number of houses constructed in the northern end of Oaklawn as his name appears as the architect of record on the buildings' building permits. Stimson enjoyed a flourish architectural career in his own right, credited with design of many distinguished residences in Pasadena and South Pasadena, including the Wrigley mansion on Orange Grove Avenue in Pasadena.

(g.) ***Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, detail, materials or craftsmanship:***

The Oaklawn District represents an excellent example of upper middle class residential tract development that occurred in small cities throughout Southern California during the early decades of the 20th century. The district's architectural character is a mixture of Craftsman, Colonial Revival, Tudor Revival and English Revival styles with several dwellings exhibiting Mediterranean, Mission Revival or Prairie influences. These styles are a representative cross-section of designs popular from 1900 through 1912 as interpreted in residential architecture. Houses contributing to the district exhibit a consistently high level of architectural quality and minimal alterations.

(m.) ***With respect to the designation of a historic district, not less than fifty percent plus one of all affected owners of the proposed historic district must consent to such designation. Each parcel or lot shall be entitled to only one vote per parcel or lot. By way of example only, if the proposed historic district were composed of twenty parcels, then eleven property owners would be required to consent to the designation:***

Out of the 30 parcels in the Oaklawn Historic District, 17 property owners supported the nomination for district nomination.

SECTION 2. Based on the aforementioned findings, the City Council hereby approves the designation of the Oaklawn Historic District, along with the map as set forth in Exhibit "A" attached hereto and made a part thereof, as the official boundaries of the Oaklawn Historic District.

SECTION 3. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 15th day of September, 2010.

Richard D. Schneider, M.D., Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Richard L. Adams II, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 15th day of September, 2010, by the following vote:

AYES: Cacciotti, Putnam, Sifuentes, Ten and Mayor Schneider

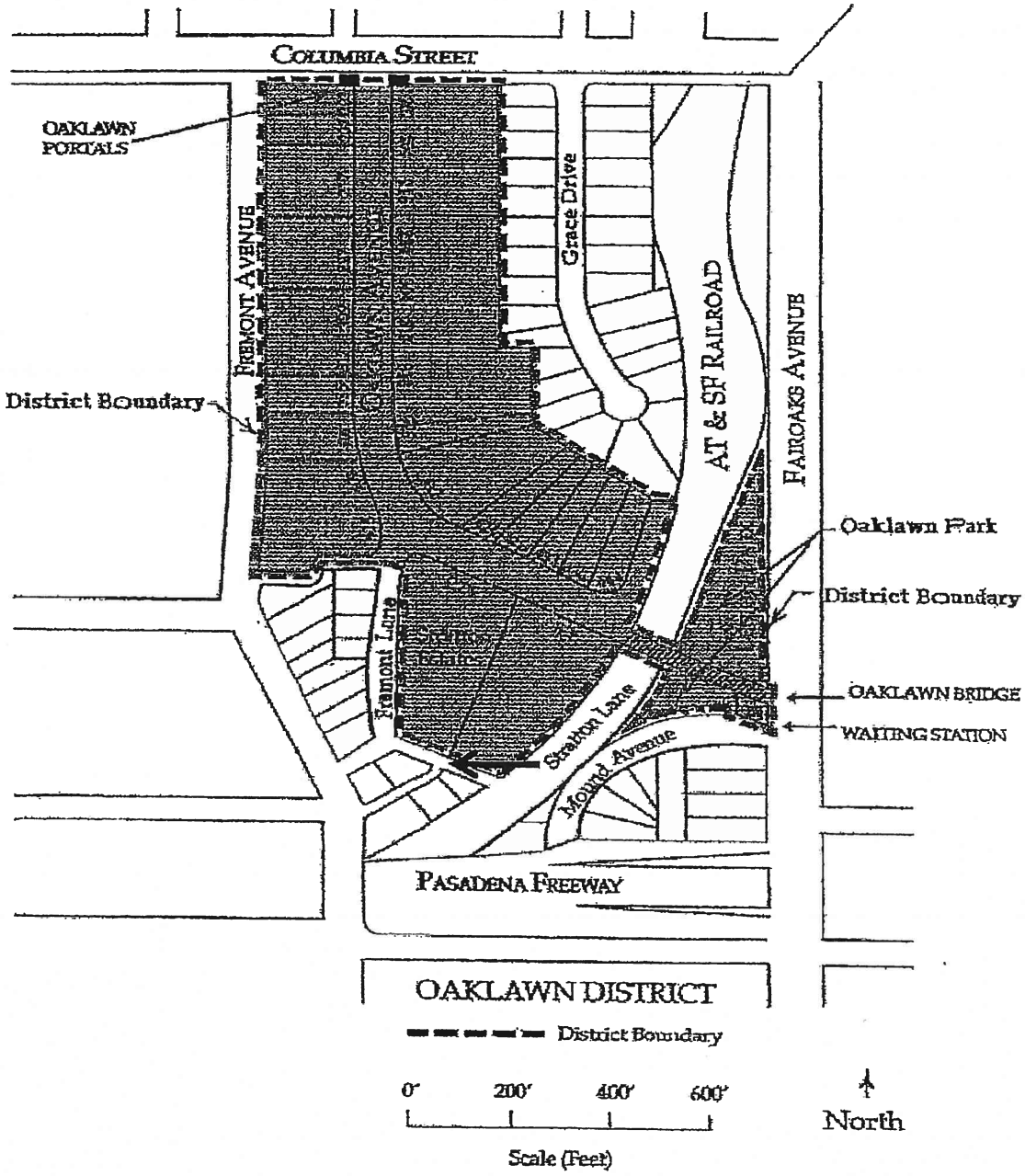
NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby, City Clerk

EXHIBIT "A"



Proposed Oaklawn Historic District

Feature and Treatment	Cost	Compounded Annual Increase (5%/Yr)	Expanded Cost	Completed by Date	Area	Character defining feature	Standards
Division 01 - General Requirements							
01A: Historic Architectural Services	n/a			n/a	Throughout	n/a	
01B: Structural Engineering Services	n/a			n/a	Throughout	n/a	
01C: Landscape Architectural Services	n/a			n/a	Throughout	n/a	
Division 02 - Site Construction							
02A: Exterior Subterranean Sewer Pipe: Replace the "excessively aged" 1912 cast iron sewer pipe line from the rear of the house to the main city sewer in Fremont Ave to the West to prevent potential damage to the structure and contamination of the soil. Camera inspection reveals heavy deformation from rusting and indications of cast iron rot.	$ 17,000	0%	**$0.00***	2022	Rear Yard	No	Repairs according to industry standards and applicable building codes.
02B: Repair existing damaged Exterior Subterranean clay area drains causing flooding during rains and potential damage to structures, install additional drains as necessary to correct site drainage issues.	$ 3,500	0%	**$0.00***	2022	Rear and Side Yards	No	Protect and Maintain
02C: Irrigation: Replace existing corroded/leaking galvanized steel irrigation system to prevent water damage to structure; new irrigation system to incorporate greywater utilization for the reuse of household grey water to support adequate watering of the nine (9) significant trees on the property, and in particular the prominent and highly visible 100 year old Redwood tree in the front yard which is suffering/dying in the setting of ongoing higher temperatures and drought/watering restrictions, combined with the current lack of a functional irrigation system on the property. This item is prioritized due to high risk of death of the significant Redwood Tree.	$ 15,000	0%	**$0.00***	2017	Front, Side and Rear Yards	No	Protect and Maintain (structure and significant trees)
02D: Landscaping in public view: Restore Front yard landscaping for public enjoyment based on historical photos available, including historically-appropriate plantings on the newly-replaced (previously missing) rose ladders installed by current owners on the front of the house per historic photographs.	$ 3,000	0%	**$0.00***	2025	Front Yard	Yes	"The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided." and "The replacement of missing features (rose ladders" shall be substantiated by documentary, physical, or pictoral evidence."
Division 03 - Concrete							
03A: Repour modified concrete stairs at rear patio and reconstruct the missing concrete and stucco piers per historic photograph. Stairs to be poured and finished using the original trowel method used during construction in 1912.	$ 6,000	62.89%	$ 9,773	2026	Rear of Residence	Yes	"Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
03B: Rear Patio: Repair, or replace as necessary, damaged Rear concrete patio. Slab to be repoured and finished in the original trowel method used during construction in 1912. Original scoring lines to be recreated as they were.	$ 9,000	55.13%	$ 13,962	2025	Rear Yard	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
03C:Seismic Retrofit to prevent damage to the structure: bolt perimeter walls of structure to foundation as per LADBS.	$ 5,485	5.00%	$ 5,759	2017	Foundation	No	Repairs according to industry standards and applicable building codes.
Division 04 - Masonry							
04A: Original Greene and Greene Designed Historical Wall at Rear Property line: reconstruct the missing Arroyo River Rock Pylon to match the surrounding historic pylons in visual qualities and material. Current owners already removed overgrown non-historic vegatation to improve public viewing.	$ 3,000	55.13%	$ 4,654	2025	Rear Property Line at Fremont	Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
04B: Front Brick walkway and Patio: Repair broken and/or buckled sections of the original front brick walkway and front patio, flipping bricks where feasible for reuse of nonbroken side to retain historic bricks where feasible, and repointing as needed. Eliminates unsightly disrepair in highly visible front of home, as well as eliminates tripping hazard at front access.	$ 5,000	55.13%	$ 7,757	2025	Front of Residence	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved." "Deteriorated historic features shall be repaired rather than replaced."
04C: Repair or Replace failing garage foundation, currently a 1915 brick foundation. Garage was S Pas permit 1561 9/29/15, G Lawrence Stimson Co. Proposal for repair by Boston Brick and Stone.	$ 22,000	40.71%	$ 30,956	2023	Garage, Fremont View	No	Repairs according to industry standards and applicable building codes.

EXHIBIT "C"

Feature and Treatment	Cost	Compounded Annual Increase (5%/Yr)	Expanded Cost	Completed by Date	Area	Character defining feature	Standards
Division 05 - Metals							
05A: Downspouts: Replace, where missing, the distinctive angular and curved sections and hoppers of the metal downspouts via custom sheet-metal fabrication to match the orginials still in place and per historic photos. Restore original configuration of displaced downspout on rear of structure per historic photograph.	$ 4,500	5.00%	$ 4,725	2017	Roof Detail and West/Rear Elevation	Yes	"Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
05B: Metal gutters: Repair as necessary all rain gutters and feeder tubes through the soffits to protect structure from potential water damage.	$ 1,500	5.00%	$ 1,575	2017	Roof Detail	No	Protect and Maintain
05C: Distinctive Front Entry Portico: Repair sheet metal where rusted, cracked and/or buckled. Repaint to protect and maintain from future weather-related damage.	$ 2,500	10.25%	$ 2,756	2018	Front Residence Exterior	Yes	"Deteriorated historic features shall be repaired rather than replaced." Protect and mainain.
Division 06 - Wood and Plastics							
06A: East/Street Elevation: Repair, repaint and Reinstall the original existing 18 exterior wood shutters to the front and side façades of the main house, per historic photographs (shutters removed by previous owner and currently stored in the basement). Repair and reuse original historic hardware as available, and fabricate or purchase matching reproduction hardware where original is missing or broken beyond repair.	$ 4,500	27.63%	$ 5,743	2021	Front ResidenceExterior	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
06B: Wood framing in the historic Garage: Remove or replace wood beams structrually compromised by termite and dry rot damage.	$ 10,000	47.75%	$ 14,775	2024	Detached Garage facing Fremont Ave	No	Repairs according to industry standards and applicable building codes.
06C: Wooden soffits of residence: Repair or replace wood where damaged by water intrusion, old termite damage and dry rot.	$ 3,000	10.25%	$ 3,308	2018	Roof Detail	Yes	"Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
06D: Reconstruct lost pergola/rose trellis from the rear of the house to the garage, using extant footings in the concrete patio as guide to scale and location of pergola columns. Design to be based on other survival examples of period designed by G.L. Simpson	$ 8,000	62.89%	$ 13,031	2026	Rear Yard	Yes	" Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
Current owners commissioned custom reconstruction and installation of the missing 2 of 4 Front/East Elevation Rose ladders per historic photograph	n/a			n/a	Front Residence Exterior	Yes	"Replacement of missing features shall be substantiated by documentary, physical or pictoral evidence.
Division 07 - Thermal and Moisture Protection							
07A: Roofing: Remove and prpperly dispose of the numerous layers of deterioated roof coverings. Replace existing three-tab composition shingles with cedar shakes or similar as orignally constructed based on physical evidence (original roof remains under many layers of re-roofing). Rivas Roofing.	$ 42,000	15.76%	$ 48,620	2019	Residence, Rear Patio, and Detached Garage	Yes	"Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
Division 08 - Doors and Windows							
08A: Original Garage Doors: Repair and restore original large Garage doors(2) in preparation for custom reinstallation in the highly visible garage facing Fremont Ave. Will require wood repair as well as custom glass repair. Doors currently stored in back yard after removal from garage decades ago by previous owners. Fabricate custom historically appropriate hardware where missing to restore functionality.	$ 4,000	47.75%	$ 5,910	2024	Garage on Fremont at Rear of Property	Yes	Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."
08B:Insect screens: Repair and restore where available (23) and reconstruct where missing (31) wooden window screens. Existing original wood screens will require hand scraping of 100 year-old deteriorating paint layers, cleaning, wood glue and hardener where appropriate, repainting, and rescreening with historically-appropriate metal screening.	$ 5,425	10.25%	$ 5,981	2018		Yes	"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."
08C: Repair original wood windows to restore functional use as originally intended, ensuring original glass is protected and retained whenever feasible. Replace broken or missing glass where needed. Install weather stipping to windows and doors (54 count). Replace broken or missing sash cords (5). Repair window hardware such as locks and latches to restore functional use, and replace any missing hardware with matching materials. Window Repair and Restoration, Inc.	$ 9,470	10.25%	$ 10,441	2018		Yes	Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved."

Feature and Treatment	Cost	Compounded Annual Increase (5%/Yr)	Expanded Cost	Completed by Date	Area	Character defining feature	Standards
Division 09 - Finishes							
09A: Exterior Stucco: Replacement of the deteriorated exterior stucco, as the visual and physical integrity of the historic stucco has been so compromised by prior incompatible and ill-conceived repairs that patching could not correct the current poor condition, which includes entirely missing sections, large cracks, and multiple different textures prominent and visible in the public view. New stucco to duplicate the original as closely as possible in design, color and texture. No sandblasting to be used per Secretary of the Interior Standards. Panda Plastering, Inc.	$ 29,000	21.55%	$ 35,250	2020	Exterior Residence Throughout	Yes	"Chemical treatments, such as sandblastings, that cause damage to historic maternals shall not be used."
09B: Exterior Paint: Repainting of non-stucco surfaces to include window sashes, trim, eaves and beams, rear porch and same on the detached garage. Due to extensive paint deterioration and peeling, gentle hand scraping down to a layer of paint integrity will be required throughout in preparation. No sandblasting or chemical preparation to be employed. Also requires hand-scraping of old globs of paint on historic glass of windows where prior attempts at repainting did not prep panes properly to protect them.	$ 26,000	27.63%	$ 33,183	2021	Exterior Residence Throughout	Yes	"Chemical treatments, such as sandblasting, that cause damage to historic maternals shall not be used."
Division 10 - Specialties							
Not applicable at this time							
Division 11 - Equipment							
Garage Door Opener/Track System: Custom reinstallation of the original 1915 Wooden sliding Garage doors (2), for both public viewing enjoyment from Fremont, as well as functional utiilization providing access to the garage for off-street parking, as property lacks driveway. Reinstallation will require door restoration under Division 08, as well as removal of prior wooden modifications to garage opening previously made by prior owners to accommodate installation of a smaller "swing-out" ridged metal garage door, as well as fabrication and installation of a customated sliding automated door opener system to allow for automated operation of the original manual sliding doors. Removal and disposal of current "swing out" ridged metal garage door.	$ 4,000	47.75%	$ 5,910	2024	Detached Garage facing Fremont Ave	Yes	"Material and features from the restoration period will be retained and preserved."
Division 12 - Furnishings							
Not appliciable							
Division 13 - Special Construction							
Not appliciable							
Division 14 - Conveying Systems							
Not appliciable							
Division 15 - Mechanical							
Plumbing: Not applicable at this time as the entire residence has been re-plumbed since aquisition by current ownders including new hot and cold water distribution, new tankless water heater for energy conservation, new interior waste system, and incorporation of greywater piping for reuse of household water. Original plumbing fixtures were preserved and retained. An original clawfoot bathtub stored in the backyard for several decades since removal was restored and reinstalled by the current owners.	$ -			n/a			
HVAC: Not applicable at this time as a new energy efficient 2 zone system heating and air conditioning system has been installed since acquisition by the current owners, replacing the previous gravity heating system. Distinctive features and finishes were incorported, such as the original decorative metal grates and louvers are preserved and retained in their original function.	$ -			n/a			
Division 16 - Electrical							
Not applicable at this time as the entire residence has been rewired including an upgraded electrical service panel since acquisition by current owners. Distinctive features and finishes such as original push switches and original brass coverplates were preserved and retained.	$ -			n/a			
Total:	**$ 242,880**		**$ 264,069**				

**Included for informational purposes, owners will undertake stated repairs outside of the Mills Act contract*

Maintenance Schedule

207 Oaklawn Ave. South Pasadena

Feature	Character Defining?	Proposed Treatment	Schedule	Standards Compliance
Trees and Landscaping	Yes	Annual maintenance of mature trees and landscaping	2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026	Protect and Maintain
Drainage	No	Annual inspection and repair of drainage systems, to ensure water does not collect in an area that can damage the property or structures.	2017, 2018, 2019, 2020, 2021, 2022, 2023, 2024, 2025, 2026	Protect and Maintain
Roofing	Yes	Tri annual inspection and maintenance as necessary	2021, 2024	Protect and Maintain
Fireplace	Yes	Tri annual inspection and maintenance, repair as necessary	2021, 2024	Protect and Maintain
Wood-destroying Pests	No	Every 5 years inspect and treat as needed for wood-destroying pests	2022	Protect and Maintain

The Secretary of the Interior's Standards for Rehabilitation

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

929 Buena Vista Street

2025 PROGRESS REPORT

Mills Act – Progress Report

Babak Zahabizadeh & Aleta Blanc (Applicants/Owners)
929 Buena Vista Street
South Pasadena, CA 91030

April 3, 2025

Attn: Tatianna Marin
City of South Pasadena
Community Development Department
1414 Mission Street
South Pasadena, CA 91030

Project Location:

929 Buena Vista Street, South Pasadena, CA 91030 (APN: 5317-035-004)

Dear Tatianna Marin,

In response to your request dated March 3, 2025, we have compiled a list of our rehabilitation and maintenance projects. This progress report includes a numerical list of projects with photo documentation of the completed work including "before" and "after" conditions and any related building permits as applicable.

1. Crown & Bay Windows Rehabilitation Above Primary Bedroom

This project was precipitated by an urgent need to repair damage caused by a leak and cracks above the primary bedroom. Over the course of a month, the crown above the primary bedroom was fully rehabilitated to its original condition. The project also included complete restoration of the primary bedroom bay windows directly below the crown.

The work required rebuilding a wall section of the bay roof area including demolition of existing wood trim in order to repair and replace these wood surfaces. New Tyvek waterproof paper and copper flashing were installed to protect the house from deterioration. Additionally, new gable roof edges were rebuilt and the gentlest methods possible were used to restore the crown to its original and unique design (#1, #2, #8, & #9 of Proposed Project & Description).


AFTER

3. Rehabilitation of East (Meridian Avenue) Side of House

We completed a full rehabilitation of the east side of the house facing Meridian Avenue. We repaired, reframed, replaced, and repainted exterior carpentry (#1, #2, #8, & #9 of Proposed Project & Description). The work required extensive scaffolding and labor to replace all damaged half-timber repair and rebuild seven windows, window casings, window flashings, and window screens (#3 of Proposed Project & Description). New Tyvek waterproof paper and copper flashing were installed to protect the house from deterioration. All shingles and beams were replaced (#1, #2, #8, & #9 of Proposed Project & Description).

For the paint and stucco work, new stucco was installed and second/third floor shims wall and roof overhang. Due to the size requirements, fabrication and special milling was required. The rehabilitation of this side of the house took approximately five weeks.



4. Rehabilitation of Southwest (Rear) Side of the House

Similar to Paragraph 3 above, we completed a full rehabilitation of the southwest (rear) side of the house. We repaired, reframed, replaced, and repainted exterior carpentry. (#1, #2, #8, & #9 of Proposed Project & Description). The work required extensive scaffolding and labor to replace all damaged half-timber, shingles, repair and rebuild eleven windows, window casings, window flashings, and window screens. These windows were also rebuilt with new cords for proper operation (#3 of Proposed Project & Description).

All damaged exterior wood replaced including gable horizontal box, roof facia and overhang. Replaced missing facia crown molding and top missing ball. New Tyvek waterproof paper and copper flashing were installed to protect the house from deterioration.

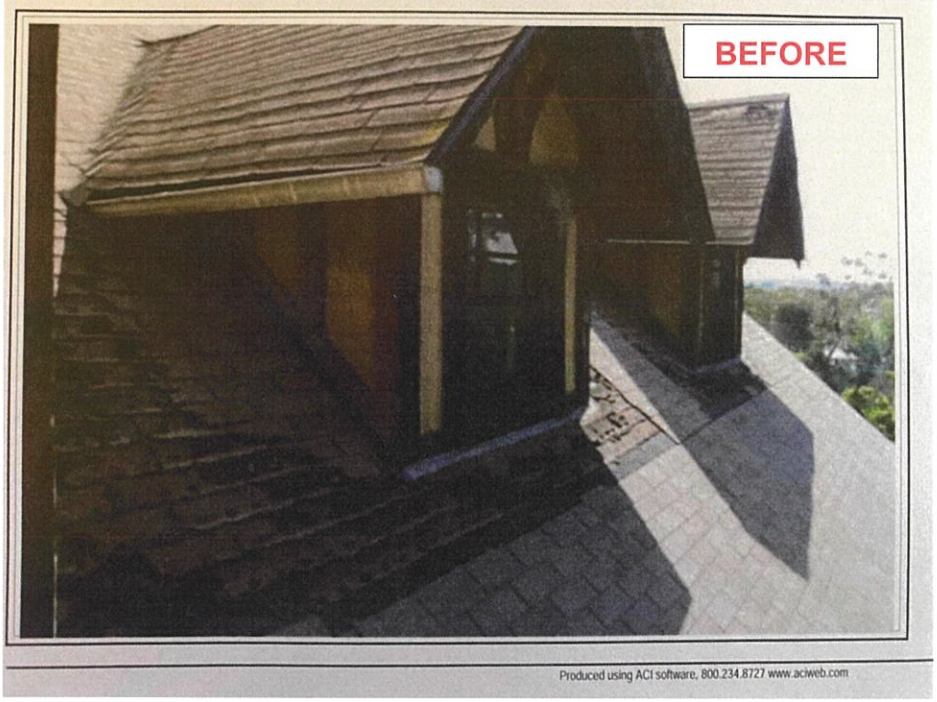
For the paint and stucco work, new stucco was installed and second/third floor shims wall and roof overhang. Due to the size requirements, fabrication and special milling was required.

We rebuilt all eight screen doors and eight screen windows for the attached sunroom on the first floor of this side of the house. All were refitted to ensure proper operation. Carpentry repairs to split timber trim outside of the sunroom.

The rehabilitation of this side of the house took approximately six weeks.


AFTER


BEFORE

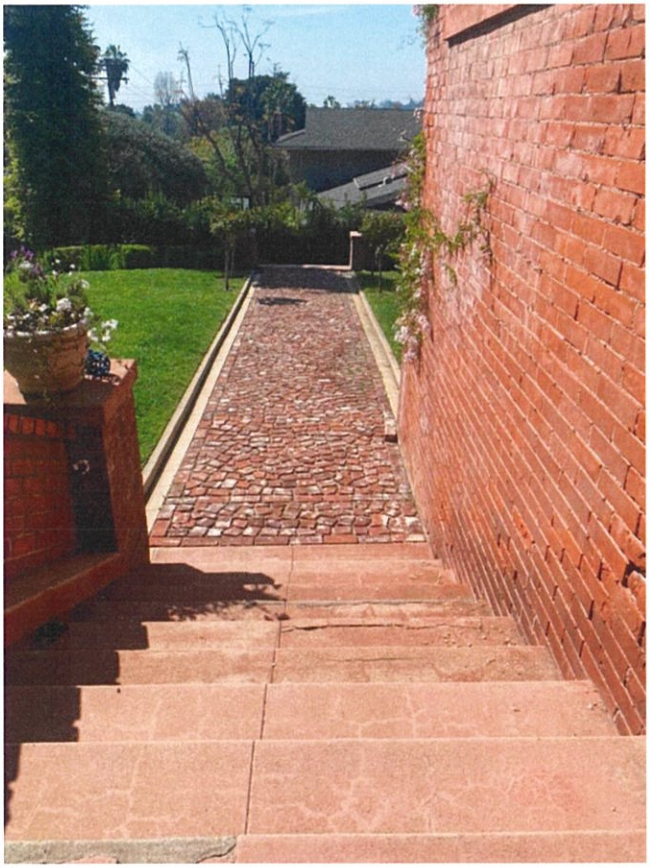

BEFORE
Produced using ACI software, 800.234.8727 www.aciweb.com

6. Rehabilitation & Installation of Original Window

We rebuilt a window, window casings, window flashings, and window screen where it was missing. This window was also rebuilt for proper operation (#3 of Proposed Project & Description).





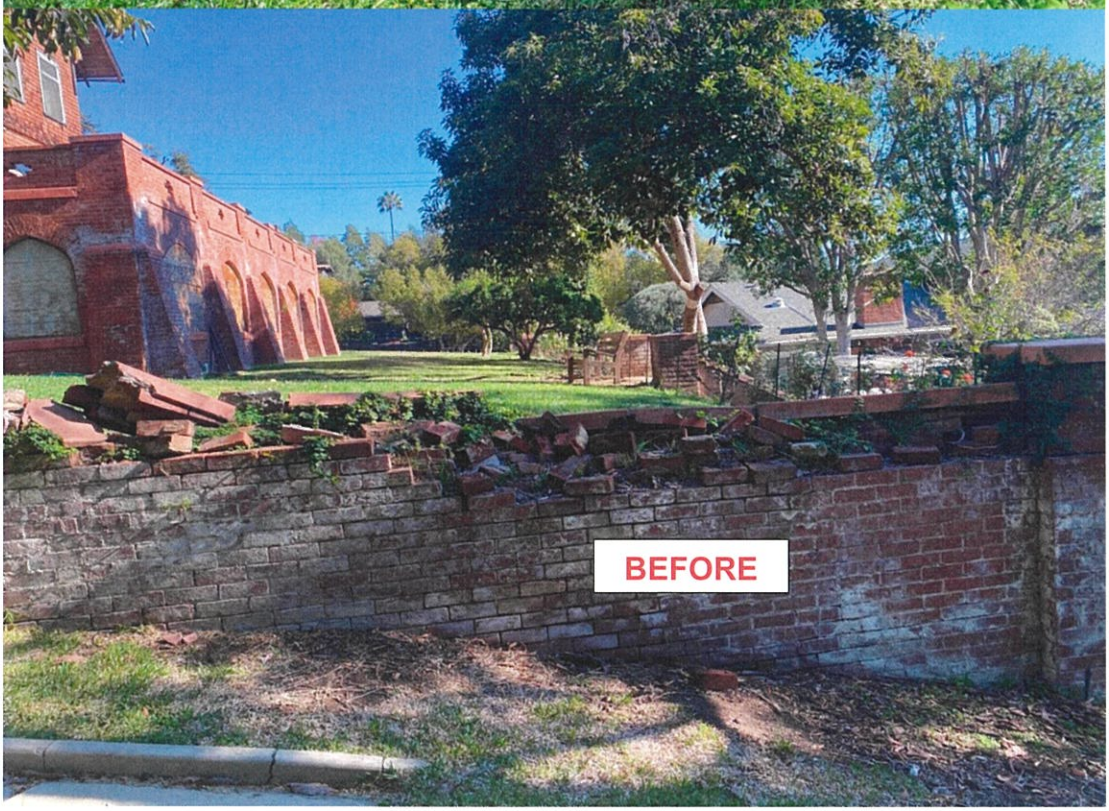


AFTER



AFTER


BEFORE


BEFORE


AFTER

10. Repair Driveway Iron Gate

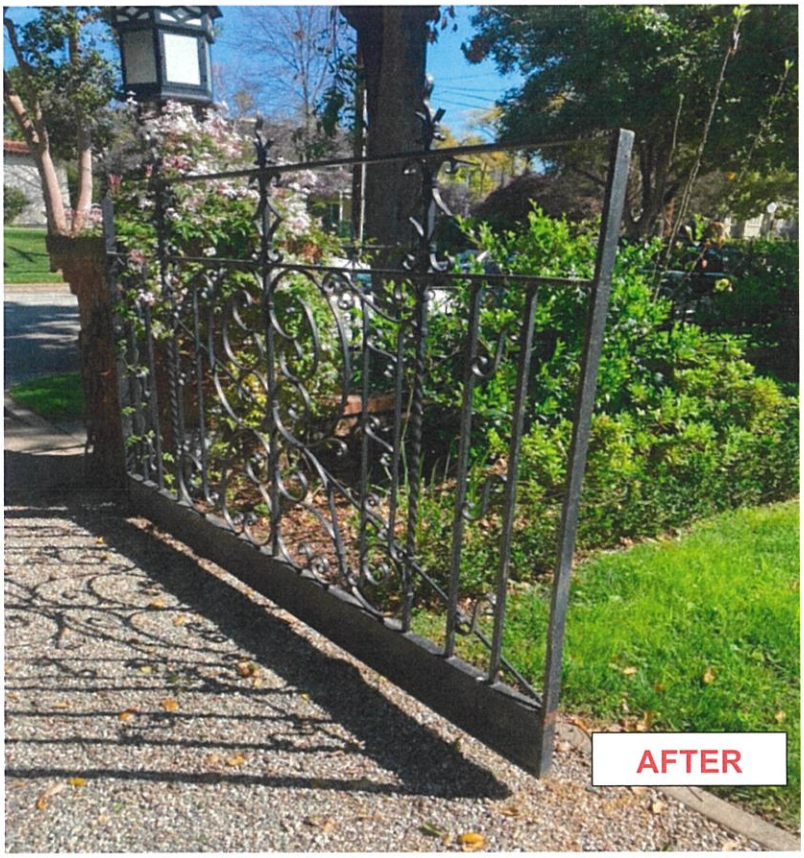
We repaired the main driveway iron double gate. The hinge for the iron gate came off the original post and the gate was dented.



BEFORE



BEFORE


AFTER


AFTER

SUMMARY OF COMPLETED WORK

Section II Schedule and Reporting System

Project	Year	
1. Installation of Fire Alarm System	2018	Incomplete
2. Geotechnical and Engineering Analysis of Ground Site Conditions	2018	
3. West Brick Staircase, Rebuild Foundation and Walls, Repairs and Structural Stabilization, Engineering Analysis	2018	
4. Improve Site Drainage, West Elevation	2018	
5. Waterproof West Basement Wall below Grade	2018	
6. Rebuild West Terrace Deck above West Stairs	2019	
7. Front Stairs to Main Entry & Adjacent Corner Foundation, Repairs and Structural Stabilization and Engineering Analysis	2019	
8. Roof Replacement and Gutter Repairs	2021	COMPLETE
9. Repair Shingle Siding (to include as-needed carpentry repairs)	2023	COMPLETE
10. Wash and Stain/Paint Wood Shingles	2023	COMPLETE

Noncapitalized/As Needed Repairs:

1. Abate Exterior Wood Trim
2. Carpentry Repairs to Dormers, Eaves, Split Timber Trim, etc.
3. Repairs to Doors and Windows
4. Indoor Swimming Pool Enclosure
    a. Engineering Analysis
    b. Repair Concrete Ceiling and Walls
    c. Repair Exterior Foundation beneath East, South and West Walls
    d. Repairs to Brick Wall and Buttresses
    e. Inject Cementitious Grout between Walls and Brick Veneer
5. Remove North Elevation Organ Tower and Restore Original Siding and Features
    a. This task is pending (1) detailed engineering analysis on the structural stability of the tower vis-à-vis the residence; (2) adequate documentary evidence on which to base reconstruction plans and design; (3) CHC input and a Certificate of Appropriateness for reconstruction plans.

Section II Schedule and Reporting System (con't)

Reporting System:

The property owners of the Torrance-Childs Residence will provide annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates on the Mills Act work plan and associated studies.

Per the CHC request, the property owners will also provide a simple site plan at the first CHC hearing on their Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained as required by the owners.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and COAs (if required).

MILLS ACT CONTRACT

This page is part of your document - DO NOT DISCARD

20171496012

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County,
California

12/22/17 AT 04:33PM

Pages:
0069

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

201712223330088

00014701220

008807166

SEQ:
01

DAR - Counter (Upfront Scan)

THIS FORM IS NOT TO BE DUPLICATED

E548170

12/22/2017

20171496012

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
929 BUENA VISTA AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

CERTIFIED COPY*
THIS IS A TRUE AND CERTIFIED COPY OF THE DOCUMENT
ON FILE IN THE OFFICIAL RECORDS OF
THE CITY OF SOUTH PASADENA

Acting Chief City Clerk — 12/20/2017 Date

*This certification appears in blue ink with an original signature and bears the seal of the City of South Pasadena.

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 20th day of December 2017, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Babak Zahabizadeh and Aleta M. Blanc ("Owners").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 929 Buena Vista Street, South Pasadena, California ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is identified as City Landmark No. 41, attached hereto marked "Exhibit B". The English Tudor Revival-Craftsman style house was constructed in 1902 by William C. Crowell and designed by architect Charles Wesley Buchanan for Mrs. Emma B. Childs. The house is commonly known as the Torrance-Childs Residence and also as the Rose Hedge House for its former extensive rose gardens. The home has been occupied by several notable people including Mrs. Childs, the widow of George W. Childs whom was the editor for *The Philadelphia Ledger* and a known philanthropist. Jared Sidney Torrance, the founder of the City of Torrance became the home's second owner in 1910. The home's third owner was William Bertrand Stevens, the former Bishop of the Episcopalian Diocese of Los Angeles;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on December 20, 2017 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(e)(5) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one year for each anniversary date of the Agreement unless otherwise specific herein.

3. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

4. CONFORMANCE WITH NATIONAL STANDARDS. The contract agreement is to assist in the Preservation of the qualifying property; therefore, Restoration and Rehabilitation of the property and all work associated with thereto shall be subject to comply with the recommendations of the Cultural Heritage Commission and, shall conform to the rules and regulations of the State of California Office of Historic Preservation (Department of Parks and Recreation) and the United States Secretary of the Interior's Standards for the Treatment of Historic Properties, attached hereto marked "Exhibit D". Owner shall preserve and maintain the characteristics of historical significance of the Historic Property. Attached hereto marked as "Exhibit C" and incorporated herein as if fully set forth, is a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of this Agreement.

5. INSPECTIONS. The owner shall agree to allow periodic examination of the interior and exterior of the premises by the County Assessor, the Department of Parks and Recreation, the State Board of Equalization, and the City, as may be necessary to verify the owner's compliance with the contract agreement, and to provide any information requested to ensure compliance with the contract agreement. During the term of this Agreement, after five years, and every five years thereafter, the City, County of Los Angeles, or City and County shall have the option to inspect the premises to determine the property owner's compliance with the contract Agreement.

6. REPORTS. The owner shall agree to submit evidence to the City in accordance with the reporting schedule specified in the Mills Act Contract (and at a minimum every three years) to confirm that Preservation tasks were completed in accordance with the time line stipulated in this Agreement..

7. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

8. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

9. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

10. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

11. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

12. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

13. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

14. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Babak Zahabizadeh & Aleta M. Blanc
929 Buena Vista Street
South Pasadena, California 91030

15. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

16. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

17. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

18. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

19. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

20. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

21. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

22. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Agreement shall be recorded in the Office of the County Recorder of the County of Los Angeles.

23. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

24. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The Owner or Owner's agent is required to provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Dated: 12/22/2017

By: _____
MAYOR PRO TEM

Attest:

_____
ACTING CHIEF CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Dated: 12/22/2017

Dated: 12/22/17

_____
Babak Zahabizadeh, Owner

Dated: 12/22/17

_____
Aleta M. Blanc, Owner

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of LOS ANGELES

On DECEMBER 20, 2017 before me, DESIREE JIMENEZ, ACTING CHIEF CITY CLERK
(Insert name and title of the Officer)

personally appeared MAYOR PRO TEM MARINA KHUBESRIAN, M.D.,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that ~~he/she/~~they executed the same in ~~his/her/~~their authorized capacity(ies), and that by ~~his/her/~~their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Desiree Jimenez (Seal)

CITY OF SOUTH PASADENA CALIFORNIA 1888

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of LOS ANGELES }

On DECEMBER 22, 2017 (Date) before me, DESIREE JIMENEZ, NOTARY PUBLIC (Here Insert Name and Title of the Officer),

personally appeared TERESA LINN HIGHSMITH (Name(s) of Signer(s)),

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

DESIREE JIMENEZ
Notary Public - California
Los Angeles County
Commission # 2162453
My Comm. Expires Aug 12, 2020

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Desiree Jimenez
Signature of Notary Public

Place Notary Seal and/or Stamp Above

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: MILLS ACT CONTRACT

Document Date: _____ Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____	Signer's Name: _____
☐ Corporate Officer – Title(s): _____	☐ Corporate Officer – Title(s): _____
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian of Conservator	☐ Trustee ☐ Guardian of Conservator
☐ Other: _____	☐ Other: _____
Signer is Representing: _____	Signer is Representing: _____

©2017 National Notary Association

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT CIVIL CODE § 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of LOS ANGELES }

On DECEMBER 22, 2017 before me, DESIREE JIMENEZ, NOTARY PUBLIC,
Date *Here Insert Name and Title of the Officer*

personally appeared BABAK ZAHABIZADEH AND ALETA MARIA BLANC
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

DESIREE JIMENEZ
Notary Public - California
Los Angeles County
Commission # 2162453
My Comm. Expires Aug 12, 2020

Place Notary Seal and/or Stamp Above

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____
Signature of Notary Public

OPTIONAL

Completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: MILLS ACT CONTRACT - 929 BUENA VISTA SOUTH PASADENA AVENUE CA, 91030

Document Date: DECEMBER 20, 2017 Number of Pages: _____

Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____	Signer's Name: _____
☐ Corporate Officer – Title(s): _____	☐ Corporate Officer – Title(s): _____
☐ Partner – ☐ Limited ☐ General	☐ Partner – ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact	☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian of Conservator	☐ Trustee ☐ Guardian of Conservator
☐ Other: _____	☐ Other: _____
Signer is Representing: _____	Signer is Representing: _____

©2017 National Notary Association

RESOLUTION 6530

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DESIGNATING 929 BUENA VISTA STREET, COMMONLY KNOWN AS THE TORRANCE-CHILDS HOUSE, AS AN OFFICIAL SOUTH PASADENA HISTORIC LANDMARK (LANDMARK #41)

WHEREAS, Section 2.73A-14 of the South Pasadena Municipal Code (commonly known as the "Cultural Heritage Ordinance 2004) authorizes the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as Landmarks; and

WHEREAS, the Community Development staff and Commission have duly prepared a nomination form to register 929 Buena Vista Street; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (A)(3) ["Designation Procedure"] of the above Ordinance Section in that it visited the site, mailed notices, held a duly noticed public hearing, received public comment; and

WHEREAS, the Commission made findings of fact pursuant to Subsection (A)(2) ["Designation Procedure"] of the above Ordinance Section as follows:

The property qualifies as a landmark by reason of the following applicable subsections:

(A) Its character, interest or value as part of the heritage of the community.

(C) Its identification with a person, persons or groups who significantly contributed to the culture and development of the city, state or United States.

(D) Its exemplification of a particular architectural style of an era of history of the city.

(E) Its exemplification of the best remaining architectural type in a neighborhood.

(F) Its identification as the work of a person or persons whose work has influenced the heritage of the city, state or the United States.

(G) Its embodiment of elements of outstanding attention to architectural design, engineering, detail, materials, or craftsmanship.

WHEREAS, based on the documentary evidence collected by Glen Duncan and David Melford, the designation being categorically exempt, sub-committee research, on-site inspection and public testimony, the Commission voted to recommend designation of this property on June 18, 1998 and forwarded the recommendation to the City Council; and

WHEREAS, the City Council held a public hearing on the proposed designation on July 15, 1998 and received public testimony.

NOW THEREFORE, be it resolved the South Pasadena City Council designates 929 Buena Vista Street, commonly known as the Torrance-Childs House, as South Pasadena Historic Landmark No. 41, based on the above-mentioned findings.

PASSED, APPROVED and **ADOPTED** this 15th day of July, 1998.

Wallace N. Emory
WALLACE N. EMORY, MAYOR

ATTEST:

Sonja M. Hansen
for JEANNINE A. GREGORY, CITY CLERK

I hereby certify that the foregoing resolution was adopted by the City Council of the City of South Pasadena at a regular scheduled meeting held on the 15th of July, 1998.

AYES: Cohen, Knapp, Saeta, Zee and Mayor Emory
NOES: None
ABSENT: None

Sonja M. Hansen
for JEANNINE A. GREGORY, CITY CLERK

CITY OF SOUTH PASADENA

AGENDA MEMORANDUM

COUNCIL AGENDA:	July 15, 1998
TO:	City Council
VIA:	Sean Joyce, City Manager SS
VIA:	Gay Forbes, Community Development Director
FROM:	Maree Hoeger, Assistant Planner
SUBJECT:	Proposed Designation of Cultural Heritage Landmark Designation at 929 Buena Vista Street (Torrance-Childs House)

Background

On June 18, 1998, the Cultural Heritage Commission concluded its consideration of the proposed designation of 929 Buena Vista Street (Torrance-Childs House) as an official Cultural Heritage Landmark. After thorough review, the Commission determined that the property satisfies all of the qualifications for landmark status as required by South Pasadena Municipal Code Section 2.73A-14 (Attached for reference). On July 1, 1998, the City Council set the public hearing date for tonight's meeting to consider designating 929 Buena Vista Street a Cultural Heritage Landmark.

Discussion

The Torrance-Childs House is a thirty-five room English Tudor Revival Residence built in 1902. The proposal to designate 929 Buena Vista Street (Torrance-Childs House) a Cultural Heritage Landmark was initiated by the Cultural Heritage Commission. A Commission Sub-Committee conducted extensive research on the residence. A Landmark Sub-Committee Report was prepared and includes findings to support the recommendation for landmark designation (Attached for reference).

The Torrance-Childs House satisfies the list of standards for designation of landmarks as identified in Ordinance No. 2004. The following is a list of landmark designation criteria satisfied by the Torrance-Childs House and corresponding findings made by the Sub-Committee:

AGENDA ITEM 13

(A) Its character, interest or value as a part of the heritage of the community;	The house is featured on many postcards; it was influential in advancing South Pasadena's growing reputation as a premier residential community in the early part of the 20th Century.
(C) Its identification with a person, persons or groups who significantly contributed to the culture and development of the city, state or United States;	The house was built for Mrs. Childs, widow of noted philanthropist and editor of the Philadelphia Ledger; Mrs. Childs was a close friend President Garfield's wife. The second owner, Jared Torrance, founded the City of Torrance, and established the Pasadena Electric Company.
(D) Its exemplification of a particular architectural style of an era of history of the city;	Built in 902 by William C. Cromwell, the house is a 35-room English Tudor Revival Residence that it still largely intact.
(E) Its exemplification of the best remaining architectural type in a neighborhood;	The house maintains many of the original architectural and design elements, including the gas and electric fixtures, servants quarters, indoor swimming pool, and grand staircase. The residence remains the best such example of English Tudor Revival Style in the neighborhood, and possibly the entire City.
(F) Its identification as the work of a person or persons whose work has influenced the heritage of the city, state or the United States;	At the turn of the century, the English Tudor Revival Style became a primary influence in the emerging American reaction against elaborate Victorian decorative detailing.
(G) Its embodiment of elements of outstanding attention to architectural design, engineering, detail, materials, or craftsmanship.	From exterior ironwork with a rose motif to detailed interior and English Tudor Revival style exterior features, the house reflects superior design and construction.

Recommendation

It is recommended that the City Council approve landmark designation of 929 Buena Vista Street.

LANDMARK SUBCOMMITTEE REPORT

Torrance-Childs House, 929 Buena Vista Street

The Torrance-Childs House, also known as "Rose Hedge" was built in 1902 by William C. Crowell. Charles W. Buchanan was the architect of the 35-room English Tudor Revival Residence that is largely intact. It has eight fireplaces, and elevator, indoor swimming pool, chapel and a grand staircase with beautiful stained glass windows above the landing between first and second floors. Third floor servants quarters and storage areas are virtually unchanged after almost 100 years. Original gas/electric fixtures and communication system are also intact.

The current owners have indicated their approval and have signed the attached nomination application prepared by this subcommittee.

Based on the evidence presented in application materials and on-site inspection, we highly recommend that the Commission proceed with a public hearing pursuant to recommending landmark designation of this property by the City Council. Our findings relate to the following applicable subsections of the Cultural Heritage Ordinance:

(a) **Character, interest or value as part of the heritage of the community.** The residence is one of the finest estate properties in the City. It was featured on many colorful post cards and helped advance South Pasadena's growing reputation in the early part of the Twentieth Century as a premier residential community.

(c) **Identification with a person, persons or groups who significantly contributed to the culture of the City, state or United States.** Built in 1902 for Emma Childs, widow of noted philanthropist and editor of the Philadelphia Ledger. Mrs. Childs was a close friend of Lucretia Garfield and likely influenced the President's widow to build a house next door.

Jared Sidney Torrance, the second owner, founded the City of Torrance, established the Pasadena Electric Company and was director of over 140 business enterprises nationwide.

The third owner, the Right Reverend William Bertrand Stevens, was bishop of the Los Angeles Diocese of the Episcopal Church

(d) **Exemplification of a particular architectural style of an era of the City's history;**

(e) **Its exemplification of the best remaining architectural type in a neighborhood; and**

(f) **Identification as the work of a person or persons whose work influenced the heritage of the City.**

At the turn of the century, before the Craftsman Style had emerged as the definitive architectural mode of the period, English Tudor Revival Style became a primary influence in the emerging American reaction against elaborate Victorian decorative detailing. Designed by a major architect, for a socially prominent family, this excellent example was most likely a key influence in local architectural development. It is perhaps the best such example in South Pasadena

(g) **Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, materials and craftsmanship.** From exterior ironwork with the rose motif to above-described interior and exterior features, the residence reflects truly superior design and construction craftsmanship.

GLEN DUNCAN

DAVID MELFORD

Resolution of the South Pasadena Cultural Heritage Commission

Re: Designation of the Torrance-Childs House at 929 Buena Vista Street as an official South Pasadena Historic Landmark

WHEREAS The Torrance-Childs House, also known as "Rose Hedge" was built in 1902 by William C. Crowell.Charles W. Buchanan was the architect of the 35-room English Tudor Revival Residence that is largely intact. It has eight fireplaces, and elevator, indoor swimming pool, chapel and a grand staircase with beautiful stained glass windows above the landing between first and second floors. Third floor servants quarters and storage areas are virtually unchanged after almost 100 years. Original gas/electric fixtures and communication system are also intact.

WHEREAS Section 2.73A-14 of the South Pasadena Municipal Code Ordinance # 2004 (commonly known as the "Cultural Heritage Ordinance") authorizes the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as Landmarks; and

WHEREAS the property owners have indicated their approval and have signed a duly prepared nomination form to register the Torrance Childs House, located at 929 Buena Vista Street; and

WHEREAS the Commission has complied with the applicable provisions of Subsection (A) (3) ["Designation Procedure"] of the above Ordinance Section in that it visited the site, mailed notices, held a duly noticed public hearing, and received public comment; and

WHEREAS the Commission made findings of fact pursuant to Subsection (A) (2) ["Designation Procedure"] of the above Ordinance Section,as follows:

The property qualifies as a landmark by reason of the following applicable subsections:

(a) **Character, interest or value as part of the heritage of the community.** The residence is one of the finest estate properties in the City. It was featured on many colorful postcards and helped advance South Pasadena's growing reputation in the early part of the Twenteth Century as a premier residential community.

(c) **Identification with a person, persons or groups who significantly contributed to the culture of the City, state or United States.** Built in 1902 for Emma Childs, widow of noted philanthropist and editor of the Philadelphia Ledger. Mrs. Childs was a close friend of Lucretia Garfield and likely influenced the President's widow to build a house next door. Jared Sidney Torrance, the second owner, founded the City of Torrance, established the Pasadena Electric Company and was director of over 140 business enterprises nationwide.

The third owner, the Right Reverend William Bertrand Stevens, was bishop of the Los Angeles Diocese of the Episcopal Church.

(d) **Exemplification of a particular architectural style of an era of the City's history;**

(e) **Exemplification of the best remaining architectural type in a neighborhood;**

(f) **Identification as the work of a person or persons whose work influenced the heritage of the City.** At the turn of the century, before the Craftsman Style had emerged as the definitive architectural mode of the period, English Tudor Revival Style became a primary influence in the emerging American reaction against elaborate Victorian decorative detailing. Designed by a major architect, for a socially prominent family, this excellent example was most likely a key influence in local architectural development. It is perhaps the best such example in South Pasadena.

(g) **Embodiment of elements of outstanding attention to architectural design, engineering, detail design, materials and craftsmanship.** From exterior ironwork with the rose motif to above-described interior and exterior features, the residence reflects truly superior design and construction craftsmanship.

WHEREAS, based on the evidence presented by application materials, subcommittee validation, on-site inspection, public testimony and evaluation by qualified architectural historians, the Commission voted to recommend designation of this property and made the above findings of fact on June 18,1997;

NOW THEREFORE, be it resolved that the Commission recommend to the South Pasadena City Council the registration of 929 Buena Vista Street, also known as "Rose Hedge" and "The Torrance-Childs House," as South Pasadena Historic Landmark # 41.

Glen Duncan
Chair, Cultural Heritage Commission

Torrance-Childs Residence, "Rose Hedge House"
929 Buena Vista Street
South Pasadena, California

Mills Act Application





Prepared for:
Bobby Zahabizadeh and Aleta Blanc
929 Buena Vista Street
South Pasadena, California 91030

Prepared by:
Debi Howell-Ardila, MHP
(e) debihowell@gmail.com
(c) 626.524.1917

November 2017

Torrance-Childs Residence, 929 Buena Vista Street

Mills Act Application

Table of Contents

Section		Page
I	Project Background	1
II	Mills Act Work Plan, Schedule and Reporting System	3
III	Description of Work Plan and Priorities	5
IV	Financial Analysis	9

Appendix A: Photographic Overview of Existing Conditions

Appendix B: Original Landmark Nomination and Owner's Letter of Intent

Appendix C: Supporting Documents

A. Description of Restoration/Construction Work and Cost Estimates: California Restoration and Waterproofing, David Charlebois
B. Structural Engineering Conditions and Repair Report: Melvyn Green & Associates, Inc.
C. Annual Property Tax Statement, 2016-2017
D. Utility Bill: City of South Pasadena, Water Bill ($1,420/quarter)
E. Utility Bill: Southern California Edison, Electric Bill ($240/month)
F. Utility Bill: SoCalGas, Gas Bill ($33/month)
G. California Fair Plan, Homeowner's Insurance Bill ($1,847)

Section I Project Background

Constructed between 1902 and 1904, the Torrance-Childs Residence is a distinctive, highly intact English Tudor Revival-Craftsman Residence in South Pasadena. The residence was designed by Indiana-born architect Charles Wesley Buchanan and constructed by William C. Crowell for Mrs. Emma B. Childs. Mrs. Childs was the widow of George W. Childs, a well-known philanthropist and editor of *The Philadelphia Ledger*. The residence became known as the "Rose Hedge House" for its expansive rose gardens, which extended southward from the home toward the present-day Arroyo Parkway (State Route 110). The original large-scale parcel was divided into smaller lots in 1912, 1956, and 1962. Remnants of the original estate grounds include an extant brick staircase in the southwest portion of the parcel.

In 1910, Mrs. Childs sold 929 Buena Vista Street to Jared Sidney Torrance, the original owner of The Pasadena Electric Company and founder of the City of Torrance. Torrance's interest in the technological innovations of the day is reflected in the intact master switch panel in the living room, from which Torrance could operate lights throughout the house. The home's third owner, William Bertrand Stevens, Bishop of the Episcopalian Diocese of Los Angeles, was responsible for the addition of the organ tower, extant on the north (primary) elevation of the house, constructed in circa 1931.



By the early 1990s, the Torrance-Childs Residence lay directly adjacent to the proposed Caltrans 710 expansion. The home had suffered from deferred maintenance and deterioration. It was during this time, in 1997, that Bobby Zahabizadeh and Aleta Blanc purchased the home. While raising their two children in the grand old property, Bobby and Aleta found the time to undertake numerous repair and rehabilitation projects. In 1998, they nominated their home as a historic landmark in South Pasadena. The Torrance-Childs Residence is now local landmark #41.

In addition, the Torrance-Childs Residence is a contributor to the Buena Vista Historic District. In 1978, the Buena Vista Historic District was formally found eligible for the National Register of Historic Places through consensus with the State Historic Preservation Officer; the State Historic Resources Inventory indicates a status code of "2D" for the property. Therefore, the historic district and its contributors, including the Torrance-Childs Residence, are also listed and designated on the California Register of Historical Resources.

In July 2016, Bobby and Aleta filed a letter of intent to apply for the Mills Act with the City of South Pasadena. At the September 2016 meeting of the Cultural Heritage Commission (CHC),

commissioners agreed that the property was an ideal candidate for the Mills Act and the property owners should proceed with an application.

In the summer of 2017, Bobby and Aleta hired historic preservation contractor David Charlebois and structural engineer Melvyn Green to conduct site inspections and prepare a list of critical stabilization, repair, and rehabilitation projects for the Torrance-Childs Residence.

The initial list included 21 projects at an estimated total of $1.7 million (including estimated construction costs, equipment, overhead, and contingency fees). This total represents 146 percent of the home's total assessed value for 2016-2017 ($1.16 million).



In October 2017, the property owners attended a CHC meeting to present their proposed approach for a Mills Act work plan and to hear feedback from the CHC.

In order to incentivize urgently needed repairs without overburdening the owners, the property owners proposed that the first 10-year term include the most critical repairs (primarily related to structural stabilization), as determined by Mr. Charlebois, Mr. Green, and Debi Howell-Ardila, the preservation specialist assisting the property owners with their application. These repairs are described in this memo.

In late October, the CHC attended a site walk with the property owners and Ms. Howell-Ardila in order to view the repair and rehabilitation items to be included in the Mills Act work plan. Recommendations for the application were made, with the agreement that the final application would be brought forward at the November CHC meeting.

As a result of the CHC recommendations, the following changes were made to the application:

1. Photo documentation of existing conditions was added; this documentation is included as Appendix A;

2. A high-priority project for installation of a fire alarm system was added;

3. A simple site plan will be submitted to the CHC when the property owners bring their first Mills Act project to the CHC for review and comment.

It is understood that the work plan and priorities might evolve over time, given the number of critical repairs needed. For this reason, the enclosed document lists repairs that will not be "capitalized" (included in the financial analysis) in the first 10-year period of the Mills Act. These additional repairs will be completed on an as-needed basis through the first 10-year contract period and/or included in the second 10-year contract.

Section II Schedule and Reporting System

Project	Year
1. Installation of Fire Alarm System	2018
2. Geotechnical and Engineering Analysis of Ground Site Conditions	2018
3. West Brick Staircase, Rebuild Foundation and Walls, Repairs and Structural Stabilization, Engineering Analysis	2018
4. Improve Site Drainage, West Elevation	2018
5. Waterproof West Basement Wall below Grade	2018
6. Rebuild West Terrace Deck above West Stairs	2019
7. Front Stairs to Main Entry & Adjacent Corner Foundation, Repairs and Structural Stabilization and Engineering Analysis	2019
8. Roof Replacement and Gutter Repairs	2021
9. Repair Shingle Siding (to include as-needed carpentry repairs)	2023
10. Wash and Stain/Paint Wood Shingles	2023

Noncapitalized/As Needed Repairs:

1. Abate Exterior Wood Trim
2. Carpentry Repairs to Dormers, Eaves, Split Timber Trim, etc.
3. Repairs to Doors and Windows
4. Indoor Swimming Pool Enclosure
    a. Engineering Analysis
    b. Repair Concrete Ceiling and Walls
    c. Repair Exterior Foundation beneath East, South and West Walls
    d. Repairs to Brick Wall and Buttresses
    e. Inject Cementitious Grout between Walls and Brick Veneer
5. Remove North Elevation Organ Tower and Restore Original Siding and Features
    a. This task is pending (1) detailed engineering analysis on the structural stability of the tower vis-à-vis the residence; (2) adequate documentary evidence on which to base reconstruction plans and design; (3) CHC input and a Certificate of Appropriateness for reconstruction plans.

Section II Schedule and Reporting System (con't)

Reporting System:

The property owners of the Torrance-Childs Residence will provide annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates on the Mills Act work plan and associated studies.

Per the CHC request, the property owners will also provide a simple site plan at the first CHC hearing on their Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained as required by the owners.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and COAs (if required).

Section III Description of Work Plan and Priorities

All work efforts described in these plans will be carried out in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Architects and/or contractors leading work efforts will have demonstrated historic preservation experience and will meet the *Secretary of the Interior's Professional Qualifications Standards* in their respective fields.

	Proposed Project & Description	Est. Cost	Priority
1.	Installation of Fire Alarm System	TBD	Urgent
2.	Geo-Technical Studies and Engineering Evaluation Soils samples are to be taken at points around the property in order to analyze the subsurface conditions and issues to assist the engineer in the planning and design of foundation repairs and long-term stabilization.	$ 13,300	Urgent
2.	West Brick Staircase, Rebuild Foundation/Walls, Repairs Engineering Evaluation Reconstruction: Carefully photograph, measure, and draw existing conditions and provide documentation for accurate reconstruction. Shore up basement directly below stairs. Disassemble section of the stairs from the terrace level at the first floor down to the mid-landing. Salvage all materials possible for appropriate reuse. Disassembly includes the brick railings, sidewalls, concrete steps and foundations. Excavate for new foundations and compact soil. Form, set rebar, and pour new concrete foundations, sidewalls, and supports. Cover sidewalls with original brick veneer. Rebuild brick railings, lintels, steps, and other incidental concrete details. (Photos illustrate west elevation brick staircase.)	$105,750 $ 16,350	Urgent Urgent





Section III Description of Work Plan and Priorities (continued)

	Proposed Project & Description	Est. Cost	Priority
3.	Improve Site Drainage along West Elevation Excavate and install a sump pit, pump, and new drain lines along the west elevation.	$ 26,250	Urgent
4.	Waterproof West Basement Wall Below Grade Excavate along west basement along with site drainage work to expose the mid section of west basement wall. Clean wall, patch holes and cracks. Install a waterproof membrane, protection board, and backfill.	$ 29,100	Urgent
5.	Rebuild West Terrace Deck above West Stairs This project involves the cracked and damaged section of the terrace at the west elevation at the top of the west brick stairs and over the basement below. The work includes shoring the deck and walls, removing the concrete deck, installing new steel supports, pouring a concrete deck, waterproofing the deck and pouring a new topping to approximate the original in color and pattern.	$ 73,000	High
6.	Front Stairs, Main Entry & Adjacent Corner Foundation Engineering Evaluation Front Stairs, eastern portion of north elevation. Photograph and note existing conditions for accurate reconstruction. Carefully remove the large sandstone steps and set them aside. Remove the stone piers. Trench and pour a new concrete foundation. Reset the sandstone steps aligned so that the upper step is the same height as the covered concrete walkway. Engineering study for repairs at stairs is also estimated. Front entrance, western portion. This item includes repairs to the corner of the house at the west end of the front stairs discussed above. Strengthen foundation to resist settlement and repair cracks in brick wall at this corner. Engineering evaluation for repairs at the corner of house is also included.	$ 34,300 $ 3,500	Urgent Urgent
7.	Roof Replacement and Gutter Repairs	$ 218,250	High
8.	Repair Shingle Siding Remove damaged shingle siding where it occurs at all elevations. Spot replace the deteriorated waterproof paper beneath the removed shingles. Install new shingles in a pattern and of a kind to blend the old and new materials.	$ 37,000	High
9.	Wash and Stain/Paint Wood Shingles	$ 24,500	High

Section III Description of Work Plan and Priorities (continued)

Non-Capitalized Projects: Repairs to be carried out on an as-needed basis. To be completed after structural stabilization or during next contract term.

	Proposed Project & Description	Est. Cost	Priority
1.	Abate Exterior Wood Trim Abate exterior wood trim to remove lead paint using the gentlest methods possible	$ 112,350	Medium
2.	Carpentry Repairs at Dormers, Eaves & Split Trim Various carpentry repairs at trim details at each elevation (other than doors & windows)	$ 154,250	Medium
3.	Repairs at Doors and Windows Various carpentry repairs at doors and windows including refitting for proper operation, reinforcing corners where loose, replacing frames in-kind where they are too damaged to be repaired, and re-screening.	$ 201,000	Medium
4.	Indoor Swimming Pool Structure and Enclosure		
	a. Engineering Analysis for items b through d	$ 32,250	Medium
	b. Repair Concrete Ceiling and Walls Provide scaffolding as needed for access to interior ceiling and arches. Epoxy inject ceiling and wall cracks. Remove spalled sections of concrete beams and at outer walls. Grind concrete at perimeter of spalls to form square edges. Clean exposed rebar and double prime. Patch prepared spalls with concrete/mortar.	$ 76,250	Medium
	c. Repair Exterior Foundation beneath East, South and West Walls Excavate at perimeter of walls for a below grade foundation bond beam to wrap around the three walls. Set rebar, form, and pour bond beam.	$ 54,100	Medium
	d. Repairs to Brick Wall and Buttresses Disassemble misaligned bricks at arches and buttresses where necessary. Salvage all bricks for reuse. Remove roots from behind bricks where exposed. Reset removed bricks with veneer ties. Re-point where needed with mortar custom mixed to blend in strength, color and texture with the adjacent original materials.	$ 87,550	Medium
	e. Inject Cementitious Grout between Walls and Brick Veneer Inject cementitious grout in the uneven void between the concrete exterior walls and the brick veneer.	$ 43,800	Medium

Section III Description of Work Plan and Priorities (continued)

Non-Capitalized Projects: Repairs to be carried out on an as-needed basis. To be completed after structural stabilization or during next contract term.

Proposed Project & Description	Est. Cost	Priority
5. Disassemble North Organ Tower and Restore Original Siding and Features	$ 87,840	Low
c. This task is pending (1) detailed engineering analysis on the structural stability of the tower vis-à-vis the residence; (2) adequate documentary evidence on which to base reconstruction plans and design; (3) CHC input and a Certificate of Appropriateness for reconstruction plans.		

Section IV Financial Analysis

	Proposed Project & Description	Est. Cost	Schedule
1.	Installation of Fire Alarm System	TBD	2018
2.	Geo-Technical Studies and Engineering Evaluation	$ 13,300	2018
3.	West Brick Staircase, Rebuild Foundation/Walls, Repairs	$105,750	2018
	Engineering Evaluation	$ 16,350	2018
4.	Improve Site Drainage along West Elevation	$ 26,250	2018
5.	Waterproof West Basement Wall Below Grade	$ 29,100	2018
6.	Rebuild West Terrace Deck above West Stairs	$ 73,000	2019
7.	Front Stairs, Main Entry & Adjacent Corner Foundation	$ 34,300	2019
	Engineering Evaluation	$ 3,500	2019
8.	Roof Replacement and Gutter Repairs	$218,250	2021
9.	Repair Shingle Siding (includes as-needed carpentry repairs)	$ 37,000	2023
10.	Wash and Stain/Paint Wood Shingles	$ 24,500	2023

Total Investment in Torrance-Childs Residence:	**$ 581,300**
Total Tax Savings for Owners (10-year period)	**$ 147,496**
Average Annual Cost to the City of South Pasadena:	**$2,337**

Section IV Financial Analysis (con't)

▫

Mills Act Application, Childs-Torrance Residence, Financial Analysis

Property Address: 929 Buena Vista, South Pasadena, California 91030
Type: Single-family Residence
Landmark #: City of South Pasadena Historical Landmark #41
Assessor's ID #: 5317 - 035 - 004
Current Assessed Value: $ 1,163,374 (2016-2017)

REVENUES	Annual Increase	Current Yr 2017	Year 1 2018	Year 2 2019	Year 3 2020	Year 4 2021	Year 5 2022	Year 6 2023	Year 7 2024	Year 8 2025	Year 9 2026	Year 10 2027	
1. Monthly Revenues		8,000.00	8,240.00	8,487.20	8,741.82	9,004.07	9,274.19	9,552.42	9,838.99	10,134.16	10,438.19	10,751.33	
2. Annual Rental Income	3%	66,000.00	67,980.00	70,019.40	72,119.98	74,283.58	76,512.09	78,807.45	81,171.68	83,606.83	86,115.03	88,698.48	
ANNUAL EXPENSES													
3. Insurance	5%	1,847.00	1,939.35	2,036.32	2,138.13	2,245.04	2,357.29	2,475.16	2,598.91	2,728.86	2,865.30	3,008.57	
4. Utilities	6%	8,956.00	9,493.36	10,062.96	10,666.74	11,306.74	11,985.15	12,704.26	13,466.51	14,274.50	15,130.97	16,038.83	**Total Costs**
5. Maintenance	5%	38,500.00	40,425.00	42,446.25	44,568.56	46,796.99	49,136.84	51,593.68	54,173.37	56,882.03	59,726.14	62,712.44	$508,461.31
6/7. Management / Other		0.00											
TOTAL EXPENSES													
8. Sum lines 3 through 7		$49,303.00	$51,857.71	$54,545.53	$57,373.44	$60,348.77	$63,479.28	$66,773.10	$70,238.79	$73,885.40	$77,722.41	$81,759.84	
ANNUAL NET INCOME													
9. Line 2 minus line 8		$16,697.00	$16,122.29	$15,473.87	$14,746.55	$13,934.81	$13,032.81	$12,034.36	$10,932.88	$9,721.43	$8,392.62	$6,938.64	
CAPITALIZATION RATE													
10. Interest Component	6.5%												
11. Historic Property Risk Component	4.0%												
12. Property Tax Component	1.0%												
13. Amortization Component	5.0%												
14. Total Capitalization Rate	16.5%												
NEW ASSESSED VALUE													
15. Mills Act Assessment (Line 9 divided by 16.5%)		$101,193.94	$103,521.40	$105,902.39	$108,338.15	$110,829.92	$113,379.01	$115,986.73	$118,654.42	$121,383.48	$124,175.30	$127,031.33	
TAXES: AMOUNT TO BE PAID													
16. Tax under Mills Act (Line 15 x .01035146)		1,047.51	1,071.60	1,096.24	1,121.46	1,147.25	1,173.64	1,200.63	1,228.25	1,256.50	1,285.40	1,314.96	
17. Current Tax	2%	14,303.19	14,589.25	14,881.04	15,178.66	15,482.23	15,791.88	16,107.72	16,429.87	16,758.47	17,093.64	17,435.51	**Total Tax Savings**
18. Tax Savings (Line 17 minus line 16)		13,255.68	13,517.66	13,784.79	14,057.20	14,334.98	14,618.24	14,907.08	15,201.62	15,501.97	15,808.24	16,120.55	$147,852.34
TAXES: COST TO CITY													**Annual Average**
19. Annual Cost to City	16%	$2,120.91	$2,162.82	$2,205.57	$2,249.15	$2,293.60	$2,338.92	$2,385.13	$2,432.26	$2,480.32	$2,529.32	$2,579.29	$2,343.39

Prepared by Debi Howell-Ardila for Bobby Zahabizadeh and Aleta Blanc

November 10, 2017

Exhibit C
929 Buena Vista Street

Proposed Work Plan
(2080-MIL)

2016 ANNUAL PROPERTY TAX INFORMATION STATEMENT 2016

CITIES, COUNTY, SCHOOLS AND ALL OTHER TAXING AGENCIES IN LOS ANGELES COUNTY

SECURED PROPERTY TAX FOR FISCAL YEAR JULY 1, 2016 TO JUNE 30, 2017

JOSEPH KELLY, TREASURER AND TAX COLLECTOR

FOR ASSISTANCE CALL 1(213) 974-2111 OR 1(888) 807-2111, ON THE WEB AT lacountypropertytax.com

PROPERTY IDENTIFICATION
ASSESSOR'S ID.NO.: 5317 035 004 16 000

OWNER OF RECORD AS OF JANUARY 1, 2016
SAME AS BELOW

MAILING ADDRESS
0151703 0151703 2NGL 006 123 516113

ZAHABIZADEH,BABAK CO TR
ZAHABIZADEH FAMILY TRUST
929 BUENA VISTA ST
SOUTH PASADENA CA 91030-1703

ELECTRONIC FUND TRANSFER (EFT) NUMBER
ID#:19 5317 035 004 8 YEAR:16 SEQUENCE:000 2
PIN: N1KSAF

For **American Express, Mastercard and Visa** payments call 1(888) 473-0835 and have available the EFT number listed above. Service fees will be charged.

SPECIAL INFORMATION

PROPERTY LOCATION AND/OR PROPERTY DESCRIPTION
929 BUENA VISTA ST SOUTH PASA
EATON TRACT LOT COM N PARALLEL WITH E
LINE OF LOT 1,41.29 FT FROM NW COR OF
COMPLETE DESCRIPTION IN ASSESSOR RECORDS
LOT 2

ASSESSOR'S REGIONAL OFFICE
REGION #05 INDEX: TRA:09030
EAST DISTRICT OFFICE
1190 DURFEE AVE.
SOUTH EL MONTE CA 91733
(626)258-6001

ACCT. NO.: 572 PRINT NO.: 401880 BILL ID.:IB

ASSESSOR'S ID. NO. CK
DETAIL OF TAXES DUE FOR 5317 035 004 16 000 92

AGENCY	AGENCY PHONE NO.	RATE		AMOUNT
GENERAL TAX LEVY				
ALL AGENCIES		1.000000	$	11,633.74
VOTED INDEBTEDNESS				
METRO WATER DIST		.003500	$	40.72
COMMNTY COLLEGE		.008850		102.96
UNIFIED SCHOOLS		.099292		1,155.13
DIRECT ASSESSMENTS				
FLOOD CONTROL	(626) 458-5165		$	67.04
SPUSD PARCEL TAX	(800) 676-7516			386.00
COUNTY PARK DIST	(213) 738-2983			16.39
MWD STANDBY #15	(866) 807-6864			9.26
USGV MWD CHG	(866) 807-6864			8.00
CNTY SAN DIST 16	(562) 908-4288			148.00
LIGHT/LANDSCAPE	(626) 403-7240			104.09
LIBRARY TAX	(626) 403-7332			64.00
TRAUMA/EMERG SRV	(866) 587-2862			567.86

INFORMATION ONLY

TOTAL TAXES DUE		**$14,303.19**
FIRST INSTALLMENT TAXES	**DUE NOV. 1, 2016**	**$7,151.60**
SECOND INSTALLMENT TAXES	**DUE FEB. 1, 2017**	**$7,151.59**

VALUATION INFORMATION

ROLL YEAR 16-17	CURRENT ASSESSED VALUE	TAXABLE VALUE
LAND	930,706	930,706
IMPROVEMENTS	232,668	232,668
TOTAL		1,163,374
LESS EXEMPTION:		
NET TAXABLE VALUE		1,163,374

ANY RETURNED PAYMENT MAY BE SUBJECT TO A FEE UP TO $50.00.

INFORMATION ONLY

2016

ZAHABIZADEH,BABAK CO TR
929 BUENA VISTA ST
SOUTH PASADENA CA 91030-1703

ASSESSOR'S ID. NO. CK PK
5317 035 004 16 000 92 2

PLEASE USE THIS FOR PAYMENT, ONLY IF YOUR TAXES ARE NOT PAID BY YOUR LENDER/MORTGAGE COMPANY.

PAYMENT DUE 02/01/17 ----------> 2ND INSTALLMENT DUE **$7,151.59**

INDICATE AMOUNT PAID

IF NOT RECEIVED OR POSTMARKED BY 04/10/17
REMIT AMOUNT OF $7,876.74

MAKE PAYMENT PAYABLE TO:
Please write the ASSESSOR'S ID. NO. on the lower left corner of your payment.

52983

LOS ANGELES COUNTY TAX COLLECTOR
P.O. BOX 54018
LOS ANGELES, CA 90054-0018

17516000253170350040000071515900007876749832041O

2ND

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

CITY OF SOUTH PASADENA

1414 MISSION, SOUTH PASADENA, CA 91030
TEL: 626.403.7210 ▪ FAX: 626.403-7211
WWW.SOUTHPASADENACA.GOV

NOTICE OF DECISION
RECOMMENDATION OF MILLS ACT CONTRACT

December 7, 2017

APPLICANT/OWNER:	Babak Zahabizadeh & Aleta Blanc 929 Buena Vista Street South Pasadena, CA 91030		
PROJECT #:	**2080-MIL (Mills Act Application)**		
PROJECT LOCATION:	**929 Buena Vista Street, South Pasadena, CA 91030 (APN: 5317-035-004)**		
HISTORIC NAME:	Torrance-Childs Residence, "Rose Hedge House" (CITY LANDMARK # 41)		
HISTORIC RATING:	2D	**HISTORIC DISTRICT:**	Buena Vista District
YEAR OF BUILT:	1902	**ZONING:**	RE, Residential Estate

Dear Mr. Zahabizadeh and Ms. Blanc:

NOTICE IS HEREBY GIVEN THAT on November 16, 2017 the City of South Pasadena Cultural Heritage Commission ("CHC") recommended that the City Council enter into a Mills Act Contract regarding the rehabilitation of your property located at 929 Buena Vista Street.

In making their decision, the CHC recommended that the Restoration Work Plan include the following:

1. The applicant add an electrical engineering analysis.
2. The applicant add interior photographic documentation.
3. A site plan be provided with the geotechnical report.

The Mills Act Contract for your historic property will be considered by the City Council at their December 20, 2017 meeting held in the Council Chamber across the courtyard from City Hall.

If you have any questions regarding this notice, please contact me at (626) 403-7220.

Sincerely,

Edwar Sissi, Assistant Planner

PROPERTY ADDRESS:

320 Grand Avenue

2025 PROGRESS REPORT

William Sherman
626 840-1094

W Sherman 310
@ gmail.com

STAMPS & STAMPS

RECEIVED
JUL 03 2019
CITY OF SOUTH PASADENA
PLANNING AND BUILDING DE

Mills Act Application, 320 Grand Ave., South Pasadena

Section III: Cost Estimate of Rehabilitation/Maintenance Plan

All work efforts described in these plans will be carried out in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties.* Architects and/or contractors leading work efforts will have demonstrated historic preservation experience and will meet the *Secretary of the Interior's Professional Qualifications Standards* in their respective fields.

	Proposed Scope of Work and Description	*Est. Cost*
1.	Restore cracks in the clinker brick cladding, Clean and repoint lime mortar and cement between the bricks and stone (including house exterior walls, garage, and perimeter walls) *Remove all cracked and broken bricks, replace them with structurally sound bricks that match the existing.* *Examine the existing bed and head joints between the bricks for mortar that has failed and remove and replace the failed mortar only. If the mortar has turned to powder it should be removed to a depth where it has some integrity.* *A sample section of the interior wall in garage and exterior walls will be restored at the beginning of this project to be used as a benchmark for the remaining work.*	$ 60,880.00
2.	Clean and repoint lime mortar and cement between the bricks and stone at the chimney *Includes scaffolding construction to access the chimney and repoint exterior portion above the roof.*	$ 8,800.00

Replace wooden garage doors + windows
Paint wood trim — 14,000
Repair leaking roof garden room — 5000
Repair damaged garden room + ceiling walls - 5000

3.	Reinforce the garage opening and install a steel beam to ensure seismic stability *Engineer, remove and replace the brick above the garage door with a structurally engineered design.*	$ 14,900.00	N/C
4.	Restore backyard paving and front walkway *Demo approximately 370-square feet of existing brick patio including 2-steps and landing and install new brick in pattern including high desert flagstone sections to mimic the existing deck.*	$12,500.00	N/C
5.	Restore/replace deteriorated exterior wood doors *Replace two sets of French doors on the back of the house, matching design, stain, and finish of the existing doors.*	$4,200.00	done
6.	Restore, wax, and touch up interior wood paneling and ceiling beams in the foyer and living room *Hardwax paneling and beams to match existing finish.*	$900.00	N/C
7.	Restore terracotta floor tiles in the bathroom *Replace two cracked tiles to match existing tiles and seal.*	$250.00	done
	Maintenance:		
8.	Install copper plumbing from the street to the house *Replace main water line from meter to house with 1" copper line, trench and refill.*	$2,800.00	done.

RECEIVED
JUL 03 2019
CITY OF SOUTH PASADENA
PLANNING AND BUILDING DEPT

Total investment in Rehabilitation and Maintenance:	**$105,230.00**
Potential Mills Act Property Tax Savings over 10-year period*:	**$51,917.60**
Potential Cost to the City of South Pasadena (10 years):	**$8,306.80**

* This is only a preliminary estimate, tax adjustments are conducted by the Los Angeles County Assessor's Office.

STAMPS & STAMPS

RECEIVED
JUL 03 2015
CITY OF SOUTH PASADEI
PLANNING AND BUILDING D

Mills Act Application, 320 Grand Ave., South Pasadena

Section II: Rehabilitation Plan, Maintenance List

		Proposed Scope of Work	*Year*	
done	1.	Restore cracks in the clinker brick cladding, Clean and repoint lime mortar and cement between the bricks and stone (including house exterior walls, garage, and perimeter walls)	2020	COMPLETE
done	2.	Clean and repoint lime mortar and cement between the bricks and stone at the chimney	2020	COMPLETE
N/C	3.	Reinforce the garage opening and install a steel beam to ensure seismic stability	2020	INCOMPLETE
N/C	4.	Restore backyard paving and front walkway	2021	INCOMPLETE
done	5.	Restore/replace deteriorated exterior wood doors	2029	COMPLETE
N/C	6.	Restore, wax, and touch up interior wood paneling and ceiling beams in the foyer and living room	2029	INCOMPLETE
done	7.	Restore terracotta floor tiles in the bathroom	2029	COMPLETE
		Maintenance:		
done	8.	Install copper plumbing from the street to the house	2029	COMPLETE

348 FAI 7AVENUE
SOUTH PASADE- -ALIFORNIA 91030

STAMPS & STAMPS

RECEIVED
JUL 03 2019
CITY OF SOUTH PASADEN
PLANNING AND BUILDING DE

Mills Act Application, 320 Grand Ave., South Pasadena

Section IV: Historical Property Tax Analysis

(for informational purposes only)*

A: DETERMINE ANNUAL INCOME AND ANNUAL OPERATING EXPENCES:

Gross Income (Monthly Rent x 12) Realtor.com Rent Estimate: $5,104.00	$61,248.00
Less 5% Vacancy & Collection Loss	$3062.40
Effective Annual Income:	$58,185.60
Less Expenses Insurance: $3,312.00 Utilities (gas, electricity, water, trash): $9,312.00 Maintenance: $19,206.00 Management (5% of GI): $3,062.40	$34,892.40
Annual Net Income:	$23,292.20

B: DETERMINE CAPITALIZATION RATE:

2019 Interest Component	4.75%
Historical Property Risk Component	4%
Property Tax Rate	1.02%
Amortization Component (50 years) 0.67*0.02=0.0134	1.34%
Total Capitalization Rate:	11.11% (0.1111)

C: CALCULATE MILLS ACT ASSESSED VALUE:

Annual Net Income / Capitalization Rate	$209,650.77

D: DETERMINE ESTIMATED TAX REDUCTION:

Current Taxes (2018-2019) (Current Assessed Value – 7000) x 0.01	$7,330.20
Less Mills Act Taxes (Mills Act Value x 0.0102)	$2,138.44
Potential Mills Act Property Tax Savings*:	$5,191.76

Annual Cost to City (16%)	$830.68

* This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, tax adjustments are condu[illegible] the Los Angeles County Assessor's Office.

318 FA[illegible] AVENUE
SOUTH PASADE[illegible] ALIFORNIA 94030

Mills Act Progress Report Addendum

Repair leaking roof garden room completed. 2025

Repair water damage garden room repair damaged French doors south side completed.

Replace irrigation system completed.

Repair leaking pipe under house completed.

Remove and replace flooring den completed.

Replace damaged shed door completed.

Paint wooden trim completed. Replace pool filter completed. Replace thermostat.

Repair pool pump connection

Garage ddor

Refin8ish hallway and stairas

Rug hallway and stair

Replace aie conditioner Raymond electrical repair circuit breakers

Raymond electrical replace outdoor lighting

Replace pool cover

Repair leaking roof and paint interior 2019

Repair fireplace garage window

MILLS ACT CONTRACT

1760

This page is part of your document - DO NOT DISCARD

20191341402

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County, California

12/05/19 AT 09:34AM

Pages: 0027

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

201912053290008

00017564508

010341634

SEQ:
01

DAR - Counter (Upfront Scan)

THIS FORM IS NOT TO BE DUPLICATED

E646115

1761

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

12/05/2019
20191341402

MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
320 GRAND AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 27th day of November 2019, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and William and Teresa Sherman ("Owners").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 320 Grand Avenue, South Pasadena, California, Assessor's Parcel Number 5317-040-008 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is identified as City Landmark No. 54 known as the Koebig House, designated a local landmark on December 5, 2018, attached hereto marked "Exhibit B". The English Revival style house featuring high pitched roofs, open gables and dormers, and local stone and bricks. The house was constructed in 1927 and was designed by a nationally known architect, H. Roy Kelley, for an orthopedic surgeon, Walter C.S. Koebig. In February 1929, the house was featured in *House Beautiful* magazine as the winner of the "small house" competition. The magazine described the house as "...has a straightforward simplicity that is very delightful and a beautifully textured wall surface obtained by the use of small pieces of stratified rock, ranging in color from warm buff to brown, and selected brick roughly laid." In 1931, Kelley was appointed by President Hoover to the Presidential Advisory Commission on Home Building. In 1937, *Life* magazine commissioned Kelley to design a "model home for all the nation.";

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on January 1, 2020 and shall remain in effect for a minimum period of ten (10)

years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one year for each anniversary date of the Agreement unless otherwise specific herein.

3. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

4. STANDARDS FOR HISTORIC PROPERTY.

a. Owner shall rehabilitate, preserve and maintain the historically significant characteristics of the Historic Property. Attached hereto, marked as Exhibit "C" and incorporated herein by this reference is a list of those items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property and a timeline for completion, which shall apply to such property throughout the term of this agreement.

b. Owner shall additionally and where necessary, restore and rehabilitate the property according to the rules and regulations of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and the State Historic Building Code and shall maintain the entire property according to minimum standards and conditions, attached hereto, marked as Exhibit "D".

5. LIMITATIONS. Under Section 2.68(b)(1)(C)(iii)–(v), the estimated tax benefit will not be used for: (1) any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty; (2) routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements; (3) work within the interior of a Historic Property unless the Cultural Heritage Commission determines an exception should be made; and (4) landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

6. INSPECTIONS. The Owner shall allow reasonable inspections, by prior appointment given a minimum of at least 24 hours in advance, of the interior and exterior of the Historic Property by representatives of the Historic Property by representatives of the County Assessor, State Office of Historic Preservation, State Board of Equalization and the City, as may be necessary to determine Owner's compliance with the terms and conditions of this agreement.

7. PROVISION OF COMPLIANCE INFORMATION. The owner hereby agrees to furnish the City with any and all information requested by the City which may

be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the owner shall agree to provide to the City on the third anniversary date of this Agreement and every third year thereafter a report describing the preservation tasks that are in progress and have been completed pursuant to this Agreement.

8. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

9. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

In the event of a breach by Owner under the provisions of this agreement, City shall give written notice to Owner by registered or certified mail to the address stated in this agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner

shall hereafter have sixty (60) days within which to cure such breach to the reasonable satisfaction of the City. Upon completion by Owner of the cure of the breach, City shall withdraw its notice of breach.

Should owner not cure such breach within the time period specified above, then City may, without further notice, declare a default under the terms of this agreement and may bring any action necessary to specifically enforce the obligations of Owner arising out of the terms of this agreement, apply to any court, state or federal, for injunctive relief against any violation by Owner or apply for such other relief as may be appropriate. City may at its sole discretion extend the 60-day cure period. Such extension must be in writing.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: William and Teresa Sherman
320 Grand Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Owner or Owner's agent shall record this Agreement in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The City shall provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Date: 11/21/2019

By _____
MAYOR

Attest:

_____
Chief CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Date: 11/20/2019

Date: 11/27/2019

_____
William Sherman, Owner

Date: 11.27.2019

_____
Teresa Sherman, Owner

1769

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 3 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Marina Khubesrian,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is~~/are~~ subscribed to the within instrument and acknowledged to me that ~~he~~/she/~~they~~ executed the same in ~~his~~/her/~~their~~ authorized capacity~~(ies)~~, and that by ~~his~~/her/~~their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature _____ **(Seal)**

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On November 27, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared William Daniel Sherman,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is~~/are~~ subscribed to the within instrument and acknowledged to me that he~~/she/they~~ executed the same in his~~/her/their~~ authorized capacity~~(ies)~~, and that by his~~/her/their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature M. E. Ayala (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On November 27, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Teresa Shaw Sherman,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is~~/are~~ subscribed to the within instrument and acknowledged to me that ~~he~~/she/~~they~~ executed the same in ~~his~~/her/~~their~~ authorized capacity~~(ies)~~, and that by ~~his~~/her/~~their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature M. E. Ayala (Seal)

Exhibit "A"

Grant Deed

1773

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL THIS DEED AND, UNLESS OTHERWISE SHOWN BELOW, MAIL TAX STATEMENTS TO:

NAME MACDONALD, HALSTED & LAYBOURNE
THOMAS CURTISS, JR.
RANDOLPH M. SHARON
ADDRESS 1200 Wilshire Blvd., Ste. 600
CITY & STATE Los Angeles, California 90017
ZIP

Title Order No. Escrow No.

85-1235629

RECORDED IN OFFICIAL RECORDS
RECORDER'S OFFICE
LOS ANGELES COUNTY
CALIFORNIA
21' MIN. PAST. 3 PM. OCT 18 1985

FEE $5 M

SPACE ABOVE THIS LINE FOR RECORDER'S USE

GRANT DEED

The undersigned declares that the documentary transfer tax is $ -0-* and is
☐ computed on the full value of the interest or property conveyed, or is
☐ computed on the full value less the value of liens or encumbrances remaining thereon at the time of sale. The land, tenements or realty is located in
☐ unincorporated area ☒ city of South Pasadena and

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,
WILLIAM D. SHERMAN, M.D. and TERESA SHAW SHERMAN, husband and wife as joint tenants

hereby GRANT(S) to WILLIAM D. SHERMAN, M.D. and TERESA SHAW SHERMAN, husband and wife, as community property

the following described real property in the City of South Pasadena
county of Los Angeles , state of California:

Lot 6 of Tract No. 8445 as per map recorded in Book 94, Page 17 of Maps, in the office of the County Recorder of said County.

RECEIVED
JUL 03 2019
CITY OF SOUTH PASADENA
PLANNING AND BUILDING DEPT

*The Grantors and the Grantees are the same parties, and their proportionate interests in the real property has not changed.

Dated September 19, 1985

WILLIAM D. SHERMAN, M.D.

TERESA SHAW SHERMAN

Exhibit "B"

City Council Resolution for

Landmark Nomination

RESOLUTION NO. 7591

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DESIGNATING 320 GRAND AVENUE, KNOWN AS THE KOEBIG HOUSE, AS A HISTORIC CITY LANDMARK (LANDMARK NUMBER 54)

WHEREAS, Section 2.62 of the South Pasadena Municipal Code, Ordinance No. 2315 ("Cultural Heritage Ordinance") authorizes the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as Landmarks; and

WHEREAS, on April 5, 2018, the Planning Division received an application for Landmark designation for the Historic home located at 320 Grand Avenue, historically known as the "Koebig House"; and

WHEREAS, on April 19, 2018, at the regularly scheduled CHC meeting, the CHC reviewed the request of Landmark Designation and appointed the Landmark Subcommittee ("Subcommittee") with two Commission members; and

WHEREAS, on May 15, 2018, the Subcommittee met with the property owners at the subject site to tour the property; and

WHEREAS, on August 8, 2018, the Subcommittee formalized their findings and notified Staff of their request to carry the Landmark nomination to the full CHC for the Commission's formal vote on the recommendation to City Council for Designation; and

WHEREAS, on September 20, 2018, the CHC formalized their recommendation to the City Council for designation of the Koebig House as a City Landmark by a unanimous vote of 4-0, with one CHC member absent; and

WHEREAS, on October 4, 2018, the CHC provided notice to the City Council via the City's Clerk's office of the Commission's formal recommendation to have the Koebig House designated as a City Landmark by the City Council of South Pasadena; and

WHEREAS, on October 17, 2018, the City Council of the City of South Pasadena held a duly noticed regularly scheduled meeting to set a date certain for the public hearing of the Landmark Designation at the regularly scheduled City Council Meeting on December 5, 2018.

WHEREAS, on December 5, 2018, the City Council of South Pasadena held a duly noticed regularly scheduled meeting to provide a public hearing and receive public testimony on the proposed Landmark Designation of the Koebig House located at 320 Grand Avenue.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. That the above recitals are all true and correct.

SECTION 2. The City Council has determined that the criteria standards as outlined in the Cultural Heritage Ordinance, Section 2.63(B), have been satisfactorily met for the eligibility of Landmark listing based upon the recommendation of applicable criteria by the Cultural Heritage Commission:

3. **Its identification (such as the residence, ownership, or place of occupation, etc.) with a person, persons or groups who significantly contributed to the culture and development of the City, State, or United States.**
   The original owner of the home was Dr. Walter C.S. Koebig. Dr. Koebig was a noted orthopedic surgeon in California in the first half of the 20th century. Among his accomplishments, he held a prominent position in the state health and development department of physical training work in the schools, and was the head of the corrective work in the Los Angeles City Schools.

4. **Its exemplification of a particular architectural style of an era of history of the City.**
   While there are several other homes on South Grand Avenue designed in the Tudor Revival style, the Koebig House is singular in its brick construction and evocation of and English Cotswold Cottage located on a slightly raised site. These characteristics cause the home to, literally and figuratively, rise above the other 1920s period revival homes in the neighborhood.

6. **Its identification as the work of a person or persons whose work has influenced the heritage of the City, the State, or the United States.**
   The Koebig House was designed by H. Roy Kelly, whom had a long, award-winning career as an architect based in Southern California. Kelley's design for this house captured first place in House Beautiful magazine's first "small house" competition in 1929. He served on the architectural advisory board of Good Housekeeping magazine from 1931 to 1938 and was commissioned by Life magazine in 1937 to design a model home for the entire nation. Kelley served on the architectural advisory committees for the Bel-Air Estates and the Palos Verdes Estates and in 1931 he was appointed to the Presidential Advisory Commission on

Home Building by Herbert Hoover. His work helped popularize ranch-style and mid-century modern homes in the West.

7. **Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, detail, materials, or craftsmanship.**
Both inside and out, the Koebig House exhibits thoughtful attention to architectural design, detail, materials, and craftsmanship. The placement of bricks and clinkers making up the exterior facades of the home was carefully considered to maximize the charm, character and texture of the house. This attention to detail was continued in the construction of the rear patio, planter beds and retaining walls, as well as the decorative wrought iron gates and original light fixtures. The home features rarely seen details such as the vertically placed "combers" over the upper windows and the oriel window with its leaded glass consisting of diamond-shaped lights. Use of quality materials, attention to detail and outstanding workmanship are apparent on the home's interior as well. In the foyer and living room, original dark mahogany paneling and "hand adzed" (chilled) ceiling beams are intact, as are much of the original tile and fixtures in the bathrooms.

SECTION 3. The City Council considered the designation criteria contained in the Cultural Heritage Ordinance and makes the following findings as required in Section 2.63(A) based upon the recommendation of the Cultural Heritage Commission:

a. **That the designation of Landmark or Historic District is consistent with one or more of the purposes set forth in Section 2.58B; and**
Designation of the Koebig House as a city landmark is consistent with the purpose of the Cultural Heritage Ordnance in that it will preserve, maintain, and safeguard the city's heritage and character as embodied and reflected in the site and structures that serve as significant reminders of the city's social, educational, cultural and architectural history; encourage maintenance and preservation of areas that are associated with a historic event, activity, or persons that contribute to the historic character of landmarks and historic structures; preserve diverse and harmonious architectural styles, reflecting phases of the city's history; and encourage public knowledge, understanding, and appreciation of our cultural and environmental heritage. Therefore this finding can be made.

b. **That the Landmark or Historic District meets one or more of the criteria for designation listed in Section 2.63(B); and**
The proposed landmark meets criteria 3, 4, 6 and 7 for landmark designation listed in subsection 2.63(b) of the South Pasadena Municipal Code. Therefore, this finding can be made.

c. **That the Landmark or Historic District possesses Historic Integrity of Location, design, setting, materials, workmanship, feeling, or association.**
The proposed landmark exhibits a high degree of integrity, as it has had only minimal alterations since its construction 90 years ago. Therefore, this finding can be made.

SECTION 4. Based on the evidence presented in the Staff Report, testimony received during the public hearing, minutes, other records of proceeding, and its findings herein, the City Council hereby approves the designation of 320 Grand Avenue, historically known as the Koebig House, as official Historic Landmark Number 54.

SECTION 5. That this Resolution shall take effect immediately upon its adoption.

SECTION 6. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 5th day of December, 2018.

Richard D. Schneider, M.D., Mayor

ATTEST:

Evelyn G. Zneimer, City Clerk
(seal)

APPROVED AS TO FORM:

Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 5th day of December, 2018, by the following vote:

AYES: Cacciotti, Joe, Khubesrian, Mahmud, and Mayor Schneider

NOES: None

ABSENT: None

ABSTAINED: None

Evelyn G. Zneimer, City Clerk
(seal)

Exhibit "C"

Proposed Restoration Work Plan

&

Financial Analysis

1781

STAMPS & STAMPS

RECEIVED
JUL 0 8 2019
CITY OF SOUTH PASADEI
PLANNING AND BUILDING D

Mills Act Application, 320 Grand Ave., South Pasadena

Section II: Rehabilitation Plan, Maintenance List

	Proposed Scope of Work	*Year*
1.	Restore cracks in the clinker brick cladding, Clean and repoint lime mortar and cement between the bricks and stone (including house exterior walls, garage, and perimeter walls)	2020
2.	Clean and repoint lime mortar and cement between the bricks and stone at the chimney	2020
3.	Reinforce the garage opening and install a steel beam to ensure seismic stability	2020
4.	Restore backyard paving and front walkway	2021
5.	Restore/replace deteriorated exterior wood doors	2029
6.	Restore, wax, and touch up interior wood paneling and ceiling beams in the foyer and living room	2029
7.	Restore terracotta floor tiles in the bathroom	2029
	Maintenance:	
8.	Install copper plumbing from the street to the house	2029

348 FAI 7AVENUE
SOUTH PASADE- -ALIFORNIA 91030

STAMPS & STAMPS

RECEIVED
JUL 03 2019
CITY OF SOUTH PASADEN
PLANNING AND BUILDING DE

Mills Act Application, 320 Grand Ave., South Pasadena

Section III: Cost Estimate of Rehabilitation/Maintenance Plan

All work efforts described in these plans will be carried out in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties.* Architects and/or contractors leading work efforts will have demonstrated historic preservation experience and will meet the *Secretary of the Interior's Professional Qualifications Standards* in their respective fields.

	Proposed Scope of Work and Description	*Est. Cost*
1.	Restore cracks in the clinker brick cladding, Clean and repoint lime mortar and cement between the bricks and stone (including house exterior walls, garage, and perimeter walls) *Remove all cracked and broken bricks, replace them with structurally sound bricks that match the existing.* *Examine the existing bed and head joints between the bricks for mortar that has failed and remove and replace the failed mortar only. If the mortar has turned to powder it should be removed to a depth where it has some integrity.* *A sample section of the interior wall in garage and exterior walls will be restored at the beginning of this project to be used as a benchmark for the remaining work.*	$ 60,880.00
2.	Clean and repoint lime mortar and cement between the bricks and stone at the chimney *Includes scaffolding construction to access the chimney and repoint exterior portion above the roof.*	$ 8,800.00

3.	Reinforce the garage opening and install a steel beam to ensure seismic stability *Engineer, remove and replace the brick above the garage door with a structurally engineered design.*	$ 14,900.00
4.	Restore backyard paving and front walkway *Demo approximately 370-square feet of existing brick patio including 2-steps and landing and install new brick in pattern including high desert flagstone sections to mimic the existing deck.*	$12,500.00
5.	Restore/replace deteriorated exterior wood doors *Replace two sets of French doors on the back of the house, matching design, stain, and finish of the existing doors.*	$4,200.00
6.	Restore, wax, and touch up interior wood paneling and ceiling beams in the foyer and living room *Hardwax paneling and beams to match existing finish.*	$900.00
7.	Restore terracotta floor tiles in the bathroom *Replace two cracked tiles to match existing tiles and seal.*	$250.00
	Maintenance:	
8.	Install copper plumbing from the street to the house *Replace main water line from meter to house with 1" copper line, trench and refill.*	$2,800.00
	Total investment in Rehabilitation and Maintenance:	**$105,230.00**
	Potential Mills Act Property Tax Savings over 10-year period*:	**$51,917.60**
	Potential Cost to the City of South Pasadena (10 years):	**$8,306.80**

RECEIVED
JUL 03 2019
CITY OF SOUTH PASADENA
PLANNING AND BUILDING DEPT

* This is only a preliminary estimate, tax adjustments are conducted by the Los Angeles County Assessor's Office.

STAMPS & STAMPS

RECEIVED
JUL 03 2019
CITY OF SOUTH PASADEN
PLANNING AND BUILDING DE

Mills Act Application, 320 Grand Ave., South Pasadena

Section IV: Historical Property Tax Analysis

(for informational purposes only)*

A: DETERMINE ANNUAL INCOME AND ANNUAL OPERATING EXPENCES:

Gross Income (Monthly Rent x 12) **Realtor.com Rent Estimate: $5,104.00**	**$61,248.00**
Less 5% Vacancy & Collection Loss	**$3062.40**
Effective Annual Income:	**$58,185.60**
Less Expenses **Insurance: $3,312.00** **Utilities (gas, electricity, water, trash): $9,312.00** **Maintenance: $19,206.00** **Management (5% of GI): $3,062.40**	$34,892.40
Annual Net Income:	**$23,292.20**

B: DETERMINE CAPITALIZATION RATE:

2019 Interest Component	**4.75%**
Historical Property Risk Component	**4%**
Property Tax Rate	**1.02%**
Amortization Component (50 years) **0.67*0.02=0.0134**	1.34%
Total Capitalization Rate:	**11.11% (0.1111)**

C: CALCULATE MILLS ACT ASSESSED VALUE:

Annual Net Income / Capitalization Rate	**$209,650.77**

D: DETERMINE ESTIMATED TAX REDUCTION:

Current Taxes (2018-2019) (Current Assessed Value – 7000) x 0.01	**$7,330.20**
Less Mills Act Taxes (Mills Act Value x 0.0102)	**$2,138.44**
Potential Mills Act Property Tax Savings*:	**$5,191.76**

Annual Cost to City (16%)	**$830.68**

* This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, tax adjustments are conducted by the Los Angeles County Assessor's Office.

348 FAIRVIEW AVENUE
SOUTH PASADENA, CA 9030

320 Grand Avenue, Letter of Intent for the Mills Act Application

ATTACHMENT



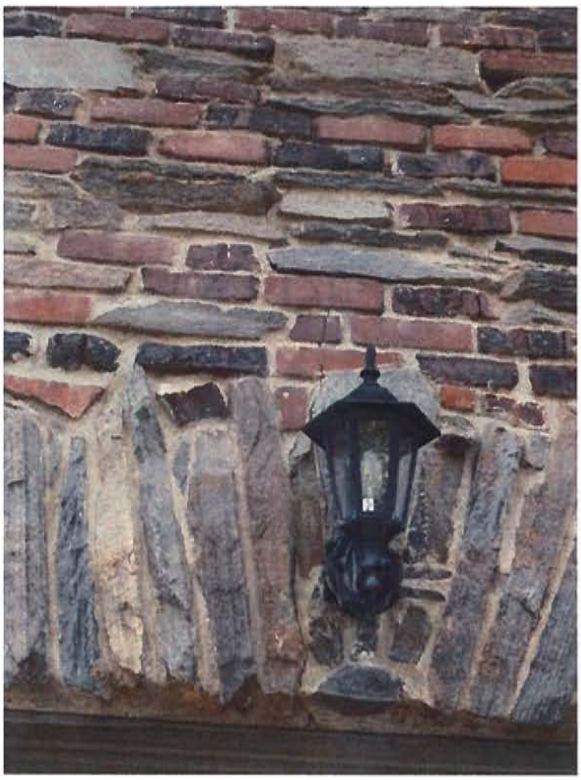


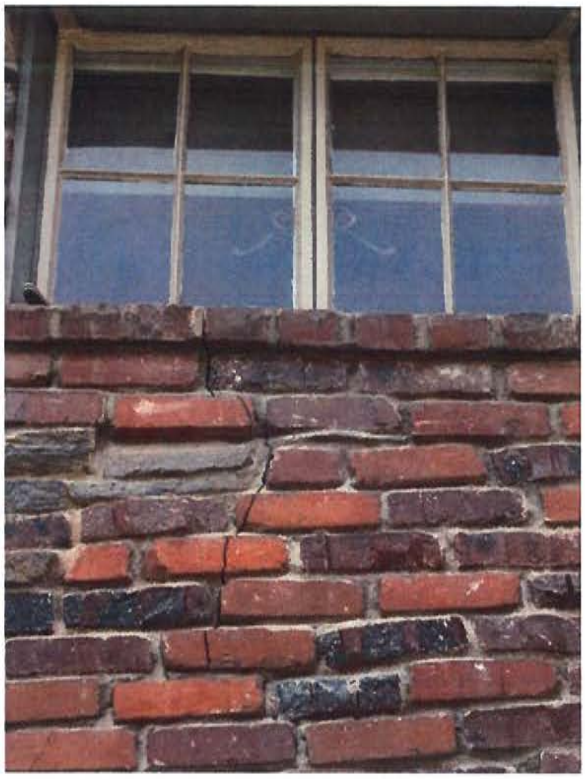


Backyard paving to be restored

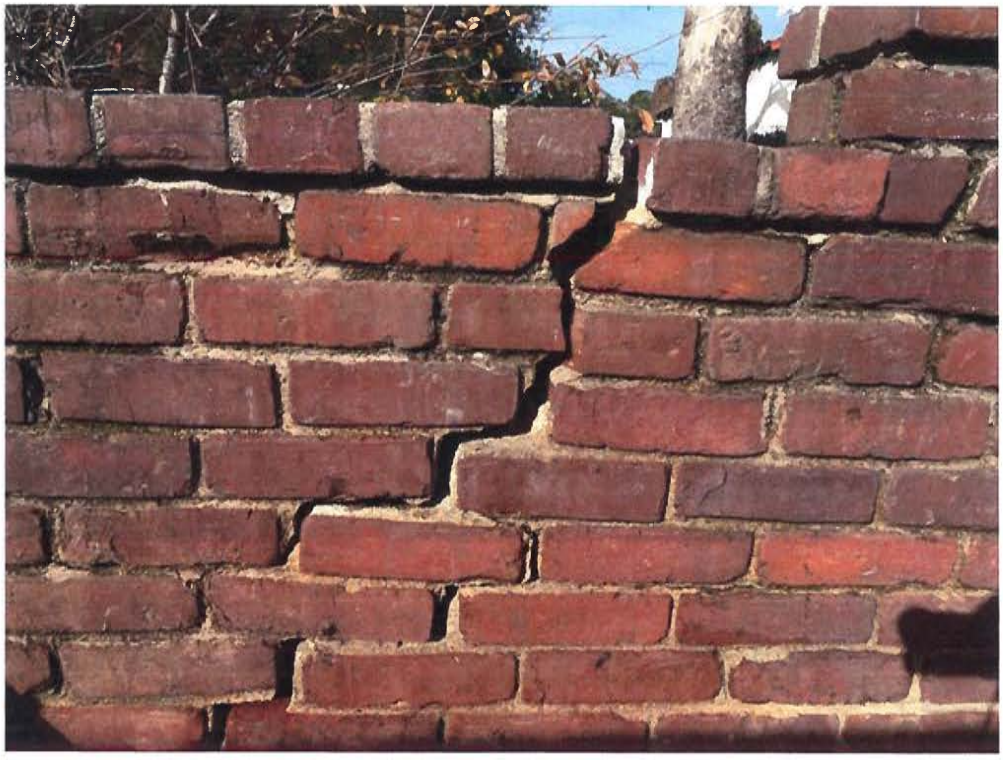


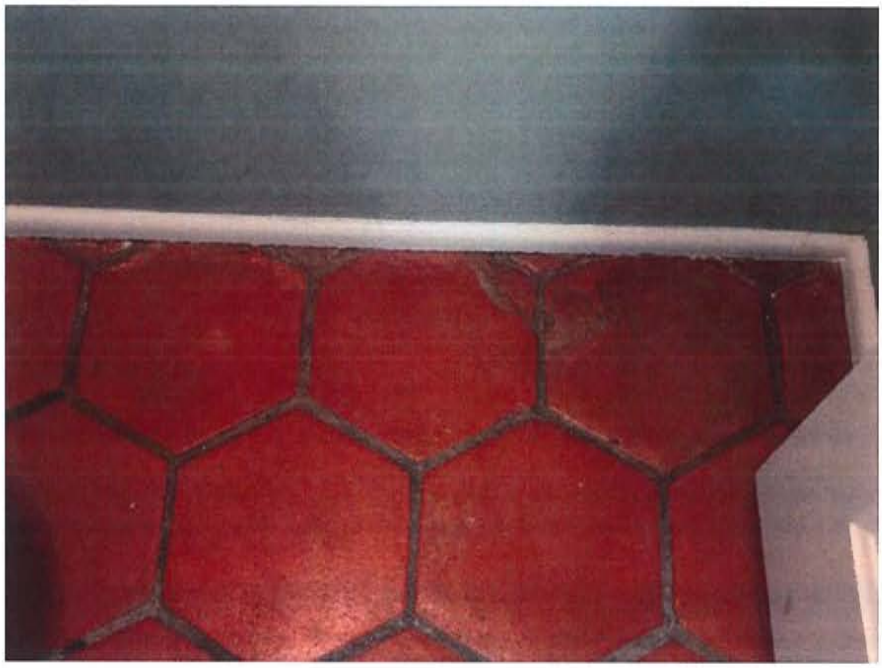
Garage opening beam to be reinforced





Cracks on the walls to be restored and mortar to be cleaned and repointed





Terracotta floor tiles to be repaired



Wood paneling to be restored and waxed

Exhibit "D"

Standards for Rehabilitation

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

209 Beacon Avenue

2025 PROGRESS REPORT

March 24, 2025

City of South Pasadena
Community Development Department
1414 Mission Street
South Pasadena, CA 91030
Attn: Tatianna Marin

Re: Mills Act Progress Report for 209 Beacon Ave.

Dear Ms. Marin,

Thank you for your March 3, 2025 letter requesting a progress report for our Mills Act property located at 209 Beacon Avenue. Since we assumed ownership of the property in March 2021, we have undertaken the following work in accordance with our Mills Act contract:

1. <u>Roof system repairs and waterproofing:</u>
   a. In connection with purchasing the house in 2021, we conducted a roof inspection in addition to the general inspection, which included the roof.

   b. In 2021 we undertook a general roof overhaul in line with the above inspections including:
      i. Replacing transition areas of flat roof sections where we were told there had been previous water intrusion.

Before:



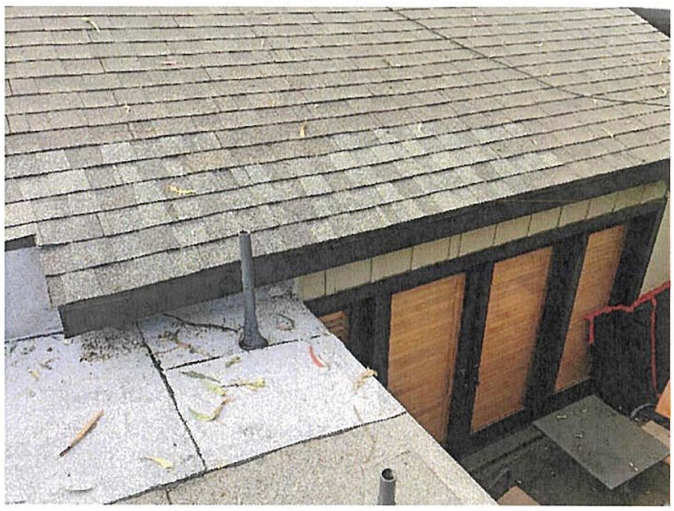
After:



      ii. Replacing the shingles to 'tie into' the new flat roof sections.

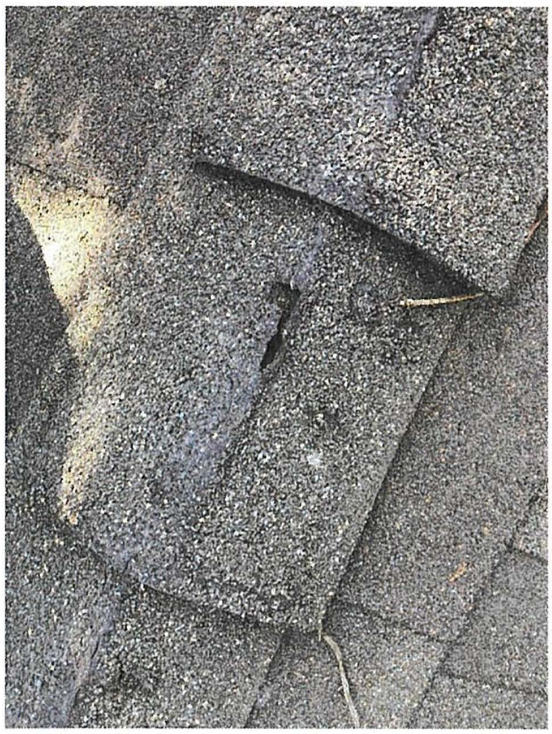
Before:
(Unfortunately we do not have a Before photo for this work)

After:



iii. Installing all new shingles along the hip and ridge caps of the roof.

Before:



After:



iv. Replacing siding and torch down around chimneys.

Before:

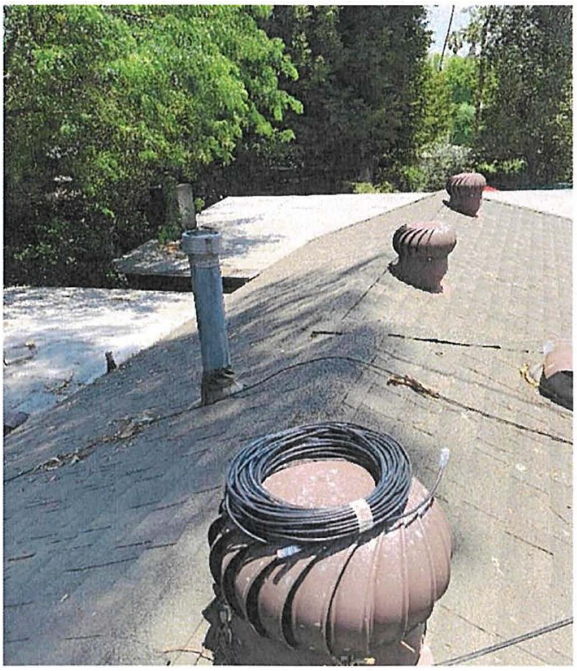


After:

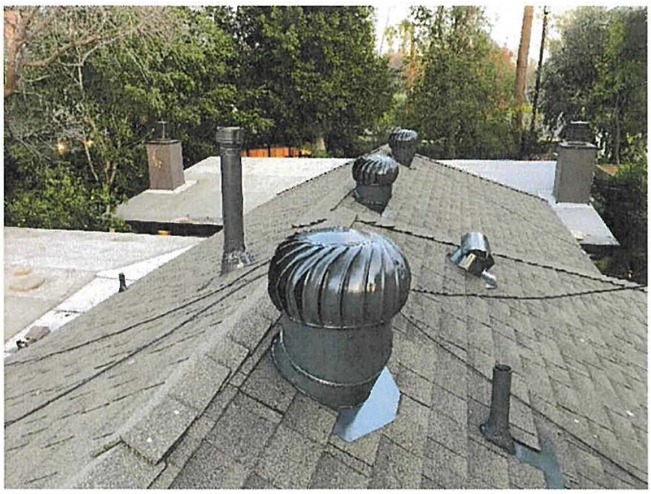


v. Resealed/repainted pipes, vents with weather proof paint.

Before:



After:

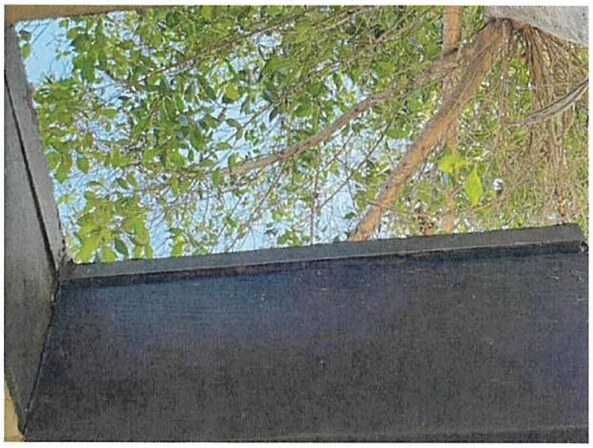


vi. Replacing 3 feet of damaged drip edge in studio.

Before:

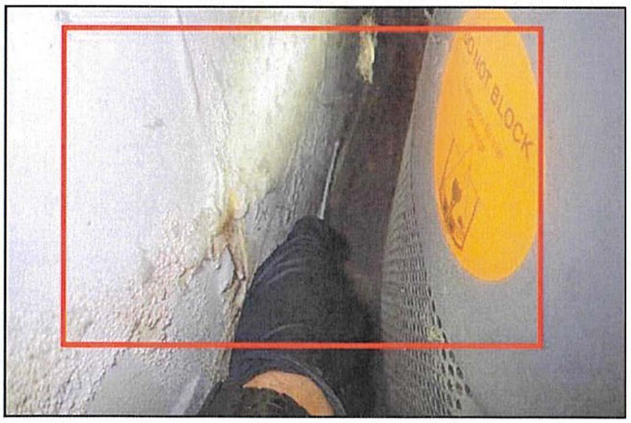


After:

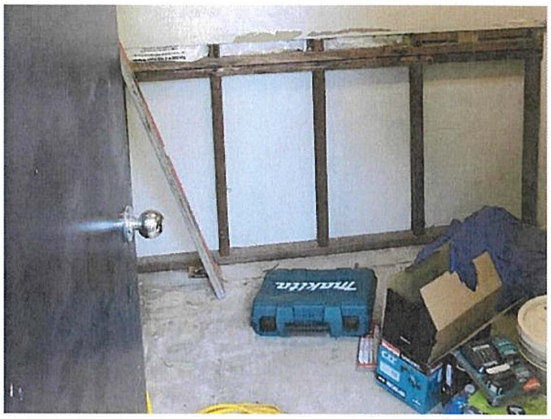


c. *Mold remediation in laundry room*. In connection with purchasing the house in 2021, we had the property mold-tested, and mold was discovered in the laundry room. No other mold was detected, including in any of the bedrooms. We engaged a mold remediation company to remove the mold in the laundry room (air scrubbing, HEPA vacuuming, drywall removal, applying anti-microbial agents, etc.). A separate service was engaged to mold test after the remediation, and the test came back clean. We also fixed the leak in the master shower which may have caused the water damage/mold problem in the laundry room.

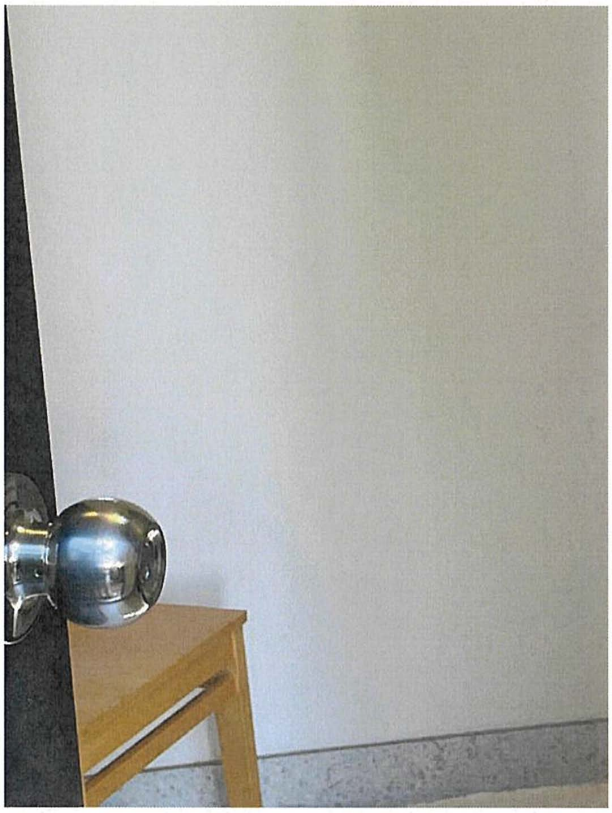
Before:



After:



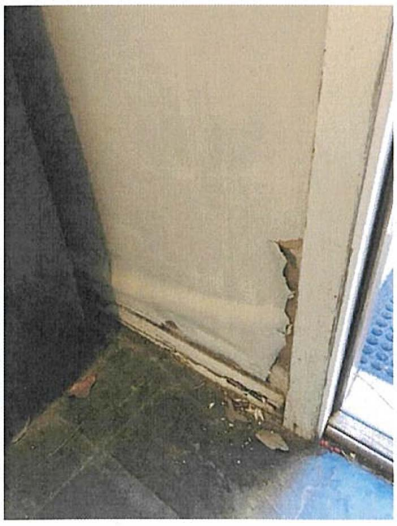
And After:



d. *Mitigating water intrusion; site drainage improvements and moving water away from the foundation*.

   i. In 2021 we waterproofed the laundry room, including replacing old plywood and stucco paper with in-kind material as well as adding new flashing and waterproofing material. See 1.c. above for photos. Additionally:

Before:

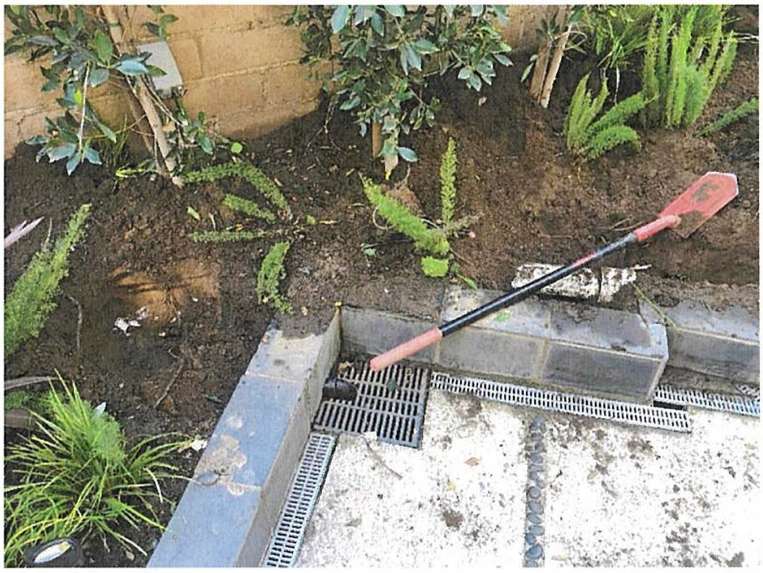


After:



ii. In 2021 we added a French drain on the south side outside of the laundry room to catch water from the patio. (Unfortunately we do not have photos of the French drain.)

iii. In 2021 we replaced the broken sump pump on the south side of the property that helps carry water from the drainage system to the street.



iv. In 2023, we re-sloped the ground of the patio outside the laundry room so that water would flow away from the house. We used slate tile to match the existing patio and fixed broken slate tile where needed on the south side of the property.

Before:



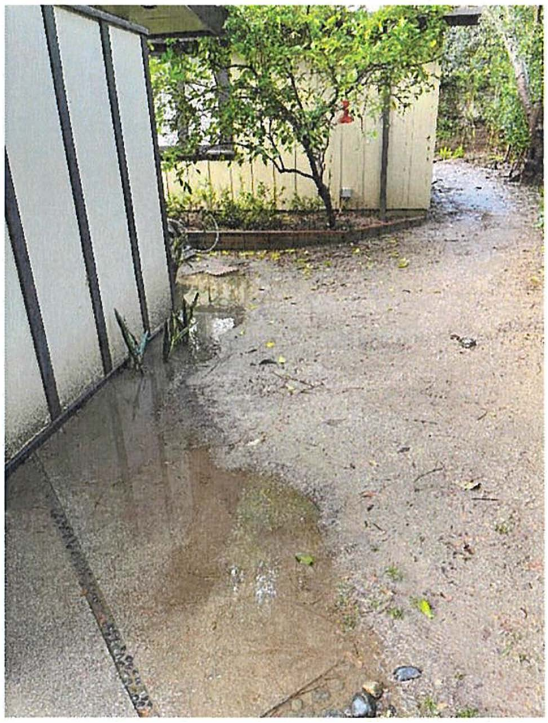
After:



v. We spoke to multiple contractors about mitigating water intrusion into the house. In 2024, we engaged a plumber to hydrojet and camera all existing drainage to remove blockages.

vi. We then hired a contractor and based on their recommendations, we re-sloped the ground on the north and west sides of the house so that water now moves away from the building.

Before:
The water would flow towards the house.



After:
Water now flows away from the house and towards the drainage.

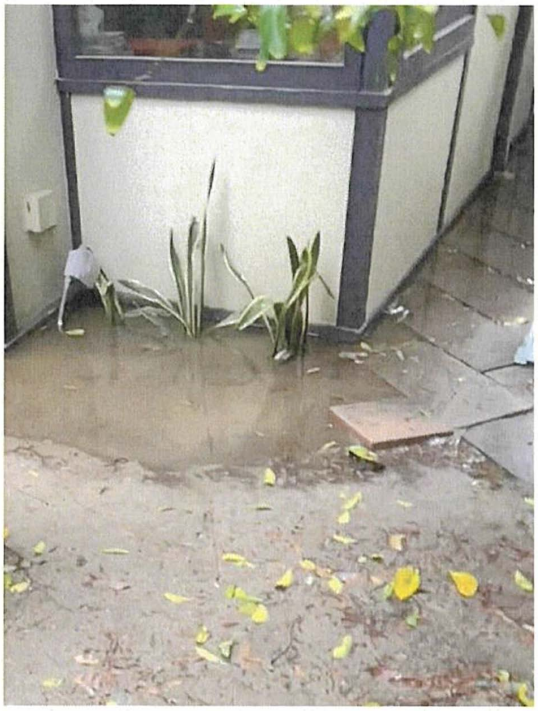


vii. We removed or capped existing sprinklers along the side of the house outside of the bedrooms as they were spraying water onto the wood of the house and the foundation.

viii. We added a new drainage system to tie into existing drainage all along the north and west side of the house, including adding additional pipes, trench drains, and catch basins.

Before:

Again, water flowed towards the house.



After:

Sample photo of pipes underground, before dirt was replaced.



And After:

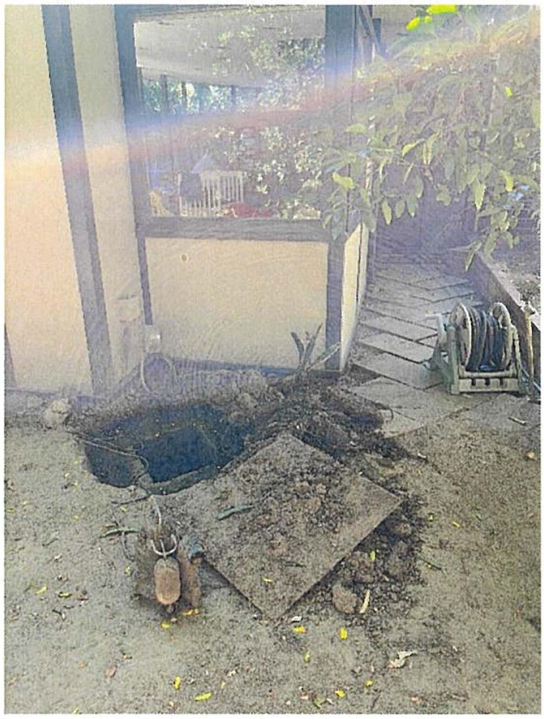


And After (note dry gravel by house):

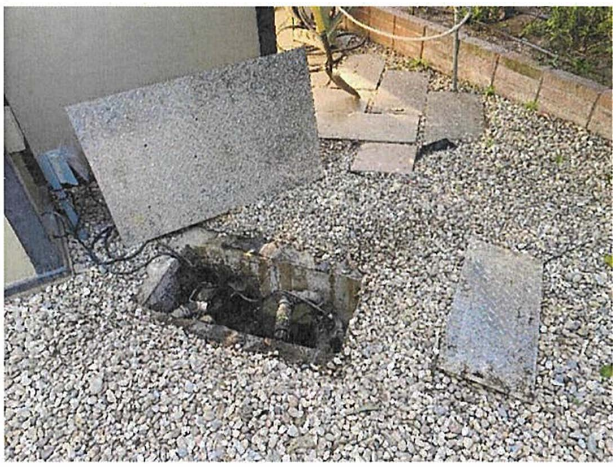


ix. We also discovered a broken sump pump and drainage pit on the north side of the house which we replaced and expanded, respectively, and now it successfully takes water away from the house.

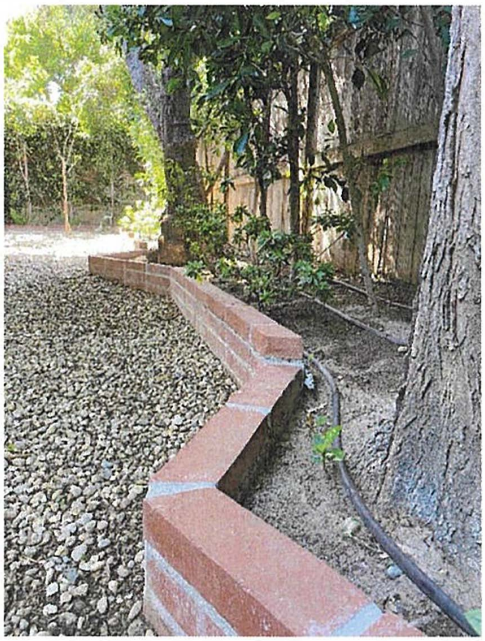
Before:



After:



x. We added a low brick wall around the edge of the north side of the yard (matching the style and materials of the existing planter) to reduce water flow during storms and help with the drainage.



2. Termite inspections/mitigation – In connection with purchasing the house in 2021, we did a termite inspection and discovered the presence of termites. We had the house tented and fumigated. To the extent that there was termite damage on the sheathing, starter boards and eaves we repaired it with in-kind materials. The previous owners had already done the bulk of this work, replacing termite-damaged sheathing, starter boards and eaves where needed, as well as repairing the interior spaces affected by water intrusion and repainting (as noted in the Rebecca Thompson report dated March 9, 2021 (the "2021 Chair Report")).

3. Roof inspections and repairs as needed - Since purchasing the house, we've had the roof inspected:
   a. After the extreme rainfall of the 2022-23 winter season we hired a roofing contractor to do another inspection. He did patching for the main house and studio where he found issues. (We had multiple contractors come out).
   b. In Feb 2024, the roofing contractor came out again to inspect the roof in the studio and patch around the skylight.

4. Paint inspection and repairs as needed:
   a. We repaired the cladding/siding along the patio outside of the laundry room in 2023, both along the wall with the doorway and the wall with the electricity panel, using in-kind materials for the wood and color-matching the paint. We also fixed the obvious join that Chair Thompson had flagged in the 2021 Chair Report.

Before:



After:



5. Landscape/foliage removal and management –
   a. In 2021, prior to moving in, we removed the overgrown vines that had been allowed to completely cover the back side of the house and part of the roof. Since then we have kept these vines away from the building.

   b. In 2021, we repaired the hardscaping on the driveway, adding missing wood (matching the existing wood) in between the hardscaping:

Before:



After:



Before (close up):



After (close up):

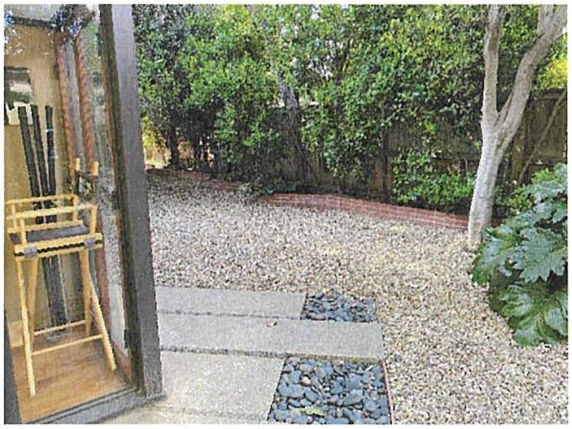


   c. We engage a weekly landscaping service to remove debris, prune foliage, etc.

d. In 2021 we engaged the services of a tree trimming company to do a trim of the large Eucalyptus tree in the rear of the property.

e. In 2024, we converted sprinklers to drip irrigation in the planter outside of one of the bedrooms, in front of the studio and by the dining room to keep sprinklers from spraying water on the wood by the house and studio. We replaced the sprinklers along the north side of the property with drip irrigation as well for water conservation and in the case of the agaves by the dining room, to better support those plants that need less water.

f. In 2024 we also added gravel around the north and east side of the property to replace the lawn and reduce water usage, as well as help water drain away and limit dirt flowing into the drainage system.



Sincerely,
Yvonne Shay and Nick Towle

SUMMARY OF COMPLETED WORK

Section II Schedule and Reporting System

	Project	Year
✓	1. Main House & Studio: Roof system repairs and waterproofing	2020
✓	2. Main House & Studio: Carpentry/Repairs to wood features and repainting	2021
Incomplete	3. Main House: Repairs/reconstruction of north elevation door and wood screen	2023
Incomplete	4. Studio: Geotechnical Stabilization to corner of Studio	2025
✓	5. Maintenance: Termite inspections/mitigation (Primary residence and Studio)	Annual inspection
✓	6. Maintenance: Roof inspections and repairs as needed (Primary residence and Studio)	Triannual inspection
✓	7. Maintenance: Paint inspection and repairs as needed (Primary residence and Studio)	Triannual inspection

Noncapitalized/As Needed Repairs:

✓	1. Landscaping/foliage removal and management	Ongoing

Reporting Schedule

The property owners of the Smith/Wilson Residence will provide annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and COAs (if required).

MILLS ACT CONTRACT

1808

This page is part of your document - DO NOT DISCARD

20191362619

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County,
California

12/09/19 AT 04:22PM

Pages:
0025

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

201912093290036

00017586037

010351860

SEQ:
01

DAR - Counter (Upfront Scan)

THIS FORM IS NOT TO BE DUPLICATED

E646585

1809

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030



MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
209 BEACON AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 27th day of November 2019, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Mark and Gail Wilson ("Owners").

WILSON

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 209 Beacon Avenue, South Pasadena, California, Assessor's Parcel Number 5317-006-001 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is identified as City Landmark No. 52 known as the Whitney R. Smith House and Studio, designated a local landmark on April 20, 2011, attached hereto marked "Exhibit B". The Smith Residence and Studio represents one of South Pasadena's outstanding Mid-Century Modern homes, as well as the post-World War II quest by modern architects to redefine the ideal contemporary home. The house was constructed in circa 1900 as a hipped-roof garage that was converted to a guesthouse circa 1907. In 1936, Whitney Rowland Smith and his wife Virginia purchased the guesthouse and began expanding it to a three-bedroom Mid-Century Modern style home. In keeping with the principle of Mid-Century Modern design, the home was designed with a high degree of indoor-outdoor integration. The current-day landscape retains a variety of mature trees dating to the early 20th century, as well as an outdoor fireplace/incinerator, located in the lot's southeast corner, which dates to circa 1900. The home served as Smith's principal residence until his retirement circa 1988, after 50 years of architectural practice in Southern California;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on January 1, 2020 and shall remain in effect for a minimum period of ten (10)

years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one year for each anniversary date of the Agreement unless otherwise specific herein.

3. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

4. STANDARDS FOR HISTORIC PROPERTY.

a. Owner shall rehabilitate, preserve and maintain the historically significant characteristics of the Historic Property. Attached hereto, marked as Exhibit "C" and incorporated herein by this reference is a list of those items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property and a timeline for completion, which shall apply to such property throughout the term of this agreement.

b. Owner shall additionally and where necessary, restore and rehabilitate the property according to the rules and regulations of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and the State Historic Building Code and shall maintain the entire property according to minimum standards and conditions, attached hereto, marked as Exhibit "D".

5. LIMITATIONS. Under Section 2.68(b)(1)(C)(iii)–(v), the estimated tax benefit will not be used for: (1) any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty; (2) routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements; (3) work within the interior of a Historic Property unless the Cultural Heritage Commission determines an exception should be made; and (4) landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

6. INSPECTIONS. The Owner shall allow reasonable inspections, by prior appointment given a minimum of at least 24 hours in advance, of the interior and exterior of the Historic Property by representatives of the Historic Property by representatives of the County Assessor, State Office of Historic Preservation, State Board of Equalization and the City, as may be necessary to determine Owner's compliance with the terms and conditions of this agreement.

7. PROVISION OF COMPLIANCE INFORMATION. The owner hereby agrees to furnish the City with any and all information requested by the City which may be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the owner shall agree to provide to the City on the third anniversary date of this Agreement and every third year thereafter a report describing the preservation tasks that are in progress and have been completed pursuant to this Agreement.

8. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

9. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

In the event of a breach by Owner under the provisions of this agreement, City shall give written notice to Owner by registered or certified mail to the address stated in

this agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner shall hereafter have sixty (60) days within which to cure such breach to the reasonable satisfaction of the City. Upon completion by Owner of the cure of the breach, City shall withdraw its notice of breach.

Should owner not cure such breach within the time period specified above, then City may, without further notice, declare a default under the terms of this agreement and may bring any action necessary to specifically enforce the obligations of Owner arising out of the terms of this agreement, apply to any court, state or federal, for injunctive relief against any violation by Owner or apply for such other relief as may be appropriate. City may at its sole discretion extend the 60-day cure period. Such extension must be in writing.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Mark and Gail Wilson
209 Beacon Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Owner or Owner's agent shall record this Agreement in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The City shall provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Date: 11/21/2019

By: _____
MAYOR

Attest:

_____
Chief CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Date: 11/20/2019

Date: 11/27/19

_____
Mark Wilson, Owner

Date: 11/27/19

_____
Gail Wilson, Owner

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 3, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Marina Khubesrian,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is/~~are~~ subscribed to the within instrument and acknowledged to me that ~~he~~/she/~~they~~ executed the same in ~~his~~/her/~~their~~ authorized capacity~~(ies)~~, and that by ~~his~~/her/~~their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature M. E. Ayala (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On November 27, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Mark David Wilson.,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is~~/are~~ subscribed to the within instrument and acknowledged to me that he~~/she/they~~ executed the same in his~~/her/their~~ authorized capacity~~(ies)~~, and that by his~~/her/their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2140948
My Comm. Expires Apr 14, 2020

Signature M. Elva Ayala (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On November 27, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Gail Christine Wilson,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is/~~are~~ subscribed to the within instrument and acknowledged to me that ~~he/~~she/~~they~~ executed the same in ~~his~~/her/~~their~~ authorized capacity~~(ies)~~, and that by ~~his/~~her/~~their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature M. Elva Ayala (Seal)

Exhibit "A"

Legal Description

Legal Description

Property: 209 Beacon Avenue, South Pasadena, CA 91030

The South 63 feet of the East 122 1/2 feet of Lot 12 of AD. Porters Subdivision of Part of Porter Green Tract, in Division "G" of Lands of San Gabriel Orange Grove Association in the City of South Pasadena, Los Angeles County, California, as per map recorded in Book 14, Page 97 of Miscellaneous records, in the office of the Los Angeles County Recorder, California.

Assessor's Parcel Number 5317-006-001

Exhibit "B"

City Council Resolution for

Landmark Designation

RESOLUTION NO. 7155

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DESIGNATING THE WHITNEY R. SMITH HOUSE AND STUDIO AT 209 BEACON AVENUE A CULTURAL HERITAGE LANDMARK (LANDMARK NO. 52)

WHEREAS, Section 2.62 of the South Pasadena Municipal Code, Ordinance No. 2004 ("Cultural Heritage Ordinance"), authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as landmarks; and

WHEREAS, a landmark nomination form and report ("the nomination") was prepared by architectural historian and preservation consultant, Deborah Howell-Ardila and has been submitted to the Commission for consideration of the Whitney R. Smith House and Studio located at 209 Beacon Avenue ("the property") as a local landmark; and

WHEREAS, on February 17, 2011, the Commission reviewed the nomination and initiated the landmark designation process; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it visited the site, attempted diligently and in good faith to meet with the property owner, mailed notices, held a duly noticed public hearing, and received public comment; and

WHEREAS, the Commission found that the research and documentation contained in the nomination amply demonstrate the qualifications of the property to be a designated landmark; and

WHEREAS, on March 17, 2011, the Commission held a public hearing and voted to forwarded its recommendation to the City Council; and

WHEREAS, on April 20, 2011, the City Council held a public hearing on the proposed designation and received public testimony.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council considered the designation criteria contained in the Cultural Heritage Ordinance and makes the following findings:

1. ***The City Council finds that this resource is identified with a person whose work has influenced the heritage of the city, the State of California and the United States;***

During a career spanning more than five decades, Whitney R. Smith designed dozens of commissions throughout Southern California, for which he earned numerous local and national awards and mentions. Several projects illustrate particularly well Smith's career-long objective of combining modern design, meticulous craftsmanship, planning (on the level of the neighborhood as well as the site), and landscape architecture in all projects, regardless of scale or budget. By the early 1940s and throughout the post World War II era, Smith's many commissions were widely published and praised in national architectural periodicals as well as shelter magazines, including: *Arts and Architecture, Progressive Architecture, Architectural Record, Architectural Forum, New York Times, Los Angeles Times, Sunset Magazine, House and Garden, Better Homes and Gardens.*

Smith's commissions through the years reflects the significance of his contribution to the emergence of Southern Californian modernism including: the Unitarian Church in Pasadena, civic centers in Santa Ana and Buena Park, the San Luis Obispo Mission Plaza, the North Campus Student Union and Canyon Recreation Center at UCLA, Westridge School in Pasadena, the Central Power Building at the California Institute of Technology, tract housing in Reseda, the Mutual Housing Cooperative in Crestwood Hills, as well as many other commercial, civic, educational, and industrial commissions, and numerous residential projects, from the well-designed Minimum House, tailored to the restraints of a small urban lot, to large-scale custom-made homes.

2. ***The City Council finds that this resource is identified as the work of a person or persons whose work has influenced the heritage of the city, the state and the United States;***

Whitney R. Smith applied the same design principles he used in all of his projects, and are reflected in his residence and studio at 209 Beacon Avenue consisting of: quality materials, simply treated; exquisite craftsmanship and detailing; integration with the outdoors and site-specific planning; total design, including planning and landscaping; and a unique interpretation of the modern design, filtered through regional identity and precedent.

3. ***The City Council finds that this resource is the embodiment of elements of outstanding attention to architectural design, engineering, detail design, materials and craftsmanship.***

The Whitney R. Smith Residence and Studio represent outstanding and historically significant examples of Mid-Century Modernism in South Pasadena. Part of this movement, as seen in the Smith Residence, included the use of an open plan, designed specifically for the "servantless" family; expandability, as the family and its budget grew; complete integration with and focus toward the outdoors; and aesthetic effect achieved through the use of good, simply treated materials and a high level of attention to detail and craftsmanship. 209 Beacon Avenue reflects Smith's innovative proposal for integrating home and garden, a central concern for modern American architects in the postwar period.

Smith also served as the home's contractor, and the quality of his craftsmanship is apparent in features such as the butted-glass windows marking the north and south corners of the façade, as well as the seamlessness of the broad fascia and wide overhanging eaves that are the focal point of the façade design. The ingenuity of Smith's design is further reflected in the livability and expansiveness of the residence, whose narrow urban lot, measuring 63 by 122 feet, was occupied only by converted garage when Smith purchased it in 1936. In addition to its significance as an outstanding example of Mid-Century Modern design, the Smith Residence reflects a distinct era in postwar American architectural history, during which modern architects were actively engaged in re-defining notions of the ideal contemporary home.

SECTION 2. Based on the evidence presented in the Staff Report, Minutes, other record of proceeding, and its findings herein, the City Council hereby approves the designation of the "Whitney R. Smith House and Studio" at 209 Beacon Avenue as official Historic Landmark Number 52.

SECTION 3. The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 20th day of April, 2011.

Mike Ten, Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Richard L. Adams II, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 20th day of April, 2011, by the following vote:

AYES: Cacciotti, Putnam, Schneider, Sifuentes and Mayor Ten

NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby, City Clerk

Exhibit "C"

Restoration Work Plan

&

Financial Analysis

Section II Schedule and Reporting System

Project	Year
1. Main House & Studio: Roof system repairs and waterproofing	2020
2. Main House & Studio: Carpentry/Repairs to wood features and repainting	2021
3. Main House: Repairs/reconstruction of north elevation door and wood screen	2023
4. Studio: Geotechnical Stabilization to corner of Studio	2025
5. Maintenance: Termite inspections/mitigation (Primary residence and Studio)	Annual inspection
6. Maintenance: Roof inspections and repairs as needed (Primary residence and Studio)	Triannual inspection
7. Maintenance: Paint inspection and repairs as needed (Primary residence and Studio)	Triannual inspection

Noncapitalized/As Needed Repairs:

1. Landscaping/foliage removal and management	Ongoing

Reporting Schedule

The property owners of the Smith/Wilson Residence will provide annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (COA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and COAs (if required).

Section IV Financial Analysis

Proposed Project & Description	Est. Cost	Schedule
1. Main House/Studio: Roof system repairs/waterproofing	$60,200	2020
2. Main House/Studio: Repairs/carpentry work and repainting	$52,700	2020
3. Repairs/reconstruction of north elevation door/wood screen	$10,300	2023
4. Studio: Geotechnical Stabilization to corner of Studio	$26,200	2025

Total Investment in Smith/Wilson Residence:	**$ 149,400**
Total Tax Savings for Owners (10-year period)	**$ 137,000**
Average Annual Cost to the City of South Pasadena:	**$2,199**

Section IV Financial Analysis (con't)

Mills Act Application, Smith/Wilson Residence, Financial Analysis

Property Address: 209 Beacon Avenue, South Pasadena, California 91030 **Assessor's ID #:** 5317-006-001
Type: Single-family Residence **Current Assessed Value:** $ 1,414,700
Landmark #: City of South Pasadena Historical Landmark

REVENUES	Annual Increase	Current Yr 2019	Year 1 2020	Year 2 2021	Year 3 2022	Year 4 2023	Year 5 2024	Year 6 2025	Year 7 2026	Year 8 2027	Year 9 2028	Year 10 2029	
1. Monthly Revenues		6,000.00	6,180.00	6,365.40	6,556.36	6,753.05	6,955.64	7,164.31	7,379.24	7,600.62	7,828.64	8,063.50	
2. Annual Rental Income	3%	72,000.00	74,160.00	76,384.80	78,676.34	81,036.63	83,467.73	85,971.77	88,550.92	91,207.45	93,943.67	96,761.98	
ANNUAL EXPENSES													
3. Insurance	5%	1,148.00	1,205.40	1,265.67	1,328.95	1,395.40	1,465.17	1,538.43	1,615.35	1,696.12	1,780.92	1,869.97	
4. Utilities	6%	6,396.00	6,779.76	7,186.55	7,617.74	8,074.80	8,559.29	9,072.85	9,617.22	10,194.25	10,805.91	11,454.26	**Total Costs**
5. Maintenance	5%	11,300.00	11,865.00	12,458.25	13,081.16	13,735.22	14,421.98	15,143.08	15,900.23	16,695.25	17,530.01	18,406.51	$149,236.69
6/7. Management / Other		0.00											
TOTAL EXPENSES													
8. Sum lines 3 through 7		$18,844.00	$19,850.16	$20,910.47	$22,027.85	$23,205.42	$24,446.44	$25,754.36	$27,132.81	$28,585.62	$30,116.84	$31,730.74	
ANNUAL NET INCOME													
9. Line 2 minus line 8		$53,156.00	$54,309.84	$55,474.33	$56,648.49	$57,831.21	$59,021.29	$60,217.41	$61,418.11	$62,621.83	$63,826.83	$65,031.24	
CAPITALIZATION RATE													
10. Interest Component	4.8%												
11. Historic Property Risk Component	4.0%												
12. Property Tax Component	1.0%												
13. Amortization Component	4.5%												
14. Total Capitalization Rate	14.3%												
NEW ASSESSED VALUE													
15. Mills Act Assessment (Line 9 divided by Line 14)		$372,501.75	$381,069.29	$389,833.89	$398,800.07	$407,972.47	$417,355.83	$426,955.02	$436,774.98	$446,820.81	$457,097.69	$467,610.93	
TAXES: AMOUNT TO BE PAID													
16. Tax under Mills Act (Line 15 x .01035146)		3,855.94	3,944.62	4,035.35	4,128.16	4,223.11	4,320.24	4,419.61	4,521.26	4,625.25	4,731.63	4,840.46	
17. Current Tax	1%	17,172.00	17,347.15	17,524.10	17,702.84	17,883.41	18,065.82	18,250.09	18,436.24	18,624.29	18,814.26	19,006.17	**Total Tax Savings**
18. Tax Savings (Line 17 minus line 16)		13,316.06	13,402.53	13,488.75	13,574.68	13,660.30	13,745.58	13,830.48	13,914.98	13,999.05	14,082.63	14,165.71	$137,864.69
TAXES: COST TO CITY													**Annual Average**
19. Annual Cost to City	16%	$2,130.57	$2,144.40	$2,158.20	$2,171.95	$2,185.65	$2,199.29	$2,212.88	$2,226.40	$2,239.85	$2,253.22	$2,266.51	$2,198.99

Section III Description of Work Plan and Priorities

Work efforts described in these plans will comply with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Additional photos are included in Appendix A.

Proposed Project & Description	Est. Cost	Priority

1. Main House & Studio: Roof system repairs and waterproofing $60,200 High
   Re-roofing, flashing repairs, mitigating water intrusion, site drainage improvements and moving water away from foundation, repairing areas on the interior with water penetration, mold, and damage. Task includes repairs/in-kind replacement of termite-damaged sheathing, starter boards and eaves where needed as well as mold mitigation and cleaning on character-defining interior spaces affected by water intrusion and repainting.

Figure 1: Overview of issues and areas in need of repair and waterproofing



2. Main House & Studio: Wood repairs and re-painting $ 52,700 High

Repairs and in-kind replacement where necessary of deteriorated wood exterior sheathing, roof rafter tails, fascia, and trim. This is the second highest priority for both the house and studio. Areas with the most advanced deterioration will be targeted first. Repairs will include character-defining wood sheathing on bedroom wings and window framing (re-finishing), re-painting to match existing. Roof wood features are addressed in Work Plan Item #1 above. If necessary, any replacement of character-defining materials and features will be in-kind to match existing exactly in materials, appearance, finishes/texture, and size/profile. All prep work will be undertaken in compliance with the *Secretary's Standards* (**no power washing or machine sanding** will be used for character-defining materials and features; hand-sanding and gentlest means possible will be used to prep surfaces for painting and refinishing).

Figure 1. Overview of wood elements and features in need of repair/replacement



Figure 2. Overview of areas in need of repainting and refinishing following repairs



3. Main House: Repairs/reconstruction of door and wood screen $ 10,300 Medium

Character-defining door, hardware, and modular wood-screen door will be repaired and reconstructed to match existing. Door is secondary entrance located on north elevation.

Figure 3. Overview of secondary entrance door and wood screen door



4. Stabilization of Studio Foundation and Concrete/Stair Repairs $26,200 High

Work effort includes mitigation to prevent or minimize further damage to Studio by soil settlement and root penetration from mature Fichus tree, which is integrated in the Studio building on the southern corner. Work efforts will include repairs to concrete and stair and new retaining wall around base of Fichus tree. All materials and features will match existing in appearance.

Figure 5. Overview of Studio



Exhibit "D"

Standards for Rehabilitation

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

915 Palm Avenue

2025 PROGRESS REPORT

Section II Schedule and Reporting System

Project	Completion By Year
Complete ✓ 1. Front entrance porch: Clinker brick post supports and wall repairs	2022
✓ 2. Exterior walls: wood shingles repair/in-kind replacement and repainting (to include removal of non-contributing sheathing on south elevation & replacement with compatible wood-shingles matching the original)	2024
✓ 3. South Elevation: repairs/potential in-kind replacement of wood-frame windows	2024
Incomplete (4.) Roof features: re-create rafter tail and repairs/repainting to bargeboards	2026
5. Maintenance: Termite inspections/mitigation	Annual inspection
6. Maintenance: Roof inspections and repairs as needed	Triannual inspection
7. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Noncapitalized Projects

1. New garage in back of lot (Residence currently does not have a garage; the lot extends an extra parcel to the back and will accommodate a Standards-compliant new garage)	2019-2021

Reporting System:

The property owners of 915 Palm Avenue will provide annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance. This will include a CoA for the new garage to be constructed in the rear of the parcel.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs (where required). It is anticipated that CoAs will be required for all major efforts included in the Mills Act workplan.

Mills Act Progress Report

April 25th 20225

Applicant / Owner:

Robert Pierone & Stefani Williams

915 Palm Avenue

South Pasadena, CA 91030

Project Location: 915 Palm Avenue (APN:5313-008-030)

Work Completed(no permits needed):

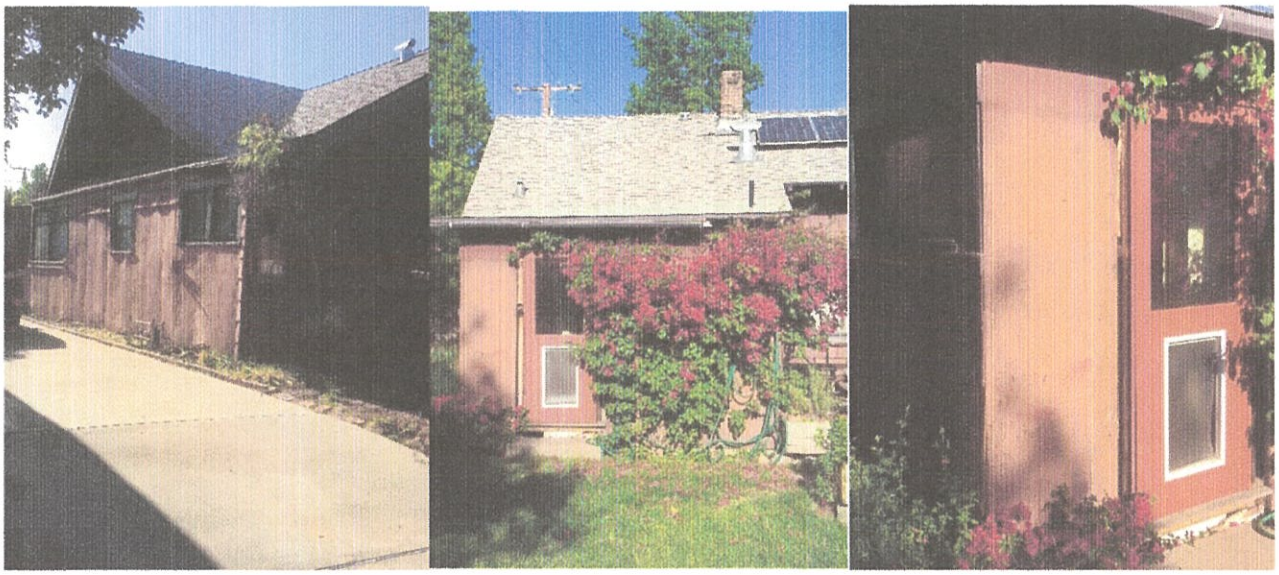
1. Clinker Brick at Entry. Reassemble and repoint columns. approximate Cost $10,000



Work Completed



2.Exterior Walls: Repair and reinstall wood shingles appr. Cost $22,000

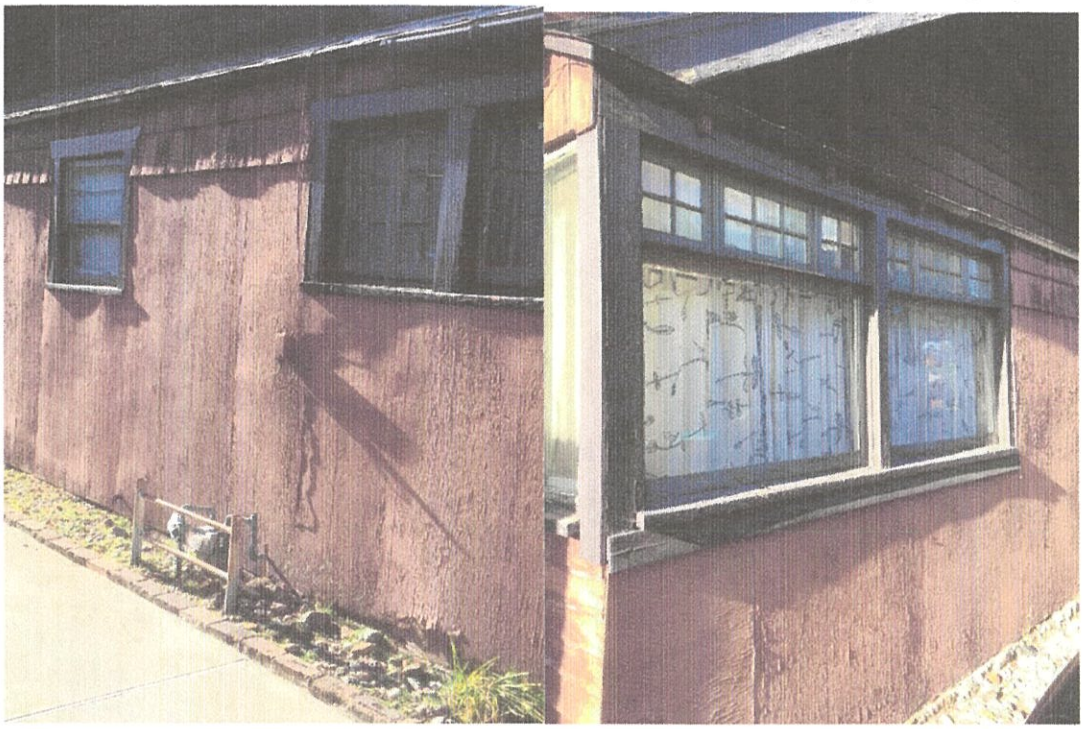


Work Completed





3.South Elevation windows Repaired. Appr. Cost $16,000



Work completed



4. Roof Features work has not been done yet.



X 4/29/2025

Robert Pierone, Stefani Williams
Joint home owners

MILLS ACT CONTRACT

1846

This page is part of your document - DO NOT DISCARD

20191362720

Pages: 0023

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County, California

12/09/19 AT 04:41PM

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

201912093290038

00017586061

010351880

SEQ:
01

DAR - Counter (Upfront Scan)

THIS FORM IS NOT TO BE DUPLICATED

E646585

1847

12/09/2019
20191362720

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
915 PALM AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 27th day of November 2019, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Stefani Williams and ~~Dino~~ ROBERT D PIERONE II Pierone ("Owners").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 915 Palm Avenue, South Pasadena, California, Assessor's Parcel Number 5313-008-025 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is a contributor to a designated historic district known as the El Centro-Indiana-Palm District, attached hereto marked "Exhibit B". The El Centro-Indiana-Palm District, located west of the City's original commercial center, was the city's first designated residential historic district. This district has a high concentration of the late 19th and early 20th century buildings. Architecturally, the buildings chronicle the evolution of design from the Queen Anne through the revival styles;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on January 1, 2020 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one year for each anniversary date of the Agreement unless otherwise specific herein.

3. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

4. STANDARDS FOR HISTORIC PROPERTY.

a. Owner shall rehabilitate, preserve and maintain the historically significant characteristics of the Historic Property. Attached hereto, marked as Exhibit "C" and incorporated herein by this reference is a list of those items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property and a timeline for completion, which shall apply to such property throughout the term of this Agreement.

b. Owner shall additionally and where necessary, restore and rehabilitate the property according to the rules and regulations of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and the State Historic Building Code and shall maintain the entire property according to minimum standards and conditions, attached hereto, marked as Exhibit "D".

5. LIMITATIONS. Under Section 2.68(b)(1)(C)(iii)–(v), the estimated tax benefit will not be used for: (1) any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty; (2) routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements; (3) work within the interior of a Historic Property unless the Cultural Heritage Commission determines an exception should be made; and (4) landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

6. INSPECTIONS. The Owner shall allow reasonable inspections, by prior appointment given a minimum of at least 24 hours in advance, of the interior and exterior of the Historic Property by representatives of the Historic Property by representatives of the County Assessor, State Office of Historic Preservation, State Board of Equalization and the City, as may be necessary to determine Owner's compliance with the terms and conditions of this Agreement.

7. PROVISION OF COMPLIANCE INFORMATION. The owner hereby agrees to furnish the City with any and all information requested by the City which may be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the owner shall agree to provide to the City on the third anniversary date of this Agreement and every third year thereafter a report describing the preservation tasks that are in progress and have been completed pursuant to this Agreement.

8. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

9. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

In the event of a breach by Owner under the provisions of this agreement, City shall give written notice to Owner by registered or certified mail to the address stated in this agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner shall hereafter have sixty (60) days within which to cure such breach to the reasonable satisfaction of the City. Upon completion by Owner of the cure of the breach, City shall withdraw its notice of breach.

Should owner not cure such breach within the time period specified above, then City may, without further notice, declare a default under the terms of this agreement and

may bring any action necessary to specifically enforce the obligations of Owner arising out of the terms of this agreement, apply to any court, state or federal, for injunctive relief against any violation by Owner or apply for such other relief as may be appropriate. City may at its sole discretion extend the 60-day cure period. Such extension must be in writing.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Stefani Williams and Dino Pierone
915 Palm Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner

agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Owner or Owner's agent shall record this Agreement in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The City shall provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Date: 11/21/2019

By: _____
MAYOR

Attest:

_____
chief- CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Date: 11/20/2019

Date: 11/27/2019

_____
Stefani Williams, Owner

Date: 11/17/19

_____
Dino Pierone, Owner
ROBERT DEAN PIERONE II

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 3, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Marina Khubesrian,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is~~/are~~ subscribed to the within instrument and acknowledged to me that ~~he~~/she/~~they~~ executed the same in ~~his~~/her/~~their~~ authorized capacity~~(ies)~~, and that by ~~his~~/her/~~their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature M. E. Ayala (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On November 27, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Stefani Denise Williams,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is~~/are~~ subscribed to the within instrument and acknowledged to me that ~~he/~~she/~~they~~ executed the same in ~~his/~~her/~~their~~ authorized capacity~~(ies)~~, and that by ~~his/~~her/~~their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature _____ **(Seal)**

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On November 27, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Roberto Dean Pierone, II,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is/~~are~~ subscribed to the within instrument and acknowledged to me that he/~~she/they~~ executed the same in his/~~her/their~~ authorized capacity~~(ies)~~, and that by his/~~her/their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature _____ **(Seal)**

Exhibit "A"

Legal Description

Legal Description

Property: 915 Palm Avenue, South Pasadena, CA 91030

the real property in the CITY OF SOUTH PASADENA **County of** LOS ANGELES
State of California, described as:

PARCEL 1.

LOT 19 OF BLOCK 1 OF THE MALABAR TRACT, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 12 PAGE 96 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

PARCEL 2.

THE SOUTH 15 FEET OF LOTS 21 AND 22 IN BLOCK 1 OF THE MALABAR TRACT, IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 12 PAGE 96 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER.

Assessor's Parcel Number 5313-008-025 & -029

Exhibit "B"

City Council Resolution for

Historic District Designation

RESOLUTION NO. 6180

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DESIGNATING PORTIONS OF EL CENTRO - INDIANA - PALM AVENUES AS AN OFFICIAL CULTURAL HISTORIC DISTRICT

WHEREAS, Section 2.73A-14. Landmarks and Historic Districts of the South Pasadena Municipal Code establishes procedures for registering historic districts; and

WHEREAS, the Cultural Heritage Commission having duly received a nomination form to register an historic district for the area bounded by Palm Avenue on the east, El Centro Street on the south, Indiana Avenue on the west and Pico Alley on the north; more specifically including all residences on both sides of Palm Avenue in the 900 block, all residences on both sides of El Centro Street in the 500 block, all residences on both sides of Indiana Court in the 500 block and all residences on the east side of Indiana Avenue in the 900 block plus one residence (921) on the west side of Indiana Avenue; and

WHEREAS, the Commission complied with the pertinent and applicable provisions of Subsection (A) (3) (Designation Procedure) and made findings of fact pursuant to Subsection (A) (2) (Designation Criteria for Districts); and

WHEREAS, the Commission forwarded a recommendation to the City Council to approve the proposed historic district; and

WHEREAS, the City Council held a public hearing on the proposed designation on July 7, 1993 and received public testimony; and

WHEREAS, the area qualifies as a district by reason of the following applicable subsections:

(a) Its character, interest or value as a part of the heritage of the community;

(d) Its exemplification of a particular architectural style of an era of history of the City (including Foursquare, Craftsman, pattern book kit houses, and period revival styles);

RESOLUTION NO. 6180
Page 2

(g) Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, materials or craftsmanship; and

(l) Its significance as a distinguishable neighborhood or area whose components may lack individual distinction; and

(m) More than 50% plus one of all affected owners of parcels within the proposed district have consented in writing to such designation.

NOW, THEREFORE, be it resolved by the City Council of the City of South Pasadena the following:

1. Designation of the above-described properties as the EL CENTRO - INDIANA - PALM HISTORIC DISTRICT.

2. The map as set forth in Exhibit A hereto attached and made a part of, as the official boundaries of the historic district.

PASSED, APPROVED AND ADOPTED on July 21, 1993.

James C. Hodge, Jr., Mayor
City of South Pasadena

ATTEST:

Jeannine A. Gregory, City Clerk

I HEREBY CERTIFY that the foregoing resolution was adopted by the City Council of the City of South Pasadena at a regular meeting held on the 21st day of July, 1993, by the following vote:

AYES: Richards, Knapp, Zee and Mayor Hodge

NOES: None

ABSENT: Woollacott

Jeannine A. Gregory, City Clerk

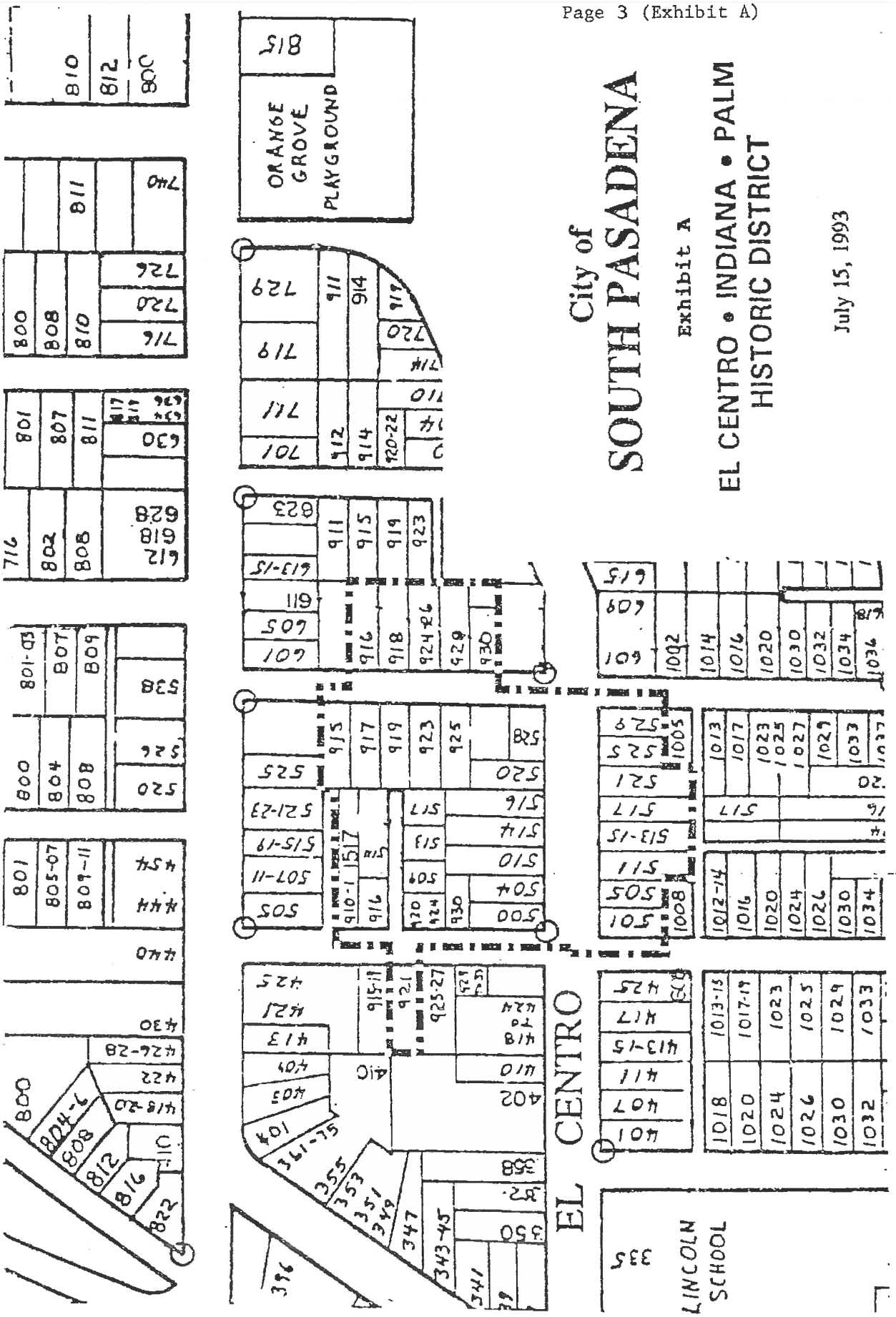

City of
SOUTH PASADENA
Exhibit A
EL CENTRO • INDIANA • PALM
HISTORIC DISTRICT
July 15, 1993
ORANGE GROVE PLAYGROUND
EL CENTRO
LINCOLN SCHOOL

Exhibit "C"

Restoration Work Plan

&

Financial Analysis

Section II Schedule and Reporting System

Project	Completion By Year
1. Front entrance porch: Clinker brick post supports and wall repairs	2022
2. Exterior walls: wood shingles repair/in-kind replacement and repainting (to include removal of non-contributing sheathing on south elevation & replacement with compatible wood-shingles matching the original)	2024
3. South Elevation: repairs/potential in-kind replacement of wood-frame windows	2024
4. Roof features: re-create rafter tail and repairs/repainting to bargeboards	2026
5. Maintenance: Termite inspections/mitigation	Annual inspection
6. Maintenance: Roof inspections and repairs as needed	Triannual inspection
7. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Noncapitalized Projects

1. New garage in back of lot (Residence currently does not have a garage; the lot extends an extra parcel to the back and will accommodate a Standards-compliant new garage)	2019-2021

Reporting System:

The property owners of 915 Palm Avenue will provide annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance. This will include a CoA for the new garage to be constructed in the rear of the parcel.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs (where required). It is anticipated that CoAs will be required for all major efforts included in the Mills Act workplan.

Section IV Financial Analysis

Proposed Project & Description	Est. Cost	Schedule
1. Front entrance porch: Clinker brick post supports	$20,000	2022
2. Exterior walls: wood shingle repair/replacement & repainting	$25,000	2024
3. South Elevation: wood-frame window repair/in-kind replacement	$15,000	2024
4. Roof: re-creating notch detail, repair/replace bargeboards	$15,000	2026

Total Historic Preservation Investment in 915 Palm Avenue:	**$ 75,000**
Total Tax Savings for Owners (10-year period)	**$ 67,000**
Average Annual Cost to the City of South Pasadena:	**$1,070**

Mills Act Application, 915 Palm Avenue, Financial Analysis

Property Address: 915 Palm Avenue, South Pasadena, California 91030
Assessor's ID #: 5313-008-025
Type: Single-family Residence
Current Assessed Value: $ 731,217
Landmark #: City of South Pasadena Historical Landmark

REVENUES	**Annual Increase**	**Current Yr 2019**	**Year 1 2020**	**Year 2 2021**	**Year 3 2022**	**Year 4 2023**	**Year 5 2024**	**Year 6 2025**	**Year 7 2026**	**Year 8 2027**	**Year 9 2028**	**Year 10 2029**	
1. Monthly Revenues		4,000.00	4,120.00	4,243.60	4,370.91	4,502.04	4,637.10	4,776.21	4,919.50	5,067.08	5,219.09	5,375.67	
2. Annual Rental Income	3%	48,000.00	49,440.00	50,923.20	52,450.90	54,024.42	55,645.16	57,314.51	59,033.95	60,804.96	62,629.11	64,507.99	
ANNUAL EXPENSES													
3. Insurance	5%	1,063.00	1,116.15	1,171.96	1,230.56	1,292.08	1,356.69	1,424.52	1,495.75	1,570.54	1,649.06	1,731.51	
4. Utilities	6%	5,076.00	5,380.56	5,703.39	6,045.60	6,408.33	6,792.83	7,200.40	7,632.43	8,090.37	8,575.80	9,090.34	**Total Costs**
5. Maintenance	5%	5,675.00	5,958.75	6,256.69	6,569.52	6,898.00	7,242.90	7,605.04	7,985.29	8,384.56	8,803.79	9,243.98	$74,948.52
6/7. Management / Other		0.00											
TOTAL EXPENSES													
8. Sum lines 3 through 7		$11,814.00	$12,455.46	$13,132.04	$13,845.67	$14,598.41	$15,392.42	$16,229.97	$17,113.47	$18,045.47	$19,028.64	$20,065.83	
ANNUAL NET INCOME													
9. Line 2 minus line 8		$36,186.00	$36,984.54	$37,791.16	$38,605.22	$39,426.01	$40,252.74	$41,084.54	$41,920.48	$42,759.50	$43,600.47	$44,442.15	
CAPITALIZATION RATE													
10. Interest Component	4.8%												
11. Historic Property Risk Component	4.0%												
12. Property Tax Component	1.0%												
13. Amortization Component	4.5%												
14. Total Capitalization Rate	14.3%												
NEW ASSESSED VALUE													
15. Mills Act Assessment (Line 9 divided by Line 14)		$253,580.94	$259,413.30	$265,379.81	$271,483.54	$277,727.66	$284,115.40	$290,650.05	$297,335.01	$304,173.71	$311,169.71	$318,326.61	
TAXES: AMOUNT TO BE PAID													
16. Tax under Mills Act (Line 15 x .01035146)		2,624.93	2,685.31	2,747.07	2,810.25	2,874.89	2,941.01	3,008.65	3,077.85	3,148.64	3,221.06	3,295.15	
17. Current Tax	1%	9,160.00	9,253.43	9,347.82	9,443.16	9,539.49	9,636.79	9,735.08	9,834.38	9,934.69	10,036.03	10,138.39	**Total Tax Savings**
18. Tax Savings (Line 17 minus line 16)		6,535.07	6,568.13	6,600.75	6,632.91	6,664.60	6,695.78	6,726.43	6,756.53	6,786.05	6,814.96	6,843.25	$67,089.39
TAXES: COST TO CITY													**Annual Average**
19. Annual Cost to City	16%	$1,045.61	$1,050.90	$1,056.12	$1,061.27	$1,066.34	$1,071.32	$1,076.23	$1,081.04	$1,085.77	$1,090.39	$1,094.92	$1,070.90

Section III Description of Work Plan and Priorities

Work efforts described in these plans will comply with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Additional photos are included in Appendix A.

Proposed Project & Description	Est. Cost	Priority
1. Front Entrance Porch: Clinker Brick post supports and porch wall	$20,000	High

Clinker brick is failing, due to mortar deterioration and age as well as lack of a structural system. Work efforts will include documentation of materials and removal of temporary wood buttresses and character-defining bricks and installation of new structural support for posts. Repair and in-kind replacement of deteriorated clinker bricks and re-assembly.

Figure 1: Overview of issues, clinker brick porch features



Proposed Project & Description	Est. Cost	Priority
2. Exterior Walls: Repair/in-kind replacement of wood shingles	$ 25,000	High

Repairs and in-kind replacement where necessary of deteriorated wood shingles. This is the second highest priority for the house. If necessary, any replacement of wood shingles will be in-kind to match existing in materials, appearance/patterning, finishes/texture, and size/profile.

Treatment approach will include the gentlest methods possible—**contractors will not use power-washing or machine sanding** for any character-defining features on the house. Gentlest means possible, including hand-sanding rather than machine sanding, will also be used in prepping for repainting of the exterior.

This project includes removal of non-character-defining panel sheathing on the south elevation and replacement with compatible wood shingles to match the rest of the house.

Figure 2. Overview of wood shingles in need of repair/replacement and repainting



Proposed Project & Description	Est. Cost	Priority
3. South Elevation Exterior, Wood-frame windows	$ 15,000	Medium

Repair/rehabilitate and/or in-kind replacement of south elevation windows, to match existing in materials, appearance, finishes, window framing thickness and profile. Re-weather stripping (if original windows are repaired), and repainting.

All prep work will be undertaken in compliance with the *Secretary's Standards*. **No machine-sanding or power-washing** will be used for exterior materials or any character-defining features; hand-sanding and gentlest means possible will be used to prep surfaces for painting and refinishing).

Figure 3. South elevation windows in need of repairs/in-kind replacement



Proposed Project & Description	Est. Cost	Priority
4. Roof features: re-creating notch detail, repair/replace bargeboards	$15,000	Medium

Reconstruct missing notch detail; repair/in-kind replacement of bargeboards where needed. Repaint wood rafters, trim, bargeboards to ensure all wood is finished and sealed.

Treatment approach will include the gentlest methods possible—**contractors will not use power-washing or machine sanding** for any character-defining features on the house. Gentlest means possible, including hand-sanding rather than machine sanding, will also be used in prepping for repainting of the exterior.

Figure 4. Roof features – bargeboard and decorative rafter tail to be re-created and repaired



Exhibit "D"

Standards for Rehabilitation

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

925 Palm Avenue

2025 PROGRESS REPORT

Christina and Derek Vaughn

925 Palm Avenue South Pasadena, California 91030

(p) 626.399.3833 (e) chezvaughan@gmail.com

Mills Act Contract No. 2019-11-007

Dear Mr. Donovan,

This letter serves to update the City of South Pasadena regarding the progress report of our Mills Act Contract dated December 3, 2019.

Following the approval of our Mills Act Contract with the City of South Pasadena, my husband and I immediately began to plan an elaborate renovation of our 1903 Craftsman home, including plans to rehabilitate all items mentioned in the Mills Act.

We completed these renovations in 2023 after receiving permits from the City of South Pasadena through our General Contractor, Mike O'Neill. We began renovations in October, 2021. Please refer to city records to view these permits as my husband and I do not have copies of them.

Below is a list of the required items, all of which were completed during the renovation process which ended in 2023. All work with the exception of the termite inspection/mitigation was supervised and completed by Mike O'Neill, General Contractor.

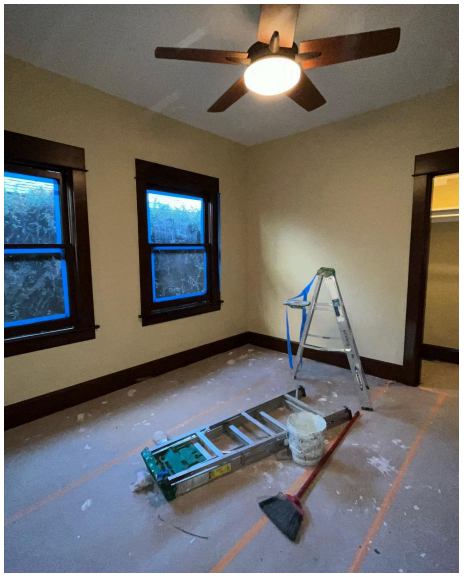
Project Completion By Year
1. 2022 - House, exterior: repairs/carpentry work and repainting of wood sheathing
2. 2022 - House, exterior: repairs/repainting of wood-frame windows (interior and exterior)
3. 2023 - OPTIONAL: Garage: repainting of wood sheathing Optional
4. March 2025 - Maintenance: Termite inspections/mitigation Annual inspection
5. 2022 - Maintenance: Roof inspections and repairs as needed Triannual inspection - New Roof
6. 2022 Maintenance: Paint inspection and repairs - Triannual inspection Entire house painted.
7. 2022 - Front Porch Columns were leveled. The front porch had been leaning since we purchased the home in 1999 and this was part of the renovation.
8. 2022 - Entire plumbing system redone for entire house.
9. 2022 - Repiped water line to the street.
10. 2022 - Updated electric panel and added a new one.
11. 2022 - Repiped all interior plumbing
12. 2022 - Removed dangerous original heating system from 1903
13. 2025 - Rebuilt garden stone retaining wall

Please see attached photos for confirmation. Please do not hesitate to contact us if you require any further information. We are grateful to have had the opportunity to receive this Mills Act and we have enjoyed preserving and renovating our home.

Please provide follow-up information for how we renew our Mills Act for the next 10 years beginning in 2029.

Best Regards,

Christina and Derek Vaughan





Notice Leaning column (left) and crumbling wall (2020)
Windows repaired in original bdrm #2 2022





Notice Leaning column (left) 2020

Repairs to the leaning columns 2022 (above & right)





(left) walls in need of painting/repair 2021



Above: front retainer wall crumbling in 2020

New Photos on pages BELOW



Showing repaired front porch wood and floor and walls 2022

RIGHT: New stone retaining wall using original stones from the wall that was crumbling 2025



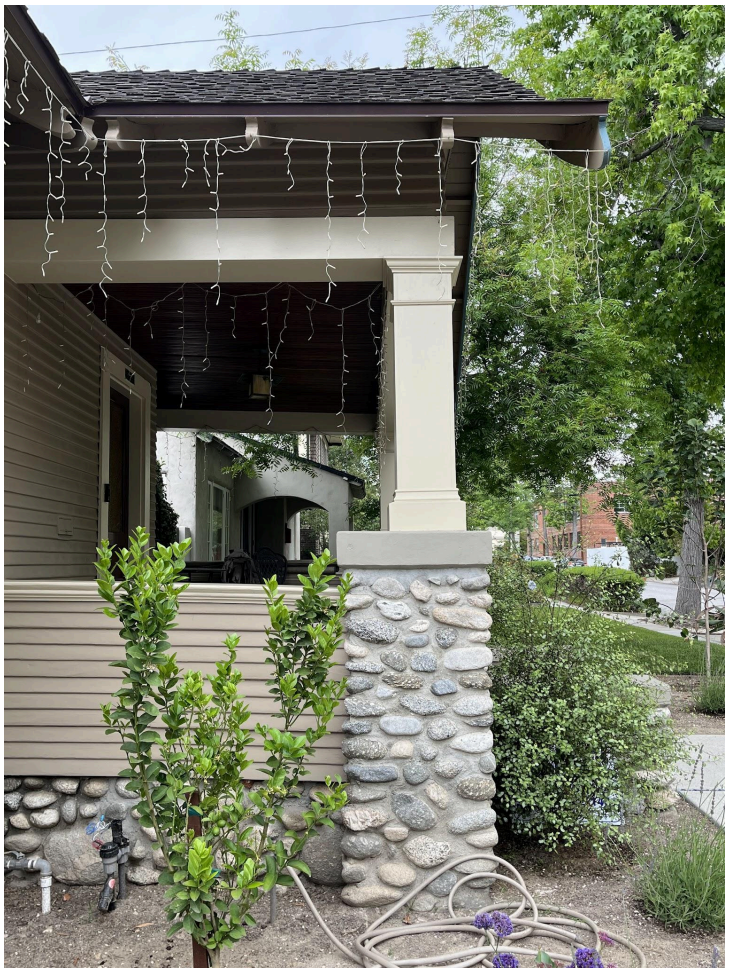


New stone retaining wall using original stones from the wall that was crumbling 2025

BELOW : showing rebuilt column.



BELOW : showing rebuilt column.



BELOW : Showing caulking, wood repair, and paint to both window frames and all wood siding 2022



More examples of detailed caulking, wood repair and painting including eves, shingles, and siding. 2022





SUMMARY OF COMPLETED WORK

2. Schedule and Reporting System

	Project	Completion By Year
COMPLETE	1. House, exterior: repairs/carpentry work and repainting of wood sheathing	2022
COMPLETE	2. House, exterior: repairs/repainting of wood-frame windows	2025
	3. OPTIONAL: Garage: repainting of wood sheathing	Optional
	4. Maintenance: Termite inspections/mitigation	Annual inspection
	5. Maintenance: Roof inspections and repairs as needed	Triannual inspection
	6. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Reporting System:

The property owners of 925 Palm Avenue will provide annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance for each project included in these plans.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs/CHC guidance and input.

MILLS ACT CONTRACT

1884

This page is part of your document - DO NOT DISCARD

20191344055

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County,
California

12/05/19 AT 12:42PM

Pages:
0026

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

201912053260046

00017566020

010342287

SEQ:
01

DAR - Counter (Upfront Scan)

THIS FORM IS NOT TO BE DUPLICATED

E492668

1885

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030



MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
925 PALM AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 3rd day of December 2019, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Christina and Derek Vaughan ("Owners").

VAUGHAN

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 925 Palm Avenue, South Pasadena, California, Assessor's Parcel Number 5313-008-021 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is a contributor to a designated historic district known as the El Centro-Indiana-Palm District, attached hereto marked "Exhibit B". The El Centro-Indiana-Palm District, located west of the City's original commercial center, was the city's first designated residential historic district. This district has high concentration of the late 19th and early 20th century buildings. Architecturally, the buildings chronicle the evolution of design from the Queen Anne through the revival styles;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on January 1, 2020 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one year for each anniversary date of the Agreement unless otherwise specific herein.

3. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

4. STANDARDS FOR HISTORIC PROPERTY.

a. Owner shall rehabilitate, preserve and maintain the historically significant characteristics of the Historic Property. Attached hereto, marked as Exhibit "C" and incorporated herein by this reference is a list of those items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property and a timeline for completion, which shall apply to such property throughout the term of this agreement.

b. Owner shall additionally and where necessary, restore and rehabilitate the property according to the rules and regulations of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and the State Historic Building Code and shall maintain the entire property according to minimum standards and conditions, attached hereto, marked as Exhibit "D".

5. LIMITATIONS. Under Section 2.68(b)(1)(C)(iii)–(v), the estimated tax benefit will not be used for: (1) any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty; (2) routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements; (3) work within the interior of a Historic Property unless the Cultural Heritage Commission determines an exception should be made; and (4) landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

6. INSPECTIONS. The Owner shall allow reasonable inspections, by prior appointment given a minimum of at least 24 hours in advance, of the interior and exterior of the Historic Property by representatives of the Historic Property by representatives of the County Assessor, State Office of Historic Preservation, State Board of Equalization and the City, as may be necessary to determine Owner's compliance with the terms and conditions of this agreement.

7. PROVISION OF COMPLIANCE INFORMATION. The owner hereby agrees to furnish the City with any and all information requested by the City which may be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the owner shall agree to provide to the City on the third anniversary date of this Agreement and every third year thereafter a report describing the preservation tasks that are in progress and have been completed pursuant to this Agreement.

8. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

9. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

In the event of a breach by Owner under the provisions of this agreement, City shall give written notice to Owner by registered or certified mail to the address stated in this agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner shall hereafter have sixty (60) days within which to cure such breach to the reasonable satisfaction of the City. Upon completion by Owner of the cure of the breach, City shall withdraw its notice of breach.

Should owner not cure such breach within the time period specified above, then City may, without further notice, declare a default under the terms of this agreement and

may bring any action necessary to specifically enforce the obligations of Owner arising out of the terms of this agreement, apply to any court, state or federal, for injunctive relief against any violation by Owner or apply for such other relief as may be appropriate. City may at its sole discretion extend the 60-day cure period. Such extension must be in writing.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Christina and Derek Vaughan
925 Palm Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner

agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Owner or Owner's agent shall record this Agreement in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The City shall provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Date: 11/21/2019

By: _____
MAYOR

Attest:

_____
CITY CLERK

for: Maria E. Ayala
Chief City Clerk

Approved as to Form:

_____
CITY ATTORNEY

Date: 11/20/2019

Date: 12/3/19

_____
Christina Vaughan, Owner

Date: 12/3/2019

_____
Derek Vaughan, Owner

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 3, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Marina Khubesrian,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is~~/are~~ subscribed to the within instrument and acknowledged to me that ~~he~~/she/~~they~~ executed the same in ~~his~~/her/~~their~~ authorized capacity~~(ies)~~, and that by ~~his~~/her/~~their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature _____ **(Seal)**

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 3, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Christina Lonzo Vaughan,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is/~~are~~ subscribed to the within instrument and acknowledged to me that ~~he/~~she/~~they~~ executed the same in ~~his~~/her/~~their~~ authorized capacity~~(ies)~~, and that by ~~his~~/her/~~their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature _____ (Seal)

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 3, 2019 before me, Maria Elva Ayala, Notary Public
(insert name and title of the officer)

personally appeared Derek Lafayette Vaughan,
who proved to me on the basis of satisfactory evidence to be the person~~(s)~~ whose name~~(s)~~ is~~/are~~ subscribed to the within instrument and acknowledged to me that he~~/she/they~~ executed the same in his/~~her/their~~ authorized capacity~~(ies)~~, and that by his/~~her/their~~ signature~~(s)~~ on the instrument the person~~(s)~~, or the entity upon behalf of which the person~~(s)~~ acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA ELVA AYALA
Notary Public - California
Los Angeles County
Commission # 2148948
My Comm. Expires Apr 14, 2020

Signature _____ **(Seal)**

Exhibit "A"

Legal Description

EXHIBIT 'A'

File No.: **7218675c (BD)**

Property: **925 PALM AVENUE, SOUTH PASADENA, CA 91030**

LOT 15 IN BLOCK 1 OF THE MALABAR TRACT, IN THE CITY OF SOUTH PASADENA, COUNT OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 12, PAGE 96 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

A.P.N. 5313-008-021

Exhibit "B"

City Council Resolution for

Historic District Designation

RESOLUTION NO. 6180

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DESIGNATING PORTIONS OF EL CENTRO - INDIANA - PALM AVENUES AS AN OFFICIAL CULTURAL HISTORIC DISTRICT

WHEREAS, Section 2.73A-14. Landmarks and Historic Districts of the South Pasadena Municipal Code establishes procedures for registering historic districts; and

WHEREAS, the Cultural Heritage Commission having duly received a nomination form to register an historic district for the area bounded by Palm Avenue on the east, El Centro Street on the south, Indiana Avenue on the west and Pico Alley on the north; more specifically including all residences on both sides of Palm Avenue in the 900 block, all residences on both sides of El Centro Street in the 500 block, all residences on both sides of Indiana Court in the 500 block and all residences on the east side of Indiana Avenue in the 900 block plus one residence (921) on the west side of Indiana Avenue; and

WHEREAS, the Commission complied with the pertinent and applicable provisions of Subsection (A) (3) (Designation Procedure) and made findings of fact pursuant to Subsection (A) (2) (Designation Criteria for Districts); and

WHEREAS, the Commission forwarded a recommendation to the City Council to approve the proposed historic district; and

WHEREAS, the City Council held a public hearing on the proposed designation on July 7, 1993 and received public testimony; and

WHEREAS, the area qualifies as a district by reason of the following applicable subsections:

(a) Its character, interest or value as a part of the heritage of the community;

(d) Its exemplification of a particular architectural style of an era of history of the City (including Foursquare, Craftsman, pattern book kit houses, and period revival styles);

RESOLUTION NO. 6180
Page 2

(g) Its embodiment of elements of outstanding attention to architectural design, engineering, detail design, materials or craftsmanship; and

(l) Its significance as a distinguishable neighborhood or area whose components may lack individual distinction; and

(m) More than 50% plus one of all affected owners of parcels within the proposed district have consented in writing to such designation.

NOW, THEREFORE, be it resolved by the City Council of the City of South Pasadena the following:

1. Designation of the above-described properties as the EL CENTRO - INDIANA - PALM HISTORIC DISTRICT.

2. The map as set forth in Exhibit A hereto attached and made a part of, as the official boundaries of the historic district.

PASSED, APPROVED AND ADOPTED on July 21, 1993.

James C. Hodge, Jr., Mayor
City of South Pasadena

ATTEST:

Jeannine A. Gregory, City Clerk

I HEREBY CERTIFY that the foregoing resolution was adopted by the City Council of the City of South Pasadena at a regular meeting held on the 21st day of July, 1993, by the following vote:

AYES: Richards, Knapp, Zee and Mayor Hodge

NOES: None

ABSENT: Woollacott

Jeannine A. Gregory, City Clerk

RESOLUTION NO. 6180
Page 3 (Exhibit A)

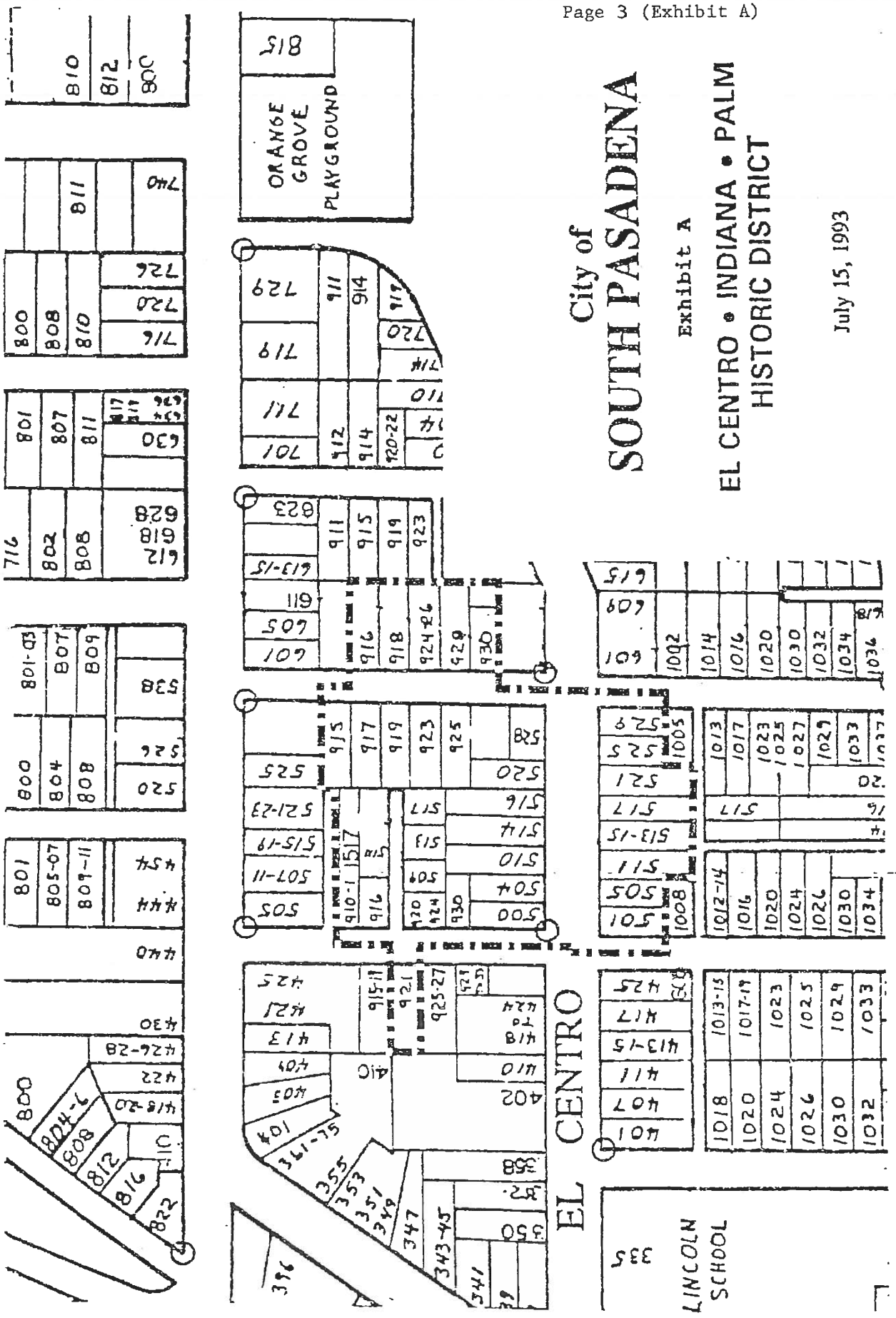


Exhibit "C"

Restoration Work Plan

&

Financial Analysis

2. Schedule and Reporting System

Project	Completion By Year
1. House, exterior: repairs/carpentry work and repainting of wood sheathing	2022
2. House, exterior: repairs/repainting of wood-frame windows	2025
3. OPTIONAL: Garage: repainting of wood sheathing	Optional
4. Maintenance: Termite inspections/mitigation	Annual inspection
5. Maintenance: Roof inspections and repairs as needed	Triannual inspection
6. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Reporting System:

The property owners of 925 Palm Avenue will provide annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance for each project included in these plans.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs/CHC guidance and input.

3. Description of Work Plan and Priorities

Work efforts described in these plans will comply with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Proposed Project & Description	Est. Cost	Priority
1. House, exterior, all elevations:	$27,060	High

Original wood-siding on each elevation is in need of repairs/repainting. Some junctures between wood planks, in particular at house corners, show signs of deterioration and failure. If needed, unstable wood planks will be re-fastened in an unobtrusive fashion and patched to match existing in all aspects of appearance. If necessary, any replacement of wood siding will be in-kind to match existing in materials, appearance/patterning, finishes/texture, and size/profile. Paint color to match existing.

Treatment approach will include the gentlest methods possible—**contractors will not use power-washing or machine sanding** for any character-defining features. Gentlest means possible, including hand-sanding, will be used in prepping for repainting of the exterior.

Original horizontal wood-siding, southeast corner of house



Detail, horizontal wood-siding, areas in need of repair and repainting, south elevation



Proposed Project & Description	Est. Cost	Priority
2. House, Wood-frame windows	$ 16,300	High

Repairs/rehabilitation and repainting of wood-frame windows and wood framing. Should any new materials/framing be needed, replacement materials will match existing in materials, appearance, finishes, thickness and profile.

All prep work will be undertaken in compliance with the *Secretary's Standards*. **No machine-sanding or power-washing** will be used for exterior materials or any character-defining features; hand-sanding and gentlest means possible will be used to prep surfaces for painting and refinishing).

Original wood-frame windows; many inoperable, repainting/repairs needed



4. Mills Act Work Plan, Financial Analysis

Proposed Project & Description	Est. Cost	Schedule
1. House, exterior: repairs and repainting of exterior siding	$ 27,060	2022
2. House, exterior: repairs/repainting of wood-frame windows	$ 16,300	2025
Optional (not included in capitalized expenses):		
3. Garage, exterior: repairs/repainting of wood sheathing	$ 6,720	Optional

Total Historic Preservation Investment in 925 Palm Avenue:	**$ 43,360**
Total Tax Savings for Owners (10-year period)	**$ 38,730**
Average Annual Cost to the City of South Pasadena:	**$ 618**

4. Mills Act Work Plan, Financial Analysis

Mills Act Application, 925 Palm Avenue, Financial Analysis

Property Address: 925 Palm Avenue, South Pasadena, California 91030 **Assessor's ID #:** 5313-008-021
Type: Single-family Residence **Current Assessed Value:** $ 387,663
Landmark #: City of South Pasadena Historical Landmark

REVENUES	Annual Increase	Current Yr 2019	Year 1 2020	Year 2 2021	Year 3 2022	Year 4 2023	Year 5 2024	Year 6 2025	Year 7 2026	Year 8 2027	Year 9 2028	Year 10 2029	
1. Monthly Revenues		2,250.00	2,317.50	2,387.03	2,458.64	2,532.39	2,608.37	2,686.62	2,767.22	2,850.23	2,935.74	3,023.81	
2. Annual Rental Income	3%	27,000.00	27,810.00	28,644.30	29,503.63	30,388.74	31,300.40	32,239.41	33,206.59	34,202.79	35,228.88	36,285.74	
ANNUAL EXPENSES													
3. Insurance	5%	502.00	527.10	553.46	581.13	610.18	640.69	672.73	706.36	741.68	778.77	817.71	
4. Utilities	6%	3,660.00	3,879.60	4,112.38	4,359.12	4,620.67	4,897.91	5,191.78	5,503.29	5,833.48	6,183.49	6,554.50	**Total Costs**
5. Maintenance	5%	3,284.00	3,448.20	3,620.61	3,801.64	3,991.72	4,191.31	4,400.87	4,620.92	4,851.96	5,094.56	5,349.29	$43,371.09
6/7. Management / Other		0.00											
TOTAL EXPENSES													
8. Sum lines 3 through 7		$7,446.00	$7,854.90	$8,286.44	$8,741.89	$9,222.57	$9,729.91	$10,265.38	$10,830.57	$11,427.13	$12,056.82	$12,721.50	
ANNUAL NET INCOME													
9. Line 2 minus line 8		$19,554.00	$19,955.10	$20,357.86	$20,761.74	$21,166.17	$21,570.49	$21,974.03	$22,376.03	$22,775.66	$23,172.05	$23,564.24	
CAPITALIZATION RATE													
10. Interest Component	4.8%												
11. Historic Property Risk Component	4.0%												
12. Property Tax Component	1.0%												
13. Amortization Component	4.5%												
14. Total Capitalization Rate	14.3%												
NEW ASSESSED VALUE													
15. Mills Act Assessment (Line 9 divided by Line 14)		$137,028.73	$140,180.39	$143,404.54	$146,702.85	$150,077.01	$153,528.78	$157,059.94	$160,672.32	$164,367.79	$168,148.25	$172,015.66	
TAXES: AMOUNT TO BE PAID													
16. Tax under Mills Act (Line 15 x .01035146)		1,418.45	1,451.07	1,484.45	1,518.59	1,553.52	1,589.25	1,625.80	1,663.19	1,701.45	1,740.58	1,780.61	
17. Current Tax	1%	5,184.00	5,236.88	5,290.29	5,344.25	5,398.77	5,453.83	5,509.46	5,565.66	5,622.43	5,679.78	5,737.71	**Total Tax Savings**
18. Tax Savings (Line 17 minus line 16)		3,765.55	3,785.81	3,805.85	3,825.67	3,845.25	3,864.59	3,883.66	3,902.47	3,920.98	3,939.20	3,957.10	$38,730.55
TAXES: COST TO CITY													**Annual Average**
19. Annual Cost to City	16%	$602.49	$605.73	$608.94	$612.11	$615.24	$618.33	$621.39	$624.39	$627.36	$630.27	$633.14	$618.13

Exhibit "D"

Standards for Rehabilitation

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

1506 Rollin Street

2025 PROGRESS REPORT

March 21, 2025

To
Michael Donovan
Associate Planner, Planning Division
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030
Tel: 626-403-7220
Email: askplanning@southpasadenaca.gov

Re: Mills Act - Progress Report
1506 Rollin Street (APN: 5319-004-013)

Dear Mr. Michael Donovan

Please see attached documents showing below

-An itemized list of all work completed to date

See letter from Mike O'Neill, our general contractor's letters dated December 12, 2023 and March 21, 2025

-Photo documentation of the completed work; both "before" and "after" conditions

We did not purposely keep the photos of before conditions. However, please see attached Mills Act Letter of Intent dated Feb. 18, 2020 and inspection report in 2017

For photos of after conditions, please see attached photos taken on March 21, 2025

-Copies of any building permits issued in conjunction with the work

Our general contractor Mike O'Neill helped us to apply any building permits needed, if any, and we are not in possession of them, if any.



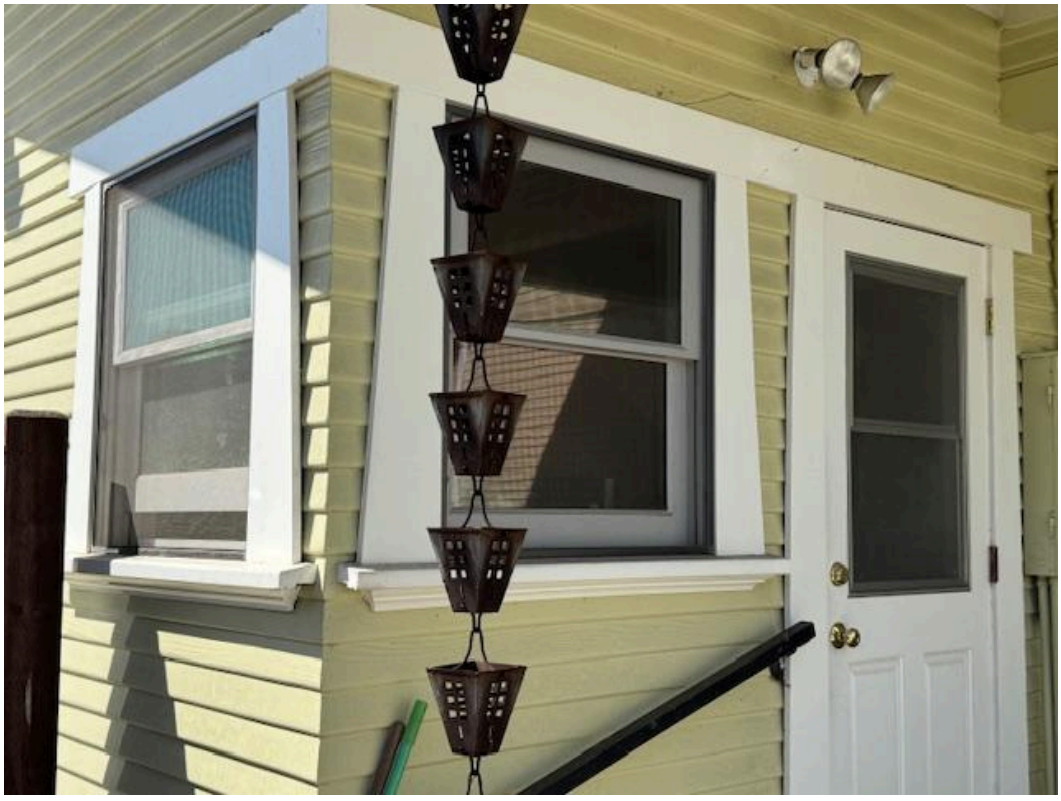
Li Li

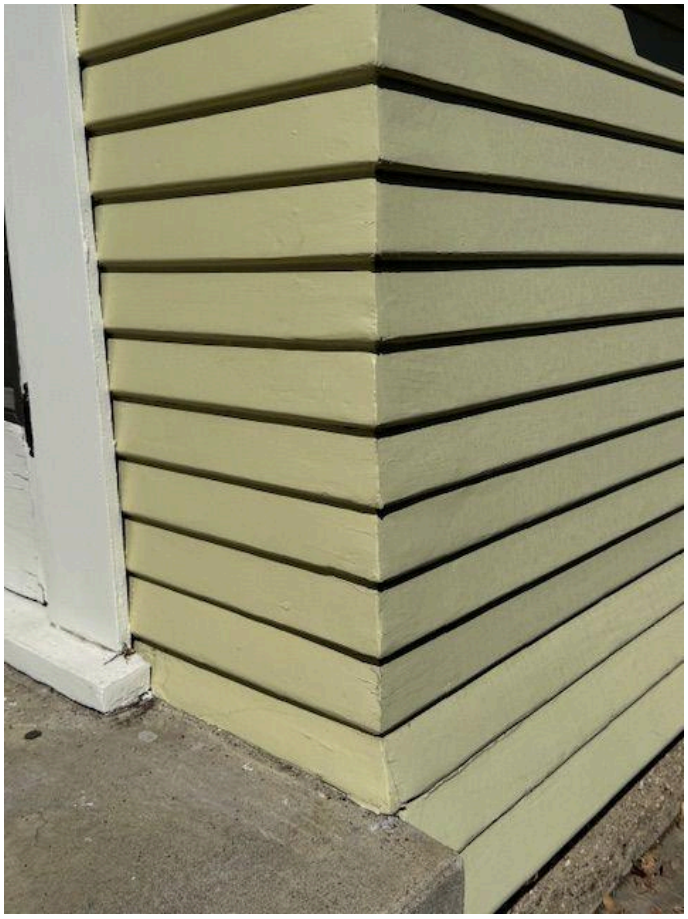
Photos of “After” Conditions, Taken on March 21, 2025



















MIKE O'NEILL LICENSE # 411102
GENERAL BUILDING CONTRACTOR
CUSTOM RESIDENTIAL CONSTRUCTION
CONSTRUCTION MANAGEMENT
1107 Fair Oaks Ave., Suite 266
South Pasadena, CA 91030
(626) 437-2092

ESTIMATE

2/28/25

To: City of South Pasadena
From: Mike O'Neill/ O'Neill Construction

I am the General Contractor writing this report on behalf of the owners of 1506 Rollin Street, South Pasadena, CA 91030, that performed the work in accordance with the Mills Act Rehabilitation & Maintenance List, scope of work proposal.

In 2024 we bolted the the residence and reinforced existing piers and posts in accordance to the Mills Act work proposal.

COST OF WORK. $ 5,800.

Thank you,

Mike O'Neill
O'Neill Construction
License # 411102

MIKE O'NEILL
GENERAL BUILDING CONTRACTOR
LICENSE # 411102

CUSTOM RESIDENTIAL CONSTRUCTION & CONSTRUCTION MANAGEMENT
1107 Fair Oaks Ave., Suite 266
South Pasadena, CA 91030
(626) 437-2092

TO: City of South Pasadena

FROM: Mike O'Neill

I am the General Contractor writing this report on behalf of the owners of 1506 Rollin Street, South Pasadena, CA 91030, that performed the work in accordance with Mills Act Rehabilitation & Maintenance List Scope of Work Proposal.

- The original wood windows and French doors were restored by 2021 at a cost of $5,800.
- The non-original sliding aluminum windows on the east side of the house with wood windows identical to the original windows by 2021 at a cost of $4,200.
- The damaged siding and shingles were restored, and the house was repainted by 2022 at a cost of $12,400.
- The split rafter and roof frame were repaired by 2023 for a cost of $1,200.

The above highlighted work was all done within the timeframes specified in Section II of the Mills Act Application Rehabilitation & Maintenance List Scope of Work Proposal.

The next work that is required by 2024 will be foundation reinforcement, this will include bolting the walls per state requirement, and excavating the 18" crawlspace to provide plumbing.

Thank you,

MIKE O'NEILL

Mills Act Application, 1506 Rollin Street, South Pasadena

Section III: Cost Estimate of Rehabilitation/Maintenance Plan

All work efforts described in these plans will be carried out in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Architects and/or contractors leading work efforts will have demonstrated historic preservation experience and will meet the *Secretary of the Interior's Professional Qualifications Standards* in their respective fields.

Proposed Scope of Work and Description	***Est. Cost***
Restore original wood windows and French doors *All preparatory work will be undertaken in compliance with the Secretary of Interior's Standards. All surfaces to be treated with the gentlest means possible.*	$ 5,800
Replace non-original sliding aluminum windows on the east side of the house with wood windows identical to the original ones *Match design, stain, and finish of the existing wood windows.*	$ 4,200
Restore damaged siding and shingles and repaint the house *Wood elements shall be restored and may be replaced in-kind only if deteriorated beyond repair. Damaged or deteriorated paint shall be removed using the gentlest method possible (preferably hand-scraping or hand-sanding). The color shall be period-appropriate.*	$ 12,400
Repair and reinforce the roof frame *The Building Inspection Report identifies a number of issues related to the roof frame to be addressed: split rafter above the kitchen; split purlin wall at the front of the home; undersized ridge board.* *Restore to ensure structural stability.*	$ 1,200

Reinforce foundation, including bolting the walls per state requirement, and excavating the 18" crawlspace to provide access to plumbing *Foundation repairs and expanding the crawlspace according to industry standards and applicable building codes.*	$ 4,150
Repair cracks in the concrete porch and stone porch wall *Remove failing mortar in the joints between the stones. Restore the vertical crack in the stone portion of the porch wall.* *Repair / recreate the 50-foot concrete wall cup and 595 sq. ft. of the porch floor. Repair of historic concrete may consist of either patching the historic material or filling it with new material to match the historic material and detailing.*	$ 2,700
Repair damaged driveway *Driveway is considered to be a character-defining feature of the Rollin Craftsman Cluster Historic District landscaping.* *Repair and replace concrete in-kind.*	$ 2,735
Inspect the chimney, repair cracks or restore to the original appearance if possible *The Building Inspection Report identifies cracks inside the chimney and recommends additional inspection. The exterior of the chimney was stuccoed (probably, in 1990), with its footing not reaching the ground level – see a photo attached. It is possible that originally the chimney was built of Arroyo river stone, same as used for the porch wall and the fireplace mantel. If this original stone chimney proves to be intact under the stucco, the home owner is willing to restore it back to the original condition.* *Chimney Level-2 inspection* *Cracks repair and structural reinforcement* *or Potential chimney restoration*	4,000 $ $ $

Replace outdated plumbing and electricity	$ 4,500
Maintenance:	
Annual termite inspection	$
Fumigation treatment, if needed	$

[1] This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

SUMMARY OF COMPLETED WORK

Mills Act Application, 1506 Rollin Street, South Pasadena

Section II: Rehabilitation Plan, Maintenance List, and Reporting System

	Proposed Scope of Work	***Year***
Complete ↓	✓ Restore original wood windows and French doors	2021
	✓ Replace non-original sliding aluminum windows on the east side of the house with wood windows identical to the original ones	2021
	✓ Restore damaged siding and shingles and repaint the house	2022
	✓ Repair roof frame including a split rafter	2023
	✓ Reinforce foundation, including bolting the walls per state requirement, and excavating the 18" crawlspace to provide access to plumbing	2024
	Repair cracks in the concrete porch and stone porch wall	2025
	Repair damaged driveway	2025
	Inspect the chimney, repair cracks or restore to the original appearance if possible	2026
	Replace outdated plumbing and electricity	2028
	Maintenance:	
	Check wood structure for termites and treat if necessary	Annually

MILLS ACT CONTRACT

This page is part of your document - DO NOT DISCARD

CITY OF SOUTH PASADENA

APR 19 '21 PM4:33

CITY CLERK'S DIVISION

20210394521

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County,
California

03/11/21 AT 08:04AM

Pages:
0032

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

202103112850013

00020057255

011920531

SEQ:
01

DAR - Mail (Intake)

THIS FORM IS NOT TO BE DUPLICATED

E534541

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

20057255
Batch Number: 11920531

MILLS ACT CONTRACT

South Pasadena
Contract No. 2020-059
Council Approved 11/04/2020

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 2nd day of December 2020, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Li Li and Shen Chong ("Owners") Wife + Husband
(First name: Li, Last name: Li. Owner) (First name: Shen Last name: Chong. Husband)

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 1506 Rollin Street, South Pasadena, California, Assessor's Parcel Number 5319-004-013 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is a contributor to a designated historic district known as the Rollin Craftsman District, attached hereto marked "Exhibit B". The Rollin Craftsman District, consists of five properties situated along the eastern end of the 1500 block of Rollin Street between Fremont Avenue and Fair Oaks Avenue. The prevailing architectural pattern of the five properties are modestly-sized single-story single-family Craftsman residences. The prevailing material palette and character-defining features of the District consist of front porches with brick, stone, or wood piers, wood shingles, wood siding, overhanging eaves, projecting rafters, tripartite windows, and transom lights.

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on January 1, 2021 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one year for each anniversary date of the Agreement unless otherwise specified herein.

3. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

4. STANDARDS FOR HISTORIC PROPERTY.

a. Owner shall rehabilitate, preserve and maintain the historically significant characteristics of the Historic Property. Attached hereto, marked as Exhibit "C" and incorporated herein by this reference is a list of those items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property and a timeline for completion, which shall apply to such property throughout the term of this agreement. Owner shall obtain approval from the Chair of the Cultural Heritage Commission prior to start of work of said items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property.

b. Owner shall additionally and where necessary, restore and rehabilitate the property according to the rules and regulations of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and the State Historic Building Code and shall maintain the entire property according to minimum standards and conditions, attached hereto, marked as Exhibit "D".

5. LIMITATIONS. Under Section 2.68(b)(1)(C)(iii)–(v), the estimated tax benefit will not be used for: (1) any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty; (2) routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements; (3) work within the interior of a Historic Property unless the Cultural Heritage Commission determines an exception should be made; and (4) landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

6. INSPECTIONS. The Owner shall allow reasonable inspections, by prior appointment given a minimum of at least 24 hours in advance, of the interior and exterior of the Historic Property by representatives of the Historic Property by representatives of the County Assessor, State Office of Historic Preservation, State Board of Equalization and the City, as may be necessary to determine Owner's compliance with the terms and conditions of this agreement.

7. PROVISION OF COMPLIANCE INFORMATION. The owner hereby agrees to furnish the City with any and all information requested by the City which may be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the owner shall agree to provide to the City on the third anniversary date of this Agreement and every third year thereafter a report describing the

preservation tasks that are in progress and have been completed pursuant to this Agreement.

8. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

9. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

In the event of a breach by Owner under the provisions of this agreement, City shall give written notice to Owner by registered or certified mail to the address stated in this agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner shall hereafter have sixty (60) days within which to cure such breach to the reasonable satisfaction of the City. Upon completion by Owner of the cure of the breach, City shall withdraw its notice of breach.

Should owner not cure such breach within the time period specified above, then City may, without further notice, declare a default under the terms of this agreement and may bring any action necessary to specifically enforce the obligations of Owner arising out of the terms of this agreement, apply to any court, state or federal, for injunctive relief against any violation by Owner or apply for such other relief as may be appropriate. City may at its sole discretion extend the 60-day cure period. Such extension must be in writing.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Li Li and Shen Chong
1506 Rollin Street
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land

condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Owner or Owner's agent shall record this Agreement in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The City shall provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Date: 12/02/2020

By: _____
MAYOR

Attest:

_____
CITY CLERK

Approved as to Form:

Date: 12/02/2020

_____
Andrew L. Jared
Assistant City Attorney

Date: Nov. 20, 2020

_____
Li Li ~~Chong~~, Owner

Date: Nov. 20, 2020

_____
Shen Chong, ~~Owner~~ Husband

SEE ATTACHED NOTARIAL ACKNOWLEDGEMENT

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 02, 2020 before me, Esteban Alvarez, Notary Public,
(insert name and title of the officer)

personally appeared Robert S. Joe,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Esteban Alvarez (Seal)

ESTEBAN ALVAREZ
Notary Public - California
Los Angeles County
Commission # 2228941
My Comm. Expires Jan 19, 2022

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 02, 2020 before me, Esteban Alvarez, Notary Public,
(insert name and title of the officer)

personally appeared Maria Elva Ayala,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Esteban Alvarez (Seal)

ESTEBAN ALVAREZ
Notary Public - California
Los Angeles County
Commission # 2228941
My Comm. Expires Jan 19, 2022

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF Los Angeles)

On November 25, 2020, before me, Maria Oba Minassian, Notary Public, personally appeared Andrew L. Jared, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify UNDER PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (seal)

MGC1 MARIA OBA MINASSIAN COMM. # 2303865 NOTARY PUBLIC - CALIFORNIA LOS ANGELES COUNTY COMM. EXPIRES SEPT. 1, 2023 MGC1

Mills Act Contract – Ch

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles

On February 27th, 2021 before me, Katherine Liupakorn, Notary Public
(Insert Name of Notary Public and Title)
personally appeared Li Li and Shen Chong,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

KATHERINE LIUPAKORN
Notary Public - California
Los Angeles County
Commission # 2335442
My Comm. Expires Oct 13, 2024

Signature _____ (Seal)

Exhibit "A"

Legal Description

Proof of Legal Description:

File No: 117072437

EXHIBIT "A"

All that certain real property situated in the County of Los Angeles, State of California, described as follows:

Lot 24 in Block "A" of Smith and Jacob's Subdivision, in the City of South Pasadena, County of Los Angeles, State of California, as per Map recorded in Book 17, Page 26 of Miscellaneous Records, in the Office of the County Recorder of said County.

Assessor's Parcel Number: 5319-004-013

Exhibit "B"

City Council Resolution for

Historic District Designation

DocuSign Envelope ID: F36DFBE2-8BAA-469C-A18B-C528D57519EE

RESOLUTION NO. 7659

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DESIGNATING A HISTORIC DISTRICT THAT INCLUDES FIVE CONTRIBUTING PROPERTIES LOCATED AT 1500, 1506, 1507, 1510, AND 1512 ROLLIN STREET

WHEREAS, on August 22, 2017, the City received a request from a representative of the property owners in the eligible Rollin Craftsman Cluster for designating the historic district, consisting of five contributing properties located at 1500, 1506, 1507, 1510, and 1512 Rollin Street (Assessor's Parcel Numbers 5319-004-014, -013, -012, and -011, and 5319-005-018); and

WHEREAS, on March 5, 2018, an application formally requesting the designation of the Rollin Craftsman Cluster historic district was received, with four property owners signing the application with the fifth property owner providing signature on February 13, 2020; and

WHEREAS, Section 2.62 of the South Pasadena Municipal Code (SPMC) Ordinance No. 2004 ("Cultural Heritage Ordinance") authorized the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as historic districts; and

WHEREAS, the Commission has complied with the applicable provisions of Subsection (a) (3) "Designation Procedure" of the above Ordinance Section in that it formed a subcommittee to review the merits of the requested designation, visited the site, attempted diligently and in good faith to meet with the property owners; and

WHEREAS, on April 17, 2020, City of South Pasadena Planning and Building Department published a legal notice in compliance with state law concerning the designation of the Rollin Craftsman Cluster in the *South Pasadena Review*, a local newspaper of general circulation, regarding the City of South Pasadena Cultural Heritage Commission public hearing of April 30, 2020. In addition, on April 16, 2002, a public hearing notice was mailed to property owners within the proposed district and within a 300-foot radius of the proposed district, indicating the date and time of the public hearing at the Cultural Heritage Commission meeting for designation of the historic district; and

WHEREAS, on April 30, 2020, the Cultural Heritage Commission conducted a duly noticed public hearing, at which time public testimony was taken concerning the proposed designation of the Rollin Craftsman Cluster and voted 4-0 recommending designation to the City Council.

WHEREAS, on May 22, 2020, City of South Pasadena Planning and Building Department published a legal notice in compliance with state law concerning the designation of the Rollin Craftsman Cluster in the *South Pasadena Review*, a local newspaper of general circulation, regarding the City of South Pasadena City Council on public hearing of June 3, 2020. In addition, on May 21, 2020, a public hearing notice was mailed to property owners within the

DocuSign Envelope ID: F36DFBE2-8BAA-469C-A18B-C528D57519EE

proposed district and within a 300-foot radius of the proposed district, indicating the date and time of the public hearing at the City Council meeting for designation of the historic district; and

WHEREAS, the June 3, 2020 City Council meeting was postponed to June 10, 2020, and on June 10, 2020, the City Council continued the project to the next City Council meeting on June 17, 2020; and

WHEREAS, on June 17, 2020, the City Council conducted a duly noticed public hearing, at which time public testimony was taken concerning the proposed designation of the Rollin Craftsman Cluster, and considered the designation of the Rollin Craftsman Cluster Historic District.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. ENVIRONMENTAL REVIEW FINDINGS

The City Council has determined that the proposed project is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA), under the "common sense exemption," Section 15016(b)(3), which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. It can be understood with certainty that there is no possibility that the designation of a historic district could have a significant effect on the environment, and therefore, is not subject to CEQA.

SECTION 2. DESIGNATION OF HISTORIC DISTRICT FINDINGS

Based on the evidence presented at the public hearing, on the evidence contained in the City Council Staff Report, the Cultural Heritage Commission Staff Report and associated attachments, and other records of proceedings, the City Council considered the applicable designation criteria contained in the Cultural Heritage Ordinance and makes the following findings, pursuant to SPMC Section 2.63(a)(2) for designation of the Rollin Craftsman Cluster Historic District:

(A) That the designation of landmark or historic district is consistent with one or more of the purposes set forth in SPMC 2.58B; and

The designation of the proposed Rollin Craftsman Cluster Historic District is consistent with the purpose of the Cultural Heritage Ordinance for identification, protection, enhancement, and preservation of structures, sites, and areas that represent the City's heritage and character. The proposed district represents the early 20th Century residential development theme. The homes constructed from the late 19th to the early 20th century represent some of the earliest building stock, and development and settlement patterns of the City. Thus, the designation of the proposed historic district will help promote the City's sense of place as it will preserve, maintain, and safeguard the City's heritage and

DocuSign Envelope ID: F36DFBE2-8BAA-469C-A18B-C528D57519EE

character, will reflect the phases of the City's history, and will foster pride in the ownership of the City's historic resources.

(B) That the landmark or historic district meets one or more of the criteria for designation listed in subsection (b) of this section; and

The proposed historic district qualifies for designation under Criteria (1), (4), (7), and (11). The homes in the proposed district represent an important period in South Pasadena's history when its architectural character began to develop in the early 20th century, and reflect the early development and settlement patterns in the City. As described in the Context Statement Report, homes constructed from the late 19th to the early 20th century represent some of the earliest building stock in South Pasadena. These homes characterize Craftsman style architecture that arose from the late 19th century English Arts and Crafts movement. Character-defining features of Craftsman style architecture homes includes "stained wood, wide overhanging eaves, balconies, terraces extending the living space outdoors" that represent the goals of the Arts and Crafts movement for "simplicity of design, hand craftsmanship, and relationship of the building to the climate and landscape." The homes in the proposed historic district have minor alterations but are acceptable as the district as a whole continues to convey its integrity and significance of the early 20th Century residential development theme.

(C) That the landmark or historic district possesses historic integrity of location, design, setting, materials, workmanship, feeling, or association.

The proposed historic district possesses historic integrity of location, design, setting, materials, workmanship, and feeling as all five homes within the proposed district are contributors to the significance of the historic district. The homes are modestly sized, one-story containing character-defining features typical of Craftsman architecture such as front porches with brick, stone, or wood piers and walls, wood shingle siding, extended overhang eaves, and projecting rafters. Thus, the district is an excellent representative of Craftsman architectural style homes, and reflects the design principles of the early 20th century Arts and Crafts movement.

SECTION 3. ADDITIONAL FINDINGS FOR HISTORIC DISTRICT

In addition to the findings in Section 2 above, the City Council also make the following findings as required for designation of historic district pursuant to SPMC Section 2.63(a)(4).

(A) The proposed district boundaries are appropriate because a significant concentration, linkage, or continuity of sites, buildings, structures, or objects united historically or aesthetically by plan or physical development are present within the district. A district derives its importance from being a unified entity or a theme, even though it may be composed of a wide variety of resources (organized around a theme). Thematic districts are not required to have physical or contiguous boundaries.

DocuSign Envelope ID: F36DFBE2-8BAA-469C-A18B-C528D57519EE

The proposed district boundaries are appropriate because it is reflective of a particular period of growth and development in the City. As described in the City's 2002 Historic Survey report, the proposed district is "small cluster of 5 contributing properties" along the 1500 block of Rollin Street, between Fremont Avenue and Fair Oaks Avenue. The homes are single-story single-family residences with Craftsman architectural style that share common setbacks, lot sizes, architectural styles, and period of development.

(B) The identity of the district results from the interrelationship of its resources which conveys a visual sense of the overall historic environment or is an arrangement of historically or functionally related properties.

The City's 2002 Historic Survey identified the proposed district as a potential historic district for the City as 5S1 (not eligible for National Register, but of local interest because the resource is listed or eligible for listing under local ordinance). The 2002 Historic Survey described this district as "[T]his small cluster of 5 contributing properties is located along the 1500 block of Rollin street, between busy Fremont Avenue to the west and Fair Oaks Avenue to the east. The single-family dwellings are one story in height, Craftsman in design and were built between 1890 and 1914. They share common setbacks, lot sizes, architectural styles, and period of development. This small grouping is reflective of a particular period of growth and development within the community."

The five homes in the proposed district were built before World War I with a significant gap of over 10 years before adjacent houses were built. The immediate neighbors to the west and to the east were built starting from the mid-1920s. There are other Craftsman structures to the west, adjacent to Fremont Avenue (house at 1417 Rollin Street and Woman's Club at 1424 Fremont Ave.). However, the 2002 Historic Survey suggested allocating them to the larger potential High School Neighborhood.

Because of this timeframe, this little cluster falls under the Early 20th Century Residential Development context theme covering 1900-1919 (per 2014 Citywide Historic Context Statement). The period of 1920-1929 is covered under another context theme, 1920s Growth. Including more properties into the cluster would require the district to represent two different context themes.

(C) The district contains a number of contributing resources that add to the historic architectural qualities or historic associations for which a district is significant because they existed during the period of significance and possess historic integrity reflecting the district's character at that time.

The proposed district contains five modestly sized, one-story Craftsman architectural style homes with a high degree of integrity that represent the height of the Arts and Crafts movement. All five homes are contributors to the historic district. These homes were built between 1890 and 1914 and have minor alterations, but are acceptable as the district because the whole continues to convey its integrity and significance of the early 20th Century residential development theme. Overall, the district's character is an excellent

DocuSign Envelope ID: F36DFBE2-8BAA-469C-A18B-C528D57519EE

representative of an important period in South Pasadena's history and reflect the early development and settlement patterns in the City.

(D) With respect to the designation of a local district that is not listed on the California Register of Historical Resources, but was identified in a local survey, not less than 60 percent of all affected owners of the proposed historic district must consent to such designation. Each parcel or lot shall be entitled to only one vote per parcel. By way of example only, if the proposed historic district were composed of 20 parcels, then the owners of 12 parcels would be required to consent to the designation.

As described in the City's 2002 Historic Survey report, the proposed district is "small cluster of 5 contributing properties" along the 1500 block of Rollin Street, between Fremont Avenue and Fair Oaks Avenue. On March 5, 2018, all five-property owners in the district signed an application requesting the City to designate the potential Rollin Craftsman Cluster district identified in the 2002 Historic Survey as a local historic district. Therefore, the signed application was considered as 100% consent to designation of the proposed historic district.

(E) With respect to the designation of a historic district that is listed on the California Register of Historical Resources, not less than 50 percent plus one of all affected owners of the proposed historic district must consent to such designation. Each parcel or lot shall be entitled to only one vote per parcel. By way of example only, if the proposed historic district were composed of 20 parcels, then 11 property owners would be required to consent to the designation.

As stated in the City's 2002 Historic Survey report, the proposed district was identified as 5S1 (not eligible for National Register, but of local interest because the resource is listed or eligible for listing under local ordinance).

SECTION 4. RECORD OF PROCEEDING

The documents and other materials that constitute the record of the proceedings upon which the Planning Commission's decision is based, which include, but are not limited to, the environmental documents, staff reports, as well as all materials that support the staff reports for the proposed project, and are located in the Planning and Building Department of the City of South Pasadena at 1414 Mission Street, South Pasadena, CA 91030. The custodian of these documents is the City Clerk of the City of South Pasadena.

SECTION 5. DETERMINATION

Based on the aforementioned findings, the City Council hereby approves the designation of the Rollin Craftsman Cluster Historic District, along with the map as set forth in Exhibit "A" attached hereto and made a part thereof, as the official boundaries of the Rollin Craftsman Cluster Historic District.

DocuSign Envelope ID: F36DFBE2-8BAA-469C-A18B-C528D57519EE

SECTION 6. CERTIFICATION OF THE RESOLUTION

The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

SECTION 7. FILING WITH THE COUNTY CLERK

The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 17th day of June, 2020.

DocuSigned by:
975EDBC2431E4C8...
Robert Joe, Mayor

ATTEST:
DocuSigned by:
Evelyn G. Zneimer, Esq.
340B68F46F964F8...
Evelyn G. Zneimer, City Clerk
(seal)

APPROVED AS TO FORM:
DocuSigned by:
Teresa L. Highsmith
3657EFA930854DF...
Teresa L. Highsmith, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 17th day of June, 2020 by the following vote:

AYES: Cacciotti, Khubesrian, Schnieder, Mahmud, Mayor Joe

NOES: None

ABSENT: None

ABSTAINED: None

DocuSigned by:
Evelyn G. Zneimer, Esq.
340B68F46F964F8...
Evelyn G. Zneimer, City Clerk
(seal)

Exhibit "A"

Rollin Craftsman Cluster Historic District Map



Exhibit "C"

Restoration Work Plan

&

Financial Analysis

Mills Act Application, 1506 Rollin Street, South Pasadena

Section II: Rehabilitation Plan, Maintenance List, and Reporting System

Proposed Scope of Work	***Year***
Restore original wood windows and French doors	2021
Replace non-original sliding aluminum windows on the east side of the house with wood windows identical to the original ones	2021
Restore damaged siding and shingles and repaint the house	2022
Repair roof frame including a split rafter	2023
Reinforce foundation, including bolting the walls per state requirement, and excavating the 18" crawlspace to provide access to plumbing	2024
Repair cracks in the concrete porch and stone porch wall	2025
Repair damaged driveway	2025
Inspect the chimney, repair cracks or restore to the original appearance if possible	2026
Replace outdated plumbing and electricity	2028
Maintenance:	
Check wood structure for termites and treat if necessary	Annually

Reporting System:

The property owners of 1506 Rollin Street will provide written updates to the City of South Pasadena every three years, documenting progress and providing updates and photos on the Mills Act work plan.

Certificates of Appropriateness (CoA) will be obtained by property owners for major work efforts, as required by the City of Pasadena Cultural Heritage Ordinance. The CoA may be needed for the restoration of the river stone chimney.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs.

Mills Act Application, 1506 Rollin Street, South Pasadena

Section III: Cost Estimate of Rehabilitation/Maintenance Plan

All work efforts described in these plans will be carried out in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties.* Architects and/or contractors leading work efforts will have demonstrated historic preservation experience and will meet the *Secretary of the Interior's Professional Qualifications Standards* in their respective fields.

Proposed Scope of Work and Description	***Est. Cost***
Restore original wood windows and French doors *All preparatory work will be undertaken in compliance with the Secretary of Interior's Standards. All surfaces to be treated with the gentlest means possible.*	$ 7,800
Replace non-original sliding aluminum windows on the east side of the house with wood windows identical to the original ones *Match design, stain, and finish of the existing wood windows.*	$ 8,500
Restore damaged siding and shingles and repaint the house *Wood elements shall be restored and may be replaced in-kind only if deteriorated beyond repair. Damaged or deteriorated paint shall be removed using the gentlest method possible (preferably hand-scraping or hand-sanding). The color shall be period-appropriate.*	$19,300
Repair and reinforce the roof frame *The Building Inspection Report identifies a number of issues related to the roof frame to be addressed: split rafter above the kitchen; split purlin wall at the front of the home; undersized ridge board.* *Restore to ensure structural stability.*	$4,500

Reinforce foundation, including bolting the walls per state requirement, and excavating the 18" crawlspace to provide access to plumbing *Foundation repairs and expanding the crawlspace according to industry standards and applicable building codes.*	$13,800
Repair cracks in the concrete porch and stone porch wall *Remove failing mortar in the joints between the stones. Restore the vertical crack in the stone portion of the porch wall.* *Repair / recreate the 50-foot concrete wall cup and 595 sq. ft. of the porch floor. Repair of historic concrete may consist of either patching the historic material or filling it with new material to match the historic material and detailing.*	$39,100
Repair damaged driveway *Driveway is considered to be a character-defining feature of the Rollin Craftsman Cluster Historic District landscaping.* *Repair and replace concrete in-kind.*	$7,900
Inspect the chimney, repair cracks or restore to the original appearance if possible *The Building Inspection Report identifies cracks inside the chimney and recommends additional inspection. The exterior of the chimney was stuccoed (probably, in 1990), with its footing not reaching the ground level – see a photo attached. It is possible that originally the chimney was built of Arroyo river stone, same as used for the porch wall and the fireplace mantel. If this original stone chimney proves to be intact under the stucco, the home owner is willing to restore it back to the original condition.* *Chimney Level-2 inspection* *Cracks repair and structural reinforcement* *or Potential chimney restoration*	 $250 $10,000 *$28,000*

Replace outdated plumbing and electricity	$16,200
Maintenance:	
Annual termite inspection	*$150*
Fumigation treatment, if needed	*$ 6,000*

Total investment in Rehabilitation (Maintenance not included): **$127,350**

Potential Mills Act Property Tax Savings over a 10-year period[1]: **$119,070**

Potential Cost to the City of South Pasadena over a 10-year period: **$30,958.20**

[1] This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

Mills Act Application, 1506 Rollin Street, South Pasadena

Section IV: Historical Property Tax Analysis[2]

Based on the City of Los Angeles 2020 Historical Property Tax Adjustment Worksheet Guide[3]

AIN: 5319-004-013

A: DETERMINE ANNUAL INCOME AND ANNUAL OPERATING EXPENCES:

Gross Income (Monthly Rent x 12) Zillow.com Rent Estimate: $7,455/mo	$89,460.00
Less 3% Vacancy & Collection Loss	$2,684.00
Effective Annual Income	$86,776.00
Less Expenses 20% Insurance, Utilities (gas, electricity, water, trash), Maintenance, Management	$17,355.00
Annual Net Income:	$69,421.00

B: DETERMINE CAPITALIZATION RATE:

2020 Interest Component	4.25%
Historical Property Risk Component	4%
Property Tax Rate	1.02%
Amortization Component (30 years) Improvements to Land Value Ratio $379,487 / $1,517,951 0.25*0.03=0.075	0.75%
Total Capitalization Rate:	10.02% (0.1002)

[2] For informational purposes only. This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

[3] https://planning.lacity.org/odocument/8ad7060d-b4c0-42b3-b3e0-2d3f77dbdf15/Tax_Adjustment_Worksheet.pdf

C: CALCULATE MILLS ACT ASSESSED VALUE:

Annual Net Income / Capitalization Rate	$692,824.00

D: DETERMINE ESTIMATED TAX REDUCTION:

Current Taxes (2019) (Current Assessed Value x 0.0102) $ 1,860,235 x 0.0102	$18,974.00
Less Mills Act Taxes (Mills Act Value x 0.0102)	$7,067.00
Potential Annual Mills Act Property Tax Savings[4]:	$11,907.00

Potential Annual Cost to City (26%)	$3,095.82

[4] For informational purposes only. This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

Exhibit "D"

Standards of Rehabilitation

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

1545 Ramona Avenue

2025 PROGRESS REPORT

Joanne Heyler
1545 Ramona Ave
South Pasadena, CA 91030

April 6, 2025

Michael Donovan, Associate Planner
Community Development Department
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

Dear Mr. Donovan,

I am writing in order to comply with the City's request for an update on progress on the work described in my Mills Act contract on my Ramona Ave home.

I am requesting an extension to the due diligence request and to the contract overall:

While the City indicates a contract commencement date of December 2, 2020, note that due to a city clerical error (a missing page in the copy the city provided to me), there was a delay in recording the contract with LACO and in my obtaining the property tax reduction associated with Mills Act contracts. As a result, the tax reduction was not effectuated until 2023. I can provide further detail and proof to the city upon request.

The work done so far on my home is:

Preparation for hardscape replacement/repair, and garage rebuild: a property survey, and interviews with designers and contractors and obtaining estimates from same.

There will be significant progress on Mills Act contract items over the next year. I expect to be under contract with architects/designers/contractors for the outdoor portions of the required work shortly.

Sincerely,

Joanne Heyler

MILLS ACT CONTRACT

This page is part of your document - DO NOT DISCARD

20210405830

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County, California

03/12/21 AT 10:53AM

Pages: 0030

CITY OF SOUTH PASADENA

MAR 18 '21 AM7:47

CITY CLERK'S DIVISION

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

202103122900040

00019957395

011852029

SEQ:
01

DAR - Mail (Intake)

THIS FORM IS NOT TO BE DUPLICATED

E514350

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

19957395

Batch Number: 11852029

MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
1545 RAMONA AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

South Pasadena
Contract No. 2020-060
Council Approved 11/04/2020

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 2nd day of December 2020, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Joanne Hayler ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 1545 Ramona Avenue, South Pasadena, California, Assessor's Parcel Number 5319-025-032 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is a contributor to a designated historic district known as the Ramona Craftsman District, attached hereto marked "Exhibit B". The Ramona District which consists of 19 properties built between 1907 and 1915. The District includes all parcels on both sides of Ramona Avenue between Rollin and Oak Streets. The prevailing architectural pattern of the properties are Craftsman residences. The prevailing material palette and character defining features of the District consist of gable roofs, corbels, wood shingles, wood siding, double hung windows, dormers and front porches.

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on January 1, 2021 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one year for each anniversary date of the Agreement unless otherwise specified herein.

3. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

4. STANDARDS FOR HISTORIC PROPERTY.

a. Owner shall rehabilitate, preserve and maintain the historically significant characteristics of the Historic Property. Attached hereto, marked as Exhibit "C" and incorporated herein by this reference is a list of those items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property and a timeline for completion, which shall apply to such property throughout the term of this agreement. Owner shall obtain approval from the Chair of the Cultural Heritage Commission prior to start of work of said items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property.

b. Owner shall additionally and where necessary, restore and rehabilitate the property according to the rules and regulations of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and the State Historic Building Code and shall maintain the entire property according to minimum standards and conditions, attached hereto, marked as Exhibit "D".

5. LIMITATIONS. Under Section 2.68(b)(1)(C)(iii)–(v), the estimated tax benefit will not be used for: (1) any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty; (2) routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements; (3) work within the interior of a Historic Property unless the Cultural Heritage Commission determines an exception should be made; and (4) landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

6. INSPECTIONS. The Owner shall allow reasonable inspections, by prior appointment given a minimum of at least 24 hours in advance, of the interior and exterior of the Historic Property by representatives of the Historic Property by representatives of the County Assessor, State Office of Historic Preservation, State Board of Equalization and the City, as may be necessary to determine Owner's compliance with the terms and conditions of this agreement.

7. PROVISION OF COMPLIANCE INFORMATION. The owner hereby agrees to furnish the City with any and all information requested by the City which may be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the owner shall agree to provide to the City on the third anniversary date of this Agreement and every third year thereafter a report describing the

preservation tasks that are in progress and have been completed pursuant to this Agreement.

8. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

9. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

In the event of a breach by Owner under the provisions of this agreement, City shall give written notice to Owner by registered or certified mail to the address stated in this agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner shall hereafter have sixty (60) days within which to cure such breach to the reasonable satisfaction of the City. Upon completion by Owner of the cure of the breach, City shall withdraw its notice of breach.

Should owner not cure such breach within the time period specified above, then City may, without further notice, declare a default under the terms of this agreement and may bring any action necessary to specifically enforce the obligations of Owner arising out of the terms of this agreement, apply to any court, state or federal, for injunctive relief against any violation by Owner or apply for such other relief as may be appropriate. City may at its sole discretion extend the 60-day cure period. Such extension must be in writing.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Joanne Heyler
1545 Ramona Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land

condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Owner or Owner's agent shall record this Agreement in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The City shall provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Date: 12/02/2020

By: _____
MAYOR

Attest:

_____
CITY CLERK

Approved as to Form:

_____
CITY ATTORNEY

Date: _____

Date: _____

_____
Joanne Heyler, Owner

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 02, 2020 before me, Esteban Alvarez, Notary Public,
(insert name and title of the officer)

personally appeared Robert S. Joe,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Esteban Alvarez (Seal)

ESTEBAN ALVAREZ
Notary Public – California
Los Angeles County
Commission # 2228941
My Comm. Expires Jan 19, 2022

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 02, 2020 before me, Esteban Alvarez, Notary Public,
(insert name and title of the officer)

personally appeared Maria Elva Ayala,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Esteban Alvarez (Seal)

ESTEBAN ALVAREZ
Notary Public - California
Los Angeles County
Commission # 2228941
My Comm. Expires Jan 19, 2022

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF Los Angeles)

On November 25, 2020, before me, _Maria Oba Minassian____, Notary Public, personally appeared Andrew L. Jared, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify UNDER PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (seal)

MARIA OBA MINASSIAN
COMM. # 2303865
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
COMM. EXPIRES SEPT. 1, 2023

Mills Act Contract Hayler

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the Individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles

On Nov 23 2020 before me, Thomas Ramirez II, Notary Public,

personally appeared Jaime Heylen

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

THOMAS RAMIREZ II
Notary Public - California
Los Angeles County
Commission # 2281645
My Comm. Expires Apr 13, 2023

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal

Signature

OPTIONAL **(Information below is not required by law, but may prove to be of value to persons relying on the Document)**

Description of Attached Document

Title or Type of Document: Milk Bet Contract

Document Date: _____ Number of Pages: _____

Signers Other Than Named Above: _____

Exhibit "A"

Legal Description

EXHIBIT "A"

All that certain real property situated in the County of Los Angeles, State of California, described as follows:

Parcel 1:

Lot 9 and the Northerly 8 feet of Lot 8 of the North Oneonta Tract, in the City of South Pasadena, County of Los Angeles, State of California, as per map recorded in Book 11 Page 129 of Maps, in the office of the county recorder of said county.

EXCEPT therefrom the Westerly 28 feet of said Lot 8.

Parcel 2:

An easement for driveway purposes described as follows:

That portion of Lot 8 of North Oneonta Tract, as shown on map recorded in Book 11 Page 129 of Maps, in the office of the recorder of the County of Los Angeles within the following described boundaries:

Beginning at the intersection of a line parallel with and 8.00 feet Southerly measured at right angles, from the Northerly line of said lot with the Southeasterly line of said lot; thence South 50° 01' 00" West along said Southeasterly line, a distance of 14.50 feet; thence North 38° 46' 20" West 1.55 feet; thence North 68° 12' 04" West 3.36 feet; thence North 75° 34' 09" West 3.40 feet; thence North 86° 36' 47" West 3.36 feet; thence South 84° 56' 54" West 3.43 feet; thence South 81° 27' 32" West 41.00 feet; thence North 86° 51' 38" West 11.34 feet to said parallel line; thence North 81° 27' 32" East along said parallel line to the point of beginning.

Assessor's Parcel No: 5319-025-032

Exhibit "B"

City Council Resolution for

Historic District Designation

RESOLUTION 6471

RESOLUTION OF THE SOUTH PASADENA CITY COUNCIL APPROVING THE DESIGNATION OF PROPERTIES ON THE 1500 BLOCK OF RAMONA AVENUE AND 1222 OAK STREET AS A LOCAL CULTURAL HERITAGE HISTORIC DISTRICT

WHEREAS, Section 2.73a-14 of the South Pasadena Municipal Code, Ordinance 2004, commonly known as the Cultural Heritage Ordinance ("Ordinance") authorizes the Cultural Heritage Commission ("Commission") to recommend to the City Council the designation of appropriate sites as historic districts; and

WHEREAS, the Commission duly received a nomination form pursuant to designation of a district including all parcels on both sides of Ramona Avenue between Rollin and Oak Streets (inclusive of the following addresses: 1501, 1505, 1509, 1511, 1519, 1521, 1522, 1524, 1525, 1528, 1529, 1531, 1532, 1534, 1535, 1537, 1541 and 1545 Ramona Avenue) plus 1222 Oak Street and properties owned by Holy Family Catholic Church; and

WHEREAS, the Commission has complied with the pertinent and applicable provisions of Subsection (A)(3) ["Designation Procedure"] of the Ordinance; and

WHEREAS, the area qualifies as a district under the following applicable Designation Criteria codified under Section 2.73A-14, A2 of the Ordinance;

(a) *Its character interest or value as a part of the heritage of the community.* The district is a prime example of a Southern California neighborhood of California bungalows from the early part of the twentieth century. The majority of houses were built between 1907 and 1915, the height of the period of California Craftsman Architecture. That architectural movement presented an innovation in American architecture, establishing both a new style, with its creative use of wood, and new housing type, the bungalow.

File # 1281.3

(b) *Its identification with people and groups who significantly contributed to the culture and development of the City, State of California or the U.S.* Several of the homes were built for the United Lodge of Theosophists. Leaders of the group included Robert Crosbie (1537 Ramona Avenue), LA Times writer; John Garrigues (1534 Ramona Avenue), Treasurer of Sun Oil; advertising executive H. Wescott Clough and his wife, Grace (1532 Ramona Avenue); and William R. Law (1541 Ramona Avenue), an attorney.

(c) *Its exemplification of a particular architectural style of an era of history of the City* [See information above, under (a)].

(d) *Its identification as the work of a person whose work influenced the heritage of the City, the State of California or the U.S.* Twelve residences in district were early and significant work of G. Lawrence. Stimson. Although never a certified architect, Stimson is noted for his excellent design sense and technical innovation (including electrically controlled central heating). Buildings he designed that have been determined National Register eligible include the Wrigley mansion on Orange Grove and ten houses on Oaklawn in South Pasadena. In this prospect district, Stimson built all Ramona Avenue houses south of number 1524.

(e) *Its embodiment of elements of outstanding attention to architectural design, engineering, detail, materials or craftsmanship. See above statement under Section (d).*

\\\

\\\

\\\

(f) *Its significance as a neighborhood or area whose components may lack individual distinction.* This block of Ramona Avenue represents a significant and distinguishable entity in the context of the area and of the City of South Pasadena. Its human scale, attractive historic streetscape, and overall integrity reflects a well-kept neighborhood that has "aged in place" virtually unchanged for over fifty years.

(g) *More than 50% plus one of all affected owners of parcels within the proposed district have consented in writing to the designation.*

WHEREAS, no opposition has been forthcoming regarding any properties; and

WHEREAS, no testimony, evidence or documentation refuting historic significance (based on Cultural Heritage Ordinance criteria) has been introduced at any point in the Commission review process regarding any structure in the proposed district; and

WHEREAS, the Commission unanimously voted to recommend designation based on the application materials, on-site inspections, public testimony, and based on documentation submitted by the applicants, by Commission members and by an architectural historian hired to research the proposed district; and

WHEREAS, a Memorandum of Understanding (MOU) has been executed by the Holy Family Catholic Church and the Ramona Avenue Neighbors regarding the proposed Ramona Avenue Historic District. Within the MOU, is the understanding that the Church would not oppose the District creation as long as the Church-owned properties were excluded from the original Cultural Heritage Commission recommendation.

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of South Pasadena determines as follows:

SECTION I. No testimony, evidence or documentation refuting historic significance (based on Cultural Heritage Ordinance criteria) has been introduced at any point in the City Council's review process regarding any structure in the proposed district.

SECTION II. The City Council makes the above findings to support the designation based on the application materials, on-site inspections, public testimony, and based on documentation submitted by the applicants, by Commission members and by an architectural historian hired to research the proposed district, as part of the environmental analysis for the Vision Project.

SECTION III. The City Council hereby approves of the above-described properties as the Ramona Avenue Historic District, as shown on Exhibit "A" attached.

PASSED, APPROVED and **ADOPTED** this 15th day of May, 1997.

PAUL W. S. ZEE, MAYOR

ATTEST:

JEANNINE A. GREGORY,
CITY CLERK

I HEREBY CERTIFY that the foregoing Resolution was adopted by the City Council of the City of South Pasadena at a special meeting held on 15th day of May, 1997.

AYES: Saeta, Knapp, Cohen, Emory and Mayor Zee
NOES: None
ABSENT: None

JEANNINE A. GREGORY,
CITY CLERK

Exhibit A
Ramona Avenue Historic District

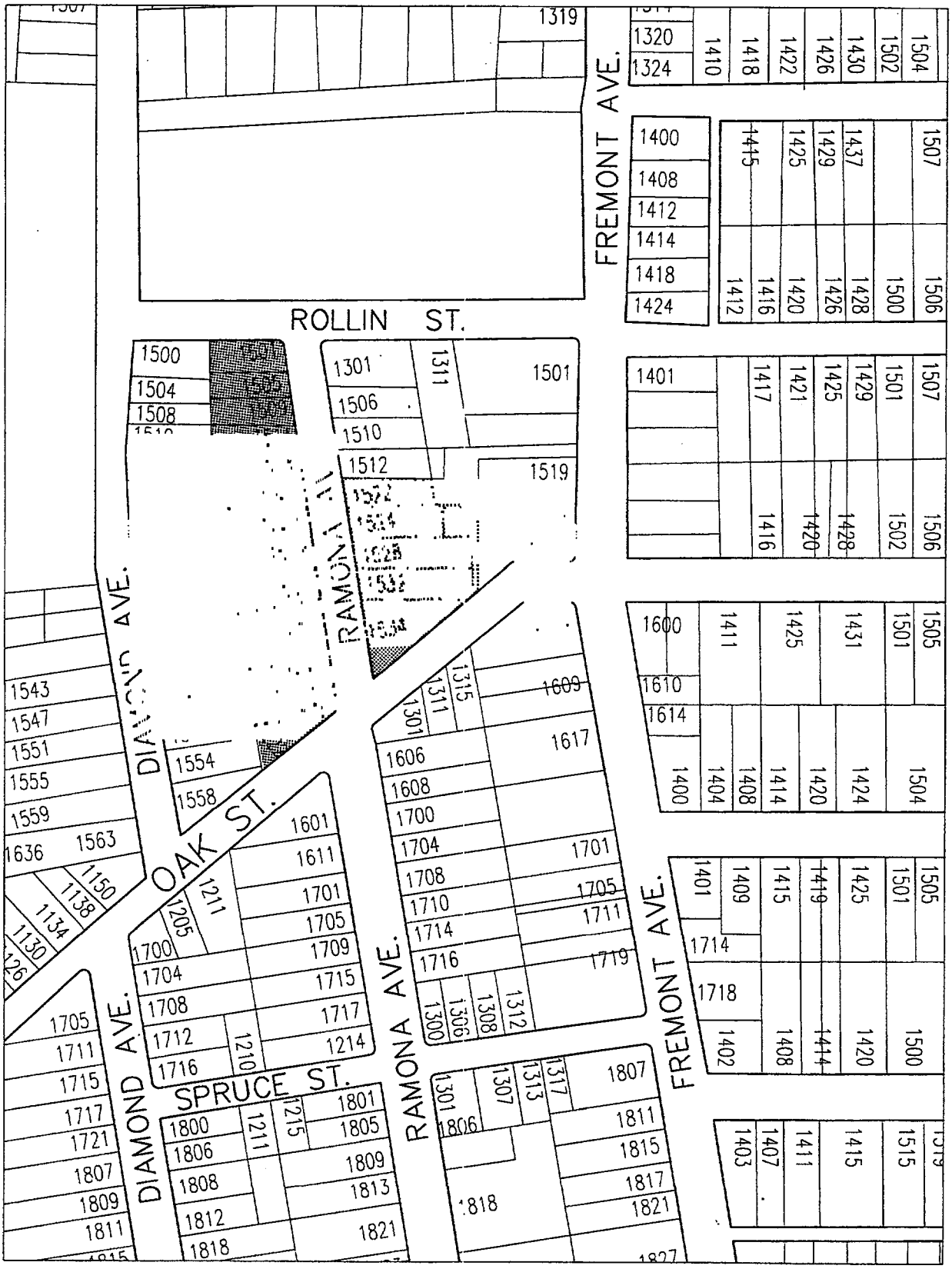


Exhibit "C"

Restoration Work Plan

&

Financial Analysis

Mills Act Application, 1545 Ramona Avenue, South Pasadena

Section II: Rehabilitation Plan, Maintenance List, and Reporting System

Proposed Scope of Work	***Year***
Restoring damaged shingles and broken trim at the attic room windows	2021
Restoring water-damaged wood trim on the back of the house at the sun room, beneath the master balcony	2021
Repairing tripartite entry doors and sun room French doors on the south side of the house	2021
Repainting the house using period appropriate color to make it compatible with the style of the Ramona Craftsman Historic District	2022
Repairing cracks in exterior concrete steps and paving	2025
Restoring stucco on the basement walls	2025
Examining sloped/uneven floors on the second floor and repair as needed	2026
Examining cracks and/or mortar deterioration in the fireplace	2026
Replacing outdated knob and tube electric wiring and ungrounded three prong receptacles on the second floor with modern wiring to ensure safety	2028
Rebuilding the garage to make it more compatible with the style of the house	2029

Maintenance:

Check wood structure for termites and treat if necessary	Annually

Reporting System:

The property owners of 1545 Ramona Avenue will provide written updates to the City of South Pasadena every three years, documenting progress and providing updates and photos on the Mills Act work plan.

Certificates of Appropriateness (CoA) will be obtained by property owners for major work efforts, as required by the City of Pasadena Cultural Heritage Ordinance. The CoA may be needed for the rebuilding of the one-car garage.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs.

Mills Act Application, 1545 Ramona Avenue, South Pasadena

Section III: Cost Estimate of Rehabilitation/Maintenance Plan

All work efforts described in these plans will be carried out in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Architects and/or contractors leading work efforts will have demonstrated historic preservation experience and will meet the *Secretary of the Interior's Professional Qualifications Standards* in their respective fields.

Proposed Scope of Work and Description	***Est. Cost***
Restoring damaged shingles, broken trim at the attic room windows, water-damaged wood trim on the back of the house at the sun room *All preparatory work will be undertaken in compliance with the Secretary of Interior's Standards. All surfaces to be treated with the gentlest means possible. Wood elements shall be restored and may be replaced in-kind only if deteriorated beyond repair.*	$11,700
Repainting the house using period appropriate color to make it compatible with the style of the Ramona Craftsman Historic District. *Damaged or deteriorated paint shall be removed using the gentlest method possible (preferably hand-scraping or hand-sanding).*	$27,400
Repairing tripartite entry doors and sun room French doors on the south side of the house *The doors and hardware need to be adjusted to ensure operability. The hardware may be replaced in-kind only if deteriorated beyond repair.*	$2,100

Repairing cracks in exterior concrete steps and paving Restoring stucco on the basement walls to match the finish *1,085 sq. ft. of driveway and walkways have multiple cracks and are partially damaged beyond repair. Driveways and walkways are considered to be character-defining features of the Ramona Avenue Craftsman District landscaping. New concrete shall match original in tone and texture.* *Non-original steps to the sun-porch to be rebuilt according to the Building Code standards and to match original tone and texture.*	$55,700
Repair sloped/uneven floors on the second floor *Ensure structural stability.*	$5,200
Examining cracks and/or mortar deterioration in the fireplace with a qualified, licensed chimney expert and repair as needed to ensure safety. *The Building Inspection Report and recommends additional inspection of the 3-story brick chimney that was restored after the earthquake in 1988.* *Chimney inspection* *Allowance for potential chimney restoration*	 $650 TBD
Replacing outdated knob and tube electric wiring and ungrounded three prong receptacles on the second floor with modern wiring to ensure safety *Bring the electric wiring up to the Building Code.*	$17,500
Rebuilding the garage to make it more compatible with the style of the house *The original one-car garage was demolished prior to 1951. The new 20' x 20' two-car garage was built in 1955. A patio was added in 1962 and enclosed in 2003. A combination of wood and plastic siding is crumbling, and sliding doors are not compatible with the style of the house. The homeowner would like to restore a one-car garage based on its original outline (see the Sanborn Map attached.)*	$35,000

Maintenance:	
Annual termite inspection ($350) Fumigation treatment, if needed	$ 8,000

Total investment in Rehabilitation and Maintenance: **$163,250**

(without an allowance for potential chimney restoration)

Potential Mills Act Property Tax Savings over a 10-year period[1]: **$146,370**

Potential Cost to the City of South Pasadena over a 10-year period: **$38,056.20**

[1] This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

Mills Act Application, 1545 Ramona Avenue, South Pasadena

Section IV: Historical Property Tax Analysis[2]

Based on the City of Los Angeles 2020 Historical Property Tax Adjustment Worksheet Guide[3]

AIN: 5319-025-032

A: DETERMINE ANNUAL INCOME AND ANNUAL OPERATING EXPENCES:

Gross Income (Monthly Rent x 12) Zillow.com Rent Estimate: $8,639/mo	$103,668.00
Less 3% Vacancy & Collection Loss	$3,110.00
Effective Annual Income:	$100,558.00
Less Expenses 20% Insurance, Utilities (gas, electricity, water, trash), Maintenance, Management	$20,112.00
Annual Net Income:	$80,446.00

B: DETERMINE CAPITALIZATION RATE:

2020 Interest Component	4.25%
Historical Property Risk Component	4%
Property Tax Rate	1.02%
Amortization Component (30 years) Improvements to Land Value Ratio $1,068,847 / $1,255,833 0.85*0.03=0.026	0.26%
Total Capitalization Rate:	9.53% (0.0953)

[2] For informational purposes only. This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

[3] https://planning.lacity.org/odocument/8ad7060d-b4c0-42b3-b3e0-2d3f77dbdf15/Tax_Adjustment_Worksheet.pdf

C: CALCULATE MILLS ACT ASSESSED VALUE:

Annual Net Income / Capitalization Rate	$844,134.00

D: DETERMINE ESTIMATED TAX REDUCTION:

Current Taxes (2019) (Current Assessed Value x 0.0102) $2,279,099 x 0.0102	$23,247.00
Less Mills Act Taxes (Mills Act Value x 0.0102)	$8,610.00
Potential Annual Mills Act Property Tax Savings[4]:	$14,637.00

Annual Cost to City (26%)	$3,805.62

[4] For informational purposes only. This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

Exhibit "D"

Standards of Rehabilitation

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

704 Meridian Avenue

2025 PROGRESS REPORT

April 2, 2025

City of South Pasadena
Community Development Department
1414 Mission Street
South Pasadena, CA 91030

RE: Mills Act – Progress Report Request

To Whom It May Concern,

I am writing to provide an update on the Mills Act Rehabilitation & Maintenance Plan for the property located at 704 Meridian Ave in South Pasadena, as per the City's request dated March 6, 2025.

The garage structural retrofit project commenced in late 2022 and was successfully completed in early 2024. This endeavor, however, proved to be both more time-consuming and expensive than initially anticipated due to the specific structural engineering requirements involved. Ultimately, the final cost was nearly three times the original estimate of $25,000.

At this time, no additional work outlined in the rehabilitation and maintenance plan has been initiated. The resources and efforts devoted to the garage project, combined with the joyous occasion of welcoming another new family member last year, have temporarily delayed progress. Nevertheless, it remains our earnest intention to proceed with the next stages of the plan at the earliest opportunity.

For your reference, Attachment A includes an itemized summary of the completed work, along with detailed photographs showcasing the conditions before and after the project. Copies of permit issued and inspection record have also been provided.

Please feel free to reach out if further information is needed.

Best regards,

Andrew Kao

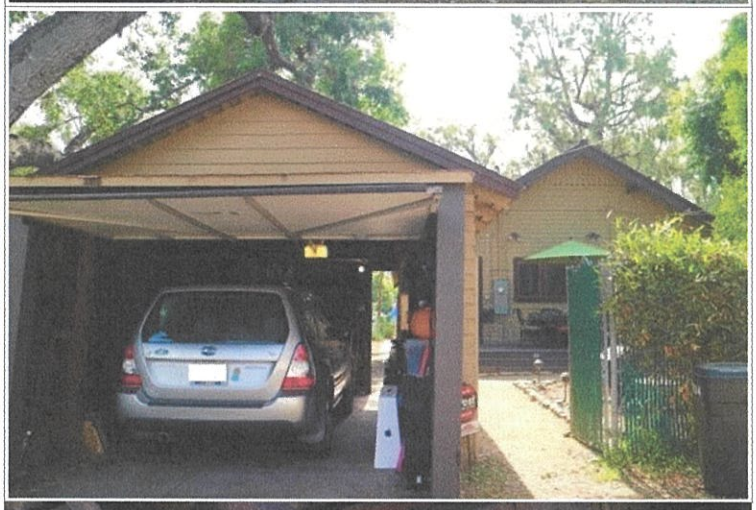
Enclosure:
Attachment A – Itemized Mills Act Progress Update
Attachment B – Building Permit 55151
Attachment C – Inspection Record

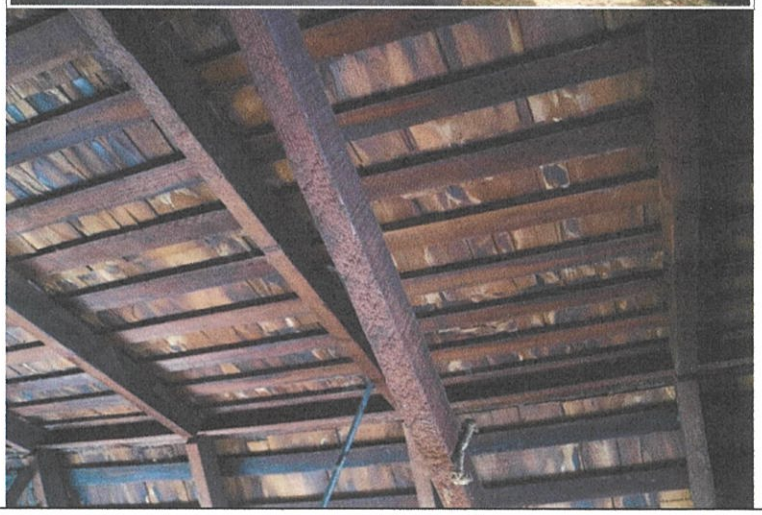
Attachment A

MILLS ACT PROGRESS UPDATE			
Reporting Calendar Year(s)	2021, 2022, 2023, 2024		
Property Data			
Address:	704 Meridian Ave, South Pasadena, CA 91030		
Contract Execution Date:	12/02/2020	Contract No.:	2020-062
Owner Information			
Owner Name(s):	Andrew Kao and Rachelle Andrews		
Mailing Address:	704 Meridian Ave, South Pasadena, CA 91030		
Phone No.:	909.331.7300	Email:	andrewkao16@gmail.com

Building or Site Feature:	**Existing Detached One-Car Garage**	**Cost:**	**$72,513**
Description of Work:	Structural retrofitting; carpentry repairs of wood framing/sheathing; removal/repairs and re-sheathing of roof; repainting garage.		
Status:	Delayed start due to having a newborn and completion of a major renovation in summer of 2022. We entered into contract with a general contractor for the garage retrofit work on 11/30/2022. The plans were approved and permit issued in June of 2023. The work was completed and permit (#55151) finalized on January 24, 2024.		
Photos (before)			



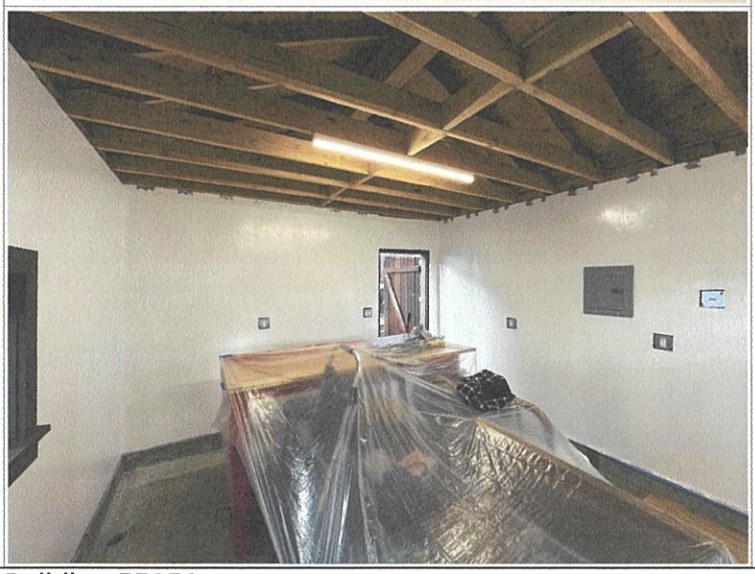




	
Photos (after)	





	 
Permit(s)	Building 55151

Attachment B

City of South Pasadena

1414 Mission Street
South Pasadena, CA 91030
Office Hrs: 7:30 am to 5:00 pm, M-Th
7:30 am to 4:00 Friday
Phone Number (626) 403-7220
Insp. Request (626) 403-7226

BUILDING PERMIT APPLICATION

SITE ADDRESS: 704 Meridian Ave		
ASSESSOR PARCEL NUMBER		
BOOK	PAGE	PARCEL
ADDITIONAL INFORMATION / LEGAL DESCRIPTION		
OWNER'S NAME: Andrew Kao		
STREET ADDRESS: 704 Meridan Ave		
CITY: S. Pasadena	STATE: CA	ZIP CODE: 91030
PHONE NUMBER: 909-331-7300		
PRINCIPAL DESIGNER'S NAME		LICENSE NO
STREET ADDRESS		
CITY	STATE	ZIP CODE
PHONE NUMBER		
CONTACT PERSON: Michael Kyle		
PHONE NUMBER: 323-573-5075		
CONTRACTOR'S NAME: Cornerstone Construction and Design		
STREET ADDRESS: 4910 Mt. Royal Dr		
CITY: Los Angeles	STATE: CA	ZIP CODE: 90041
LICENSE CLASS: B	LICENSE NUMBER: 775449	EXPIRATION DATE: 2/28/24
PHONE NUMBER: 323-573-5075		
WORKER'S COMPENSATION INSURANCE COMPANY NAME: State Fund		
WORKER'S COMP INSURANCE POLICY NUMBER: 164-7580		EXPIRATION DATE: 8/1/23

OWNER-BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractor's License Law for the following reason (Section 7031.5 of the Business and Professions Code):

☐ I, as owner of the property, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale (Section 7044 of the Business and Professions Code).

☐ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044 of the Business and Professions Code).

☐ I am exempt under Section _____, Business and Professions Code for the following reason: _____

Signature _____ Date _____

LICENSED CONTRACTOR'S DECLARATION

I hereby affirm that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

Signature: Michael Kyle Date: 11/29/22

WORKERS' COMPENSATION DECLARATION

I hereby affirm under penalty of perjury one of the following declarations:

☐ I have and will maintain a certificate of consent to self-insure for workers' compensation, as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued.

☑ I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are listed in the left column of this application.

☐ I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and I agree that if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature: Michael Kyle Date: 11/29/22

CONSTRUCTION LENDING AGENCY

See the back of this form for required statement

AUTHORIZATION OF ENTRY

I certify that I have read this application and state that the information given is correct. I agree to comply with all federal and state laws and city ordinances relating to building construction, and I authorize a representative of this City to enter upon the property for which I have applied for this permit for the purpose of making inspections.

Name: Michael Kyle

Signature: Michael Kyle Date: 11/29/22

DESCRIPTION OF WORK: Garage Remodel per Mills Act- See attached

OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
OCCUPANCY GROUP	TYPE OF CONSTRUCTION	AREA
NUMBER OF STORIES	FIRE SPRINKLERS ☐ YES ☐ NO	CODE IN EFFECT
STATISTICAL CLASSIFICATION NO UNITS	PLANNING FILE NO	

$ 15,000 INITIAL VALUATION $ _____ REVISED VALUATION

PLAN CHECK FEE BL-2022-1573 $ 334.39
1796321944

ADDITIONAL PLAN CHECK FEE $ _____

FIRE DEPT PLAN CHECK FEE $ _____

PLAN CHECK NUMBER	INITIALS	DATE
53671	CM	12/6/2022
ADDITIONAL PLAN CHECK NUMBER	INITIALS	DATE

☐ SCHOOL FEES PAID	☐ SCAQMD
☐ SANITATION DIST PAID	☐ INDUSTRIAL WASTE APPROVAL
☐ HEALTH DEPT APPROVAL	☐ OSHA PERMIT OBTAINED
☐ FIRE DEPT APPROVAL	☐ PUBLIC WORKS FEES PAID

BUILDING PERMIT FEE	$ 394.40
ISSUANCE FEE	$ 36.00
SMIP FEE	$ 1.95
GENERAL PLAN FEE	$ 59.16
PIF (PARK IMPACT FEE)	$ _____
GROWTH FEE BL-2023-0729 1855131712	$ _____
TOTAL	$ 491.51

PERMIT NUMBER	INITIALS	DATE
55151	CM	6/7/2023

DATE OF FINAL	FINAL BY

2000

Attachment C

CITY OF SOUTH PASADENA
1414 Mission Street
South Pasadena, CA 91030
Phone number: (626) 403-7224
inspectionrequest@southpasadenaca.gov
Office Hours: 7:30 a.m. to 6:00 p.m. M-TH

INSPECTION RECORD

Address: 704 MERIDIAN

Permit No. 55151 **Date:** 6/7/2023

Description: GARAGE REMODEL PER MILLS ACT

NO.	INSPECTION	DATE	INSPECTOR

REQUIRED BUILDING INSPECTIONS AND APPROVALS

B1	Soils Engineer's Approval		
B2	Location and Setbacks		
B3	Foundation and Forms	8/15/23	ME
B4	Structural Concrete Slab on Grade		
B5	Raised Floor Framing		
B6	Underfloor Insulation		
B7	First Level Floor Diaphragm		
B8	Second Level Floor Diaphragm		
B9	Third Level Floor Diaphragm		
B10	Roof Sheathing		
B11	Roof Diaphragm		
B12	Concrete Deck		
B13	Steel Framing		
B14	Fire Dept. Frame Inspection		
B15	Frame Inspection	09/10/24	Cels
B16	Fire Sprinkler Hangers		
B17	Insulation / Weather Stripping		
B18	Interior Lath		
B19	Drywall		
B20	Exterior Lath		
B21	Rated Floor Ceiling Assembles		
B22	Rated Wall Assemblies		
B23	Rated Opening Protection		
B24	Rated Shaft Construction		
B25	T-Bar Ceilings		
B26	Lot Drainage		
B27	Planning Department Approval		
B28	Fire Department Approval		
B29	Public Works Dept. Approval		
B30	Final Building Inspection	1/24/25	CV

REQUIRED MECHANICAL INSPECTIONS AND APPROVALS

M1	FAU/Wall Furnace		
M2	Combustion Air Openings		
M3	Rough Mechanical		
M4	Duct Work		
M5	A/C Compressor		
M6	Thermostat		
M7	Fire Dampers		
M8	Smoke Detection Devices		
M9	Manufactured Fireplace		
M10	Commercial Hood		
M11	Final Mechanical Inspection		

NO.	INSPECTION	DATE	INSPECTOR

REQUIRED ELECTRICAL INSPECTIONS AND APPROVAL

E1	Temporary Power Pole		
E2	System Ground ☐ Ground Rod ☐ UFER ☐ Water pipe ☐ _____		
E3	Underground Electrical		
E4	Rough Wiring		
E5	Rough Conduit		
E6	Bonding Water and Gas		
E7	Service Release		
E8	Final Electrical Inspection		

REQUIRED PLUMPING INSPECTIONS AND APPROVALS

P1	Underground Floor Plumbing		
P2	Hot Mop/ Shower Pan		
P3	Water Service ☐ Plastic ☐ Metal		
P4	Rough Plumbing/Top out		
P5	Rough Gas System		
P6	Sewer		
P7	Private Sewage Disposal System		
P8	Water Heater		
P9	Lawn Speakers		
P10	Gas Test		
P11	Service Release		
P12	Gas Final		
P13	Final Plumbing Inspection		

1) IT SHALL BE THE DUTY OF THE PERMIT APPLICANT TO CAUSE THE WORK TO REMAIN ACCESSIBLE AND EXPOSED FOR INSPECTION PURPOSES NEITHER THE BUILDING OFFICIAL NOR THE JURISDICTION SHALL BE LIABLE FOR EXPENSE ENTAILED IN THE REMOVAL OR REPLACEMENT OF ANY MATERIAL REQUIRED TO ALL INSPECTION

2) PLANS APPROVED BY THE CITY OF SOUTH PASADENA BUILDING DIVISION MUST BE AVAILABLE AT THE TIME INSPECTION IS MADE.

3) A SEPARATE PERMIT IS REQUIRED FOR ALL WORK IN THE PUBLIC RIGHT-OF-WAY.

4) SPECIAL INSPECTORS MUST BE APPROVED BY THE CITY OF SOUTH PASADENA BUILDING DIVISION PRIOR TO DOING ANY INSPECTION WORK.

5) REVISED PLANS AND/OR DETAILS MUST BE PROVIDED FOR ALL WORK NOT DONE IN ACCORDANCE WI TH THE APPROVED PLANS. ALL REVISIONS MUST BE STAMPED APPROVED PRIOR TO INSPECTION.

SUMMARY OF COMPLETED WORK

2. Schedule and Reporting System

Project	Completion Year
1. Garage: structural retrofitting; carpentry repairs of wood framing/sheathing; removal/repairs and re-sheathing of roof; repainting garage	2022
2. Windows, all elevations: glazing, wood-frames, surrounds and sills	2023
3. Windows, north elevation: wood window-framed screens to replace aluminum-framed screens	2024
4. Residence roof: Re-roofing, to include removal of sheathing; repairs as needed to roof system structure; installation of plywood decking on north side of roof; re-sheathing of roof with composition shingles; reinstallation of solar panels	2025
5. Brick chimney: Concurrent with roof repairs, refasten/reinforce roof ties of south elevation chimney; repoint historic brick to match existing and repair/replace brick in-kind where needed	2025
6. House, exterior: Repairs/patching or in-kind replacement of damaged/deteriorated wood siding; resealing and repainting in period-appropriate palette; repairs/carpentry work and repainting of wood sheathing	2028
7. House, exterior: Front door, repair hardware; cleaning of leaded-glass window	2029
8. Maintenance: Termite inspections/mitigation	Biannual inspection
9. Maintenance: Roof inspections and repairs as needed	Triannual inspection
10. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Complete

Incomplete

TBD

Reporting System:

The property owners of 704 Meridian Avenue will provide annual written updates to the City of South Pasadena in the final quarter of the calendar year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance for each project included in these plans. Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs/CHC guidance and input.

MILLS ACT CONTRACT

2004

This page is part of your document - DO NOT DISCARD

20210154560

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County, California

01/27/21 AT 02:19PM

Pages: 0025

FEES:	164.00
TAXES:	0.00
OTHER:	0.00
SB2:	75.00
PAID:	239.00

LEADSHEET

202101272910039

00019774265

011728669

SEQ: 01

DAR - Mail (Intake)

THIS FORM IS NOT TO BE DUPLICATED

E660049

CITY CLERK'S DIVISION

FEB 2 '21 PM4:55

CITY OF SOUTH PASADENA

2005

19774265

Batch Number: 11728669

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
704 MERIDIAN AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

South Pasadena
Contract No. 2020-062
Council Approved 11/04/2020

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 2nd day of December 2020, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Rachelle Andrews and Andrew Kao ("Owners").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 704 Meridian Avenue, South Pasadena, California, Assessor's Parcel Number 5315-013-041 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is a contributor to the North of Mission Historic District. The North of Mission Historic District was determined eligible for the National Register by the Keeper on March 31, 1983.

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on January 1, 2021 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one year for each anniversary date of the Agreement unless otherwise specified herein.

3. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

4. STANDARDS FOR HISTORIC PROPERTY.

a. Owner shall rehabilitate, preserve and maintain the historically significant characteristics of the Historic Property. Attached hereto, marked as Exhibit "B" and incorporated herein by this reference is a list of those items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property and a timeline for completion, which shall apply to such property throughout the term of this agreement. Owner shall obtain approval from the Chair of the Cultural Heritage Commission prior to start of work of said items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property.

b. Owner shall additionally and where necessary, restore and rehabilitate the property according to the rules and regulations of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and the State Historic Building Code and shall maintain the entire property according to minimum standards and conditions, attached hereto, marked as Exhibit "C".

5. LIMITATIONS. Under Section 2.68(b)(1)(C)(iii)–(v), the estimated tax benefit will not be used for: (1) any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty; (2) routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements; (3) work within the interior of a Historic Property unless the Cultural Heritage Commission determines an exception should be made; and (4) landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

6. INSPECTIONS. The Owner shall allow reasonable inspections, by prior appointment given a minimum of at least 24 hours in advance, of the interior and exterior of the Historic Property by representatives of the Historic Property by representatives of the County Assessor, State Office of Historic Preservation, State Board of Equalization and the City, as may be necessary to determine Owner's compliance with the terms and conditions of this agreement.

7. PROVISION OF COMPLIANCE INFORMATION. The owner hereby agrees to furnish the City with any and all information requested by the City which may be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the owner shall agree to provide to the City on the third anniversary date of this Agreement and every third year thereafter a report describing the preservation tasks that are in progress and have been completed pursuant to this Agreement.

8. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of

this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

9. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

In the event of a breach by Owner under the provisions of this agreement, City shall give written notice to Owner by registered or certified mail to the address stated in this agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner shall hereafter have sixty (60) days within which to cure such breach to the reasonable satisfaction of the City. Upon completion by Owner of the cure of the breach, City shall withdraw its notice of breach.

Should owner not cure such breach within the time period specified above, then City may, without further notice, declare a default under the terms of this agreement and may bring any action necessary to specifically enforce the obligations of Owner arising out of the terms of this agreement, apply to any court, state or federal, for injunctive relief

against any violation by Owner or apply for such other relief as may be appropriate. City may at its sole discretion extend the 60-day cure period. Such extension must be in writing.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Rachelle Andrews and Andrew Kao
704 Meridian Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be null and void

upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Owner or Owner's agent shall record this Agreement in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The City shall provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Date: 12/02/2020

By: _____
MAYOR

Attest:

_____
CITY CLERK

Approved as to Form:

Date: 12/02/2020

_____
Andrew L. Jared
Assistant City Attorney

Date: 11/21/2020

_____
Rachelle Andrews, Owner

Date: 11/21/2020

_____
Andrew Kao, Owner

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 02, 2020 before me, Esteban Alvarez, Notary Public,
(insert name and title of the officer)

personally appeared Robert S. Joe,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Esteban Alvarez (Seal)

ESTEBAN ALVAREZ
Notary Public – California
Los Angeles County
Commission # 2228941
My Comm. Expires Jan 19, 2022

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 02, 2020 before me, Esteban Alvarez, Notary Public,
(insert name and title of the officer)

personally appeared Maria Elva Ayala,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Esteban Alvarez (Seal)

ESTEBAN ALVAREZ
Notary Public – California
Los Angeles County
Commission # 2228941
My Comm. Expires Jan 19, 2022

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF Los Angeles)

On November 25, 2020, before me, Maria Oba Minassian, Notary Public, personally appeared Andrew L. Jared, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify UNDER PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (seal)

MARIA OBA MINASSIAN
COMM. # 2303865
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
COMM. EXPIRES SEPT. 1, 2023

Mills Act Contract Andrews Kao 2015

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On November 21, 2020 before me, Samantha Linnea Potter, Notary Public
(insert name and title of the officer)

personally appeared Andrew Kao, Rachelle Andrews**********,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

SAMANTHA LINNEA POTTER
Notary Public - California
Los Angeles County
Commission # 2202991
My Comm. Expires Jun 26, 2021

Signature Samantha Potter (Seal)

Exhibit "A"

Legal Description

Exhibit "A"

Lot 10 and 11 of Block "D" of the Buena Vista Tract, in the City of South Pasedena, County of Los Angeles, State of California, as per Map Recorded in Book 17, Pages 39 of Miscellaneous Records, in the office of the County Recorder of said County.

Exhibit "B"

Restoration Work Plan

&

Financial Analysis



Mills Act Application | Andrews/Kao Residence
704 Meridian Avenue, South Pasadena

Prepared for:

City of South Pasadena
Department of Planning and Building
South Pasadena, CA 91030

Prepared by:

Rachelle Andrews and Andrew Kao
704 Meridian Avenue
South Pasadena, CA 91030

August 2020

2. Schedule and Reporting System

Project	Completion Year
1. Garage: structural retrofitting; carpentry repairs of wood framing/sheathing; removal/repairs and re-sheathing of roof; repainting garage	2022
2. Windows, all elevations: glazing, wood-frames, surrounds and sills	2023
3. Windows, north elevation: wood window-framed screens to replace aluminum-framed screens	2024
4. Residence roof: Re-roofing, to include removal of sheathing; repairs as needed to roof system structure; installation of plywood decking on north side of roof; re-sheathing of roof with composition shingles; reinstallation of solar panels	2025
5. Brick chimney: Concurrent with roof repairs, refasten/reinforce roof ties of south elevation chimney; repoint historic brick to match existing and repair/replace brick in-kind where needed	2025
6. House, exterior: Repairs/patching or in-kind replacement of damaged/deteriorated wood siding; resealing and repainting in period-appropriate palette; repairs/carpentry work and repainting of wood sheathing	2028
7. House, exterior: Front door, repair hardware; cleaning of leaded-glass window	2029
8. Maintenance: Termite inspections/mitigation	Biannual inspection
9. Maintenance: Roof inspections and repairs as needed	Triannual inspection
10. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Reporting System:

The property owners of 704 Meridian Avenue will provide annual written updates to the City of South Pasadena in the final quarter of the calendar year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance for each project included in these plans. Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs/CHC guidance and input.

4. Mills Act Work Plan, Financial Analysis

Proposed Project & Description	Est. Cost	Schedule
1. Garage: structural retrofitting; repairs of wood framing/sheathing; removal/repairs and re-sheathing of roof; repainting garage	$25,000	2022
2. Window repairs, repainting	$25,000	2023
3. North elevation wood-framed window screens to replace aluminum-framed screens	$5,000	2024
4. Reroof residence; installation of plywood decking; re-sheathing uninstall/reinstall solar panels	$35,000	2025
5. Brick chimney: Concurrent with roof repairs, refasten/reinforce roof ties of south elevation chimney; repoint historic brick to match existing and repair/replace brick in-kind where needed	$5,000	2025
6. House, exterior: Repairs/patching or in-kind replacement of damaged/deteriorated wood siding; resealing and repainting in period-appropriate palette; repairs/carpentry work and repainting of wood sheathing	$40,000	2028
7. Front door, repair hardware; clean leaded-glass window	$10,000	2029

Total Investment in 704 Meridian Avenue:	**$ 145,000**
Total Tax Savings for Owners (10-year period)	**$ 128,715**
Average Annual Cost to the City of South Pasadena:	**$ 2,051**

Mills Act Application, 704 Meridian Avenue, Financial Analysis

Property Address: 704 Meridian Ave, South Pasadena, California 91030 **Assessor's ID #:** 5315-013-041
Type: Single-family Residence **Current Assessed Value:** $ 1,400,000
Landmark #: City of South Pasadena Register and CRHR Designated Historic District Contributor, North of Mission Historic District

REVENUES	**Annual Increase**	**Current Yr 2020**	**Year 1 2021**	**Year 2 2022**	**Year 3 2023**	**Year 4 2024**	**Year 5 2025**	**Year 6 2026**	**Year 7 2027**	**Year 8 2028**	**Year 9 2029**	**Year 10 2030**	
1. Monthly Revenues		4,500.00	4,635.00	4,774.05	4,917.27	5,064.79	5,216.73	5,373.24	5,534.43	5,700.47	5,871.48	6,047.62	
2. Annual Rental Income	3.0%	72,000.00	74,160.00	76,384.80	78,676.34	81,036.63	83,467.73	85,971.77	88,550.92	91,207.45	93,943.67	96,761.98	
ANNUAL EXPENSES													
3. Insurance	5.0%	1,545.00	1,622.25	1,703.36	1,788.53	1,877.96	1,971.86	2,070.45	2,173.97	2,282.67	2,396.80	2,516.64	
4. Utilities	6.0%	5,540.00	5,872.40	6,224.74	6,598.23	6,994.12	7,413.77	7,858.60	8,330.11	8,829.92	9,359.71	9,921.30	**Total Costs**
5. Maintenance	5.0%	11,000.00	11,550.00	12,127.50	12,733.88	13,370.57	14,039.10	14,741.05	15,478.10	16,252.01	17,064.61	17,917.84	$145,274.66
6/7. Management / Other		0.00											
TOTAL EXPENSES													
8. Sum lines 3 through 7		$18,085.00	$19,044.65	$20,055.61	$21,120.63	$22,242.65	$23,424.72	$24,670.10	$25,982.19	$27,364.60	$28,821.13	$30,355.78	
ANNUAL NET INCOME													
9. Line 2 minus line 8		$53,915.00	$55,115.35	$56,329.19	$57,555.71	$58,793.99	$60,043.01	$61,301.67	$62,568.73	$63,842.85	$65,122.54	$66,406.20	
CAPITALIZATION RATE													
10. Interest Component	4.75%												
11. Historic Property Risk Component	4.00%												
12. Property Tax Component	1.02%												
13. Amortization Component	4.50%												
14. Total Capitalization Rate	14.27%												
NEW ASSESSED VALUE													
15. Mills Act Assessment (Line 9 divided by Line 14)		$377,820.60	$386,510.48	$395,400.22	$404,494.42	$413,797.79	$423,315.14	$433,051.39	$443,011.57	$453,200.84	$463,624.46	$474,287.82	
TAXES: AMOUNT TO BE PAID													
16. Tax under Mills Act (Line 15 x .01035146)		3,910.99	4,000.95	4,092.97	4,187.11	4,283.41	4,381.93	4,482.71	4,585.82	4,691.29	4,799.19	4,909.57	
17. Current Tax	1.160%	16,240.00	16,428.38	16,618.95	16,811.73	17,006.75	17,204.03	17,403.59	17,605.48	17,809.70	18,016.29	18,225.28	**Total Tax Savings**
18. Tax Savings (Line 17 minus line 16)		12,329.01	12,427.44	12,525.98	12,624.63	12,723.34	12,822.10	12,920.88	13,019.66	13,118.41	13,217.10	13,315.71	$128,715.24
TAXES: COST TO CITY													**Annual Average**
19. Annual Cost to City	26%	$3,205.54	$3,231.13	$3,256.76	$3,282.40	$3,308.07	$3,333.75	$3,359.43	$3,385.11	$3,410.79	$3,436.45	$3,462.08	$3,333.77

2023

10-Year Work Plan, 704 Meridian Avenue, South Pasadena

Rehabilitation Treatment Approach: Standards and Guidelines

All work efforts will be guided by the rehabilitation treatment guidelines: (1) Identify, Retain, and Preserve; (2) Stabilize; (3) Protect and Maintain; (4) Repair; (5) Limited, In-Kind Replacement

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/ Maintenance Schedule	Estimated Cost
Exterior					
Garage	Yes	**Condition:** Poor **Repairs:** Structural stabilization and retrofitting; mitigation of termite and dry rot damage to wood framing and sheathing; removal, repairs, and re-sheathing of roof	Termite mitigation and dry rot removal will be carried out according to the Secretary of the Interior's Standards for the Treatment of Historic Properties. This mitigation will seek to "stabilize, consolidate, and conserve existing historic materials" and will "replace minimum amount of fabric necessary and match materials in-kind."[1] Recommended rehabilitation treatment guidelines: 1. Protect and maintain: "Protecting and maintaining the structural systems…by keeping masonry, wood, and architectural metals in a sound condition; and ensuring that structural members are free from insect infestation."	2022 Biannnual termite inspection	$ 25,000 To include input by a historic preservation professional
Windows, wood-frames, surrounds and sills Window screens on north elevation	Yes No (nonoriginal feature)	**Condition:** Good (isolated repairs needed) **Repairs:** (1) Rehabilitation of historic windows to include (but not necessarily be limited to): repair of cracked/broken glazing; repair of non-operational double-hung windows, including replacement of missing sash cords where needed; re-weathering stripping/re-sealing where needed; and repainting windows and	Windows and their functional and decorative features shall be repaired according to the *Secretary of the Interior's Standards for the Treatment of Historic Properties.* Recommended treatment guidelines: 1. Identify, retain, and preserve: "Identifying, retaining, and preserving windows--and their functional and decorative features--that are important in defining the overall historic character of the building. Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds, panelled or decorated jambs and moldings, and interior and exterior shutters and blinds. 2. Stabilize: "Stabilizing deteriorated or damaged windows as a preliminary measure, when necessary, prior to undertaking appropriate preservation work." 3. Protect and maintain: "Protecting and maintaining the wood and architectural metals which comprise	2023 (initial repairs); 2024 (wood-frame screens) Biannual maintenance (2024, 2026, 2028, 2030)	$ 25,000 (window rehab/repairs) $ 5,000 (wood-frame screens, north elevation) To be completed by contractor with experience in historic preservation

* Unless otherwise noted, all quoted material describing recommended treatment approaches is drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties,* "Rehabilitation Treatment," US Department of the Interior, National Park Service, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

[1] Weeks, Kay D., and H. Ward Jandl. 1996. "The Secretary of the Interior's Standards for the Treatment of Historic Properties: A Philosophical and Ethical Framework for Making Treatment Decisions." In S.J. Kelley, ed., *Standards for Preservation and Rehabilitation* (American Society for Testing and Materials): pp. 7-22.

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/ Maintenance Schedule	Estimated Cost
		window frames in period-appropriate palette (2) Removal of nonoriginal aluminum-frame window screens with wood-frame screens along north elevation	the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems." "Making windows weather tight by re-caulking and replacing or installing weather-stripping. These actions also improve thermal efficiency." 4. Repair: "Repairing window frames and sash by patching, piecing-in, consolidating or otherwise reinforcing them using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment." 5. Limited Replacement In-Kind: "Replacing in kind extensively deteriorated or missing parts of windows when there are surviving prototypes such as frames, sash, sills, glazing, and hoodmolds. The new work should match the old in material, design, color, and texture; and be unobtrusively dated to guide future research and treatment."		
Roof, Main House Brick chimney, south elevation	Yes (configuration, pitch, original ornamental details where extant); sheathed in nonoriginal composition shingles	**Condition:** Good overall **Repairs:** Re-roofing, to include removal of solar panels on north elevation; tear-off; repairs as needed to roof system structure; installation of plywood decking; re-sheathing of roof with composition shingles; reinstallation of solar panels Concurrent with roof repairs, refasten/reinforce chimney. For historic brick, repoint to match existing and repair/replace brick in-kind where needed.	Recommended rehabilitation treatment guidelines: 1. Identify, retain, preserve: Identify "the functional and decorative features that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features such as cupolas... chimneys, & weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning." 2. Protect and retain: "Cleaning of gutters and downspouts and replacing deteriorated flashing. Roof sheathing should also be checked for proper venting to prevent moisture condensation and water penetration; and to ensure that materials are free from insect infestation. ... Providing adequate anchorage for roofing material to guard against wind damage and moisture penetration." 3. Repair: "Repairing a roof by reinforcing the historic materials which comprise roof features. Repairs will also generally include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features when there are surviving prototypes such as cupola louvers, dentils, dormer roofing; or slates, tiles, or wood shingles on a main roof.	2025 (reroof and roof repairs, repairs/ refastening of brick chimney) Triannual inspection	$ 40,000 To be completed by contractor with experience in historic preservation

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/ Maintenance Schedule	Estimated Cost
Exterior walls, wood sheathing	Yes	**Condition:** Good/Fair **Repairs:** Repairs/patching or in-kind replacement of areas of damaged and deteriorated wood siding, including but not limited to areas along the base of the residence and the north elevation; resealing and repainting in period-appropriate palette	The exterior wood sheathing of the building will be repaired as necessary and repainted, according to the *Secretary's Standards.* Recommended rehabilitation treatment guidelines: 1. Identify, retain, and preserve: "Identifying, retaining/preserving wood features that are important in defining the historic character of the building such as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes, and colors." 2. Stabilize: "Stabilizing deteriorated or damaged wood as a preliminary measure, when necessary, prior to undertaking appropriate preservation work." 3. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building… Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary." 4. Repair: "Repairing, stabilizing, and conserving fragile wood using well-tested consolidants, when appropriate. Repairs should be physically and visually compatible and identifiable upon close inspection for future research. Repairing wood features by patching, piecing-in, or otherwise reinforcing the wood using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment." 5. Limited Replacement in Kind: "Replacing in kind extensively deteriorated or missing parts of wood features when there are surviving prototypes such as brackets, molding, or sections of siding. New work should match the old in material, design, color, and texture; and be unobtrusively dated to guide future research and treatment."	2028 Biannual inspection	$ 40,000 To be completed by contractor with experience in historic preservation

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/ Maintenance Schedule	Estimated Cost
			Not Recommended: "Replacing an entire wood feature such as a column or stairway when limited replacement of deteriorated and missing parts is appropriate. Using replacement material that does not match the historic wood feature; or failing to properly document the new work."		
Main entrance, wood entrance door, hardware, and leaded-glass light	Yes	**Condition:** Good/fair (isolated repairs needed) **Repairs:** Original front door has inoperable/ill-fastened hardware and leaded-glass window in need of cleaning/conservation	Recommended treatment guidelines: 1. Identify, retain, and preserve: Identifying elements of "entrances and porches--and their functional and decorative features--that are important in defining the overall historic character of the building." 2. Protect and maintain: "Protecting and maintaining the masonry, wood, and architectural metals that comprise entrances and porches through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems." 3. Repair: "Repairing entrances and porches by reinforcing the historic materials. Repair will also generally include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of repeated features where there are surviving prototypes such as balustrades, cornices, entablatures, columns, sidelights, and stairs."	2029	$ 10,000 To be completed by contractor with experience in historic preservation

Exhibit "C"

Standards of Rehabilitation

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

335 Monterey Road

2025 PROGRESS REPORT

ARROYO VISTA INN

City of South Pasadena
Community Development Department
1414 Misson Street
South Pasadena, CA 91030

Response to Mills Act Progress Report Request (Arroyo Vista Inn, 335 Monterey Road, South Pasadena, CA 91030)

I am writing in response to your request for the Mills Act progress report regarding our contract with the City of South Pasadena in 2023. Between 2022 and 2024, we have undertaken various rehabilitation and maintenance projects to preserve and enhance the property. However, the sequence of these projects has been adjusted due to the following priorities.

Ensuring the safety and comfort of our guests remains our highest priority. Initially, our parking lot was paved with lattice brick pavers, which had developed numerous holes, posing a significant safety hazard. Given this concern, we prioritized the installation of a new, smooth paver parking lot to create a safer environment. We engaged Keystone Paving company for the work, and the total cost of the project exceeded $100,000. Though it is costly, it significantly improved safety, functionality and aesthetics of the park lot.

Additionally, during the heavy rains of 2023, we experienced roof leaks that affected the comfort of our guests. To address this issue, we initiated a roof repair project, total cost was $9000 to prevent further damage and ensure a comfortable stay for our visitors.

From 2023 to the present, alongside several smaller maintenance projects, the two major completed projects aligned with our Mills Act contract are:

1. Installation of a new parking lot with smooth pavers to improve safety. $100,000
2. Repairing the roof to address leaks caused by heavy rainfall. $9000

Should you require any receipts or documentation related to these improvements, we are happy to provide them upon request.

Please let us know if further information is needed.

Sincerely,

3/31/2025

Janice Lupien
www.arroyovistainn.com
626-297-0213



Main Entrance lot area

before



Main Entrance lot before



during construction of new parking lot



Parking entrance
(After)



entrance parking (after)

SUMMARY OF COMPLETED WORK

2. Schedule and Reporting System

Project		Completion Year
Incomplete	1. Windows rehabilitation/repairs, all elevations: glazing, wood-frames, surrounds and sills	2023
Complete ✓	2. Residence roof: Re-roofing, to include removal of sheathing; repairs as needed to roof system structure; re-sheathing of roof with composition shingles; repairs and carpentry work to address failing/deteriorated wood rafters, fascia, and framing	2025
TBD	3. Main entrance porch: Repairs/reinforcement of porch supports	2025
	4. Site: geotechnical study to identify plan for site remediation/stabilization	2028
	5. OPTIONAL - Site: repairs/reinforcement of arroyo stone wall and wine cellar	TBD
	6. Maintenance: Termite inspections/mitigation	Biannual inspection
	7. Maintenance: Roof inspections and repairs as needed	Triannual inspection
	8. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Reporting System:

The property owner of the Ezra & Ida Thompson House will provide annual written updates to the City of South Pasadena in the final quarter of the calendar year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance for each project included in these plans. Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs/CHC guidance and input.

MILLS ACT CONTRACT

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030





MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
335 MONTEREY ROAD
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 2nd day of December 2020, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Janice Lupien ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 335 Monterey Road, South Pasadena, California, Assessor's Parcel Number 5311-012-010 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is a designated City landmark, Landmark No. 47 – Burwood House, attached hereto marked "Exhibit B". The Burwood House was built in 1910. The architect, Lester S. Moore, is recognized as one of Southern California's earliest noted architects. His career in Los Angeles spanned from 1895 until shortly before his death in 1924. Burwood is the most significant surviving example of Moore's work in South Pasadena. The original five-acre property was on a wooded hillside and is a major contributor to the architectural and historic context of the Monterey Road Neighborhood. Character defining features to the property consist of a wooden cellar door and cooling chamber leading to a retaining wall and into hillside.

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on January 1, 2021 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the owner shall agree to provide to the City on the third anniversary date of this Agreement and every third year thereafter a report describing the preservation tasks that are in progress and have been completed pursuant to this Agreement.

8. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

9. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

In the event of a breach by Owner under the provisions of this agreement, City shall give written notice to Owner by registered or certified mail to the address stated in this agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner

1414 Mission Street
South Pasadena, California 91030

Owner: Janice Lupien
335 Monterey Road
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles)

On December 02, 2020 before me, Esteban Alvarez, Notary Public,
(insert name and title of the officer)

personally appeared Robert S. Joe,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Esteban Alvarez (Seal)

ESTEBAN ALVAREZ
Notary Public – California
Los Angeles County
Commission # 2228941
My Comm. Expires Jan 19, 2022

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
)
COUNTY OF Los Angeles)

On November 25, 2020, before me, Maria Oba Minassian, Notary Public, personally appeared Andrew L. Jared, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify UNDER PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MARIA OBA MINASSIAN
COMM. # 2303865
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
COMM. EXPIRES SEPT. 1, 2023

Signature _____ (seal)

Mills Act Contract Lupien

Exhibit "A"

Legal Description

LEGAL DESCRIPTION

LEGAL DESCRIPTION AFTER LOT LINE ADJUSTMENT:

PARCEL 1:
THAT PORTION OF LOTS 88 AND 89, OF LINCOLN PARK IN THE CITY OF SOUTH PASADENA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 6, PAGES 358 AND 359, OF MISCELLANEOUS RECORDS, IN THE OFFICE OF COUNTY RECORDER OF SAID COUNTY, LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE "A" WITHIN THE FOLLOWING DESCRIBED BOUNDARY "B":

LINE "A":
COMMENCING AT THE MOST NORTHERLY CORNER OF SAID LOT 89; THENCE SOUTH 84° 54' 01" EAST ALONG THE NORTHEASTERLY LINE OF SAID LOT 89, A DISTANCE OF 23.62 FEET TO A POINT, SAID POINT BEING THE TRUE POINT OF BEGINNING; THENCE SOUTH 00° 31' 00" EAST, A DISTANCE OF 138.31 FEET; THENCE SOUTH 74° 01' 14" WEST, PARALLEL TO THE NORTH LINE OF TRACT 8385, AS PER MAP RECORDED IN BOOK 99, PAGES 65 AND 66, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, A DISTANCE OF 125.88 FEET; THENCE SOUTH 11° 07' 59" WEST 94.85 FEET TO THE NORTH LINE OF SAID TRACT.

BOUNDARY "B":
BEGINNING AT THE NORTHEASTERLY CORNER OF SAID LOT 89; THENCE SOUTH 0° 34' 00" EAST ALONG THE EASTERLY LINE THEREOF, 184.83 FEET, MORE OR LESS, TO THE NORTHEASTERLY CORNER OF TRACT NO 8385, AS PER MAP RECORDED IN BOOK 99, PAGES 65 AND 66, OF MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY; THENCE SOUTH 73° 57' 22" WEST ALONG THE NORTHERLY LINE OF SAID TRACT NO. 8385 A DISTANCE OF 354.58 FEET, MORE OR LESS, TO THE SOUTHEASTERLY CORNER OF PARCEL 1 OF THE LAND CONVEYED TO RICHARD M KELSEY, AND WIFE, BY DEED RECORDED IN BOOK 5185, PAGE 171, OF OFFICIAL RECORDS; THENCE ALONG THE EASTERLY LINE OF SAID PARCEL 1, THE FOLLOWING COURSES AND DISTANCES; NORTH 4° 21' 00" WEST 129.74 FEET; NORTH 19° 28' 10" WEST 21.20 FEET AND NORTH 20° 27' 00" EAST 53 FEET, MORE OR LESS, TO THE SOUTHEASTERLY CORNER OF THE LAND CONVEYED TO EMMA HALM BY DEED RECORDED IN BOOK 6839, PAGE 301, OF OFFICIAL RECORDS; THENCE NORTH 69° 04' 00" WEST ALONG THE SOUTHERLY LINE OF THE LAND SO CONVEYED TO EMMA HALM, 66.46 FEET TO THE SOUTHWESTERLY CORNER THEREOF, BEING A POINT IN A WESTERLY LINE OF THE AFORESAID PARCEL 1; THENCE SOUTH 19° 48' 55" WEST ALONG SAID WESTERLY LINE, 15 FEET, MORE OR LESS, TO AN ANGLE POINT THEREIN; THENCE NORTH 63° 21' 30" WEST ALONG A NORTHEASTERLY LINE OF SAID PARCEL 1, 20 FEET TO THE NORTHWESTERLY LINE OF SAID LOT 87; THENCE NORTH 27° 24' 35" EAST ALONG SAID NORTHWESTERLY LINE 150.08 FEET, MORE OR LESS, TO THE MOST NORTHERLY CORNER OF SAID LOT 87; THENCE SOUTH 63° 21' 30" EAST ALONG THE NORTHEASTERLY LINE THEREOF, 100 FEET TO THE MOST EASTERLY CORNER OF LOT 87; THENCE SOUTH 84° 53' 30" EAST ALONG THE NORTHERLY LINE OF SAID LOTS 88 AND 89, A DISTANCE OF 265 FEET TO THE POINT OF BEGINNING.

PARCEL 1 CONTAINING APPROXIMATELY 34,181 SQUARE FEET.

AS SHOWN ON EXHIBIT "C" ATTACHED HERETO AND BY THIS REFERENCE MADE A PART HEREOF.

PREPARED BY ME
OR UNDER MY DIRECTION
ON: June 23, 2020

YOON LAI PLS 8886

PROFESSIONAL LAND SURVEYOR
YOON LAI
NO. 8886
STATE OF CALIFORNIA

CITY OF SOUTH PASADENA – DEPARTMENT OF CITY PLANNING

SCALE:	DATE:
1"=20'	06/23/20
DRAWN BY: C	
SCRIVENER: kvl	

PLAT PREPARED BY: JN: 2018-1611

CaliLand Engineering, Inc.

Civil Engineers Land Surveyors Land Planners
1216 SOUTH GARFIELD AVENUE, SUITE 200, ALHAMBRA, CA 91801
Phone: (626)281-2288 Fax: (626)281-2088
Visit us at: www.CaliLand.net

LOT LINE ADJUSTMENT
335 MONTEREY ROAD
SOUTH PASADENA, CA 91030
APN: 5311-012-010
5311-012-011

Exhibit "B"

City Council Resolution for

Historic District Designation

Board and was listed in the local directory as a farmer. Ida was active in the Women's Improvement Association.

Important character-defining features specific to neighborhood context and the original agricultural use of the property include:

- **An extensive system of arroyo stone retaining walls along Monterey Road frontage, up the winding driveway and south of the residence.**
- **Wooden cellar door and cooling chamber (wine cellar/root cellar) leading through retaining wall and into hillside.**

(D.) Its exemplification of a particular architectural style of an era of history of the city;

The Craftsman Style, just beginning to hold sway in local residential development, predominates, although it also evidences Classical influences particularly Greek Revival, that were still popular, particularly in larger homes and public buildings. It is a particularly well-preserved example of this transition from classical to the modern, twentieth century American response to the Arts and Crafts movement now known as Craftsman.

(F). Its identification as the work of a person whose work has influence the heritage of the City and the State of California.

Although little is known about his early life and education, Lester S. Moore, the architect of the 335 Monterey Road property, is recognized as one of Southern California's earliest noted architects. His career in the Los Angeles area spanned the period from about 1895 until shortly before his death in 1924.

An extensive list of Moore's work, abridged in the Tim Gregory's attached house history, indicates the architect's thorough familiarity and experience in a number of styles becoming popular following the turn of the 20th century. Moore first specialized in Mission Revival, then Craftsman, and later in period revival styles that gained acceptance after WWI. He also designed everything from single-family residences and multi-unit apartment houses to all kinds of public buildings. Previous to his work on the Thompson house, Moore had designed a studio residence and art gallery along the Arroyo Seco in South Pasadena for Franz Bischof, one of Southern California's premier *Plein Air* and studio painters. Unfortunately, that very significant structure was demolished years ago and Burwood is the most significant surviving example of Moore's work in South Pasadena.

WHEREAS, the Commission findings included a determination that the Burwood House has an extremely high degree of integrity; and

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena at a regular meeting held on the 18th day of January, 2006, by the following vote:

AYES: Cacciotti, Margrave, Putnam, Ten and Mayor Stamps

NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby

Sally Kilby, City Clerk



Mills Act Application | 335 Monterey Road
Arroyo Vista Inn (Ezra & Ida Thompson House)

Prepared for:

City of South Pasadena
Department of Planning and Building
South Pasadena, CA 91030

Prepared by:

Janice Lupien, Owner and Proprietor
335 Monterey Road
South Pasadena, CA 91030

August 2020

4. Mills Act Work Plan, Financial Analysis

Proposed Project & Description	Est. Cost	Schedule
1. Windows rehabilitation/repairs, all elevations: glazing, wood-frames, surrounds and sills	$ 65,000	2023
2. Residence roof: Re-roofing, to include removal of sheathing; repairs as needed to roof system structure; re-sheathing of roof with composition shingles; to include carpentry work and repainting of wood framing, roof rafters, and fascia boards	$ 85,000	2025
3. Main entrance porch: Repairs/reinforcement of porch supports	$ 35,000	2025
4. Site: geotechnical study, site stabilization	$ 39,000	2028
5. OPTIONAL - Site: repairs/reinforcement of arroyo stone wall and wine cellar (study only; amount not capitalized in financial analysis)	*$ 45,000*	*TBD*

Total Investment in 335 Monterey Road:	**$ 224,000**
Total Tax Savings for Owners (10-year period)	**$ 224,000**
Average Annual Cost to the City of South Pasadena:	**$ 5,501**

10-Year Work Plan, 335 Monterey Road, South Pasadena

Rehabilitation Treatment Approach: Standards and Guidelines

All work efforts will be guided by the rehabilitation treatment guidelines: (1) Identify, Retain, and Preserve; (2) Stabilize; (3) Protect and Maintain; (4) Repair; (5) Limited, In-Kind Replacement

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/ Maintenance Schedule	Estimated Cost
Exterior					
Windows, wood-frames, surrounds and sills	Yes	**Condition:** Good **Repairs:** (1) Rehabilitation of historic windows to include (but not necessarily be limited to): repair of poorly sealing windows and nonoperational hardware; re-weather stripping/re-sealing where needed; and repainting windows and window frames in period-appropriate palette	Windows and their functional and decorative features shall be repaired according to the *Secretary of the Interior's Standards for the Treatment of Historic Properties.* Recommended treatment guidelines: 1. Identify, retain, and preserve: "Identifying, retaining, and preserving windows--and their functional and decorative features--that are important in defining the overall historic character of the building. Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds, panelled or decorated jambs and moldings, and interior and exterior shutters and blinds. 2. Stabilize: "Stabilizing deteriorated or damaged windows as a preliminary measure, when necessary, prior to undertaking appropriate preservation work." 3. Protect and maintain: "Protecting and maintaining the wood and architectural metals which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint removal, and re-application of protective coating systems." "Making windows weather tight by re-caulking and replacing or installing weather-stripping. These actions also improve thermal efficiency." 4. Repair: "Repairing window frames and sash by patching, piecing-in, consolidating or otherwise reinforcing them using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment."	2023 Biannual maintenance as needed (2025, 2027, 2029)	$ 65,000 To be completed by contractor with experience in historic preservation

* Unless otherwise noted, all quoted material describing recommended treatment approaches is drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties,* "Rehabilitation Treatment," US Department of the Interior, National Park Service, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance*	Repair/ Maintenance Schedule	Estimated Cost
			"Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building… Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary." 4. Repair: "Repairing, stabilizing, and conserving fragile wood using well-tested consolidants, when appropriate. Repairs should be physically and visually compatible and identifiable upon close inspection for future research. Repairing wood features by patching, piecing-in, or otherwise reinforcing the wood using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment." 5. Limited Replacement in Kind: "Replacing in kind extensively deteriorated or missing parts of wood features when there are surviving prototypes such as brackets, molding, or sections of siding. New work should match the old in material, design, color, and texture; and be unobtrusively dated to guide future research and treatment." Not Recommended: "Replacing an entire wood feature such as a column or stairway when limited replacement of deteriorated and missing parts is appropriate. Using replacement material that does not match the historic wood feature; or failing to properly document the new work."		
Main Entrance Porch, wood columns	Yes	**Condition:** Fair/Poor **Repairs:** Mitigation of termite and dry rot damage to wood	Recommended treatment guidelines: 1. Identify, retain, and preserve: Identifying elements of "entrances and porches--and their functional and decorative features--that are important in defining the overall historic character of the building."	2025 Biannnual termite inspection	$ 35,000 To be completed by contractor with historic preservation experience

Exhibit "D"

Standards of Rehabilitation

PROPERTY ADDRESS:

1016 Orange Grove Avenue

2025 PROGRESS REPORT

2. Schedule and Reporting System

Project	Completion Year
1. Seismic retrofitting of unfastened, stone foundation	2023 INCOMPLETE
2. Repairs/in-kind replacement of wood-framed windows; on back elevation, replacement of non-original aluminum-sliding window with wood-framed window	2023 COMPLETE
3. For roof, repairs to/replacement of damaged roof beam and associated repairs and reinforcement of roof system	2025 INCOMPLETE
4. Repairs/patching or in-kind replacement of wood exterior elements, including horizontal wood siding, vertical planks, wood shingles; resealing and repainting in period-appropriate palette; repairs/carpentry work	2027 COMPLETE
5. Maintenance: Termite inspections/mitigation	Annual inspection
6. Maintenance: Roof inspections and repairs as needed	Triannual inspection
7. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Noncapitalized Projects

1. Relocation of front steps to original location at center of house
   (to be based on documentary evidence and subject to Certificate of Appropriateness)

2. Correcting unpermitted renovations on upper story and updating assessment (previous owner disclosed to the current owner that some upstairs attic space was converted to upstairs bedrooms and living space on an unpermitted basis. No plans are available for any previous work. The current owner intends to submit design plans for approval, make changes to the unpermitted space to comply with building code, and correct the assessment)

3. Replacement/upgrade of antiquated sewer line

Reporting System

The property owner of 1016 Orange Grove Avenue will provide annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance for each project included in these plans. Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs/CHC guidance and input.

MILLS ACT CONTRACT

CITY OF SOUTH PASADENA

COMMUNITY DEVELOPMENT DEPARTMENT
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: 626.403.7220 ▪ FAX: 626.403-7211

December 29, 2021

Los Angeles County Assessor
Legal Services Section
500 W. Temple Street
Los Angeles, CA 90012

RE: Mills Act Contract Agreement for
1016 Orange Grove Avenue, South Pasadena, California
(APN: 5315-019-037)

Dear Legal Services Section:

This letter serves to notify the County Assessor's Office that the City of South Pasadena has entered into a Mills Act Contract Agreement with property owner, Michael Klaus, for the property located at 1016 Orange Grove Avenue in the City of South Pasadena.

The Mills Act Contract Agreement was approved by the South Pasadena City Council on October 6, 2021 and will be effective January 1, 2022. The City of South Pasadena requests that the Los Angeles County Assessor's Office accept the enclosed documents for your records and reassess the property at 1016 Orange Grove Avenue, South Pasadena, California (APN: 5315-019-037) as a Mills Act property. The recorded Mills Act Contract Agreement is attached for your review.

If you need additional documentation or confirmation on this matter, please contact me at (626) 403-7227 or via email at mchang@southpasadenaca.gov.

Thank you for your assistance.

Sincerely,

Matt Chang
Planning Manager

cc: East District Office, 1190 Durfee Ave., South El Monte, CA 91733

RECORDING REQUESTED BY
City of South Pasadena

WHEN RECORDED – MAIL TO:
City of South Pasadena
1414 Mission Street
South Pasadena, CA 91030

MILLS ACT CONTRACT
FOR
THE PROPERTY LOCATED AT
1016 ORANGE GROVE AVENUE
SOUTH PASADENA, CA 91030
COUNTY OF LOS ANGELES

(See attached Mills Act Contract)

MILLS ACT CONTRACT

THIS CONTRACT ("Contract") is made and entered into this 21st day of December 2021, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Michael Klaus ("Owner").

RECITALS

(i) California Government Code Section 50280 *et seq.*, authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 1016 Orange Grove Avenue, South Pasadena, California, Assessor's Parcel Number 5315-019-037 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) The Historic Property is Historic Landmark No. 57 designated on 5/19/2021, resolution attached hereto, marked "Exhibit B". It is known as the "Orange Grove Schoolhouse" and was originally built in 1885 and relocated to the current place in 1908. It represents the early years of South Pasadena's development; it belongs to a very limited stock of surviving civic properties from the 1880s; it is a fine example of the transitional Late Victorian/Craftsman architectural style. Overall, the Orange Grove Schoolhouse is significant by its character, interest and value as a part of the heritage of the community.

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on January 1, 2022 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one year for each anniversary date of the Agreement unless otherwise specified herein.

3. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

4. STANDARDS FOR HISTORIC PROPERTY.

a. Owner shall rehabilitate, preserve and maintain the historically significant characteristics of the Historic Property. Attached hereto, marked as Exhibit "C" and incorporated herein by this reference is a list of those items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property and a timeline for completion, which shall apply to such property throughout the term of this agreement. Owner shall obtain approval from the Chair of the Cultural Heritage Commission prior to start of work of said items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property.

b. Owner shall additionally and where necessary, restore and rehabilitate the property according to the rules and regulations of the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and the State Historic Building Code and shall maintain the entire property according to minimum standards and conditions, attached hereto, marked as Exhibit "D".

5. LIMITATIONS. Under Section 2.68(b)(1)(C)(iii)–(v), the estimated tax benefit will not be used for: (1) any maintenance or alteration work that was previously completed or initiated before the contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty; (2) routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements; (3) work within the interior of a Historic Property unless the Cultural Heritage Commission determines an exception should be made; and (4) landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

6. INSPECTIONS. The Owner shall allow reasonable inspections, by prior appointment given a minimum of at least 24 hours in advance, of the interior and exterior of the Historic Property by representatives of the County Assessor, State Office of Historic Preservation, State Board of Equalization, and the City, as may be necessary to determine Owners' compliance with the terms and conditions of this agreement.

7. PROVISION OF COMPLIANCE INFORMATION. The owner hereby agrees to furnish the City with any and all information requested by the City which may be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the owner shall agree to provide to the City on the third anniversary date of this Agreement and every third year thereafter a report describing the preservation tasks that are in progress and have been completed pursuant to this Agreement.

8. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the owner or the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

9. BINDING EFFECT OF CONTRACT. This Agreement shall be binding on all successors-in interest of the owner to the benefits and burdens of this Agreement. The contract shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 *et seq.,* may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 *et seq.*, described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement.

In the event of a breach by Owner under the provisions of this agreement, City shall give written notice to Owner by registered or certified mail to the address stated in this agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner shall hereafter have sixty (60) days within which to cure such breach to the reasonable satisfaction of the City. Upon completion by Owner of the cure of the breach, City shall withdraw its notice of breach.

Should owner not cure such breach within the time period specified above, then City may, without further notice, declare a default under the terms of this agreement and may bring any action necessary to specifically enforce the obligations of Owner arising out of the terms of this agreement, apply to any court, state or federal, for injunctive relief against any violation by Owner or apply for such other relief as may be appropriate. City may at its sole discretion extend the 60-day cure period. Such extension must be in writing.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property.

Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument.

City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Director of Planning and Building
1414 Mission Street
South Pasadena, California 91030

Owner: Michael Klaus
1016 Orange Grove Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and maintenance of the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will present the portion of land condemned or other land or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, the portions of this Agreement by which Owner

agree to preserve and to restrict the use of property described herein shall be null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition.

If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to the Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than thirty (30) days after the parties execute this Agreement, the Owner or Owner's agent shall record this Agreement in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, only by written-recorded instrument executed by the parties hereto.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The City shall provide written notice of this Agreement to the State Office of Historic Preservation within six (6) months of entering into this Agreement.

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Date: 12/21/2021

By: _____
Michael A. Cacciotti,
MAYOR

Attest:

_____
Tameka Cook,
CHIEF CITY CLERK

Approved as to Form:

_____
Andrew Jared,
CITY ATTORNEY

Date: 12/21/2021

Date: 12/23/2021

Michael Klaus, Owner

2070

ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles } SS.

On December 20, 2021 (DATE), before me, Tameka J. Cook, Notary Public,

personally appeared Michael A. Cacciotti, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

TAMEKA J. COOK
COMM. # 2354026
NOTARY PUBLIC-CALIFORNIA
LOS ANGELES COUNTY
MY COMM. EXP. APR. 9, 2025

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

PLACE NOTARY SEAL IN ABOVE SPACE

Tameka J. Cook
NOTARY'S SIGNATURE

OPTIONAL INFORMATION

The information below is optional. However, it may prove valuable and could prevent fraudulent attachment of this form to an unauthorized document.

CAPACITY CLAIMED BY SIGNER (PRINCIPAL)

- ☐ INDIVIDUAL
- ☐ CORPORATE OFFICER _____ TITLE(S)
- ☐ PARTNER(S)
- ☐ ATTORNEY-IN-FACT
- ☐ GUARDIAN/CONSERVATOR
- ☐ SUBSCRIBING WITNESS
- ☐ OTHER: _____

SIGNER (PRINCIPAL) IS REPRESENTING:
NAME OF PERSON(S) OR ENTITY(IES)

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
OTHER

RIGHT THUMBPRINT OF SIGNER

Top of thumbprint here

NOTARY BONDS, SUPPLIES AND FORMS AT HTTP://WWW.VALLEY-SIERRA.COM © 2005-2017 VALLEY-SIERRA INSURANCE

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles

On December 23, 2021 before me, Tameka J. Cook, Notary Public
(Insert name and title of the Officer)

personally appeared Michael David Klaus,

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature Tameka Cook (Seal)

TAMEKA J. COOK
COMM. # 2354026
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
MY COMM. EXP. APR. 9, 2025

2072

ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles } SS.

On December 21, 2021 (DATE), before me, Tameka J. Cook, Notary Public,

personally appeared Andrew Lee Jared, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

TAMEKA J. COOK
COMM. # 2354026
NOTARY PUBLIC-CALIFORNIA
LOS ANGELES COUNTY
MY COMM. EXP. APR. 9, 2025

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Tameka J. Cook
NOTARY'S SIGNATURE

PLACE NOTARY SEAL IN ABOVE SPACE

OPTIONAL INFORMATION

The information below is optional. However, it may prove valuable and could prevent fraudulent attachment of this form to an unauthorized document.

CAPACITY CLAIMED BY SIGNER (PRINCIPAL)

- ☐ INDIVIDUAL
- ☐ CORPORATE OFFICER _____ TITLE(S)
- ☐ PARTNER(S)
- ☐ ATTORNEY-IN-FACT
- ☐ GUARDIAN/CONSERVATOR
- ☐ SUBSCRIBING WITNESS
- ☐ OTHER: _____

SIGNER (PRINCIPAL) IS REPRESENTING:
NAME OF PERSON(S) OR ENTITY(IES)

DESCRIPTION OF ATTACHED DOCUMENT

_____ TITLE OR TYPE OF DOCUMENT

_____ NUMBER OF PAGES

_____ DATE OF DOCUMENT

_____ OTHER

RIGHT THUMBPRINT OF SIGNER

Top of thumbprint here

NOTARY BONDS, SUPPLIES AND FORMS AT HTTP://WWW.VALLEY-SIERRA.COM © 2005-2017 VALLEY-SIERRA INSURANCE

Exhibit "A"

Legal Description

Proof of Legal Description:

EXHIBIT "A"

Parcel 1:

The Northerly 67 feet of the Southerly 110 feet of Lot 11, 12, 13 and 14 of McCament Tract, in the City of South Pasadena, County of Los Angeles, State of California, as per Map recorded in Book 10, Page 31 of Maps, in the Office of the County Recorder of said County.

Excepting therefrom the Easterly 38 feet of Lot 14.

Parcel 2:

An easement for common driveway purposes over the Northerly 8 feet of the Southerly 118 feet of the Westerly 125 feet of Lots 11, 12 and 13 of that McCament Tract, as per Map recorded in Book 10, Page 31 of Maps, in the Office of the County Recorder of said County.

Exhibit "B"

City Council Resolution for

Historic Landmark Designation

DocuSign Envelope ID: 1F91016E-0548-4641-B492-0058D4206494

CITY OF SOUTH PASADENA
RESOLUTION NO. 7719

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DESIGNATING 1016 ORANGE GROVE AVENUE, KNOWN AS THE ORANGE GROVE SCHOOLHOUSE (LANDMARK NO. 57)

WHEREAS, Section 2.62 of the South Pasadena Municipal Code, Ordinance No. 2315 ("Cultural Heritage Ordinance") authorizes the Cultural Heritage Commission ("the Commission") to recommend to the City Council the designation of appropriate properties as landmarks; and

WHEREAS, on November 23, 2020, the Planning Division received a Landmark nomination report and request from the property owner's representative, Debi Howell-Ardila or the house located at 1016 Orange Grove Avenue, known as "Orange Grove Schoolhouse" (Assessor's Parcel Number 5315-019-037); and

WHEREAS, on February 18, 2021, at the regularly scheduled Commission meeting, the Commission reviewed the request of Landmark designation and appointed the Landmark Subcommittee ("Subcommittee") of two Commission members; and

WHEREAS, on February 25, 2021, the Subcommittee conducted a virtual site meeting with the homeowners to tour the property; and

WHEREAS, on March 31, 2021, the Subcommittee formalized their findings and notified staff of their request to carry the Landmark nomination to the full Commission for the Commission's formal vote on the recommendation to City Council for designation; and

WHEREAS, on April 15, 2021, the Commission formalized their recommendation to the City Council for designation of the Orange Grove Schoolhouse as a Historic Landmark by a vote of 4-0-1, one member absent; and

WHEREAS, on May 19, 2021, the City Council of South Pasadena held duly noticed regularly scheduled meeting to provide a public hearing and received public testimony on the proposed Landmark Designation of the Orange Grove Schoolhouse located at 1016 Orange Grove Avenue.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. ENVIRONMENTAL REVIEW FINDINGS

The City Council has determined that the proposed project is Categorically Exempt from the provisions of the California Environmental Quality Act (CEQA), under the "common sense

DocuSign Envelope ID: 1F91016E-0548-4641-B492-0058D4206494

exemption," Section 15016(b)(3), which states that CEQA applies only to projects which have the potential for causing a significant effect on the environment. It can be understood with certainty that there is no possibility that the designation of a historic landmark could have a significant effect on the environment, and therefore, is not subject to CEQA.

SECTION 2. DESIGNATION OF HISTORIC LANDMARK FINDINGS

Based on the evidence presented at the public hearing, on the evidence contained in the City Council staff report, the Cultural Heritage Commission staff report and associated attachments, and other records of proceedings, the City Council considered the applicable designation criteria contained in the Cultural Heritage Ordinance and makes the following findings, pursuant to SPMC Section 2.63(a)(2) for designation of the Orange Grove Schoolhouse located at 1016 Orange Grove Avenue:

(A) That the designation of landmark or historic district is consistent with one or more of the purposes set forth in SPMC 2.58B; and

The designation of 1016 Orange Grove Avenue as the Historic Landmark is consistent with the purpose of the Cultural Heritage Ordinance for identification, protection, enhancement, and preservation of structures, sites, and areas that represent the City's heritage and character. As the Cultural Heritage Commission report states, the Orange Grove Schoolhouse represents one of the very few remaining city's civic buildings from the founding years. Over years, it had multiple uses and location such as its intended use as a school, an orphanage, a duplex, and a single family residence. Thus, the designation of the proposed Historic Landmark will help promote the City's sense of place as it will preserve, maintain, and safeguard the City's heritage and character, will reflect the phases of the City's history, and will foster pride in the ownership of the City's historic resources.

(B) That the landmark or historic district meets one or more of the criteria for designation listed in subsection (b) of this section; and

The proposed Historic Landmark qualifies for designation under Criterion (1), *"Its character, interest or value as a part of the heritage of the community."* When the Orange Grove Schoolhouse was constructed in 1885, South Pasadena's School district was less than 10 years old. When the City of South Pasadena incorporated in 1888, the population was approximately 500. Two years later, the population had doubled in size. As stated in the Cultural Heritage Commission report, the Schoolhouse provided multiple uses for the city as it continued to grow. It served early settlers and families as a school as well as a gathering place for community events and meetings.

The lot currently occupied by the Orange Grove Schoolhouse originally formed part of the holdings of the San Gabriel Orange Growers Association. In 1906, the land was subdivided and platted as the McCament Tract, with narrow, residential-sized lots. Shortly after, four of these lots were joined for use by the South Pasadena School District, allowing the final relocation of the Schoolhouse for the use of the Boy's and Girl's Aid Society. Although the city continued to expand, the Orange Grove Schoolhouse remained one of South Pasadena's very few institutional

DocuSign Envelope ID: 1F91016E-0548-4641-B492-0058D4206494

properties.

(C) That the landmark or historic district possesses historic integrity of location, design, setting, materials, workmanship, feeling, or association.

The proposed Historic Landmark possesses historic integrity of location, design, setting, materials, workmanship, and feeling. The Orange Grove Schoolhouse style elements represent transition from the Late Victorian to Craftsman style and can be clearly identified in the building. The building has a high-pitched hipped roof with clipped gable ends and shallow boxed eaves. The walls are clad with horizontal wood shiplap siding with wood corner-boards and coursed wood shingles in gable apexes. A partial length porch elevated on a wood staircase, with a shallow hipped roof with a clipped gable, simple wood posts, and low wood railing, adorns the front elevation. Single and paired wood windows with attenuated window frames are seen throughout all elevations. Underneath the windows and the porch, the façade is sheathed with vertical wood plank siding and diamond patterned wood screens. As decades passed, different uses required very minor alterations such as the removal of the school bell and Late Victorian-style roof tower, reconfiguration of primary entrance, and changes to some windows and doors. However, the extant building retains historic integrity and a majority of its character-defining features. Thus, the home is an excellent representative of the Late Victorian and Craftsman architectural style that clearly reflects the original use and design.

SECTION 3. ADDITIONAL FINDINGS FOR HISTORIC LANDMARK

In addition to the findings in Section 2 above, the City Council also makes the findings as required for designation of historic landmark pursuant to SPMC Section 2.63(a), based upon the recommendation of the Cultural Heritage Commission, that the proposed Historic Landmark qualifies for designation under criterion (1) of SPMC Section 2.63(b):

1. Its character, interest or value as a part of the heritage of the community;

The Orange Grove Schoolhouse was originally constructed in 1885 and was designed by architects Clinton B. Ripley and Harry Ridgeway. It represents the transitional Late Victorian/Craftsman style that both were common in South Pasadena at the time it was constructed. The building was originally located on El Centro and Fairview Avenue, and was moved to El Centro Street and Pasadena Avenue (to the site of present-day Arroyo Vista Elementary School, then known as Lincoln Park School) in 1888. The Schoolhouse is a direct representation of the City's growing need for public facilities in the 1880s as the city expanded, it was simultaneously used for town meetings, church services and social gatherings. The building was used by the Boy's and Girl's Aid Society since 1908, when it was relocated to its current location, until 1918, when it was converted into residential use. As stated in the report, the Orange Grove Schoolhouse is a representation of the very few surviving civic properties from the 1880s period in South Pasadena.

DocuSign Envelope ID: 1F91016E-0548-4641-B492-0058D4206494

SECTION 4. RECORD OF PROCEEDING

The documents and other materials that constitute the record of the proceedings upon which the City Council's decision is based, which include, but are not limited to, the staff reports, as well as all materials that support the staff reports for the proposed designation, are located in the Planning and Building Department of the City of South Pasadena at 1414 Mission Street, South Pasadena, CA 91030. The custodian of these documents is the City Clerk of the City of South Pasadena.

SECTION 5. DETERMINATION

Based on the evidence presented in the staff report, testimony received during the public hearing, minutes, other records of proceeding, and its findings herein, the City Council hereby approves the designation of 1016 Orange Grove Avenue, known as the Orange Grove Schoolhouse, as official Historic Landmark Number 57.

SECTION 6. CERTIFICATION OF THE RESOLUTION

The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

SECTION 7. FILING WITH THE COUNTY CLERK

The City Council directs the City Clerk to file the appropriate designation with the office of the Los Angeles Registrar-Recorder/County Clerk.

PASSED, APPROVED AND ADOPTED ON this 19th day of May 2021.

DocuSigned by:
Diana Mahmud, Mayor
38815312B7DE402...

Diana Mahmud, Mayor

ATTEST:

DocuSigned by:
Lucie Colombo
616DE6C4690140F...

Lucie Colombo, CMC, CPMC
City Clerk
(seal)

APPROVED AS TO FORM:

DocuSigned by:
Teresa Highsmith
3657EFA936854DF...

Teresa L. Highsmith, City Attorney

DocuSign Envelope ID: 1F91016E-0548-4641-B492-0058D4206494

CITY OF SOUTH PASADENA
CITY CLERK'S DIVISION

CERTIFICATION
OF
RESOLUTION

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF SOUTH PASADENA)

I, Lucie Colombo, CMC, CPMC, City Clerk of the City of South Pasadena, do hereby certify that Resolution No. 7719, was duly and regularly approved and adopted at a Regular meeting of the City Council on this 19th day of May 2021, by the following votes as the same appears on file and of record in the Office of the City Clerk.

AYES: Donovan, Primuth, Zneimer, Cacciotti, and Mayor Mahmud

NOES: None

ABSENT: None

ABSTAIN: None

DocuSigned by:
Lucie Colombo
616DE6C4690140F...

LUCIE COLOMBO, CMC, CPMC
City Clerk

DocuSign Envelope ID: 1F91016E-0548-4641-B492-0058D4206494

Exhibit "A"

State Department of Parks and Recreation Form

1016 Orange Grove Ave

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
PRIMARY RECORD

Primary #_____
HRI #_____
Trinomial_____
NRHP Status Code_____
Other Listings_____
Review Code_____ Reviewer_____ Date_____

 Resource name(s) or number (assigned by recorder) *Orange Grove Schoolhouse*

P1. Other Identifier:
***P2. Location:** ☐Not for Publication ■Unrestricted ***a. County** *Los Angeles County*
***b. USGS 7.5' Quad** **Date:**
***c. Address** *1016 Orange Grove Avenue* **City** *South Pasadena* **Zip** *91030*
***e. Other Locational Data:** Assessor's Parcel Number 5315-019-037 Block: Lot:

***P3a. Description:** (Describe resource and its major elements. Include design, materials, condition, alterations, size, setting, and boundaries.)

Constructed in circa 1885, the Orange Grove Schoolhouse is a transitional Late Victorian/Craftsman style property originally used as one of South Pasadena's earliest public schoolhouses. This early institutional use is clearly reflected in the scale, setback, and character of the property. Roughly square in plan, the Orange Grove Schoolhouse is 1 1/2 stories in height and elevated on a concrete foundation. The building is capped with a prominent, relatively high-pitched, hipped roof with ridge line. Below the boxed roof eaves is a continuous band of thin, vertical wood planks. The exterior displays wood shiplap siding with simple wood corner-posts.

In terms of the property's Late Victorian-style elements, the mass and scale of the property, its high-pitched roof form, the roofline treatment (e.g., the use of shallow, boxed eaves instead of wide, sheltering eaves with extended rafter tails), along with attenuated window-frames and shapes, point to its late nineteenth-century date of construction. (In contrast, the Craftsman style emphasized the horizontal axis through low pitched roof, wide eaves with rafter tails, and more prominent window framing and treatment. The incorporation of wood horizontal siding and simple wood porch supports and features, reflect the Craftsman era of design.) (See Continuation Sheet, p. 3)

***P3b. Resource Attributes:** (list attributes and codes) *HP2. Single-family Property*

***P4. Resources Present:** ■Building ☐Structure ☐Object ☐Site ☐District ☐Element of District ☐Other

P5a. Photo



P5b. Photo: (view and date)
Southwest elevation
February 2021

***P6. Date Constructed/Age and Sources:** ■historic
1885 ca; California State Historic Resources Inventory

***P7. Owner and Address:**
Michael Klaus
1016 Orange Grove Avenue
South Pasadena, CA 91030

***P8. Recorded by:**
Debi Howell-Ardila, MHP

***P9. Date Recorded:**
April 3, 2021

***P10. Survey Type:**
Intensive-level/landmark nomination

***P11. Report Citation:** (Cite survey report and other sources, or enter "none"): *South Pasadena Cultural Heritage Commission, Landmark/Historic District Nomination Form, 1016 Orange Grove Avenue, South Pasadena,* prepared by Debi Howell-Ardila, MHP, South Pasadena

***Attachments:** ☐None ☐Location Map ☐Sketch Map ☐Continuation Sheet ■Building, Structure, and Object Record
☐Archaeological Record ☐District Record ☐Linear Feature Record ☐Milling Station Record ☐Rock Art Record
☐Artifact Record ☐Photograph Record ☐ Other (list)

State of California — The Resources Agency **Primary #**_____
DEPARTMENT OF PARKS AND RECREATION **HRI#**_____

BUILDING, STRUCTURE, AND OBJECT RECORD

Page 2 **of** 8 ***CHR Status Code** 5S

***Resource Name or #:** *Orange Grove Schoolhouse*

B1. Historic Name: *Orange Grove Schoolhouse*
B2. Common Name: *1016 Orange Grove Avenue*
B3. Original Use: *Public schoolhouse* B4. Present Use: *Single-family Residence*
***B5. Architectural Style:** *Transitional Late Victorian-Craftsman style*
***B6. Construction History:** (Construction date, alterations, and date of alterations): *Constructed circa 1885*
Due to its early date of construction, a limited number of building permits are available for this property. According to available secondary sources and visual observation, the property was constructed in circa 1885. The building was originally located on El Centro (originally Center) Street and Fairview (originally Oak Hill) Avenue and relocated on two occasions: first, in circa 1888, to the site of present-day Arroyo Vista Elementary School (then known as Lincoln Park School), then to its present location in 1908. While the property does not occupy its original location, the character, setting, and feeling of its present setting are compatible with and similar to the original location on El Centro Street. Alterations include: interior remodel (including lowering ceilings from 12 to 10 feet) (date unknown); conversion of schoolhouse to use as a duplex and single-family residence (circa 1918); reconfiguration of primary entrance (prior to conversion of the schoolhouse to residential use, the entrance stairs were roughly centered on the façade rather than located on the north side; date unknown); removal of a Late Victorian-style roof tower and some ornamentation on the gables (date unknown); changes to window/door openings on front and rear elevation (date unknown); installation of aluminum-frame windows and a secondary entrance on rear elevation (date unknown)

***B7. Moved?** ☐No ■Yes ☐Unknown **Date:**_____ **Original Location:** *El Centro (Center) and Fairview (Oak Hill)*
***B8. Related Features:** None

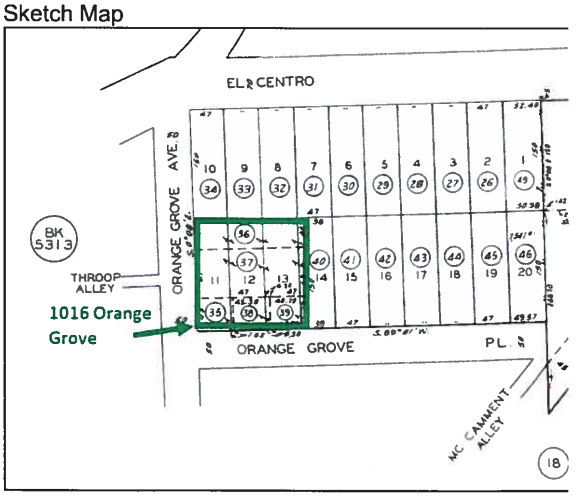
B9a. Architect/Builder: *Ripley & Ridgeway* b. Builder: *Ripley & Ridgeway*
***B10. Significance: Context/Theme:** *"Town Settlement & Late 19th Century Development"* **Area:** *Institutional Dev.*
Period of Significance: *1885-1918* **Property Type:** *Single-family Residence* **Applicable Criteria:** *Landmark Criterion 1*
(Discuss importance in terms of historical or architectural context as defined by theme, period, and geographic scope. Also address integrity)

The Orange Grove Schoolhouse is eligible for local Criterion 1 of the South Pasadena Cultural Heritage Ordinance. As a rare, surviving example of one of South Pasadena's first schoolhouses, from the City's founding years, 1016 Orange Grove Avenue has significant value and interest as part of the heritage of South Pasadena. Some alterations have been made over time, as the schoolhouse was converted to residential use in 1918. However, the extant building retains historic integrity and a majority of its character-defining features, including the large-scale lot, mass and scale, high/medium-pitched hipped and clipped gable roof, and attenuated window shapes/sizes reflecting the original institutional use and the transitional Late Victorian/Craftsman style.

B11. Additional Resource Attributes: (List attributes and codes) N/A
***B12. References:**

Apostol, Jane, 1987. "South Pasadena: A Centennial History" (South Pasadena Public Library)
California State Historical Resources Inventory
City of South Pasadena Building Permits
City of South Pasadena, 2014, Citywide Historic Context Statement
County of Los Angeles Public Works Dept, Land Records
Los Angeles County Tax Assessor Records
South Pasadena Public Library History Room Collection
Sanborn Fire Insurance Maps, South Pasadena, 1906–1950
South Pasadena Record, 1909, "The City Grammar Schools;" on file with South Pasadena Public Library History Room
South Pasadena Record, 18 February 1915, "Orange Grove School;" on file with South Pasadena Public Library History Room
South Pasadena Review, 1974, "History of SoPas Home Detailed;" on file with South Pasadena Public Library History Room

Sketch Map



(This space reserved for official comments.)

B13. Remarks:
***B14. Evaluator:** Debi Howell-Ardila, MHP
***Date of Evaluation:** November 2020

DocuSign Envelope ID: 1F91016E-0548-4641-B492-0058D4206494

State of California — The Resources Agency	Primary #
DEPARTMENT OF PARKS AND RECREATION	HRI#
CONTINUATION SHEET	Trinomial

***Recorded by** Debi Howell-Ardila, MHP ***Date:** April 3, 2021 ☒ Continuation ☐ Update

***P3a. Description (continued):**

On the west elevation, the primary façade features a partial-length porch, elevated on a wood staircase. The concrete porch is capped with a shallow hipped roof and projecting, clipped-gable wing on the south. Vertical wood planks, with a dark wood-colored stain, face the porch ceiling. Simple wood bargeboards trim the gable of the projecting wing; a simple square vent pierces the gable apex. The gable is faced with wood shingles. The porch roof rests on simple wood porch supports and beams. A low, wood-post railing frames the porch and entrance stairs.

The entrance consists of a simple wood door set in a wood frame. The entrance is flanked by paired wood-frame, one-over-one double-hung windows as well as two-over-two, wood-frame, double-hung lights. The window shape, as noted previously, is attenuated, with thin wood mullions dividing the lights. Below the front porch, vertical wood-plank siding, with diamond-patterned screens enclosed with wood frames, sheathes the elevated foundation of the property.

The side elevations (on the north and south) continue the materials and design of the façade, with a slightly projecting wing framed by corner-boards. Fenestration on the side elevations consists primarily of one-over-one wood-framed windows set in simple wood surrounds. As on the façade's projecting wing, the gable apex is faced with coursed wood shingles. Below the windows, walls are sheathed in vertical wood facing, accented with diamond-patterned wood planks.

Located along the northern elevation, a concrete driveway leads to a concrete-clad parking lot. The rear elevation continues the design of the façade, with walls primarily sheathed in shiplap wood siding, accented with wood corner-boards. Fenestration varies on this elevation, with a bank of attenuated, wood-framed windows along the southern portion of the elevation and some nonoriginal aluminum-frame sliders and lights. A raised back porch, framed with a simple wood-post railing, and secondary entrance are located on the back elevation. On the second story, the clipped gable apex displays a non-original wood-frame window. The basement is accessed via several concrete stairs on the rear elevation.

From the sidewalk, the property is accessed via a concrete walkway bisecting the lawn. Mature trees, including several palm trees in the rear parking lot, enhance the property. A small non-original sheltered trellis and table, with brick post supports and accents, are located in the southeastern corner of the property. Alterations to the property include a non-original garage door and tile paving of a portion of the entry path. In good repair, the residence is otherwise highly intact and enhanced by mature trees and landscaping.

P5b. Photo (continued): (view and date)

Overview of oversized-parcel, façade, and setting, west perspective



State of California — The Resources Agency DEPARTMENT OF PARKS AND RECREATION **CONTINUATION SHEET**	Primary # HRI# Trinomial

 ***Resource Name or #:** *Orange Grove Schoolhouse, 1016 Orange Grove Avenue*

***Recorded by** Debi Howell-Ardila ***Date:** 3 April 2021 ☒ Continuation ☐ Update

P5b. Photo (continued): (view and date)

Overview of oversized parcel, façade, and setting, southwest perspective



Detail of entrance porch



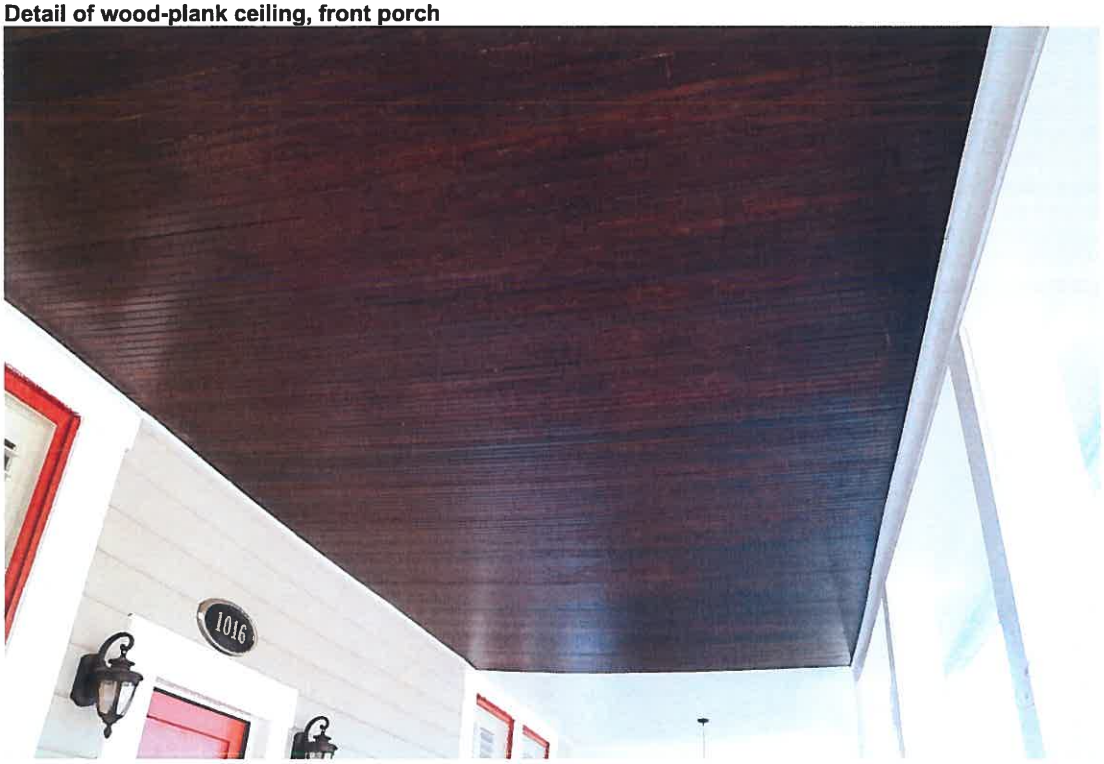
State of California — The Resources Agency DEPARTMENT OF PARKS AND RECREATION **CONTINUATION SHEET**	Primary # HRI# Trinomial

 ***Resource Name or #:** *Orange Grove Schoolhouse, 1016 Orange Grove Avenue*

***Recorded by** Debi Howell-Ardila ***Date:** 3 April 2021 ☒ Continuation ☐ Update

P5b. Photo (continued): (view and date)

Detail of wood-plank ceiling, front porch



Detail of projecting, clipped-gable wing on façade



DocuSign Envelope ID: 1F91016E-0548-4641-B492-0058D4206494

State of California — The Resources Agency DEPARTMENT OF PARKS AND RECREATION **CONTINUATION SHEET**	Primary # HRI# Trinomial

 ***Resource Name or #:** *Orange Grove Schoolhouse, 1016 Orange Grove Avenue*

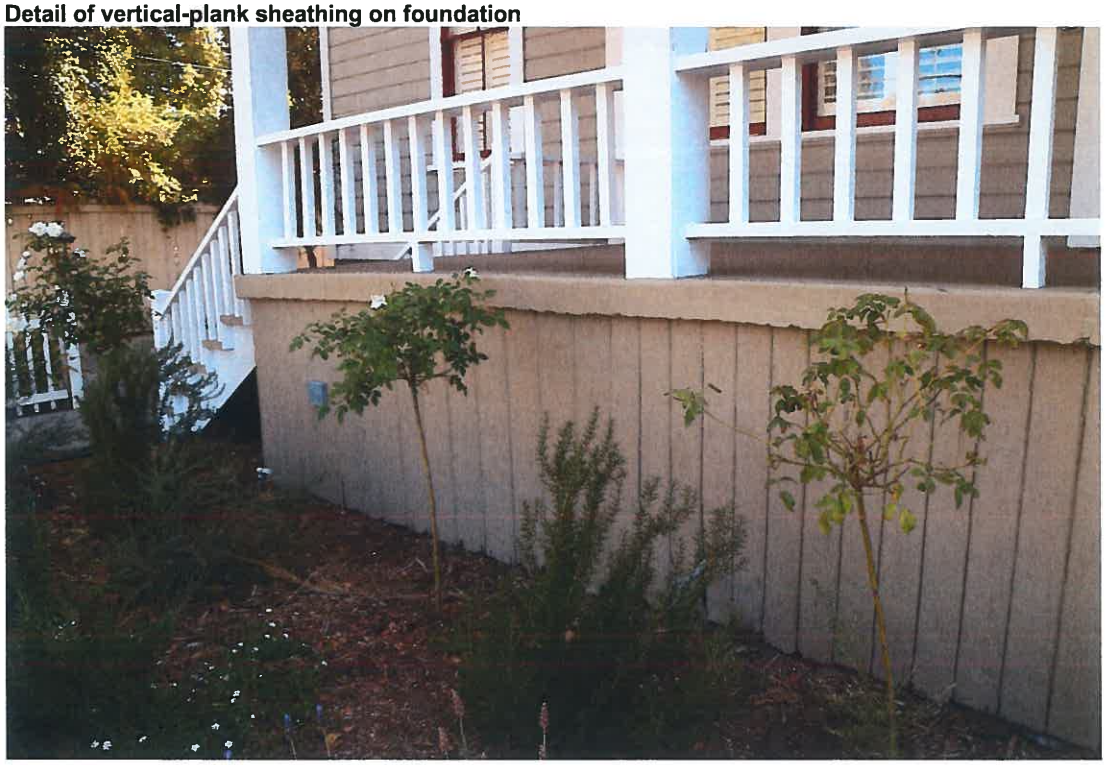
***Recorded by** Debi Howell-Ardila ***Date:** 3 April 2021 ☒ Continuation ☐ Update

P5b. Photo (continued): (view and date)

Detail of entrance porch supports, railing, and wood-sheathed foundation



Detail of vertical-plank sheathing on foundation



 ***Required information**

State of California — The Resources Agency DEPARTMENT OF PARKS AND RECREATION **CONTINUATION SHEET**	Primary # HRI# Trinomial

 ***Resource Name or #:** *Orange Grove Schoolhouse, 1016 Orange Grove Avenue*

***Recorded by** Debi Howell-Ardila ***Date:** 3 April 2021 ☒ Continuation ☐ Update

P5b. Photo (continued): (view and date)

Overview of façade and entrance porch, northwest perspective



Overview of façade and north elevation, northwest perspective



DocuSign Envelope ID: 1F91016E-0548-4641-B492-0058D4206494

State of California — The Resources Agency
DEPARTMENT OF PARKS AND RECREATION
CONTINUATION SHEET

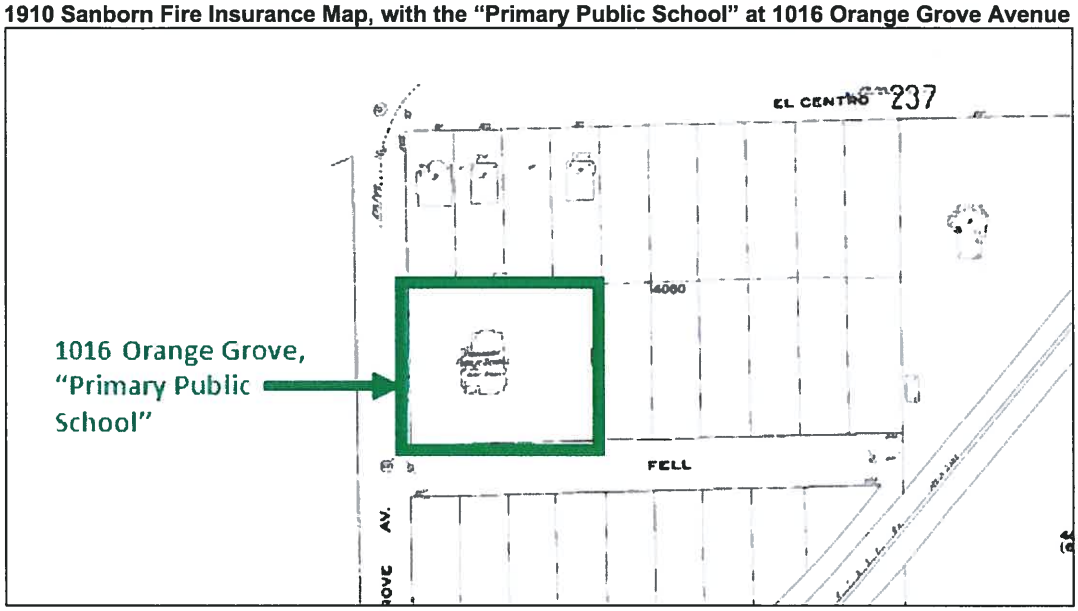
Primary #
HRI#
Trinomial

 ***Resource Name or #:** *Orange Grove Schoolhouse, 1016 Orange Grove Avenue*

***Recorded by** Debi Howell-Ardila ***Date:** 3 April 2021 ☒ Continuation ☐ Update

P5b. Photo (continued): (view and date)

1910 Sanborn Fire Insurance Map, with the "Primary Public School" at 1016 Orange Grove Avenue



1915 photograph of the "Orange Grove School," South Pasadena Record, 18 February 1915

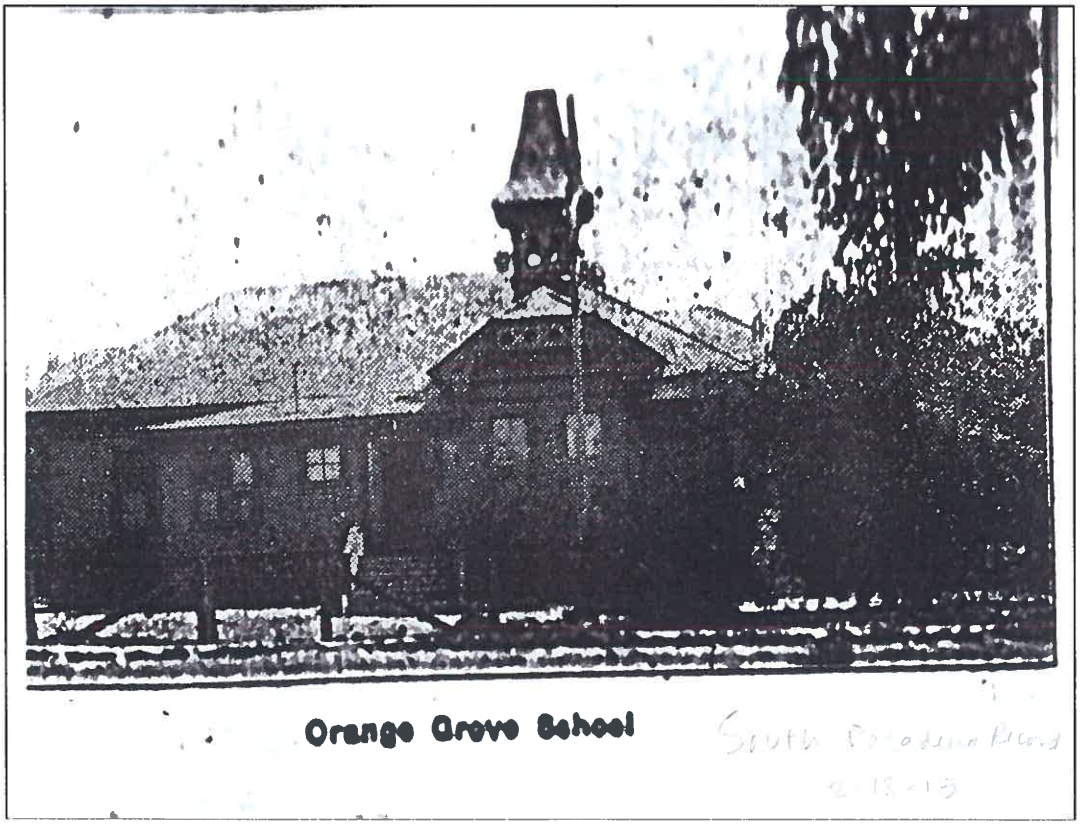


Exhibit "C"

Restoration Work Plan

&

Financial Analysis



Mills Act Application | Orange Grove Schoolhouse

1016 Orange Grove Avenue, South Pasadena

Prepared for:
City of South Pasadena
Department of Planning and Building
South Pasadena, CA 91030

Prepared by:
Debi Howell-Ardila, MHP
Michael Klaus

March 2021

Mills Act Application, Orange Grove Schoolhouse

1016 Orange Grove Avenue, South Pasadena

Table of Contents

Section		Page
1	Project Background	1
2	Mills Act Work Plan, Schedule and Reporting System	4
3	Description of Work Plan and Priorities	5
4	Financial Analysis	9

Appendix A: Photographic Overview of Existing Conditions

Appendix B: Owner's Letter of Intent

Appendix C: Supporting Documents

1. Legal Description
2. Annual Property Tax Statement
3. Utility Bill: Southern California Edison, Electric Bill
4. Utility Bill: SoCalGas, Gas Bill
5. Homeowner's Insurance Bill
6. Utility Bill: City of South Pasadena, Water Bill

Appendix D: Mills Act Work Plan Matrix

1. Project Background



This Mills Act Historic Property Contract application is for the single-family residence at 1016 Orange Grove Avenue, South Pasadena (APN 5315-019-037). Constructed in circa 1885, 1016 Orange Grove Avenue is a transitional Late Victorian/Craftsman-style property constructed as one of South Pasadena's earliest public schoolhouses.

This early institutional use is still reflected in the property's scale/mass, setbacks, and overall character. Originally located on El Centro and Fairview Avenue, the small schoolhouse was moved to its current location in 1908.

The property has been in residential use since 1918.

According to South Pasadena historian Jane Apostol and documents on file with the South Pasadena Public Library History Room, the Orange Grove Schoolhouse was designed by Ripley and Ridgeway for a cost of $1,550.[1] The schoolhouse was used "not only for classes, but for town meetings, church services, and social gatherings. Soon after South Pasadena incorporated in 1888, voters passed bond issues to enlarge the Center Street schoolgrounds and put up a more substantial building."[2]

In 1908, following another bond measure for school construction, the Orange Grove Schoolhouse was moved to its present location, at 1016 Orange Grove Avenue, to serve as the Boys' and Girls' Aid Society.

The Orange Grove Schoolhouse is included in the California State Historic Resources Inventory with a "5S2" California Historic Resources Status Code (individually eligible for local listing through Section 106 SHPO concurrence) and the South Pasadena Inventory of Cultural Resources: with "5S3" California Historic Resources Status Code ("appears individually eligible for local listing through survey").

In late 2020, the property owner, Michael Klaus, with the help of local preservation specialist Debi Howell-Ardila, MHP, prepared a landmark nomination for the property for designation on the South Pasadena Register of Landmarks. The nomination is being considered by the Cultural Heritage Commission in tandem with this application.

In summary, as one of South Pasadena's earliest schoolhouses, the Orange Grove Schoolhouse represents the City's early growth and expansion in the founding years of the 1880s. In this era, settlement grew rapidly; when this property was constructed in 1885, it served not only as a schoolhouse but also as a civic space for gatherings and meetings. South Pasadena retains very few civic/institutional properties from the City's founding years. As such, 1016 Orange Grove Avenue represents one of South Pasadena's earliest and most intact 19th-century institutional properties.

[1] Information and research assistance on the property's history as the Orange Grove Schoolhouse was provided by Ms. Olivia Radbill, City of South Pasadena Public Library, Local History Collection.

[2] Apostol, Jane. 1987. "South Pasadena: A Centennial History" (South Pasadena Public Library).

As established in South Pasadena's *Citywide Historic Context Statement*, the Orange Grove Schoolhouse fits within the context, "Town Settlement and Late 19th Century Development (1870-1899)," under the theme of Institutional Development.

As described in the context statement, properties eligible under the context of Town Settlement and Late 19th Century Development:

> represent early resources in the City's history that are associated with post-rancho settlement and the establishment of South Pasadena as a City. Resources eligible under this context may include buildings (residential, commercial, and industrial), along with landscape features and parks. There may also be remnant features such as retaining walls and outbuildings that have important associations with a building or site that is no longer extant.[3]

Given the rarity of properties reflecting this era in the City's history, eligibility standards and integrity thresholds established in the *Citywide Historic Context Statement* allow for a higher degree of alteration and relocation. As noted in the study's section on integrity considerations:

> Properties from this period are rare and represent some of the earliest development in South Pasadena; therefore, a greater degree of alteration may be acceptable. ... Due to the importance and rarity of resources from this period, a property may remain eligible if it has been relocated. In general, relocated properties should retain their orientation and relationship to the street, along with sufficient architectural features to convey their significance.[4]

The Orange Grove Schoolhouse meets all of the eligibility standards included in the *Citywide Historic Context Statement* for eligibility under this context and theme.

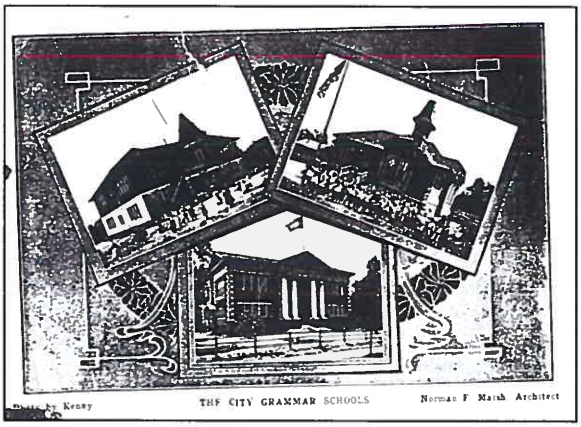
In January 2021, the property owner filed a Letter of Intent to apply for the Mills Act. In February 2021, the Letter of Intent was discussed by the Cultural Heritage Commission (CHC) and subcommittee members, Chair Rebecca Thompson and Vice Chair Mark Gallatin, attended a remote site visit to tour the property and inspect the proposed Mills Act workplan items.

With the Orange Grove Schoolhouse over 135 years old, a number of critical preservation/rehabilitation and repair projects are needed for the property. The Mills Act property tax abatement would help the owner complete these projects and ensure the long-term preservation of this important property. The proposed Mills Act workplan priorities are:

1. Seismic retrofitting of stone foundation;
2. For roof, repairs to/replacement of damaged roof beam/sagging roof line and associated repairs and reinforcement of roof system;
3. Repairs/in-kind replacement (where needed) of original wood-framed windows; on back elevation, replacement of non-original aluminum-sliding windows with wood-framed windows
4. For exterior of house, repairs/refinishing of varied, distinctive wood features, including horizontal wood siding, vertical planks at the foundation and banding below roof-wall juncture, and wood shingles in gable apexes.

[3] City of South Pasadena, Planning and Building Department. 2014. *South Pasadena Citywide Historic Context Statement*, p. 82.
[4] City of South Pasadena, Planning and Building Department. 2014. *South Pasadena Citywide Historic Context Statement*, p. 86.





This application reflects all feedback and suggestions provided by the CHC to date, as well as all additional materials required by the City. Section 2 provides an overview of the application schedule and reporting system; Sections 3 and 4 present the Description of Work Plan and Priorities and the Financial Analysis.

Appendices include photographs (Appendix A), the original Letter of Intent (Appendix B), and documentation for the financial analysis (Appendix C). In addition, for ease of review by the City and CHC members, and for ease of use by the property owners as they begin implementing the plans, Appendix D provides an overview matrix showing all Mills Act workplan items, their status as character-defining features, recommended treatment approach, proposed schedule, and cost estimates.

As the owner of a distinctive and unique historic property, Mr. Klaus understands the importance of ensuring that all repair, maintenance and rehabilitation projects follow the City guidelines and the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Each project, as well as the corresponding Standards-compliant treatment approach, is described in more detail in this application.

2. Schedule and Reporting System

Project	Completion Year
1. Seismic retrofitting of unfastened, stone foundation	2023
2. Repairs/in-kind replacement of wood-framed windows; on back elevation, replacement of non-original aluminum-sliding window with wood-framed window	2023
3. For roof, repairs to/replacement of damaged roof beam and associated repairs and reinforcement of roof system	2025
4. Repairs/patching or in-kind replacement of wood exterior elements, including horizontal wood siding, vertical planks, wood shingles; resealing and repainting in period-appropriate palette; repairs/carpentry work	2027
5. Maintenance: Termite inspections/mitigation	Annual inspection
6. Maintenance: Roof inspections and repairs as needed	Triannual inspection
7. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Noncapitalized Projects

1. Relocation of front steps to original location at center of house (to be based on documentary evidence and subject to Certificate of Appropriateness)

2. Correcting unpermitted renovations on upper story and updating assessment (previous owner disclosed to the current owner that some upstairs attic space was converted to upstairs bedrooms and living space on an unpermitted basis. No plans are available for any previous work. The current owner intends to submit design plans for approval, make changes to the unpermitted space to comply with building code, and correct the assessment)

3. Replacement/upgrade of antiquated sewer line

Reporting System

The property owner of 1016 Orange Grove Avenue will provide annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance for each project included in these plans. Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs/CHC guidance and input.

3. Description of Work Plan and Priorities

Work efforts described in these plans will comply with the *Secretary of the Interior's Standards for the Treatment of Historic Properties*.

Proposed Project & Description	Est. Cost	Priority
1. Structural Retrofitting	$65,000	High

The house will be structurally retrofitted according to industry standards and applicable building codes. A qualified contractor will reinforce elements in need of stabilization; stabilize and re-create positive base for unfastened structural posts.

Overview of basement and stream-rock structural foundation, existing conditions



Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
2. Roof system repairs/beam repairs	$45,000	High

On the rear elevation, the roof line, to the right of the ridge line, shows signs of sagging. Repairs include evaluating structure of roof system and beams and making repairs and structural reinforcement where needed. Work will be planned to avoid any character-defining features. Should any character-defining features—such as details of roof eaves, fascia boards, or roof shape/form—be removed, destroyed, or obstructed in the repairs, those features will be replaced in-kind to match existing in appearance.

Secretary's Standards treatment approach for changes to roof include: identify, retain, and preserve "the functional and decorative features that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features such as cupolas...chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning."

Overview of roof shape/form on rear elevation, existing conditions and repair issues; the area of sagging as shown on the exterior and interior appears in the lower left and right, respectively



Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
3. Exterior walls, wood features and elements	$75,000	Med/Low

The exterior includes a variety of character-defining wood features, including horizontal wood siding, vertical plank foundation sheathing, vertical plank banding, wood shingles in gable apexes, and wood framing and applied ornament. Some of the wood features are in need of repairs, carpentry work, and/or in-kind replacement and repainting. Some junctures between wood planks, in particular at house corners and near service boxes, show signs of deterioration. If needed, unstable wood planks will be re-fastened in an unobtrusive fashion and patched to match existing in all aspects of appearance. If necessary, any replacement of wood siding will be in-kind to match existing in materials, appearance/patterning, finishes/texture, and size/profile. Paint color to either match existing or reflect a period-appropriate palette.

Treatment approach will include the gentlest methods possible—**contractors will not use power-washing or machine sanding** for any character-defining features. Cracked and peeling paint to be removed with Peel Away, lightly hand-sanded, primed, and set with two coats of paint.

Overview of exterior wall wood features and elements, existing conditions and repair issues



Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
4. Window repairs/rehabilitation	$ 25,000	Low

Rehabilitation of historic windows to include (but not necessarily be limited to): repair of cracked/broken glazing; repair of non-operational double-hung windows, including replacement of missing sash cords where needed; re-weathering stripping/re-sealing where needed; window frames, surrounds and sills will be prepped and repainted in a period-appropriate palette.

Replacement of nonoriginal aluminum-frame window screens with wood-frame screens on east elevation.

Treatment approach will include the gentlest methods possible, for window removal, glazing repairs, and repainting—**contractors will not use power-washing or machine sanding** for any character-defining features. Gentlest means possible, including hand-sanding, will be used in prepping for repainting of the exterior. Work will be planned and directed by a contractor with experience in historic preservation.

Overview of original, wood-frame windows and wood (and aluminum) screens



4. Mills Act Work Plan, Financial Analysis

Proposed Project & Description	Est. Cost	Schedule
1. Structural Retrofitting	$65,000	2023
2. Window rehabilitation; replacement of non-original aluminum frame windows	$25,000	2023
3. Roof system repairs/roof beam reinforcement and repairs	$45,000	2025
4. Exterior wood features (horizontal wood siding, vertical plank sheathing and banding, wood shingles and molding)	$75,000	2027
Total Investment in 1016 Orange Grove Avenue:	**$ 210,000**	
Total Tax Savings for Owners (10-year period)	**$ 126,000**	
Average Annual Cost to the City of South Pasadena:	**$ 3,287**	

4. Mills Act Work Plan, Financial Analysis, 1016 Orange Grove Avenue (con't)

Mills Act Application, 1016 Orange Grove Avenue, Financial Analysis

Property Address: 1016 Orange Grove Ave, South Pasadena, California 91030 **Assessor's ID #:** 5315-019-037
Type: Single-family Residence **Current Assessed Value:** $ 1,450,000
Landmark #: City of South Pasadena Register (Nomination Pending)

REVENUES	Annual Increase	Current Yr 2021	Year 1 2022	Year 2 2023	Year 3 2024	Year 4 2025	Year 5 2026	Year 6 2027	Year 7 2028	Year 8 2029	Year 9 2030	Year 10 2031	
1. Monthly Revenues		6,000.00	6,180.00	6,365.40	6,556.36	6,753.05	6,955.64	7,164.31	7,379.24	7,600.62	7,828.64	8,063.50	
2. Annual Rental Income	3.0%	72,000.00	74,160.00	76,384.80	78,676.34	81,036.63	83,467.73	85,971.77	88,550.92	91,207.45	93,943.67	96,761.98	
ANNUAL EXPENSES													
3. Insurance	5.0%	2,065.00	2,168.25	2,276.66	2,390.50	2,510.02	2,635.52	2,767.30	2,905.66	3,050.95	3,203.49	3,363.67	
4. Utilities	6.0%	5,088.00	5,393.28	5,716.88	6,059.89	6,423.48	6,808.89	7,217.43	7,650.47	8,109.50	8,596.07	9,111.83	**Total Costs**
5. Maintenance	5.0%	15,950.00	16,747.50	17,584.88	18,464.12	19,387.32	20,356.69	21,374.53	22,443.25	23,565.41	24,743.69	25,980.87	$210,648.26
6/7. Management / Other		0.00											
TOTAL EXPENSES													
8. Sum lines 3 through 7		$23,103.00	$24,309.03	$25,578.41	$26,914.50	$28,320.83	$29,801.10	$31,359.25	$32,999.38	$34,725.86	$36,543.25	$38,456.37	
ANNUAL NET INCOME													
9. Line 2 minus line 8		$48,897.00	$49,850.97	$50,806.39	$51,761.84	$52,715.81	$53,666.63	$54,612.52	$55,551.53	$56,481.59	$57,400.42	$58,305.61	
CAPITALIZATION RATE													
10. Interest Component	4.75%												
11. Historic Property Risk Component	4.00%												
12. Property Tax Component	1.016%												
13. Amortization Component	1.20%												
14. Total Capitalization Rate	10.97%												
NEW ASSESSED VALUE													
15. Mills Act Assessment (Line 9 divided by Line 14)		$445,896.41	$456,152.02	$466,643.52	$477,376.32	$488,355.98	$499,588.16	$511,078.69	$522,833.50	$534,858.67	$547,160.42	$559,745.11	
TAXES: AMOUNT TO BE PAID													
16. Tax under Mills Act (Line 15 x .01035146)		4,615.68	4,721.84	4,830.44	4,941.54	5,055.20	5,171.47	5,290.41	5,412.09	5,536.57	5,663.91	5,794.18	
17. Current Tax	1.160%	16,820.00	17,015.11	17,212.49	17,412.15	17,614.13	17,818.46	18,025.15	18,234.24	18,445.76	18,659.73	18,876.18	**Total Tax Savings**
18. Tax Savings (Line 17 minus line 16)		12,204.32	12,293.27	12,382.05	12,470.61	12,558.94	12,646.99	12,734.74	12,822.15	12,909.19	12,995.82	13,082.00	$126,895.77
TAXES: COST TO CITY													**Annual Average**
19. Annual Cost to City	26%	$3,173.12	$3,196.25	$3,219.33	$3,242.36	$3,265.32	$3,288.22	$3,311.03	$3,333.76	$3,356.39	$3,378.91	$3,401.32	$3,287.82

Appendix A

Photographic Overview

Figure 1 Primary elevation, 1016 Orange Grove Avenue (southwest perspective)



Figure 2 Overview of oversized-parcel, façade, and setting, west perspective



Figure 3 Overview of oversized parcel, façade, and setting, southwest perspective



Figure 4 Concrete walkway and façade, west perspective



Figure 5 Detail of entrance porch



Figure 6 Detail of wood-plank ceiling, front porch

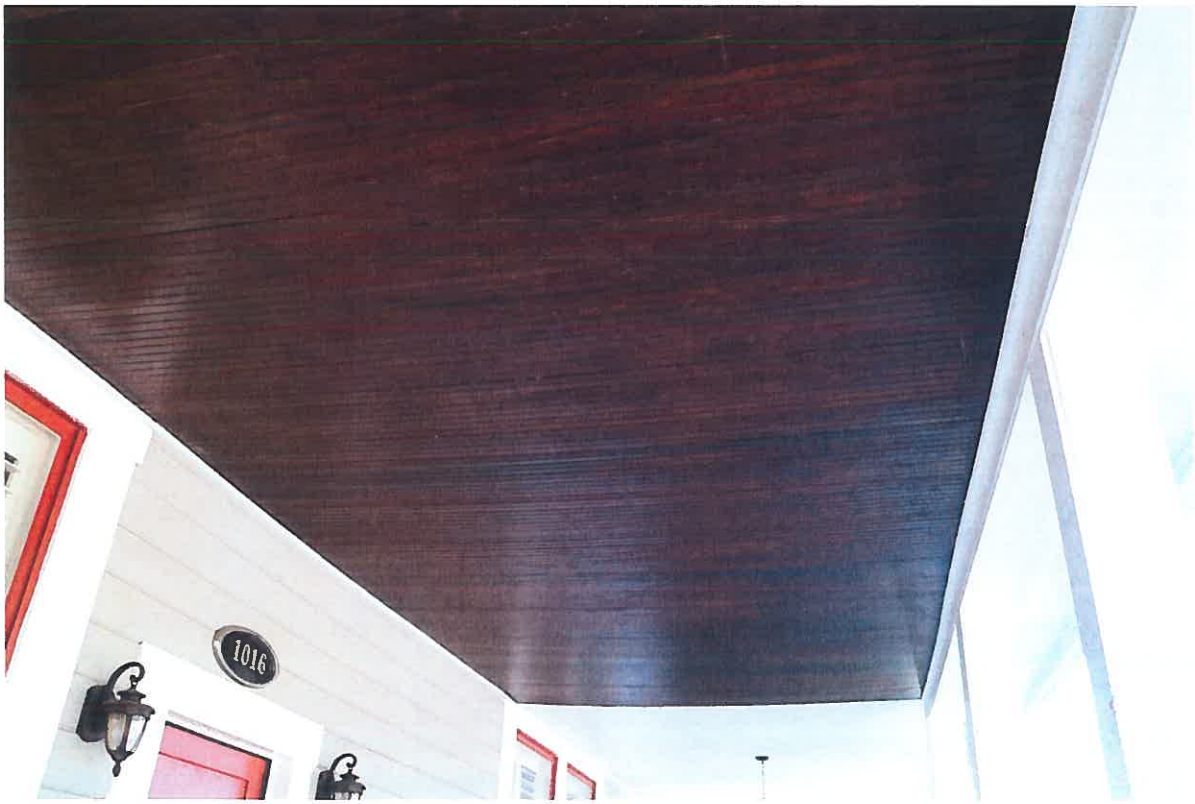


Figure 7 Detail of projecting, clipped-gable wing on façade



Figure 8 Detail of entrance porch supports, railing, and wood-sheathed foundation



Figure 9 Detail of vertical-plank sheathing on foundation



Figure 10 Overview of façade and entrance porch, northwest perspective



Figure 11 Overview of façade and north elevation, northwest perspective



Figure 12 Detail of shallow boxed eaves and wrap-around vertical-plank band at roof line

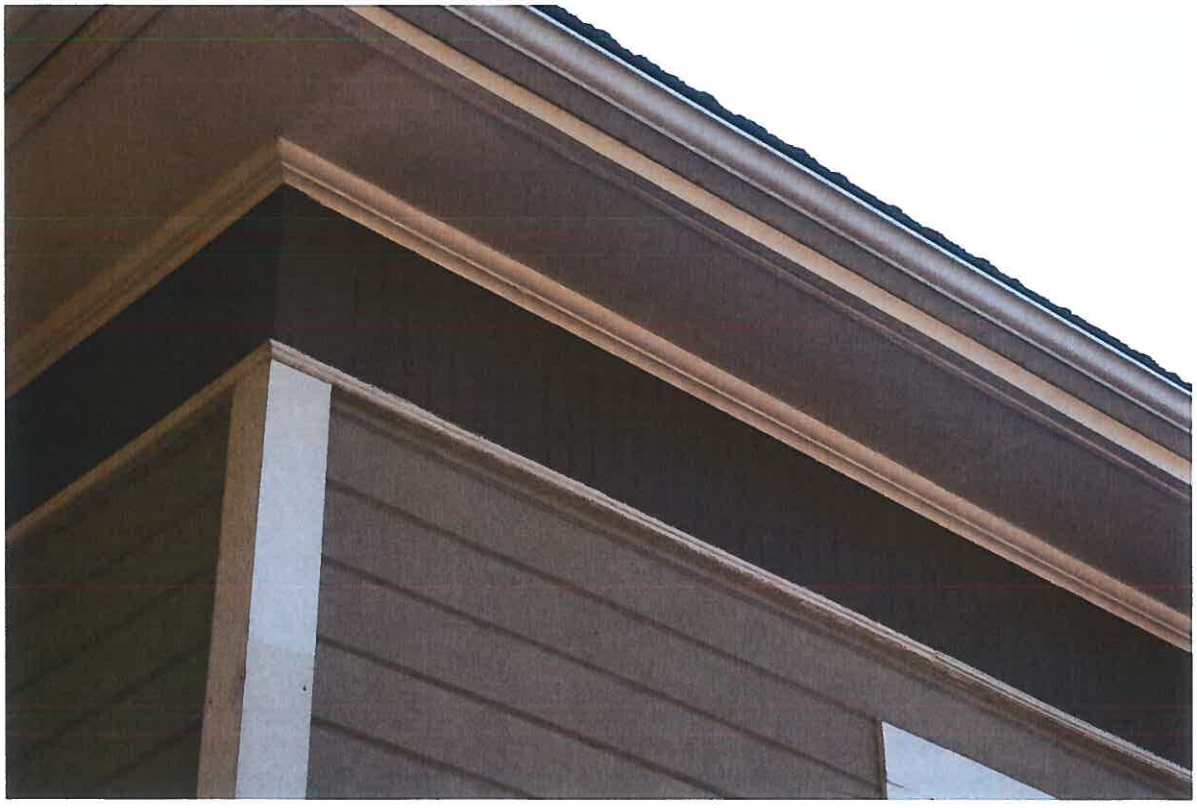


Figure 13 Detail of coursed wood shingles accenting gable apex and vertical plank band



Figure 14 Detail of vertical plank sheathing and diamond-patterned accent, north elevation



Figure 15 Overview of rear elevation, northeast perspective



Figure 16 Detail of nonoriginal windows and wall openings, east elevation



Figure 17 Detail of steps and entrance to basement



Figure 18 Overview of rear elevation and parking lot, east perspective



Figure 19 Overview of secondary entrance, east (rear) elevation



Figure 20 Detail of attenuated, wood-framed two-over-two windows, east elevation

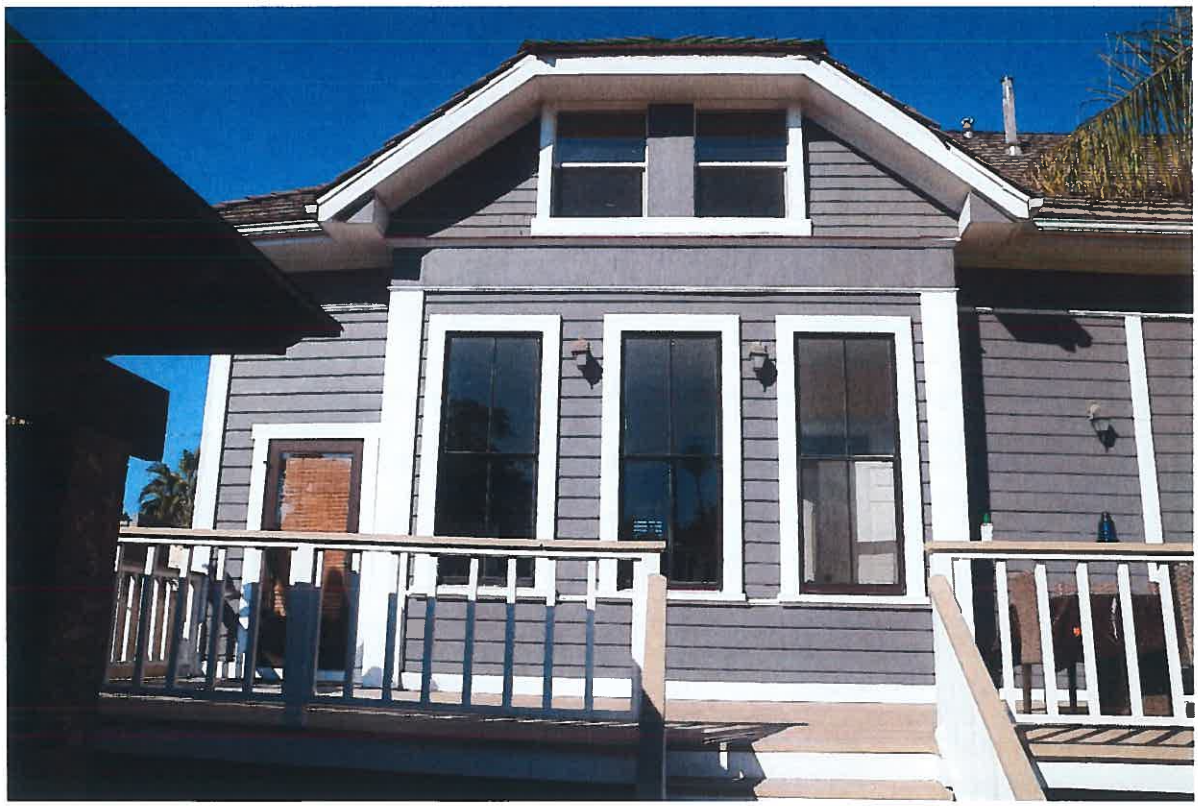


Figure 21 Overview of rear portion of property, landscaping, and wood and brick trellis



Figure 22 Overview of eastern border of property and parking lot

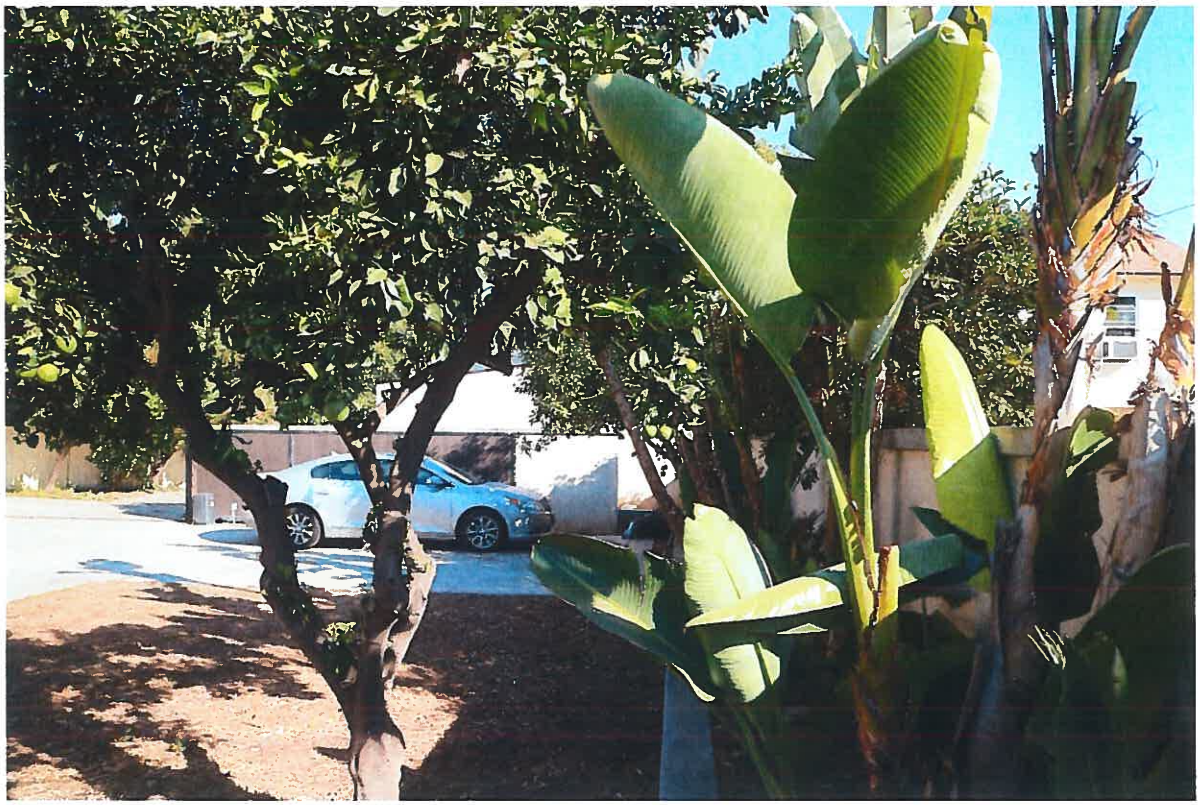


Figure 23 Entrance to rear-elevation parking lot, northwest perspective



Appendix B

Letter of Intent, January 2021

Michael Klaus
1016 Orange Grove Ave.
South Pasadena, CA 91030
mklaus1@gmail.com

January 4, 2021

Cultural Heritage Commission
City of South Pasadena Planning and Building Department
1414 Mission Street
South Pasadena, CA 91030

Re: Mills Act Letter of Intent – 1016 Orange Grove Avenue

Dear Cultural Heritage Commission:

I am writing to express my interest in applying for the Mills Act for my home at 1016 Orange Grove Avenue, South Pasadena. The home is one of South Pasadena's original schoolhouses, and I am separately seeking a landmark designation for the home.

I purchased the home in August and have begun making a number of necessary repairs, some anticipated and many unanticipated (such as recent costly rodent proofing and plumbing repairs, following termite fumigation and wood repairs at the end of August). In my excitement to move to South Pasadena and become part of this community, I underestimated the extent of maintenance issues ahead of me on a 110-year old house, and support with the Mills Act would go a long way in ensuring that I can undertake all the projects that are needed to make the home safe for living and preserve an important part of South Pasadena's history.

As an example, one immediate project, which I have discussed with Nott & Associates, is retrofitting of the foundation. The current foundation is made of original stone masonry and lacks proper bracing and anchoring, and I would like to complete a proper seismic retrofitting to protect the architectural integrity of the house and minimize any further settlement. Other necessary upgrades include repairs to the exterior siding, replacement and repairs of the windows and repair or replacement of a roof beam.

Over time, I also plan to replace the fence in the front yard and improve the landscaping to retain the character and charm of this historic property.

Should the Cultural Heritage Commission approve my request to move forward with a Mills Act application, I would welcome the opportunity to show you the home and provide more information on the tasks that I have in mind for inclusion in the application.

Sincerely,

Michael Klaus

Michael Klaus

Appendix C

Supporting Documents

1. Legal Description of Property
2. Supplemental Property Tax Statement
3. Utility Bill: Southern California Edison, Electric Bill
4. Utility Bill: SoCalGas, Gas Bill
5. Homeowner's Insurance Bill
6. Utility Bill: City of South Pasadena, Water Bill

Order No. 305-2052610-01

Exhibit "A"

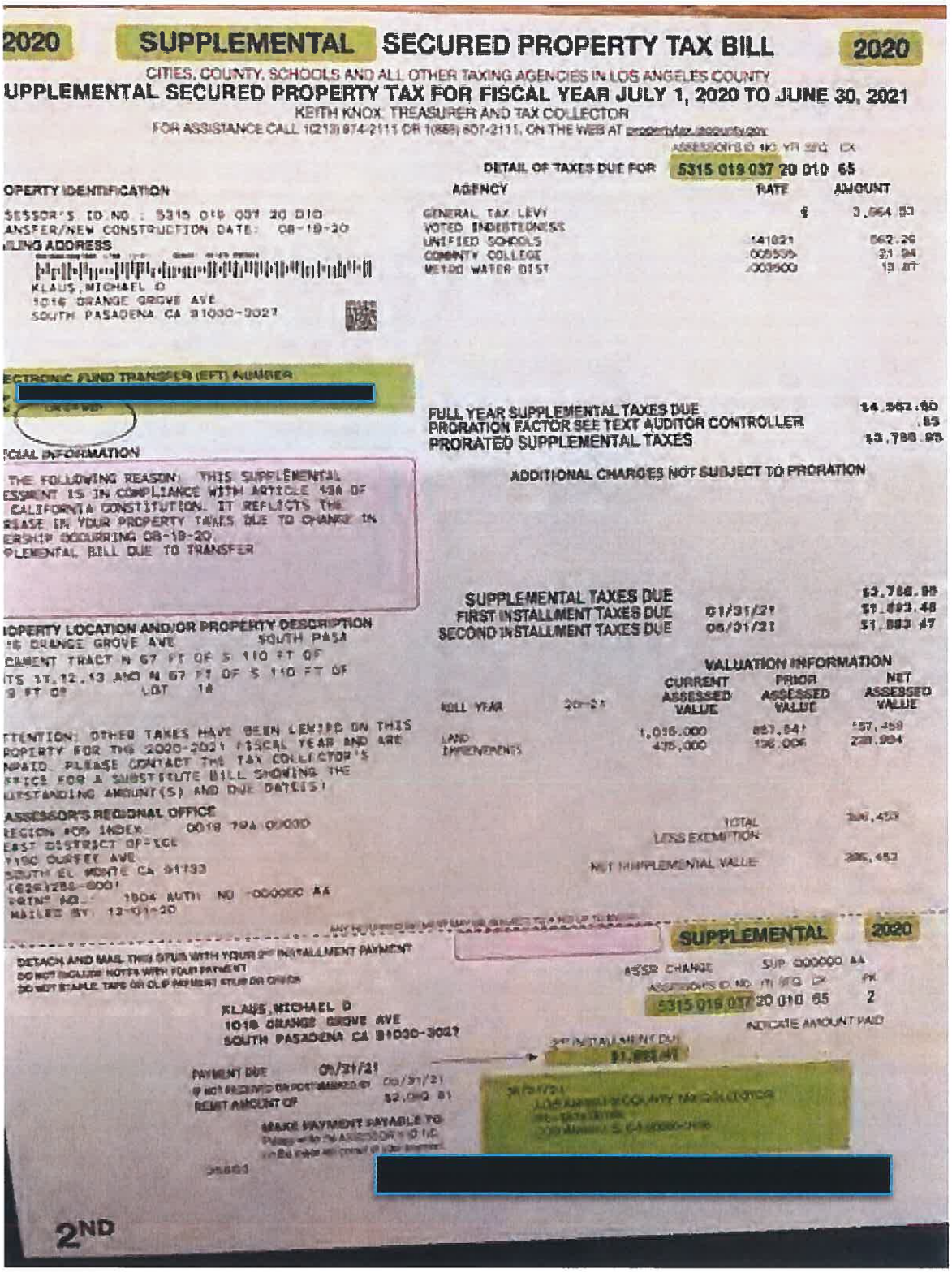
Parcel 1:

The Northerly 67 feet of the Southerly 110 feet of Lot 11, 12, 13 and 14 of McClurent Tract, in the City of South Pasadena, County of Los Angeles, State of California, as per Map recorded in Book 10, Page 31 of Maps, in the Office of the County Recorder of said County.

Excepting therefrom the Easterly 38 feet of Lot 14

Parcel 2:

An easement for common driveway purposes over the Northerly 8 feet of the Southerly 118 feet of the Westerly 125 feet of Lots 11, 12 and 13 of that McClurent Tract, as per Map recorded in Book 10, Page 31 of Maps, in the Office of the County Recorder of said County.



2020 **SUPPLEMENTAL SECURED PROPERTY TAX BILL** 2020

CITIES, COUNTY, SCHOOLS AND ALL OTHER TAXING AGENCIES IN LOS ANGELES COUNTY

UPPLEMENTAL SECURED PROPERTY TAX FOR FISCAL YEAR JULY 1, 2020 TO JUNE 30, 2021

KEITH KNOX, TREASURER AND TAX COLLECTOR

FOR ASSISTANCE CALL (213) 974-2111 OR 1(888) 807-2111, ON THE WEB AT

ASSESSOR'S ID NO. YR SEQ DX

DETAIL OF TAXES DUE FOR 5315 019 037 20 010 65

OPERTY IDENTIFICATION

SESSOR'S ID NO : 5315 019 037 20 010
ANSFER/NEW CONSTRUCTION DATE: 08-19-20
LING ADDRESS

KLAUS, MICHAEL D
1016 ORANGE GROVE AVE
SOUTH PASADENA CA 91030-3027

AGENCY	RATE	AMOUNT
GENERAL TAX LEVY	$	3,864.53
VOTED INDEBTEDNESS		
UNIFIED SCHOOLS	.141021	562.26
COMMTY COLLEGE	.008595	31.94
METRO WATER DIST	.003500	13.47

CTRONIC FUND TRANSFER (EFT) NUMBER [redacted]

FULL YEAR SUPPLEMENTAL TAXES DUE	$4,362.80
PRORATION FACTOR SEE TEXT AUDITOR CONTROLLER	.85
PRORATED SUPPLEMENTAL TAXES	$3,708.95

CIAL INFORMATION

THE FOLLOWING REASON: THIS SUPPLEMENTAL
ESSMENT IS IN COMPLIANCE WITH ARTICLE 13A OF
CALIFORNIA CONSTITUTION. IT REFLECTS THE
REASE IN YOUR PROPERTY TAXES DUE TO CHANGE IN
ERSHIP OCCURRING 08-19-20.
PLEMENTAL BILL DUE TO TRANSFER

ADDITIONAL CHARGES NOT SUBJECT TO PRORATION

SUPPLEMENTAL TAXES DUE		$3,708.95
FIRST INSTALLMENT TAXES DUE	01/31/21	$1,853.48
SECOND INSTALLMENT TAXES DUE	05/31/21	$1,853.47

OPERTY LOCATION AND/OR PROPERTY DESCRIPTION

16 ORANGE GROVE AVE SOUTH PASA
CEMENT TRACT N 67 FT OF S 110 FT OF
TS 11,12,13 AND N 67 FT OF S 110 FT OF
9 FT OF LOT 14

VALUATION INFORMATION

		CURRENT ASSESSED VALUE	PRIOR ASSESSED VALUE	NET ASSESSED VALUE
ROLL YEAR	20-21			
LAND		1,018,000	857,541	157,459
IMPROVEMENTS		435,000	196,006	238,994
TOTAL				396,453
LESS EXEMPTION				
NET SUPPLEMENTAL VALUE				396,453

TENTION: OTHER TAXES HAVE BEEN LEVIED ON THIS
ROPERTY FOR THE 2020-2021 FISCAL YEAR AND ARE
NPAID. PLEASE CONTACT THE TAX COLLECTOR'S
FFICE FOR A SUBSTITUTE BILL SHOWING THE
UTSTANDING AMOUNT(S) AND DUE DATE(S).

ASSESSOR'S REGIONAL OFFICE
REGION FOR INDEX 0019 19A 00000
EAST DISTRICT OFFICE
7150 DURFEY AVE
SOUTH EL MONTE CA 91733
(626)288-6001
PRINT NO. 1804 AUTH NO 000000 AA
MAILED BY 12-01-20

DETACH AND MAIL THIS STUB WITH YOUR 2ND INSTALLMENT PAYMENT
DO NOT INCLUDE NOTES WITH YOUR PAYMENT
DO NOT STAPLE, TAPE OR CLIP PAYMENT STUB OR CHECK

SUPPLEMENTAL 2020

ASSR CHANGE SUP 000000 AA
ASSESSOR'S ID NO. YR SEQ DX PK
5315 019 037 20 010 65 2
INDICATE AMOUNT PAID

KLAUS, MICHAEL D
1016 ORANGE GROVE AVE
SOUTH PASADENA CA 91030-3027

2ND INSTALLMENT DUE $1,853.47

PAYMENT DUE 05/31/21
IF NOT RECEIVED OR POSTMARKED BY 05/31/21
REMIT AMOUNT OF $2,040.81

MAKE PAYMENT PAYABLE TO

05/31/21
LOS ANGELES COUNTY TAX COLLECTOR

[redacted]

2ND

SOUTHERN CALIFORNIA EDISON
An EDISON INTERNATIONAL Company

For billing and service inquiries
1-800-684-8123
www.sce.com

Your electricity bill

Customer Account [redacted]

Date bill prepared
03/02/21

Amount due $103.37
Due by 03/22/21

1016 ORANGE GROVE AVE
SOUTH PASADENA, CA
91030-3027

Your account summary

Previous Balance	$106.75
Payment Received 02/05/21	-$106.75
Balance forward	$0.00
Your new charges	$103.37
Total amount you owe by 03/22/21	**$103.37**

Summary of your billing detail

Service account	Service address	Billing period	Your rate	New charges
[redacted]	1016 ORANGE GROVE AVE S PASADE, CA	01/26/21 to 02/25/21	TOUD-4-9PM (SCE)	$68.24
[redacted]	1016 ORANGE GROVE AVE S PASADE, CA	01/26/21 to 02/25/21	TOU-D-4	$35.13
				$103.37

Things you should know

DIRECT PAYMENT INFORMATION.....
We will automatically debit the total amount due, $103.37, from your checking account on or after 03/12/21. Your bank may place a hold on these funds prior to that date. Thank you!

Changes to DWR Bond Charge on your bill
As of October 1, 2020, the DWR Bond Charge is being collected to support California's Wildfire Fund. This charge is no longer being used to repay bonds issued by the California Department of Water Resources (DWR) to cover the costs of buying power during the 2001-02 energy crisis. For more information on this change, please visit sce.com/understandyourbill.

(14-574) Tear here If your contact information has changed please complete the form on the reverse side and return the stub below. Tear here

SOUTHERN CALIFORNIA EDISON
An EDISON INTERNATIONAL Company

Customer account 2-42-919-1661

Amount due by 03/22/21 **$103.37**

We will automatically debit the total amount due $103.37 from your checking account on or after 03/12/21. Your bank may place a hold on these funds prior to that date.
Thank you!

STMT 03022021 P4

KLAUS, MICHAEL
1016 ORANGE GROVE AVE
SOUTH PASADENA, CA 91030-3027

[redacted]

SoCalGas
A Sempra Energy utility

ACCOUNT NUMBER [redacted]
SERVICE FOR
MICHAEL KLAUS
1016 ORANGE GROVE AVE
S PASADENA CA 91030-3027

DATE MAILED Feb 18, 2021
24 Hour Service
1-800-427-2200 *English*
1-800-342-4545 *Español*
1-800-252-0259 *TTY*
socalgas.com

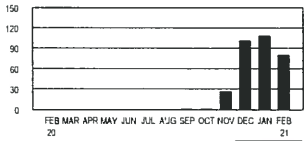
H

Account Summary

Amount of Last Bill			$178.85
Payment Received	02/08/21	THANK YOU	- 178.85
Current Charges			+ 128.02
Total Amount Due			**$128.02**

DATE DUE	Mar 10, 2021
AMOUNT DUE	$128.02

Gas Usage History *(Total Therms used)*



	Feb 20	Jan 21	Feb 21
Total Therms used	0	109	81
Daily average Therms	.0	3.6	2.5
Days in billing cycle	0	30	33

Current Charges

Rate: GR - Residential **Climate Zone:** 1 **Baseline Allowance:** 56 Therms
Meter Number: 13140761 *(Next scheduled read date Mar 17 2021)* **Cycle:** 11

Billing Period	Days	Meter Number	Current Reading	- Previous Reading	= Difference	x Billing Factor	x BTU Factor	= Total Therms
01/14/21 - 02/16/21	33	13140761	4962	4884	78	1.000	1.039	81

GAS CHARGES			Amount($)
Customer Charge		33 Days x $.16438	5.42
Gas Service *(Details below)*		81 Therms	
	Baseline	Over Baseline	
Therms used	56	25	
Rate/Therm	$1.20661	$1.59720	
Charge	$67.57	+ $39.93	= 107.50
			Total Gas Charges $112.92

TAXES & FEES ON GAS CHARGES		Amount($)
State Regulatory Fee	81 Therms x $.00577	.47
Public Purpose Surcharge	81 Therms x $.07037	5.70
South Pasadena City Users Tax	$119.09 x 7.50%	8.93
	Total Taxes and Fees on Gas Charges	**$15.10**
	Total Current Charges	**$128.02**

SoCalGas' gas commodity cost per therm for your billing period:
Feb. . . . . .$.36766 Jan. . . . . .$.39764

PLEASE KEEP THIS PORTION FOR YOUR RECORDS (FAVOR DE GUARDAR ESTA PARTE PARA SUS REGISTROS.)
PLEASE RETURN THIS PORTION WITH YOUR PAYMENT (FAVOR DE DEVOLVER ESTA PARTE CON SU PAGO.)

SoCalGas A Sempra Energy utility

Save Paper & Postage
PAY ONLINE
socalgas.com

ACCOUNT NUMBER [redacted]

DATE DUE	Mar 10, 2021
AMOUNT DUE	$128.02

Please enter amount enclosed.
$

Write account number on check and make payable to SoCalGas

CY 11 6527 0490 P

MICHAEL KLAUS
1016 ORANGE GROVE AVE
S PASADENA CA 91030-3027

SoCalGas
PO BOX C
MONTEREY PARK CA 91756-5111

[redacted]

MetLife Auto & Home®

Metropolitan Direct Property and Casualty Insurance Company
Platinum Homeowners Declarations

10/28/2020
ST 04

Change 05

Policy Number: [redacted]
Policy Term: From 08/19/2020 to 08/19/2021, 12:01 A.M. Standard Time at the location of the property insured as stated in the policy

Policy Change Effective Date: 10/28/2020

Bill To: Mortgagee

Named Insured:
MICHAEL KLAUS
1016 ORANGE GROVE AVE
SOUTH PASADENA CA 91030

[redacted]
WELLS FARGO BANK NA 930
ISAOA
PO BOX 100515
FLORENCE SC 29502

Residence Premises: Named Insured's Address Shown Above

Basic Policy Coverages	Limits	Premiums
A - Dwelling	$ 427,511	$ 2,013.00
B - Private Structures	$ 85,502	
C - Personal Property	$ 320,633	
F - Personal Liability Each Occurrence	$ 500,000	$ 39.00
G - Medical Payments to Others Each Person	$ 1,000	
Loss of Use	$ 128,253	

Causes of Property Loss
Comprehensive Perils

Building Property Loss Settlement
Extended Limits Plus — Incl

Personal Property Loss Settlement
Replacement Cost on Contents

Additional Coverages

Ordinance or Law Limit 50% of Cov A	$ Incl
Personal Injury Coverage	
Back Up of Sewer, Drain and Sump Pump Coverage $10,000 Limit, $1,000 Deductible	
Workers Compensation Coverage	$ Incl

Optional Coverages

Schedule of Personal Property (See Attached)	$ 14.00

Prior Annual Premium: $ 2,065.00 — **Current Annual Premium: $ 2,065.00**
Change in premium from 10/28/2020 through 08/19/2021: $ .00

Deductible(s)
$1000 deductible applies to each loss.

Forms and Endorsements:
HP1000 0902 HP2200 0205 HP3500 0904 HP4320 0113 HP5100 0105 HP6100 0205 HP7000 0902 C117CA 0108 HA01CA 0108 HA30CA 0108 HF8000 0506

- MAKE A PAYMENT
- DISABLE AUTO-PAY
- DASHBOARD
- BILLS/PAYMENTS
- ACCOUNT INFO
- CONTACT/FORMS
- LOGOUT

[redacted]

City of South Pasadena - Customer Portal

Bills/Payments

Account Number
[redacted]
Name
MICHAEL KLAUS

Current Balance	**$0.00**
Open Deposit Charges	**$0.00**
CUSTOMER DEPOSIT Balance	**$200.00**
Payment Due	**02/11/2021**

Make A Payment
Disable Auto-Pay
Customer Service

Date Description	Debit Credit
02/11/2021 Payment	

$193.01

01/12/2021

View Bill Details

$193.01

- MAKE A PAYMENT
- DISABLE AUTO-PAY
- CUSTOMER SERVICE

Description Read Dt	Begin End Consumption
Water Base Charges R 01/06/2021	0 0 0 $126.12
Water Consumption R 01/04/2021	4017 4020 3 $9.99
Efficiency Fee 01/04/2021	4017 4020 3 $0.42
Wastewater Basic Charge R 01/06/2021	0 0 0

Appendix D

Mills Act Work Plan Matrix

10-Year Work Plan, 1016 Orange Grove Avenue, South Pasadena

Rehabilitation Treatment Approach: Standards and Guidelines*

All work efforts will be guided by the rehabilitation treatment guidelines: (1) Identify, Retain, and Preserve; (2) Stabilize; (3) Protect and Maintain; (4) Repair; (5) Limited, In-Kind Replacement

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance	Repair/ Maintenance Schedule	Estimated Cost
1. Structural Retrofitting (house is not currently structurally retrofitted)	No	**Condition:** Fair **Repairs:** *Reinforce elements in need of stabilization; stabilize and re-create positive base for unfastened structural posts	Recommended rehabilitation treatment guidelines: Repair according to industry standards and applicable building codes	2023	$65,000
2. Windows	Yes	**Condition:** Good (isolated repairs needed) **Repairs:** (1) Rehabilitation of historic windows to include (but not necessarily be limited to): repair of cracked/broken glazing; repair of non-operational double-hung windows, including replacement of missing sash cords where needed; re-weathering stripping/re-sealing where needed; and repainting windows and window frames in period-appropriate palette (2) Removal of nonoriginal aluminum-frame window screens with wood-frame screens along north elevation	Windows and their functional and decorative features shall be repaired according to the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Recommended treatment guidelines: 1. Identify, retain, and preserve: "Identifying, retaining, and preserving windows--and their functional and decorative features--that are important in defining the overall historic character of the building. Such features can include frames, sash, muntins, glazing, sills, heads, hoodmolds, panelled or decorated jambs and moldings, and interior and exterior shutters and blinds. 2. Stabilize: "Stabilizing deteriorated or damaged windows as a preliminary measure, when necessary, prior to undertaking appropriate preservation work." 3. Protect and maintain: "Protecting and maintaining the wood and architectural metals which comprise the window frame, sash, muntins, and surrounds through appropriate surface treatments such as cleaning, rust removal, limited paint	2023	$ 25,000 To be completed by contractor with experience in historic preservation

* Unless otherwise noted, all quoted material describing recommended treatment approaches is drawn from the *Secretary of the Interior's Standards for the Treatment of Historic Properties,* "Rehabilitation Treatment," US Department of the Interior, National Park Service, Washington, DC. Available at: http://www.nps.gov/history/hps/tps/standguide.

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance[1]	Repair/ Maintenance Schedule	Estimated Cost
			removal, and re-application of protective coating systems." "Making windows weather tight by re-caulking and replacing or installing weather-stripping. These actions also improve thermal efficiency." 4. Repair: "Repairing window frames and sash by patching, piecing-in, consolidating or otherwise reinforcing them using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment." 5. Limited Replacement In-Kind: "Replacing in kind extensively deteriorated or missing parts of windows when there are surviving prototypes such as frames, sash, sills, glazing, and hoodmolds. The new work should match the old in material, design, color, and texture; and be unobtrusively dated to guide future research and treatment."		
3. Roof System Repairs	Yes (configuration, pitch, original ornamental details where extant); sheathed in nonoriginal composition shingles	**Condition:** Overall good (with some sagging in the rear elevation right of the ridge line) **Repairs:** *Reinforce & repair roof system where needed, with focus on rear-elevation beam and sagging areas of the roofline; any adjacent roof features or elements will be repaired/replaced in kind where needed following repairs to roof system	Recommended rehabilitation treatment guidelines: 1. Identify, retain, preserve: Identify "the functional and decorative features that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features such as cupolas...chimneys, & weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning." 2. Repair: "Repairing a roof by reinforcing the historic materials which comprise roof features. Repairs will also generally include the limited replacement in kind--or with compatible substitute material--of those extensively deteriorated or missing parts of features when there are surviving prototypes." 3. Replace: "Replacing in kind an entire feature of the roof that is too deteriorated to repair--if the overall form and detailing are still evident--using the physical evidence as a model to reproduce the feature. Examples can include a large section of roofing, or a dormer or chimney. If using the same kind of material is not technically or economically feasible, then a compatible substitute material may be considered."	2025	$45,000 To be completed by contractor with experience in historic preservation

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance	Repair/ Maintenance Schedule	Estimated Cost
4. Exterior wood features (horizontal wood siding, vertical plank foundation sheathing and banding, wood shingles in gable apexes, wood molding ornament)	Yes	**Condition:** Good/Fair **Repairs:** Repairs/patching or in-kind replacement of areas of damaged and deteriorated wood siding; resealing and repainting in period-appropriate palette	The exterior wood sheathing of the building will be repaired as necessary and repainted, according to the *Secretary's Standards*. Recommended rehabilitation treatment guidelines: 1. Identify, retain, and preserve: "Identifying, retaining/preserving wood features that are important in defining the historic character of the building such as siding, cornices, brackets, window architraves, and doorway pediments; and their paints, finishes, and colors." 2. Stabilize: "Stabilizing deteriorated or damaged wood as a preliminary measure, when necessary, prior to undertaking appropriate preservation work." 3. Protect and Maintain: "Retaining coatings such as paint that help protect the wood from moisture and ultraviolet light. Paint removal should be considered only where there is paint surface deterioration and as part of an overall maintenance program which involves repainting or applying other appropriate protective coatings. Inspecting painted wood surfaces to determine whether repainting is necessary or if cleaning is all that is required. Removing damaged or deteriorated paint to the next sound layer using the gentlest method possible (hand-scraping and hand sanding), then repainting. Applying compatible paint coating systems following proper surface preparation. Repainting with colors that are appropriate to the historic building... Evaluating the overall condition of the wood to determine whether more than protection and maintenance are required, that is, if repairs to wood features will be necessary." 4. Repair: "Repairing, stabilizing, and conserving fragile wood using well-tested consolidants, when appropriate. Repairs should be physically and visually compatible and identifiable upon close inspection for future research. Repairing wood features by patching, piecing-in, or otherwise reinforcing the wood using recognized preservation methods. The new work should be unobtrusively dated to guide future research and treatment."	2027	$ 75,000 To be completed by contractor with experience in historic preservation

Feature / Issue	Character-Defining?	Condition / Repair	Recommended Treatment / Standards Compliance	Repair/ Maintenance Schedule	Estimated Cost
			5. Limited Replacement in Kind: "Replacing in kind extensively deteriorated or missing parts of wood features when there are surviving prototypes such as brackets, molding, or sections of siding. New work should match the old in material, design, color, and texture; and be unobtrusively dated to guide future research and treatment." Not Recommended: "Replacing an entire wood feature such as a column or stairway when limited replacement of deteriorated and missing parts is appropriate. Using replacement material that does not match the historic wood feature; or failing to properly document the new work."		

Exhibit "D"

Standards of Rehabilitation

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

203 Oaklawn Avenue

MILLS ACT CONTRACT

This page is part of your document - DO NOT DISCARD

20240867510

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County, California

12/09/24 AT 02:05PM

Pages: 0026

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

202412093330017

00025061835

015038334

SEQ:
01

DAR - Counter (Upfront Scan)

THIS FORM IS NOT TO BE DUPLICATED

E521946

12/09/2024

20240867510

RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:

CITY OF SOUTH PASADENA
City Clerk
1414 Mission Street
South Pasadena, California 91030

ATTN: City Clerk

Recording Fee: Exempt pursuant to California Govt. Code Section 27383

SPACE ABOVE THIS LINE IS RESERVED FOR RECORDER'S USE

TITLE(S)

MILLS ACT CONTRACT

THIS MILLS ACT CONTRACT ("Agreement") is made and entered into this 6th day of November 2024, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Girvigian MR & Bauman K Trust ("Owner").

RECITALS

(i) California Government Code Section 50280 et seq., authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 203 Oaklawn Avenue, South Pasadena, California, Assessor's Parcel Number 5317-014-015 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) As set forth in South Pasadena Municipal Code Section 2.68(b)(1)(B), the Historic Property is a contributor to the Oaklawn Historic District. The Oaklawn Historic District represents upper middle-class tract development that occurred throughout Southern California during the early decades of the 20th century. The district's architectural character is a mixture of Craftsman, Colonial Revival, Tudor Revival, and English Revival styles. Several residences also exhibit characteristics of Mediterranean, Mission Revival, and Prairie styles;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of

Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code and to carry out the purposes of Article 12 (commencing with Section 50280) of Chapter 1, Part 1, of Division 1 of Title 5 of the California Government Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on November 6, 2024 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one (1) year for each anniversary date of the Agreement unless otherwise specified herein.

3. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the Owner of the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

4. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

5. STANDARDS FOR HISTORIC PROPERTY. During the term of this Agreement, the Historic Property shall be subject to the following conditions, requirements, and restrictions:

a. Owner shall rehabilitate, preserve and maintain the historically significant Characteristics of the Historic Property. Attached hereto, marked as "Exhibit B" and incorporated herein by this reference is a list of those items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property and a timeline for completion, which Owner shall carry out shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the applicable provisions of the South Pasadena Municipal Code (See, Article IVH of the South Pasadena Municipal Code) and shall obtain any applicable permits necessary to protect, preserve, restore and rehabilitate the Historic Property so as to maintain its historical significance.

b. Owner shall additionally and where necessary, restore and rehabilitate the property according to the rules and regulations of the City, the State Office of Historic Preservation of the Department of Parks and Recreation, the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and the State Historical Building Code and shall maintain the entire property according to minimum standards and conditions, attached hereto, marked as "Exhibit C".

6. LIMITATIONS. Under Section 2.68(b)(1)(C)(iii)–(vi), the estimated tax benefit will not be used for: (1) any maintenance or alteration work that was previously completed or

initiated before the Contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty; (2) routine maintenance work except for exemplary or exceptional properties that have financially burdensome maintenance requirements; (3) work within the interior of a Historic Property unless the Cultural Heritage Commission determines an exception should be made; and (4) landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

7. INSPECTIONS. The Owner shall allow reasonable inspections, by prior appointment given a minimum of at least 24 hours in advance, of the interior and exterior of the Historic Property by representatives of the County of Los Angeles Assessor, State Office of Historic Preservation, State Board of Equalization and the City, as may be necessary to determine Owner's compliance with the terms and conditions of this Agreement.

8. PROVISION OF COMPLIANCE INFORMATION. The Owner hereby agrees to furnish the City with any and all information requested by the City which may be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the Owner shall agree to provide to the City on the third year of the term of this Agreement and every third year thereafter a report describing the preservation tasks that are in progress and have been completed pursuant to this Agreement.

9. BINDING EFFECT OF AGREEMENT. This Agreement shall be binding on all successors-in interest of the Owner to the benefits and burdens of this Agreement. The Agreement shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 et seq., may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 4 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 et seq., described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement. In the event of a breach by Owner under the provisions of this Agreement, City shall give written notice to Owner by registered or certified mail to the address stated in this Agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner shall hereafter have sixty (60) days within which to cure such breach to the reasonable satisfaction of the City. Upon completion by Owner of the cure of the breach, City shall withdraw its notice of breach. Should Owner not cure such breach within the time period specified above, then City may, without further notice, declare a default under the terms of this Agreement and may bring any action necessary to specifically enforce the obligations of Owner arising out of the terms of this Agreement, apply to any court, state or federal, for injunctive relief against any violation by Owner or apply for such other relief as may be appropriate. City may at its sole discretion extend the 60-day cure period. Such extension must be in writing.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property. Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument. City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Community Development Director
1414 Mission Street

South Pasadena, California 91030

Owner: Girvigian M R & Bauman K Trust
c/o Michael Raymond Girvigian, Trustee
203 Oaklawn Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and/or maintenance of the Historic Property and/or Owner's activities in connection with the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property. This indemnification includes, without limitation, the payment of all penalties, fines, judgments, awards, attorney's fees and related costs or expenses, and the reimbursement of legal expenses and costs incurred by the City, its elected officials, employees or agendas. Owner's obligation to indemnify shall survive the termination, cancellation or expiration of this Agreement.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever. A successor in interest shall have the same rights and obligations under the Agreement as the original owner who entered into the Agreement.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent

preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California. Venue shall be in Los Angeles County.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will prevent the portion of land condemned or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, if the City Council determines that the condemnation or acquisition frustrates the purpose of this Agreement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be canceled and this Agreement shall be deemed null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition. In such event, no cancellation fee is imposed as set forth in Government Code Section 50286. If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to this Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than twenty (20) days after the parties execute this Agreement, the Owner or Owner's agent shall record this Agreement in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, by a written instrument executed by the parties that is thereafter recorded in the Office of the County Recorder of the County of Los Angeles.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The City shall provide written notice of this Agreement to the State Office of Historic Preservation within 180 days of entering into this Agreement.

[SIGNATURES ON NEXT PAGE]

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Evelyn G. Zneimer, Mayor

ATTEST:

Mark Perez, Deputy City Clerk

APPROVED AS TO FORM

Roxanne Diaz, City Attorney

OWNER: GIRVIGIAN M R & BAUMAN K TRUST

Michael Raymond Girvigian, Trustee

Kathleen Elizabeth Baumann, Trustee

[Type here]

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)

On Nov 11 2024, before me, Thomas Ramirez II,
(insert name and title of the officer)
Notary Public, personally appeared Michael Grivigian,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

THOMAS RAMIREZ II
Notary Public - California
Los Angeles County
Commission # 2457128
My Comm. Expires Aug 1, 2027

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)

On Nov 11 2024, before me, Thomas Ramirez II,
(insert name and title of the officer)
Notary Public, personally appeared Kathleen Baumann,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

THOMAS RAMIREZ II
Notary Public - California
Los Angeles County
Commission # 2457128
My Comm. Expires Aug 1, 2027

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT A

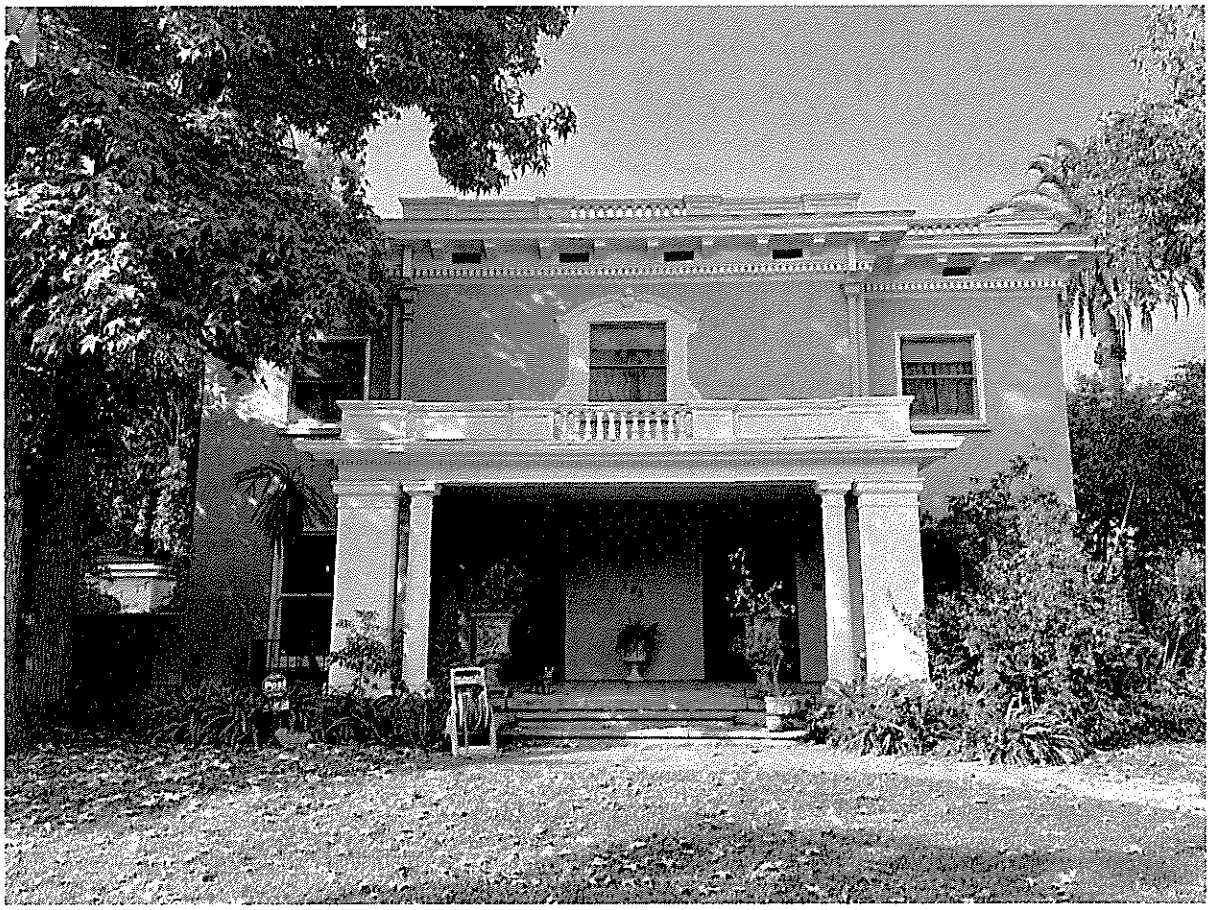
LEGAL DESCRIPTION

Exhibit "A"

Lot 53 of Tract Number 139 in the City of South Pasadena, County of Los Angeles, State of California as per Map recorded in Book 14, Pages 6 and 7 of Maps, in the Office of the County Recorder of said County.

EXHIBIT B

REHABILITATION PLAN



Mills Act Application Packet

203 Oaklawn Avenue, South Pasadena, CA 91030

- Background
- Rehabilitation Plan, Maintenance List
- Work Plan and Cost Estimate
- Financial Analysis
- Attachments

Prepared for: Michael Girvigian

Prepared by: Marina Khrustaleva

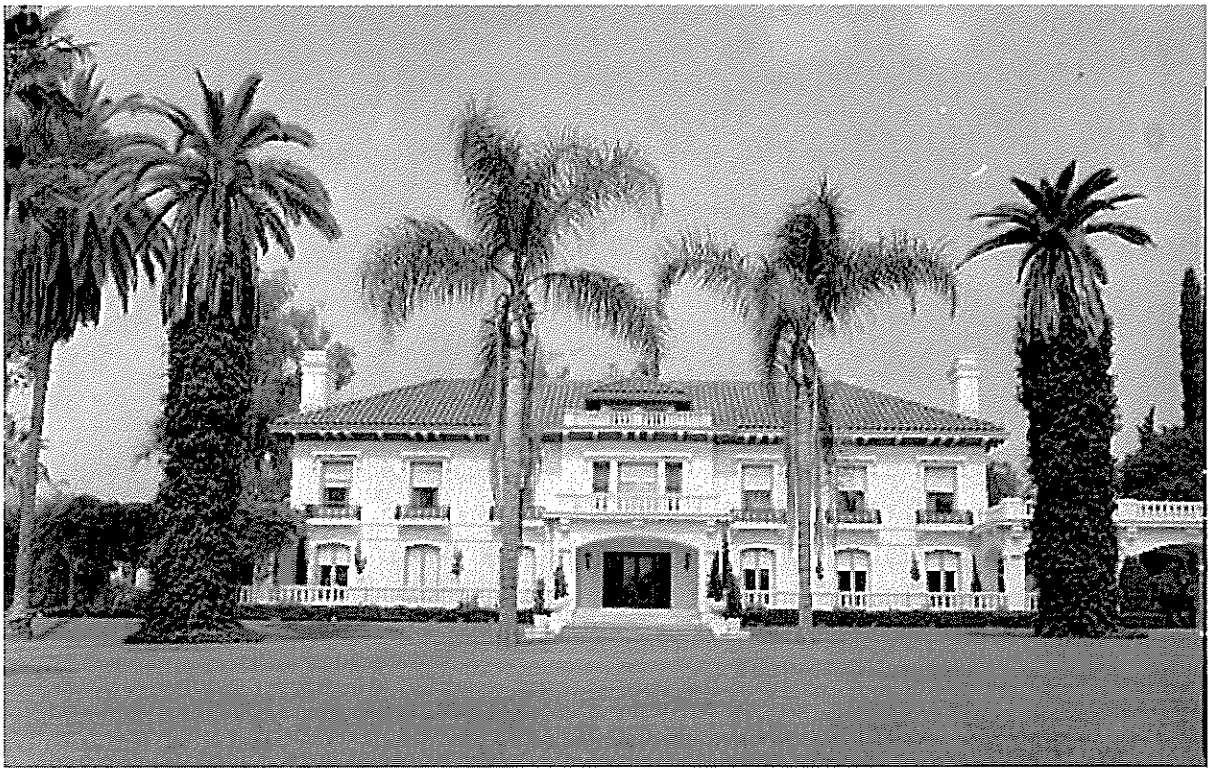
August, 2024

Mills Act Application, 203 Oaklawn Avenue, South Pasadena

Background

The two-story house was designed in 1912 by architect George Lawrence Stimson and built under the supervision of his father, developer George Woodbury Stimson. The cost of the construction was estimated as $18,000. The elder Stimson lived in our house for several years after it was built. The younger lived next door, at 207 Oaklawn Avenue (this house was awarded with a Mill's Act contract, as well as several other properties in the district).

The house represents the Italian Renaissance Revival style. It became a smaller version of the house that George Stimson originally designed for himself at 391 S Orange Grove Boulevard in Pasadena, now known as the Wrigley Mansion or the Tournament of Roses headquarters. That house was under construction from 1906 to 1914; supposedly, Stimson Sr. found it too big for him and sold it to chewing gum magnate William Wrigley Jr. and his wife Ada.



Wrigley Mansion, 1956

The character-defining features of the house at 203 Oaklawn Avenue include symmetrical massing, a flat roof with a balustrade, an overhanging dented cornice, vertical double-hung windows around the house, and smooth stucco. The east (front) elevation features a projecting middle portion. A central window on the second floor is surrounded by a decorative plaster framing with a segmental arch broken pediment. A prominent porch with a balustrade is supported with a combination of massive square posts and Tuscan columns. There are two wide wood entry doors with large glazing and decorative metal grills, and an elevated three-step porch landing. The north (side) elevation features a recessed loggia with a triple arch facing a curved driveway with two approaches from Columbia Street. A two-car garage is facing Fremont Avenue.

The property is abutting Columbia Street on the north and Fremont Avenue on the west. Two sides of the block along Columbia Street and Fremont Avenue are surrounded by a solid wall with massive Arroyo stone posts designed by Charles and Henry Greene. Seventeen of these stone posts belong to the subject property. One of two entry portals serving as pedestrian gates on the west side of Oaklawn Avenue is located on the public right-of-way, outside of the property boundaries.

The interior of the house has been minimally altered and preserved original decorative features: mahogany wood paneling, stairs, fireplace mantels, window shutters, and ceiling beams in the foyer and living room. The dining room is adorned with hand-painted wallpaper by Mildred Bryant Brooks. She was an acclaimed etching artist and lived at 1837 Monterey Road in South Pasadena. She was famous for creating murals in private homes in the 1950s; her other surviving work can be seen at the Blinn House, the headquarters of Pasadena Heritage, at 160 N Oakland Avenue in Pasadena. Most likely, the murals appeared here after 1954 when the previous owner, Willard John Stone Jr., conducted a number of home improvements.

The house has not undergone any major remodel or serious restoration since it was built. Based on the building permits, alterations included:

- 1928 – adding a one-story sun parlor to the north-west corner of the house;
- 1940 – building an interior elevator shaft (elevator later removed);

- 1946 – termite repair;
- 1960 – building an attached wrap-around rear patio along west and south sides of the house; constructing a swimming pool; interior kitchen remodel; partial electrical and plumbing upgrade;
- 1961 – interior remodel of the utility area in the garage (a bathroom and a dressing room); replacing garage doors;
- 1988 – adding a workshop to the garage;
- 1989 – foundation maintenance (seismic retrofit);
- 2005 – building an exterior elevator shaft on the south (side) elevation.

Reroofing work on the house and the garage was done in 1961, 1973, 1978, and 1990.

As a result of the building age, which is 112 years old, there is significant deferred maintenance. Several features require historically accurate renovations to ensure structural stability and authenticity of the house.

Mills Act Application, 203 Oaklawn Avenue, South Pasadena

Section II: Rehabilitation Plan, Maintenance List, and Reporting System

Proposed Scope of Work	***Year***
Repair rotten wood at the main roof, remove cap sheet, install new torch down modified bitumen roofing material with Title 24 rating. Repair flashing around the chimney.	2025
Repair framing members in the attic to address water intrusion around the chimney stack.	2025
Tear off 1350 sq. ft. shingle roof at the southwest patio, repairs to rotten wood, install new composite shingle roofing material.	2025
Tear off 260 sq. ft. roof on the front porch, repairs to damaged framing and gutter system, install new torch down bitumen roofing material.	2025
Repair leaking garage roof	2025
Repair existing metal gutters to return to normal function.	2025
Repair non-reinforced lime and sand mortar chimney to ensure safety while using the fireplaces.	2025
Obtain the Structural Pest Control report and treat wood structure for termite damage as needed.	2025
Install 85-lineal feet of 4-inch drainpipe to address the visible drainage issues on the property.	2026
Replace damaged cast iron drains in crawl space exterior.	2026
Repair concrete walls with Arroyo stone posts along the northern and western property lines to avoid public hazard.	2026
Replace outdated plumbing with all new waters and drains to 6 baths (including garage bath) and 1 kitchen.	2027
Examine sloped/uneven floors on the second floor and repair as needed.	2028
Repair fire boxes and flue systems in 3 fireplaces to ensure safety, based on the inspection report.	2028

Restore 41 existing windows and exterior doors to return normal operation and paint touch up.	2029
Repair a staircase skylight to ensure operability.	2029
Restore plaster on the exterior walls.	2029
Repaint the house using historically appropriate color.	2029
Partially replace foundation at the southwest patio. Repair cracks in the concrete deck and block porch wall.	2030
Repair cracks in exterior concrete steps and clinker brick paving.	2030
Reinforce the garage opening and install a steel beam to ensure seismic stability.	2031
Replace non-original overweight garage door and an outdated opening mechanism with a modern lightweight garage door of historically appropriate design.	2031
Interior features – not a part of the Mill's Act application:	
Replace outdated knob and tube electric wiring and ungrounded three prong receptacles with modern wiring to ensure safety, including new 200 Amp service, 4 sub panels, all new grounded circuits and lighting, arc fault breakers and smoke and carbon dioxide sensors.	2027
Remove 3 gravity furnaces and existing asbestos ducting including asbestos mitigation.	2028
Restore, wax, and touch up interior wood paneling, stairs, fireplace mantels, window shutters, and ceiling beams in the foyer and living room.	2032
Protect hand-painted wallpaper by artist Mildred Bryant Brooks in the dining room and restore cracks.	2032
Repair water-damaged plaster from roof leaks and provide associated painting.	2032

Reporting System:

The property owners of 203 Oaklawn Avenue will provide written updates to the City of South Pasadena every three years, documenting progress and providing updates and photos on the Mills Act work plan.

Certificates of Appropriateness (CoA) will be obtained by property owners if any major exterior work triggers the threshold of by the City of South Pasadena Cultural Heritage Ordinance. Building permits will be obtained all types of work requiring permits.

Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs.

Mills Act Application, 203 Oaklawn Avenue, South Pasadena

Section III: Cost Estimate of Rehabilitation/Maintenance Plan

All work efforts described in these plans will be carried out in accordance with the *Secretary of the Interior's Standards for the Treatment of Historic Properties.* Architects and/or contractors leading work efforts will have demonstrated historic preservation experience and will meet the *Secretary of the Interior's Professional Qualifications Standards* in their respective fields.

Proposed Scope of Work and Description	***Est. Cost, $***
Repair rotten wood at the main roof, remove cap sheet, install new torch down modified bitumen roofing material with Title 24 rating. Repair flashing around the chimney. *All preparatory work will be undertaken in compliance with the Secretary of Interior's Standards. All surfaces to be treated with the gentlest means possible.*	43,300.00
Repair framing members in the attic to address water intrusion around the chimney stack. *Wood elements shall be restored and may be replaced in-kind only if deteriorated beyond repair.*	5,300.00
Tear off 1350 sq. ft. shingle roof at the southwest patio, repairs to rotten wood, install new composite shingle roofing material.	22,050.00
Tear off 260 sq. ft. roof on the front porch, repairs to damaged framing and gutter system, install new torch down bitumen roofing material.	7,500.00
Repair leaking garage roof	8,700.00
Repair existing metal gutters to return to normal function.	3,800.00

Obtain the Structural Pest Control report and treat wood structure for termite damage as needed (fumigation treatment)	11,000.00
Install 85-lineal feet of 4-inch drainpipe to address the visible drainage issues on the property.	13,021.00
Replace damaged cast iron drains in crawl space exterior.	3,200.00
Repair concrete walls with Arroyo stone posts along the northern and western property lines to avoid public hazard. *Examine existing joints between the stones and block for mortar that has failed or can be expected to fail in the next two years. Remove those blocks, stone and joints with the re-pointing method. Replace blocks with identical sound blocks. Replace missing stones with local Arroyo stones of matching size.*	28,000.00
Replace outdated plumbing with all new waters and drains to 6 baths (including garage bath) and 1 kitchen.	58,000.00
Examine sloped/uneven floors on the second floor and repair as needed. *Ensure structural stability.*	5,200.00
Repair non-reinforced lime and sand mortar chimney to ensure safety while using the fireplaces. Repair fire boxes and flue systems in 3 fireplaces to ensure safety, based on the inspection report.	54,636.00
Restore 41 existing windows and exterior doors to return normal operation and paint touch up. *Windows, entry doors, and hardware need to be adjusted to ensure operability. The hardware may be replaced in-kind only if deteriorated beyond repair.*	12,500.00
Repair a staircase skylight to ensure operability.	1,350.00
Restore plaster on the exterior walls. Repaint the house using historically appropriate color. *Damaged or deteriorated paint shall be removed using the gentlest method possible (preferably hand-scraping or hand-sanding).*	35,700.00
Partially replace foundation at the southwest patio. Repair cracks in the concrete deck and block porch wall. *New concrete shall match original in tone and texture.*	19,287.00

Repair cracks in exterior concrete steps and clinker brick paving. *New concrete shall match original in tone and texture. Level brick paving and use matching salvaged bricks where possible.*	15,200.00
Reinforce the garage opening and install a steel beam to ensure seismic stability. Replace non-original overweight garage door and an outdated opening mechanism with a modern lightweight garage door of historically appropriate design.	5,640.00

Total investment in Rehabilitation and Maintenance: **$353,384**
(without an allowance for potential chimney restoration)

Potential Mills Act Property Tax Savings over a 10-year period[1]: **$198,900**

Potential Cost to the City of South Pasadena over a 10-year period: **$51,714**

[1] This is only a preliminary estimate, final tax adjustments are conducted by the Los Angeles County Assessor's Office.

Mills Act Application, 203 Oaklawn Avenue, South Pasadena

Section IV: Historical Property Tax Analysis[2]

AIN: 5317-014-015

A: DETERMINE ANNUAL INCOME AND ANNUAL OPERATING EXPENCES:

Gross Income (Monthly Rent x 12) Zillow.com Rent Estimate: $13,300/month	$159,600.00
Less 3% Vacancy & Collection Loss	$4,788.00
Effective Annual Income:	$154,812.00
Less Expenses 20% Insurance, Utilities (gas, electricity, water, trash), Maintenance, Management	$30,962.00
Annual Net Income:	$123,850.00

B: DETERMINE CAPITALIZATION RATE:

2024 Interest Component	7.25%
Historical Property Risk Component	4%
Property Tax Rate	1.02%
Amortization Component (50 years) Improvements to Land Value Ratio $1,999,200 / $2,856,000 0.7 x 0.02 = 0.014	0.14%
Total Capitalization Rate:	13.67% (0.1367)

[2] For informational purposes only. This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, the final tax adjustments are conducted by the Los Angeles County Assessor's Office.
The analysis is based on the City of Los Angeles 2022 Historical Property Tax Adjustment Worksheet Guide: https://planning.lacity.gov/odocument/ebe6cf65-af96-4c7e-b950-5239951787a9/Tax_Adjustment_Worksheet_2022.pdf

C: CALCULATE MILLS ACT ASSESSED VALUE:

Annual Net Income / Capitalization Rate	$905,998.53

D: DETERMINE ESTIMATED TAX REDUCTION:

Current Taxes (2023) (Current Assessed Value x 0.0102) $2,856,000 x 0.0102	$29,131.20
Less Mills Act Taxes (Mills Act Value x 0.0102)	$9,241.18
Potential Annual Mills Act Property Tax Savings[3]:	$19,890.02

Annual Cost to the City (26%)	$5,171.40

[3] For informational purposes only. This worksheet estimates the tax adjustment possible through the Mills Act Program. This is only a preliminary estimate, the final tax adjustments are conducted by the Los Angeles County Assessor's Office.

EXHIBIT C

REHABILITATION STANDARDS

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

PROPERTY ADDRESS:

1209 Indiana Avenue

MILLS ACT CONTRACT

This page is part of your document - DO NOT DISCARD

20240867511

Recorded/Filed in Official Records
Recorder's Office, Los Angeles County,
California

12/09/24 AT 02:05PM

Pages:
0071

FEES:	0.00
TAXES:	0.00
OTHER:	0.00
PAID:	0.00

LEADSHEET

202412093330017

00025061836

015038334

SEQ:
02

DAR - Counter (Upfront Scan)

THIS FORM IS NOT TO BE DUPLICATED

E521046

RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:

CITY OF SOUTH PASADENA
City Clerk
1414 Mission Street
South Pasadena, California 91030

ATTN: City Clerk

12/09/2024
20240867511

Recording Fee: Exempt pursuant to
California Govt. Code Section 27383

SPACE ABOVE THIS LINE IS RESERVED FOR
RECORDER'S USE

TITLE(S)

MILLS ACT CONTRACT

THIS MILLS ACT CONTRACT ("Agreement") is made and entered into this 6th day of November 2024, by and between the CITY OF SOUTH PASADENA, CALIFORNIA, a municipal corporation ("City"), and Emerling-Ballenger Revocable Trust ("Owner").

RECITALS

(i) California Government Code Section 50280 et seq., authorizes cities to enter into contracts with the Owner of qualified historical property to provide for the use, maintenance, and restoration of such historical property so as to retain its characteristics as property of historical significance;

(ii) Owner possesses fee title in and to that certain real property, together with associated structures and improvements thereon, located at 1209 Indiana Avenue, South Pasadena, California, Assessor's Parcel Number 5314-010-061 ("Historic Property"). A legal description of the Historic Property is attached hereto, marked as "Exhibit A" and is incorporated herein as if fully set forth;

(iii) As set forth in South Pasadena Municipal Code Section 2.68(b)(1)(B), the Historic Property is a Designated Historic Landmark (No. 60). The property is characterized as an outstanding example of the Craftsman theme/Swiss Chalet subtheme;

(iv) City and Owner, for their mutual benefit, now desire to enter into this Agreement both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code and to carry out the purposes of Article 12 (commencing with Section 50280) of Chapter 1, Part 1, of Division 1 of Title 5 of the California Government Code.

NOW, THEREFORE, City and Owner, in consideration of the mutual covenants and conditions contained herein, do hereby agree as follows:

1. EFFECTIVE DATE AND TERM. The Agreement shall be effective and commence on November 6, 2024 and shall remain in effect for a minimum period of ten (10) years, unless the property owner is issued a notice of non-renewal as provided in Section 2.68(b)(1)(E)(v) of the South Pasadena Municipal Code.

2. AUTOMATIC RENEWAL. Unless a notice of non-renewal is issued, this Agreement shall automatically be extended by one (1) year for each anniversary date of the Agreement unless otherwise specified herein.

3. NON-RENEWAL. If recommended by the Commission and approved by the City Council, a notice of non-renewal may be issued six (6) years into the duration of this Agreement. The procedure for notice of non-renewal by the Owner of the City shall be in accordance with Government Code Section 50282 as it may be amended from time to time.

4. APPEAL OF NOTICE OF NON-RENEWAL. The property owner shall have the right (per Government Code Section 50282) to appeal a notice of non-renewal to the City Council.

5. STANDARDS FOR HISTORIC PROPERTY. During the term of this Agreement, the Historic Property shall be subject to the following conditions, requirements, and restrictions:

a. Owner shall rehabilitate, preserve and maintain the historically significant Characteristics of the Historic Property. Attached hereto, marked as "Exhibit B" and incorporated herein by this reference is a list of those items for rehabilitation, restoration and maintenance planned for preservation of the Historic Property and a timeline for completion, which Owner shall carry out shall apply to such property throughout the term of this Agreement. In addition, Owner shall comply with the applicable provisions of the South Pasadena Municipal Code (See, Article IVH of the South Pasadena Municipal Code) and shall obtain any applicable permits necessary to protect, preserve, restore and rehabilitate the Historic Property so as to maintain its historical significance.

b. Owner shall additionally and where necessary, restore and rehabilitate the property according to the rules and regulations of the City, the State Office of Historic Preservation of the Department of Parks and Recreation, the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings and the State Historical Building Code and shall maintain the entire property according to minimum standards and conditions, attached hereto, marked as "Exhibit C".

6. LIMITATIONS. Under Section 2.68(b)(1)(C)(iii)–(vi), the estimated tax benefit will not be used for: (1) any maintenance or alteration work that was previously completed or initiated before the Contract is approved, unless it can be shown that the completed work was necessary in the interest of the public health or safety following involuntary damage or destruction caused by fire, act of nature, or any other casualty; (2) routine maintenance work except for

exemplary or exceptional properties that have financially burdensome maintenance requirements; (3) work within the interior of a Historic Property unless the Cultural Heritage Commission determines an exception should be made; and (4) landscaping work unless it will be used for specific landscape features that were identified as part of the official landmark nomination.

7. INSPECTIONS. The Owner shall allow reasonable inspections, by prior appointment given a minimum of at least 24 hours in advance, of the interior and exterior of the Historic Property by representatives of the County of Los Angeles Assessor, State Office of Historic Preservation, State Board of Equalization and the City, as may be necessary to determine Owner's compliance with the terms and conditions of this Agreement.

8. PROVISION OF COMPLIANCE INFORMATION. The Owner hereby agrees to furnish the City with any and all information requested by the City which may be reasonable and necessary to determine compliance with the terms and provisions of this Agreement. In addition, the Owner shall agree to provide to the City on the third year of the term of this Agreement and every third year thereafter a report describing the preservation tasks that are in progress and have been completed pursuant to this Agreement.

9. BINDING EFFECT OF AGREEMENT. This Agreement shall be binding on all successors-in interest of the Owner to the benefits and burdens of this Agreement. The Agreement shall stipulate escrow instructions that require a review and re-evaluation of the property every three years.

10. CANCELLATION. City following a duly noticed public hearing as set forth in California Code Section 50280 et seq., may cancel this Agreement if City determines that the Owner has breached any of the conditions or covenants of the Agreement or has allowed the Historic Property to deteriorate to the point that it no longer meets the significance criteria under which it was designated. City may also cancel this Agreement if it determines Owner has failed to restore or rehabilitate the Historic Property in the manner specified in Paragraph 5 of this Agreement. The City may also cancel this Agreement if, upon consultation with the State of California Office of Historic Preservation, the preservation, rehabilitation, or restoration becomes infeasible due to damage caused by natural disaster. City's right to cancel this Agreement pursuant to this paragraph shall in no way limit or restrict its rights or legal remedies arising from City's Cultural Heritage Ordinance and Municipal Code.

11. CANCELLATION FEE. In the event of cancellation, Owner shall be subject to payment of those cancellation fees set forth in California Government Code Section 50280 et seq., described herein. Upon cancellation, Owner shall pay a cancellation fee equal to twelve and one-half percent (12.5%) of the current fair market value of the property as determined by the County Assessor as though the Historic Property were free of the contractual restriction pursuant to this Agreement. The Owner shall pay the cancellation fee to the County Auditor in the time and manner prescribed by the County Auditor.

12. ENFORCEMENT OF AGREEMENT. In lieu of and/ or in addition to any provisions to cancel this Agreement as referenced herein, City may specifically enforce, or enjoin the breach of the terms of this Agreement. In the event of a breach by Owner under the provisions

of this Agreement, City shall give written notice to Owner by registered or certified mail to the address stated in this Agreement, which notice shall specifically identify the alleged breach and the proposed action which City recommends to Owner to cure said alleged breach. Owner shall hereafter have sixty (60) days within which to cure such breach to the reasonable satisfaction of the City. Upon completion by Owner of the cure of the breach, City shall withdraw its notice of breach. Should Owner not cure such breach within the time period specified above, then City may, without further notice, declare a default under the terms of this Agreement and may bring any action necessary to specifically enforce the obligations of Owner arising out of the terms of this Agreement, apply to any court, state or federal, for injunctive relief against any violation by Owner or apply for such other relief as may be appropriate. City may at its sole discretion extend the 60-day cure period. Such extension must be in writing.

13. WAIVER. City does not waive any claim or default by Owner if City does not enforce or cancel this Agreement. All other remedies at law or in equity which are not otherwise provided for in this Agreement or in the City's regulations governing historic properties are available to City to pursue in the event there is a breach of this Agreement. No waiver by City of any breach or default under this Agreement shall be deemed to be a waiver of any other subsequent breach thereof or default hereunder.

14. BINDING EFFECT OF AGREEMENT. Owner hereby subjects the Historic Property to the covenants, reservations and restrictions set forth in this Agreement. City and Owner hereby declare their specific intent that the covenants, reservations, and restriction as set forth herein shall be deemed covenants running with the land and shall pass to and be binding upon Owner's successors and assigns in title or interest to the Historic Property. Each and every contract, deed or other instrument hereinafter executed, governing or conveying the Historic Property, or any portion thereof, shall conclusively be held to have been executed, delivered and accepted subject to the covenants, reservations and restriction expressed in this Agreement regardless of whether such covenants, reservations and restrictions are set forth in such contract, deed or other instrument. City and Owner hereby declare their understanding and intent that the burden of the covenants, reservations and restrictions set forth herein touch and concern the land in that it restricts development of the Historic Property. City and Owner hereby further declare their understanding and intent that the benefit of such covenants, reservations and restrictions touch and concern the land by enhancing and maintaining the cultural and historic characteristics and significance of the Historic Property for the benefit of the public and Owner.

15. NOTICE. Any notice required to be given by the terms of this Agreement shall be provided at the address of the respective parties as specified below, by personal delivery or United States mail, postage prepaid, addressed as follows:

City: City of South Pasadena
Community Development Director
1414 Mission Street
South Pasadena, California 91030

Owner: Emerling-Ballenger Revocable Trust

c/o Michael Roy Emerling and Ruth Lorraine Ballenger
1209 Indiana Avenue
South Pasadena, California 91030

16. EFFECT OF AGREEMENT. None of the terms, provisions or conditions of this Agreement shall be deemed to create a partnership between the parties hereto and any of their heirs, successors or assigns, nor shall such terms, provisions or conditions cause them to be considered joint ventures or members of any joint enterprise.

17. INDEMNITY OF CITY. Owner agrees to protect, defend, indemnify, and shall hold City and its elected officials, officers, agents, and employees harmless from liability for claims, loss, proceedings, damages, causes of action, liability, costs or expense, including reasonable attorney's fees in connection with damage for personal injuries, including death, and claims for property damage which may arise from the direct or indirect use or operations of such Owner or those of its contractor, subcontractor, agent, employee or other person acting on its behalf which relate to the use, operation, capital improvement and/or maintenance of the Historic Property and/or Owner's activities in connection with the Historic Property. Owner hereby agree to and shall defend the City and its elected officials, officers, agents, and employees with respect to any and all actions for damages caused by, or alleged to have been suffered, by reason of the operations referred to in this Agreement regardless of whether or not the City prepared, supplied or approved the plans, specifications or other documents for the Historic Property. This indemnification includes, without limitation, the payment of all penalties, fines, judgments, awards, attorney's fees and related costs or expenses, and the reimbursement of legal expenses and costs incurred by the City, its elected officials, employees or agendas. Owner's obligation to indemnify shall survive the termination, cancellation or expiration of this Agreement.

18. BINDING UPON SUCCESSORS. All of the agreements, rights, covenants, reservations, and restrictions contained in the Agreement shall be binding upon and shall inure to benefit of the parties herein, their heirs, successors, legal representative, assigns and all persons acquiring any part or portion of the Historic Property, whether by operation of law or in any manner whatsoever. A successor in interest shall have the same rights and obligations under the Agreement as the original owner who entered into the Agreement.

19. LEGAL COSTS. In the event legal proceedings are brought by any party or parties to enforce or restrain a violation of any of the covenants, reservations or restrictions contained herein, or to determine the rights and duties of any party hereunder, the prevailing party in such proceeding may recover all reasonable attorney's fees to be fixed by the court, in addition to court costs and other relief ordered by the court.

20. SEVERABILITY. In the event that any of the provisions of this Agreement are held to be unenforceable or invalid by any court of competent jurisdiction, or by subsequent preemptive legislation, the validity and enforceability of the remaining provisions, or portions thereof, shall not be affected thereby.

21. GOVERNING LAW. This Agreement shall be construed and governed in accordance with the laws of the State of California. Venue shall be in Los Angeles County.

22. EMINENT DOMAIN PROCEDURES. Upon the filing of an action in eminent domain by a public agency for the condemnation of the fee title of any land described herein or of less than fee interest which will prevent the portion of land condemned or a portion of it which is the subject of this Agreement from being used for any authorized use, or upon the acquisition in lieu of eminent domain by a public agency for a public improvement, if the City Council determines that the condemnation or acquisition frustrates the purpose of this Agreement, the portions of this Agreement by which Owner agree to preserve and to restrict the use of property described herein shall be canceled and this Agreement shall be deemed null and void upon such filing as to the portion of the land condemned or acquired and to the additional land the use of which for an authorized purpose will be prevented as a result of condemnation or acquisition. In such event, no cancellation fee is imposed as set forth in Government Code Section 50286. If, subsequent to the filing of an action in eminent domain, the proposed condemnation is abandoned by the condemning agency as to all or a portion of the land subject to this Agreement, the restrictions on the use of the property included in this Agreement shall, without further agreement of the parties, be re-instituted and the terms of this Agreement shall be in full force and effect.

23. RECORDATION. No later than twenty (20) days after the parties execute this Agreement, the Owner or Owner's agent shall record this Agreement in the Office of the County Recorder of the County of Los Angeles.

24. AMENDMENTS. This Agreement may be amended, in whole or in part, by a written instrument executed by the parties that is thereafter recorded in the Office of the County Recorder of the County of Los Angeles.

25. NOTICE TO OFFICE OF HISTORIC PRESERVATION. The City shall provide written notice of this Agreement to the State Office of Historic Preservation within 180 days of entering into this Agreement.

[SIGNATURES ON NEXT PAGE]

IN WITNESS THEREOF, City and Owner have executed this Agreement on the day and year first above written.

CITY OF SOUTH PASADENA

Evelyn G. Zneimer, Mayor

ATTEST:

Mark Perez, Deputy City Clerk

APPROVED AS TO FORM

Roxanne Diaz, City Attorney

OWNER: EMERLING-BALLENGER REVOCABLE TRUST

Michael Roy Emerling, Trustee

Ruth Lorraine Ballenger, Trustee

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)

On 11/12/2024, before me, Robert D. Flores, Notary Public
(insert name and title of the officer)

Notary Public, personally appeared Ruth Lorraine Ballenger,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

ROBERT D FLORES
COMM. # 2365430
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
My Commission Expires
JULY 13, 2025

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

CALIFORNIA ALL-PURPOSE ACKNOWLEDGEMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Los Angeles)

On 11/12/2024, before me, Robert D. Flores, Notary Public
(insert name and title of the officer)

Notary Public, personally appeared Michael Roy Emerling,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

ROBERT D FLORES
COMM. # 2365430
NOTARY PUBLIC - CALIFORNIA
LOS ANGELES COUNTY
My Commission Expires
JULY 13, 2025

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____ (Seal)

EXHIBIT A

LEGAL DESCRIPTION

EXHIBIT A

The land referred to is situated in the County of Los Angeles, City of South Pasadena, State of California, and is described as follows:

Parcel 1:

Those portions of Lots 9 and 10 of Thomas Green's Subdivision of South Pasadena Highlands, in the City of South Pasadena, California of Los Angeles, State of California, as per map recorded in Book 26 Page 1 of Miscellaneous Records, in the office of the County Recorder of said County, described as follows:

Beginning at a point on the east line of said Lot 9, distant northerly thereon 50 feet from the southeast corner of said Lot 9, Thence westerly parallel with the southerly line of Monterey Road 125 feet to the west line of said Lot 10; Thence northerly along said west line 25 feet to a point on said line, distant northerly thereon 75 feet from southwest corner of said Lot 10; Thence easterly in a direct line to the point of beginning.

Parcel 2:

Those portions of Lots 9, 10 and 23 of Thomas Green's subdivision of South Pasadena Highlands, in the City of South Pasadena, County of Los Angeles, State of California, as per Map recorded in Book 26 Page 1 of Miscellaneous Records, in the office of the County Recorder of said county; Also that portion of Belleview Avenue vacated, all described as follows:

Beginning at the intersection of the center line of Belleview Avenue 50 feet wide, as shown on said map, with the easterly prolongation of the south line of said Lot 23; Thence westerly along said prolongation and south line, 150 feet to the southerly prolongation of the west line of said Lot 10; Thence northerly along said prolongation and west line 100 feet to a point on said west line, distant northerly thereon 50 feet from the southwest corner of said Lot 10; Thence easterly parallel with the south line of Monterey Road 150 feet to said center line of Indiana Avenue; Thence southerly along said center line 100 feet to the point of beginning.

Parcel 3:

Those portions of Lots 11 and 23 of Thomas Green's subdivision of South Pasadena Highlands, in the City of South Pasadena, County of Los Angeles, State of California, as per Map recorded in Book 26 Page 1 of Miscellaneous Records, in the office of the County Recorder of said County, described as follows:

Beginning at the southwest corner of said Lot 11; Thence southerly along the southerly prolongation of the west line of said Lot 11, a distance of 50 feet to the south line of said Lot 23; Thence easterly along said south line 50 feet to the southerly prolongation of the east line of said Lot 11; Thence northerly along said prolongation and east line 125 feet to the south line of the land described in the Deed to Carl Block, ET UX., recorded July 29, 1939 as Instrument No. 24, in Book 16793 Page 171 official records of said county; Thence westerly along said

17

south line 50 feet to the west line of said Lot 11; Thence southerly along said west line 75 feet to the point of beginning.

EXHIBIT B

REHABILITATION PLAN



Mills Act Application | C.G. Gates Residence
1209 Indiana Avenue, South Pasadena

Prepared for:
City of South Pasadena
Department of Planning and Building
South Pasadena, CA 91030

Prepared by:
Debi Howell-Ardila, MHP
Michael Emerling and Ruth Ballenger

July 2024

Mills Act Application, C.G. Gates Residence

1209 Indiana Avenue, South Pasadena

Table of Contents

Section		Page
1	Project Background	1
2	Mills Act Work Plan, Schedule and Reporting System	6
3	Description of Work Plan and Priorities	7
4	Financial Analysis	10

Appendix A: Owner's Letter of Intent

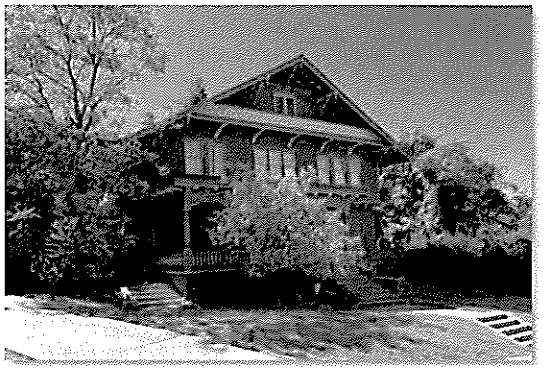
Appendix B: Original Landmark Nomination

Appendix C: Supporting Documents

1. Legal Description
2. Annual Property Tax Statement
3. Homeowner's Insurance Bill
4. Homeowner's Earthquake Insurance Bill
5. Utility Bill: Southern California Edison, Electric Bill
6. Utility Bill: SoCalGas, Gas Bill
7. Utility Bill: City of South Pasadena, Water Bill

1. Project Background

This Mills Act Historic Property Contract application is for the single-family residence at 1209 Indiana Avenue, South Pasadena (Assessor's Parcel Number 5314-010-061). Located near the base of Monterey Hills, north of Monterey Road, the property was constructed in 1911 for Charles Clark Gates and his family. As noted in the 2014 *City of South Pasadena Citywide Historic Context Statement*, the property is a textbook example of the Craftsman architectural style, Swiss Chalet subtype.[1] Highly intact on the exterior and interior, the Gates Residence meets the eligibility criteria for an individual local landmark as described in the 2014 *City of South Pasadena Citywide Historic Context Statement.*[2]



Roughly square in plan, 1209 Indiana Avenue occupies a slanted, hillside parcel; the home is set back by a raised lawn and berm. Two stories in height, the home rests on a raised concrete foundation and is capped with a prominent, medium-pitched, front-gable roof. As is typical for the Craftsman-Chalet style, much of the decorative detailing of the building centers on the character and detailing of the roof eaves. Features include wide overhanging eaves resting on triangular knee braces with turned, multi-color posts, decoratively carved bargeboards, and a low wood screen displaying perforations forming geometric patterns. The second story extends slightly beyond the first, with banded wood molding and carved faux purlins highlighting the division between second and first stories and emphasizing the horizontal axis. Exterior sheathing materials consist primarily of wood shingles and some horizontal wood siding.

A partial length porch occupies the southern portion of the façade; the porch is elevated on low, concrete steps and sheltered beneath a flat roof with extended eaves, accented with faux purlins/rafter tails and intricately carved bolsters. The porch roof rests on decorative, turned wood columns with square post supports. A low wall with turned posts fronts the patio. Off the patio, a single wood door with one large, central light with metal framing provides access to the residence.

The property's Craftsman-Swiss Chalet style elements are seen in a variety of features, including the mass and scale of the property; the generous use of wood, including in exterior shingles, siding, and decorative accents at the roof eaves and front porch; the prominent, medium-pitched roof form; the roofline treatment (e.g., the use of wide eaves); screen with geometric perforations below the roof gable; grouped, multi-light wood-framed windows, among other features.

The side elevations of the residence mirror the fenestration patterns and materials seen on the façade. The north elevation displays grouped wood-framed windows (including tripartite two-over-three frame casements and three-over-two double-hung windows) and a varied wall plane, with a square two-story

[1] Additional information on the life and local presence of the Gates family is provided in the accompanying landmark nomination application for 1209 Indiana Avenue.

[2] City of South Pasadena, Planning and Building Department. 2014. *South Pasadena Citywide Historic Context Statement.* Available at: https://www.southpasadenaca.gov/government/departments/planning-and-building/planning-division. Accessed 30 April 2021.

projection and a one-story bay window providing depth. Along the concrete foundation of the home on the north elevation are several basement-level openings with simple wood frames.

Similarly, the south elevation wall plane is broken up by a one-story projection with wood-framed windows, capped with decorative wood eaves. The rear elevation exhibits a small, square addition, also clad in wood shingles. A secondary entrance elevated on concrete steps is also located at the rear elevation. In the westernmost portion of the parcel is concrete patio and a concrete-clad retaining wall. Mature landscaping and trees further enhance the property. The property is in good repair overall. Alterations appear to be minimal and include a small, low addition on the rear elevation and potentially a second-story remodel that resulted in the addition of some small windows on the side and rear elevations.

A photographic overview of the property can be viewed in Appendix A, which presents the original landmark nomination for the property.

Summary of Landmark Eligibility

South Pasadena Landmark Criterion 4: Its exemplification of a particular architectural style of an era of history of the City)

As noted in South Pasadena's *Citywide Historic Context Statement*, which utilized a photo of 1209 Indiana Avenue to illustrate the features of the style, the property is an intact, textbook example of the Swiss Chalet/Craftsman architectural style. The property is eligible for local landmark listing under Criterion 4 of the Cultural Heritage Ordinance. The property displays all of the character-defining features identified as key for the Craftsman theme/Swiss Chalet subtheme in the *Citywide Historic Context Statement*:

- Rectangular plan and compact, 2-story massing
- Flat, usually symmetrical primary façade
- Moderately pitched front gable roof with wide, overhanging eaves/rake, and exposed rafter tails
- Wood shingle, horizontal wood siding
- Wide porch, recessed or projecting
- Second-story balcony with plank railing, usually with decorative cut-outs
- Divided light casement or double hung wood windows
- Decorative brackets and bargeboards

In addition, with few visible alterations, the property meets the integrity threshold defined in the *Citywide Historic Context Statement.*

An outgrowth of the Arts and Crafts movement, the Swiss Chalet style is a subtype of the Craftsman architectural style, which dominated residential design in South Pasadena (and beyond) through the early 20th century. As noted in the *Citywide Historic Context Statement*, South Pasadena

> retains intact streets and neighborhoods, along with prominent individual examples, illustrating the importance of Arts and Crafts architecture and the role it played in residential development in the early 20th century. Southern California, and Pasadena in particular, was a center of the American Arts and Crafts movement; the philosophy, aesthetics, and major proponents and practitioners all influenced South Pasadena.[3]

[3] City of South Pasadena, Planning and Building Department. 2014. *South Pasadena Citywide Historic Context Statement*, p. 111.

The *Citywide Historic Context Statement* provides additional context for this variant of the Craftsman style:

> The Swiss Chalet style – constructed primarily of stained wood, in which wide overhanging eaves and balconies helped integrate the outdoors as part of the living space – was compatible with the goals of the Arts and Crafts movement. The Chalet style Craftsman house usually consists of a single, rectangular two-story volume covered by front-facing gable roof. The primary façade is typically symmetrical and frequently features a wide porch topped by a second-story balcony. Porches and balconies usually have plank railings with decorative cutouts. Brackets and bargeboards are usually more decorative than those found in other variations of Craftsman architecture.[4]

During CHC review of the landmark nomination, 1209 Indiana Avenue was found to meet the eligibility standards for local landmark designation under the "Architecture & Design" context, "Craftsman" theme, and "Swiss Chalet style" subtheme of the *Citywide Historic Context Statement*. The nomination was forwarded to City Council for adoption of the designation resolution (presently scheduled for July 2024).

The property's principal character-defining features are as follows:

- Large, hillside lot and setback from the street
- Two-story mass and generally symmetrical design composition
- Complex roof form and detailing, with prominent medium-pitched front gable, with wide overhanging eaves resting on carved triangular knee braces with turned posts and purlins/dentils; roof eaves have uneven rakes, with a lower, longer expanse on the south elevation
- Elevated, partial-length porch with decorative wood posts, vertical, wood-plank ceiling, and low wood railing
- Sheathing materials, such as horizontal wood siding, wood shingles
- Grouped, multi-light wood-frame windows, with three-over-two and fixed panes on façade

As noted in this Mills Act application and the accompanying landmark nomination, the Gates Residence reflects all of these characteristics.

In addition, the home has few exterior or interior alterations, easily retaining its historic integrity in all seven areas: location, design, setting, workmanship, materials, association, and feeling.

[4] City of South Pasadena, Planning and Building Department. 2014. *South Pasadena Citywide Historic Context Statement*, p. 273.

Figure 1 South Pasadena *Citywide Historic Context Statement*, with the Gates Residence at 1209 Indiana Avenue as intact example of Swiss Chalet architectural style

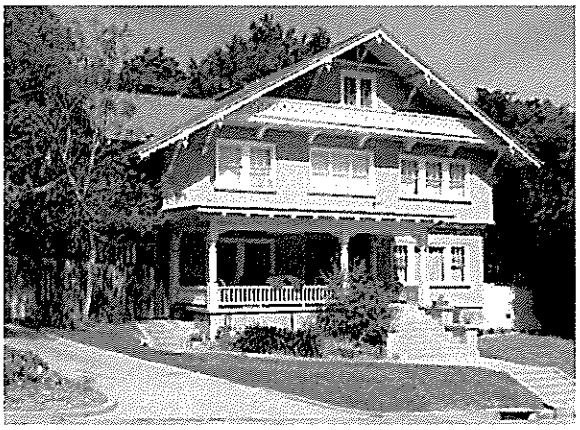
Sub-Theme: Swiss Chalet Style

The Swiss Chalet style - constructed primarily of stained wood, in which wide overhanging eaves and balconies helped integrate the outdoors as part of the living space - was compatible with the goals of the Arts and Crafts movement. The Chalet style Craftsman house usually consists of a single, rectangular two-story volume covered by a front-facing gable roof. The primary façade is typically symmetrical and frequently features a wide porch topped by a second-story balcony. Porches and balconies usually have plank railings with decorative cutouts. Brackets and bargeboards are usually more decorative than those found in other variations of Craftsman architecture.

Character-defining features include:

- Rectangular plan and compact, 2-story massing
- Flat, usually symmetrical primary façade
- Moderately pitched front gable roof with wide, overhanging eaves and rake, and exposed rafter tails
- Wood shingle, horizontal wood siding, or cement plaster exterior wall finish, sometimes in combination
- Wide porch, recessed or projecting
- Second-story balcony with plank railing, usually with decorative cut-outs
- Divided light casement or double hung wood windows, sometimes with diamond-patterned lights
- Decorative brackets and bargeboards

Swiss Chalet: Extant Example



1209 Indiana Avenue, Gates Estate

Source: Historic Resources Group, 2014, City of South Pasadena Citywide Historic Context Statement, p. 273

Summary of Mills Act Application Steps Completed

In January 2024, the property owners prepared and submitted a landmark nomination package to the City of South Pasadena. This landmark nomination was subsequently approved by the Cultural Heritage Commission (CHC) with a recommendation to forward to City Council for approval and addition to the City's Register of Local Landmarks.

In January 2024, the property owners also filed a Letter of Intent to apply for the Mills Act, which was subsequently discussed at the Cultural Heritage Commission (CHC) hearing. The CHC favorably reviewed the Letter of Intent and created a subcommittee for the landmark designation to tour the property and offer input on the proposed landmark nomination and Mills Act workplan items. Commissioners Kris Morrish and Conrado Lopez attended a remote site visit to tour the property and inspect the proposed Mills Act workplan items. In May 2024, a separate CHC subcommittee for the Mills Act application was formed, consisting of commissioners Jeremy Ding and Scott Severson.

With the Gates Residence over 113 years old, a number of critical preservation/rehabilitation and repair projects are needed for the property. The Mills Act property tax abatement would help the owners complete these projects and ensure the long-term preservation of this important property. The proposed Mills Act workplan priorities are:

1. Roof System: repairs to roof structure, to mitigate leaking; re-sheathing 2027
2. Exterior Wood: repairs/carpentry work and repainting of wood elements, including wood siding and shingles, roof eaves, and balcony railing; resealing and repainting in period-appropriate palette 2030
3. Retaining Wall: Geotechnical evaluation and stabilization plan 2033

The application also describes additional projects that will be needed in a long-term preservation plan for the home (but have not been added as capitalized expenses in the Mills Act workplan).

This application reflects all feedback and suggestions provided by the CHC to date. Section 2 provides an overview of the application schedule and reporting system; Sections 3 and 4 present the Description of Work Plan and Priorities and the Financial Analysis.

Appendices include the original Letter of Intent (Appendix A), photographic overview of issues (Appendix B), the original Landmark Nomination (Appendix C), and documentation for the financial analysis (Appendix D).

As the owners of a distinctive historic property, the applicants understand the importance of ensuring that all repair, maintenance and rehabilitation projects follow the City guidelines and the *Secretary of the Interior's Standards for the Treatment of Historic Properties*. Each project, as well as the corresponding Standards-compliant treatment approach, is described in more detail in this application.

2. Schedule and Reporting System

Project	Completion Year
1. Roof System: repairs to roof structure, to mitigate leaking; re-sheathing	2027
2. Exterior Wood: repairs/carpentry work and repainting of wood elements, including wood siding and shingles, roof eaves, and balcony railing; resealing and repainting in period-appropriate palette	2030
3. Retaining Wall: Geotechnical evaluation and stabilization plan	2033
4. Maintenance: Termite inspections/mitigation	Annual inspection
5. Maintenance: Roof inspections and repairs as needed	Triannual inspection
6. Maintenance: Paint inspection and repairs as needed	Triannual inspection

Noncapitalized Projects

1. Plumbing repairs and modernization
2. HVAC/heating system upgrades

Reporting System

The property owners of 1209 Indiana Avenue will provide bi-annual written updates to the City of South Pasadena in the final quarter of the year, documenting progress and providing updates and photographs on the Mills Act work plan.

Prior to commencement of work efforts, Certificates of Appropriateness (CoA) will be obtained by the property owners as required by the City of South Pasadena Cultural Heritage Ordinance. Progress reports will include detailed work descriptions, photographs of work completed, and copies of permits and CoAs/CHC guidance and input as applicable.

3. Description of Work Plan and Priorities

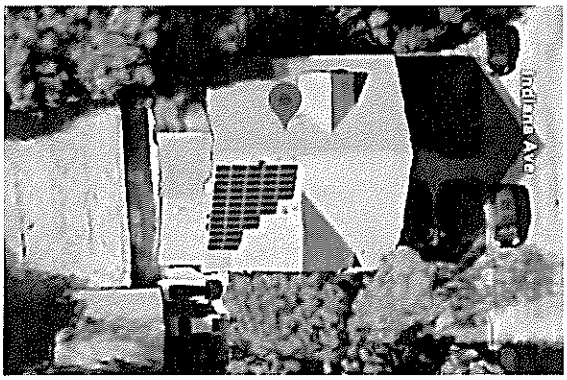
Work efforts described in these plans will comply with the *Secretary of the Interior's Standards for the Treatment of Historic Properties.*

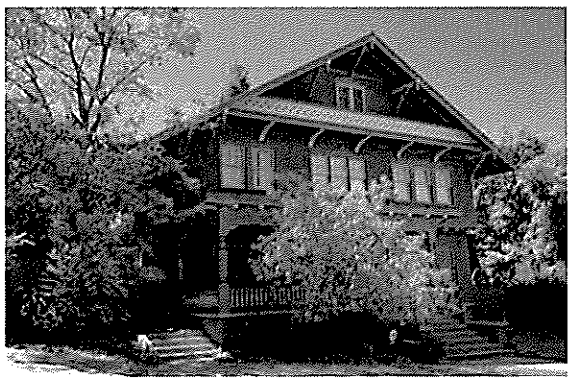
Proposed Project & Description	Est. Cost	Priority
1. Main Residence, Re-Roof, Repairs, and Carpentry	$75,000	High

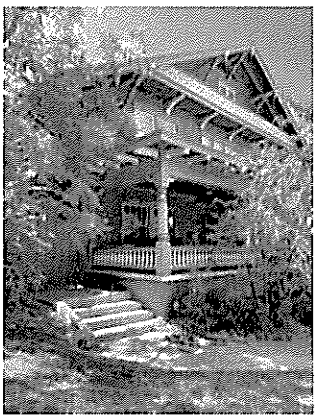
Remove/replace composition shingles. Address water leaks in house, repair underlying roof system and structure where needed. Uninstall and re-install solar panels on south elevation. In areas of the roof line with wood features, repairs and carpentry work to address any damaged or deteriorated wood rafters and eaves, fascia, and other wood framing. If needed, replacement of any wood features will be made to match existing in materials, appearance, patterning, finishes/texture, and size/profile. Paint color to either match existing or reflect a period-appropriate palette.

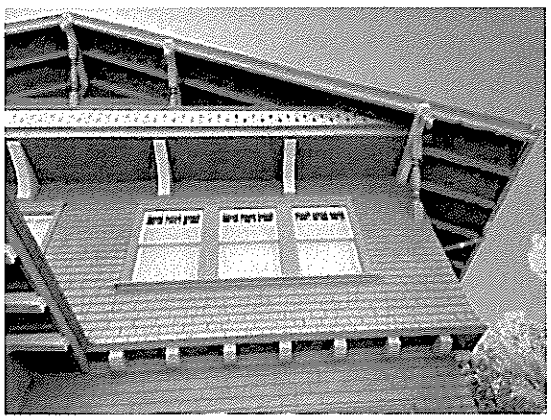
No power-washing will be used for exterior materials or character-defining features. Cracked and peeling paint to be removed with Peel Away, lightly hand-sanded, primed, and set with two coats of paint. *Secretary's Standards* treatment approach: identify, retain, and preserve "the functional and decorative features that are important in defining the overall historic character of the building. This includes the roof's shape, such as hipped, gambrel, and mansard; decorative features such as cupolas...chimneys, and weathervanes; and roofing material such as slate, wood, clay tile, and metal, as well as its size, color, and patterning."

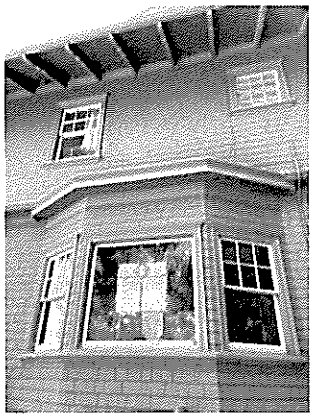
Overview of prominent, low-pitched roof (façade)











Section 3 Description of Work Plan and Priorities (continued)

Proposed Project & Description	Est. Cost	Priority
2. Exterior Wood: repairs/carpentry work and repainting of wood elements including shingles, roof eaves, and balcony railing; repainting in period-appropriate palette	$65,000	High

Original wood shingles and exterior wood features on each elevation are in need of repairs and limited carpentry work. Remove damaged shingle siding where it occurs at all elevations. Spot replace any deteriorated waterproof paper beneath the removed shingles. Install new shingles in a pattern and of a kind to blend the old and new materials. Wash and stain/repaint wood shingles. Where necessary, any replacement of wood shingles and features will be in-kind to match existing in materials, appearance/patterning, finishes/texture, and size/profile. Treatment approach will include the gentlest methods possible—**contractors will not use power-washing or machine sanding** for any character-defining features. Gentlest means possible will be used in prepping for repainting of the exterior.

Overview of wood shingles and features



Section 3 Description of Work Plan and Priorities (continued)

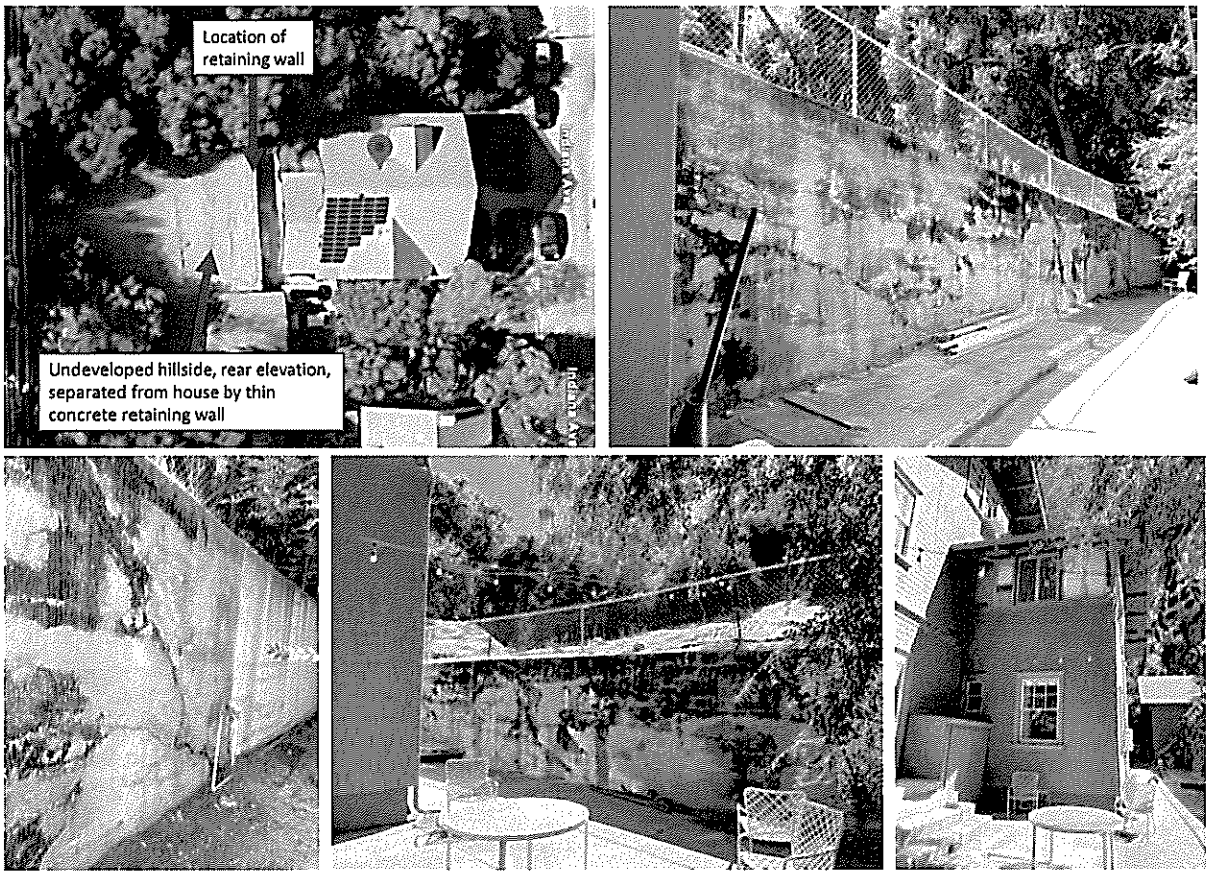
Proposed Project & Description	Est. Cost	Priority
3. Geotechnical Evaluation for Site	$ 50,000	Medium

With its hillside parcel and raised, undeveloped lot directly adjacent to the west, the retaining wall on the western portion of the property shows signs of failure. Settlement and water run-off from the hillside are causing slow-moving damage, including cracks and spalling, to the concrete retaining wall, which is located several feet from the west elevation of the house. Under this item, a geotechnical evaluation will be prepared by a structural engineer meeting the qualifications set forth in the South Pasadena Cultural Heritage Ordinance to recommend a plan for repairs, reinforcement, and/or reconstruction of part or all of the western elevation retaining wall.

The geotechnical evaluation would also propose remediation/mitigation measures to stabilize the site. Any work efforts recommended as a result of the study would be optional or included in the second 10-year Mills Act term for the property.

All work will be completed according to industry standards and applicable building codes; project design and implementation will avoid direct or indirect impacts to character-defining features.

Overview of damaged concrete retaining wall and proximity to west elevation of residence



4. Mills Act Work Plan, Financial Analysis

Proposed Project & Description	Est. Cost	Schedule
1. Roof System: repairs to roof structure; re-sheathing	$ 75,000	2027
2. Exterior Wood: repairs/carpentry work and repainting of wood elements, including wood siding and shingles, roof eaves, and balcony railing; resealing and repainting in period-appropriate palette	$ 65,000	2030
3. Retaining Wall: Geotechnical evaluation and stabilization plan	$ 50,000	2033
Owner's Total Investment in 1209 Indiana Avenue:	**$ 190,000**	
Total Tax Savings for Owners (10-year period)	**$ 186,787**	
Average Annual Cost to the City of South Pasadena:	**$ 4,836**	

4. Mills Act Work Plan, Financial Analysis, 1209 Indiana Avenue (con't)

Mills Act Application, 1209 Indiana Avenue, Financial Analysis

Property Address: 1209 Indiana, South Pasadena, California 91030 **Assessor's ID #:** 5314-010-061
Type: Single-family Residence **Current Assessed Value:** $ 1,835,054
Landmark #: City of South Pasadena Register (City Council Nomination Hearing, 7/17/2024)

REVENUES	Annual Increase	Current Yr 2024	Year 1 2025	Year 2 2026	Year 3 2027	Year 4 2028	Year 5 2029	Year 6 2030	Year 7 2031	Year 8 2032	Year 9 2033	Year 10 2034	
1. Monthly Revenues		6,000.00	6,180.00	6,365.40	6,556.36	6,753.05	6,955.64	7,164.31	7,379.24	7,600.62	7,828.64	8,063.50	
2. Annual Rental Income	3.0%	72,000.00	74,160.00	76,384.80	78,676.34	81,036.63	83,467.73	85,971.77	88,550.92	91,207.45	93,943.67	96,761.98	
ANNUAL EXPENSES													
3. Insurance	5.0%	3,995.15	4,194.91	4,404.65	4,624.89	4,856.13	5,098.94	5,353.88	5,621.58	5,902.66	6,197.79	6,507.68	
4. Utilities	6.0%	6,028.43	6,390.14	6,773.54	7,179.96	7,610.75	8,067.40	8,551.44	9,064.53	9,608.40	10,184.91	10,796.00	**Total Costs**
5. Maintenance	5.0%	14,390.00	15,109.50	15,864.98	16,658.22	17,491.13	18,365.69	19,283.98	20,248.18	21,260.58	22,323.61	23,439.79	$190,045.67
6/7. Management / Other		0.00											
TOTAL EXPENSES													
8. Sum lines 3 through 7		$24,413.58	$25,694.54	$27,043.17	$28,463.07	$29,958.02	$31,532.03	$33,189.30	$34,934.28	$36,771.64	$38,706.31	$40,743.47	
ANNUAL NET INCOME													
9. Line 2 minus line 8		$47,586.42	$48,465.46	$49,341.63	$50,213.28	$51,078.62	$51,935.71	$52,782.46	$53,616.64	$54,435.80	$55,237.36	$56,018.51	
CAPITALIZATION RATE													
10. Interest Component	4.75%												
11. Historic Property Risk Component	4.00%												
12. Property Tax Component	1.016%												
13. Amortization Component (Improvement/Land Value x .03)	0.75%												
14. Total Capitalization Rate	10.52%												
NEW ASSESSED VALUE													
15. Mills Act Assessment (Line 9 divided by Line 14)		$452,514.45	$462,922.29	$473,569.50	$484,461.60	$495,604.21	$507,003.11	$518,664.18	$530,593.46	$542,797.11	$555,281.44	$568,052.92	
TAXES: AMOUNT TO BE PAID													
16. Tax under Mills Act (Line 15 x .01035146)		4,684.19	4,791.92	4,902.14	5,014.88	5,130.23	5,248.22	5,368.93	5,492.42	5,618.74	5,747.97	5,880.18	
17. Current Tax	1.160%	22,510.94	22,772.07	23,036.22	23,303.44	23,573.76	23,847.22	24,123.85	24,403.68	24,686.77	24,973.13	25,262.82	**Total Tax Savings**
18. Tax Savings (Line 17 minus line 16)		17,826.75	17,980.15	18,134.09	18,288.56	18,443.54	18,599.00	18,754.91	18,911.27	19,068.02	19,225.16	19,382.64	$186,787.33
TAXES: COST TO CITY													**Annual Average**
19. Annual Cost to City	26%	$4,634.96	$4,674.84	$4,714.86	$4,755.03	$4,795.32	$4,835.74	$4,876.28	$4,916.93	$4,957.69	$4,998.54	$5,039.49	$4,836.33

Appendix A

Letter of Intent, August 2023

Michael Emerling and Ruth Ballenger

1209 Indiana Avenue
South Pasadena, California 91030
(p) 626.824.1913 (e) mikeE@alumni.caltech.edu

Matt Chang, Planning Manager; Mark Gallatin, Chair, Cultural Heritage Commission
City of South Pasadena Planning & Building Department
1414 Mission Street
South Pasadena, CA 91030

August 27, 2023

Dear Mr. Chang and Mr. Gallatin:

We are writing to express our interest in applying for the Mills Act for our home at 1209 Indiana Avenue, South Pasadena (APN #5314-010-061), an intact Chalet-Craftsman Bungalow constructed in 1911. Our understanding is that our home is listed on the South Pasadena Inventory of Cultural Resources but has not yet been formally designated on the Register of Cultural Resources. This finding of individual landmark eligibility for our property was confirmed in 2015 through the City of South Pasadena Historic Resources Survey update, which assigned a California Historical Resources status code of "5S3" to the property.

Since purchasing the home in 2006, it has served as our family's primary residence. Over the years, we have invested time and resources to maintain our home in good repair. However, several issues have emerged recently that ideally need attention soon, in particular due to the rains we experienced in 2023 (and with the upcoming El Nino weather pattern predicted for 2023/2024). Some of the issues include recent leaks in the roof which were particularly pronounced during the rains this last year. These leaks are evidenced by recent damage in the wood detailing in the front of the structure. Additionally, an existing retaining wall at the west side of our property, separating our house from a sloped, undeveloped hill sitting above the wall, shows signs of cracking and potential failure. During heavy rains, the wall does not prevent all water from passing through to our property, which is concerning for the site overall as well as for the distinctive wood shingles on our exterior walls, which extend down to the concrete foundation.

We understand that our residence needs to be designated on the Register to qualify for the Mills Act program. To complete the landmark nomination, and to make sure our Mills Act workplan meets the City's requirements, we have asked local preservation specialist Debi Howell-Ardila to prepare both applications. She has conducted a site visit and started a literature review for the property; based on this, Debi has shared her opinion that our home qualifies for designation as a distinctive, intact Chalet-Craftsman Bungalow and that, given the repair, rehabilitation, maintenance items needed, our home would be a very strong candidate for a potential Mills Act contract.

We do understand that this Letter of Intent arrives late in the year to submit a Mills Act application (we just learned of the program recently), but we wonder if the City and CHC have discretion to expedite review of our application for this year. The Mills Act would help us address the pressing issues before us (repair/replace the roof to stop the leaks and wood damage, to study the best method for mitigating potential flowing water damage to the structure and address the retaining wall, and to plan for the rehabilitation/repairs and repainting of the wonderful original wood features on the exterior of our house), but we are concerned about waiting another year before being able to address these issues. The Mills Act program and property tax abatement would serve as a great help as we continue to maintain our property and address these time-sensitive issues.

Following this letter, you'll find a brief overview of the existing conditions of the façade of our house, along with a few images of the retaining wall and exterior materials overall. Thank you for your consideration. We look forward to hearing from you on next steps, and whether an expedited application process for 2023 might be possible.

Sincerely,

Michael Emerling and Ruth Ballenger

Figure 1 1209 Indiana Avenue, northeast perspective

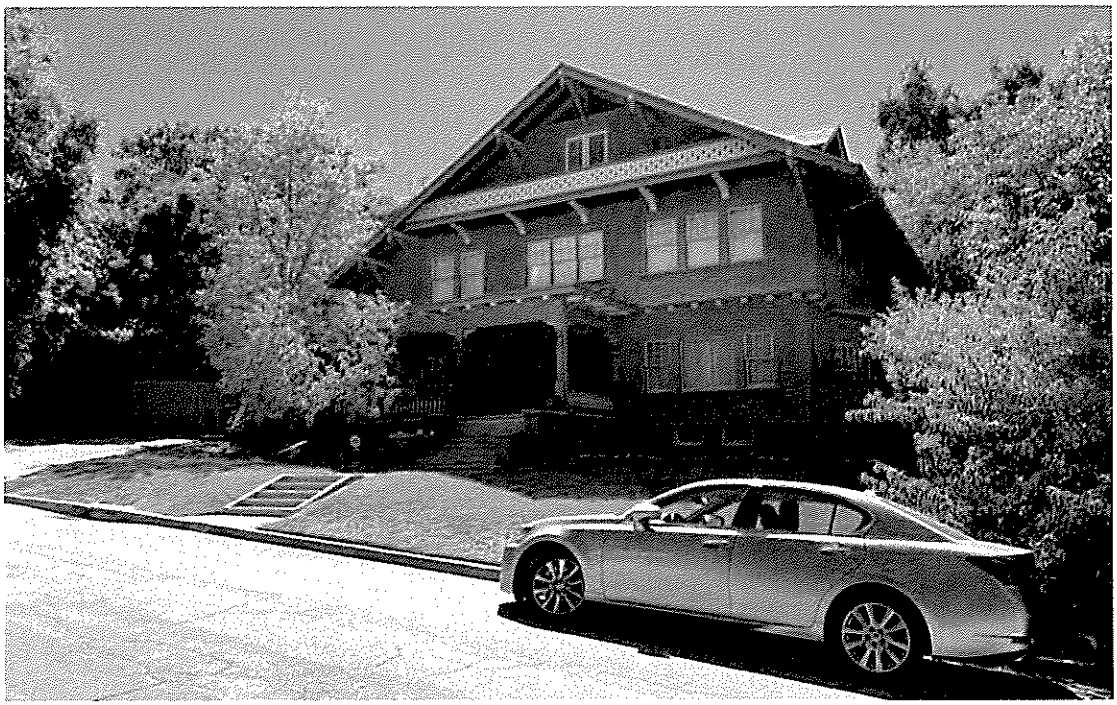


Figure 2 1209 Indiana Avenue, southeast perspective

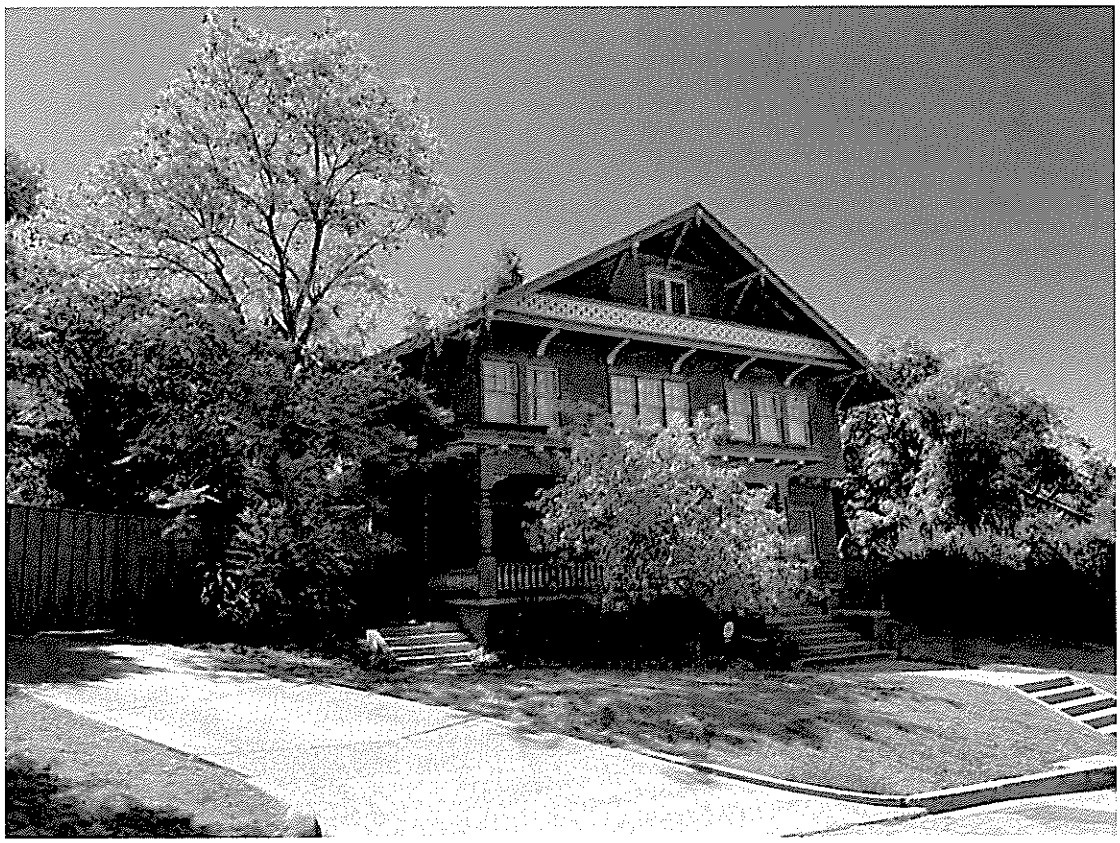


Figure 3 Detail, façade, 1209 Indiana Avenue, southeast perspective

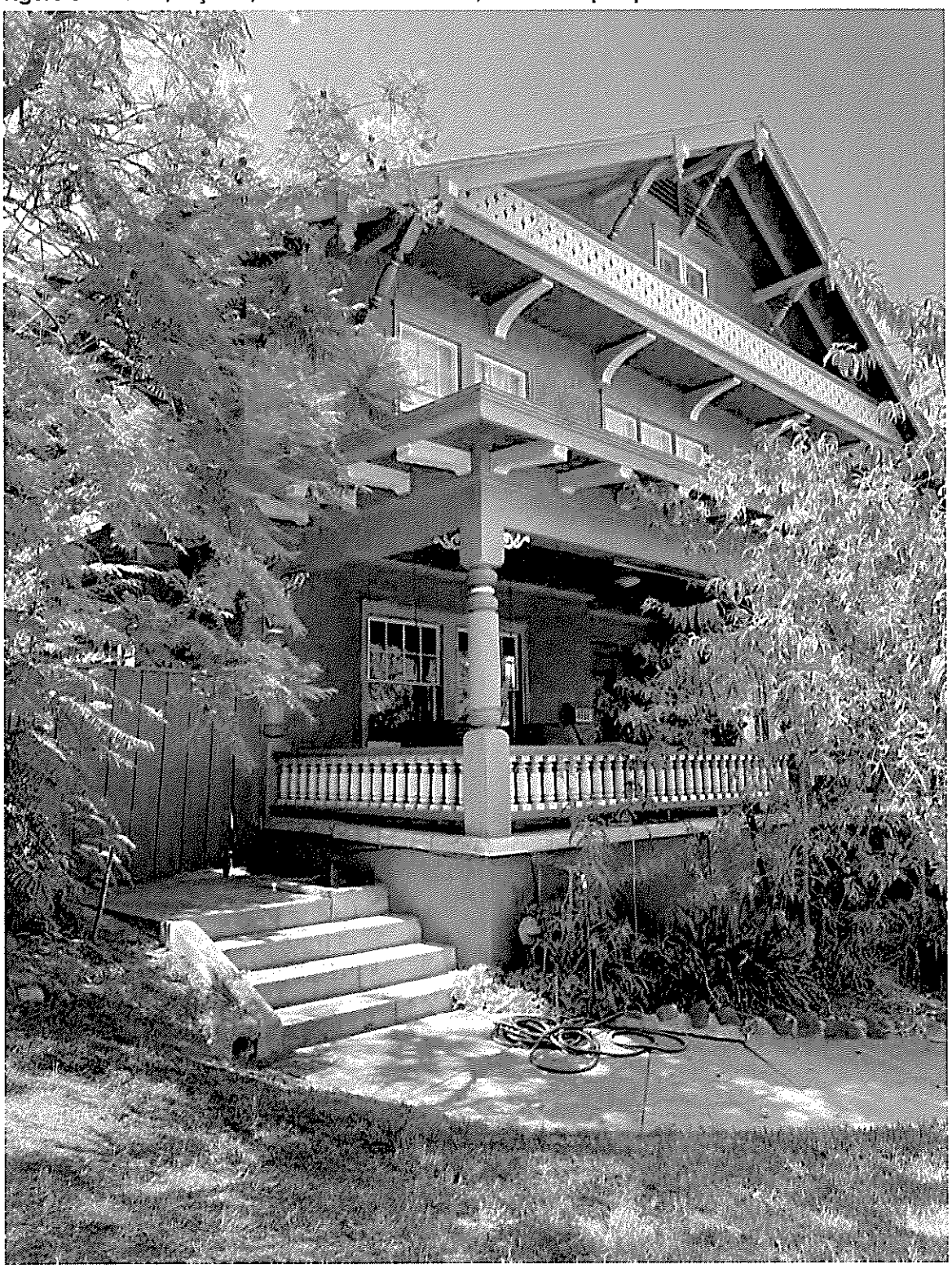


Figure 4 Detail, façade and south elevation, 1209 Indiana Avenue, east perspective



Figure 5 Roof eave treatment and details, façade and south elevation, east perspective



Figure 6 Façade detail, east perspective

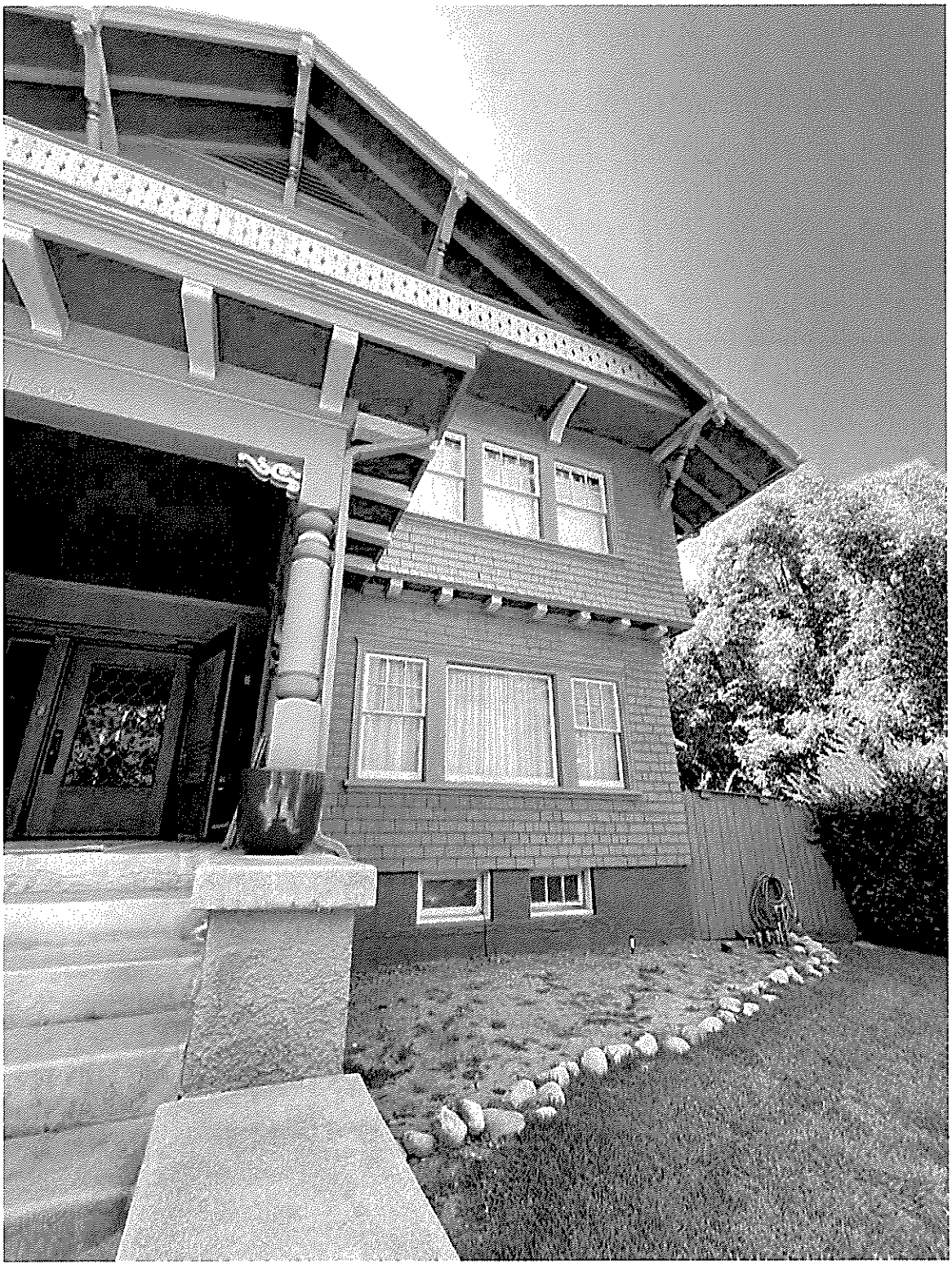


Figure 7 Overview of retaining wall, south perspective



Figure 8 Detail of cracks and water penetration in retaining wall, south perspective



Appendix B

Landmark Designation Application, January 2024

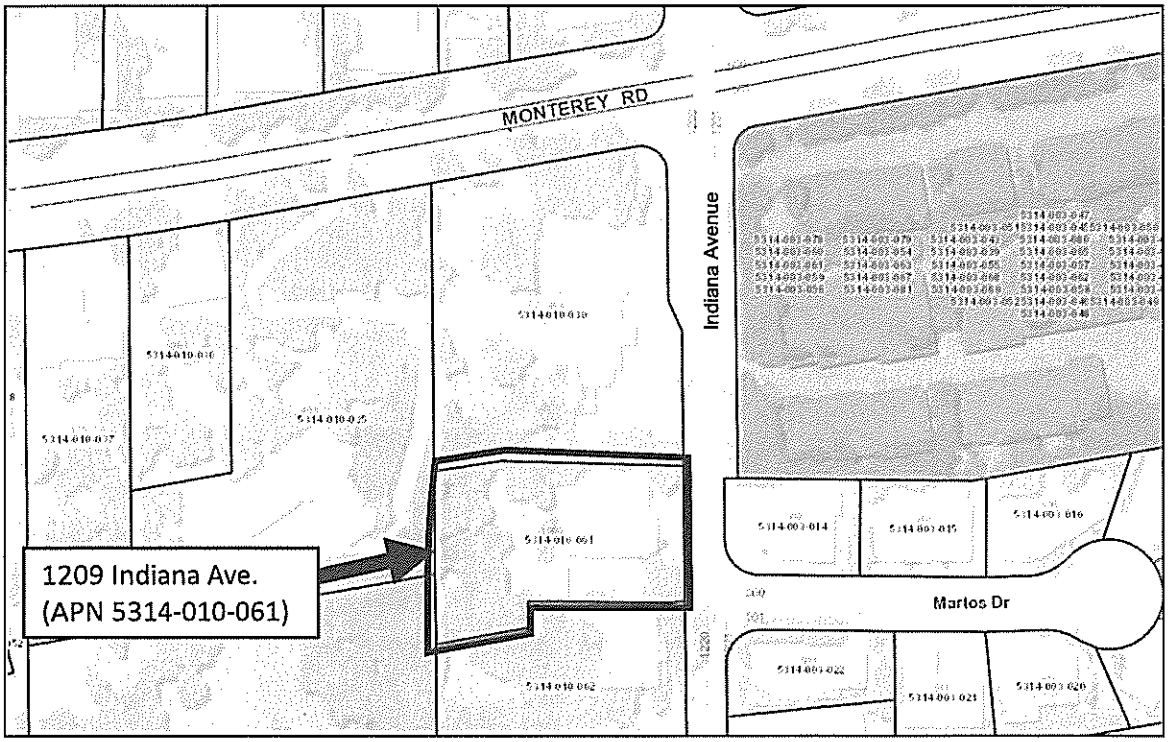
South Pasadena Cultural Heritage Commission

Landmark/Historic District Nomination Form

A. Property Identification

Name of building or site	Gates Residence
Property address	1209 Indiana Avenue, South Pasadena
Current ownership	Michael Emerling and Ruth Ballenger
Owner address	1209 Indiana Avenue, South Pasadena, California
Legal description	Assessor's Parcel Number 5314-010-061
Date of construction	1911 (Source: City of South Pasadena Citywide Historic Resources Survey)
Original Owner	Charles Clark Gates
Architect/Builder	N/A
Original use	Single-family residence
Present use	Single-family residence
Other significant ownership	N/A

Figure 1 Property Location, 1209 Indiana Avenue, South Pasadena



Source: Los Angeles County Tax Assessor Records, modified by author

B. Property Description

Architectural style/period: Craftsman architectural style, Swiss Chalet subtype

Construction materials: Wood-frame construction, sheathed in horizontal wood siding and wood shingles

Historic Status/survey code: (1) **South Pasadena Inventory of Cultural Resources**: "5S3" California Historic Resources Status Code ("appears individually eligible for local listing through survey"); identified as individually eligible in all three City of South Pasadena historic resource surveys, as recently as 2015

Summary of Character-Defining Features:

- Large, hillside lot and setback from the street
- Two-story mass and generally symmetrical design composition
- Complex roof form and detailing, with prominent medium-pitched front gable, with wide overhanging eaves resting on carved triangular knee braces with turned posts and purlins/dentils; roof eaves have uneven rakes, with a lower, longer expanse on the south elevation
- Elevated, partial-length porch with decorative wood posts, vertical, wood-plank ceiling, and low wood railing
- Sheathing materials, such as horizontal wood siding, wood shingles
- Grouped, multi-light wood-frame windows, with three-over-two and fixed panes on façade

Narrative description, including significant exterior and interior architectural features:

Constructed in 1911, 1209 Indiana Avenue is a highly intact, textbook example of a Craftsman-Swiss Chalet style single-family residence in South Pasadena.

Roughly square in plan, 1209 Indiana Avenue occupies a slanted, hillside parcel; the home is set back by a raised lawn and berm. Two stories in height, the home rests on a raised concrete foundation and is capped with a prominent, medium-pitched, front-gable roof. As is typical for the Craftsman-Chalet style, much of the decorative detailing of the building centers on the character and detailing of the roof eaves. Features include wide overhanging eaves resting on triangular knee braces with turned, multi-color posts, decoratively carved bargeboards, and a low wood screen displaying perforations forming geometric patterns. The second story extends slightly beyond the first, with banded wood molding and carved faux purlins highlighting the division between second and first stories and emphasizing the horizontal axis.

Exterior sheathing materials consist primarily of wood shingles and some horizontal wood siding.

A partial length porch occupies the southern portion of the façade; the porch is elevated on low, concrete steps and sheltered beneath a flat roof with extended eaves, accented with faux purlins/rafter tails and intricately carved bolsters. The porch roof rests on decorative, turned wood columns with square post supports. A low wall with turned posts fronts the patio. Off the patio, a single wood door with one large, central light with metal framing provides access to the residence.

The property's Craftsman-Swiss Chalet style elements are seen in a variety of features, including the mass and scale of the property; the generous use of wood, including in exterior shingles, siding, and decorative accents at the roof eaves and front porch; the prominent, medium-pitched roof form; the roofline

treatment (e.g., the use of wide eaves); screen with geometric perforations below the roof gable; grouped, multi-light wood-framed windows, among other features.

The side elevations of the residence mirror the fenestration patterns and materials seen on the façade. The north elevation displays grouped wood-framed windows (including tripartite two-over-three frame casements and three-over-two double-hung windows) and a varied wall plane, with a square two-story projection and a one-story bay window providing depth. Along the concrete foundation of the home on the north elevation are several basement-level openings with simple wood frames.

Similarly, the south elevation wall plane is broken up by a one-story projection with wood-framed windows, capped with decorative wood eaves.

The rear elevation exhibits a small, square addition, also clad in wood shingles. A secondary entrance elevated on concrete steps is also located at the rear elevation. In the westernmost portion of the parcel is concrete patio and a concrete-clad retaining wall.

Mature landscaping and trees further enhance the property. The property is in good repair overall. Alterations appear to be minimal and include a small, low addition on the rear elevation and potentially a second-story remodel that resulted in the addition of some small windows on the side and rear elevations.

The photographs below provide a visual overview of the property and its existing conditions.

Figure 2 Overview of sloped, hillside parcel, façade, northeast perspective

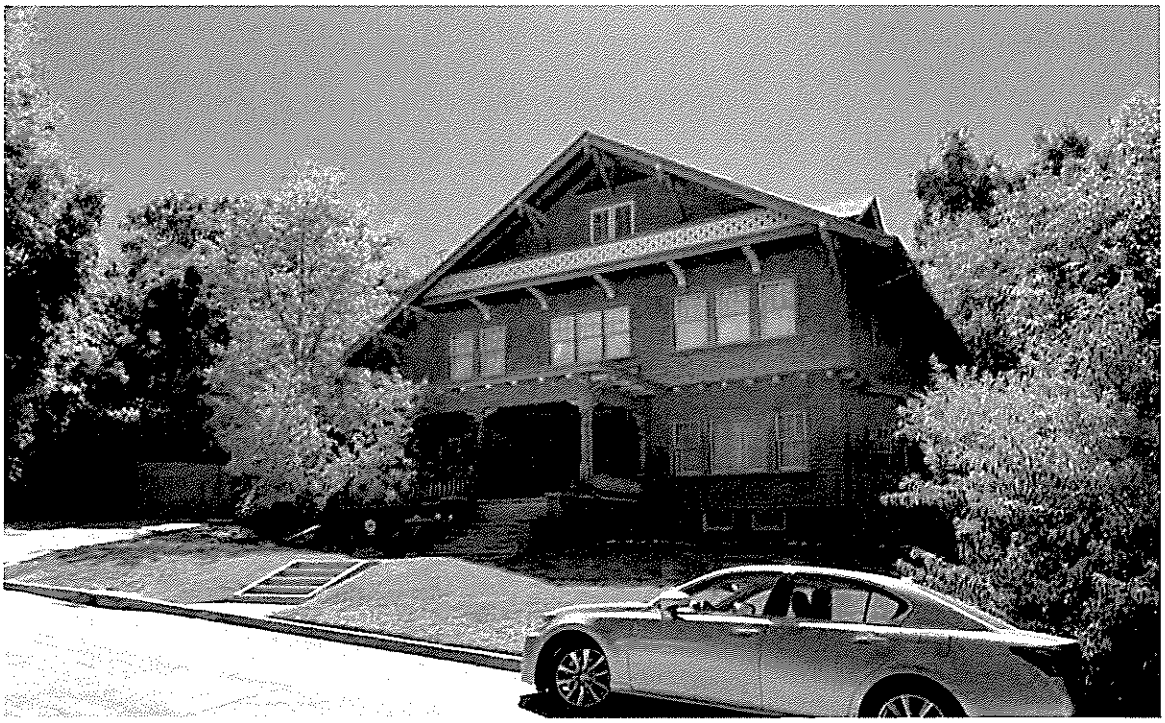


Figure 3 Overview of façade, east perspective

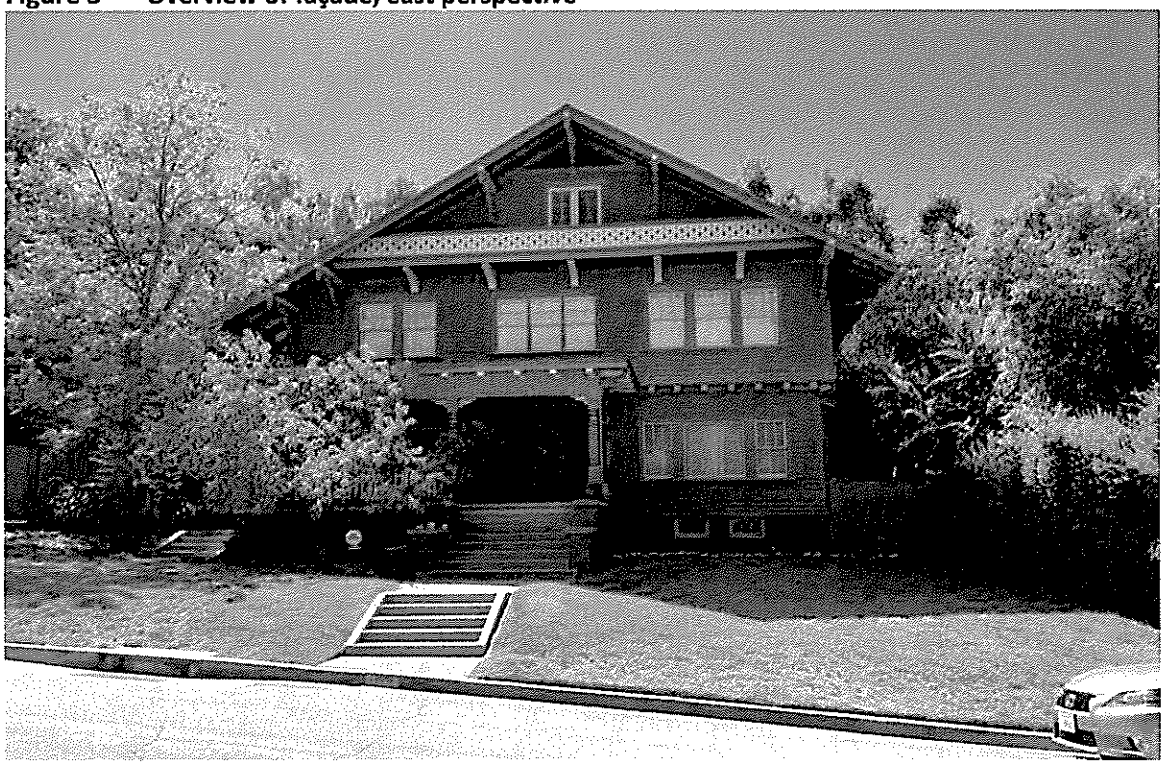


Figure 4 Overview of façade, southeast perspective

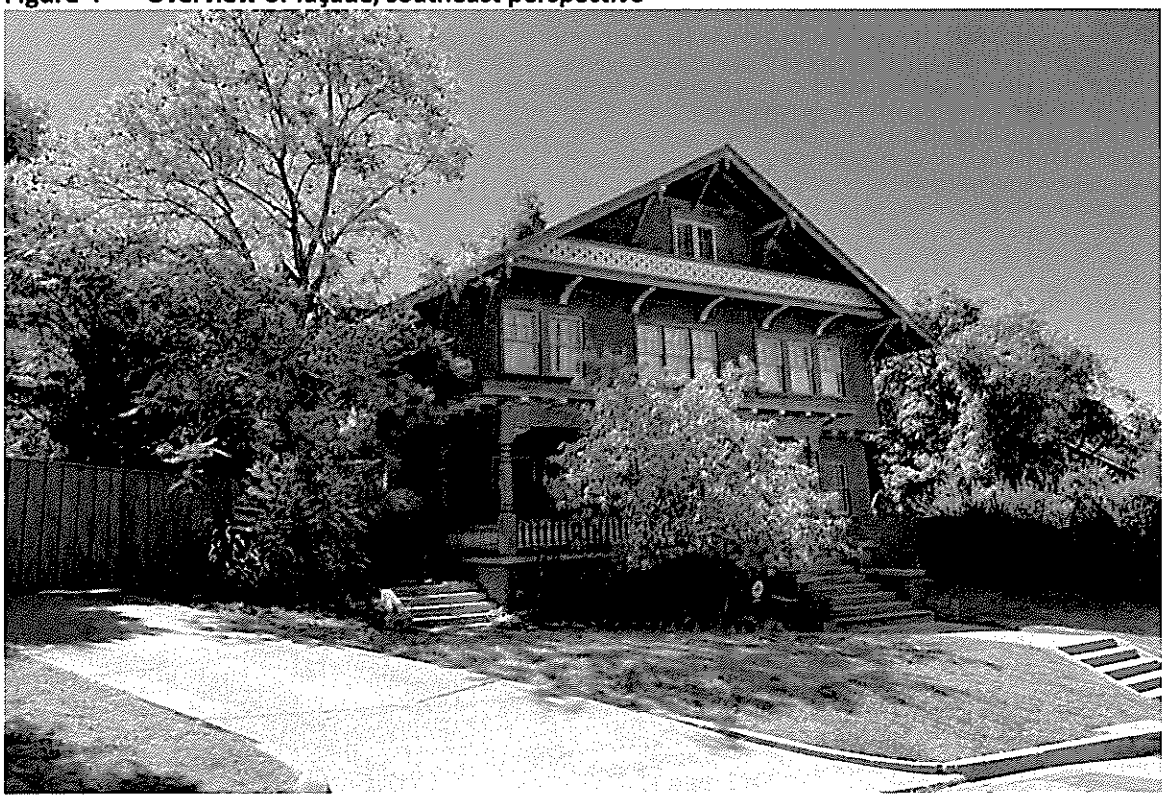


Figure 5 North elevation, overview, northwest perspective (shows addition at rear elevation)

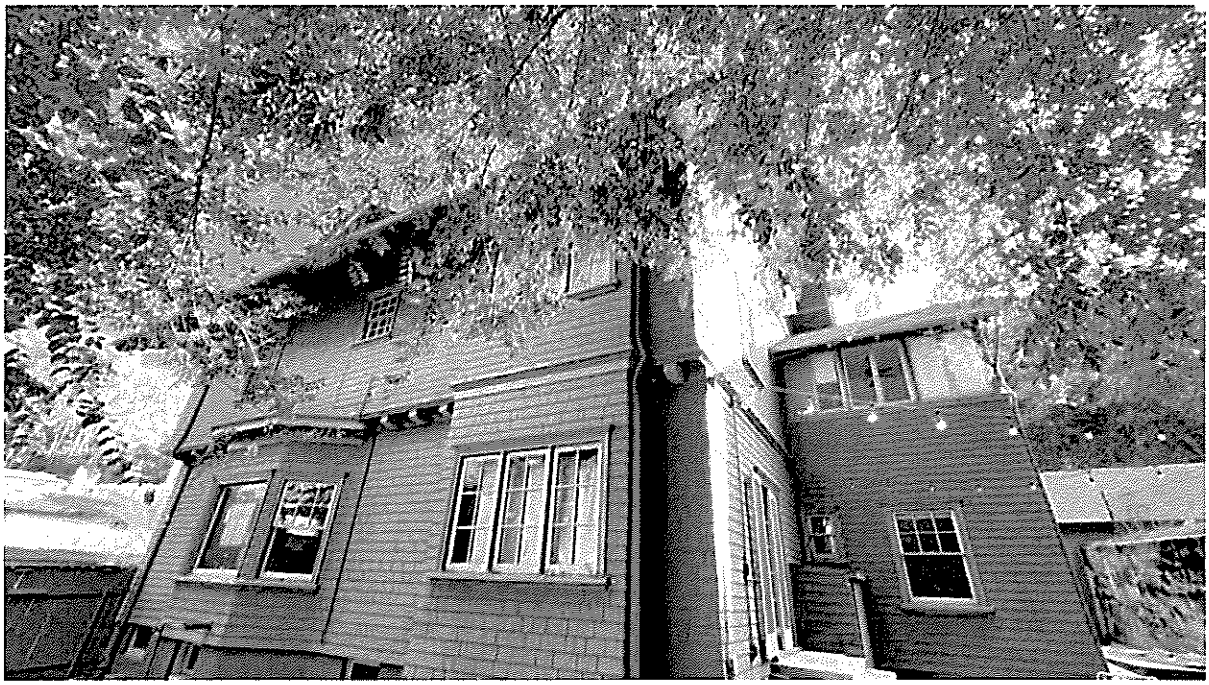


Figure 6 South elevation overview, southern perspective (shows roof cross-gable and addition)

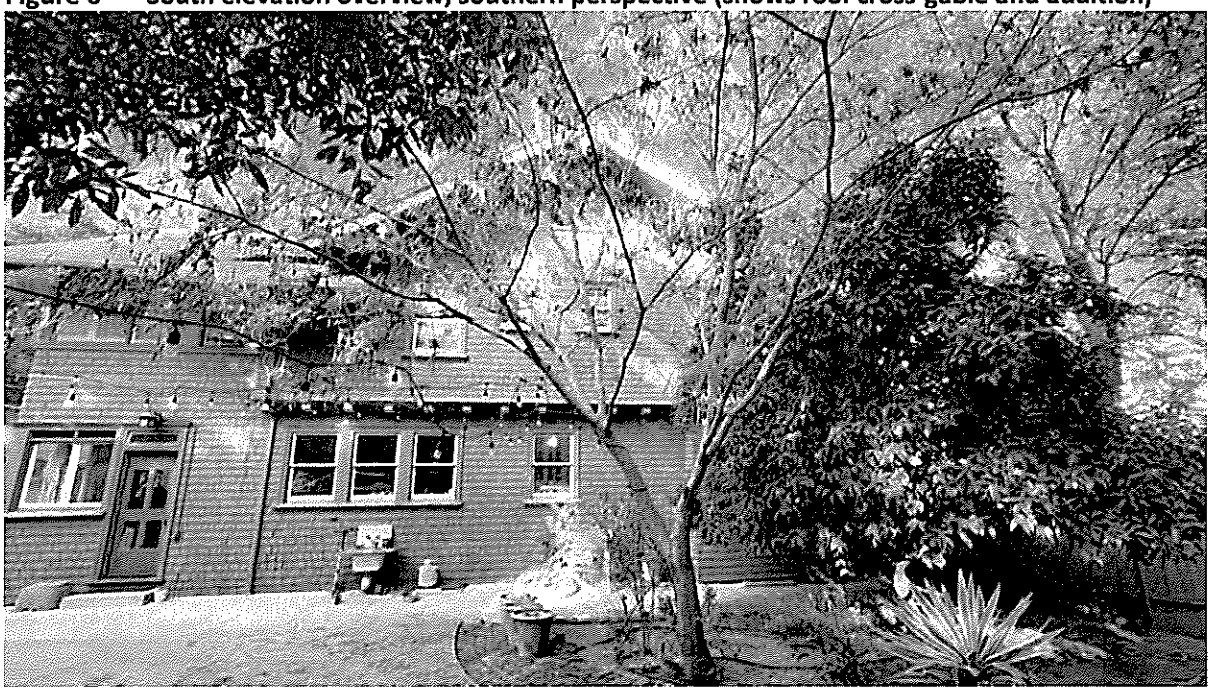


Figure 7 North elevation and side yard, west perspective



Figure 8 Swiss Chalet/Craftsman character-defining features on the façade, with decorative wood accents throughout the patio, second-story porch railing with geometric cut-outs, and wide wood roof eaves with decorative detailing, southeast perspective



Figure 9 Detail of roof detailing and entrance porch, east perspective



Figure 10 Detail, northern portion of façade, east perspective

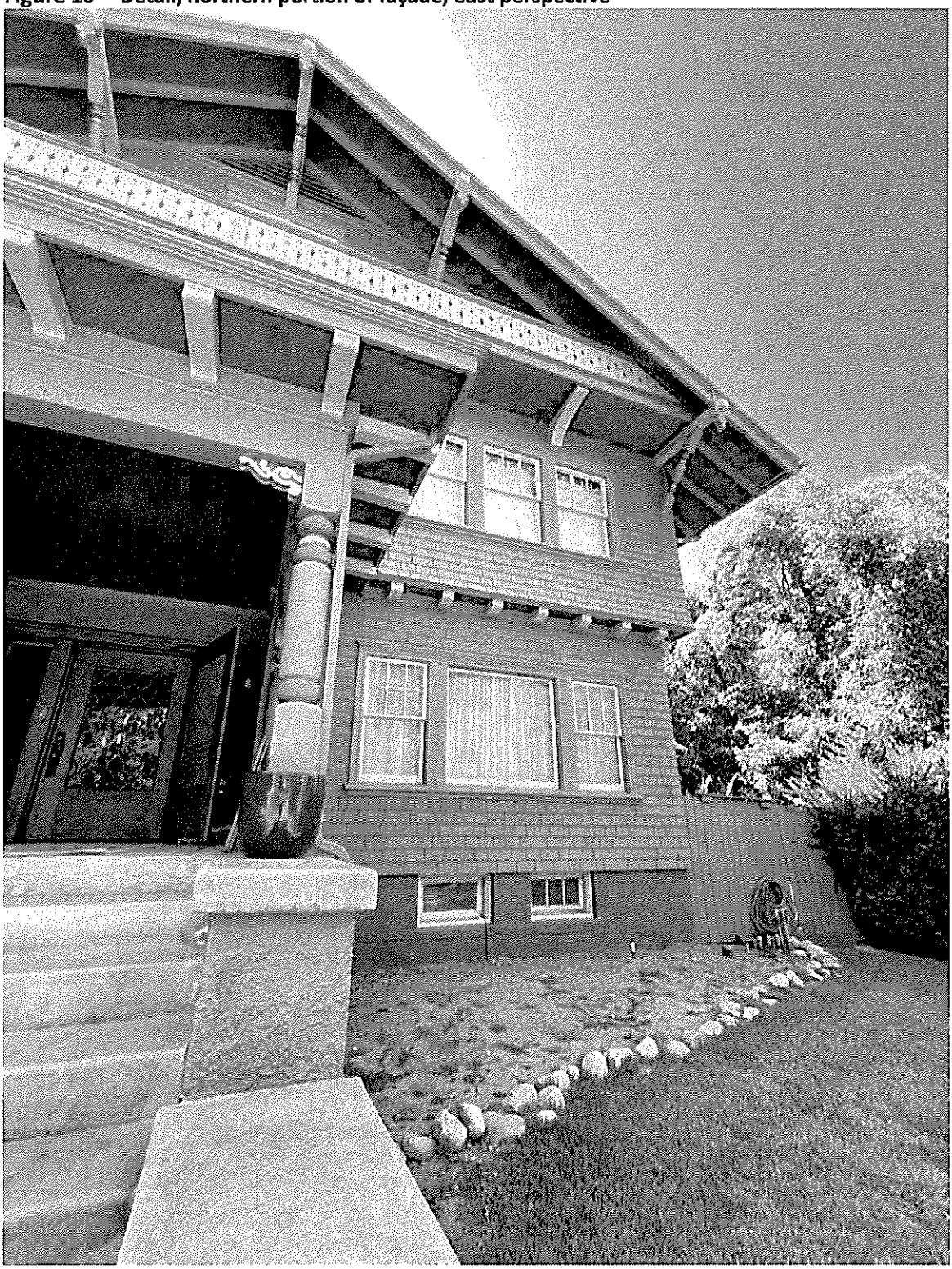


Figure 11 Tripartite wood windows and frames and wood-shingle siding, façade, east perspective



Figure 12 Tripartite wood windows and flared second-story base marked with faux, carved purlins, façade, east perspective

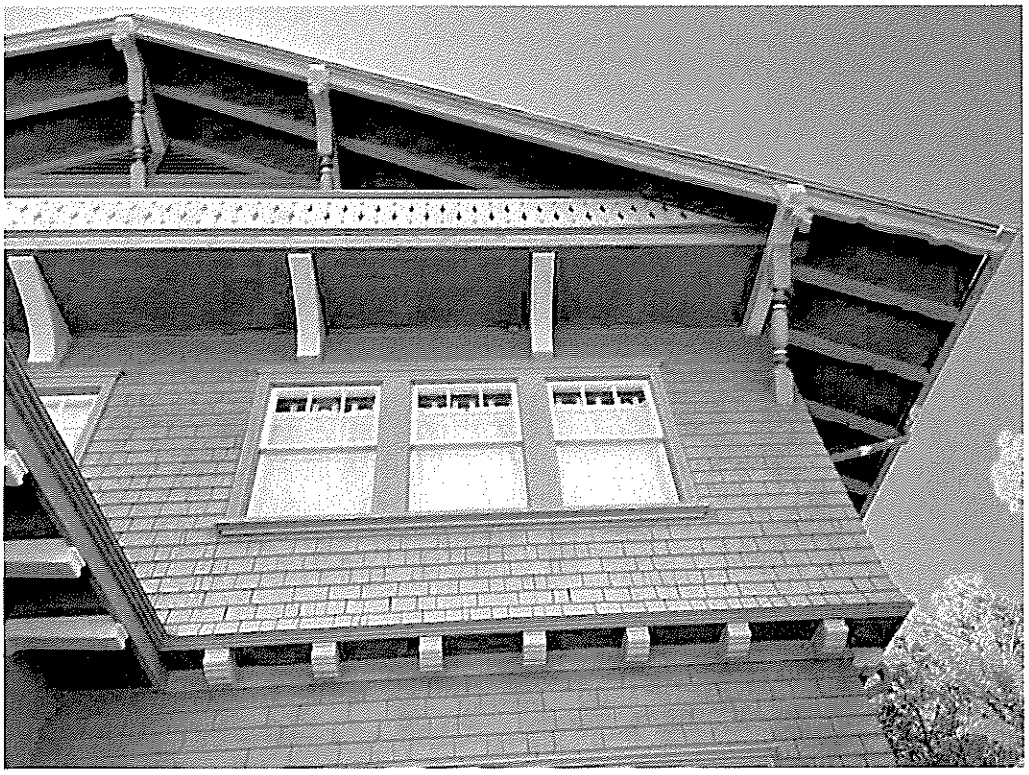


Figure 13 Corner of east and north elevations, northeast perspective



Figure 14 North elevation bay window, wood shingles, and window detailing, north perspective

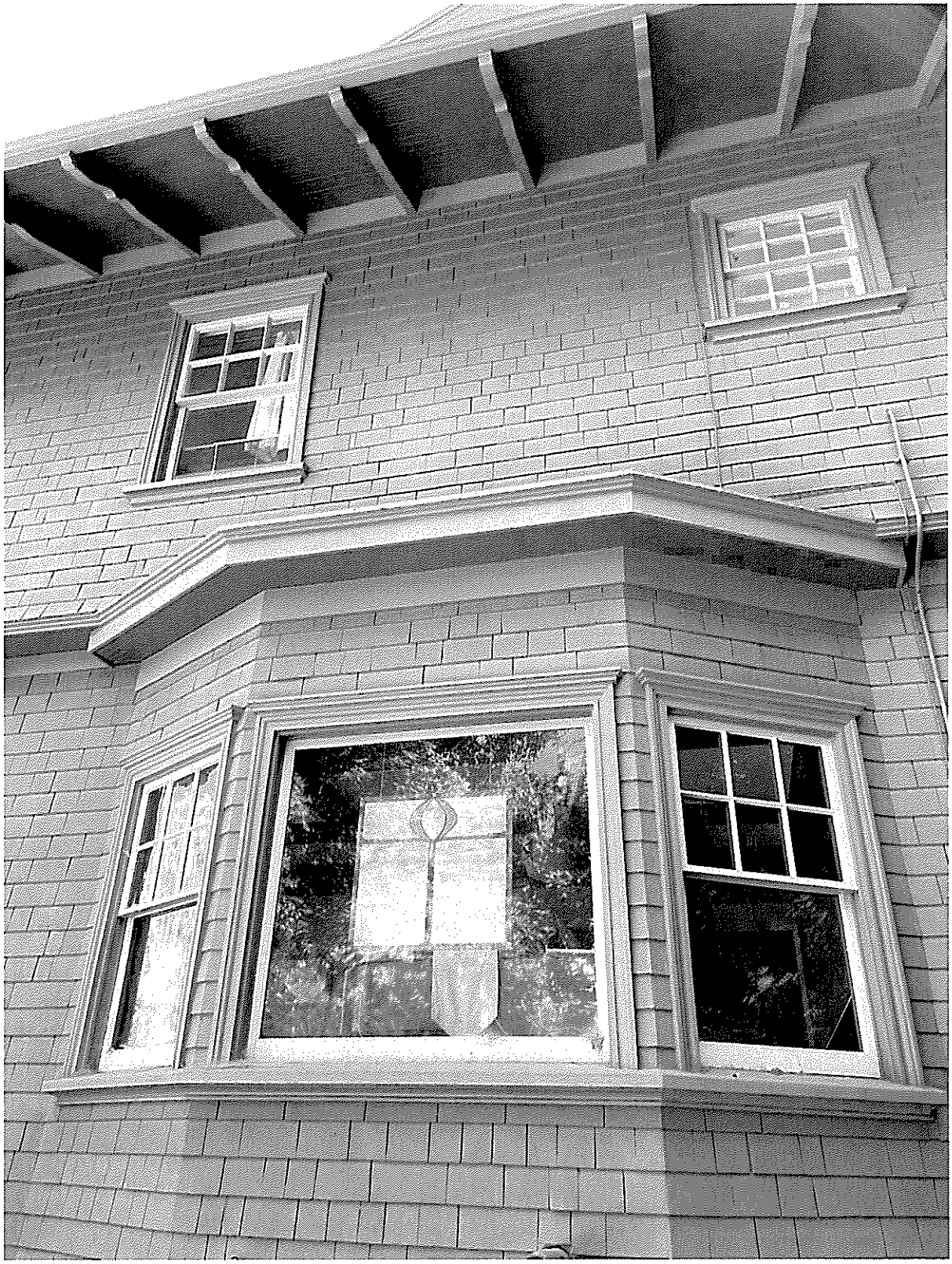


Figure 15 Detail of wood shingles, south elevation, southwest perspective

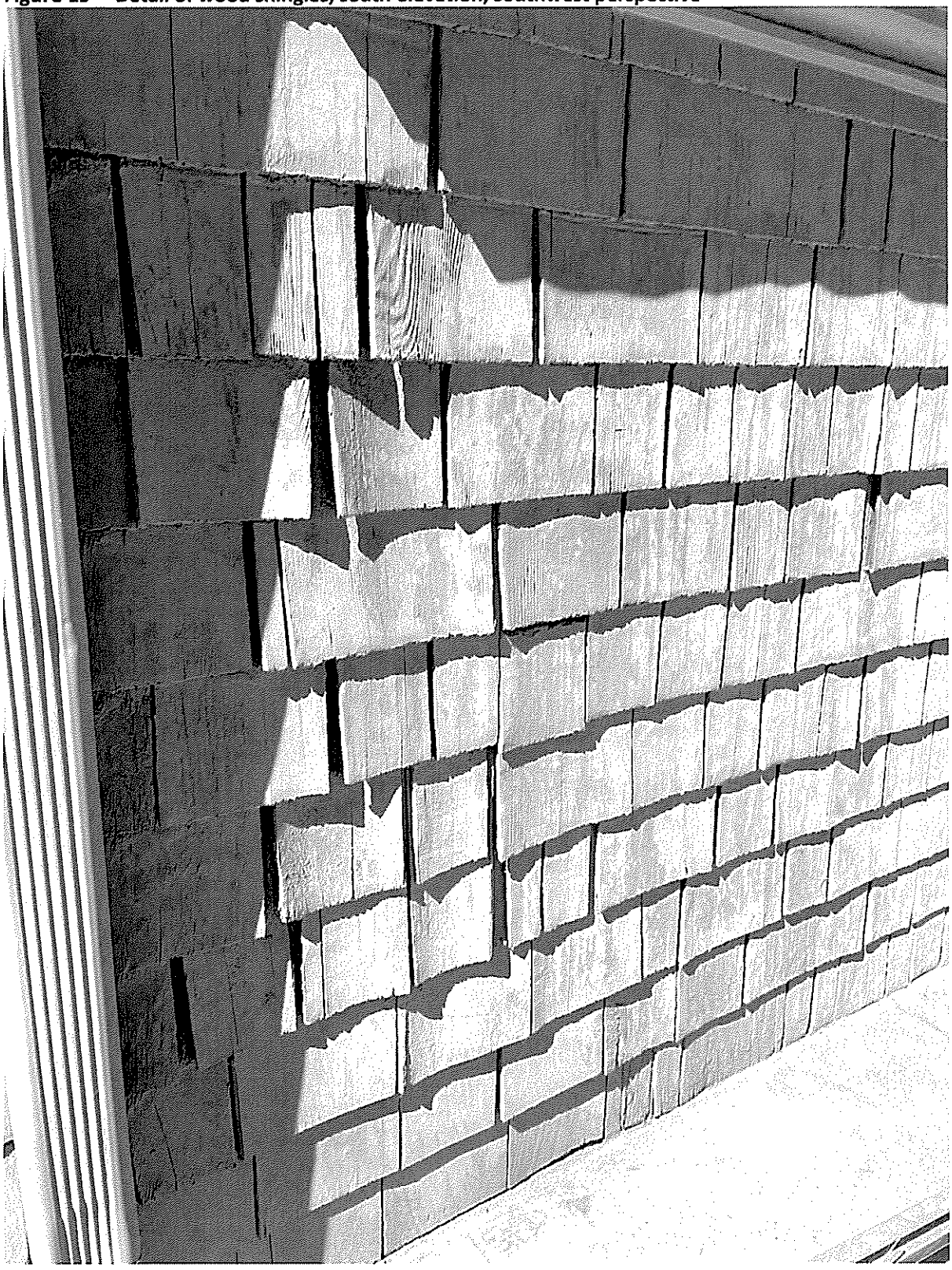


Figure 16 Detail of south elevation windows, triangular knee braces, and decorative carved brackets marking division between first and second stories, southwest perspective



Figure 17 Overview of south elevation second story, south perspective

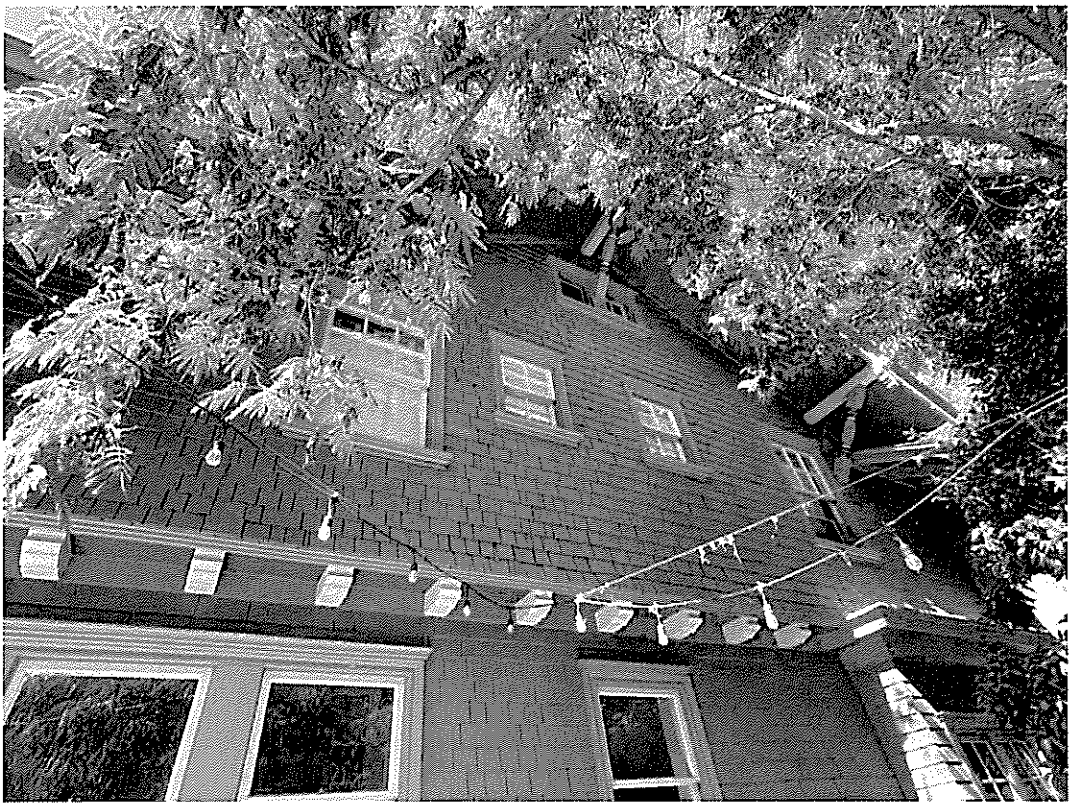


Figure 18 Detail of porch steps, landing, and wood entrance door with side lights, east perspective



Additions/modifications

Based on available data and visual inspection of the property, 1209 Indiana Avenue has few visible alterations and appears highly intact from its 1911 date of construction and period of significance.

Given that 1209 Indiana Avenue originally belonged to a larger parcel facing Monterey Road (499 Monterey Road), a limited number of building permits are available for the property. To date, no primary sources (including building permits or other documentation) have been identified to confirm the original date of construction or original owner; the Los Angeles County Tax Assessor lists a date of 1911 as the date of construction.

Available sources, along with visual observation, indicate the following alterations:

- Pre-1930: Addition of small two-story wing on rear elevation (source, Sanborn Fire Insurance Company map)
- 1939: Construction of two-car garage (extant, noncontributing) (source, building permit #6887)
- 1962: Electrical upgrades (source, building permit #49267)
- 1979: Re-roof (source, building permit, number illegible)
- 1992: Plumbing upgrades (source, building permit #013589)
- 1996: Re-roof (source, building permit #017781)
- 2002: Electrical upgrades/repairs (source, building permit #20555)
- 2008: Mechanical upgrades/repairs (source, building permit #016215)
- 2010: Electrical upgrades/repairs (source, building permit #026379)
- 2014: Electrical upgrades/repairs (source, building permit #034084)
- Unknown date: Some windows on the second story appear nonoriginal and might have been added with an attic conversion (source, visual observations; permits not available)

Ownership History

The original (and longest) owner of 1209 Indiana Avenue was Charles Clark Gates and his wife Pearl, who resided in the home for nearly 40 years, from 1911 until their deaths in 1950 and 1951, respectively. Gates was the nephew of well-known local philanthropist and lumber magnate Peter Goddard Gates, who bought property and settled in South Pasadena with his four brothers in the early 1900s.[1] Wealthy, retired lumber manufacturers, the Gates brothers built a large estate around the area of 1209 Indiana Avenue, along Monterey Road, including a park, orchards, stables, tennis courts, and "even its own fire station."[2] Based out of this large family complex at Monterey Road and "Gates Place" (as Indiana Avenue was named in the early twentieth century), South Pasadena became a summer getaway as well as home base for the extended Gates family members.

Born in Illinois in 1879, Charles Clark Gates and his wife Pearl moved to South Pasadena in 1911 from St. Louis, Missouri.[3] The residence at 1209 Indiana Avenue originally formed part of a larger parcel extending north to 499 Monterey Road, which is still occupied by a large Swiss Chalet-style home originally belonging to members of the Gates family, including Charles Clark Gates' parents, Mr. and Mrs. Albert Hawkins

[1] Apostol, Jane. 1987. "South Pasadena: A Centennial History" (South Pasadena Public Library), p. 57.

[2] City of South Pasadena, Planning and Building Department. 2014. *South Pasadena Citywide Historic Context Statement*, p. 96.

[3] "Society," 28 May 1911, *Los Angeles Times*. Available at ProQuest Historical Newspapers, Los Angeles Times.

Gates.[4] The parcels were divided at an unknown date, after 1950, into separate lots in a configuration that mirrors the present property lines.

Once they arrived in South Pasadena, Charles and Pearl Gates quickly became part of the small, local social scene, with their travels, social engagements, and family milestones amply covered in the local newspapers of the day. Following in the family footsteps, Charles Clark Gates also worked in the lumber industry, as an executive in the family's lumber company, which included mills and branches in Arkansas (specializing in yellow pine and oak), Louisiana, and Alabama. In the obituary for Albert Hawkins Gates, who passed away in South Pasadena in 1914, the *Forrest City Times* of Forrest City, Arkansas, noted that Mr. Gates had been president of the Gates Lumber Company, based in Wilmar, Arkansas, and had accumulated a "fortune in the lumber mills, and had extensive interests on the Pacific coast."[5]

The homes of the Gates estate faced Monterey Road (including 499, 509, and 515 Monterey, among which only 499 Monterey is extant) and extended north along Indiana Avenue (including the extant residences at 1209 and 1215 Indiana Avenue, both of which were constructed in 1911). Until 1924, when the Gates brothers subdivided a large portion of the land extending northward, "Indiana Avenue" was named "Gates Place," as noted above. The home at 1209 Indiana Avenue occupies a parcel that was originally part of a tract known as "Thomas Green's Subdivision of South Pasadena Highlands," filed in 1887. Prior to the Gates family arrival in the early 1900s, Gates Place/Indiana Avenue was known as "Belleview Avenue." (The small cul-de-sac "Gates Place" that survives northeast of 1209 Indiana Avenue continues to reflect the family's early presence in the neighborhood.)

In terms of the family, one of Peter Goddard Gates' best known philanthropic gifts was to the California Institute of Technology, in the form of a $200,000 donation in 1917 to establish the Gates Chemical Laboratories.[6] Peter G. Gates passed away in 1925 at the age of 69; his nephew Charles was among the recipients of bequests made in the elder Gates' will.[7] In reaction to Gates' death, Arthur Fleming, chair of the California Institute of Technology board of trustees, commented that "Pasadena and the California Institute of Technology [have lost] a valuable friend. Ever interested in those things which he believed essential to the welfare of his country, he gave generously to the case of education."[8]

In terms of Charles Clark Gates' career, in addition to his role in the family's lumber manufacturing business, he and two of the Gates relatives, Don S. and Don F., launched an ambitious venture in 1919 in cattle grazing. The acquisition also made the Gates "among the largest holders of cattle grazing acreage in America," with a controlling interest in the Tehachapi Cattle Company, which owned thousands of head of cattle spanning 150,000 acres from Bakersfield to the Tehachapi Mountains.[9] By 1940, Charles Clark Gates had retired. In 1942, he was among a group of business leaders honored as "Quarter Century Boys" in the Rotary Club of Los Angeles.[10] The Gates' had three children, Albert D., Edith E., and Louise, all of whom were residents of 1209 Indiana Avenue during the Gates family tenure in the home.

[4] "November Wedding Is an Outstanding Event," 22 November 1927, *Pasadena Evening Post*.

[5] 5 June 1914, "Death of Albert H. Gates: He Was One of the Pioneer Lumbermen of South Arkansas," *The Forrest City Times* (Forrest City, Arkansas).

[6] "Peter Gates Dead in East: Brother in Pasadena Gates New from New York," 14 July 1925, *Los Angeles Times*. Available at ProQuest Historical Newspapers, Los Angeles Times. See also "Gates Rites to Be Held in Pasadena: Body of Philanthropist to Be Brought Here from New York City," 14 July 1925, *The Pasadena Post*.

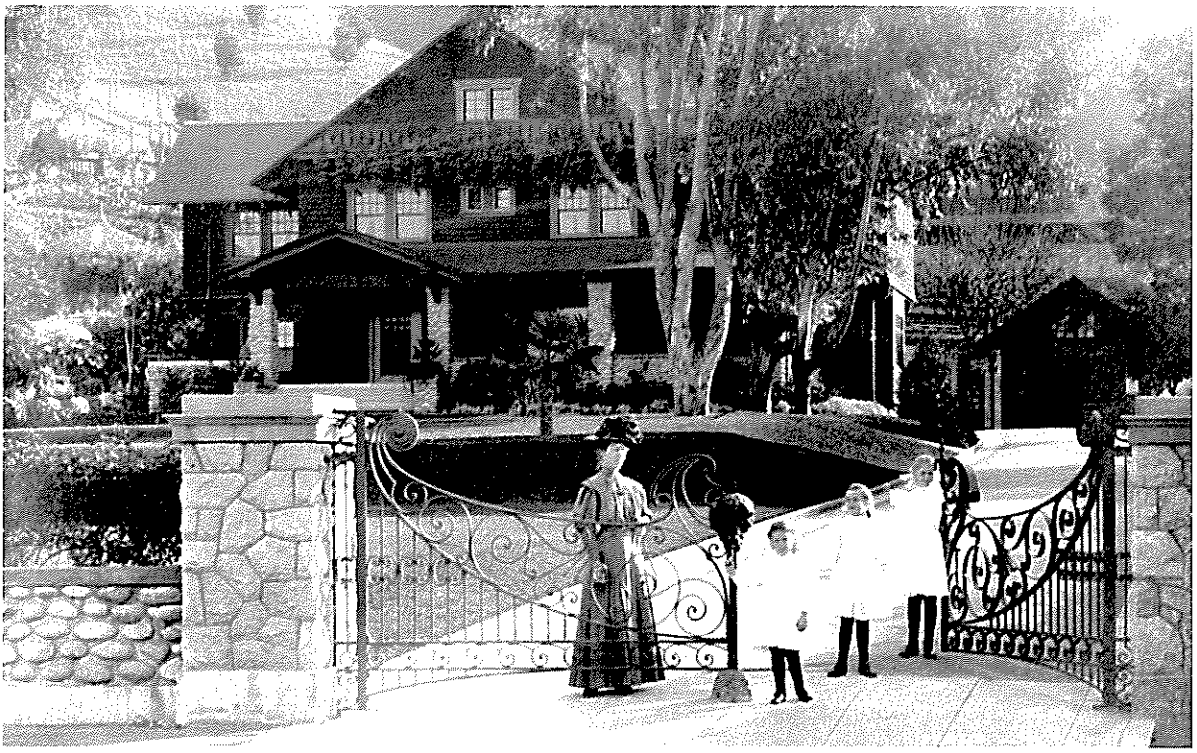
[7] "Southland Kin Aided in Gates Will: Thirteen Get Varying Bequests from Estate of Lumber Man," 2 September 1925, *Los Angeles Times*. Available at ProQuest Historical Newspapers, Los Angeles Times.

[8] "Peter Gates Dead in East: Brother in Pasadena Gates New from New York," 14 July 1925, *Los Angeles Times*. Available at ProQuest Historical Newspapers, Los Angeles Times.

[9] "Gates Family in Big New Cattle Deal," 22 September 1919, *The Pasadena Post*.

[10] "Rotary Club Pays Tribute to Its 25-Year Members," 21 March 1942, *Los Angeles Times*. Available at ProQuest Historical Newspapers, Los Angeles Times.

Figure 19 1907 image of 515 Monterey Road, part of Gates family estate and home of retired lumber magnate, Don S. Gates; the residence was demolished in 1968



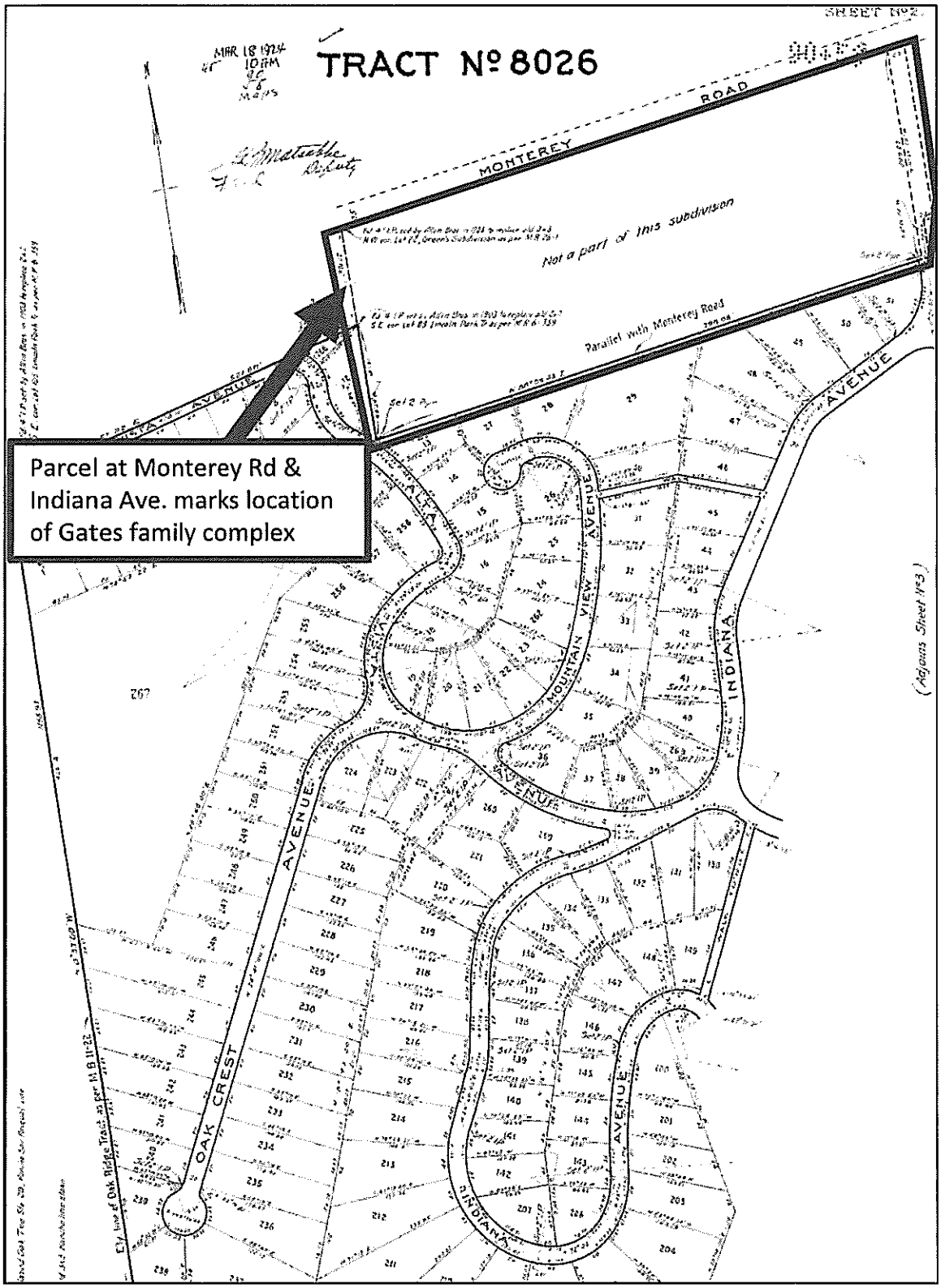
Source: Rick Thomas, 6 December 2018, "Throwback Thursday: Anatomy of a Craftsman Take Down," South Pasadenan

Figure 20 Peter G. Gates residence, 1907, 509 Monterey Road; the residence was demolished in 1968



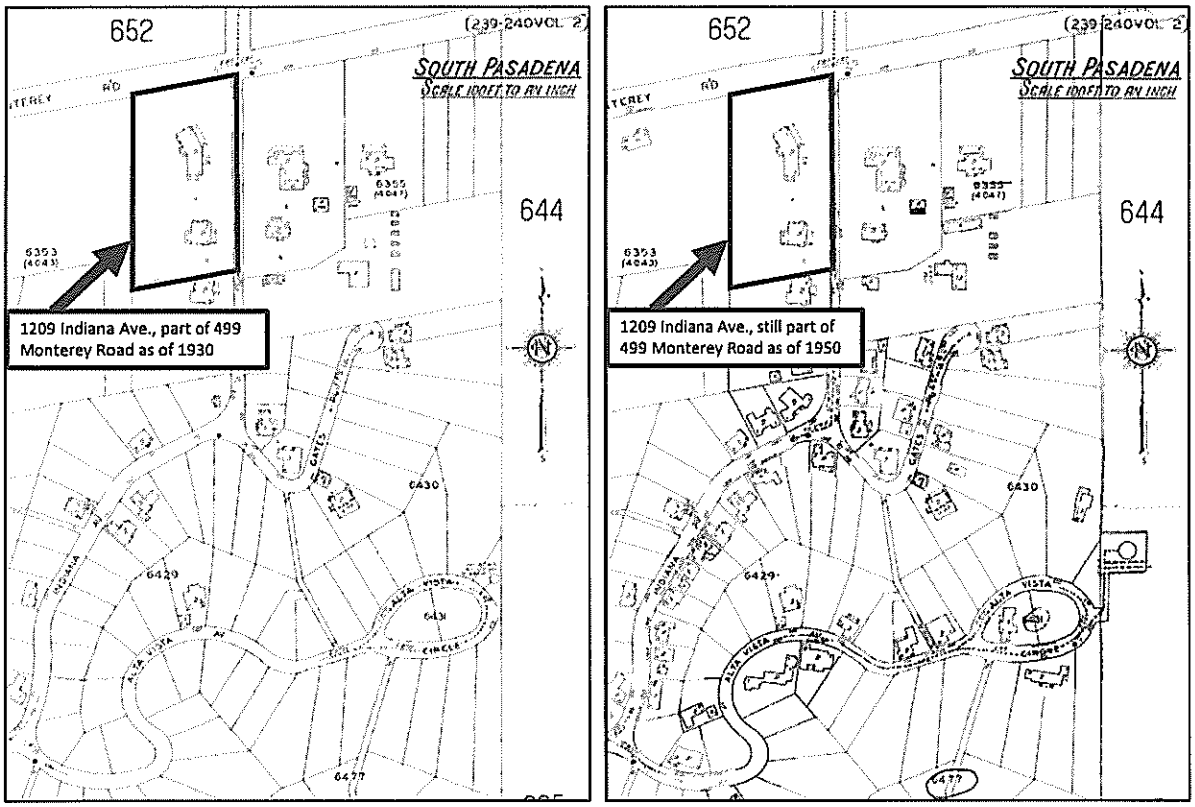
Source: Rick Thomas, 6 December 2018, "Throwback Thursday: Anatomy of a Craftsman Take Down," South Pasadenan

Figure 21 Tract No. 8026, filed by Charles and Fred Gates in 1924, retained the large parcels facing Monterey Road (still part of Gates family estate) and subdivided land extending north



Source: Los Angeles County Public Works Department, Land Records

Figure 22 1209 Indiana Avenue, part of 499 Monterey Road and Gates family estate as of 1930 (left) and 1950 (right); map on right shows increased level of development through postwar era



Source: Los Angeles Public Library, Sanborn Fire Insurance Map Collection; modified by author

Discussion of Criteria 3 and 6

As discussed above, 1209 Indiana Avenue is a surviving remnant of the Gates family estate, which included stately Craftsman-style homes at 499, 509, and 515 Monterey Road, and northward along present-day Indiana Avenue (known until the mid-1920s as "Gates Place"). Until at least 1950, 1209 Indiana Avenue formed part of one unified parcel with 499 Monterey Road. The east side of Indiana Avenue and parcels extending northward also appear to have belonged to the Gates family estate (though no buildings along the east appear extant).

Extant remnants of the Gates family estate include 499 Monterey Road, 1209 Indiana Avenue, and 1215 Indiana Avenue (which was owned by Don F. Gates and constructed in 1911, during a time when most of the surrounding hillside property belonged to the Gates family).

Although the residence at 1209 Indiana Avenue is associated with Charles Clark Gates, and the Gates family was well-known in early twentieth-century South Pasadena, the strength of the association and Gates' own professional achievements are not such that they confer eligibility on 1209 Indiana Avenue itself, as a single property, under Criterion 3 ("identification with a person, persons or groups who significantly contributed to the culture and development of the City, state or United States") or Criterion 6 ("identification as the work of a person or persons whose work has influenced the heritage of the City, the state or the United States"). Research has not indicated that, on his own, Charles Clark Gates, while he was a successful entrepreneur and lumber manufacturer in the family business, "significantly contributed to the culture and development" of South Pasadena or the heritage of the City.

While research on the Gates family and its South Pasadena estate is beyond the present scope, it is recommended that subsequent research consider possible eligibility as an historic district for 1209 and 1215 Indiana Avenue and 499 Monterey Road as the surviving elements of the Gates family estate.

C. Discussion of Designation Criteria

Please indicate rationale for qualification under one or more criteria in Section 2.63(B) of the South Pasadena Cultural Heritage Commission

South Pasadena Landmark Criterion 4: Its exemplification of a particular architectural style of an era of history of the City)

As noted in South Pasadena's *Citywide Historic Context Statement*, which utilized a photo of 1209 Indiana Avenue to illustrate the features of the style, the property is an intact, textbook example of the Swiss Chalet/Craftsman architectural style. The property is eligible for local landmark listing under Criterion 4 of the Cultural Heritage Ordinance. The property displays all of the character-defining features identified as key for the Craftsman theme/Swiss Chalet subtheme in the *Citywide Historic Context Statement*:

- Rectangular plan and compact, 2-story massing
- Flat, usually symmetrical primary façade
- Moderately pitched front gable roof with wide, overhanging eaves/rake, and exposed rafter tails
- Wood shingle, horizontal wood siding
- Wide porch, recessed or projecting
- Second-story balcony with plank railing, usually with decorative cut-outs
- Divided light casement or double hung wood windows
- Decorative brackets and bargeboards

In addition, with few visible alterations, the property meets the integrity threshold defined in the *Citywide Historic Context Statement.*

An outgrowth of the Arts and Crafts movement, the Swiss Chalet style is a subtype of the Craftsman architectural style, which dominated residential design in South Pasadena (and beyond) through the early 20th century. As noted in the *Citywide Historic Context Statement*, South Pasadena

> retains intact streets and neighborhoods, along with prominent individual examples, illustrating the importance of Arts and Crafts architecture and the role it played in residential development in the early 20th century. Southern California, and Pasadena in particular, was a center of the American Arts and Crafts movement; the philosophy, aesthetics, and major proponents and practitioners all influenced South Pasadena.[11]

The *Citywide Historic Context Statement* provides additional context for this variant of the Craftsman style:

> The Swiss Chalet style – constructed primarily of stained wood, in which wide overhanging eaves and balconies helped integrate the outdoors as part of the living space – was compatible with the goals of the Arts and Crafts movement. The Chalet style Craftsman house usually consists of a single, rectangular two-story volume covered by front-facing gable roof. The primary façade is typically symmetrical and frequently features a wide porch topped by a second-story balcony. Porches and balconies usually have plank railings with decorative cutouts. Brackets and bargeboards are usually more decorative than those found in other variations of Craftsman architecture.[12]

[11] City of South Pasadena, Planning and Building Department. 2014. *South Pasadena Citywide Historic Context Statement*, p. 111.

[12] City of South Pasadena, Planning and Building Department. 2014. *South Pasadena Citywide Historic Context Statement*, p. 273.

Figure 23 South Pasadena *Citywide Historic Context Statement*, with the Gates Residence at 1209 Indiana Avenue as intact example of Swiss Chalet architectural style

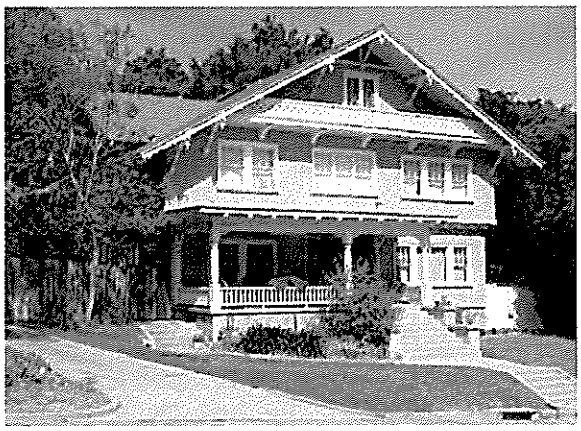
Sub-Theme: Swiss Chalet Style

The Swiss Chalet style - constructed primarily of stained wood, in which wide overhanging eaves and balconies helped integrate the outdoors as part of the living space - was compatible with the goals of the Arts and Crafts movement. The Chalet style Craftsman house usually consists of a single, rectangular two-story volume covered by a front-facing gable roof. The primary façade is typically symmetrical and frequently features a wide porch topped by a second-story balcony. Porches and balconies usually have plank railings with decorative cutouts. Brackets and bargeboards are usually more decorative than those found in other variations of Craftsman architecture.

Character-defining features include:

- Rectangular plan and compact, 2-story massing
- Flat, usually symmetrical primary façade
- Moderately pitched front gable roof with wide, overhanging eaves and rake, and exposed rafter tails
- Wood shingle, horizontal wood siding, or cement plaster exterior wall finish, sometimes in combination
- Wide porch, recessed or projecting
- Second-story balcony with plank railing, usually with decorative cut-outs
- Divided light casement or double hung wood windows, sometimes with diamond-patterned lights
- Decorative brackets and bargeboards

Swiss Chalet: Extant Example



1209 Indiana Avenue, Gates Estate

Source: Historic Resources Group, 2014, City of South Pasadena Citywide Historic Context Statement, p. 273

In summary, as demonstrated in this nomination, 1209 Indiana Avenue meets the eligibility standards for local landmark designation under the "Architecture & Design" context, "Craftsman" theme, and "Swiss Chalet style" subtheme of the *Citywide Historic Context Statement.*

The property's principal character-defining features are as follows:

- Large, hillside lot and setback from the street
- Two-story mass and generally symmetrical design composition
- Complex roof form and detailing, with prominent medium-pitched front gable, with wide overhanging eaves resting on carved triangular knee braces with turned posts and purlins/dentils; roof eaves have uneven rakes, with a lower, longer expanse on the south elevation
- Elevated, partial-length porch with decorative wood posts, vertical, wood-plank ceiling, and low wood railing
- Sheathing materials, such as horizontal wood siding, wood shingles
- Grouped, multi-light wood-frame windows, with three-over-two and fixed panes on façade

D. Present Condition

Exterior Good/fair

The exterior shows some signs of deteriorated wood sealants and features (such as the porch wall with geometric cut-outs on the second-story balcony), wood shingles and sheathing, in particular at wall joints and in some areas along the building foundation. In addition, the property requires repairs to the roof to remedy leaking. The distinctive carved, decorative features of the roof line, including brackets, bargeboards, purlins, rafters, and porch banister, will require *Secretary's Standards*-compliant treatment and refinishing in the next several years, in order to protect and retain this character-defining feature. Some of the windows need repairs/repainting.

Interior Good/fair

The interior retains original wood-plank floors, pocket doors, and other built-in features.

Site Good/Fair

The west portion of the parcel is marked by a concrete retaining wall, which marks the division of the residence and the undeveloped hillside lot extending west. The concrete retaining wall shows signs of cracking and water penetration and is in need of a geotechnical study and plan for stabilization.

Neighborhood context The residence at 1209 Indiana Avenue represents a highly intact, distinctive example of the Swiss Chalet/Craftsman architectural style. The property is located in the foothills of South Pasadena and originally formed part of the Gates family estate, which spanned Monterey Road, from 499 to 515 Monterey, and extended north on Indiana Avenue.

E. Proponents

Michael Emerling and Ruth Ballenger, owners
Deborah Howell-Ardila, MHP, Historic Preservation Specialist

F. Owner Consent

(Although individual properties may be designated as South Pasadena historic landmarks or parcels within historic districts without owner consent, every effort should be made to inform owners of the advantages and opportunities designate and to secure owner support.) If you, as owners, support the designation of your property as a landmark or a parcel in a historic district, please so signify in the space below:

I/we certify that I/we am/are the owners of the property being hereby nominated for designation as a landmark or as a parcel within a historic district under the Cultural Heritage Ordinance of the City of South Pasadena, California and herby consent to said designation of the property as a landmark or parcel within a historic district.

_____ Dated_____

Appendix C

Supporting Documents

1. Legal Description of Property
2. Los Angeles County Property Tax Statement
3. Homeowner's Insurance Bill
4. Utility Bill: Southern California Edison, Electric Bill
5. Utility Bill: SoCalGas, Gas Bill
6. Utility Bill: City of South Pasadena, Water Bill

ORDER NO. : 2607148080-56

EXHIBIT A

The land referred to is situated in the County of Los Angeles, City of South Pasadena, State of California, and is described as follows:

Parcel 1:

Those portions of Lots 9 and 10 of Thomas Green's Subdivision of South Pasadena Highlands, in the City of South Pasadena, California of Los Angeles, State of California, as per map recorded in Book 26 Page 1 of Miscellaneous Records, in the office of the County Recorder of said County, described as follows:

Beginning at a point on the east line of said Lot 9, distant northerly thereon 50 feet from the southeast corner of said Lot 9, Thence westerly parallel with the southerly line of Monterey Road 125 feet to the west line of said Lot 10; Thence northerly along said west line 25 feet to a point on said line, distant northerly thereon 75 feet from southwest corner of said Lot 10; Thence easterly in a direct line to the point of beginning.

Parcel 2:

Those portions of Lots 9, 10 and 23 of Thomas Green's subdivision of South Pasadena Highlands, in the City of South Pasadena, County of Los Angeles, State of California, as per Map recorded in Book 26 Page 1 of Miscellaneous Records, in the office of the County Recorder of said county; Also that portion of Belleview Avenue vacated, all described as follows:

Beginning at the intersection of the center line of Belleview Avenue 50 feet wide, as shown on said map, with the easterly prolongation of the south line of said Lot 23; Thence westerly along said prolongation and south line, 150 feet to the southerly prolongation of the west line of said Lot 10; Thence northerly along said prolongation and west line 100 feet to a point on said west line, distant northerly thereon 50 feet from the southwest corner of said Lot 10; Thence easterly parallel with the south line of Monterey Road 150 feet to said center line of Indiana Avenue; Thence southerly along said center line 100 feet to the point of beginning.

Parcel 3:

Those portions of Lots 11 and 23 of Thomas Green's subdivision of South Pasadena Highlands, in the City of South Pasadena, County of Los Angeles, State of California, as per Map recorded in Book 26 Page 1 of Miscellaneous Records, in the office of the County Recorder of said County, described as follows:

Beginning at the southwest corner of said Lot 11; Thence southerly along the southerly prolongation of the west line of said Lot 11, a distance of 50 feet to the south line of said Lot 23; Thence easterly along said south line 50 feet to the southerly prolongation of the east line of said Lot 11; Thence northerly along said prolongation and east line 125 feet to the south line of the land described in the Deed to Carl Block, ET UX., recorded July 29, 1939 as Instrument No. 24, In Book 16793 Page 171 official records of said county; Thence westerly along said

17

south line 50 feet to the west line of said Lot 11; Thence southerly along said west line 75 feet to the point of beginning.

2023

ANNUAL SECURED PROPERTY TAX BILL

2023

CITIES, COUNTY, SCHOOLS AND ALL OTHER TAXING AGENCIES IN LOS ANGELES COUNTY

SECURED PROPERTY TAX FOR FISCAL YEAR JULY 1, 2023 TO JUNE 30, 2024

KEITH KNOX, TREASURER AND TAX COLLECTOR

FOR ASSISTANCE, CALL 1(213) 974-2111 OR 1(888) 807-2111, ON THE WEB AT propertytax.lacounty.gov

ASSESSOR'S ID NO. YR SEQ CK

PROPERTY IDENTIFICATION
ASSESSOR'S ID.NO.: 5314 010 061 23 000

OWNER OF RECORD AS OF JANUARY 1, 2023
SAME AS BELOW

MAILING ADDRESS 00000265B 02 AV 0.498

EMERLING MICHAEL CO TR
1209 INDIANA AVE
SOUTH PASADENA CA 91030-3611

Save Money – Save Time – Pay Online
ttc.lacounty.gov

PIN:

SPECIAL INFORMATION

PROPERTY LOCATION AND/OR PROPERTY DESCRIPTION
1209 INDIANA AVE SOUTH PASA
MR 26-1 SEE ASSESSOR'S MAPS POR OF VAC ST AND POR OF LOTS 9 THRU 11 AND 23

ASSESSOR'S REGIONAL OFFICE
REGION #05 INDEX: TRA:09030
EAST DISTRICT OFFICE
1190 DURFEE AVE.
SOUTH EL MONTE CA 91733
(626)258-6001

ACCT. NO.: PRINT NO.: 745793 BILL ID.:

DETAIL OF TAXES DUE FOR 5314 010 061 23 000 53

AGENCY	AGENCY PHONE NO.	RATE		AMOUNT
GENERAL TAX LEVY				
ALL AGENCIES		1.000000	$	18,350.54
VOTED INDEBTEDNESS				
METRO WATER DIST		.003500	$	64.22
COMMNTY COLLEGE		.025101		460.62
UNIFIED SCHOOLS		.128185		2,352.26
DIRECT ASSESSMENTS				
SAFE CLEAN WATER	(833) 275-7297		$	101.69
FLOOD CONTROL	(626) 979-5498			62.75
LIGHT/LANDSCAPE	(626) 403-7240			104.09
MWD STANDBY #15	(866) 807-6864			9.26
LIBRARY TAX	(626) 403-7330			82.50
RPOSD MEASURE A	(833) 265-2600			76.74
SGV MOSQUITO&VCD	(800) 273-5167			16.80
CNTY SAN DIST 16	(562) 908-4288			160.00
SPUSD PARCEL TAX	(800) 676-7516			447.47
USGV MWD CHG	(866) 807-6864			10.00
TRAUMA/EMERG SRV	(866) 587-2862			212.00

VALUATION INFORMATION

ROLL YEAR 23-24	CURRENT ASSESSED VALUE	TAXABLE VALUE
LAND	1,468,047	1,468,047
IMPROVEMENTS	367,007	367,007
TOTAL	1,535,054	
LESS EXEMPTION		
NET TAXABLE VALUE	1,835,054	

1ST	$11,255.47	2ND	$11,255.47	1ST + 2ND	$22,510.94
	(After December 10, 2023 add 10% penalty)		(After April 10, 2024 add 10% penalty and $10 cost)		(Include 1st & 2nd stubs if paying by mail)

SEE REVERSE SIDE FOR MORE INFORMATION

**** REPRINTED FROM THE ARCHIVE THE ORIGINAL TRANSACTION MAY INCLUDE ADDITIONAL FORMS ****

Safeco Insurance
A Liberty Mutual Company

SAFECO INSURANCE COMPANY OF ILLINOIS

Administrative office: 175 Berkeley St., Boston, MA 02116 (A stock insurance company.)

QUALITY CREST HOMEOWNERS POLICY DECLARATIONS

INSURED:
MICHAEL EMERLING
RUTH BALLENGER
1209 INDIANA AVE
SOUTH PASADENA CA 91030-3611

RESIDENCE PREMISES:
Same

POLICY NUMBER: [redacted]
POLICY PERIOD FROM: DEC. 20 2023
AT: 12:01 A.M.
TO: DEC. 20 2024

AGENT:
E BROOX RANDALL & SONS, INC.
4751 WILSHIRE BLVD #350
LOS ANGELES CA 90010-3849

TELEPHONE: (800) 697-6122

IMPORTANT NOTICES

- Your policy has renewed effective December 20, 2023.
- **THIS POLICY DOES NOT PROVIDE EARTHQUAKE COVERAGE.**
- The limit of liability for this structure (Coverage A) is based on an estimate of the cost to rebuild your home, including an approximate cost for labor and materials in your area, and specific information that you have provided about your home.

COVERAGES	LIMIT	PREMIUM
SECTION I - PROPERTY COVERAGES		
A - Dwelling	$ 1,962,700	$ 4,899.00
B - Other Structures	392,540	
C - Personal Property	1,472,030	
D - Loss of Use	FAIR COST	
SECTION II - LIABILITY COVERAGES		
E - Personal Liability (each occurrence)	1,000,000	55.00
F - Medical Payments (each person)	10,000	
INCLUDED COVERAGES		
Full Value on Personal Property		Included
2085 - Additional Interest		Included
Extended Dwelling Coverage Amount	1,962,700	Included
438-B.F.U.		Included
California Workers Compensation		Included
Building Ordinance or Law Coverage (10%)	196,270	Included

OPTIONS	LIMIT	PREMIUM
Option G - Unscheduled Jewelry, Furs, Fine Arts	$ 50,000	$ 200.00
Option ID - Identity Recovery - $250 deductible	25,000	12.00
Equipment Breakdown Coverage	50,000	24.00

CREDITS	PERCENTAGE	SAVINGS
Account Credit	15%	$ -705.00
Burglar Alarm Credit	10%	-490.00

DEDUCTIBLE(S)	PERCENTAGE	AMOUNT
Section I	N/A	$ 5,000

LICENSE, TAX OR FEE:	PREMIUM
California Seismic Safety Fee	$ .15

**** REPRINTED FROM THE ARCHIVE THE ORIGINAL TRANSACTION MAY INCLUDE ADDITIONAL FORMS ****

SAFECO INSURANCE COMPANY OF ILLINOIS
QUALITY CREST HOMEOWNERS POLICY DECLARATIONS

POLICY NUMBER: [redacted]

CONTINUED

TOTAL ANNUAL PREMIUM	$ 3,995.15

You may pay your premium in full or in installments. There is no installment fee for the following billing plans: Full Pay, Annual 2-Pay. Installment fees for all other billing plans are listed below. If more than one policy is billed on the installment bill, only the highest fee is charged. The fee is:
$0.00 per installment for recurring automatic deduction (EFT)
$0.00 per installment for recurring credit card or debit card
$2.00 per installment for all other payment methods

INSURABLE INTERESTS

[redacted]

**** REPRINTED FROM THE ARCHIVE. THE ORIGINAL TRANSACTION MAY INCLUDE ADDITIONAL FORMS ****

Safeco Insurance
A Liberty Mutual Company

OCTOBER 22, 2023

E BROOX RANDALL & SONS, INC.
4751 WILSHIRE BLVD #350
LOS ANGELES CA 90010-3849

POLICY NUMBER
[redacted]

AGENT TELEPHONE:
(800) 697-6122

MICHAEL EMERLING
RUTH BALLENGER
1209 INDIANA AVE
SOUTH PASADENA CA 91030-3611

EARTHQUAKE COVERAGE OFFER

Your residential property insurance policy does not cover earthquake damage to your home or its contents.

To cover earthquake damage to your home and its contents you need to purchase a separate earthquake insurance policy. The coverage provided by an earthquake insurance policy is different from, and typically more limited than, the coverage provided by your residential property insurance policy.

California law requires insurance companies to offer earthquake insurance in conjunction with a residential property insurance policy. If you do not accept the offer of earthquake insurance below within 30 days of the mailing of this notice, your insurance company shall presume that you have not accepted this offer of earthquake insurance.

You may purchase earthquake insurance coverage on the following terms:

		LIMITS:
A.	**Amount of Dwelling/Building Coverage Limit:**	$ 1,962,700
B.	**Deductible:**	15% / $ 294,405
C.	**Contents Coverage Limit:**	$ 5,000*
D.	**Additional Living Expenses Coverage Limit:**	$ 1,500*
E.	**Estimated Annual Premium:**	$ 3,796.00

The deductible represents the amount of damage your covered property must incur before the earthquake insurance coverage begins. If your covered loss is less than the applicable deductible, you may not receive any payment.

If you choose not to accept this offer within the 30-day period, you may apply for earthquake coverage at a later date.

Your insurance company contracts with the California Earthquake Authority (CEA) to offer earthquake insurance to its customers. For an additional premium, you can choose CEA coverage options such as higher limits for Contents or Additional Living Expenses, increased building code upgrade limits, or a lower deductible. You can also choose to buy certain CEA coverages separately.

Contact your insurance agent or your insurance company to obtain details regarding this offer of earthquake insurance and other coverage options.

[redacted]

SOUTHERN CALIFORNIA EDISON®
An EDISON INTERNATIONAL Company

Go paperless at **www.sce.com/ebilling.** It's fast, easy and secure.

For billing and service inquiries
1-800-701-7866
www.sce.com

Your electricity bill

Customer Account
[redacted]

1209 INDIANA AVE
SOUTH PASADENA, CA
91030-3611

Date bill prepared
02/27/24

Amount due $1,067.12
Due by 03/18/24

SETTLEMENT BILL

Your account summary

Credit from previous billing	-$219.54
Payment Received 02/06/24	-$175.00
Credit balance	-$394.54
Your new charges	$1,461.66
Total amount you owe by 03/18/24	**$1,067.12**

This is your 12-month settlement bill

Your 12-month billing period for Net Energy Metering (NEM) is now complete. Your 12-month settlement charges are $1,361.27.

You are billed annually for your energy charges because they can be offset by energy credits over your 12-month billing period. Any charges not offset by credits are due now.

Summary of your billing detail

Service account	Service address	Billing period	Your rate	New charges
8002179852	1209 INDIANA AVE SOUTH PASADENA, CA	01/24/24 to 02/22/24	DOMESTIC (SCE)	$10.24
8002179852	1209 INDIANA AVE SOUTH PASADENA, CA	01/24/24 to 02/22/24	NEM DOMESTIC	$90.15
8002179852 Billing adjustment	1209 INDIANA AVE SOUTH PASADENA, CA	02/23/23 to 02/22/24	DOMESTIC (SCE)	$1,361.27
				$1,461.66

Please return the payment stub below with your payment and make your check payable to Southern California Edison.
If you want to pay in person, call 1-800-747-8908 for locations, or you can pay online at www.sce.com.

(14-574) Tear here — Tear here

SOUTHERN CALIFORNIA EDISON®
An EDISON INTERNATIONAL Company

Customer account [redacted]
Please write this number on the memo line of your check. Make your check payable to Southern California Edison.

Amount due by 03/18/24 **$1,067.12**

Amount enclosed $

STMT 02272024 P

EMERLING, MICHAEL R
1209 INDIANA AVE
SOUTH PASADENA CA 91030-3611

P.O. BOX 600
ROSEMEAD, CA 91771-0002

[redacted]

SoCalGas

ACCOUNT NUMBER [redacted]
SERVICE FOR
RUTH L BALLENGER
1209 INDIANA AVE
S PASADENA CA 91030-3611

DATE MAILED Jan 16, 2024

1-800-427-2200 *English*
1-800-342-4545 *Español*
1-800-252-0259 *TTY*
M-F, 7am-8pm Sat, 7am-6pm
24 Hour Emergency Services Available H

socalgas.com

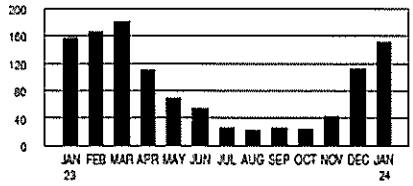
Account Summary

Amount of Last Bill			$236.98
Payment Received	01/04/24	THANK YOU	- 236.98
Current Charges			+ 302.24
Total Amount Due			**$302.24**

This bill reflects modified gas charges due to a rate change.

DATE DUE	Feb 5, 2024
AMOUNT DUE	$302.24

Gas Usage History *(Total Therms used)*



	Jan 23	Dec 23	Jan 24
Total Therms used	156	112	150
Daily average Therms	5.2	3.6	4.8
Days in billing cycle	30	31	31

We can help you manage higher bills this season with energy-saving tips and tools, assistance programs, and more. Learn more at socalgas.com/ManageHigherBills

Current Charges

Rate: GR - Residential **Climate Zone:** 1 **Baseline Allowance:** 50 Therms
Meter Number: 13353686 (*Next scheduled read date Feb 9 2024*) **Cycle:** 9

Billing Period	Days	Meter Number	Current Reading	- Previous Reading	= Difference	x Billing Factor	x BTU Factor	= Total Therms
12/11/23 - 01/11/24	31	13353686	9620	9475	145	1.000	1.035	150

GAS CHARGES		Amount($)
Customer Charge	31 Days x $.16438	5.10
Gas Transportation *(Details below)*	150 Therms	

	Baseline	Over Baseline		
Therms used	50	100		
Rate/Therm	$.88683	$1.32561		
Charge	$44.34	+ $132.56	=	176.90

Gas Commodity	150 Therms x $.53507	80.26
	Total Gas Charges	**$262.26**

TAXES & FEES ON GAS CHARGES		Amount($)
State Regulatory Fee	150 Therms x $.00229	.34
Public Purpose Surcharge	150 Therms x $.12369	18.55
South Pasadena City Users Tax	$281.15 x 7.50%	21.09
	Total Taxes and Fees on Gas Charges	**$39.98**
	Total Current Charges	**$302.24**

SoCalGas' gas commodity cost per therm for your billing period:
Jan. . . . . .$.49299 Dec. . . . . .$.55822

PLEASE KEEP THIS PORTION FOR YOUR RECORDS. (FAVOR DE GUARDAR ESTA PARTE PARA SUS REGISTROS.)
PLEASE RETURN THIS PORTION WITH YOUR PAYMENT. (FAVOR DE DEVOLVER ESTA PARTE CON SU PAGO.)

SoCalGas

Save Paper & Postage
PAY ONLINE
socalgas.com

ACCOUNT NUMBER [redacted]

DATE DUE	Feb 5, 2024
AMOUNT DUE	$302.24

CY 09 6527 0101

Please enter amount enclosed.
$
Write account number on check and make payable to SoCalGas.

RUTH L BALLENGER
1209 INDIANA AVE
S PASADENA CA 91030-3611

SoCalGas
PO BOX C
MONTEREY PARK CA 91756-5111

[redacted]

2230

City of South Pasadena
PO BOX 889328
LOS ANGELES, CA 90088-9328

Utility Statement

On 07/01/23, the City of South Pasadena updated the Credit Card Transaction Fee to 3%. Merchant fees will be 2.92%. For inquires please call Finance at 626 403-7250. Billing inquiries, call 877-533-7933 or email southpasadena@municbilling.com.

PREVIOUS BALANCE	$251.71
PAYMENTS	$251.71
CURRENT CHARGES	$260.07
TOTAL DUE 06/21/2024	$260.07

NRP0560A 230 1 AV 0 207
"0000060245 00.0004.0179 238/1

RUTH BALLENGER & MICHAEL EMERLING
1209 INDIANA AVE
SOUTH PASADENA CA 91030-3611

ACCOUNT NUMBER	[redacted]
CUSTOMER	RUTH BALLENGER & MICHAEL EMERLING
SERVICE ADDRESS	1209 INDIANA AVE SOUTH PASADENA CA 91030
BILL DATE	05/22/2024

Meter #	Start Read	End Read	Consumption
3306541	03/20/24 - 3141	05/14/24 - 3159	18

SERVICE	START	END	USAGE	AMOUNT
Water Meter 1"	03/20/2024	05/15/2024		$141.72
Water Consumption (18 @ $3.75) Per	03/20/2024 - 3141	05/14/2024 - 3159	18	$67.50
Efficiency Fee (18 @ $0.14) per HCF	03/20/2024 - 3141	05/14/2024 - 3159	18	$2.52
Sewer Basic Charge	03/20/2024	05/15/2024		$30.45
Wastewater Discharge Fee	03/20/2024	05/15/2024		$2.00
UTAX				$15.88
Payment 04/26/2024				($25.71)
TOTAL CURRENT CHARGES				$260.07

Please detach below perforation and return with payment

ACCOUNT NUMBER	[redacted]
SERVICE ADDRESS	1209 INDIANA AVE
AMOUNT DUE	$260.07
DUE DATE	06/21/2024
NAME	RUTH BALLENGER & MICHAEL EMERLING
CUSTOMER ID COMPANY ID	1196214 1087

Return this stub write your account number on your check in the memo area. To pay by automated phone, call 877 556 7029. Use the code 129711 to sign up online at https://southpasadena.secure.municbilling.com

City of South Pasadena 2022 Water Quality Report is now available online at https://rebrand.ly/2sknqxt

CITY OF SOUTH PASADENA
PO BOX 889328
LOS ANGELES, CA 90088-9328

[redacted]

EXHIBIT C

REHABILITATION STANDARDS

The Secretary of the Interior

Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings

The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right will be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work shall be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and the environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

ATTACHMENT 3:

Full Compliance

City of South Pasadena
Recorded Mills Act Contracts

GROUP 1
Full Compliance

Number	Address	APN	Case No.	Status Code	Landmark No.	Year Built	Year Approved	Avg. Annual Cost to City over initial 10 years	Total Cost to City over initial 10 years	Status
1	800 Fair Oaks Ave	5318-014-009	0849-MIL	5S1	49	1911	2006-12-28	$ 5,094.00	$ 50,940.00	Complete
2	1040 Stratford Ave	5318-019-038	-	4B	50	1910	2009-09-16	$ 3,500.00	$ 35,000.00	Complete
3	925 Palm Ave	5313-008-021	2019-11-007	5D1		1903	2019-12-03	$ 618.00	$ 6,180.00	Complete
TOTAL:								**$ 9,212.00**	**$ 92,120.00**	

ATTACHMENT 4:

Partial Compliance

City of South Pasadena
Recorded Mills Act Contracts
GROUP 2
Partial Compliance / Within 10 Year Term

Number	Address	APN	Case No.	Status Code	Landmark No.	Year Built	Year Approved	Avg. Annual Cost to City over initial 10 years	Total Cost to City over initial 10 years	Status
1	325 Oaklawn Ave	5317-014-005	-	3B		1908	2016-09-21	$ 3,500.00	$ 35,000.00	24 of 30 tasks complete.
2	207 Oaklawn Ave	5317-014-021	-	2D		1912	2016-12-21	$ 3,426.00	$ 34,260.00	21 of 24 tasks complete.
3	929 Buena Vista Street	5317-035-004	2080-MIL	2D	41	1902	2017-12-20	$ 2,343.00	$ 23,430.00	3 of 10 tasks complete.
4	209 Beacon Ave	5317-006-001	2019-11-004	4S2	52	1900	2019-11-27	$ 2,199.00	$ 21,990.00	5 of 7 tasks complete.
5	915 Palm Ave	5313-008-025	2019-11-006	5D1		1907	2019-11-27	$ 1,070.00	$ 10,700.00	3 of 4 tasks complete.
6	320 Grand Ave	5317-040-008	2019-11-005	2B2	54	1927	2019-11-27	$ 830.00	$ 8,300.00	5 of 8 tasks complete.
7	1506 Rollin Street	5319-004-013	2020-059	5D1		1914	2020-12-02	$ 3,095.00	$ 30,950.00	5 of 9 tasks complete. Remaining tasks to be completed in 2025-2028.
8	1545 Ramona Ave	5319-025-032	2020-060	3B		1911	2020-12-02	$ 3,805.00	$ 38,050.00	Contract delayed to 2023. No work complete, applicant requesting extension.
9	704 Meridian Ave	5315-013-041	2020-062	2D		1912	2020-12-02	$ 2,051.00	$ 20,510.00	1 of 5 tasks complete (2022-2025). 2 tasks to be completed in 2028-2029.
10	335 Monterey Road	5311-012-010	2020-061	5S3	47	1910	2020-12-02	$ 5,501.00	$ 55,010.00	1 of 3 tasks complete (2023-2025). 1 task to be completed in 2028.
11	1016 Orange Grove Ave	5315-019-037	2383-MIL	5S1	37	1913	2021-12-21	$ 3,287.00	$ 32,870.00	2 of 4 tasks complete.
MODIFIED WORK PLAN - PARTIAL COMPLIANCE										
12	2031 Berkshire Ave	5310-017-004	-	5B1	39	1914	2000-02-16 Modified work plan approved in 2018	$ 2,849.00	$ 28,490.00	16 of 18 tasks complete. 2 items remain to be completed in 2025 and 2027.
13	1001 Buena Vista Street	5317-009-025	0852-MIL	1B	4	1905	2006-11-15 Modified work plan submitted in 2018	$ 4,261.00	$ 42,610.00	21 of 27 tasks complete. Acquisition of southern portion of lot from CalTrans pushed back 2018 work plan timeline.
14	851 Lyndon Street	5314-020-015	-	1S	6	1887	2010-12-20 Modified work plan submitted in 2016	$ 3,399.00	$ 33,990.00	5 of 6 tasks complete. Last item postponed due to other high priority projects.
15	919 Palm Ave	5313-008-023	-	5B1		1903	2012-12-19 Modified work plan submitted in 2023	$ 1,500.00	$ 15,000.00	6 of 12 tasks completed in original 10 year Work Plan. 2023 Renewal Work Plan includes 5 tasks. It carries over some of the unfinished work and proposes new work.
16	844 Monterey Road	5315-018-021	-	5D3	40	1908	2014-12-17 Work plan pushed back two years	$ 1,655.00	$ 16,550.00	18 of 22 tasks complete.
TOTAL:								**$ 44,771.00**	**$ 447,710.00**	

ATTACHMENT 5:

Non-Compliant

City of South Pasadena
Recorded Mills Act Contracts

GROUP 3
Non-Compliant / Outside 10 Year Term

Number	Address	APN	Case No.	Status Code	Landmark No.	Year Built	Year Approved	Avg. Annual Cost to City over initial 10 years	Total Cost to City over initial 10 years	Status
1	919 Columbia Street	5317-006-004	-	2S	48	1885	2006-05-17	$ 3,500.00	$ 35,000.00	15 of 20 tasks complete. No expected date of completion.
2	950-966 Mission Street	5315-021-001	0540-MIL	1D	26	1923	2006-12-28	$ 2,510.85	$ 25,108.50	4 of 6 tasks complete.
3	303 Meridian Ave	5317-034-001	-	3D		1927	2007-12-20	$ 3,263.00	$ 32,630.00	10 of approx. 40 tasks complete.
4	325 Monterey Road	5311-012-037	-		51	1947	2014-12-17	$ 1,378.00	$ 13,780.00	19 of 28 tasks complete. No permits were issued for completed work.
5	1414 Fair Oaks Ave	5320-005-023	1765-MIL	5S1	46	1960	2014-12-17	$ 2,900.00	$ 29,000.00	3 of 5 tasks complete. Contract expires 2029-12-17.
TOTAL:								**$ 13,551.85**	**$ 135,518.50**	

ATTACHMENT 6:

Notices of Nonrenewal

RESOLUTION NO. 7184

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ISSUING A NOTICE OF NON-RENEWAL TO THE PROPERTY OWNERS OF 1535 RAMONA AVENUE TO END THE ANNUAL RENEWAL OF A MILLS ACT CONTRACT

WHEREAS, on December 30, 2003, a Mills Act Contract ("Contract") was made and entered into on the 30th day of December, 2003 by and between the City of South Pasadena, California, ("City"), and Susan Carter Soohoo and Jon Soohoo ("Owners") for property located at 1535 Ramona Avenue ("Historic Property"); and

WHEREAS, City and Owners, for their mutual benefit, entered into this Contract both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code; and

WHEREAS, the Contract required the Owners to preserve and maintain the characteristics of historical significance of the Historic Property in accordance with Exhibit C of that Contract which set forth a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of the Contract; and

WHEREAS, Paragraph 9 of the Contract allows the City to request any and all information which the City deems necessary or advisable to determine compliance with the terms and provisions of the Contract; and

WHEREAS, on January 10, 2011, staff sent a letter to the Owners requesting a signed statement itemizing all the work that was accomplished under their Mills Act Contract to date, and to provide evidence that the work was completed by submitting photographs and/or copies of building permits; and

WHEREAS, South Pasadena Municipal Code (SPMC) Section 2.66(b) allows the Cultural Heritage Commission ("Commission") to make recommendations to the City Council on the Contract; and

WHEREAS, on May 19, 2011, upon receiving no communication from the Owners regarding the status of the Contract and the Planning staff's confirmation that three of the sixteen restoration tasks were completed, the Commission recommended that the City Council issue a Notice of Non-Renewal of the Contract; and

WHEREAS, California Government Code Article 12, Section 50282(a) allows the City to cancel the renewal of the Contract in any year provided that the City serve written Notice of Non-Renewal of the Contract at least 60 days prior to the renewal date.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Based on the evidence presented in the staff report, testimony received during the public hearing, minutes, and other record of proceeding, the City Council hereby terminates the annual renewal of the Contract with the Owners of 1535 Ramona Avenue.

SECTION 2. The City Council directs the City Manager to issue a Notice of Non-Renewal to the Owners in a letter sent by registered mail and that the Owners receive such notice no later than October 31, 2011 (60 days prior to Contract's termination date).

PASSED, APPROVED AND ADOPTED ON this 19th day of October, 2011.

Mike Ten, Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Richard L. Adams II, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 19th day of October, 2011, by the following vote:

AYES: Cacciotti, Putnam, Schneider, Sifuentes and Mayor Ten

NOES: None

ABSENT: None

ABSTAINED: None

Sally Kilby, City Clerk

CITY OF SOUTH PASADENA

PLANNING AND BUILDING DEPARTMENT
1414 MISSION STREET, SOUTH PASADENA, CA 91030
TEL: 626.403.7220 ▪ FAX: 626.403.7221
WWW.CI.SOUTH-PASADENA.CA.US

July 23, 2012

Office of the County Assessor
Legal Services – Rm. 205LS
Attn: Delphina Perry-Harding
500 W. Temple Street
Los Angeles, CA 90012

RE: Mills Act Contract Agreement for
909 Lyndon Street, South Pasadena, California

Dear Ms. Harding:

This letter serves to notify the County Assessor's Office that the City of South Pasadena has issued a Notice of Non-Renewal related to a Mills Act contract agreement with current property owner, Richard W. Petty, for the property located at 909 Lyndon Street, in the City of South Pasadena. In accordance with California Government Code Article 12, Section 50282(a), the City is stopping the annual renewal of the Mills Act contract agreement with the property owner of 909 Lyndon Street. The City is serving written notice of the non-renewal to the property owners of 909 Lyndon Street more than sixty (60) days prior to the annual renewal date of October 11, 2012. The reasons for the Notice of Non-Renewal may be found in the attached City Council Resolution.

This notification and attached City Council Resolution are being forwarded to your office for review and to adjust the tax assessment for the above-mentioned property (909 Lyndon Street) so that in 10 years, the City will receive the full amount of its share of the property tax based on its taxable value at that time.

If you need additional documentation or confirmation on this matter, please contact me at (626) 403-7228 or by e-mail at jmayer@ci.south-pasadena.ca.us.

Sincerely,

John Mayer
Senior Planner

cc: Donna Juarez, East District Office, 1190 Durfee Ave., South El Monte, Ca 91733

RESOLUTION NO. 7231

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ISSUING A NOTICE OF NON-RENEWAL TO THE PROPERTY OWNERS OF 909 LYNDON STREET TO END THE ANNUAL RENEWAL OF A MILLS ACT CONTRACT

WHEREAS, On October 11, 2001, a Mills Act Contract ("Contract") was made and entered into on the 11th day of October , 2001, by and between the City of South Pasadena, California, ("City"), and Eric and Karen Steen Family Trust, ("Owners") for property located at 909 Lyndon Street ("Historic Property"); and

WHEREAS, City and Owners, for their mutual benefit, entered into this Contract both to protect and preserve the characteristics of historical significance of the Historic Property, and to qualify the Historic Property for an assessment of valuation pursuant to the provisions of Chapter 3 of Part 2 of Division 1 of the California Revenue and Taxation Code; and

WHEREAS, The Contract required the Owners to preserve and maintain the characteristics of historical significance of the Historic Property in accordance with that Contract, which set forth a list of those minimum standards and conditions for maintenance, use and preservation of the Historic Property, which shall apply to such property throughout the term of the Contract; and

WHEREAS, Paragraph 9 of the Contract allows the City to request any and all information that the City deems necessary or advisable to determine compliance with the terms and provisions of the Contract; and

WHEREAS, On January 10, 2011, staff sent a letter to the Owners requesting a signed statement itemizing all the work that was accomplished under their Mills Act contract to date, and to provide evidence that the work was completed by submitting photographs and/or copies of building permits; and

WHEREAS, South Pasadena Municipal Code (SPMC) Section 2.66(b) allows the Cultural Heritage Commission ("Commission") to make recommendations to the City Council on the Contract; and

WHEREAS, On April 19, 2012, upon receiving communication from the Owners regarding the status of the Contract and the Planning staff's confirmation that the restoration tasks were completed, the Commission determined that the Contract resulted in a great benefit to the City and the Historic Property, determined that this is an

appropriate time to sunset the Contract, and recommended that the City Council issue a Notice of Non-Renewal of the Contract; and

WHEREAS, California Government Code Article 12, Section 50282(a) allows the City to cancel the renewal of the Contract in any year provided that the City serve written Notice of Non-Renewal of the Contract at least 60 days prior to the renewal date.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. Based on the evidence presented in the staff report, testimony received during the public hearing, minutes, and other record of proceeding, the City Council hereby terminates the annual renewal of the Contract with the current owner of 909 Lyndon Street (Mr. Richard Petty).

SECTION 2. The City Council directs the City Manager to issue a Notice of Non-Renewal to the current owner in a letter sent by registered mail and that the current owner receive such notice no later than August 12, 2012 (60 days prior to Contract's termination date).

PASSED, APPROVED AND ADOPTED ON this 11th day of July 2012.

Michael A. Cacciotti, Mayor

ATTEST:

Sally Kilby, City Clerk

APPROVED AS TO FORM:

Richard L. Adams II, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 11th day July, 2012, by the following vote:

AYES: Khubesrian, Putnam, and Mayor Cacciotti

NOES: Joe and Schneider

ABSENT:

ABSTAINED:

Sally Kilby

Sally Kilby, City Clerk

Item No.

Informational Report on the Status of the City's Mills Act Contracts

July 16, 2025

Prepared By: Michael Donovan, Associate Planner

Background

SPMC Section 2.68(b)(1)(E)(vi) – An annual report shall be provided to City Council on the progress of all active Mills Act Contracts.

- **March 6, 2025**: Letters were mailed out to all 24 of 26 property owners with an active Mills Act Contract requesting a Progress Report.
- **June 4, 2025**, a follow-up letter was mailed out to property owners requesting additional information.

Active Mills Act Contracts

Number	Address	APN	Case No.	Status Code	Landmark No.	Year Built	Year Approved	Avg. Annual Cost to City over initial 10 years	Total Cost to City over initial 10 years	Status
1	2031 Berkshire Ave	5310-017-004	-	5B1	39	1914	2/16/2000 Modified work plan approved in 2018	$ 2,849.00	$ 28,490.00	16 of 18 tasks complete. 2 items remain to be completed in 2025 and 2027.
2	919 Columbia Street	5317-006-004	-	2S	48	1885	2006-05-17	$ 3,500.00	$ 35,000.00	15 of 20 tasks complete. No expected date of completion.
3	800 Fair Oaks Ave	5318-014-009	0849-MIL	5S1	49	1911	2006-12-28	$ 5,094.00	$ 50,940.00	Complete
4	1001 Buena Vista Street	5317-009-025	0852-MIL	1B	4	1905	2006-11-15 Modified work plan submitted in 2018	$ 4,261.00	$ 42,610.00	21 of 27 tasks complete. Acquisition of southern portion of lot from CalTrans pushed back 2018 work plan timeline.
5	950-966 Mission Street	5315-021-001	0540-MIL	1D	26	1923	2006-12-28	$ 2,510.85	$ 25,108.50	4 of 6 tasks complete.
6	303 Meridian Ave	5317-034-001	-	3D		1927	2007-12-20	$ 3,263.00	$ 32,630.00	10 of approx. 40 tasks complete.
7	1040 Stratford Ave	5318-019-038	-	4B	50	1910	2009-09-16	$ 3,500.00	$ 35,000.00	Complete
8	851 Lyndon Street	5314-020-015	-	1S	6	1887	2010-12-20 Modified work plan submitted in 2016	$ 3,399.00	$ 33,990.00	5 of 6 tasks complete. Last item postponed due to other high priority projects.
9	919 Palm Ave	5313-008-023	-	5B1		1903	2012-12-19 Modified work plan submitted in 2023	$ 1,500.00	$ 15,000.00	6 of 12 tasks completed in original 10 year Work Plan. 2023 Renewal Work Plan includes 5 tasks. It carries over some of the unfinished work and proposes new work.
10	325 Monterey Road	5311-012-037	-		51	1947	2014-12-17	$ 1,378.00	$ 13,780.00	19 of 28 tasks complete. No permits were issued for completed work. Contract set to expire in 2029.
11	844 Monterey Road	5315-018-021	-	5D3	40	1908	2014-12-17 Work plan pushed back two years	$ 1,655.00	$ 16,550.00	18 of 22 tasks complete.
12	1414 Fair Oaks Ave	5320-005-023	1765-MIL	5S1	46	1960	2014-12-17	$ 2,900.00	$ 29,000.00	3 of 5 tasks complete. Contract expires 2029-12-17.
13	325 Oaklawn Ave	5317-014-005	-	3B		1908	2016-09-21	$ 3,500.00	$ 35,000.00	21 of 28 tasks complete.

Active Mills Act Contracts

Number	Address	APN	Case No.	Status Code	Landmark No.	Year Built	Year Approved	Avg. Annual Cost to City over initial 10 years	Total Cost to City over initial 10 years	Status
14	207 Oaklawn Ave	5317-014-021	-	2D		1912	2016-12-21	$ 3,426.00	$ 34,260.00	21 of 24 tasks complete.
15	929 Buena Vista Street	5317-035-004	2080-MIL	2D	41	1902	2017-12-20	$ 2,343.00	$ 23,430.00	3 of 10 tasks complete.
16	320 Grand Ave	5317-040-008	2019-11-005	2B2	54	1927	2019-11-27	$ 830.00	$ 8,300.00	5 of 8 tasks complete.
17	209 Beacon Ave	5317-006-001	2019-11-004	4S2	52	1900	2019-11-27	$ 2,199.00	$ 21,990.00	5 of 7 tasks complete.
18	915 Palm Ave	5313-008-025	2019-11-006	5D1		1907	2019-11-27	$ 1,070.00	$ 10,700.00	3 of 4 tasks complete.
19	925 Palm Ave	5313-008-021	2019-11-007	5D1		1903	2019-12-03	$ 618.00	$ 6,180.00	Complete
20	1506 Rollin Street	5319-004-013	2020-059	5D1		1914	2020-12-02	$ 3,095.00	$ 30,950.00	5 of 9 tasks complete. Remaining tasks to be completed in 2025-2028.
21	1545 Ramona Ave	5319-025-032	2020-060	3B		1911	2020-12-02	$ 3,805.00	$ 38,050.00	Contract delayed to 2023. No work complete, applicant requesting extension.
22	704 Meridian Ave	5315-013-041	2020-062	2D		1912	2020-12-02	$ 2,051.00	$ 20,510.00	1 of 5 tasks complete (2022-2025). 2 tasks to be completed in 2028-2029.
23	335 Monterey Road	5311-012-010	2020-061	5S3	47	1910	2020-12-02	$ 5,501.00	$ 55,010.00	1 of 3 tasks complete (2023-2025). 1 task to be completed in 2028.
24	1016 Orange Grove Ave	5315-019-037	2383-MIL	5S1	37	1913	2021-12-21	$ 3,287.00	$ 32,870.00	2 of 4 tasks complete.
25	203 Oaklawn Ave	5317-014-015	MIL24-0001	2D		1911	2024-11-06	$ 5,171.00	$ 51,710.00	Progress Report to be submitted end of year.
26	1209 Indiana Ave	5314-010-061	MIL24-0002	5S1	60	1911	2024-11-06	$ 4,836.00	$ 48,360.00	Progress Report to be submitted end of year.
TOTAL:								**$ 77,541.85**	**$ 775,418.50**	

Group 1: Full Compliance

Number	Address	APN	Case No.	Status Code	Landmark No.	Year Built	Year Approved	Avg. Annual Cost to City over initial 10 years	Total Cost to City over initial 10 years	Status
1	800 Fair Oaks Ave	5318-014-009	0849-MIL	5S1	49	1911	2006-12-28	$ 5,094.00	$ 50,940.00	Complete
2	1040 Stratford Ave	5318-019-038	-	4B	50	1910	2009-09-16	$ 3,500.00	$ 35,000.00	Complete
3	925 Palm Ave	5313-008-021	2019-11-007	5D1		1903	2019-12-03	$ 618.00	$ 6,180.00	Complete
TOTAL:								**$ 9,212.00**	**$ 92,120.00**	

Group 2: Partial Compliance

GROUP 2 Partial Compliance / Within 10 Year Term										
Number	Address	APN	Case No.	Status Code	Landmark No.	Year Built	Year Approved	Avg. Annual Cost to City over initial 10 years	Total Cost to City over initial 10 years	Status
1	325 Oaklawn Ave	5317-014-005	-	3B		1908	2016-09-21	$ 3,500.00	$ 35,000.00	24 of 30 tasks complete.
2	207 Oaklawn Ave	5317-014-021	-	2D		1912	2016-12-21	$ 3,426.00	$ 34,260.00	21 of 24 tasks complete.
3	929 Buena Vista Street	5317-035-004	2080-MIL	2D	41	1902	2017-12-20	$ 2,343.00	$ 23,430.00	3 of 10 tasks complete.
4	209 Beacon Ave	5317-006-001	2019-11-004	4S2	52	1900	2019-11-27	$ 2,199.00	$ 21,990.00	5 of 7 tasks complete.
5	915 Palm Ave	5313-008-025	2019-11-006	5D1		1907	2019-11-27	$ 1,070.00	$ 10,700.00	3 of 4 tasks complete.
6	320 Grand Ave	5317-040-008	2019-11-005	2B2	54	1927	2019-11-27	$ 830.00	$ 8,300.00	5 of 8 tasks complete.
7	1506 Rollin Street	5319-004-013	2020-059	5D1		1914	2020-12-02	$ 3,095.00	$ 30,950.00	5 of 9 tasks complete. Remaining tasks to be completed in 2025-2028.
8	1545 Ramona Ave	5319-025-032	2020-060	3B		1911	2020-12-02	$ 3,805.00	$ 38,050.00	Contract delayed to 2023. No work complete, applicant requesting extension.
9	704 Meridian Ave	5315-013-041	2020-062	2D		1912	2020-12-02	$ 2,051.00	$ 20,510.00	1 of 5 tasks complete (2022-2025). 2 tasks to be completed in 2028-2029.
10	335 Monterey Road	5311-012-010	2020-061	5S3	47	1910	2020-12-02	$ 5,501.00	$ 55,010.00	1 of 3 tasks complete (2023-2025). 1 task to be completed in 2028.
11	1016 Orange Grove Ave	5315-019-037	2383-MIL	5S1	37	1913	2021-12-21	$ 3,287.00	$ 32,870.00	2 of 4 tasks complete.
MODIFIED WORK PLAN - PARTIAL COMPLIANCE										
12	2031 Berkshire Ave	5310-017-004	-	5B1	39	1914	2000-02-16 Modified work plan approved in 2018	$ 2,849.00	$ 28,490.00	16 of 18 tasks complete. 2 items remain to be completed in 2025 and 2027.
13	1001 Buena Vista Street	5317-009-025	0852-MIL	1B	4	1905	2006-11-15 Modified work plan submitted in 2018	$ 4,261.00	$ 42,610.00	21 of 27 tasks complete. Acquisition of southern portion of lot from CalTrans pushed back 2018 work plan timeline.
14	851 Lyndon Street	5314-020-015	-	1S	6	1887	2010-12-20 Modified work plan submitted in 2016	$ 3,399.00	$ 33,990.00	5 of 6 tasks complete. Last item postponed due to other high priority projects.
15	919 Palm Ave	5313-008-023	-	5B1		1903	2012-12-19 Modified work plan submitted in 2023	$ 1,500.00	$ 15,000.00	6 of 12 tasks completed in original 10 year Work Plan. 2023 Renewal Work Plan includes 5 tasks. It carries over some of the unfinished work and proposes new work.
16	844 Monterey Road	5315-018-021	-	5D3	40	1908	2014-12-17 Work plan pushed back two years	$ 1,655.00	$ 16,550.00	18 of 22 tasks complete.
TOTAL:								$ 44,771.00	$ 447,710.00	

Group 3: Non-Compliant

GROUP 3 Non-Compliant / Outside 10 Year Term										
Number	**Address**	**APN**	**Case No.**	**Status Code**	**Landmark No.**	**Year Built**	**Year Approved**	**Avg. Annual Cost to City over initial 10 years**	**Total Cost to City over initial 10 years**	**Status**
1	919 Columbia Street	5317-006-004	-	2S	48	1885	2006-05-17	$ 3,500.00	$ 35,000.00	15 of 20 tasks complete. No expected date of completion.
2	950-966 Mission Street	5315-021-001	0540-MIL	1D	26	1923	2006-12-28	$ 2,510.85	$ 25,108.50	4 of 6 tasks complete.
3	303 Meridian Ave	5317-034-001	-	3D		1927	2007-12-20	$ 3,263.00	$ 32,630.00	10 of approx. 40 tasks complete.
4	325 Monterey Road	5311-012-037	-		51	1947	2014-12-17	$ 1,378.00	$ 13,780.00	19 of 28 tasks complete. No permits were issued for completed work.
5	1414 Fair Oaks Ave	5320-005-023	1765-MIL	5S1	46	1960	2014-12-17	$ 2,900.00	$ 29,000.00	3 of 5 tasks complete. Contract expires 2029-12-17.
TOTAL:								**$ 13,551.85**	**$ 135,518.50**	

Recommendation

Group 1: Full Compliance

- Staff recommends that the property owners submit a new Rehabilitation & Restoration Plan that outlines potential new work items to be carried out for the property over the next 10 years. The new work plan would be brought to the Cultural Heritage Commission for review, comment, and recommendation to City Council on whether to continue to renew the contracts or issue a notice of nonrenewal.

Group 2: Partial Compliance / Within 10 Year Term

- Staff recommends that these contracts be brought to the Cultural Heritage Commission as an update for review and comment.

Group 3: Non-Compliant / Outside 10 Year Term

- Staff recommends that these properties be given 1 year to provide an updated Rehabilitation & Restoration Plan that identifies when the remaining tasks will be completed. These updated work plans shall then be brought to the Cultural Heritage Commission for review, comment, and a recommendation to City Council on whether to continue to renew the contracts or issue a notice of nonrenewal. If a property owner does not provide an updated work plan within the year provided, then Staff will recommend to the City Council the Mills Act Contract associated with such property be cancelled pursuant to SPMC Section 2.68(b)(1)(D)(ix).

Questions?

Thank You!
Any Questions?

City Council Agenda Report

ITEM NO. 21

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Lucy Hakobian, Community Services Director

SUBJECT: **CONSIDERATION OF AN APPROPRIATION OF $23,188.78 FROM THE ARROYO SECO GOLF COURSE RESERVE FUNDS FOR THE PURCHASE OF AN EVO 74" REAR DISCHARGE ZERO TURN MOWER**

Recommendation

It is recommended that the City Council consider an appropriation of $23,188.78 from the Arroyo Seco Golf Course Reserve Funds to the Arroyo Seco Golf Course, Account No. 295-8040-8043-8520-000 to be used for the purchase of a 74" Rear Discharge Zero Turn Mower (Mower) with a Battery Charger. The total cost of the Mower will be partially offset by a $15,000 trade-in voucher provided to the City of South Pasadena by the South Coast Air Quality Management District (AQMD).

Executive Summary

Since assuming management of the Arroyo Seco Golf Course (ASGC) in 2010, Donovan Bros Golf, LLC (Donovan) has prioritized revitalizing the facility, including investments in outdated equipment. One critical area in need of modernization are the turf maintenance, mowers and machines. One of the mowers is a Toro Greensmaster 3000, which is now outdated and inefficient by modern standards. A cost analysis of available gas and diesel mower models revealed a wide price range, $15,999.96 to $40,738.60. While these models offer varying levels of performance, they also carry ongoing fuel and maintenance cost and do not align with the City's sustainability goals. In support of environmentally responsible practices, the City applied for and successfully secured a $15,000 incentive from AQMD toward the purchase of an electric rough mower. The incentive requires the trade-in of the current Toro model. The selected electric mower, which includes a 220V battery charger, is priced at $34,049.99 plus tax. After applying the AQMD incentive, the net cost to the City is $23,188.78

Background

Over the past fifteen years, the City has made numerous capital investments that have significantly enhanced both the functionality and sustainability of ASGC. These improvements include the acquisition of an all electric E-Z-Go cart, additional ball pickers, electric mowers, blowers, edgers, trimmers, and most recently an aerator. Collectively, these upgrades have contributed to improved turf care, increased energy efficiency, and enhanced guest experience. Despite these advancements, maintaining the high-quality standards of the course's greens and fairways requires ongoing investment in modern, efficient maintenance equipment. As existing equipment ages and technology continues to evolve, it is essential that the City remain proactive in acquiring the tools necessary to support optimal course

management and playability.

Analysis
Currently, the City owns a Toro Greenmaster 3000, a gas-powered, ride-on greens mower designed for precision mowing on golf course greens. While it can be used on tees and other fine turf areas with proper settings, the unit is now considered outdated in terms of both technology and environmental performance. In alignment with the City's ongoing focus on sustainability and performance, replacing the Toro mower with a modern electric precision mower is both timely and appropriate. Notably, ASGC became the first golf course in the nation to establish an American Green Zone Alliance by converting all gas and diesel-powered equipment to electric alternatives-demonstrating a long-standing commitment to environmentally responsible practices. To evaluate the most suitable replacement, staff conducted a cost comparison across various companies and mower models. The comparison below outlines pricing and key features of available options:

Model	Vendor #1	Vendor #2	Vendor #3	Horsepower
Gas Model Exmark Laser 72"	$23,098.60	$15,999.96	$18,314	25-35 hp
Diesel Model Exmark Laser 72"	$34,249	$40,738.60	N/A	25-35 hp
Electric 74"	$34,099.99 Less $15,000 AQMD incentive Battery Charger $509.99 Subtotal $19,559.98 Tax $3628.80 Total cost to City $23,188.78	N/A	N/A	35 hp

Fiscal Impact
If approved, this purchase will be funded through the Arroyo Seco Golf Course Fund Balance (non-General Fund) in the amount of $23,188.78 with an appropriation to Account No. 295-8040-8042-8520-000. The ASGC Fund Balance is approximately $2.9 million, therefore, there are sufficient funds to cover the proposed cost.

Key Performance Indicators and Strategic Plan
This item aligns with the City Council Priorities, specifically Infrastructure Priority (2)K, which emphasizes continued efforts to advance electrification and sustainable/alternative energy options.

City Council Agenda Report

ITEM NO. 22

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Michael Vartanians, Acting Public Works Co-Director

Danielle Garcia, Management Analyst

SUBJECT: **REVIEW AND DISCUSSION OF RECOMMENDATIONS OF REVISIONS TO THE CITY'S TREE ORDINANCE IN CHAPTER 34 OF THE SOUTH PASADENA MUNICIPAL CODE**

Recommendation

It is recommended that City Council review and provide feedback on recommended revisions to the South Pasadena Municipal Code Chapter 34 Trees and Shrubs (Tree Ordinance) and direct staff to draft an updated tree ordinance to be presented to City Council at a future meeting.

Executive Summary

Staff have identified several challenges in administering South Pasadena's current Tree Ordinance, including ambiguous definitions, unclear removal criteria, and a permitting process that lacks efficiency and transparency. Based on a review of neighboring cities' practices, commission feedback, and recent application trends, staff recommend the following ordinance revisions to streamline permitting, clarify tree protections, and strengthen enforcement in support of the City's urban forest sustainability goals.

1. Align ordinance with City's existing Water-Efficient Landscape Ordinance and State standards.
2. Include language on optimal seasonal timing for trimming "protected tree" species.
3. Clearly distinguish heritage trees from the "protected tree" category.
4. Create a category of "protected" trees that align to the species of trees the City has adopted by resolution 7360 to be considered native. Revise tree trimming & removal permits to only be required for this category of "protected" trees.
5. Limit tree removal/trimming notification letters to cases when the Director denies an application and an appeal is filed or for instances when the removal/trimming is associated with land development.
6. Integrate additional removal criteria to address fire risk and insurance factors.
7. Eliminate removal criteria related to the unreasonable hardship to property owner by denial of the permit (34.11(a)(2)).
8. Eliminate removal criteria related to the replacement trees being of greater value or

benefit (34.11(a)(4)).

9. Revise the number of required replacement trees for all tree removal applications. Allow flexibility in replacement size and require replacement trees to be “protected” species only.
10. Revise the ordinance to ensure that fees related to appeals for tree related permits are incurred by the appellant.
11. Revise ordinance to eliminate subjective criteria in violation assessments, enabling staff to apply enforcement consistently and fairly.
12. Amend the ordinance to exempt the City and its contractors from the requirement to obtain tree removal or trimming permits.

In addition to the ordinance revisions recommended above, t he following items will support the tree ordinance update and provide clearer guidance to residents as they navigate the revised process.

- Create guideline/check list to streamline permitting criteria for trimming and removal, providing clear guidelines early in the process
- Utilize existing City communication channels to promote tree care best practices
- Develop a comprehensive Urban Forest Management Plan

Background

Tree City USA

South Pasadena has been a Tree City USA community for over 25 years, reflecting its long-standing commitment to preserving the urban forest. This designation, awarded by the Arbor Day Foundation, recognizes the City’s efforts in maintaining a tree care ordinance, supporting community forestry through policy and funding, and promoting public engagement via Arbor Day observances. These actions align with the City’s broader environmental goals as outlined in its Climate Action and Green Action Plans.

Current Policies/Procedures

The City of South Pasadena has a long-standing commitment to protecting its urban forest, guided by the Tree Ordinance in the City's municipal code (Attachment 1). The ordinance outlines procedures for maintaining, removing, and replacing public and private trees to ensure a healthy, sustainable tree canopy.

In the current Tree Ordinance, trees are classified into categories— **Protected Trees** (e.g., mature native species, mature significant), **Street Trees** (located on city ROW & property), and **Heritage Trees** (noted for size, age, and cultural value)—each with specific permitting

and maintenance requirements. A permit is required for the removal of any protected, heritage, or street tree, as well as for major pruning (trimming of more than 10% of the canopy or root system).

Currently, removal applications are evaluated based on criteria such as safety risks, structural interference, arborist assessment, or if replacement would offer greater environmental value. If applications for tree removal are approved, replacement planting is required, with the number of replacement trees based on the size of the tree removed and/or if the application is associated with development. Deposit fees are collected and when replanting on-site is not feasible are forfeited by the applicant, funds are used to support city sponsored tree planting efforts.

Enforcement is handled by the Public Works Department, with Code Enforcement addressing unauthorized removals. The Natural Resources & Environmental Commission (NREC) reviews complex or appealed cases and provides recommendations to City Council or the Public Works Director. The Planning Review Authority reviews all applications associated with development projects – taking into consideration the recommendations of Public Works Director and/or NREC.

Recently, staff initiated and Council approved a resolution to amend the City's Tree Ordinance, with the goal of updating criteria related to dead or hazardous trees and better aligning the ordinance with community needs and climate resiliency efforts (Attachment 2). The changes included the following:

Section 34.11 (criteria for approving tree removal permit applications) was amended to add a new provision for non-development tree removal permits issued on or after April 1, 2025. Under this provision, the Director of Public Works may approve tree removals without public notice or a replacement plan if a certified arborist or the Director determines that the tree is dead, dying, or poses an imminent threat. In such cases, only one replacement tree is required, with the type and size determined at the Director's discretion.

Section 34.18 was added to the ordinance introducing administrative regulations. This section authorizes the City Manager to adopt administrative procedures, regulations, and guidelines to support the enforcement and implementation of Chapter 34 – Trees & Shrubs. All adopted materials will be made publicly available at City Hall or on the City's website.

Analysis

Current Challenges

While the City of South Pasadena's current Tree Ordinance has provided a valuable foundation for safeguarding the community's urban forest, staff has identified several

challenges in its day-to-day administration and inability to adapt to the changing needs of its community. The ordinance's definitions and classifications—such as what qualifies as a "protected," "significant," or "heritage" tree—can be ambiguous, leading to confusion among applicants and inconsistencies in enforcement. Similarly, the criteria for approval of applications proposing to remove trees is inconsistent with the modern challenges residents are facing, including establishing fire-ready landscapes or responding to insurance claims regarding the potential structural damage a tree poses. Staff see potential to strengthen the permitting process by making it more transparent, accessible, and efficient through clearer review criteria, defined timelines, and improved user navigation. Current replacement requirements do not always account for space limitations or species suitability, resulting in difficulties with implementation on constrained sites. Enforcement tools are limited, making it difficult to deter unauthorized removals or to ensure meaningful restitution when violations occur. Collectively, these challenges have highlighted the need for a comprehensive ordinance update that improves clarity, strengthens protections, and better aligns with both community values and contemporary environmental standards.

Ordinance Comparisons

Staff has conducted a comprehensive review of South Pasadena's existing Tree Ordinance in comparison with those of regional peer cities including Glendale, Arcadia, Sierra Madre, Claremont, La Canada, San Marino and Alhambra. The analysis aimed to address gaps and areas for improvement in the City's current code. Staff identified the following focus areas within the research: Maintenance Responsibility, Development and Land Use, Trimming and Pruning Criteria, Removal Criteria, Permitting Process and Compliance and Enforcement.

Maintenance responsibilities were found to be more explicitly defined in other cities – for example clearly outlining maintenance duties for private and public trees and providing education and guidelines to support resident compliance. Similar to South Pasadena's existing ordinance language pertaining to **development & land use**, peer cities require the submittal of tree surveys, certified arborist reports, and tree protection plans when tree removal or trimming is proposed in connection with land development activities.

Permitting requirements for **tree trimming** vary across jurisdictions. In certain cities, permits are limited to the trimming of designated native or protected species, while in others, no permit is required if the work is conducted by a certified arborist. Some municipalities restrict their permitting authority solely to trees located within the public right-of-way. To enhance clarity, reduce enforcement challenges, and promote consistent application of regulations, staff recommends the establishment of well-defined thresholds for when a trimming permit is required. These thresholds should be aligned with best practices and industry standards as outlined by the International Society of Arboriculture (ISA) and the American National Standards Institute (ANSI).

Consistent with South Pasadena's current **removal criteria**, all neighboring cities require

permits for tree removals and prioritize the protection of specific tree categories—most commonly native species, heritage trees, or mature street trees. Several jurisdictions streamline their permitting processes by exempting lower-impact species, such as fruit trees or palms, while others define protected trees using objective criteria such as trunk diameter or height. Notably, many cities emphasize California native species within their protected tree lists, and in several cases, these same species are required for use in mandatory tree replacements, reinforcing long-term canopy and habitat goals. These shared regional practices reflect a broader commitment to urban forest preservation and present an opportunity for South Pasadena to enhance its ordinance by more explicitly prioritizing native species and aligning with current ecological standards.

In contrast, **permitting** in many neighboring cities have streamlined their tree regulations by focusing enforcement on protected species, establishing clear thresholds for when permits are required, and incorporating professional oversight into the review process. Routine maintenance activities are frequently exempt from permitting requirements, thereby reducing the administrative burden on property owners while still safeguarding significant tree resources. Notably, cities such as Sierra Madre and Glendale are actively re-evaluating their ordinances to address emerging challenges related to aging tree canopies and increasing development pressures.

Enforcement & compliance practices vary, but many cities effectively manage limited staff resources by focusing on protected trees, applying clear criteria, and requiring professional oversight. This targeted approach reduces administrative burden while preserving urban canopy health. Most cities prioritize enforcement on native or otherwise protected trees, allowing staff to focus on the most impactful cases. Even with strong codes, enforcement can be resource-intensive, requiring a balanced strategy that includes education, outreach, and targeted compliance efforts.

Urban forest management emerged as a common priority across jurisdictions, either codified directly within municipal ordinances or referenced through supplemental guidelines. Emphasizing a balanced approach—moving beyond strict preservation measures to incorporate long-term canopy goals while accommodating the practical needs of development, utility maintenance, and public safety.

Additionally, a commonly cited best practice includes requiring that trimming or removal of protected trees be conducted by certified arborists or licensed contractors from a city-approved list – as seen in the City of La Canada. This standard helps ensure that tree work is performed safely, to industry best practices, and with proper insurance coverage—supporting both public safety and long-term urban forest health.

<u>Proposed Recommendations</u>

Based on a review of neighboring cities' practices, commission feedback, and recent application trends, staff recommend the following ordinance revisions to streamline permitting, clarify tree protections, and strengthen enforcement in support of the City's urban forest sustainability goals.

1. **Align ordinance with City's existing Water-Efficient Landscape Ordinance and State standards** —for example, by promoting sustainable site design and water conservation staff can support climate goals and provide consistency for applicants.
2. **Include language on optimal seasonal timing for trimming "protected tree" species,** aiming to promote healthy growth and minimize environmental impact. For example, specifying appropriate oak tree trimming during the dry summer months to reduce the risk of disease, aligning with local climate conditions and best practices.
3. **Clearly distinguish heritage trees from the "protected tree" category** , ensuring consistent tailored protections and management standards.
4. **Create a category of "protected" trees that align to the species of trees the City has adopted by Resolution 7360 (Attachment 3) to be considered native.** Revise tree trimming & removal permits to only be required for this category of "protected" trees. For example, focusing on native Southern California trees (i.e., Coast Live Oak, Toyon).
5. **Limit tree removal/trimming notification letters to cases when the Director denies an application and an appeal is filed or for instances when the removal/trimming is associated with land development.** For example, notifying only when decisions are contested or escalated, not for routine approvals that align with established criteria.
6. **Integrate additional removal criteria to address fire risk and insurance factors.** For example, incorporating language that aligns with State laws that require building defensible space for fire safety on properties.
7. **Eliminate removal criteria related to the unreasonable hardship to property owner by denial of the permit (34.11(a)(2)).**
8. **Eliminate removal criteria related to the replacement trees being of greater value or benefit (34.11(a)(4)).**
9. **Revise the number of required replacement trees for all tree removal applications. Allow flexibility in replacement size and require replacement trees to be "protected" species only.** For example, consider capping the replacement requirement at three trees, to be planted as minimum 24-inch box specimens, and selected from the City's "protected tree" species list. The recommended number of replacement trees is listed in the table below.

NOT ASSOCIATED WITH DEVELOPMENT PROJECT	**ASSOCIATED WITH DEVELOPMENT PROJECT**
One replacement tree shall be required for each tree removed with a caliper **between 0-16 inches.**	**Two replacement trees** shall be required for each tree removed with a caliper **between 0-16 inches.**
Two replacement trees shall be required for each tree removed with a caliper of **more than 16 inches and less than or equal to 32 inches**.	**Four replacement trees** shall be required for each tree removed with a caliper of **more than 16 inches and less than or equal to 32 inches.**

Three replacement trees shall be required for each tree removed with a caliper of **more than 32 inches.**	**Six replacement trees** shall be required for each tree removed with a caliper of **more than 32 inches.**

10. **Revise the ordinance to ensure that fees related to appeals for tree related permits are incurred by the appellant.** For example, if a resident appeals a tree removal decision – that resident would be responsible for the appeal fee instead of the property owner who submitted the original application.
11. **Revise ordinance to eliminate subjective criteria in violation assessments, enabling staff to apply enforcement consistently and fairly.** For example, remove ambiguous language on protected trees to provide clear, measurable standards that staff can uniformly enforce.
12. **Amend the ordinance to exempt the City and its contractors from the requirement to obtain tree removal or trimming permits.** This exemption would enable timely removal of hazardous trees that pose immediate public safety risks and avoid delays to previously approved capital improvement projects.

In addition to the ordinance revisions recommended above, the following items will support the tree ordinance update and provide clearer guidance to residents as they navigate the revised process.

- **Create guideline/check list to streamline permitting criteria for trimming and removal, providing clear guidelines early in the process** – for example, through an online checklist to help applicants understand requirements and submit complete applications.
- **Utilize existing City communication channels to promote tree care best practices**—for example, creating a social media campaign for seasonal trimming reminders aimed at oaks and other native trees listed on the “protected tree” species list.
- **Develop a comprehensive Urban Forest Management Plan** that establishes a long-term, holistic approach to tree canopy preservation including, but not limited to, tree planting, maintenance, species selection and risk reduction.

Fiscal Impact

There is no fiscal impact in providing direction to staff on updating this ordinance.

Commission Review and Recommendation

This item was reviewed by the Natural Resources & Environmental Commission (NREC) (Attachment 4), Public Safety Commission, and Public Works Infrastructure Commission during their regular meetings in May and June. The Public Safety and Public Works Infrastructure Commissions concurred with the feedback provided to staff by NREC and the proposed changes to the ordinance laid out in the staff recommendations. NREC held a special meeting for a final review and recommendation of the revisions listed in this report.

Attachment:
Attachment 1_South Pasadena Municipal Code: Chapter 34
Attachment 2_Ordinance 2398
Attachment 3_Resolution 7360: List of Protected Native Trees
Attachment 4_NREC Tree Ordinance Review Presentation
Attachment 5_July 16, 2025 City Council Meeting Presentation

CHAPTER 34
TREES AND SHRUBS*

Sections:

34.1 Definitions.

34.2 Maintenance of trees on private property.

34.3 Maintenance of trees on public property.

34.4 Tree protection required in connection with development activity.

34.5 Tree trimming permit applications.

34.6 Procedure for consideration of tree trimming/removal applications.

34.7 Criteria for approving tree trimming permit applications.

34.8 Appeals of tree trimming permit decisions.

34.9 Tree removal permit applications.

34.10 Procedure for consideration of tree trimming/removal applications.

34.11 Criteria for approving tree removal permit applications.

34.12 Tree removal and replacement plans.

34.12-5 Replacement tree requirements.

34.13 Appeals of tree removal permit decisions.

34.14 Exemptions.

34.15 Obstruction.

34.16 Violations.

34.17 Penalties.

34.18 Administrative regulations.

* Prior legislation: Ords. 1991, 2051, 2126, 2188, 2191 and 2237.

* For state law as to “Tree Planting Act of 1931,” see Sts. & H C.A., §§ 22000 to 22202. As to “Park and Playground Act of 1909,” see Gov. C.A., §§ 38000 to

38213.
As to hitching animals to trees, see § 5.12 of this Code. As to collection of brush, tree, etc., trimmings and stumps, see § 16.14. As to removal of trees from parks, see § 21.7.

34.1 Definitions.
As used in this chapter:

(a) "Caliper" means the diameter of the trunk of a tree measured at four feet above natural grade. In the case of multi-trunked trees, "caliper" is the sum of each trunk measured at four feet above the grade.

(b) "Certified arborist" means a professional in tree care industry who has received their arborist certification through the International Society of Arboriculture.

(c) "City arborist" means a certified arborist designated by the director.

(d) "Commission" means the natural resources and environmental commission (NREC).

(e) "Damage" means any action taken which causes injury, disfigurement or death of a tree.

(f) "Deadwood" means limbs, branches or a portion of a tree void of green leaves during a season of the year when green leaves should be present.

(g) "Development" shall be defined per the city zoning code, SPMC 36.700.020.

(h) "Director" means public works director.

(i) "Drip line" means a series of points formed by the vertical dripping of water from the outermost branches and leaves of a tree.

(j) "Front yard" means that portion of private property as designated in the city zoning code.

(k) "Heritage tree" means a tree of historical value because it is a South Pasadena historical landmark. A heritage tree may be located on private or public property.

(l) "Intentional violation" means a violation of this chapter (Trees and Shrubs) that is committed by any person or entity who has actual or presumed knowledge of, or who has previously violated, its provisions. A commercial certified

arborist/tree trimmer, a real estate developer, a general contractor, or anyone who has previously filed an application for a tree trimming or tree removal permit in the city shall be presumed to know the provisions of this chapter.

(m) "ISA" means the International Society of Arboriculture.

(n) "Mature tree" means any variety of tree that has a caliper of at least four inches or more.

(o) "Native species tree" means any species of tree native to Southern California as defined by ordinance or resolution adopted by the city council.

(p) "Oak tree" means species of tree of the genus Quercus.

(q) "Planning review authority" means the individual or official city body (director of planning and building, design review board, cultural heritage commission, planning commission or city council) identified by the city zoning code as having responsibility and authority to review and approve or disapprove the development permit applications described in Article 6 of the city zoning code (Zoning Code Administration).

(r) "Protected shrub" means a woody plant that is over 16 feet in height, which has one or more trunk(s) equal to or greater than a four-inch diameter.

(s) "Protected tree" means a heritage tree, mature oak tree, mature native species tree, significant tree, or protected shrub.

(t) "Protection" means the safeguarding of trees through proper treatment.

(u) "Real estate developer" means a person or entity that is engaged in the business of constructing or rehabilitating commercial or residential structures within the city for sale or lease to third parties.

(v) "Removal" means uprooting, cutting or severing of the main trunk of a tree.

(w) "Shrub" means a woody plant that is less than 16 feet in height and may be multi-stemmed.

(x) "Significant tree" means any variety of tree that has a caliper of one foot or more.

(y) "Standard of care" means compliance with ANSI standards for tree care, irrigation, and maintenance, including trimming of foliage for tree or shrub.

(z) "Tree" means a woody perennial usually having one dominant trunk and a

mature height greater than 16 feet.

(aa) "Trimming" means cutting into the live wood of a tree or shrub to remove limbs and/or branches.

(bb) "ANSI" means American National Standards Institute. (Ord. No. 2328, § 1 (part), 2019.)

34.2 Maintenance of trees on private property.
Private property owners shall be responsible for the maintenance of trees on their property in accordance with the standard of care described in SPMC 34.1(y).

Pruning of oak trees and other trees should be limited to the removal of deadwood and the correction of potentially hazardous conditions as evaluated by a qualified certified arborist and approved by the director through the city's tree trimming permitting process. All pruning should be done in accordance with ISA pruning standards. (Ord. No. 2328, § 1 (part), 2019.)

34.3 Maintenance of trees on public property.
The public works department shall be responsible for the maintenance of trees on public property including but not limited to public rights-of-way and public parks. The public works department shall prepare and implement the annual work plan for the maintenance of trees on public property. The adjacent property owner or tenant is responsible for irrigation of parkway trees in accordance with Chapter 31 SPMC. (Ord. No. 2328, § 1 (part), 2019.)

34.4 Tree protection required in connection with development activity.
(a) Development must not interfere with tree standard of care. Irrigation should be administered to replace any soil moisture lost due to site excavation and a tree should continue to receive the amount of irrigation needed to thrive.

(b) Development shall not cause any physical damage to the limbs, bark, crown, or where the roots join the stem.

(c) No grading shall occur within the drip line of a protected tree. All work conducted within the protected drip line area should be accomplished only with hand tools and all activity within this area should be kept to a minimum to minimize soil compaction. This area should not be subjected to incidental construction work or to disposal of construction debris, including but not limited to paint, plaster or chemical solutions.

(d) Natural or preconstruction grade should be maintained per the recommendations of the city arborist in accordance with ANSI standards. At no

time during or after construction should soil be in contact with the trunk of any tree above natural grade.

(e) No structure shall be located nor shall any construction requiring a permit occur within six feet of the trunk of a protected tree. No building, structure, wall or impervious paving shall be constructed within the drip line of any mature oak tree. Limited exceptions may be allowed by the director and documented on the permit.

(f) Any required trenching should be routed to minimize root damage and cutting of roots should be avoided by placing pipes and cables above or below uncut roots. (Ord. No. 2328, § 1 (part), 2019.)

34.5 Tree trimming permit applications.

(a) A tree trimming permit shall be required if:

(1) More than 10 percent of the live foliage or limbs of a mature oak tree or mature native species tree will be removed within a 12-month period; or

(2) More than 20 percent of the live foliage or limbs of any heritage tree will be removed within a 12-month period.

(b) Any person applying for a tree trimming permit shall file with the director an application in writing on a form furnished by the director. The application shall contain the following information:

(1) The name and residence or business address of the applicant;

(2) The location and description of the property on which the trees are located;

(3) A description of the proposed work including the reason for tree trimming. Photographs may be provided as exhibits, if desired;

(4) The name and state contractor's license number of the person who will perform the work. Permits shall only be issued to persons possessing a C-27 or C-61 (D-49) state contracting license;

(5) Additional information as the director may require.

(c) The application shall be accompanied by a nonrefundable fee in an amount established by resolution of the city council. (Ord. No. 2328, § 1 (part), 2019.)

34.6 Procedure for consideration of tree trimming/removal applications.

(a) For tree trimming permit applications associated with development:

(1) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the property to be developed. Such property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director. The notification process may be waived if noticing associated with the development is being sent as required by the planning review authority and such notice specifically identifies the proposed trimming of trees.

(2) The director, after considering the application pursuant to the criteria set forth in SPMC 34.7, and any comments received from interested residents, shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree trimming application. The director's recommendations and conditions of approval shall be considered advisory to the planning review authority's decision associated with the development.

(3) When tree trimming permits associated with development are referred to the commission, the commission shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree trimming application. The commission's recommendations and conditions of approval shall be advisory to the planning review authority decision associated with the development.

(4) Tree trimming associated with development shall only be conditionally approved subject to the applicant receiving their development building permit and paying all fees associated with the tree trimming as established by resolution of the city council. Upon the planning review authority's approval of the development application and applicable conditions of approval, and payment of all required fees, the applicant shall be issued a tree trimming permit.

(b) For tree trimming permit applications not associated with development:

(1) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the subject property. Such property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director.

(2) Upon expiration of the 15-day period, the application shall be reviewed by the director, who shall, after considering the application pursuant to the criteria set forth in SPMC 34.7, and any comments received from interested residents, approve, conditionally approve, or deny the application. The decision of the director shall be made in writing and provided to the applicant and to any interested persons who commented on the application.

(3) The decision of the director shall take effect 15 calendar days after the date of mailing of the decision to the applicant and any interested persons to allow for the filing of any appeals. Unless the director's decision is appealed to the commission, upon payment of all fees associated with the tree trimming as established by resolution of the city council, the applicant shall be issued a tree trimming permit.

(c) The director may refer any application for a tree trimming permit to the commission for any of the following reasons:

(1) The city receives reasonable objections during the notification period; or

(2) An appeal of the director's decision has been filed in accordance with this chapter; or

(3) At the discretion of the director.

Should the application be referred to the commission, the commission shall make its recommendation (if the permit application is associated with development) or decision (if the permit application is not associated with development) during a noticed public meeting. A decision of the commission shall not take effect until 15 calendar days after the date of the public meeting have elapsed to allow for the filing of an appeal. (Ord. No. 2328, § 1 (part), 2019.)

34.7 Criteria for approving tree trimming permit applications.

(a) A tree trimming permit may be issued in either of the following instances:

(1) Where a written determination has been made by a certified arborist that the excess foliage or limbs of the tree pose a reasonable risk of injury or harm to persons or property or are substantially interfering with the structural integrity or the use of an existing structure (including, but not limited to, a fence or wall) and there is no feasible and reasonable alternative to mitigate the interference; or

(2) Where a written determination has been made by a certified arborist,

after a visual inspection or scientific evaluation, that the limbs proposed to be trimmed are diseased or damaged. The director or commission may waive the requirement for a certified arborist's written statement when the proposed limbs to be trimmed can reasonably be determined to be dead by a layperson's visual inspection, or when, after conducting an inspection of the tree, the director determines that the tree poses an obvious and imminent threat to life or property. (Ord. No. 2328, § 1 (part), 2019.)

34.8 Appeals of tree trimming permit decisions.

(a) Appealing Tree Trimming Permit Decisions Associated with Development.

(1) Tree trimming decisions associated with development are advisory to the planning review authority as a condition of approval of development. The applicant may appeal any development decision and conditions of approval pursuant to the appeal process set forth in the zoning code.

(b) Appealing Tree Removal Permit Applications Not Associated with Development.

(1) The applicant or any interested party may appeal the decision of the director to the commission by filing an appeal in writing submitted to the commission staff liaison within 15 calendar days after the date of decision of the director.

(2) Decisions of the commission may be appealed to the city council by filing such appeal in writing submitted to the city clerk within 15 calendar days after the date of decision of the commission. The appeal shall specifically identify the grounds upon which the appeal will be taken and summarize the facts and points of law in support of the appeal.

(c) The appellant shall be responsible for all actual costs, including staff time, associated with any appeals. (Ord. No. 2328, § 1 (part), 2019.)

34.9 Tree removal permit applications.

(a) Any person applying for a tree removal permit shall file with the director an application in writing on a form furnished by the director. The application shall contain the following information:

(1) The name and residence or business address of the applicant;

(2) The location or description of the property on which the proposed trees are to be removed;

(3) A description of the proposed work including the reason for tree removal. Photographs may be included as exhibits, if desired;

(4) A tree removal and replacement plan in accordance with this chapter;

(5) The name and state contractor's license number of the person who will perform the work. Permits shall only be issued to persons possessing a C-27 or C-61 (D-49) state contracting license;

(6) Additional information as the director may require. This information may include, but is not limited to, a list obtained from the county assessor of the names of the owners of all parcels within a 100-foot radius of the property upon which the trees are to be removed or trimmed.

(b) In addition to the application requirements of subsection (a) of this section, tree removal applications associated with development shall include all of the following:

(1) An arborist report prepared by a certified arborist;

(2) Project narrative;

(3) The proposed development plan depicting the actual and proposed location of structures, topography and existing trees, whether to be retained or proposed for removal;

(4) Site plan with elevations showing before and after sight lines of the properties landscaping and trees;

(5) Any other information the director or commission deems necessary for reviewing the tree removal application.

(c) The application shall be accompanied by a nonrefundable fee in an amount established by resolution of the city council. (Ord. No. 2328, § 1 (part), 2019.)

34.10 Procedure for consideration of tree trimming/removal applications.
(a) For tree removal permit applications associated with development:

(1) The applicant shall be responsible for all fees associated with the tree removal application review and processing in accordance with the fees established by resolution of the city council.

(2) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the subject property. Such

property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director. The notification process may be waived if noticing associated with the development is being sent as required by the planning review authority and such notice specifically identifies the proposed removal of trees.

(3) The director, after considering the application pursuant to the criteria set forth in SPMC 34.11 and any comments received from interested residents, shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree removal application. The director's recommendations and conditions of approval shall be considered advisory to the planning review authority's decision associated with the development.

(4) When tree removal permits associated with development are referred to the commission, the commission shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree removal application. The commission's recommendations and conditions of approval shall be advisory to the planning review authority decision associated with the development.

(5) Tree removals associated with development shall only be conditionally approved subject to the applicant receiving their development building permit, paying all fees associated with the tree removal as established by resolution of the city council, and paying a deposit for the required replacement trees, in an amount sufficient to cover the cost of all required replacement trees, as determined by the city's arborist. Upon the planning review authority's approval of the development application and satisfaction of all conditions of approval, and payment of all required fees, the applicant shall be issued a tree removal permit. Upon the applicant's proof to city's satisfaction that the applicant has complied with the approved tree replacement plan, the city shall reimburse applicant's replacement tree deposit. Should applicant fail to plant any replacement tree in accordance with the approved replacement tree plan, the city shall retain the amount of the replacement tree deposit necessary to cover the cost to plant any required replacement trees in alternative locations within the city (public right-of-way, park, etc.), as permitted by this chapter.

(b) For tree removal permit applications not associated with development:

(1) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the subject property. Such property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director.

(2) Upon expiration of the 15-day period, the application shall be reviewed by the director, who shall, after considering the application pursuant to the criteria set forth in SPMC 34.11, and any comments received from interested residents, approve, conditionally approve, or deny the application. The decision of the director shall be made in writing and provided to the applicant and to any interested persons who commented on the application.

(3) The decision of the director shall take effect 15 calendar days after the date of mailing of the decision to the applicant and any interested persons to allow for the filing of any appeals. The applicant shall be issued a tree removal permit following its payment of all fees associated with the tree removal as established by resolution of the city council and payment of a deposit sufficient to cover the cost of all required replacement trees as determined by the city's arborist, unless the director's decision is appealed to the commission. Upon the applicant's proof to the city's satisfaction that the applicant has complied with the approved tree replacement plan, the city shall reimburse applicant's replacement tree deposit. Should the applicant fail to plant any replacement tree in accordance with the approved replacement tree plan, the city shall retain the amount of the replacement tree deposit necessary to cover the cost to plant any required replacement trees in alternative locations within the city (public right-of-way, park, etc.), as permitted by this chapter.

(c) The director may refer any tree removal permit to the commission for decision for any of the following reasons:

(1) The applicant is proposing to remove three or more healthy nonnative significant trees; or

(2) The applicant is proposing to remove any healthy significant oak trees or significant native species trees; or

(3) The applicant is proposing to remove any heritage tree; or

(4) The city receives reasonable objections during the notification period;

or

(5) An appeal of the director's decision has been filed in accordance with this chapter; or

(6) At the discretion of the director.

Should the application be referred to the commission, the commission shall make its recommendation (if the application is associated with development) or decision (if the application is not associated with development) during a noticed public meeting. A decision of the commission shall take effect 15 calendar days after the date of public meeting to allow for the filing of any appeals. (Ord. No. 2328, § 1 (part), 2019.)

34.11 Criteria for approving tree removal permit applications.

(a) Subject to the imposition of conditions pursuant to subsection (b) of this section, a tree removal permit may be issued in any one of the following instances:

(1) Where the tree poses a reasonable risk of injury or harm to persons or property or is substantially interfering with the structural integrity or the use of an existing structure (including, but not limited to, a fence or wall), swimming pool, or building and there is no feasible and reasonable alternative to mitigate the interference.

(2) Where, upon taking into account the size, shape, topography and existing trees upon the lot, the denial of the permit would create an unreasonable hardship on the property owner. Redesign of any proposed development as an alternative to removal of an existing protected tree does not create an unreasonable hardship.

(3) Where a written determination has been made by a certified arborist, after a visual inspection or scientific evaluation, that the tree is so diseased or damaged that it is no longer viable or is a threat to persons or property, including to other trees. The director or commission may waive the requirement for a certified arborist's written statement when the tree can reasonably be determined to be dead by a layperson's visual inspection or when, after conducting an inspection of the tree, the director determines that the tree poses an obvious and imminent threat to life or property.

(4) For the removal of a significant or mature tree, where the proposed replacement tree(s) are of greater value or provide greater benefits than the tree proposed for removal.

(b) A tree removal permit may be conditioned upon the replacement or transplanting of the tree either on or off site. Such replacement or transplanting shall be subject to the following provisions:

(1) Designation by the director or the commission of the number, size, species, and location of replacement tree(s) proposed for removal, the significance of the tree(s) on the lot as viewed from a public right-of-way, the size of the lot, and the number of existing trees on the lot.

(2) Because of its size and/or significance, a single tree proposed to be removed may be required to be replaced with multiple trees. If the subject property cannot accommodate multiple trees, alternative locations within the city (public right-of-way, park, etc.) may be designated.

(3) If a replacement tree is required, the property owner must agree to accept the conditions of replacement by his or her signature on the permit application and make the replacement tree deposit (per SPMC 34.10(a)(5) or (b)(3)) before issuance of the permit.

(4) When the work designated in the permit is completed, the applicant shall contact the public works department for an inspection of the work. Any tree removal will require complete removal and grinding of the stump and backfilling of the hole.

(5) Should a designated replacement or transplanted tree not survive for a period of two years, the applicant shall be required to replace it with another tree or pay to the city the full cost of replacing the tree at a location to be determined by the city.

(6) Where the permit allows or requires the replacement or transplanting of tree(s), the director or commission may, in their discretion, as an alternative to subsection (b)(5) of this section, require the applicant to post a bond or surety for a five-year period against the survival of the tree(s). The amount of the bond or surety shall be in accordance with the “Guide for Plant Appraisal” (ISA publication, most recent edition).

(7) Unless otherwise stated in the conditions of approval, the tree removal permit shall be valid for a period of one year with the planting of any new trees on the applicant’s property to occur during the next planting season as determined by ANSI standards and local climate conditions.

(c) Notwithstanding subsections (a) and (b) of this section and SPMC 34.10(b), in

the case of an application for a tree removal permit not associated with development, if a determination has been made by either a certified arborist or the director that the tree to be removed is dead, dying, or is so diseased or damaged that it is no longer viable such that it poses an obvious and imminent threat to life or property, the director has authority to issue the tree removal permit and require only one replacement tree for each removed tree. In determining the type and size of the replacement tree, the director has discretion to determine the type and size of the replacement tree and SPMC 34.12(a) shall not apply and no replacement plan or notice is required unless requested by the director. This subsection shall apply to any permit issued on or after April 1, 2025. (Ord. No. 2328, § 1 (part), 2019; Ord. No. 2398, § 1, 2025.)

34.12 Tree removal and replacement plans.
Tree removal and replacement plans shall contain the following information:

(a) A drawing of the property which shows the location and species of all existing protected trees;

(b) A site plan showing the proposed development, including all existing and proposed structures, including the topography of the site, in accordance with SPMC 34.9(b);

(c) The tree species and trunk caliper of all trees to be removed;

(d) The reason for removal. Any trees proposed for removal due to poor health or condition shall have the condition of the tree documented in a written report prepared and signed by a certified arborist;

(e) A second drawing of the property after the proposed tree removal which shows remaining trees and all proposed replacement trees. The replacement tree sizes and species must be clearly identified; and

(f) A certified arborist review of the tree plan, if required by the director. The certified arborist shall be contracted and managed by the city and all fees incurred shall be the responsibility of the property owner. (Ord. No. 2328, § 1 (part), 2019.)

34.12-5 Replacement tree requirements.
The number of replacement trees is determined by the size of the existing tree(s) approved for removal, unless otherwise determined by the director in accordance with this chapter.

(a) Listed below are the replacement tree requirements for permitted tree

removal not associated with development:

(1) For replacement of significant trees, one 24-inch box replacement tree shall be required for each 10-inch increment of the caliper of the existing tree proposed for removal, or portion thereof. For example:

i. One 24-inch box replacement tree shall be required for each tree removed with a caliper of less than 10 inches.

ii. Two 24-inch box replacement trees shall be required for each tree removed with a caliper of between 10 and 20 inches.

iii. Three 24-inch box replacement trees shall be required for each tree removed with a caliper of between 20 and 30 inches.

iv. Four 24-inch box replacement trees shall be required for each tree removed with a caliper of between 30 and 40 inches; and so forth.

(2) For replacement of mature oak trees, mature native species trees, and heritage trees, two 24-inch box native species replacement trees shall be required for each 10-inch increment of the caliper of the existing tree proposed for removal, or portion thereof. For example:

i. Two 24-inch box native species replacement trees shall be required for each tree removed with a caliper of less than 10 inches.

ii. Four 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between 10 and 20 inches.

iii. Six 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between 20 and 30 inches.

iv. Eight 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between 30 and 40 inches; and so forth.

(b) Listed below are the replacement tree requirements for permitted tree removals associated with development:

(1) For replacement of significant trees, one 24-inch box replacement tree shall be required for each six-inch increment of the caliper of the existing tree proposed for removal, or portion thereof. For example:

i. One 24-inch box replacement tree shall be required for each tree removed with a caliper of less than six inches.

ii. Two 24-inch box replacement trees shall be required for each tree removed with a caliper of between six and 12 inches.

iii. Three 24-inch box replacement trees shall be required for each tree removed with a caliper of between 12 and 18 inches.

iv. Four 24-inch box replacement trees shall be required for each tree removed with a caliper of between 18 and 24 inches; and so forth.

(2) For replacement of mature oak trees, mature native species trees, and heritage trees, two 24-inch box native species replacement trees shall be required for each six-inch increment of the diameter of the existing tree proposed for removal, or portion thereof. For example:

i. Two 24-inch box native species replacement trees shall be required for each tree removed with a caliper of less than six inches.

ii. Four 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between six and 12 inches.

iii. Six 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between 12 and 18 inches.

iv. Eight 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between 18 and 24 inches; and so forth. (Ord. No. 2328, § 1 (part), 2019.)

34.13 Appeals of tree removal permit decisions.

(a) Appealing Tree Removal Permit Applications Associated with Development. Tree removal decisions associated with development are advisory to the planning review authority as a condition of approval of development. An applicant may appeal any development decision and its conditions of approval pursuant to the appeal process set forth in the zoning code.

(b) Appealing Tree Removal Permit Applications Not Associated with Development. The applicant or any interested party may appeal the decision of the director to the commission by filing an appeal in writing submitted to the commission staff liaison within 15 calendar days after the date of decision of the director. Decisions of the commission may be appealed to the city council by filing such appeal in writing submitted to the city clerk within 15 calendar days after the date of decision of the commission. The appeal shall specifically identify the grounds upon which the appeal will be taken and summarize the facts and

points of law in support of the appeal.

(c) If a tree removal is granted for a tree on the basis of imminent threat to life or property, the decision will be considered final and is not appealable.

(d) The applicant shall be responsible for all actual costs, including staff time, associated with any appeals. (Ord. No. 2328, § 1 (part), 2019.)

34.14 Exemptions.

(a) No permit is required for the removal or trimming of a tree damaged by storm, fire, or other natural disaster which has been determined by the director, police chief, fire chief, or code enforcement officer to be dangerous to life or property.

(b) No permit is required when the fire department has deemed the trimming or removal of the tree(s) is critical to providing an effective firebreak.

(c) Public utility companies required to trim or remove trees, upon submittal of a letter to the director or their designee outlining the specific trees along with reasons for removal or trimming, shall be exempt from the provisions of this chapter.

(d) The city and its contractors will not be required to obtain permits, but shall otherwise comply with this chapter.

(e) No permit is required for the removal of shrubs, other than protected shrubs.

(f) No permit is required for trimming of any tree other than those species and sizes specified in SPMC 34.5(a). (Ord. No. 2328, § 1 (part), 2019.)

34.15 Obstruction.

(a) It is unlawful for any person, firm or corporation owning, leasing, occupying, having charge or control of any lot or premises in the city to keep or maintain thereon any tree, shrub or plant, or portion thereof, that interferes with or obstructs the free passage of pedestrians along or upon adjacent public sidewalks or of vehicles along or upon adjacent public rights-of-way.

(b) Every fence, sign, wall, hedge, tree, shrub or planting located within 75 feet of the point of intersection of the centerlines of streets or within 75 feet of the point of intersection of the centerline of a street and a railroad right-of-way that is more than 36 inches in height measured from the nearest adjacent public street level and that, in the opinion of the director, constitutes an obstruction to

the clear view of motorists on the streets is declared to be a public nuisance; provided, however, that nothing in this section shall be deemed to apply to a wall, building or structure that has been or that may be constructed under a permit issued by the building department of the city.

(c) A violation of this section does not exempt a property owner from having to otherwise comply with the permit requirements of this chapter. (Ord. No. 2328, § 1 (part), 2019.)

34.16 Violations.

(a) It is unlawful for any person to harm by any means, damage or cause to be damaged any tree located within the city, or fail to comply with the standards of care described in SPMC 34.1(y) for any tree located on their property or in an adjacent parkway.

(b) It is unlawful for any person to remove or transplant any protected tree from any property within the city unless a tree removal permit is first obtained from the city.

(c) It is unlawful for any person to trim more than 20 percent of the live foliage or limbs of any heritage tree located within the city within any 12-month period, or cause the same to be done, without first obtaining a tree trimming permit from the city.

(d) It is unlawful for any person to trim more than 10 percent of the live foliage or limbs of any mature oak tree or a mature native species tree located within the city within any 12-month period, or cause the same to be done, without first obtaining a tree trimming permit from the city.

(e) It is unlawful for any person to remove any tree from the parkway area between a sidewalk or private property line and street curb without first obtaining a tree removal permit from the city. (Ord. No. 2328, § 1 (part), 2019.)

34.17 Penalties.

Any person violating any of the provisions of this chapter is guilty of a misdemeanor, except, at the discretion of the city prosecutor, the violation may be reduced to an infraction. Persons violating any of the provisions of this chapter shall be subject to the following:

(a) Penalties for any person who unintentionally violates the provisions of this chapter shall be as follows:

(1) The standard inspection fee; and

(2) Double the required tree removal or trimming permit fee; and

(3) Planting double the number of replacement trees required pursuant to SPMC 34.12-5.

(b) Penalties for an intentional violation of this chapter not associated with development shall be as follows:

(1) The penalties described in subsection (a) of this section; and

(2) The payment of a tree replacement fee in an amount up to, but not to exceed double, the value of the destroyed, removed, or damaged tree. The city arborist shall determine the value of the destroyed, removed, or damaged tree by using the most recent edition of the ISA Guide for Plant Appraisal.

(c) Penalties for an intentional violation in connection with development or anticipated future development on the property shall be the penalties described in subsections (a) and (b) of this section and, in addition, the city manager may, in his or her discretion, refer the violation to the city prosecutor for criminal charges or to the planning commission for public hearing. The burden of proof shall be on the city to demonstrate that there is clear and convincing evidence to a reasonable certainty that there is an intentional violation. The planning commission, after considering all of the evidence, may impose the additional penalty of prohibiting the issuance of building or construction-related permits for a period up to five years from the date of the violation for the property upon which the violation occurred.

In determining whether a building permit may be issued with regard to the aforementioned prohibition, the planning commission shall consider whether the tree violation appears to be in furtherance of a development, as evidenced in the extent of tree damage, removal, damage to the root system, and/or excessive trimming of trees within the buildable area of a property; oral or written admissions; actions taken despite prior warnings; notices of violations; and the number and size of the damaged and/or removed trees.

Intentional violations in the context of development or anticipated development of property shall require the planning commission to determine whether restitution trees are to be planted on the property on which the violation occurred or on public land with costs paid to the city for tree selection, planting and maintenance, or a combination of both. The restitution trees shall be subject to either of the survival guarantees described in SPMC 34.11(b)(5) or (6).

For purposes of this section, the violation shall be presumed to have occurred on the date the city has actual knowledge of the violation, and the violator shall have the burden of proving an earlier commencement date, if entitlement to an earlier date is claimed.

Notwithstanding the aforementioned prohibition, building or construction-related permits may be issued if, in the opinion of the director of planning and building, they are necessary for the preservation of public health, safety or welfare.

(d) Payment of any penalty and planting of replacement trees shall occur within 60 calendar days of the date the violator was directed to take such action by the director. If the violator does not complete planting of replacement trees within the allotted time, the director may procure and plant the requisite replacement trees, and the violator shall be responsible for reimbursing the city for such additional costs. Reimbursement is due and payable within 30 calendar days of the city's issuance of a billing statement.

If payment of the penalty or reimbursement costs is not received by the city in 60 calendar days, the city manager can instruct that the outstanding obligation be collected in any of the following manners:

(1) A civil action in the name of the city, in any court of competent jurisdiction; or

(2) Use of a debt collection agency; or

(3) A lien on the subject property.

(e) All penalties and additional costs related to a tree violation must be paid to the city prior to its issuance of building or construction-related permits unless, in the opinion of the director of planning and building, such permits are necessary for the preservation of public health, safety or welfare. (Ord. No. 2328, § 1 (part), 2019.)

34.18 Administrative regulations.

To implement and enforce this chapter, the city manager or his designee may adopt administrative procedures, regulations and guidelines consistent with the provisions of this chapter. These administrative procedures, regulations and guidelines shall have the force and effect of law and may be relied upon by the parties to determine their rights and responsibilities under this chapter. Such administrative procedures, regulations and guidelines shall be posted at City Hall or on the city's website or made available by the city when so adopted. (Ord.

No. 2398, § 2, 2025.)

34.1 Definitions.
As used in this chapter:

(a) "Caliper" means the diameter of the trunk of a tree measured at four feet above natural grade. In the case of multi-trunked trees, "caliper" is the sum of each trunk measured at four feet above the grade.

(b) "Certified arborist" means a professional in tree care industry who has received their arborist certification through the International Society of Arboriculture.

(c) "City arborist" means a certified arborist designated by the director.

(d) "Commission" means the natural resources and environmental commission (NREC).

(e) "Damage" means any action taken which causes injury, disfigurement or death of a tree.

(f) "Deadwood" means limbs, branches or a portion of a tree void of green leaves during a season of the year when green leaves should be present.

(g) "Development" shall be defined per the city zoning code, SPMC 36.700.020.

(h) "Director" means public works director.

(i) "Drip line" means a series of points formed by the vertical dripping of water from the outermost branches and leaves of a tree.

(j) "Front yard" means that portion of private property as designated in the city zoning code.

(k) "Heritage tree" means a tree of historical value because it is a South Pasadena historical landmark. A heritage tree may be located on private or public property.

(l) "Intentional violation" means a violation of this chapter (Trees and Shrubs) that is committed by any person or entity who has actual or presumed knowledge of, or who has previously violated, its provisions. A commercial certified arborist/tree trimmer, a real estate developer, a general contractor, or anyone who has previously filed an application for a tree trimming or tree removal permit in the city shall be presumed to know the provisions of this chapter.

(m) "ISA" means the International Society of Arboriculture.

(n) "Mature tree" means any variety of tree that has a caliper of at least four inches or more.

(o) "Native species tree" means any species of tree native to Southern California as defined by ordinance or resolution adopted by the city council.

(p) "Oak tree" means species of tree of the genus Quercus.

(q) "Planning review authority" means the individual or official city body (director of planning and building, design review board, cultural heritage commission, planning commission or city council) identified by the city zoning code as having responsibility and authority to review and approve or disapprove the development permit applications described in Article 6 of the city zoning code (Zoning Code Administration).

(r) "Protected shrub" means a woody plant that is over 16 feet in height, which has one or more trunk(s) equal to or greater than a four-inch diameter.

(s) "Protected tree" means a heritage tree, mature oak tree, mature native species tree, significant tree, or protected shrub.

(t) "Protection" means the safeguarding of trees through proper treatment.

(u) "Real estate developer" means a person or entity that is engaged in the business of constructing or rehabilitating commercial or residential structures within the city for sale or lease to third parties.

(v) "Removal" means uprooting, cutting or severing of the main trunk of a tree.

(w) "Shrub" means a woody plant that is less than 16 feet in height and may be multi-stemmed.

(x) "Significant tree" means any variety of tree that has a caliper of one foot or more.

(y) "Standard of care" means compliance with ANSI standards for tree care, irrigation, and maintenance, including trimming of foliage for tree or shrub.

(z) "Tree" means a woody perennial usually having one dominant trunk and a mature height greater than 16 feet.

(aa) "Trimming" means cutting into the live wood of a tree or shrub to remove limbs and/or branches.

(bb) "ANSI" means American National Standards Institute. (Ord. No. 2328, § 1 (part), 2019.)

34.2 Maintenance of trees on private property.
Private property owners shall be responsible for the maintenance of trees on their property in accordance with the standard of care described in SPMC 34.1(y).

Pruning of oak trees and other trees should be limited to the removal of deadwood and the correction of potentially hazardous conditions as evaluated by a qualified certified arborist and approved by the director through the city's tree trimming permitting process. All pruning should be done in accordance with ISA pruning standards. (Ord. No. 2328, § 1 (part), 2019.)

34.3 Maintenance of trees on public property.
The public works department shall be responsible for the maintenance of trees on public property including but not limited to public rights-of-way and public parks. The public works department shall prepare and implement the annual work plan for the maintenance of trees on public property. The adjacent property owner or tenant is responsible for irrigation of parkway trees in accordance with Chapter 31 SPMC. (Ord. No. 2328, § 1 (part), 2019.)

34.4 Tree protection required in connection with development activity.
(a) Development must not interfere with tree standard of care. Irrigation should be administered to replace any soil moisture lost due to site excavation and a tree should continue to receive the amount of irrigation needed to thrive.

(b) Development shall not cause any physical damage to the limbs, bark, crown, or where the roots join the stem.

(c) No grading shall occur within the drip line of a protected tree. All work conducted within the protected drip line area should be accomplished only with hand tools and all activity within this area should be kept to a minimum to minimize soil compaction. This area should not be subjected to incidental construction work or to disposal of construction debris, including but not limited to paint, plaster or chemical solutions.

(d) Natural or preconstruction grade should be maintained per the recommendations of the city arborist in accordance with ANSI standards. At no time during or after construction should soil be in contact with the trunk of any tree above natural grade.

(e) No structure shall be located nor shall any construction requiring a permit

occur within six feet of the trunk of a protected tree. No building, structure, wall or impervious paving shall be constructed within the drip line of any mature oak tree. Limited exceptions may be allowed by the director and documented on the permit.

(f) Any required trenching should be routed to minimize root damage and cutting of roots should be avoided by placing pipes and cables above or below uncut roots. (Ord. No. 2328, § 1 (part), 2019.)

34.5 Tree trimming permit applications.

(a) A tree trimming permit shall be required if:

(1) More than 10 percent of the live foliage or limbs of a mature oak tree or mature native species tree will be removed within a 12-month period; or

(2) More than 20 percent of the live foliage or limbs of any heritage tree will be removed within a 12-month period.

(b) Any person applying for a tree trimming permit shall file with the director an application in writing on a form furnished by the director. The application shall contain the following information:

(1) The name and residence or business address of the applicant;

(2) The location and description of the property on which the trees are located;

(3) A description of the proposed work including the reason for tree trimming. Photographs may be provided as exhibits, if desired;

(4) The name and state contractor’s license number of the person who will perform the work. Permits shall only be issued to persons possessing a C-27 or C-61 (D-49) state contracting license;

(5) Additional information as the director may require.

(c) The application shall be accompanied by a nonrefundable fee in an amount established by resolution of the city council. (Ord. No. 2328, § 1 (part), 2019.)

34.6 Procedure for consideration of tree trimming/removal applications.

(a) For tree trimming permit applications associated with development:

(1) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the property to be developed.

Such property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director. The notification process may be waived if noticing associated with the development is being sent as required by the planning review authority and such notice specifically identifies the proposed trimming of trees.

(2) The director, after considering the application pursuant to the criteria set forth in SPMC 34.7, and any comments received from interested residents, shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree trimming application. The director's recommendations and conditions of approval shall be considered advisory to the planning review authority's decision associated with the development.

(3) When tree trimming permits associated with development are referred to the commission, the commission shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree trimming application. The commission's recommendations and conditions of approval shall be advisory to the planning review authority decision associated with the development.

(4) Tree trimming associated with development shall only be conditionally approved subject to the applicant receiving their development building permit and paying all fees associated with the tree trimming as established by resolution of the city council. Upon the planning review authority's approval of the development application and applicable conditions of approval, and payment of all required fees, the applicant shall be issued a tree trimming permit.

(b) For tree trimming permit applications not associated with development:

(1) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the subject property. Such property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director.

(2) Upon expiration of the 15-day period, the application shall be reviewed by the director, who shall, after considering the application pursuant to the criteria set forth in SPMC 34.7, and any comments received from interested

residents, approve, conditionally approve, or deny the application. The decision of the director shall be made in writing and provided to the applicant and to any interested persons who commented on the application.

(3) The decision of the director shall take effect 15 calendar days after the date of mailing of the decision to the applicant and any interested persons to allow for the filing of any appeals. Unless the director's decision is appealed to the commission, upon payment of all fees associated with the tree trimming as established by resolution of the city council, the applicant shall be issued a tree trimming permit.

(c) The director may refer any application for a tree trimming permit to the commission for any of the following reasons:

(1) The city receives reasonable objections during the notification period; or

(2) An appeal of the director's decision has been filed in accordance with this chapter; or

(3) At the discretion of the director.

Should the application be referred to the commission, the commission shall make its recommendation (if the permit application is associated with development) or decision (if the permit application is not associated with development) during a noticed public meeting. A decision of the commission shall not take effect until 15 calendar days after the date of the public meeting have elapsed to allow for the filing of an appeal. (Ord. No. 2328, § 1 (part), 2019.)

34.7 Criteria for approving tree trimming permit applications.

(a) A tree trimming permit may be issued in either of the following instances:

(1) Where a written determination has been made by a certified arborist that the excess foliage or limbs of the tree pose a reasonable risk of injury or harm to persons or property or are substantially interfering with the structural integrity or the use of an existing structure (including, but not limited to, a fence or wall) and there is no feasible and reasonable alternative to mitigate the interference; or

(2) Where a written determination has been made by a certified arborist, after a visual inspection or scientific evaluation, that the limbs proposed to be trimmed are diseased or damaged. The director or commission may waive the requirement for a certified arborist's written statement when the

proposed limbs to be trimmed can reasonably be determined to be dead by a layperson's visual inspection, or when, after conducting an inspection of the tree, the director determines that the tree poses an obvious and imminent threat to life or property. (Ord. No. 2328, § 1 (part), 2019.)

34.8 Appeals of tree trimming permit decisions.

(a) Appealing Tree Trimming Permit Decisions Associated with Development.

(1) Tree trimming decisions associated with development are advisory to the planning review authority as a condition of approval of development. The applicant may appeal any development decision and conditions of approval pursuant to the appeal process set forth in the zoning code.

(b) Appealing Tree Removal Permit Applications Not Associated with Development.

(1) The applicant or any interested party may appeal the decision of the director to the commission by filing an appeal in writing submitted to the commission staff liaison within 15 calendar days after the date of decision of the director.

(2) Decisions of the commission may be appealed to the city council by filing such appeal in writing submitted to the city clerk within 15 calendar days after the date of decision of the commission. The appeal shall specifically identify the grounds upon which the appeal will be taken and summarize the facts and points of law in support of the appeal.

(c) The appellant shall be responsible for all actual costs, including staff time, associated with any appeals. (Ord. No. 2328, § 1 (part), 2019.)

34.9 Tree removal permit applications.

(a) Any person applying for a tree removal permit shall file with the director an application in writing on a form furnished by the director. The application shall contain the following information:

(1) The name and residence or business address of the applicant;

(2) The location or description of the property on which the proposed trees are to be removed;

(3) A description of the proposed work including the reason for tree removal. Photographs may be included as exhibits, if desired;

(4) A tree removal and replacement plan in accordance with this chapter;

(5) The name and state contractor's license number of the person who will perform the work. Permits shall only be issued to persons possessing a C-27 or C-61 (D-49) state contracting license;

(6) Additional information as the director may require. This information may include, but is not limited to, a list obtained from the county assessor of the names of the owners of all parcels within a 100-foot radius of the property upon which the trees are to be removed or trimmed.

(b) In addition to the application requirements of subsection (a) of this section, tree removal applications associated with development shall include all of the following:

(1) An arborist report prepared by a certified arborist;

(2) Project narrative;

(3) The proposed development plan depicting the actual and proposed location of structures, topography and existing trees, whether to be retained or proposed for removal;

(4) Site plan with elevations showing before and after sight lines of the properties landscaping and trees;

(5) Any other information the director or commission deems necessary for reviewing the tree removal application.

(c) The application shall be accompanied by a nonrefundable fee in an amount established by resolution of the city council. (Ord. No. 2328, § 1 (part), 2019.)

34.10 Procedure for consideration of tree trimming/removal applications.

(a) For tree removal permit applications associated with development:

(1) The applicant shall be responsible for all fees associated with the tree removal application review and processing in accordance with the fees established by resolution of the city council.

(2) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the subject property. Such property owners shall be given 15 calendar days from the date of mailing within which to comment on the application. All comments shall be made in writing and submitted to the director. The notification process may be

waived if noticing associated with the development is being sent as required by the planning review authority and such notice specifically identifies the proposed removal of trees.

(3) The director, after considering the application pursuant to the criteria set forth in SPMC 34.11 and any comments received from interested residents, shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree removal application. The director's recommendations and conditions of approval shall be considered advisory to the planning review authority's decision associated with the development.

(4) When tree removal permits associated with development are referred to the commission, the commission shall provide the planning review authority with recommendations and conditions of approval associated with the proposed tree removal application. The commission's recommendations and conditions of approval shall be advisory to the planning review authority decision associated with the development.

(5) Tree removals associated with development shall only be conditionally approved subject to the applicant receiving their development building permit, paying all fees associated with the tree removal as established by resolution of the city council, and paying a deposit for the required replacement trees, in an amount sufficient to cover the cost of all required replacement trees, as determined by the city's arborist. Upon the planning review authority's approval of the development application and satisfaction of all conditions of approval, and payment of all required fees, the applicant shall be issued a tree removal permit. Upon the applicant's proof to city's satisfaction that the applicant has complied with the approved tree replacement plan, the city shall reimburse applicant's replacement tree deposit. Should applicant fail to plant any replacement tree in accordance with the approved replacement tree plan, the city shall retain the amount of the replacement tree deposit necessary to cover the cost to plant any required replacement trees in alternative locations within the city (public right-of-way, park, etc.), as permitted by this chapter.

(b) For tree removal permit applications not associated with development:

(1) Upon receipt of the completed application, the director shall cause notice to be sent by first-class mail to property owners and tenants of property located within a 100-foot radius of the subject property. Such property owners shall be given 15 calendar days from the date of mailing

within which to comment on the application. All comments shall be made in writing and submitted to the director.

(2) Upon expiration of the 15-day period, the application shall be reviewed by the director, who shall, after considering the application pursuant to the criteria set forth in SPMC 34.11, and any comments received from interested residents, approve, conditionally approve, or deny the application. The decision of the director shall be made in writing and provided to the applicant and to any interested persons who commented on the application.

(3) The decision of the director shall take effect 15 calendar days after the date of mailing of the decision to the applicant and any interested persons to allow for the filing of any appeals. The applicant shall be issued a tree removal permit following its payment of all fees associated with the tree removal as established by resolution of the city council and payment of a deposit sufficient to cover the cost of all required replacement trees as determined by the city's arborist, unless the director's decision is appealed to the commission. Upon the applicant's proof to the city's satisfaction that the applicant has complied with the approved tree replacement plan, the city shall reimburse applicant's replacement tree deposit. Should the applicant fail to plant any replacement tree in accordance with the approved replacement tree plan, the city shall retain the amount of the replacement tree deposit necessary to cover the cost to plant any required replacement trees in alternative locations within the city (public right-of-way, park, etc.), as permitted by this chapter.

(c) The director may refer any tree removal permit to the commission for decision for any of the following reasons:

(1) The applicant is proposing to remove three or more healthy nonnative significant trees; or

(2) The applicant is proposing to remove any healthy significant oak trees or significant native species trees; or

(3) The applicant is proposing to remove any heritage tree; or

(4) The city receives reasonable objections during the notification period; or

(5) An appeal of the director's decision has been filed in accordance with this chapter; or

(6) At the discretion of the director.

Should the application be referred to the commission, the commission shall make its recommendation (if the application is associated with development) or decision (if the application is not associated with development) during a noticed public meeting. A decision of the commission shall take effect 15 calendar days after the date of public meeting to allow for the filing of any appeals. (Ord. No. 2328, § 1 (part), 2019.)

34.11 Criteria for approving tree removal permit applications.

(a) Subject to the imposition of conditions pursuant to subsection (b) of this section, a tree removal permit may be issued in any one of the following instances:

(1) Where the tree poses a reasonable risk of injury or harm to persons or property or is substantially interfering with the structural integrity or the use of an existing structure (including, but not limited to, a fence or wall), swimming pool, or building and there is no feasible and reasonable alternative to mitigate the interference.

(2) Where, upon taking into account the size, shape, topography and existing trees upon the lot, the denial of the permit would create an unreasonable hardship on the property owner. Redesign of any proposed development as an alternative to removal of an existing protected tree does not create an unreasonable hardship.

(3) Where a written determination has been made by a certified arborist, after a visual inspection or scientific evaluation, that the tree is so diseased or damaged that it is no longer viable or is a threat to persons or property, including to other trees. The director or commission may waive the requirement for a certified arborist's written statement when the tree can reasonably be determined to be dead by a layperson's visual inspection or when, after conducting an inspection of the tree, the director determines that the tree poses an obvious and imminent threat to life or property.

(4) For the removal of a significant or mature tree, where the proposed replacement tree(s) are of greater value or provide greater benefits than the tree proposed for removal.

(b) A tree removal permit may be conditioned upon the replacement or transplanting of the tree either on or off site. Such replacement or transplanting shall be subject to the following provisions:

(1) Designation by the director or the commission of the number, size, species, and location of replacement tree(s) proposed for removal, the significance of the tree(s) on the lot as viewed from a public right-of-way, the size of the lot, and the number of existing trees on the lot.

(2) Because of its size and/or significance, a single tree proposed to be removed may be required to be replaced with multiple trees. If the subject property cannot accommodate multiple trees, alternative locations within the city (public right-of-way, park, etc.) may be designated.

(3) If a replacement tree is required, the property owner must agree to accept the conditions of replacement by his or her signature on the permit application and make the replacement tree deposit (per SPMC 34.10(a)(5) or (b)(3)) before issuance of the permit.

(4) When the work designated in the permit is completed, the applicant shall contact the public works department for an inspection of the work. Any tree removal will require complete removal and grinding of the stump and backfilling of the hole.

(5) Should a designated replacement or transplanted tree not survive for a period of two years, the applicant shall be required to replace it with another tree or pay to the city the full cost of replacing the tree at a location to be determined by the city.

(6) Where the permit allows or requires the replacement or transplanting of tree(s), the director or commission may, in their discretion, as an alternative to subsection (b)(5) of this section, require the applicant to post a bond or surety for a five-year period against the survival of the tree(s). The amount of the bond or surety shall be in accordance with the “Guide for Plant Appraisal” (ISA publication, most recent edition).

(7) Unless otherwise stated in the conditions of approval, the tree removal permit shall be valid for a period of one year with the planting of any new trees on the applicant’s property to occur during the next planting season as determined by ANSI standards and local climate conditions.

(c) Notwithstanding subsections (a) and (b) of this section and SPMC 34.10(b), in the case of an application for a tree removal permit not associated with development, if a determination has been made by either a certified arborist or the director that the tree to be removed is dead, dying, or is so diseased or damaged that it is no longer viable such that it poses an obvious and imminent

threat to life or property, the director has authority to issue the tree removal permit and require only one replacement tree for each removed tree. In determining the type and size of the replacement tree, the director has discretion to determine the type and size of the replacement tree and SPMC 34.12(a) shall not apply and no replacement plan or notice is required unless requested by the director. This subsection shall apply to any permit issued on or after April 1, 2025. (Ord. No. 2328, § 1 (part), 2019; Ord. No. 2398, § 1, 2025.)

34.12 Tree removal and replacement plans.
Tree removal and replacement plans shall contain the following information:

(a) A drawing of the property which shows the location and species of all existing protected trees;

(b) A site plan showing the proposed development, including all existing and proposed structures, including the topography of the site, in accordance with SPMC 34.9(b);

(c) The tree species and trunk caliper of all trees to be removed;

(d) The reason for removal. Any trees proposed for removal due to poor health or condition shall have the condition of the tree documented in a written report prepared and signed by a certified arborist;

(e) A second drawing of the property after the proposed tree removal which shows remaining trees and all proposed replacement trees. The replacement tree sizes and species must be clearly identified; and

(f) A certified arborist review of the tree plan, if required by the director. The certified arborist shall be contracted and managed by the city and all fees incurred shall be the responsibility of the property owner. (Ord. No. 2328, § 1 (part), 2019.)

34.12-5 Replacement tree requirements.
The number of replacement trees is determined by the size of the existing tree(s) approved for removal, unless otherwise determined by the director in accordance with this chapter.

(a) Listed below are the replacement tree requirements for permitted tree removal not associated with development:

(1) For replacement of significant trees, one 24-inch box replacement tree shall be required for each 10-inch increment of the caliper of the existing

tree proposed for removal, or portion thereof. For example:

i. One 24-inch box replacement tree shall be required for each tree removed with a caliper of less than 10 inches.

ii. Two 24-inch box replacement trees shall be required for each tree removed with a caliper of between 10 and 20 inches.

iii. Three 24-inch box replacement trees shall be required for each tree removed with a caliper of between 20 and 30 inches.

iv. Four 24-inch box replacement trees shall be required for each tree removed with a caliper of between 30 and 40 inches; and so forth.

(2) For replacement of mature oak trees, mature native species trees, and heritage trees, two 24-inch box native species replacement trees shall be required for each 10-inch increment of the caliper of the existing tree proposed for removal, or portion thereof. For example:

i. Two 24-inch box native species replacement trees shall be required for each tree removed with a caliper of less than 10 inches.

ii. Four 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between 10 and 20 inches.

iii. Six 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between 20 and 30 inches.

iv. Eight 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between 30 and 40 inches; and so forth.

(b) Listed below are the replacement tree requirements for permitted tree removals associated with development:

(1) For replacement of significant trees, one 24-inch box replacement tree shall be required for each six-inch increment of the caliper of the existing tree proposed for removal, or portion thereof. For example:

i. One 24-inch box replacement tree shall be required for each tree removed with a caliper of less than six inches.

ii. Two 24-inch box replacement trees shall be required for each tree removed with a caliper of between six and 12 inches.

iii. Three 24-inch box replacement trees shall be required for each tree removed with a caliper of between 12 and 18 inches.

iv. Four 24-inch box replacement trees shall be required for each tree removed with a caliper of between 18 and 24 inches; and so forth.

(2) For replacement of mature oak trees, mature native species trees, and heritage trees, two 24-inch box native species replacement trees shall be required for each six-inch increment of the diameter of the existing tree proposed for removal, or portion thereof. For example:

i. Two 24-inch box native species replacement trees shall be required for each tree removed with a caliper of less than six inches.

ii. Four 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between six and 12 inches.

iii. Six 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between 12 and 18 inches.

iv. Eight 24-inch box native species replacement trees shall be required for each tree removed with a caliper of between 18 and 24 inches; and so forth. (Ord. No. 2328, § 1 (part), 2019.)

34.13 Appeals of tree removal permit decisions.

(a) Appealing Tree Removal Permit Applications Associated with Development. Tree removal decisions associated with development are advisory to the planning review authority as a condition of approval of development. An applicant may appeal any development decision and its conditions of approval pursuant to the appeal process set forth in the zoning code.

(b) Appealing Tree Removal Permit Applications Not Associated with Development. The applicant or any interested party may appeal the decision of the director to the commission by filing an appeal in writing submitted to the commission staff liaison within 15 calendar days after the date of decision of the director. Decisions of the commission may be appealed to the city council by filing such appeal in writing submitted to the city clerk within 15 calendar days after the date of decision of the commission. The appeal shall specifically identify the grounds upon which the appeal will be taken and summarize the facts and points of law in support of the appeal.

(c) If a tree removal is granted for a tree on the basis of imminent threat to life or property, the decision will be considered final and is not appealable.

(d) The applicant shall be responsible for all actual costs, including staff time, associated with any appeals. (Ord. No. 2328, § 1 (part), 2019.)

34.14 Exemptions.

(a) No permit is required for the removal or trimming of a tree damaged by storm, fire, or other natural disaster which has been determined by the director, police chief, fire chief, or code enforcement officer to be dangerous to life or property.

(b) No permit is required when the fire department has deemed the trimming or removal of the tree(s) is critical to providing an effective firebreak.

(c) Public utility companies required to trim or remove trees, upon submittal of a letter to the director or their designee outlining the specific trees along with reasons for removal or trimming, shall be exempt from the provisions of this chapter.

(d) The city and its contractors will not be required to obtain permits, but shall otherwise comply with this chapter.

(e) No permit is required for the removal of shrubs, other than protected shrubs.

(f) No permit is required for trimming of any tree other than those species and sizes specified in SPMC 34.5(a). (Ord. No. 2328, § 1 (part), 2019.)

34.15 Obstruction.

(a) It is unlawful for any person, firm or corporation owning, leasing, occupying, having charge or control of any lot or premises in the city to keep or maintain thereon any tree, shrub or plant, or portion thereof, that interferes with or obstructs the free passage of pedestrians along or upon adjacent public sidewalks or of vehicles along or upon adjacent public rights-of-way.

(b) Every fence, sign, wall, hedge, tree, shrub or planting located within 75 feet of the point of intersection of the centerlines of streets or within 75 feet of the point of intersection of the centerline of a street and a railroad right-of-way that is more than 36 inches in height measured from the nearest adjacent public street level and that, in the opinion of the director, constitutes an obstruction to the clear view of motorists on the streets is declared to be a public nuisance; provided, however, that nothing in this section shall be deemed to apply to a wall, building or structure that has been or that may be constructed under a permit issued by the building department of the city.

(c) A violation of this section does not exempt a property owner from having to otherwise comply with the permit requirements of this chapter. (Ord. No. 2328, § 1 (part), 2019.)

34.16 Violations.

(a) It is unlawful for any person to harm by any means, damage or cause to be damaged any tree located within the city, or fail to comply with the standards of care described in SPMC 34.1(y) for any tree located on their property or in an adjacent parkway.

(b) It is unlawful for any person to remove or transplant any protected tree from any property within the city unless a tree removal permit is first obtained from the city.

(c) It is unlawful for any person to trim more than 20 percent of the live foliage or limbs of any heritage tree located within the city within any 12-month period, or cause the same to be done, without first obtaining a tree trimming permit from the city.

(d) It is unlawful for any person to trim more than 10 percent of the live foliage or limbs of any mature oak tree or a mature native species tree located within the city within any 12-month period, or cause the same to be done, without first obtaining a tree trimming permit from the city.

(e) It is unlawful for any person to remove any tree from the parkway area between a sidewalk or private property line and street curb without first obtaining a tree removal permit from the city. (Ord. No. 2328, § 1 (part), 2019.)

34.17 Penalties.

Any person violating any of the provisions of this chapter is guilty of a misdemeanor, except, at the discretion of the city prosecutor, the violation may be reduced to an infraction. Persons violating any of the provisions of this chapter shall be subject to the following:

(a) Penalties for any person who unintentionally violates the provisions of this chapter shall be as follows:

(1) The standard inspection fee; and

(2) Double the required tree removal or trimming permit fee; and

(3) Planting double the number of replacement trees required pursuant to SPMC 34.12-5.

(b) Penalties for an intentional violation of this chapter not associated with development shall be as follows:

(1) The penalties described in subsection (a) of this section; and

(2) The payment of a tree replacement fee in an amount up to, but not to exceed double, the value of the destroyed, removed, or damaged tree. The city arborist shall determine the value of the destroyed, removed, or damaged tree by using the most recent edition of the ISA Guide for Plant Appraisal.

(c) Penalties for an intentional violation in connection with development or anticipated future development on the property shall be the penalties described in subsections (a) and (b) of this section and, in addition, the city manager may, in his or her discretion, refer the violation to the city prosecutor for criminal charges or to the planning commission for public hearing. The burden of proof shall be on the city to demonstrate that there is clear and convincing evidence to a reasonable certainty that there is an intentional violation. The planning commission, after considering all of the evidence, may impose the additional penalty of prohibiting the issuance of building or construction-related permits for a period up to five years from the date of the violation for the property upon which the violation occurred.

In determining whether a building permit may be issued with regard to the aforementioned prohibition, the planning commission shall consider whether the tree violation appears to be in furtherance of a development, as evidenced in the extent of tree damage, removal, damage to the root system, and/or excessive trimming of trees within the buildable area of a property; oral or written admissions; actions taken despite prior warnings; notices of violations; and the number and size of the damaged and/or removed trees.

Intentional violations in the context of development or anticipated development of property shall require the planning commission to determine whether restitution trees are to be planted on the property on which the violation occurred or on public land with costs paid to the city for tree selection, planting and maintenance, or a combination of both. The restitution trees shall be subject to either of the survival guarantees described in SPMC 34.11(b)(5) or (6).

For purposes of this section, the violation shall be presumed to have occurred on the date the city has actual knowledge of the violation, and the violator shall have the burden of proving an earlier commencement date, if entitlement to an earlier date is claimed.

Notwithstanding the aforementioned prohibition, building or construction-related permits may be issued if, in the opinion of the director of planning and building, they are necessary for the preservation of public health, safety or welfare.

(d) Payment of any penalty and planting of replacement trees shall occur within 60 calendar days of the date the violator was directed to take such action by the director. If the violator does not complete planting of replacement trees within the allotted time, the director may procure and plant the requisite replacement trees, and the violator shall be responsible for reimbursing the city for such additional costs. Reimbursement is due and payable within 30 calendar days of the city's issuance of a billing statement.

If payment of the penalty or reimbursement costs is not received by the city in 60 calendar days, the city manager can instruct that the outstanding obligation be collected in any of the following manners:

(1) A civil action in the name of the city, in any court of competent jurisdiction; or

(2) Use of a debt collection agency; or

(3) A lien on the subject property.

(e) All penalties and additional costs related to a tree violation must be paid to the city prior to its issuance of building or construction-related permits unless, in the opinion of the director of planning and building, such permits are necessary for the preservation of public health, safety or welfare. (Ord. No. 2328, § 1 (part), 2019.)

34.18 Administrative regulations.

To implement and enforce this chapter, the city manager or his designee may adopt administrative procedures, regulations and guidelines consistent with the provisions of this chapter. These administrative procedures, regulations and guidelines shall have the force and effect of law and may be relied upon by the parties to determine their rights and responsibilities under this chapter. Such administrative procedures, regulations and guidelines shall be posted at City Hall or on the city's website or made available by the city when so adopted. (Ord. No. 2398, § 2, 2025.)

ORDINANCE NO. 2398

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, AMENDING CHAPTER 34 (TREES AND SHRUBS) RELATED TO THE PROCESS FOR OBTAINING TREE REMOVAL PERMITS FOR DEAD OR DYING TREES AND THE TREE REPLACEMENT REQUIREMENT

THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA DOES ORDAIN AS FOLLOWS:

SECTION 1. Section 34.11 (Criteria for approving tree removal permit applications) of Chapter 34 (Trees and Shrubs) is hereby amended by adding a new paragraph "c" to read as follows:

"(c) Notwithstanding paragraphs (a) and (b) herein and Section 34.10(b), in the case of an application for a tree removal permit not associated with development, if a determination has been made by either a certified arborist or the Director that the tree to be removed is dead, dying, or is so diseased or damaged that it is no longer viable such that it poses an obvious and imminent threat to life or property, the Director has authority to issue the tree removal permit and require only one replacement tree for each removed tree. In determining the type and size of the replacement tree, the Director has discretion to determine the type and size of the replacement tree and Section 34.12-5(a) shall not apply and no replacement plan or notice is required unless requested by the Director. This paragraph (c) shall apply to any permit issued on or after April 1, 2025."

SECTION 2. A new Section 34.18 (Administrative Regulations) shall be added to Chapter 34 (Trees and Shrubs) to read as follows:

"**34.18. Administrative regulations.**

To implement and enforce this Chapter 34, the City Manager or his designee may adopt administrative procedures, regulations and guidelines consistent with the provisions of this Chapter 34. These administrative procedures, regulations and guidelines shall have the force and effect of law and may be relied upon by the parties to determine their rights and responsibilities under this chapter. Such administrative procedures, regulations and guidelines shall be posted at City Hall or on the city's website or made available by the city when so adopted."

SECTION 3. The City Council declares that should any provision, section, paragraph, sentence, or word of this Ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction, or by reason of any preemptive legislation, the remaining provisions, sections, paragraphs, sentences and words of this Ordinance shall remain in full force and effect.

SECTION 4. The City Clerk shall certify to the passage of this Ordinance and shall cause the same to be published in the manner prescribed by law, and this Ordinance shall become effective 30 days following its adoption.

PASSED, APPROVED AND ADOPTED on this 21st day of May, 2025.

Janet Braun, Mayor

ATTEST:

Hector Gomez, Chief City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

CITY OF SOUTH PASADENA

CITY CLERK'S DIVISION

CERTIFICATION OF ORDINANCE

STATE OF CALIFORNIA)

COUNTY OF LOS ANGELES) SS

CITY OF SOUTH PASADENA)

I, Hector Gomez, Chief City Clerk of the City of South Pasadena, do hereby certify that Ordinance No. 2398, was duly and regularly approved and adopted at a Regular meeting of the City Council on this 21st day of May, 2025, by the following votes as the same appears on file and of record in the Office of the City Clerk.

AYES: Cacciotti, Ferguson, Primuth, Rossi, Mayor Braun

NOES: None.

ABSENT: None.

ABSTAIN: None.

Hector Gomez, Chief City Clerk

RESOLUTION NO. 7360

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, ESTABLISHING A LIST OF PROTECTED NATIVE TREES, ADDING DROUGHT TOLERANT TREES AND RESCINDING RESOLUTION NO. 6509

WHEREAS, on December 3, 1997, Resolution No. 6509, was adopted by City Council to establish a list of protected native tree species; and

WHEREAS, the native tree list required updating; and

WHEREAS, a new list of drought tolerant trees was created due to the drought in California; and

WHEREAS, the City of South Pasadena's Natural Resources and Environmental Commission has reviewed the list of protected native trees and recommends the City Council update the list and add a list of drought tolerant trees.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The City Council hereby adopts the attached updated list of protected native and drought tolerant trees and rescinds Resolution No. 6509.

SECTION 2. The City Council of the City of South Pasadena hereby finds that the following species of trees are native Southern California for purposes of protection and regulations as specified in the South Pasadena Municipal Code.

Common Name	Scientific Name
Coast Live Oak *	Quercus agrifolia
Holly Oak *	Quercus ilex
Southern Live Oak *	Quercus virginiana
Scrub Oak *	Quercus berberidifolia
Canyon Live Oak *	Quercus chrysolepis
Engelmann Oak *	Quercus engelmannii
California Black Oak *	Quercus kelloggii
Interior Live Oak *	Quercus wislizeni
California Bay Laurel *	Umbellularia californica

Desert Willow *	Chilopsis linearis
Catalina Ironwood *	Lyonothamnus floribundus asplenifolius
California Sycamore *	Platanus racemosa
Toyon *	Heteromeles arbutifolia
So. California Black Walnut *	Juglans californica
Hollyleaf Cherry *	Prunus ilicifolia

* *California Native*

SECTION 3. The City Council of the City of South Pasadena hereby finds that the following species of trees are drought tolerant tree species for purposes of water conservation.

Common Name	**Scientific Name**
Fruitless Olive Tree	Olea europaea 'Majestic Beauty'
Shoestring Acacia	Acacia stenophylla
Incense Cedar	Calocedrus decurrens
Fruitless Sweetgum	Liquidambar styraciflua 'Rotundiloba'
Golden Trumpet Tree	Tabebuia chrysotricha
Willow Pittosporum	Pittosporum phillyraeoides
Pink Trumpet Tree	Tabebuia impetiginosa
Chinese Hackberry	Celtis sinensis
'Pink Dawn' or 'Morning Cloud'	Chitalpa tashkentensis
Chinese Fringe Tree	Chionanthus retusus
Paperbark Tree	Melaleuca quinquenervia
Australian Bottle Tree	Brachychitons
Blue Palo Verde	Parkinsonia florida
Desert Museum Palo Verde	Cercidium x 'Desert Museum'
African Sumac	Rhus lancea
Australian Willow	Geijera parviflora
Flaxleaf Paperbark	Melaleuca linarifolia
Chinese Pistache	Pistacia chinensis
Blue Atlas Cedar	Cedrus atlantica
Crape Myrtle	Lagerstroemia indica
Western Redbud	Cercis occidentalis
Strawberry Tree	Arbutus Marina
Fan-Tex Ash	Fraxinus velutina 'Rio Grande'
Sweet Bay	Laurus nobilis
Afghan Pine	Pinus eldarcia
Columbia Plane Tree	Platanus 'Columbia'
Ornamental Pear	Pyrus 'Chanticleer'
California Pepper	Schinus molle
Saw-Leaf Zelkova	Zelkova serrate

SECTION 4. The City Clerk of the City of South Pasadena shall certify to the passage and adoption of this resolution and its approval by the City Council and shall cause the same to be listed in the records of the City.

PASSED, APPROVED AND ADOPTED ON this 2nd day of July, 2014.

Marina Khubesrian, M.D., Mayor

ATTEST:

Evelyn G. Zneimer, City Clerk
(seal)

APPROVED AS TO FORM:

Richard L. Adams II, City Attorney

I HEREBY CERTIFY the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 2nd day of July, 2014, by the following vote:

AYES: Cacciotti, Joe, Mahmud, Schneider, and Mayor Khubesrian

NOES: None

ABSENT: None

ABSTAINED: None

Evelyn G. Zneimer, City Clerk
(seal)

City of SOUTH PASADENA
PUBLIC WORKS

CITY OF SOUTH PASADENA
PUBLIC WORKS

Tree Ordinance
Review & Research

Natural Resources and Environmental Commission
May 27th, 2025

City of SOUTH PASADENA
PUBLIC WORKS

OUR GOAL

LEARNING FROM SIMILAR CHALLENGES

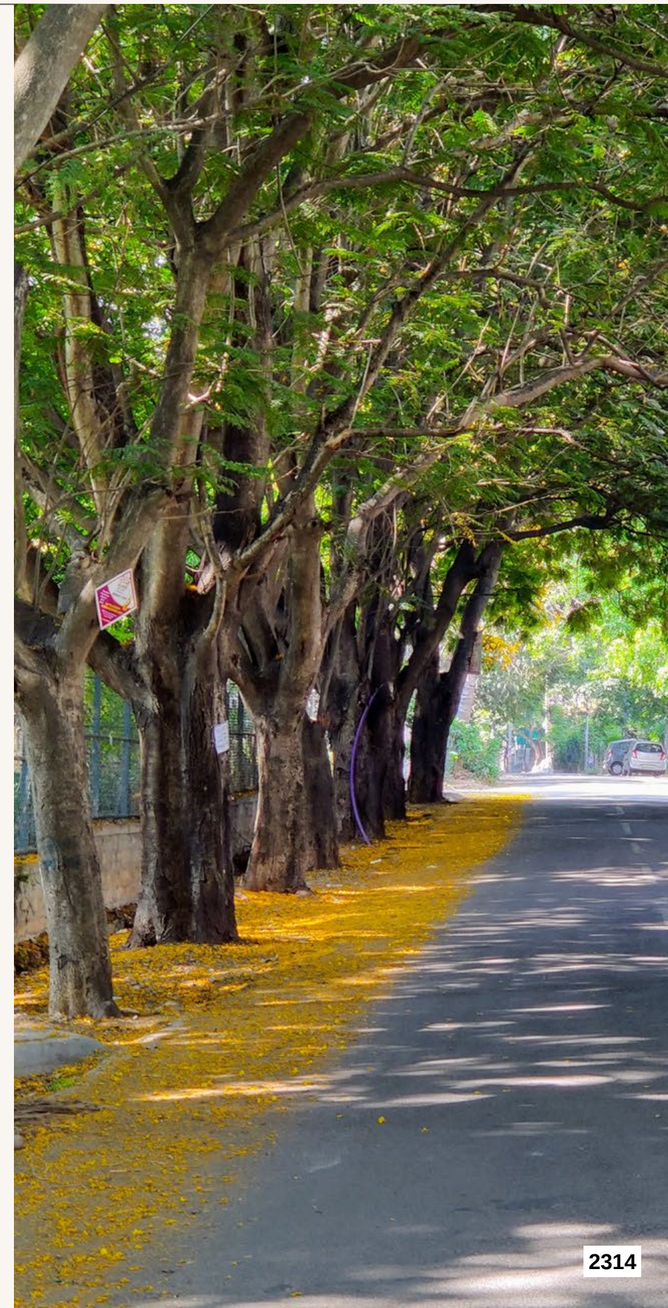
IDENTIFY KEY GAP AREAS & CHALLENGES IN CURRENT ORDINANCE

ADDRESSING THE COMMUNITY NEEDS

City of SOUTH PASADENA
PUBLIC WORKS

CITIES UNDER CODE REVIEW

- ALHAMBRA **[TREE CITY]**
- ARCADIA **[TREE CITY]**
- SIERRA MADRE
- LA CANADA **[TREE CITY]**
- GLENDALE **[TREE CITY]**
- SAN MARINO **[TREE CITY]**
- CLAREMONT **[TREE CITY]**



KEY FOCUS AREAS

MAINTENANCE RESPONSIBILITY

DEVELOPMENT & LAND USE

TRIMMING/PRUNING CRITERIA

REMOVAL CRITERIA

PERMITTING

ENFORCEMENT & COMPLIANCE

MAINTENANCE OWNERSHIP

MAINTENANCE RESPONSIBILITY

	SOUTH PASADENA	SIERRA MADRE	ARCADIA	ALHAMBRA	GLENDALE	LA CANADA	SAN MARINO	CLAREMONT
ALL CITIES RESPONSIBLE FOR CITY OWNED TREES	✓	✓	✓	✓	✓	✓	✓	✓
PRIVATELY OWNED TREES RESPONSIBLE OF PROPERTY/ TREE OWNER	✓	✓	✓	✓	✓	✓	✓	✓
RESPONSILITY OF ADVISORY BODIES / COMMISSIONS VARY BY CITY	Established maintenance standards in code and reviews tree permit appeals.	Advisory panel for the city council and staff on urban forest management.	Advises the City Council and reviews the annual City-owned tree inventory and master plan.	Not addressed in the code.	Not addressed in the code.	Develops a five-year Capital Improvement Project Plan targeting future urban forest management needs.	Interprets code application in some cases, advises on preservation policy, and enforces tree regulations.	Recommends care for trees on city-owned and private undeveloped properties and maintains a list of native trees species.

MAINTENANCE RESPONSIBILITY

PRESENT CHALLENGES

MAINTENANCE GUIDELINES

- Code acts as a guideline for residents on maintenance standards but does not enforce them.
- Community struggles with how to maintain trees and be compliant with code requirements.

IMPROVEMENTS

MAINTENANCE GUIDELINES

- Provide information to the public on the best practices of maintaining common species of trees.
- Social media posts notifying residents of the upcoming trimming season.

DEVELOPMENT & LAND USE

DEVELOPMENT & LAND USE

	SOUTH PASADENA	SIERRA MADRE	ARCADIA	ALHAMBRA	GLENDALE	LA CANADA	SAN MARINO	CLAREMONT
TREE PROTECTION MITIGATION MEASURES	✓	✓	✓	✓	✓	✓	✓	✓ For work on City property only.
TREE REPLACEMENT PLAN OR ARBORIST REPORT REQUIRED	Note that protected species and tree classifications vary per City Arborist report and removal/ replacement plan required for every species of tree.	Tree survey is required [as part of permit process]. Must enter mitigation agreement with City.	Tree replacement plan [required for every protected tree approved for removal].	Not addressed in the code.	Tree replacement plan and arborist report.	Site plan and replacement plan required.	Tree restoration and protection plan required.	Not addressed in the code.
TREE REPLACEMENT REQUIREMENT	Double the normal replacement requirement .	Replaced within 1 year of removal by a minimum of 1 tree of the same species or suitable alternatives.	Replacement based on higher value or cost, plus planting. Type & replacement decided by director.	If violation occurs: Required number of replacement trees shall be double the standard provision.	One or more trees planted as a mitigation measure [replacing protected indigenous].	Tress must be replaced onsite. The size of replacement based on size of protected tree removed.	Heritage and oak trees replaced with equivalent species.	Not addressed in the code.

REPLACEMENT PLANS & ARBORIST REPORTS MAY INCLUDE: TREE SPECIES, AESTHETIC ASSESSMENT, MITIGATION RECOMMENDATIONS, HEALTH EVALUATION, TREE DIAMETER, REPLACEMENT CRITERIA

MITIGATION MEASURES MAY INCLUDE: ESTABLISHING TREE PROTECTION ZONE (TPZ), ONGOING IRRIGATION, UTILIZATION OF HANDTOOLS ROOT PROTECTION ZONE, AVOID WORK IN DRIPLINE, SUFFICIENT GUARDS OR PROTECTOR

DEVELOPMENT & LAND USE

PRESENT CHALLENGES

ENFORCEMENT

- Current code language sets an unclear expectation for the interrelation between development and tree protection

URBAN FOREST MANAGEMENT

- The city lacks long term goals and pathway for the preservation of the urban forest

IMPROVEMENTS

ENFORCEMENT

- Aligning the code with the City's and State's current standards and expectations for development

URBAN FOREST MANAGEMENT

- Create measurable benchmarks for the maintenance and enhancement of the city's urban forest through a Comprehensive Management Plan:
  - Addressing the planting of new trees
  - Removing dead/hazardous trees
  - Conducting reforestation in city owned properties
  - Establish tree species guidelines for various corridors throughout the City.
  - Explore planting fire-resistant trees in high severity zones.

TRIMMING & PRUNING CRITERIA

TRIMMING & PRUNING CRITERIA

	SOUTH PASADENA	SIERRA MADRE	ARCADIA	ALHAMBRA	GLENDALE	LA CANADA	SAN MARINO	CLAREMONT
PERMIT REQUIRED	✓ Required for all mature oak trees, mature native trees and heritage trees.	✓ Required for all street tree and protected tree [both associated and unassociated with development project].	Permit is not required. Trimming of a protected tree guided by ISA/ANSI standards. Property owners additionally require consultation and written confirmation from Certified Arborist.	✓ Permit not required for routine trimming, trees located on side/rear yards of private property, fruit trees, any palm tree, and removal of dead wood.	✓ Permit required for protected indigenous trees – including arborist report.	✓ Any Certified arborists and tree trimmer required to be selected from City's official list.	✓ Includes mention of contracting license C-27 or C-61.	Permit is not required for trees on private property.
ISA/ANSI STANDARDS MENTION OR GUIDELINES	✓ **>10%** of the live foliage of a mature oak tree or mature native species tree **>20%** of live foliage of any heritage tree	✓ Required for "substantial trimming" – defined as **>25%** of the live grown of a street or protected tree	✓	May require residents to enter an agreement to pay all costs incurred for inspection.	✓	✓	✓ **>10%** of live foliage of a mature oak tree **>20%** of live foliage of any heritage tree or established tree	✓ Included under definition of pruning.

TRIMMING & PRUNING CRITERIA

PRESENT CHALLENGES

PROVIDING CLARITY

- The current language provides unclear guidelines for both applicants and staff on permissions for tree trimming.

INDUSTRY BMP'S

- Contains a live foliage measurement standard that is difficult to apply and enforce.

IMPROVEMENTS

PROVIDING CLARITY

- Provide guidance on appropriate times of the year to trim oak species.

INDUSTRY BMP'S

- Separate the criteria for tree trimming from that of tree removal, and introduce clear, tangible guidelines early in the process to help applicants understand and comply with the requirements.

REMOVAL CRITERIA

REMOVAL CRITERIA

	SOUTH PASADENA	SIERRA MADRE	ARCADIA	ALHAMBRA	GLENDALE	LA CANADA	SAN MARINO	CLAREMONT
PERMIT REQUIRED	✓ Permit required for all trees.	✓ Required for all street trees, protected trees [both associated and unassociated with development project].	✓ Required for all protected trees.	✓ Permit required for all trees. Permit not required for trees located on side/rear yards of private property, fruit trees, and any palm tree.	✓ Permit required for protected indigenous trees – including arborist report.	✓ Required for all protected trees.	✓ Includes mention of contracting license: C-27 or C-61.	Permit not required for trees on private property. Permit required for trees located within public ROW.
PROTECTED TREE SPECIES	• Native Tree: Species native to Southern California • Oak Tree: Tree of the genus Quercus • Significant Tree: Any variety of tree that has caliper of 1ft or more	• California Scrub Oak • Coast Live Oak • Coast Scrub Oak • Engelman n Oak • Southern California Black Walnut • Western Sycamore	• Oak Trees • Sycamore Trees	• Oak Trees: Taller than 15ft or 12inch diameter • California Natives: taller than 15 ft or 12-inch diameter • Mature Trees: taller than 20ft or 24-inch diameter	• Coast Live Oak • Mesa Oak • California Sycamore • Valley Oak • Scrub Oak • California Bay	• Oak Trees • Sycamore Trees • Deodar Cedars • Any tree over 5 ft in non-residential • Any trees on public property	• Established Tree: Any tree 15ft or 6inch diameter • * Heritage Tree: Tree 15ft or 4 in diameter • Oak Tree: Any genus Quercus; 15ft or 4-inch diameter	*Maintains designated street tree list.

*** = EXTENSIVE LIST**

REMOVAL CRITERIA

	SOUTH PASADENA	SIERRA MADRE	ARCADIA	ALHAMBRA	GLENDALE	LA CANADA	SAN MARINO	CLAREMONT
ASSOCIATED FEE	Tree removal permit: **$364** Private property tree removal [removing 4+ trees]: **$504** Inspection removal fee: **$141**	No fee for tree removal permits. Commission review: **$173** Tree replacement: **Actual cost + 15% processing fee**	Tree permit fee: **Range $138 to $1,053** *Exemptions:* • No fee for tree permit applications associated w/ diseased or hazardous protected trees	Tree removal permit: **$600**	Street tree application fee: **$205** Indigenous tree application fee: **$880** Indigenous tree inspection & monitoring fee: **$513** Indigenous tree; removing a dead tree: **$94** Public works tree installation: **ranging $343 - $6,113**	Tree Removal App: **$220** Appeal Removal of City Tree**: $220 + outside costs** Appeal of Public Works & Traffic Commission City Tree Removal**: $220 +outside costs**	Tree Removal Permit ROW- **$700** Tree Removal Permit Private - **$415** Appeal of Private Tree Removal Permit - **$545 per appeal** Appeal to City Council - **$905 per appeal** Appeal to Planning Commission - **$905 per appeal**	No fee associated with tree removal permit.
TREE REPLACEMENT REQUIREMENT	1 to 2 24” box tree will be required as a replacement for each 6in increment for any tree or native species. 1 to 2 24” box tree will be required for each 10in increment for any tree or native species.	Protected Trees: 1:1 replacement; min. 24" box, same species or suitable alternative Heritage Trees (100+ yrs): 1:1 replacement with large specimen trees	Every protected tree approved for removal to be replaced with a minimum of two (2) new 24-in box trees.	Oaks/Natives: 2× 24" box per 10" lost. Mature trees: 1× 24" box per 10", similar/native species.	Mitigation trees must not exceed removed/protected tree diameters; minimum 24-inch box size unless smaller approved.	12”-23” • 1 replacement tree • 24” box size 24”-35” • 1 replacement tree • 36” box size 36” or greater • 1 replacement tree • 48” box size	4-8” • One 36” box 9-12” • Two 36” box 13-18” • Four 24” box OR two 36” box 19-36” • Eight 24” box OR four 36” box 37” or greater • Twelve 24” box OR eight	City encourages same/larger stature tree for each removed; replant next season unless site deemed non-viable.

REMOVAL CRITERIA

PRESENT CHALLENGES

ALLEVIATING THE BURDEN

The current process of removal can be lengthy and a financial burden to residents and developers.

IMPROVEMENTS

ALLEVIATING THE BURDEN

Explore language that streamlines the permitting process through:

- Reducing tree species list to only native species that require tree removal permit.
- Adjusting replacement requirements for removals.
- Clearly outline how an application can be approved/denied.
- Require notification letters for NREC appeals only.
- Provide expected permit processing schedule flow chart.

REMOVAL CRITERIA

PRESENT CHALLENGES

ADDRESSING TODAY'S CHALLENGES

As the city's canopy continues to age, the ordinance requirements and regulations are not able to keep up.

IMPROVEMENTS

ADDRESSING TODAY'S CHALLENGES

Update language to navigate today's challenges with existing/inherited trees. Addressing issues such as retaining/obtaining fire and household insurance, creating a defensible space for fire risks, and encouraging new developments while still prioritizing the longevity and sustainability of the existing urban forest.

Restructure the tree replacement fund deposits to contribute to the city's overall management of City's Urban Forest.

PERMITTING PROCESS

PERMITTING PROCESS

PRESENT CHALLENGES

CRITERIA FOR TREE REMOVAL APPROVAL

Current ordinance does not consider contemporary concerns with wildfires and insurances as it does with structural interference and risks to life, safety and property.

COMPLEX & LENGTHY PERMITTING PROCESS

The permitting process includes many decision points, documents, expenditures, stakeholders and is not easily navigated by community members.

This multi-step process can be time-consuming and may delay necessary actions, especially when urgent safety issues are involved.

IMPROVEMENTS

CRITERIA FOR TREE REMOVAL APPROVAL

Opportunity to expand current eligibility removal criteria to address these challenges.

COMPLEX & LENGTHY PERMITTING PROCESS

Streamline the permitting process to ensure native trees are protected and minimize the overhead time and costs associated with reviewing and processing a tree removal permit.

Streamlining the permitting process will also allow residents to address urgent issues in a timely manner while still adhering the City municipal code.

PERMITTING PROCESS

PRESENT CHALLENGES

FINANCIAL BURDEN ON APPLICANTS

The requirement for replacing trees can be financially burdensome, particularly for residents facing significant costs for tree removal or maintenance. Residents often pay for arborist reports, replanting and sometimes even staff time for appeals.

HIGH POTENTIAL FOR PUBLIC DISPUTES

The permitting process can lead to disputes among neighbors, as seen in cases where tree removal applications have sparked controversy. These disputes can escalate, involving legal action and community tensions, highlighting the need for clearer guidelines and better communication.

IMPROVEMENTS

FINANCIAL BURDEN ON APPLICANTS

Implement lower replacement requirement.

Require 100’ radius notification letter if removal application is development related, is denied and applicant appeals Director decision or when the Director refers the decision to the NREC.

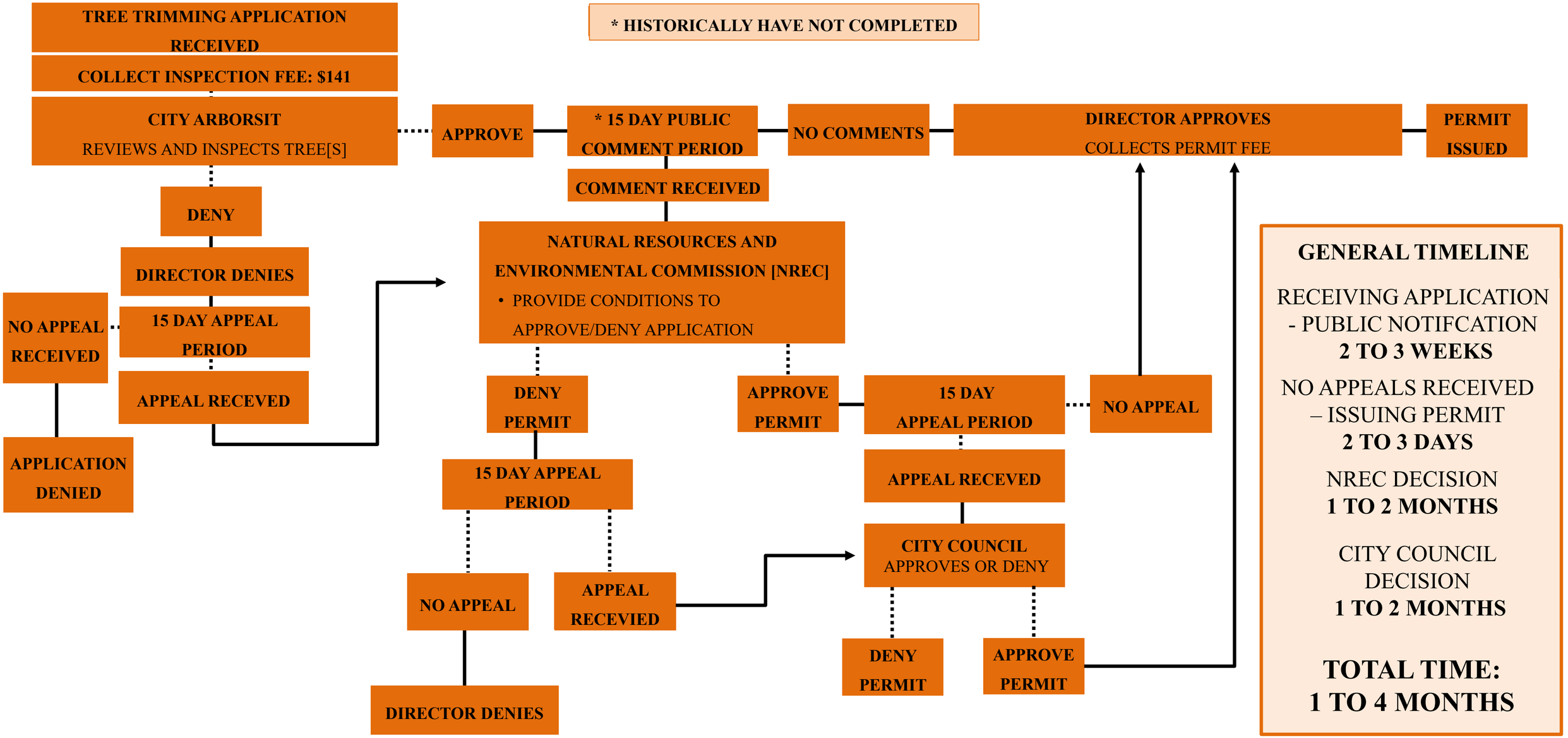
Allow 1 year for applicants to fulfill replacement requirement.

HIGH POTENTIAL FOR PUBLIC DISPUTES

Redefine when a notification letter for a tree removal is required. Additionally, correct that the appeal fee should be paid by the individual filing the appeal, not by the original applicant.

EXISTING TREE TRIMMING PERMIT PROCESS

NOT ASSOCIATED WITH LAND DEVELOPMENT



GENERAL TIMELINE

RECEIVING APPLICATION - PUBLIC NOTIFCATION
2 TO 3 WEEKS

NO APPEALS RECEIVED – ISSUING PERMIT
2 TO 3 DAYS

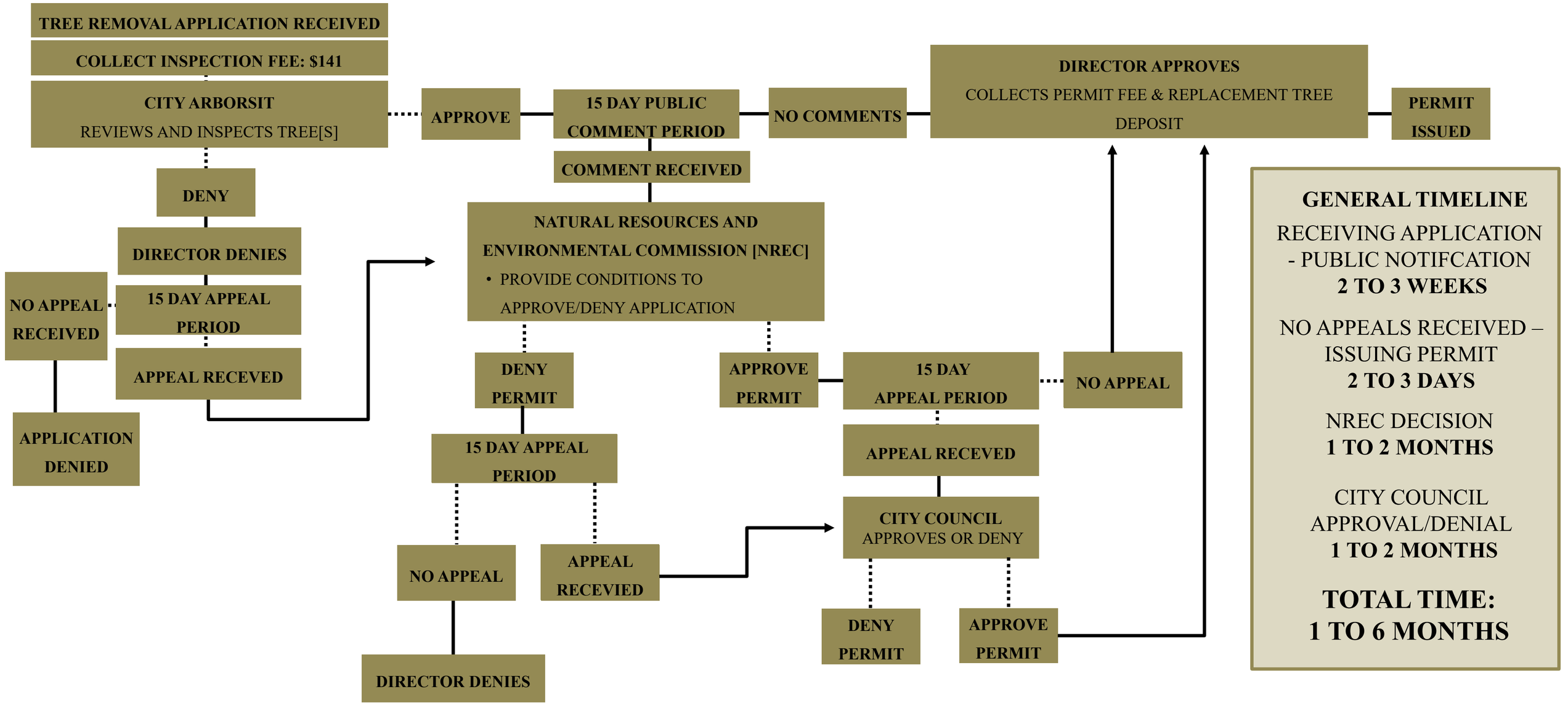
NREC DECISION
1 TO 2 MONTHS

CITY COUNCIL DECISION
1 TO 2 MONTHS

TOTAL TIME:
1 TO 4 MONTHS

EXISTING TREE REMOVAL PERMIT PROCESS

NOT ASSOCIATED WITH LAND DEVELOPMENT



GENERAL TIMELINE

RECEIVING APPLICATION - PUBLIC NOTIFCATION
2 TO 3 WEEKS

NO APPEALS RECEIVED – ISSUING PERMIT
2 TO 3 DAYS

NREC DECISION
1 TO 2 MONTHS

CITY COUNCIL APPROVAL/DENIAL
1 TO 2 MONTHS

TOTAL TIME:
1 TO 6 MONTHS

EXISTING TREE TRIMMING PERMIT PROCESS

ASSOCIATED WITH LAND DEVELOPMENT

TREE TRIMMING APPLICATION RECEIVED

COLLECT INSPECTION FEE: $141

CITY ARBORSIT
REVIEWS AND INSPECTS TREE[S]

DENY

DIRECTOR DENIES

15 DAY APPEAL PERIOD

NO APPEAL

APPEAL RECEVED

DIRECTOR PROVIDES RECOMMENDATION

APPROVE

*** 15 DAY PUBLIC COMMENT PERIOD**

COMMENT RECEIVED

NATURAL RESOURCES AND ENVIRONMENTAL COMMISSION [NREC]
- PROVIDE RECOMMEDNATION TO APPROVE/DENY APPLICATION

DENY PERMIT

15 DAY APPEAL PERIOD

NO APPEAL

APPEAL RECEVIED

DIRECTOR PROVIDES RECOMMENDATION

APPROVE PERMIT

15 DAY APPEAL PERIOD

NO APPEAL

APPEAL RECEVED

DIRECTOR PROVIDES RECOMMENDATION

NO COMMENTS

DIRECTOR PROVIDES RECOMMENDATION

PLANNING REVIEW AUTHORITY

DENY PERMIT

APPROVE PERMIT

PERMIT ISSUED AFTER BUILDING PERMIT IS ISSUED

*** HISTORICALLY HAVE NOT COMPLETED**

GENERAL TIMELINE

RECEIVING APPLICATION - PUBLIC NOTIFCATION
2 TO 3 WEEKS

NO APPEALS RECEIVED – ISSUING PERMIT
2 TO 3 DAYS

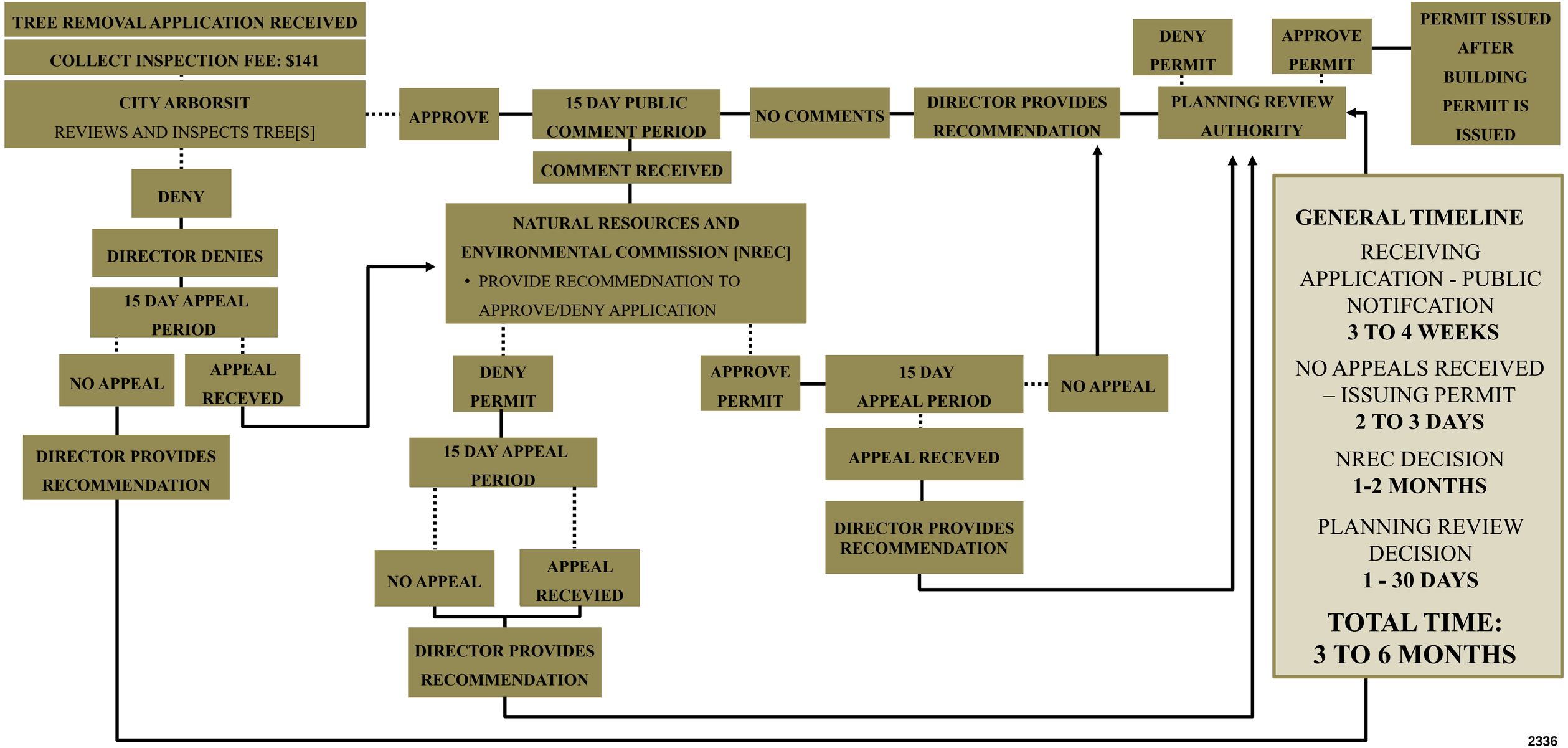
NREC DECISION
1 TO 2 MONTHS

PLANNING REVIEW DECISION
1 - 30 DAYS

TOTAL TIME:
1 TO 4 MONTHS

EXISTING TREE REMOVAL PERMIT PROCESS

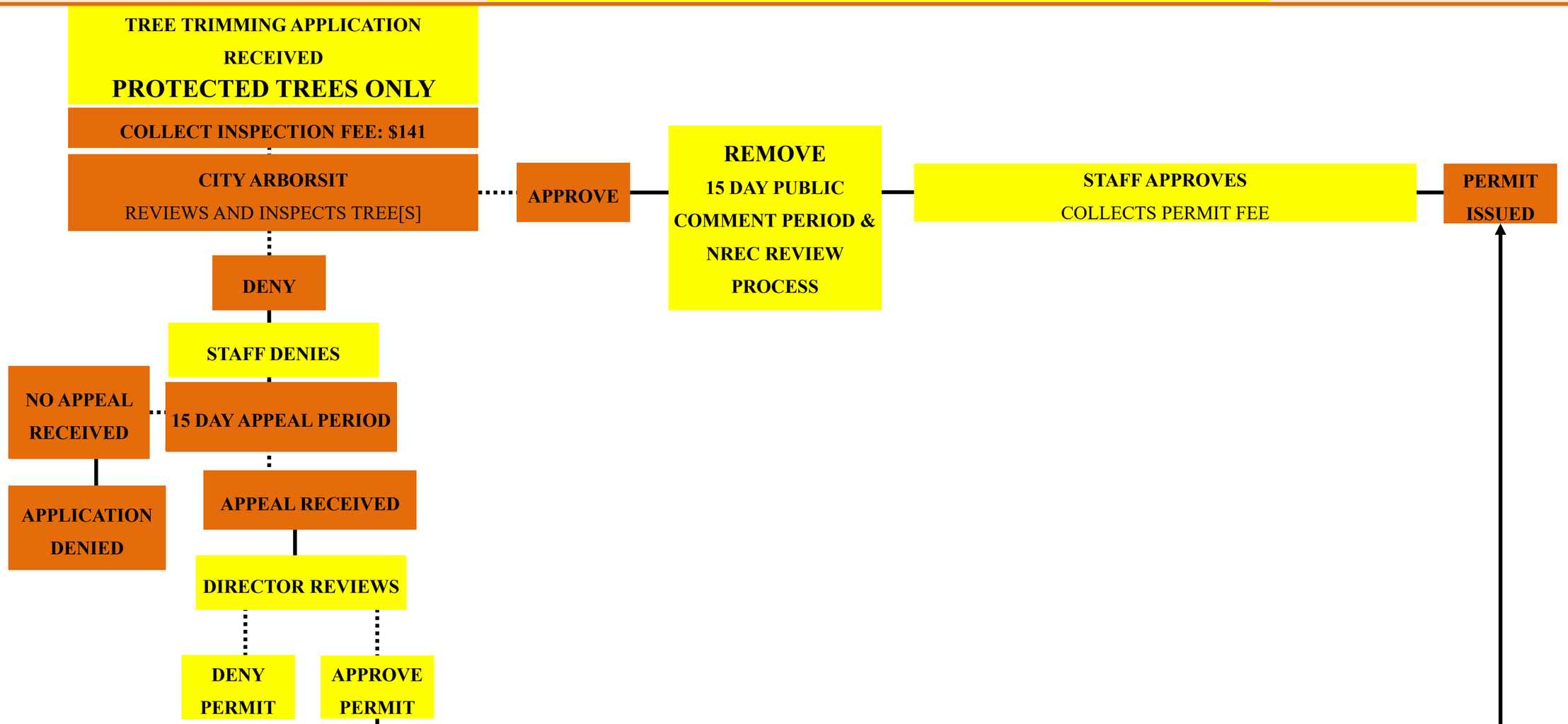
ASSOCIATED WITH LAND DEVELOPMENT



IMPROVED PERMITING PROCESS

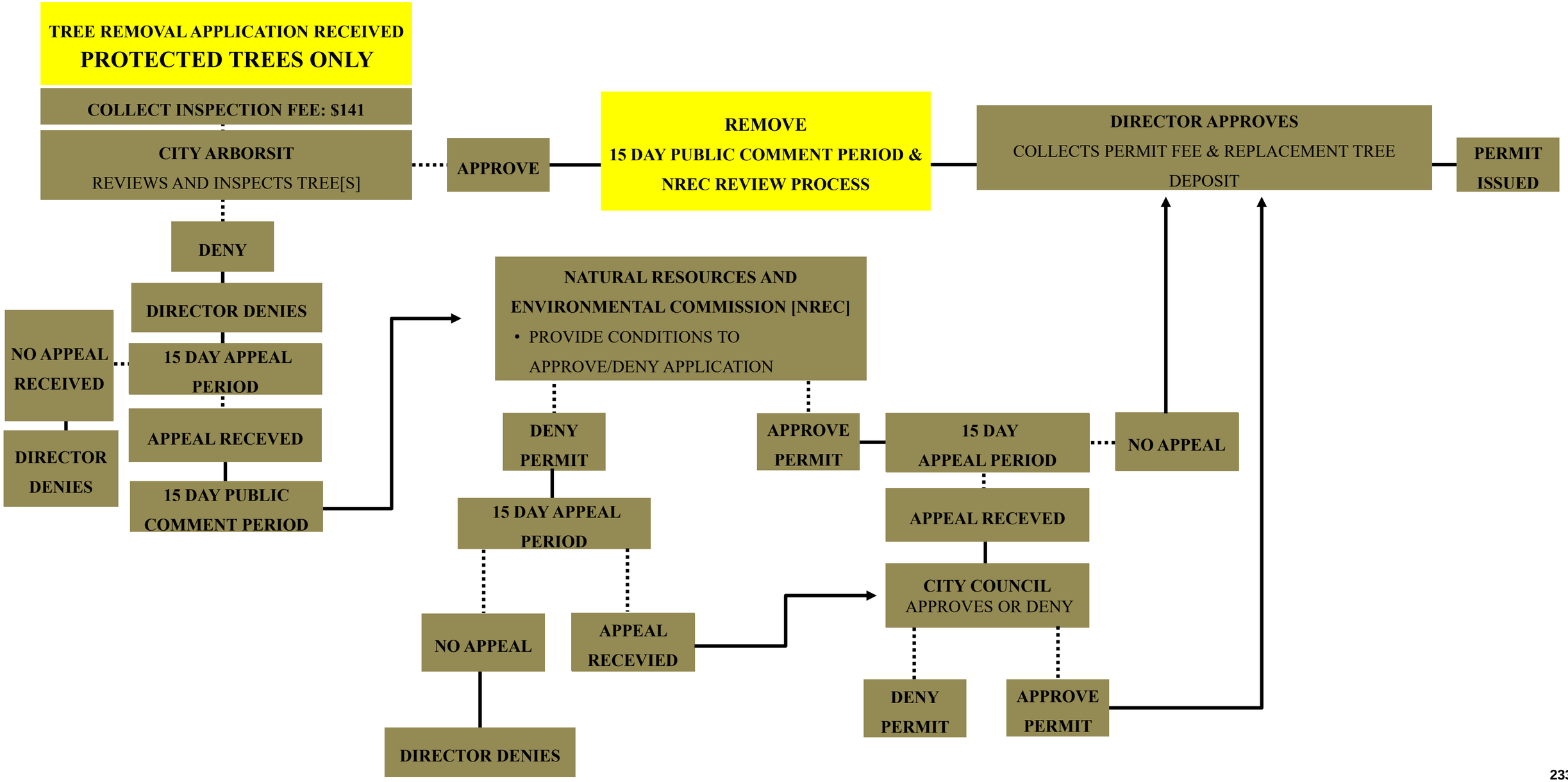
PROPOSED TREE TRIMMING PERMIT PROCESS

~~*NOT ASSOCIATED WITH LAND DEVELOPMENT*~~



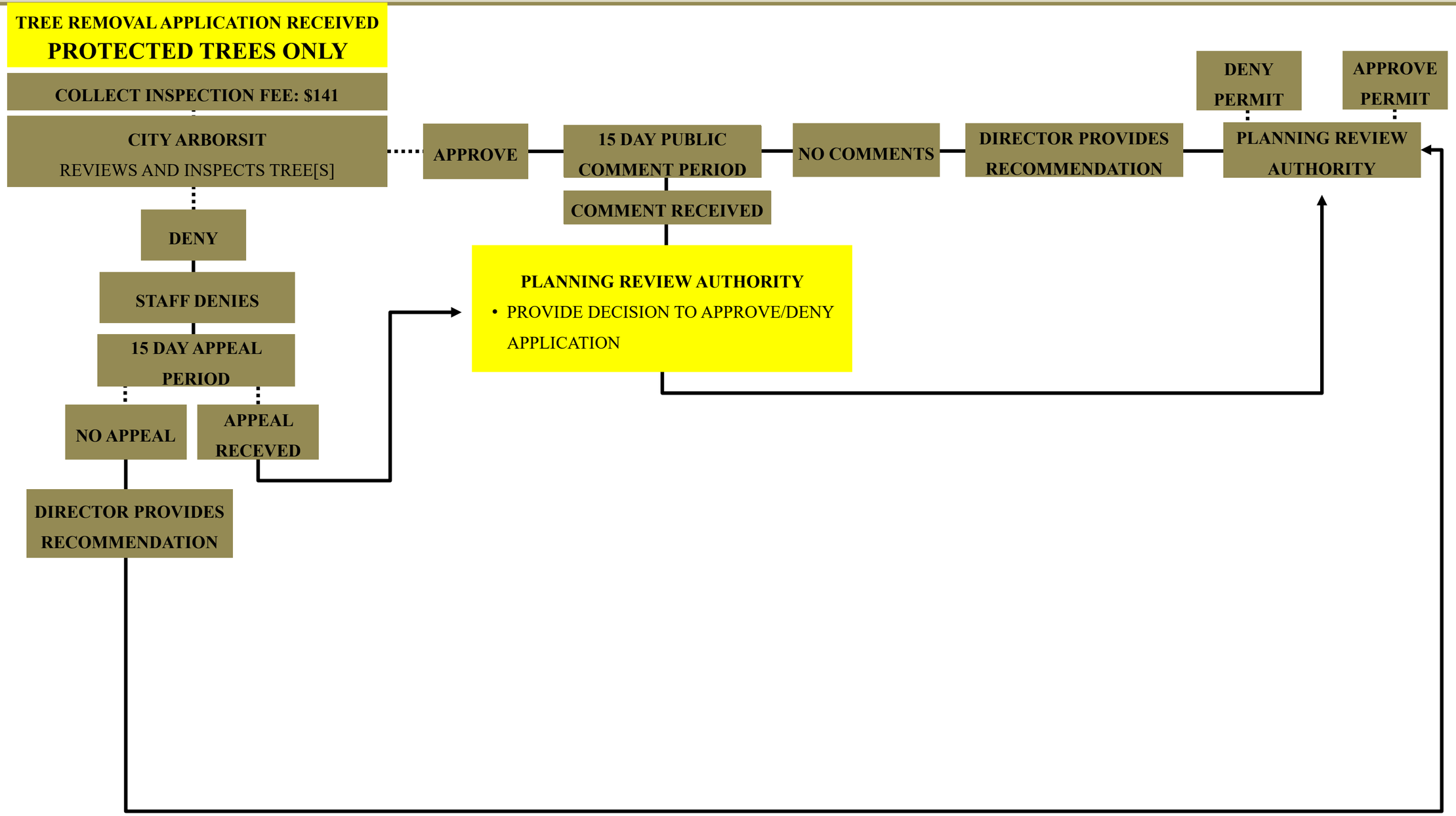
PROPOSED TREE REMOVAL PERMIT PROCESS

NOT ASSOCIATED WITH LAND DEVELOPMENT



PROPOSED TREE REMOVAL PERMIT PROCESS

ASSOCIATED WITH LAND DEVELOPMENT



ENFORCEMENT & COMPLIANCE

ENFORCEMENT & COMPLIANCE

PRESENT CHALLENGES

LACK OF CLARITY AND TRANSPARENCY

The current enforcement criteria and violation conditions are not always clear which hinders staff in being able to consistently enforce the municipal code.

STAFF RESOURCES

The enforcement demands outweigh staff resources due to current municipal codes application to all trees.

IMPROVEMENTS

LACK OF CLARITY AND TRANSPARENCY

Remove subjective criteria allowing staff to apply violations consistently.

STAFF RESOURCES

Focusing ordinance on protected trees allowing staff to enforce municipal code without subjective interpretation.

City of SOUTH PASADENA
PUBLIC WORKS

STAFF RECOMMENDATIONS

FOCUS AREA	RECOMMENDATION
MAINTENANCE & OWNERSHIP	Staff recommends instituting more resources on best practices for common tree care. Including but not limited to notifying residents of trimming season through social media campaigns, website links, local newspapers and other standard city communication methods.
DEVELOPMENT & LAND USE	Staff recommends aligning the code with the City's and State's current standards and expectations for development. Staff additionally recommends developing a comprehensive Urban Forest Management Plan to set a more holistic approach to planting, maintenance, species selection and risk reduction.
TRIMMING/ PRUNING CRITERIA	Staff recommends integrating guidance on the optimal times of year to trim oak tree species to promote healthy growth and minimize environmental impact. Staff recommends streamlining the permit process including creating separate criteria for tree trimming from that of tree removal, and introducing clear, tangible guidelines early in the process to help applicants understand and comply with the requirements. Staff similarly recommends reviewing and revising the language related to heritage trees to distinguish them from other protected trees.

City of SOUTH PASADENA
PUBLIC WORKS

STAFF RECOMMENDATIONS

FOCUS AREA	RECOMMENDATION
REMOVAL CRITERIA	Staff recommends revising code language to streamline the tree removal process by limiting the species list to protected tree species only. Additionally consider adjusting replacement requirements, amending approval criteria, only require notification letters when Director denies applications and applicant has appealed Director decision or Director has referred decision to NREC, and provide expected permit processing schedule flow chart. Staff recommends refining language to more effectively address contemporary challenges related to existing trees. Including but not limited to: • Fire risk mitigation • Insurance implications • Facilitation of new developments • Prioritizing resilience of urban forest
PERMITTING	Staff recommends streamlining the permitting process to ensure native trees are protected and minimize the overhead time and costs associated with reviewing and processing a tree removal permit. Implement lower replacement requirement (consider models established by other cities). Require 100’ radius notification letter if removal application is development related, is denied and applicant appeals Director decision or when the Director refers the decision to the NREC. Additionally, correct that the appeal fee should be paid by the individual filing the appeal, not by the original applicant.

City of SOUTH PASADENA
PUBLIC WORKS

STAFF RECOMMENDATIONS

FOCUS AREA	RECOMMENDATION
ENFORCEMENT & COMPLIANCE	Staff recommends removing subjective criteria allowing staff to apply violations consistently. Focusing ordinance on protected trees allowing staff to enforce municipal code without subjective interpretation.

City of SOUTH PASADENA
PUBLIC WORKS

PROPOSED NEXT STEPS

- **MAY 27**: NREC [Review of Research and Policy Issues]
- **JUNE 9**: Public Safety Commission [Summary of Policy Issues]
- **JUNE 11**: Public Works Commission [Summary of Policy Issues]
- **JULY 16**: Council Update [Commission Advisement]
- **AUGUST 20**: First Reading of Draft Ordinance
- **SEPTEMBER 3**: Second Reading of Ordinance
- **OCTOBER**: Ordinance in Effect

City of SOUTH PASADENA
PUBLIC WORKS

CITY OF SOUTH PASADENA
PUBLIC WORKS

Tree Ordinance Revision

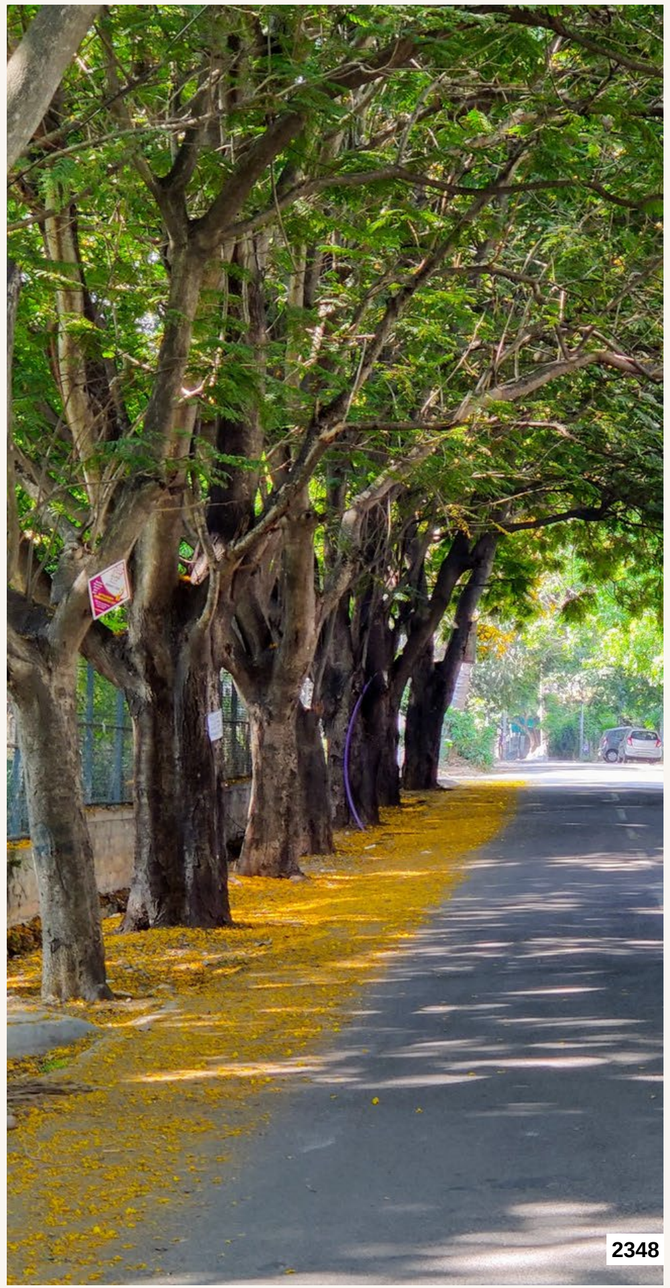
City Council

JULY 16, 2025

City of SOUTH PASADENA
PUBLIC WORKS

ORDINANCE REVIEW

- Review current ordinance and research neighboring city's similar policies and practices
- Establish recommendations for updating tree ordinance
- Specific direction to streamline the current tree removal/trimming permitting process
- Continually find ways to reflect the city's commitment to preserving its urban forest



IDENTIFIED CHALLENGES

- Ambiguous definitions & language
- Outdated removal criteria
- Cumbersome permitting process
- Unrealistic replacement requirements
- Constrained enforcement tools



2025 PERMITS AWARDED	**52**
CURRENT COSTS FOR PERMITS	**$141 - Inspection $364/$504 – Permit Fee $424 - Replacement**
AVERAGE MARKET COST OF 24 INCH BOX TREE	**$240 - $600 *Including labor to plant**
ESTIMATED TIME TO RECEIVE PERMIT	**1-6 months**

CITIES ANALYSIS

- ALHAMBRA **[TREE CITY]**
- ARCADIA **[TREE CITY]**
- SIERRA MADRE
- LA CANADA **[TREE CITY]**
- GLENDALE **[TREE CITY]**
- SAN MARINO **[TREE CITY]**
- CLAREMONT **[TREE CITY]**

KEY FOCUS AREAS

MAINTENANCE RESPONSIBILITY

DEVELOPMENT & LAND USE

TRIMMING/PRUNING CRITERIA

REMOVAL CRITERIA

PERMITTING

ENFORCEMENT & COMPLIANCE

COMMISSION FEEDBACK

CITY ANALYSIS & STAFF PROPOSED RECOMMENDATIONS REVIEWED BY:

- **Natural Resources & Environmental Commission:** May 27 & July 7 [*Special Meeting*]
- **Public Safety Commission:** June 9
- **Public Works Infrastructure Commission:** June 11

Allow for **collaboration with key stakeholders** – including Fire Department, insurance companies and legal experts to help ensure the updates to the ordinance **address the modern challenges** and meets the current needs of the community.
Exploring a **timelier response time** for City to respond to **hazardous removals/trimmings**.
Stronger emphasis on **native tree replacement** – this will assist with fire mitigation and water conservation efforts the City is already undergoing.
Explore having the **replacement requirements** be flexible beyond of a minimum of 24-inch box trees.
Agree with reducing the use of subjective language and **potentially including a supplemental checklist** that is associated with the removal/trimming permitting criteria.
Include mention of the **penalties of illegal removal or trimming** earlier in the ordinance.
Appreciate how this change is about simplifying and improving the management/process of those applying for removals. Specifically, like it because it will **improve compliance** and give staff a better understanding of the existing urban canopy.

City of SOUTH PASADENA
PUBLIC WORKS

EXISTING REMOVAL CRITERIA





SOUTH PASADENA MUNICIPAL CODE CHAPTER 34

EXISTING CRITERIA [SECTION 34.11]

(1) Where the tree poses a **reasonable** risk of injury or harm to persons or property or is **substantially** interfering with the structural integrity or the use of an existing structure (including, but not limited to, a fence or wall), swimming pool, or building **and there is no feasible and reasonable alternative to mitigate the interference.**

(2) Where, upon taking into account the **size, shape, topography** and existing trees upon the lot, the denial of the permit would create an **unreasonable hardship** on the property owner. Redesign of any proposed development as an alternative to removal of an existing protected tree does not create **an unreasonable hardship**.

(3) Where **a written determination** has been made by a certified arborist, after a visual inspection or scientific evaluation, that the tree is so diseased or damaged that it is no longer viable or is a threat to persons or property, including to other trees. The director or commission may waive the requirement for a certified arborist's written statement when the tree can reasonably be determined to be dead by a layperson's visual inspection or when, after conducting an inspection of the tree, the director determines that the tree poses an **obvious and imminent threat to life or property**.

(4) For the removal of a significant or mature tree, where the proposed replacement tree(s) **are of greater value or provide greater benefits** than the tree proposed for removal.

PROPOSED REMOVAL CRITERIA

City of SOUTH PASADENA PUBLIC WORKS

SOUTH PASADENA MUNICIPAL CODE
CHAPTER 34 - TREES & SHRUBS

CRITERIA FOR PRIVATE PROPERTY OWNERS

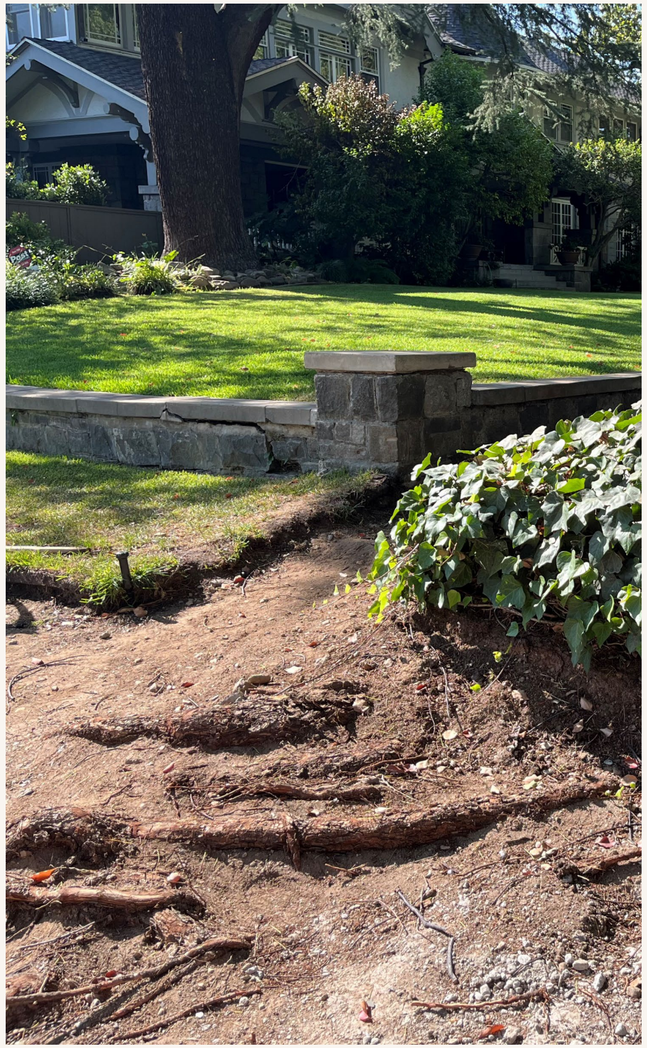
(1) Where the tree poses a risk of injury or harm to persons or property.

(2) Where the tree is interfering with the structural integrity or the use of an existing structure.

(3) Where the tree is dead, dying, or diseased. In such cases, only one replacement tree is required.

(4) Where the tree is preventing a property owner from renewing homeowner's insurance and the property owner has provided evidence of a letter of cancellation.

(5) Where a written determination has been issued by the Fire Chief or the Chief's designee that removal of the tree is necessary to achieve or maintain the defensible-space clearance required.



City of SOUTH PASADENA
PUBLIC WORKS

STAFF RECOMMENDATIONS



1. Align ordinance with **City's existing** Water-Efficient Landscape Ordinance and **State standards**.

2. Include language on **optimal seasonal timing for trimming "protected tree"** species.

3. Clearly **distinguish heritage trees** within the "protected tree" category.

4. Redefine the **category of "protected" trees** to align with the species of trees the City has **adopted by resolution 7360** to be considered native. **Revise tree trimming & removal permits** to **only be required for this category of "protected" trees.**

5. **Limit tree removal/trimming notification letters** to cases when the Director denies an application and an appeal is filed or for instances when the removal/trimming is **associated with land development**.

6. Integrate additional removal criteria to **address fire risk and insurance factors**.

STAFF RECOMMENDATIONS

7. Eliminate **removal criteria** related to the **unreasonable hardship** to property owner by denial of the permit (34.11(a)(2)).

8. Eliminate **removal criteria** related to the **replacement trees being of greater value or benefit** (34.11(a)(4)).

9. Revise **the number of required replacement trees** for all tree removal applications. Allow **flexibility in replacement size** and require replacement trees to be “protected” species only.

10. Revise the ordinance to ensure that fees related to appeals for tree related permits are **incurred by the appellant.**

11. Revise ordinance to eliminate **subjective criteria in violation assessments**, enabling staff to apply enforcement consistently and fairly.

12. **Amend the ordinance to exempt the City and its contractors from the requirement to obtain tree removal or trimming permits.**



City of SOUTH PASADENA
PUBLIC WORKS

SUPPLEMENTAL RESOURCES

The goal of these items is to provide supplementary support along side the tree ordinance update and aim to improve clarity for residents as they navigate permitting.

- Create **guideline/check list to streamline permitting criteria for trimming and removal**, providing clear guidelines early in the process.

- Utilize existing **City communication** channels to **promote tree care best practices**.

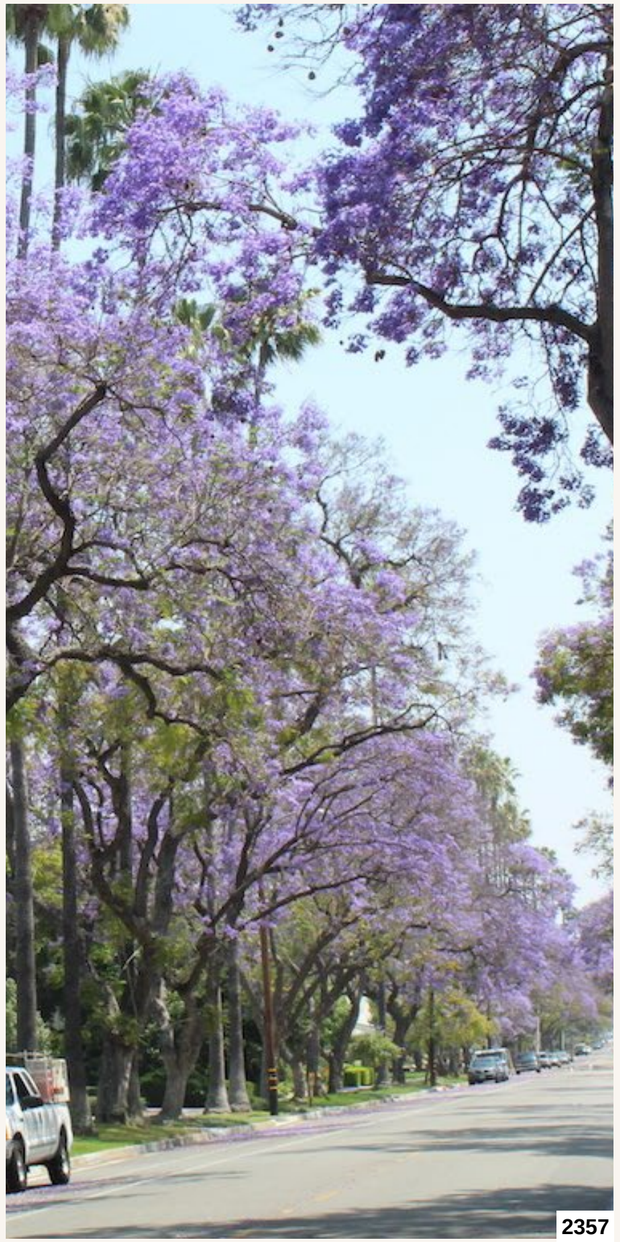
- Develop a comprehensive **Urban Forest Management Plan.**



City of SOUTH PASADENA
PUBLIC WORKS

PROPOSED TIMELINE

- **MAY 27: NREC**
- **JUNE 9: Public Safety Commission**
- **JUNE 11: Public Works Commission**
- **JULY 7: NREC [Review of Final Staff Recommendations]**
- **JULY 16**: Council Update [Commission Advisement]
- **LATE SUMMER 2025**: First Reading of Draft Ordinance
- **FALL 2025**: Second Reading of Ordinance
- **WINTER 2026**: Ordinance in Effect



City Council Agenda Report

ITEM NO. 23

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Human Resources Department

SUBJECT: **CONSIDERATION OF A RESOLUTION ESTABLISHING TWO NEW EMPLOYEE CLASSIFICATIONS, JOB DESCRIPTIONS AND SALARY RANGES; APPROVING THE RECLASSIFICATION OF AN EXISTING POSITION; APPROVING SALARY RANGE ADJUSTMENT FOR ONE POSITION; AND APPROVING THE ALLOCATION OF FUNDS FROM MULTIPLE FUNDS AND VACANT POSITIONS TO SUPPORT THE PERSONNEL REQUESTS**

Recommendation

It is recommended that the City Council consider adoption of the proposed Resolution to:

1. Approve and establish the job classification and salary range for the Procurement Contracts Administrator;
2. Approve and establish the job classification and salary range for the Information Technology and Systems Manager;
3. Approve the updated salary range for the Chief City Clerk position;
4. Approve the reclassification of the Administrative Secretary position in the City Manager's Office to an Executive Assistant;
5. Approve the allocation of funds from the vacant Management Analyst position to the Information Technology and Systems Manager;
6. Approve the allocation of funds from the vacant Permit Technician to the Information Technology and Systems Manager;
7. Approve the allocation of funds from vacant Maintenance Worker II position as an offset to the Special/Enterprise Funds contribution to these positions to support the changes.

Executive Summary

As the City continues to optimize resource allocations across departments and strengthen organizational capacity, the City Manager has directed the Human Resources Division (HR) to prepare two new job classifications and descriptions.

In Finance, the current structure lacks a dedicated mid-level manager to assist city departments in procurement functions including preparation of solicitation items like request for proposals, conducting formal bids and negotiating contracts and renewal prices. The addition of the Procurement Contracts Administrator will enhance operational efficiency, allow the city to have increased purchasing power, improve service delivery, and ensure government purchasing compliance.

Based on the volume of work across all City departments, it is expected that this position will

cover a majority of its own cost through savings earned from routinely establishing a competitive bid process for ongoing service and supplies, negotiating contract prices, and taking advantage of cooperative pricing that is afforded to government agencies such as GSA and CMAS pricing schedules.

Under the direction of the Assistant City Manager, establishing an Information Technology and Systems Manager position will address a critical need in the City's overall technology plan and future direction. Currently, the City's Information Technology support and administration is completely outsourced without oversight by a city staff position that has strong technical background. In order to stay abreast of current technological trends and best practices, the City needs to have a subject matter expert to oversee and guide technological changes. This will allow the City to ensure consistent performance and integration of departmental systems at a city-wide level.

Additionally, a salary range adjustment for the existing Chief City Clerk classification is recommended based on the position becoming vacant again and a low applicant response during the previous recruitment. Increasing the current range will attract a greater number of qualified candidates. The position range difference is minimal and can be absorbed within the department's current operating budget.

Reclassification of the City Manager's Administrative Secretary to an Executive Assistant is more in line with the duties supporting the city's highest executive position given the nature of the work, handling of sensitive information, and need to work occasional evening hours. The position range difference is minimal and can be absorbed within the department's current operating budget.

Background
As part of the City's ongoing efforts to enhance organizational efficiency, service delivery, and workforce development, the City Manager has conducted a strategic review of operational and staffing needs within the City Manager and Finance Departments. This review evaluated current workloads, supervisory structures, service expectations, and recruitment and retention challenges:

Procurement Contracts Administrator: The City currently has only one position, the Budget and Purchasing Manager, that reviews department city purchasing requests. With split duties between budget and purchasing, the city lacks a dedicated classification to provide consistent support to city departments to prepare and administer city procurement documents. Often, this responsibility falls at the department head level. This has placed increased strain on upper management and limited the department's ability to know the appropriate or best means to proactively issue bids and proposals to wield its purchasing power in the market and take advantage of purchasing cooperatives. Establishing this new classification to create a dedicated purchasing function within the Finance Department reflects best practices and will enhance operational efficiency, increased capacity for competitive purchasing power, improve service delivery, and ensure government purchasing compliance across all departments.

Information Technology and Systems Manager: With ever growing and changing demands in technology, the City requires a new classification to perform complex, high-level technology oversight and strategic planning functions. The addition of the Information Technology and Systems Manager will support the City's ongoing efforts to maintain consistent and up to date technology infrastructure, improve citywide system integration, ensure alignment with city

goals and operate efficiently and securely.

Chief City Clerk - Salary Range Adjustment: The Chief City Clerk position is vacant again just after two months of bringing on the last incumbent. The prior round of recruitment efforts brought a minimal number of qualified candidates. It is the staff's recommendation to increase the position range slightly in hopes of expanding and strengthening the applicant pool.

Administrative Secretary – Reclassification: The City Manager's Administrative Secretary is being proposed as a reclassification to an Executive Assistant given the position that is being supported and the nature of the work that is being handled. This position title is generally accepted and more modernized to that of comparable roles in similar agencies. Updating the salary range is a minor difference, but more accurately reflects the scope and complexity of the position's responsibilities.

These proposed changes are aligned with the City's long-term goals of building a resilient, skilled workforce and ensuring effective delivery of essential municipal services. Funding to support these actions will be addressed through departmental budget adjustments, anticipated savings and reallocation of existing resources.

Analysis

To address operational demands and align staffing levels with service expectations, staff is proposing the creation of two new job classifications, the adjustment of an existing salary range, and one classification. These changes are intended to enhance management capacity, ensure compliance with city purchasing requirements, and support the City's recruitment and retention goals.

Each proposed action is described below with associated salary ranges and funding allocations for FY2025-26.

Procurement Contracts Administrator: This new classification will provide direct assistance to all city departments in their issuance of solicitations and negotiations of contracts. By bridging the gap between purchasing and department leadership, this position will improve communication and coordination while ensuring the efficient and cost-effective acquisition of necessary materials and services.

Proposed Salary Range:

FY2025-26 $106,500 - $142,718

Funding Source:

Fund 101 - 68%

Fund 500 - 20%

Fund 210 - 12%

Information Technology and Systems Manager:

This new classification will provide the necessary expertise to guide the city's technological needs and supply an integrated and secure IT roadmap for all departments. Critical to the city's ongoing operations, this position is vital to ensure the city's data and information needs in a reliable and secure environment.

Proposed Salary Range:

FY2025-26 $121,188 - $162,413

Funding Source:

Fund 101 - 68%,

Fund 500 - 20%

Fund 210 - 12%

Chief City Clerk:

Resulting in a greater applicant pool, this range will enhance the City's ability to recruit and retain qualified management-level staff with the necessary expertise in city clerk administration, City Council and commission packet compilation, records retention, city staff coordination and public interaction/customer service requests.

Current Salary Range:

$106,500 - $142,718

Proposed Salary Range:

FY2025-26 $113,000 - $151,433

Funding Source:

Fund 101 – 100%

Administrative Secretary Reclassification:

Reclassification of the City Manager's Administrative Secretary to a more appropriate position title given the position's responsibility.

Administrative Secretary Current Salary Range:

$58,152 - $72,100

Executive Assistant Current Salary Range

$74,015 - $99,181

Funding Source:

Fund 101 - 100%

The estimated cost is further described in the Fiscal Impact section of this report.

Alternatives
The City Council may decide not to approve the personnel changes.

Fiscal Impact

The total annual fiscal impact of the proposed personnel actions, inclusive of salary and benefits, is estimated below for Fiscal Year 2025-26. These figures are based on projected salary placements and standard benefit rates. Final costs may vary depending on the selected candidates' experience and actual placement within the range.

Position	Estimated Annual Total Cost (Salary and benefits)	Funding Sources
Procurement Contracts Administrator	$174,759	Fund 101 - 68% ($118,836) Fund 500 - 20% ($34,952) Fund 210 - 12% ($20,971)
Information Technology and Systems Manager	$208,297	Fund 101 - 68% ($141,642) Fund 500 - 20% ($41,659) Fund 210 - 12% ($24,996)
Chief City Clerk (Range Adjustment)	$8,715 (net increase)	Fund 101 - ($14,331)
Administrative Secretary (Reclassification to Executive Assistant)	$5,616 (net increase)	Fund 101 - ($14,331)
Total Estimated Cost	$397,387	Distributed per above Allocations Fund 500- $76,611 Fund 210- $45,967 Fund 101- $274,809

Note: These costs are estimates and include base salary and benefits. The exact figures will be determined upon recruitment and placement. The vacant Management Analyst position in the City Manager's office has been budgeted at $126,293 fully burdened for the fiscal year, the vacant Permits Technician position has been budgeted at $93,691 fully burdened and the Maintenance Worker II position has been budgeted at $87,955 fully burdened. These positions will offset the distribution of costs listed above against the respective funds.

The remaining General Fund (Fund 101) funding requirement of $54,825 will come in part from the City Clerk and City Manager operating budgets in the amount of $14,331. The remaining amount of $40,494 is expected to come from savings gained by the General Fund by increasing city solicitations of service contracts and supplies and renewal of contracts. Funding for the Enterprise Fund amounts are derived in part by the elimination of the Maintenance Worker II position. The remaining amount of $34,623 is expected to come from similar procurement savings gained by Enterprise Funds. If approved, these positions will be appropriately funded in the FY2025-26 budget.

Key Performance Indicators and Strategic Plan

These items align with City Council's priority 5, to work with the City Manager and establish improved operational efficiencies.

Attachment:
Attachment 1- Procurement Contracts Administrator Job Specification
Attachment 2- Information Technology and Systems Manager Job Specification
Attachment 3 - Proposed Resolution
Attachment 4 - Proposed Salary Range

City of
SOUTH PASADENA

PROCUREMENT CONTRACTS ADMINISTRATOR

TITLE: **PROCUREMENT CONTRACTS ADMINISTRATOR**

DEFINITION: Under the direction of the Assistant City Manager/CFO or their designee, the Procurement Contracts Administrator performs a wide variety of purchasing tasks including but not limited to the purchasing of goods and services such as materials, equipment, tools, parts, supplies and professional services; to consult with and assist department staff with purchasing procedures and needs; and to assist with the administration of purchasing rules, regulations, processes and procedures.

DISTINGUISHING CHARACTERISTICS:

This is a single professional classification position that receives general supervision from the Budget & Purchasing Manager.

EXAMPLES OF DUTIES:

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address the City's needs and changing business practices.

- Review and process requisitions for accuracy and availability of funds.
- Perform all aspects of the procurement process for the Agency including but not limited to gathering and comparing information regarding price, quality, availability, and related information for varied services, equipment and materials.
- Determine appropriate method of procurement such as direct purchase, request for proposal, or formal bid.
- Prepare purchase orders.
- Process requests for proposal and conducts formal bids.
- Assist in administering purchasing rules, regulations, process and procedures.
- Administer cooperative purchasing agreements with other agencies.
- Purchase cell phones and related accessories for the Agency.
- Process leases for equipment and administers lease contracts.
- Interview vendors in person or by telephone to obtain information relative to product, price, and availability of product, service and delivery date.
- Conduct special studies and surveys, as requested.
- Maintain records of items purchased, costs, delivery and purchasing reference files.
- Coordinate purchasing activities with other departments and with outside agencies.

- Consult with departmental representatives relative to special projects, purchasing needs, procedures, complaints and concerns.
- Maintain liaison with warehouse on matters relating to substitutions, equivalents, delivery schedules, and vendor problems.
- Assist in the disposition of surplus property and equipment and materials.
- Negotiate maintenance contracts and prices.
- Provide training to departments on purchasing procedures.
- Obtain preliminary cost estimates for budget purposes.
- Prepare correspondence, reports and other materials.
- Perform bid contract administration.
- May resolve problems with defective or unacceptable goods or services.
- Build and maintain positive working relationships with co-workers, other Agency employees and the public using principles of good customer service.
- Perform related duties as assigned.

MINIMUM QUALIFICATIONS:

- Three years of experience involving the procurement of goods and services.
- Equivalent to an Associate's Degree from an accredited college or university with major course work in Business Administration, Public Administration, or related field.
- Possession and maintenance of certification as a Certified Professional Public Buyer (CPPB) through the Universal Public Procurement Certification Council (UPPCC) or an equivalent certification from a recognized Purchasing Profession Certification program is required prior to promotion to the II level.

Note: An equivalent combination of experience, education, and/or training may substitute for the listed minimum requirements.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Principles, practices, and methods of purchasing within a California public agency.
- Applicable laws and regulations pertaining to bidding procedures and purchasing operations.
- Price and cost analysis techniques.
- Business writing and report preparation.
- Use of the English language, grammar and punctuation.
- Basic mathematics.
- Modern office equipment including word processing, database and spreadsheet applications.
- Principles and practices of customer service.

- Evaluate quality and price of products and to judge suitability of goods and alternatives offered.
- Maintain accurate records and controls.
- Interpret and explain Agency purchasing policies.
- Operate a computer using word processing, business software and other office equipment.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.

WORKING CONDITIONS AND PHYSICAL DEMANDS:

Standard office setting with some travel to various locations to supervise/advise employees and/or attend meetings; the employee will frequently sit at a desk and in meetings for a long period of time; frequently twist to reach equipment and perform simple grasping and fine manipulation to write and use keyboard and other office equipment. Occasionally lift and move up to 35 pounds.

FLSA Status: Exempt

HISTORY:

Established:	07/16/2025
Revised:	N/A
Approval/Adoption Date:	07/16/2025

City of
SOUTH PASADENA

INFORMATION TECHNOLOGY & SYSTEMS MANAGER

TITLE: **INFORMATION TECHNOLOGY & SYSTEMS MANAGER**

DEFINITION: Under the direction of the Assistant City Manager/CFO or their designee, the Information Technology & Systems Manager Supervises and manages the Information Technology (IT) Division; provides highly technical and responsible staff assistance in the areas of information systems, management, and organization.

DISTINGUISHING CHARACTERISTICS:

This is a single professional classification position that receives general supervision from the Assistant City Manager/CFO.

EXAMPLES OF DUTIES:

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address the City's needs and changing business practices.

- Develop and implement goals, objectives, policies and priorities relating to the City's network, applications, telephone, Wi-Fi and security systems
- Supervise subordinate personnel and /or outsourced IT Contractors who perform system administration, network administration, programming and help desk operations
- Maintain and support Public Safety Communication center
- Recommend overall automation priorities, coordinate systems and programming studies and procedural development
- Analyze the computer information system needs of City departments and develop systems to fulfill those needs
- Evaluate the effectiveness of current systems and procedures; administer and maintain vendor contract agreements
- Coordinate with the Finance Director the best order of implementation and progress of the IT Division
- Set both short and long-term goals
- Perform studies of hardware and software and make recommendations for the purchasing or leasing of new equipment or hiring of new personnel; exhibit outstanding interpersonal and communication skills with the demonstrated ability to translate complex IT terminology and concepts into understandable laypersons terms
- Prepare and administer the Division budget
- Select, supervise, train and evaluate subordinate personnel and/or contractors
- Perform other related duties as assigned.

MINIMUM QUALIFICATIONS:

- Five (5) years' experience of a progressively responsible nature in information systems and operations including significant supervisory experience.
- Equivalent to four (4) years of college work or a Bachelor of Science degree from an accredited college or university in computer science or related field.
- Due to the performance of field duties, the ability to operate a City vehicle may be required; therefore, a valid California Class C Driver's License and acceptable driving record at time of appointment and throughout employment in the position is required.

Note: An equivalent combination of experience, education, and/or training may substitute for the listed minimum requirements.

KNOWLEDGE, SKILLS, AND ABILITIES:

- Research techniques, methods and procedures.
- Principles and techniques of systems development, computer programming and processing; computer networking, information systems for local government applications.
- Computer methods and techniques and systems procedure analysis and design.
- Principles of supervision, training and performance evaluation.
- Management principles; budget preparation and control.
- Plan, assign, supervise and review system analysis, design and programming activities and computer operations.
- Supervise, train and evaluate professional, technical and clerical personnel.
- Analyze complex problems and develop valid conclusions.
- Communicate effectively both orally and in writing.

WORKING CONDITIONS AND PHYSICAL DEMANDS:

Standard office environment that requires extended sitting, mobility in the field at construction sites with potential exposure to dangerous machinery and potential physical harm, ability to lift and carry up to 25 pounds, and perform other similar actions during the course of the workday. May be exposed to conditions such as dust, fumes, odors, or noise. Computer terminals, copier/scanner, and other office machines are used on a daily basis.

FLSA Status: Exempt

HISTORY:

Established:	07/16/2025
Revised:	N/A
Approval/Adoption Date:	07/16/2025

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA ADOPTING A NEW JOB CLASSIFICATION, JOB DESCRIPTION AND SALARY RANGE FOR A PROCUREMENT CONTRACTS ADMINISTRATOR AND AN INFORMATION TECHNOLOGY AND SYSTEMS MANAGER, RECLASSIFICATION OF THE MANAGEMENT ANALYST IN THE CITY MANAGER DEPARTMENT TO AN INFORMATION TECHNOLOGY AND SYSTEMS MANAGER, APPROVING THE SALARY ADJUSTMENT FOR THE CHIEF CITY CLERK AND RECLASSIFICATION OF THE CITY MANAGER'S ADMINISTRATIVE SECRETARY

WHEREAS, the City wishes to adopt the job classification and salary range for Procurement Contracts Administrator,

WHEREAS, the City wishes to adopt the job classification and salary range for Information Technology and Systems Manager,

WHEREAS, the City wishes to reclassify the vacant Management Analyst position in the City Manager's Office, the vacant Permit Counter Technician, and Maintenance Worker II to an Information Technology and Systems Manager,

WHEREAS, the City wishes to approve a salary adjustment and update the salary range for the Chief City Clerk,

WHEREAS, the City wishes to reclassify the Administrative Secretary in the City Manager's Office to an Executive Assistant,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH PASADENA, CALIFORNIA DOES RESOLVE, DECLARE AND DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The classification of Procurement Contracts Administrator is hereby established.

SECTION 2. The classification of Information Technology and Systems Manager is hereby established.

SECTION 3. The vacant Management Analyst position in the City Manager's Office is reclassified to an Information Technology and Systems Manager.

SECTION 4. The Procurement Contracts Administrator and the Information Technology and Systems Manager is in the unrepresented management employees classification.

SECTION 5. The salary ranges for the Procurement Contracts Administrator and the Information Technology and Systems Manager as set forth in Exhibit A are hereby adopted.

SECTION 6. The salary range for the Chief City Clerk as set forth in Exhibit A is hereby adopted.

SECTION 7. The position of Administrative Secretary in the City Manager's Office is reclassified to an Executive Assistant.

SECTION 8. The City Council hereby approves the allocation of funds as described in the July 16, 2025, City Council agenda report for this matter to support the above personnel changes and updated salary ranges.

SECTION 9. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED AND ADOPTED ON this 16th day of July, 2025.

Mayor Janet Braun

ATTEST:

Mark Perez, CMC Acting
Chief City Clerk

APPROVED AS TO FORM:

Roxanne Diaz, City Attorney

I HEREBY CERTIFY, the foregoing resolution was duly adopted by the City Council of the City of South Pasadena, California, at a regular meeting held on the 21st day of May, 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Mark Perez, CMC Acting
Chief City Clerk

Exhibit A

Proposed Salary Range

POSITION TITLE	BARGAINING UNIT	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	STEP G
Procurement Contracts Administrator	Unrepresented	$ 106,500	$ 111,825	$ 117,416	$ 123,287	$ 129,451	$ 135,923	$ 142,718
		$ 8,875	$ 9,319	$ 9,785	$ 10,274	$ 10.788	$ 11,327	$ 11,893
		$ 51.20	$ 53.76	$ 56.45	$ 59.27	$ 62.24	$ 65.35	$ 68.61
Information Technology and Systems Manager	Unrepresented	$ 121,188	$ 127,248	$ 133,610	$ 140.290	$ 147,305	$ 154,670	$ 162,413
		$ 10,099	$ 10,604	$ 11,134	$ 11,691	$ 12,275	$ 12,889	$ 13,534
		$ 58.26	$ 61.18	$ 64.27	$ 67.45	$ 70.82	$ 74.36	$ 78.08
Chief City Clerk	Unrepresented	$ 113,000	$ 118,650	$ 124,583	$ 130,811	$ 137,352	$ 144,220	$ 151,433
		$ 8,232	$ 8,644	$ 9,076	$ 9,530	$ 10,006	$ 12,018	$ 12,619
		$ 47.49	$ 49.87	$ 52.36	$ 54.98	$ 57.73	$ 69.34	$ 72.80

City Council Agenda Report

ITEM NO. 24

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Michael Vartanians, Principal Engineer

SUBJECT: **CONSIDERATION OF THE AWARD OF A SIX YEAR MAINTENANCE CONTRACT TO PIPE TEC, INC. FOR SANTIARY SEWER CLEANING AND CLOSED-CIRCUIT TELEVISION (CCTV) INSPECTION SERVICES IN THE AMOUNT NOT-TO-EXCEED OF $4,600,000 BETWEEN FISCAL YEARS 2025-2026 AND FISCAL YEARS 2030-2031, WITH THE OPTION TO EXTEND THE CONTRACT FOR TWO ADDITIONAL TWO-YEAR EXTENSIONS**

Recommendation

It is recommended that the City Council:

1. Award a six year maintenance contract to Pipe Tec, Inc. (Contractor) to provide sanitary sewer cleaning and closed-circuit television (CCTV) inspection services to the City for a not-to-exceed amount of $4,600,000 between Fiscal Years 2025-2026 and Fiscal Year 2030-2031, with the option to extend the contract twice for an additional two fiscal years per extension, subject to a Consumer Price Index (CPI) increase to the rates and contract value in each fiscal year;
2. Authorize the City Manager to finalize and enter into a maintenance agreement with Pipe Tec, Inc. in the form approved by the City Attorney and City Manager and execute any related documents; and
3. Reject all other proposals received.

Executive Summary

This item considers the award of a six year maintenance contract to Pipe Tec, Inc. to provide sanitary sewer cleaning and closed-circuit television (CCTV) inspection services to the City for a not-to-exceed amount of $4,600,000 between Fiscal Years 2025-2026 and Fiscal Year 2030-2031, with the option to extend the contract twice for an additional two fiscal years per extension, subject to a Consumer Price Index (CPI) increase to the rates and contract value in each fiscal year;

Background

The City's Public Works Department is responsible for maintenance and repairs of the City's sanitary sewer systems. The award of a maintenance contract (Attachment 1) to a construction vendor for sanitary sewer maintenance services is subject to approval by the city Council as a Public Works Contract pursuant to the South Pasadena Municipal Code.

On April 10th, 2025 the city released a Request for Proposals (RFP) seeking a contractor to perform sanitary sewer cleaning and closed-circuit television (CCTV) inspection services. On

May 1st, 2025 two proposals were received with unit prices associated with various different tasks that would be involved for cleaning and CCTV inspection of various diameter sanitary sewer pipes and cleaning and CCTV inspection of sanitary sewer manholes.

In 2011 the City and the Attorney General's office reached a settlement regarding alleged violations that the City had not complied with the terms of State Water Resources Control Board Order No. 2006-0003-DWQ. As a result of the settlement the Attorney General filed a Consent Judgement (Attachment 2) as a settlement of the matter. As part of the Consent Judgement the City is required to video record 50% of the City's sewer system every year.

As part of this maintenance contract staff is recommending that the entire sanitary sewer system be cleaned and CCTV inspected in Fiscal Year 2025-2026, with subsequent years focusing on cleaning and CCTV inspecting approximately 50% of the sanitary sewer system. This approach allows staff to identify any repairs systemwide that need to be made and address them as part of either a street improvement project or an on-call sanitary sewer contract. Subsequent years will allow the City to comply with the Consent Judgement as well as allow staff to monitor any new issues that arise.

Analysis

The requested services generally include provision of all required supplies, materials, equipment, and labor for sanitary sewer maintenance services. South Pasadena Municipal Code section 2.99-29(11) allows the City Council to award contracts for services based on best value procurement and qualifications-based selection. Therefore, because a request for proposals was advertised and staff has found Pipe Tec, Inc to meet the qualifications requested by the request for proposals staff is recommending the maintenance contract be awarded to Pipe Tec, Inc.

Fiscal Impact

Funding for this maintenance contract will be comprised from the Sewer Enterprise fund 210. As discussed, the Fiscal Year 2025-2026 scope of work will include cleaning and CCTV inspecting of the entire sanitary sewer system. The cost to clean and CCTV inspect the entire sanitary sewer infrastructure in Fiscal Year 2025-2026 will be approximately $1,100,000. The approved Fiscal Year 2025-2026 budget has adequate funding in the Sewer System Repair, Rehabilitation, and Replacement Project Account 400-9000-9006-9408-000.

Subsequent years contract values are expected to be less as staff is recommending to clean and video record 50% of the city sanitary sewer system however unit prices received as part of the request for proposal shall be adjusted each fiscal year to incorporate a cost-of-living increase determined by the Consumer Price Index. Fiscal Years 2026-2027 through Fiscal Years 2030-2031 are anticipated to be as follows:

Fiscal Years 2026-2027	$600,000
Fiscal Years 2027-2028	$650,000
Fiscal Years 2028-2029	$700,000

Fiscal Years 2029-2030	$750,000
Fiscal Years 2030-2031	$800,000

The costs of this maintenance contract for Fiscal Years 2026-2027 through Fiscal Years 2030-2031 will continue to be funded by the Sewer System Repair, Rehabilitation, and Replacement Project Account 400-9000-9006-9408-000. It is anticipated that should the contract be extended the same account can continue to be used to fund this maintenance contract. However, these budgets may require adjustment by contract amendment, given available funding and/or the cost of services in future years.

Key Performance Indicators and Strategic Plan
This item is related to sanitary sewer maintenance services, and is associated with a Council Priority 2(f).

Commission Review and Recommendation
This item was not reviewed by a City Commission.

Public Notification
The public was made aware that this item was to be considered this evening by virtue of its inclusion on the legally publicly noticed agenda, posting of the same agenda and reports on the City's website.

Environmental Analysis
Sanitary sewer maintenance services on existing infrastructure is exempt from the California Environmental Quality Act (CEQA) analysis based on State CEQA Guidelines Section requirements under Section 21084 of the Public Resources Code, in accordance with Article 19, Section 15301, Class 1 "existing facilities."

Attachment:
Attachment No. 1 - Proposed Maintenance Agreement with Pipe-Tec, Inc.

MAINTENANCE AGREEMENT
Providing Payment of Prevailing Wages

(City of South Pasadena / *Pipe-Tec, Inc.*)

1. IDENTIFICATION

This MAINTENANCE AGREEMENT ("Agreement") is entered into by and between the City of South Pasadena, a California municipal corporation ("City"), and ***Pipe-Tec, Inc.*** ("Contractor").

2. RECITALS

2.1. City has determined that it requires the following recurring maintenance services from a contractor: **Sanitary Sewer Cleaning and Closed-Circuit Television (CCTV) Inspection Services**

2.2. Contractor represents that it is fully qualified to perform such maintenance services by virtue of its experience and the training, education and expertise of its principals and employees. Contractor further represents that it is willing to accept responsibility for performing such maintenance services in accordance with the terms and conditions set forth in this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and conditions herein contained, City and Contractor agree as follows:

3. DEFINITIONS

3.1. "Scope of Services": Such maintenance services as are set forth in the attached scope of work attached hereto as **Exhibit A** and incorporated herein by this reference.

3.2. "Agreement Administrator": The Agreement Administrator for this project is Michael Vartanians, Principal Engineer. The Agreement Administrator shall be the principal point of contact at the City for this project. All services under this Agreement shall be performed at the request of the Agreement Administrator. The Agreement Administrator will establish the timetable for completion of services and any interim milestones. City reserves the right to change this designation upon written notice to Contractor

3.3. "Cost of Services": see **Exhibit B**.

3.4. "Maximum Amount": The highest total compensation and costs payable to Contractor by City under this Agreement. The Maximum Amount under this Agreement is _____ Dollars ($_____).

3.5. "Commencement Date": [date].

3.6. "Termination Date": [Until determined to be completed by the City of South Pasadena Public Works Director, but no later than _____]

4. TERM

The term of this Agreement shall commence at 12:00 a.m. on the Commencement Date and shall expire at 11:59 p.m. on the Termination Date unless extended by written agreement of the parties or terminated earlier under Section 15 ("Termination") below.

5. CONTRACTOR'S DUTIES

5.1. **Services**. Contractor shall perform the services identified in the Scope of Services. City shall have the right to request, in writing, changes in the Scope of Services. Any such changes mutually agreed upon by the parties, and any corresponding increase or decrease in compensation, shall be incorporated by written amendment to this Agreement.

5.2. **Coordination with City**. In performing services under this Agreement, Contractor shall coordinate all contact with City through its Agreement Administrator.

5.3. **Budgetary Notification**. Contractor shall notify the Agreement Administrator, in writing, when fees and expenses incurred under this Agreement have reached eighty percent (80%) of the Maximum Amount. Contractor shall concurrently inform the Agreement Administrator, in writing, of Contractor's estimate of total expenditures required to complete its current assignments before proceeding, when the remaining work on such assignments would exceed the Maximum Amount.

5.4. **Business License.** Contractor shall obtain and maintain in force a City business license for the duration of this Agreement.

5.5. **Professional Standards.** Contractor shall perform all work to the highest standards of Contractor's profession and in a manner reasonably satisfactory to City. Contractor shall keep itself fully informed of and in compliance with all local, state, and federal laws, rules, and regulations in any manner affecting the performance of this Agreement, including all Cal/OSHA requirements, the conflict of interest provisions of Government Code § 1090 and the Political Reform Act (Government Code § 81000 et seq.).

5.6. **Appropriate Personnel.** Contractor has, or will secure at its own expense, all personnel required to perform the services identified in the Scope of Services. All such

services shall be performed by Contractor or under its supervision or by subcontractor(s) of Contractor, and all personnel engaged in the work shall be qualified to perform such services. [Name of Project Manager] shall be Contractor's project administrator and shall have direct responsibility for management of Contractor's performance under this Agreement. No change shall be made in Contractor's project administrator without City's prior written consent.

5.7. Prevailing Wages. This Agreement is subject to the prevailing wage law as more fully set forth in Section 8 (Labor Code), for all work performed under this Agreement for which the payment of prevailing wages is required under the California Labor Code. In particular, Contractor acknowledges that prevailing wage determinations are available for work performed under this Agreement.

5.8. Permits and Approvals. Contractor shall obtain, at its sole cost and expense, all permits and regulatory approvals necessary, if any, for Contractor's performance of this Agreement including, but not limited to, professional licenses and permits.

5.9. Notification of Organizational Changes. Contractor shall notify the Agreement Administrator, in writing, of any change in name, ownership or control of Contractor's firm or of any subcontractor. Change of ownership or control of Contractor's firm may require an amendment to this Agreement.

5.10. Records. Contractor shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to Contractor under this Agreement. All such documents shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of City. In addition, pursuant to Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand dollars, all such documents and this Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of City, for a period of three (3) years after final payment under this Agreement.

6. SUBCONTRACTING AND ASSIGNMENT

6.1. General Prohibition On Assignment. This Agreement covers services of a specific and unique nature. Except as otherwise provided herein, Contractor shall not assign or transfer its interest in this Agreement or subcontract any services to be performed without amending this Agreement.

6.2. Contractor Responsible. Contractor shall be responsible to City for all services to be performed under this Agreement.

6.3. Subcontracting. Contractor shall not subcontract any portion of the performance contemplated and provided for herein unless (1) such subcontracting is specifically described in the proposal attached hereto or (2) the City provides prior written approval. In any event, Contractor shall supervise all work subcontracted by Contractor in performing the services described in the Scope of Services and shall be responsible for all work performed by a subcontractor as if Contractor itself had performed such work. The subcontracting of any work shall not relieve Contractor from any of its obligations under this Agreement with respect to the services described in the Scope of Services. Contractor is obligated to ensure that any and all subcontractors performing any services under this Agreement shall be fully insured in all respects and to the same extent as set forth under Section 13 (Insurance), to City's satisfaction.

6.4. Compensation for Subcontractors. Contractor shall be liable and accountable for any and all payments, compensation, and federal and state taxes to all subcontractors performing services under this Agreement. City shall not be liable for any payment, compensation, or federal and state taxes for any subcontractors.

7. COMPENSATION

7.1. General. City agrees to compensate Contractor for the services provided under this Agreement, and Contractor agrees to accept payment, the Maximum Amount in full satisfaction for such services. Compensation shall not exceed the Maximum Amount. Contractor shall not be reimbursed for any expenses unless provided for in this Agreement or authorized in writing by City in advance.

7.2. Invoices. Contractor shall submit to City an invoice, on a monthly basis or as otherwise agreed to by the Agreement Administrator, for services performed pursuant to this Agreement. Each invoice shall identify the Maximum Amount, the services rendered during the billing period, the amount due for the invoice, and the total amount previously invoiced. Contractor shall include a copy of each subcontractor invoice, if any, for which reimbursement is sought in the invoice.

Invoices shall be submitted electronically to PWAP@southpasadenaca.gov

7.3. Taxes. City shall not withhold applicable taxes or other payroll deductions from payments made to Contractor except as otherwise required by law. Contractor shall be solely responsible for calculating, withholding, and paying all taxes.

7.4. Disputes. The parties agree to meet and confer at mutually agreeable times to resolve any disputed amounts contained in an invoice submitted by Contractor.

8. LABOR CODE

8.1. **Prevailing Wage Law.** Prevailing Wage Law. This Agreement is subject to the requirements of the prevailing wage laws, including, but not limited to, Labor Code Section 1720 et seq., and Labor Code Section 1770 et seq., as well as Code of Regulations, Title 8, Section 16000 et seq., which require payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. Contractor shall defend, indemnify, and hold harmless City, and its officers, employees, agents, and volunteers free and harmless from any claim or liability arising out of failure or alleged failure of Contractor to comply with such prevailing wage laws.

8.2. **Payment of Prevailing Wages.** Contractor shall pay the prevailing wage rates for all work performed under this Agreement. When any craft or classification is omitted from the general prevailing wage determinations, the Contractor shall pay the wage rate of the craft or classification most closely related to the omitted classification.

8.3. **Forfeiture.** Contractor shall forfeit as a penalty to City Two Hundred Dollars ($200.00), or any greater penalty provided in the Labor Code, for each calendar day, or portion thereof, for each worker paid less than the prevailing wage rates for any work done under this Agreement employed in the performance of the Scope of Services by Contractor or by any subcontractor of Contractor in violation of the provisions of the Labor Code. In addition, the difference between such prevailing wage rates and the amount paid to each worker for each calendar day, or portion thereof, for which each worker was paid less than the prevailing wage rate shall be paid to each worker by Contractor.

8.4. **Apprentices.** Contractor shall comply with the provisions of Labor Code 1777.5 concerning the employment of apprentices on public works projects. Contractor shall be responsible for ensuring compliance by its subcontractors with Labor Code 1777.5.

8.5. **Payroll Records.** Pursuant to Labor Code 1776, Contractor and any subcontractor(s) shall keep accurate payroll records, showing the name, address, social security number, work classification, straight time and overtime hours worked each day and week, and the actual per diem wages paid to each journeyman, apprentice, worker, or other employee employed by Contractor in connection with this Agreement. Each payroll record shall contain or be verified by a written declaration that it is made under penalty of perjury, stating both of the following: (1) The information contained in the payroll record is true and correct; and (2) The employer has complied with the requirements of Labor Code 1811 and Labor Code 1815 for any work performed by his or her employees on the public works project. The payroll records shall be certified and shall be available for inspection at all reasonable hours as required by Labor Code 1776.

8.6. **8-Hour Work Day.** This Agreement is subject to 8-hour work day and wage and hour penalty laws, including, but not limited to, Labor Code 1810 and Labor Code 1813. Contractor and any subcontractor(s) of Contractor shall strictly adhere to the provisions

of the Labor Code regarding 8-hour work day and 40-hour work week requirements, and overtime, Saturday, Sunday, and holiday work. Pursuant to the Labor Code, eight hours' labor shall constitute a legal day's work. Work performed by Contractor's employees in excess of eight hours per day, and 40 hours during any one week, must include compensation for all hours worked in excess of eight hours per day, or 40 hours during any one week, at not less than one and one-half times the basic rate of pay. Contractor shall forfeit as a penalty to City $25.00, or any greater penalty set forth in the Labor Code, for each worker employed in the execution of the work by Contractor or by any subcontractor(s) of Contractor, for each calendar day during which such worker is required or permitted to the work more than eight hours in one calendar day or more than 40 hours in any one calendar week in violation of the Labor Code.

8.7. Registration with DIR. Contractor and any subcontractor(s) of Contractor shall comply with the provisions of Labor Code 1771 and Labor Code 1725.5 requiring registration with the Department of Industrial Relations (DIR).

9. OWNERSHIP OF WRITTEN PRODUCTS

All reports, documents or other written material ("written products" herein) developed by Contractor in the performance of this Agreement shall be and remain the property of City without restriction or limitation upon its use or dissemination by City except as provided by law. Contractor may take and retain copies of such written products as desired, but no such written products shall be the subject of a copyright application by Contractor.

10. RELATIONSHIP OF PARTIES

10.1. General. Contractor is, and shall at all times remain as to City, a wholly independent contractor.

10.2. No Agent Authority. Contractor shall have no power to incur any debt, obligation, or liability on behalf of City or otherwise to act on behalf of City as an agent. Neither City nor any of its 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 represent that it is, or that any of its agents or employees are, in any manner employees of City.

10.3. Independent Contractor Status. Under no circumstances shall Contractor or its employees look to the City as an employer. Contractor shall not be entitled to any benefits. City makes no representation as to the effect of this independent contractor relationship on Contractor's previously earned California Public Employees Retirement System ("CalPERS") retirement benefits, if any, and Contractor specifically assumes the responsibility for making such a determination. Contractor shall be responsible for all reports and obligations including, but not limited to: social

security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation, and other applicable federal and state taxes.

10.4. Indemnification of CalPERS Determination. In the event that Contractor or any employee, agent, or subcontractor of Contractor providing services under this Agreement claims or is determined by a court of competent jurisdiction or CalPERS to be eligible for enrollment in CalPERS as an employee of the City, Contractor shall indemnify, defend, and hold harmless City for the payment of any employee and/or employer contributions for CalPERS benefits on behalf of Contractor or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of City.

11. INDEMNIFICATION

11.1. Definitions. For purposes of this Section 11, "Contractor" shall include Contractor, its officers, employees, servants, agents, or subcontractors, or anyone directly or indirectly employed by either Contractor or its subcontractors, in the performance of this Agreement. "City" shall include City, its officers, agents, employees and volunteers.

11.2. Contractor to Indemnify City. To the fullest extent permitted by law, Contractor shall indemnify, hold harmless, and defend City from and against any and all claims, losses, costs or expenses for any personal injury or property damage arising out of or in connection with Contractor's alleged negligence, recklessness or willful misconduct or other wrongful acts, errors or omissions of Contractor or failure to comply with any provision in this Agreement.

11.3. Scope of Indemnity. Personal injury shall include injury or damage due to death or injury to any person, whether physical, emotional, consequential or otherwise, Property damage shall include injury to any personal or real property. Contractor shall not be required to indemnify City for such loss or damage as is caused by the sole active negligence or willful misconduct of the City.

11.4. Attorneys Fees. Such costs and expenses shall include reasonable attorneys' fees for counsel of City's choice, expert fees and all other costs and fees of litigation. Contractor shall not be entitled to any refund of attorneys' fees, defense costs or expenses in the event that it is adjudicated to have been non-negligent.

11.5. Defense Deposit. The City may request a deposit for defense costs from Contractor with respect to a claim. If the City requests a defense deposit, Contractor shall provide it within 15 days of the request.

11.6. Waiver of Statutory Immunity. The obligations of Contractor under this Section 12 are not 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.

11.7. Indemnification by Subcontractors. Contractor agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 12 from each and every subcontractor or any other person or entity involved in the performance of this Agreement on Contractor's behalf.

11.8. Insurance Not a Substitute. City does not waive any indemnity rights by accepting any insurance policy or certificate required pursuant to this Agreement. Contractor's indemnification obligations apply regardless of whether or not any insurance policies are determined to be applicable to the claim, demand, damage, liability, loss, cost or expense.

12. INSURANCE

12.1. Insurance Required. Contractor shall maintain insurance as described in this section and shall require all of its subcontractors, Contractors, and other agents to do the same. Approval of the insurance by the City shall not relieve or decrease any liability of Contractor. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

12.2. Documentation of Insurance. City will not execute this agreement until it has received a complete set of all required documentation of insurance coverage. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. Contractor shall file with City:

- Certificate of Insurance, indicating companies acceptable to City, with a Best's Rating of no less than A:VII showing. The Certificate of Insurance must include the following reference: **Sanitary Sewer Cleaning and Closed-Circuit Television (CCTV) Inspection Services**
- Documentation of Best's rating acceptable to the City.
- Original endorsements effecting coverage for all policies required by this Agreement.
- City reserves the right to obtain a full certified copy of any required insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of the right to exercise later.

12.3. Coverage Amounts. Insurance coverage shall be at least in the following minimum amounts:

- Professional Liability Insurance: $2,000,000 per occurrence, $4,000,000 aggregate

- General Liability:
  - General Aggregate: $4,000,000
  - Products Comp/Op Aggregate $4,000,000
  - Personal & Advertising Injury $2,000,000
  - Each Occurrence $2,000,000
  - Fire Damage (any one fire) $ 100,000
  - Medical Expense (any 1 person) $ 10,000

- Workers' Compensation:
  - Workers' Compensation Statutory Limits
  - EL Each Accident $1,000,000
  - EL Disease - Policy Limit $1,000,000
  - EL Disease - Each Employee $1,000,000

- Automobile Liability
  - Any vehicle, combined single limit $1,000,000

Any available insurance proceeds broader than or in excess of the specified minimum insurance coverage requirements or limits shall be available to the additional insured. Furthermore, the requirements for coverage and limits shall be the greater of (1) the minimum coverage and limits specified in this Agreement, or (2) the broader coverage and maximum limits of coverage of any insurance policy or proceeds available to the named insured

12.4. General Liability Insurance. Commercial General Liability Insurance shall be no less broad than ISO form CG 00 01. Coverage must be on a standard Occurrence form. Claims-Made, modified, limited or restricted Occurrence forms are not acceptable.

12.5. Worker's Compensation Insurance. Contractor is aware of the provisions of Section 3700 of the Labor Code which requires every employer to carry Workers' Compensation (or to undertake equivalent self-insurance), and Contractor will comply with such provisions before commencing the performance of the work of this Agreement. If such insurance is underwritten by any agency other than the State Compensation Fund, such agency shall be a company authorized to do business in the State of California.

12.6. Automobile Liability Insurance. Covered vehicles shall include owned if any, non-owned, and hired automobiles and, trucks.

12.7. Claims-Made Policies. If any of the required policies provide coverage on a claims-made basis the Retroactive Date must be shown and must be before the date of the contract or the beginning of contract work. Claims-Made Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion

of the contract of work. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a Retroactive Date prior to the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of five (5) years after completion of contract work.

12.8. Additional Insured Endorsements. The City, its City Council, Commissions, officers, and employees of South Pasadena must be endorsed as an additional insured for each policy required herein, for liability arising out of ongoing and completed operations by or on behalf of the Contractor. Contractor's insurance policies shall be primary as respects any claims related to or as the result of the Contractor's work. Any insurance, pooled coverage or self-insurance maintained by the City, its elected or appointed officials, directors, officers, agents, employees, volunteers, or Contractors shall be non-contributory. All endorsements shall be signed by a person authorized by the insurer to bind coverage on its behalf. General liability coverage can be provided using an endorsement to the Contractor's insurance at least as broad as ISO Form CG 20 10 11 85 or both CG 20 10 and CG 20 37.

12.9. Failure to Maintain Coverage. In the event any policy is canceled prior to the completion of the project and the Contractor does not furnish a new certificate of insurance prior to cancellation, City has the right, but not the duty, to obtain the required insurance and deduct the premium(s) from any amounts due the Contractor under this Agreement. Failure of the Contractor to maintain the insurance required by this Agreement, or to comply with any of the requirements of this section, shall constitute a material breach of this Agreement.

12.10. Insurance Notices. Contractor shall provide immediate written notice if (1) any of the required insurance policies is terminated; (2) the limits of any of the required policies are reduced; (3) or the deductible or self-insured retention is increased. Contractor shall provide no less than 30 days' notice of any cancellation or material change to policies required by this Agreement. Contractor shall provide proof that cancelled or expired policies of insurance have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages. The name and address for Additional Insured Endorsements, Certificates of Insurance and Notices of Cancellation is: **City of South Pasadena, Attn: Risk Management, 1414 Mission Street, South Pasadena, CA 91030**.

12.11. Contractor's Insurance Primary. The insurance provided by Contractor, including all endorsements, shall be primary to any coverage available to City. Any insurance or self-insurance maintained by City and/or its officers, employees, agents or volunteers, shall be in excess of Contractor's insurance and shall not contribute with it.

12.12. Waiver of Subrogation. Contractor hereby waives all rights of subrogation against the City. Contractor shall additionally waive such rights either by endorsement to each policy or provide proof of such waiver in the policy itself.

12.13. Report of Claims to City. Contractor shall report to the City, in addition to the Contractor's insurer, any and all insurance claims submitted to Contractor's insurer in connection with the services under this Agreement.

12.14. Premium Payments and Deductibles. Contractor must disclose all deductables and self-insured retention amounts to the City. The City may require the Contractor to provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within retention amounts. Ultimately, City must approve all such amounts prior to execution of this Agreement.

City has no obligation to pay any premiums, assessments, or deductibles under any policy required in this Agreement. Contractor shall be responsible for all premiums and deductibles in all of Contractor's insurance policies. The amount of deductibles for insurance coverage required herein are subject to City's approval.

12.15. Duty to Defend and Indemnify. Contractor's duties to defend and indemnify City under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

13. MUTUAL COOPERATION

13.1. City Cooperation in Performance. City shall provide Contractor with all pertinent data, documents and other requested information as is reasonably available for the proper performance of Contractor's services under this Agreement.

13.2. Contractor Cooperation in Defense of Claims. If any claim or action is brought against City relating to Contractor's performance in connection with this Agreement, Contractor shall render any reasonable assistance that City may require in the defense of that claim or action.

14. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be deemed received on: (i) the day of delivery if delivered by hand, facsimile or overnight courier service during Contractor's and City's regular business hours; or (ii) on the third business day following deposit in the United States mail if delivered by mail, postage prepaid, to the addresses listed below (or to such other addresses as the parties may, from time to time, designate in writing).

If to City:

Michael Vartanians
City of South Pasadena
Public Works Department
1414 Mission Street
South Pasadena, CA 91030
Telephone: (626) 403-7240
Facsimile: (626) 403-7241

If to Contractor:

[Name]
[Address]
[Address]
Telephone:
Facsimile:

With courtesy copy to:

Roxanne Diaz, Esq.
South Pasadena City Attorney
Richards Watson Gershon
350 South Grand Avenue, 37th Floor
Los Angeles, CA 90071
Telephone: (213)-626-8484
Facsimile: (213)-626-0078

Invoices shall be submitted electronically to PWAP@southpasadenaca.gov

15. SURVIVING COVENANTS

The parties agree that the covenants contained in paragraph 5.10 (Records), paragraph 10.4 (Indemnification of CalPERS Determination), Section 11 (Indemnification), paragraph 12.7 (Claims-Made Policies), paragraph 13.2 (Contractor Cooperation in Defense of Claims), and paragraph 18.1 (Confidentiality) of this Agreement shall survive the expiration or termination of this Agreement, subject to the provisions and limitations of this Agreement and all otherwise applicable statutes of limitations and repose.

16. TERMINATION

16.1. City Termination. City may terminate this Agreement for any reason on five calendar days' written notice to Contractor. Contractor agrees to cease all work under this Agreement on or before the effective date of any notice of termination. All City data, documents, objects, materials or other tangible things shall be returned to City upon the termination or expiration of this Agreement.

16.2. Contractor Termination. Contractor may terminate this Agreement for a material breach of this Agreement upon 30 days' notice.

16.3. Compensation Following Termination. Upon termination, Contractor shall be paid based on the work satisfactorily performed at the time 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. The City shall have the benefit of such work as may have been completed up to the time of such termination.

16.4. Remedies. City retains any and all available legal and equitable remedies for Contractor's breach of this Agreement.

17. INTERPRETATION OF AGREEMENT

17.1. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of California.

17.2. Integration of Exhibits. All documents referenced as exhibits in this Agreement are hereby incorporated into this Agreement. In the event of any material discrepancy between the express provisions of this Agreement and the provisions of any document incorporated herein by reference, the provisions of this Agreement shall prevail. This instrument contains the entire Agreement between City and Contractor with respect to the transactions contemplated herein. No other prior oral or written agreements are binding upon the parties. Amendments hereto or deviations herefrom shall be effective and binding only if made in writing and executed on by City and Contractor.

17.3. Headings. The headings and captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and for convenience in reference to this Agreement. Should there be any conflict between such heading, and the section or paragraph thereof at the head of which it appears, the language of the section or paragraph shall control and govern in the construction of this Agreement.

17.4. Pronouns. Masculine or feminine pronouns shall be substituted for the neuter form and vice versa, and the plural shall be substituted for the singular form and vice versa, in any place or places herein in which the context requires such substitution(s).

17.5. Severability. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, then such term or provision shall be amended to, and solely to the extent necessary to, cure such invalidity or unenforceability, and shall be enforceable in its amended form. In such event, the remainder of this Agreement, or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and each term and provision of this Agreement shall be valid and be enforced to the fullest extent permitted by law.

17.6. No Presumption Against Drafter. Each party had an opportunity to consult with an attorney in reviewing and drafting this agreement. Any uncertainty or ambiguity shall not be construed for or against any party based on attribution of drafting to any party.

18. GENERAL PROVISIONS

18.1. Confidentiality. All data, documents, discussion, or other information developed or received by Contractor for performance of this Agreement are deemed confidential and Contractor shall not disclose it without prior written consent by City. City shall grant such consent if disclosure is legally required. All City data shall be returned to City upon the termination or expiration of this Agreement.

18.2. Conflicts of Interest. Contractor maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Contractor, to solicit or secure this Agreement. Further, Contractor warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Contractor, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. Contractor further agrees to file, or shall cause its employees or subcontractor to file, a Statement of Economic Interest with the City's Filing Officer if required under state law in the performance of the services. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer, or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

18.3. Non-assignment. Contractor shall not delegate, transfer, subcontract or assign its duties or rights hereunder, either in whole or in part, without City's prior written consent, and any attempt to do so shall be void and of no effect. City shall not be obligated or liable under this Agreement to any party other than Contractor.

18.4. Binding on Successors. This Agreement shall be binding on the successors and assigns of the parties.

18.5. No Third-Party Beneficiaries. Except as expressly stated herein, there is no intended third-party beneficiary of any right or obligation assumed by the parties.

18.6. Time of the Essence. Time is of the essence for each and every provision of this Agreement.

18.7. Non-Discrimination. Contractor shall not discriminate against any employee or applicant for employment because of race, sex (including pregnancy, childbirth, or related medical condition), creed, national origin, color, disability as defined by law, disabled veteran status, Vietnam veteran status, religion, age (40 and above), medical

condition (cancer-related), marital status, ancestry, or sexual orientation. Employment actions to which this provision applies shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; or in terms, conditions or privileges of employment, and selection for training. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, the provisions of this nondiscrimination clause.

18.8. Waiver. No provision, covenant, or condition of this Agreement shall be deemed to have been waived by City or Contractor unless in writing signed by one authorized to bind the party asserted to have consented to the waiver. The waiver by City or Contractor of any breach of any provision, covenant, or condition of this Agreement shall not be deemed to be a waiver of any subsequent breach of the same or any other provision, covenant, or condition.

18.9. Excused Failure to Perform. Contractor shall not be liable for any failure to perform if Contractor presents acceptable evidence, in City's sole judgment that such failure was due to causes beyond the control and without the fault or negligence of Contractor.

18.10. Remedies Non-Exclusive. Each right, power and remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise shall be cumulative and shall be in addition to every other right, power, or remedy provided for herein or now or hereafter existing at law, in equity, by statute, or otherwise. The exercise, the commencement of the exercise, or the forbearance from the exercise by any party of any one or more of such rights, powers or remedies shall not preclude the simultaneous or later exercise by such party of any or all of such other rights, powers or remedies.

18.11. Attorneys' Fees. If legal action shall be necessary to enforce any term, covenant or condition contained in this Agreement, each party shall pay its own costs, including any accountants' and attorneys' fees expended in the action.

18.12. Venue. The venue for any litigation shall be Los Angeles County, California and Contractor hereby consents to jurisdiction in Los Angeles County for purposes of resolving any dispute or enforcing any obligation arising under this Agreement.

TO EFFECTUATE THIS AGREEMENT, the parties have caused their duly authorized representatives to execute this Agreement on the dates set forth below.

"City"	"Contractor"
City of South Pasadena	[Name of Company or Individual]
By:_____	By:_____
Signature	*Signature*
Printed:_____	Printed:_____
Title:_____	Title:_____
Date:_____	Date:_____

Attest:

By:_____
Mark Perez, Deputy City Clerk

Date:_____

Approved as to form:

By:_____
Roxanne Diaz, City Attorney

Date:_____

WORKER'S COMPENSATION INSURANCE ACKNOWLEDGEMENT

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract. If any class of employees engaged in work under this contract at the site of the Project is not protected under any Worker's Compensation law, Contractor shall provide and shall cause each subcontractor to provide adequate insurance for the protection of employees not otherwise protected. Contractor shall indemnify and hold harmless City for any damage resulting from failure of either Contractor or any subcontractor to take out or maintain such insurance.

Date:_____ _____

Signature

_____

Printed Name

_____

Title

EXHIBIT A: SCOPE OF SERVICES

Scope of Services to be established after contractor selection

EXHIBIT B: COST OF SERVICES

Cost of Services to be established after contractor selection

City Council Agenda Report

ITEM NO. 25

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Lucy Hakobian, Community Services Director

SUBJECT: **CONSIDERATION TO REVIEW PROPOSED LOCATION OPTIONS FOR THE PLACEMENT OF A THRONE LAB RESTROOM AND PROVIDE DIRECTION TO STAFF REGARDING THE PREFERRED SITE**

Recommendation

It is recommended that the City Council review the proposed location options for the placement of a Throne Lab restroom and provide direction to staff regarding the preferred site.

Executive Summary

The Los Angeles County Metropolitan Transportation Authority (METRO) has offered the City of South Pasadena a fully equipped Throne Lab smart restroom facility at no cost to the City as part of a broader regional effort to enhance public infrastructure and services ahead of the 2026 World Cup and the 2028 Olympic and Paralympic Games in Los Angeles. This initiative aligns with the City's ongoing commitment to improving the quality of life for residents, commuters and visitors by offering an accessible public amenity.

Background

At the May 7 meeting, the City Council approved a proposal to accept the Throne Lab unit from METRO, and directed staff to identify and present potential site options for consideration at a future meeting.

Analysis

On July 9, City staff met with METRO representatives to review the site and evaluate possible location options. Potential sites must meet specific criteria, including proximity to METRO's security cameras, accessibility from the street for servicing and clean-out, and sufficient sunlight exposure to support the unit's solar panels. Based on these considerations, the following options are being presented for City Council review:

Option 1

Located southwest of the Walking Man sculpture, this site is considered ideal as it meets all required criteria. It does not interfere with any existing utility or water lines. A tree previously located in the center of the walkway was recently removed due to poor health, creating an opportunity to reimagine the space. By relocating an existing bench and utilizing this open area, the site can accommodate the restroom unit while enhancing walkability. The surrounding space can be further improved with added foliage to create a more welcoming

and functional environment.

Option 2
Positioned immediately to the right upon exiting the A Line platform, this site would be placed above an existing water line. However, the platform is removeable, allowing access for any necessary repairs.

Fiscal Impact
If Option 1 is selected, City staff will need to address the pavement configuration, either through in-house resources or by contracting the work externally. At this time, a cost estimate is not available for this component. Aside from this, there is no immediate fiscal impact to the City for the installation or operation of the Throne lab during the program's duration, as all associated costs will be covered by METRO through mid-to-late 2028. However, post-2028, the City will be responsible for any ongoing costs should it choose to retain and operate the facility after METRO's support concludes.

Attachment:
Throne Site Plan(s) (4).pdf


throne
FREE BATHROOM
BAÑO GRATIS
OPTION 1



OPTION 1



OPTION 1: Ariel View



OPTION 1: South View (with plaza walkway visible)



OPTION 1: South View



OPTION 1: North View



OPTION 2



OPTION 2



OPTION 2: Ariel View



OPTION 2: South View (with plaza walkway visible)



OPTION 2: South View



OPTION 2: North View

City Council Agenda Report

ITEM NO. 26

DATE: July 16, 2025

FROM: Todd Hileman, City Manager

PREPARED BY: Brian Solinsky, Chief of Police
Andrew DuBois, Police Sergeant

SUBJECT: **PRESENTATION AND DISCUSSION REGARDING SOUTH PASADENA POLICE DEPARTMENT'S USE AND COMPLIANCE REVIEW OF FLOCK SAFETY AUTOMATED LICENSE PLATE READER (ALPR) SYSTEM**

Recommendation

It is recommended that the City Council receive an informational presentation regarding the South Pasadena Police Department's use of Flock Safety Automated License Plate Reader technology and discuss the continued deployment of the system in support of regional public safety efforts

Executive Summary

The South Pasadena Police Department's (SPPD) Automated License Plate Reader (ALPR) system, powered by Flock Safety (Flock), has been an important component in SPPD's multi-faceted approach in serving and protecting both the resident and business communities that call the city of South Pasadena home. Leveraging technology has been a key component of our public safety strategy, serving as a force multiplier in identifying and reporting felonious activity, dangerous vehicles, and wanted individuals entering our communities. It has also played a vital role in the recovery of missing and exploited children and adults. Flock technology, in particular, has proven to be an effective investigative and situational awareness tool in South Pasadena and the surrounding areas. Reducing crime is most effectively achieved through a collaborative, regional policing approach, and this technology supports that mission.

This report addresses concerns regarding privacy, surveillance, and data sharing by highlighting the robust legal framework set forth in California Civil Code § 1798.29 et seq Senate Bill 34 (SB 34) and Government Code § 7284, Senate Bill 54 (SB 54), which impose strict controls on data retention, sharing, and immigration-related use, and features selected Flock examples that contributed to enhanced public safety outcomes.

Background

In 2022, SPPD applied for and received approval to install ALPR cameras through a two-year

lease agreement with Flock Safety (Attachment 1). The project was funded by the Urban Area Security Initiative (UASI) using non-matching grant funds and administered through California's Homeland Security Grants Unit. UASI grants are designed to help jurisdictions build enhanced and sustainable capabilities to prevent, protect against, mitigate, respond to, and recover from acts of terrorism.

This agreement was reviewed by the Public Safety Commission and the City Council, receiving unanimous approval (Attachment 2). The system consists of fixed-position cameras strategically placed at key ingress and egress points throughout the city. These cameras capture a vehicle's license plate number and automatically cross-references it with law enforcement databases and the Department of Motor Vehicles. This enables the identification of vehicles associated with criminal investigations, missing person alerts, and other public safety concerns.

Notably, the system does not capture or analyze images of vehicle occupants. ALPR data is automatically purged after 30 days unless it is associated with an active investigation. All searches are logged and must be linked to a specific, authorized law enforcement purpose.

Analysis

Federal and state courts have consistently reviewed and held that individuals have no reasonable expectation of privacy in license plates or vehicle movements visible in public. This principle is affirmed in United States v. Knotts (1983), New York v. Class (1986), and United States v. Diaz-Castaneda (2007), making the use of ALPRs lawful under both federal and state precedent.

California Civil Code § 1798.29 et seq. (SB 34) and Government Code § 7284 (SB 54) form the legal foundation for ALPR operation in the state. SB 34 requires that any agency operating or utilizing ALPR data to implement and publicly post a usage and privacy policy (Attachment 3); restrict access to trained, authorized users; audit all access and searches; and prohibit data sharing outside of California except under narrow legal exceptions. In compliance with SB 34, the Flock system is specifically configured by default to block online access by any federal or out-of-state agency.

SB 54 restricts the use of data in immigration enforcement and prohibits sharing non-criminal history data with federal agencies. The California Department of Justice's (DOJ) bulletins 18-10-CJIS (Attachment 4) and 2023-DLE-06 (Attachment 5) reinforce these responsibilities and emphasize the need for careful user oversight and inter-agency agreements that align with state law. Every search starts with a reminder that the data in Flock is not to be used for immigration purposes (Attachment 6)

In addition to state-level safeguards, Flock Safety's platform complies with the Federal Bureau of Investigation's (FBI) Criminal Justice Information Services (CJIS) Security Policy (Attachment 7). Flock has implemented technical and administrative controls across all 16 CJIS policy areas to ensure secure handling, transmission, and storage of criminal justice information (CJI). Key safeguards include:

- Secure Cloud Storage: Flock data is hosted in AWS GovCloud, which meets federal standards for sensitive law enforcement data.
- Access Controls and Authentication: Users are assigned unique identifiers (UUIDs) with multi-factor authentication, strong password enforcement, and least-privilege access models.
- Audit Trails: All system access and activity are logged and monitored via Security Information and Event Management (SIEM) tools, with logs retained for a minimum of one year.
- Incident Response and System Integrity: Flock maintains an annually tested incident response plan, conducts vulnerability scanning, and deploys malware protection across its infrastructure.
- Personnel Screening and Training: Employees with access to CJIS data undergo fingerprint-based background checks and must complete CJIS Security Awareness Training, including social engineering and insider threat modules.
- Information Exchange Agreements: All participating agencies sign a Memoranda of Understanding (MOUs) that clearly define roles, data protections, and compliance responsibilities.

The impact on South Pasadena's community safety since the implementation of Flock on May 2, 2023, has been substantial. SPPD's Flock ALPR system has generated 354 wanted felony vehicle alerts and directly contributed to 50 arrests, which include crimes for violent felonies, property crimes, and the recovery of missing persons. The system supports real-time alerts and advanced search capabilities, such as partial vehicle descriptor queries and geofenced lookups. This functionality has been instrumental in solving cases even when full license plate information was not initially available.

Some notable examples from South Pasadena include:

- SPPD officers were alerted to a Flock notification of a vehicle connected to an assault with a deadly weapon incident involving the use of a firearm. Officers quickly located the vehicle and detained the driver. SPPD coordinated with the involved outside agency, advancing the broader investigation and ultimately removing a dangerous felon from the community.
- The SPPD was alerted by a neighboring law enforcement agency regarding a vehicle linked to three residential burglaries in their city. That agency had obtained the vehicle's license plate and received an alert indicating the vehicle had been detected by one of South Pasadena's Flock ALPR cameras.

Acting on this real-time intelligence, SPPD officers, with assistance from a police helicopter, located the vehicle within our jurisdiction. Officers successfully apprehended the driver, who, with three additional suspects, had committed a burglary at a local residence.

- A resident reported the theft of their child's bicycle. The surveillance video captured an image of the suspect and their vehicle, but not the license plate. Detectives utilized the Flock system's descriptor search to locate the vehicle based on color, make, body style, and the time of the theft. After placing a real-time alert for the suspect vehicle's license plate used in the crime, officers located and stopped the vehicle the next day after receiving a Flock alert that the vehicle had re-entered South Pasadena. The suspect, who had a lengthy criminal history record, was arrested, and the bicycle was subsequently recovered after a search warrant was served at the suspect's residence.
- After a hit-and-run incident involving a DUI suspect who collided with a city traffic signal, SPPD officers searched two Flock cameras within a defined timeframe to identify the suspect

vehicle and its license plate, leading to a successful arrest.

- In another case, officers responded to a Flock alert linked to a missing person report. The individual was found and reunited with their family.
- Flock's ALPR system is part of a national partnership with the National Center for Missing & Exploited Children (NCMEC). Since 2021, over 100 missing child cases have been resolved using Flock data, including AMBER Alerts and abductions across state lines. With over 93 percent of AMBER Alert recoveries occurring within 24 hours, Flock's real-time data and networked infrastructure significantly increase the likelihood of safe and timely recoveries.

These cases illuminate the critical role Flock ALPR data sharing plays in local and regional cases by enhancing public safety, increasing situational awareness, improving response times to crimes in progress, and expanding investigative capabilities. The technology demonstrates the effectiveness of how real-time Flock alerts and multi-agency coordination can directly lead to the apprehension of dangerous offenders, recover wanted and missing persons, and disrupt criminal activity. These partnerships illustrate the public benefit of ALPR technology beyond crime control, specifically in protecting vulnerable populations.

By securely sharing Flock ALPR data with neighboring California law enforcement agencies, we establish a regional investigative network that enhances our ability to detect, track, and respond to vehicles associated with criminal activity, even when the originating crime occurred outside of South Pasadena. Without access to shared Flock data from surrounding jurisdictions, SPPD officers would have limited ability to track or identify these suspects once they've entered or left the city.

The operational safeguards instituted by both Flock and the SPPD, coupled with adherence to state and local governance, ensure the technology is transparent, legal, accountable, fiscally responsible, and being utilized without sacrificing public safety for South Pasadena's community values.

Flock continues to adjust to the nuances of individual states' legislative restrictions on sharing and using ALPR data, including features to flag and exclude impermissible searches, and tools to help support more efficient audits of user inquiries.

In a January 31, 2024, report to California Attorney General Rob Bonta by the American Civil Liberties Union (ACLU) and the Electronic Frontier Foundation (EFF), regarding law enforcement compliance with AB 54, the SPPD was not included on the list of non-compliant law enforcement agencies.

Fiscal Impact

Should the City choose to terminate the contract, Flock Safety will assess a one-time equipment removal fee of $500.00 per device, totaling $13,500.00. In addition, the City will remain responsible for the full two-year contract amount of $78,000.00 ($39,000.00 per year). The Urban Area Security Initiative (UASI) will also require reimbursement of the $44,369.00 in grant funds previously used to support the initial deployment. The total financial impact of termination is $135,869.00, subject to final verification from Flock based on the actual termination date.

Commission Review and Recommendation

This item was not reviewed by the Public Safety Commission.

Attachment:
CA - South Pasadena PD - Law Enforcement Agreement - Flock Contract.pdf
2022 Flock Staff Report.pdf
SPPD Policy Manual Section 430.pdf
18-10-cjis.pdf
23-01-cjis.pdf
CJIS CSP Compliance Overview (1) (1).PDF
flock disclaimer.PNG
Flock_SPPD_Safeguards_Fact_Sheet 189 edits.pdf

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

Flock Safety + CA - South Pasadena PD

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Jake Sherman
jake.sherman@flocksafety.com
8187467444

flock safety

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

ORDER FORM

This order form ("**Order Form**") hereby incorporates and includes the terms of the previously executed agreement (the "**Terms**") which describe and set forth the general legal terms governing the relationship (collectively, the "**Agreement**"). The Terms contain, among other things, warranty disclaimers, liability limitations and use limitations.

This additional services Agreement will be effective when this Order Form is executed by both Parties (the "**Effective Date**")

Customer:	CA - South Pasadena PD	Initial Term:	24 Months
Legal Entity Name:	CA - South Pasadena PD	Renewal Term:	Months
Accounts Payable Email:	awehrle@southpasadenaca.gov	Payment Terms:	Net 30
Address:	1422 Mission St South Pasadena, California 91030	Billing Frequency:	Annual Plan - First Year Invoiced at Signing.
		Retention Period:	30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			**$42,000.00**
Flock Safety Flock OS			
FlockOS ™ - Essentials	Included	1	Included
Flock Safety LPR Products			
Flock Safety Falcon ®	Included	14	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Standard Implementation Fee	$650.00	1	$650.00
Professional Services - Existing Infrastructure Implementation Fee	$150.00	13	$1,950.00

Subtotal Year 1:	$44,600.00
Annual Recurring Subtotal:	$42,000.00
Estimated Tax:	$0.00
Contract Total:	$86,600.00

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "**Renewal Term**") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.*

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	$44,600.00
Annual Recurring after Year 1	$42,000.00
Contract Total	$86,600.00

*Tax not included

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

Product and Services Description

Flock Safety Platform Items	Product Description	Terms
Flock Safety Falcon ®	An infrastructure-free license plate reader camera that utilizes Vehicle Fingerprint® technology to capture vehicular attributes.	The Term shall commence upon first installation and validation of Flock Hardware.

One-Time Fees	Service Description
Installation on existing infrastructure	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - Advanced Implementation Fee	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.

FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety Falcon® LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
ESRI Based Map Interface	Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

By executing this Order Form, Customer represents and warrants that it has read and agrees to all of the terms and conditions contained in the previously executed agreement. The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

By: DocuSigned by: Mark Smith AC5C931454C24F3...

Name: Mark Smith

Title: General Counsel

Date: 2/14/2024

Customer: CA - South Pasadena PD

By: DocuSigned by: B6F60358A0F24D7...

Name: Arminé Chaparyan

Title: City Manager

Date: 2/14/2024

PO Number:

City Council Agenda Report

ITEM NO. 22

DATE: November 16, 2022

FROM: Arminé Chaparyan, City Manager

PREPARED BY: Brian Solinsky, Chief of Police
Alison Wehrle, Management Analyst

SUBJECT: **Award of a Two-Year Contract with Flock Group, Inc. for Flock Camera Automated License Plate Reader Technology Services in an Amount not to Exceed $69,550**

Recommendation

It is recommended that the City Council:

1. Award a two-year contract with Flock Group, Inc. (Flock) for Automated License Plate Reader (ALPR) technology services in an amount not to exceed $69,550;
2. Authorize the City Manager to execute the agreement and future amendments to the contract, including exercise of the contract extension options; and
3. Approve an appropriation of $9,550 from Fiscal Year 2022-23 General Fund reserves to Contract Services Account Number 101-4010-4011-8180 for the two-year contract.

Background

Automated License Plate Reader (ALPR) cameras, which may be mobile or stationary, are positioned to capture objective data available through still images of the front and/or rear of vehicles and their license plates as they pass within close proximity of the cameras. The images are converted into alphanumeric characters and then compared against databases that contain identifying vehicle information associated with criminal investigations.

Flock Safety was founded in 2017, and specializes in ALPR technology for law enforcement agencies and neighborhood associations. The Flock camera system (Flock System) does not capture data or images of the vehicle's occupants, nor does it capture streaming video or audio clips. Given the parameters of the image collection, some communities have sought these types of systems to reduce the potential for negative interactions between motorists and law enforcement as the information and the means obtained is not considered intrusive or biased. The use of this technology is consistent with President Obama's Task Force on 21st Century Policing, Pillar Three – Technology and Social Media: The use of technology can improve policing practices and build community trust and legitimacy, but its implementation must be built on a defined policy framework with purposes and goals clearly delineated.

The South Pasadena Police Department (Police Department) has been deploying mobile ALPR technology since 2013. The item was originally brought before City Council at the February 20, 2013 City Council Regular Meeting and approved for purchase and implementation.

As required by California Civil Code section 1798.90.51, public agencies using ALPR technology must adopt a usage and privacy policy to ensure that the collection, use, maintenance, sharing, and dissemination of ALPR information is consistent with respect for individuals' privacy, security, and civil liberties. Civil Code Section 1798.90.55 also requires that the public agency provide an opportunity for the public to review and comment on this policy at a City Council meeting. The existing policy governing the use of ALPRs is pursuant to Police Department Duty Manual Section 430, which establishes the usage, storage, dissemination, and retention of ALPR data. The Police Department trains its personnel in the proper usage of the ALPR system and secure storage of all data associated with the system.

In 2021, the City Council directed the Public Safety Commission (PSC) to investigate the potential use of unarmed traffic enforcement. In the report provided at the PSC September 13, 2021 Regular Meeting, the PSC opined unarmed traffic enforcement was not possible given current laws. However, the PSC highlighted the benefits of technology use as an option to reduce potentially negative law enforcement contacts.

Analysis

The Flock System entails deploying purposefully placed cameras throughout the City to provide increased coverage and detailed information to law enforcement as both a crime deterrent and investigative tool.

ALPR cameras can assist law enforcement by capturing and comparing license plate data to criminal justice databases in order to detect stolen vehicles, identify wanted persons, collect evidence for criminal prosecution, and monitor Amber or Silver Alerts. When a wanted vehicle is identified, an alert is sent to the communication center and patrol officers in the field for an immediate response. Flock's integrated technology will also allow for searchable descriptors to be queried, such as the vehicle type, make, color, license plate (partial, missing, or covered plates), temporary plates, and license plate state.

To provide such service effectively, staff recommends that the service contract include deploying thirteen (13) stationary cameras to be positioned within the City at ingress and egress locations. Police Department staff have identified these locations as major thoroughfares and intersections while providing optimum effectiveness in capturing ALPR data from the public right of way. Locations were also determined from public discussions and consideration of neighboring cities and the placement of their Flock systems, in order to reduce redundancies. Flock cameras can capture up to two lanes of traffic heading in a single direction. The proposed locations are as listed as follows:

1. Fair Oaks Avenue and Columbia Street (SB)
2. Fair Oaks Avenue at the 110 Freeway (exit)
3. Fremont Avenue at Columbia Street (SB)
4. Fremont Avenue at Alhambra Road (NB)
5. Orange Grove Boulevard at Columbia Street (NB)
6. Orange Grove Boulevard at the 110 Freeway (exit)
7. Pasadena Avenue at Arroyo Verde Road (EB)
8. Huntington Drive at Garfield Avenue (EB)
9. Huntington Drive at Alhambra Road (NB)
10. Fair Oaks Avenue at Monterey Road (SB)
11. Hill Drive at Collis Avenue (EB)
12. Alpha Street at Valley View Road (SB)
13. Meridian Avenue at Kendall Drive (NB)

Flock ALPR cameras have been implemented across the nation and within local regions in more than 270 cities, including San Marino, Alhambra, Glendale, San Gabriel, Arcadia, and throughout Los Angeles County. These entities have reported significant crime reductions and performance satisfaction using Flock ALPRs. The San Marino Police Department reported a 70% reduction in larceny crimes within the first year of use. In 2021, the Huntington Beach Police Department reported 291 hits that resulted in 51 arrests. Other cities have reported an 80% reduction in burglaries or other crimes.

Several local cities have agreements to share information via the Flock System. Information sharing enhances service, reduces costs, and creates a force multiplier by utilizing hundreds of cameras instead of only the thirteen staff recommends.

At Flock's default setting, all data is permanently deleted after 30 days. It is recommended for all public agencies and staff concurs that data should be stored for up to one year. One year of storage comes at an additional price of $300 per camera annually. All data obtained is owned by the City of South Pasadena (City). Flock would not have access to view or monitor footage without the explicit permission of the City. However, Flock does have the ability to measure camera performance and image-capture quality. This is used preemptively to diagnose issues and schedule maintenance service calls.

Flock ALPR footage, data, and metadata are encrypted throughout its entire lifecycle and are therefore secure from the initial image capture point to its transfer to the cloud. The encryption, AES256-bit encryption, is the same encryption algorithm used by the National Security Agency for top-secret information and is Criminal Justice Information Services (CJIS) compliant.

The agreement with Flock is a subscription-based model which includes footage hosting, camera leasing, cellular service, maintenance, and software updates. The cost for the service is calculated per camera at $2,500 for equipment use and $300 for extended data storage of one year. A one-time $350 installation cost per camera is also

required. The Police Department can terminate the agreement prior to the completion of the initial term but is subject to a $500 per camera removal fee.

Staff evaluated other options and found the closest alternative was Vigilant Systems (Vigilant), which is owned by Motorola Solutions, Inc. While some cities in Southern California are also using Vigilant, none of them are adjacent to South Pasadena. Vigilant also requires a significant up-front cost to purchase and install the hardware, in addition to a power supply source. The Flock subscription-based service model better suits the Police Department's needs at this time and was selected for recommendation on that basis.

Fiscal Impact
The Fiscal Year 2022-23 Adopted Budget includes an appropriation of $30,000 for implementing a stationary ALPR system from the Police Department's Contract Services Account No. 101-4010-4011-8180. With the approval of a two-year contract with Flock Group, Inc., staff would anticipate another $30,000 budget allocation for the Fiscal Year 2023-24 adopted budget. If approved, this project will require the appropriation of an additional $9,550 from the Fiscal Year 2022-23 General Fund Reserves to the Contract Services Account Number 101-4010-4011-8180.

The Flock System is the only Law Enforcement-grade ALPR system which allows direct integration with AxonEvidence.com, a system the Police Department is currently using. Additionally, the Flock System is the only option on the market that would allow the Police Department to share ALPR data and information with neighboring agencies, including Alhambra Police Department, San Marino Police Department, Arcadia Police Department, and Glendale Police Department. The ability to share this data with neighboring agencies is invaluable, as many crimes are shared among the region. Flock is also the only ALPR vendor to offer a large variety of features, including: cloud storage, web-based footage retrieval, solar-powered cameras which eliminate infrastructure requirements, multi-lane capture abilities, active performance monitoring to determine image quality, and more.

Commission Review and Recommendation
On October 17, 2022, the Public Safety Commission reviewed this item. With four Commissioners present, and Vice Chair Watson and Commissioner Gee absent, the Commission voted 4-0 in favor of recommending the approval of the Flock Camera System to the City Council.

Attachments:
1. Flock Group, Inc. Government Agency Agreement
2. South Pasadena Police Department Duty Manual Section 430 – Automated License Place Reader (ALPR)

ATTACHMENT 1

Flock Group, Inc. Service Agreement Order Form

FLOCK GROUP INC.
SERVICES AGREEMENT
ORDER FORM

This Order Form together with the Terms (as defined herein) describe the relationship between Flock Group Inc. ("**Flock**") and the customer identified below ("**Agency**") (each of Flock and Customer, a "**Party**"). This order form ("**Order Form**") hereby incorporates and includes the "GOVERNMENT AGENCY AGREEMENT" attached (the "**Terms**") which describe and set forth the general legal terms governing the relationship (collectively, the "**Agreement"**). The Terms contain, among other things, warranty disclaimers, liability limitations and use limitations.

The Agreement will become effective when this Order Form is executed by both Parties (the "**Effective Date**").

Agency: CA - South Pasadena PD **Legal Entity Name:**	**Contact Name:** Shannon Robledo
Address: 1422 Mission St South Pasadena, California 91030	**Phone:** (626) 403-7269 **E-Mail:** srobledo@southpasadenaca.gov
Expected Payment Method:	**Billing Contact:** (if different than above)

Initial Term: 24 months **Renewal Term:** 24 months	**Billing Term:** Annual payment due Net 30 per terms and conditions

Name	Price	QTY	Subtotal
Falcon	$2,500.00	13.00	$32,500.00
Professional Services - Standard Implementation Fee	$350.00	13.00	$4,550.00

(Includes one-time fees)

Year 1 Total $37,050.00

Recurring Total: $32,500.00

I have reviewed and agree to the Customer Implementation Guide on Schedule B at the end of this agreement.

By executing this Order Form, Agency represents and warrants that it has read and agrees all of the terms and conditions contained in the Terms attached. The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.		**Agency: CA - South Pasadena PD**	
By:	_____	By:	_____
Name:	_____	Name:	_____
Title:	_____	Title:	_____
Date:	_____	Date:	_____

flock safety

GOVERNMENT AGENCY AGREEMENT

This Government Agency Agreement (this "**Agreement**") is entered into by and between Flock Group, Inc. with a place of business at 1170 Howell Mill Rd NW Suite 210, Atlanta, GA 30318 ("**Flock**") and the police department or government agency identified in the signature block of the Order Form ("**Agency**") (each a "**Party**," and together, the "**Parties**").

RECITALS

WHEREAS, Flock offers a software and hardware situational awareness solution for automatic license plates, video and audio detection through Flock's technology platform (the "**Flock Service**"), and upon detection, the Flock Services are capable of capturing audio, video, image, and recording data and can provide notifications to Agency upon the instructions of Non-Agency End User (as defined below) ("**Notifications**");

WHEREAS, Agency desires access to the Flock Service on existing cameras, provided by Agency, or Flock provided Flock Hardware (as defined below) in order to create, view, search and archive Footage and receive Notifications, including those from Non-Agency End Users of the Flock Service (where there is an investigative or bona fide lawful purpose) such as schools, neighborhood homeowners associations, businesses, and individual users;

WHEREAS, Flock deletes all Footage on a rolling thirty (30) day basis, excluding Wing Replay which is deleted after seven (7) days. Agency is responsible for extracting, downloading and archiving Footage from the Flock System on its own storage devices for auditing for prosecutorial/administrative purposes; and

WHEREAS, Flock desires to provide Agency the Flock Service and any access thereto, subject to the terms and conditions of this Agreement, solely for the awareness, prevention, and prosecution of crime, bona fide investigations by police departments, and archiving for evidence gathering ("**Permitted Purpose**").

AGREEMENT

NOW, THEREFORE, Flock and Agency agree that this Agreement, and any addenda attached hereto or referenced herein, constitute the complete and exclusive statement of the Agreement of the Parties with respect to the subject matter of this Agreement, and replace and supersede all prior agreements, term sheets, purchase orders, correspondence, oral or written communications and negotiations by and between the Parties.

1. DEFINITIONS

Certain capitalized terms, not otherwise defined herein, have the meanings set forth or cross-referenced in this Section 1.

1.1 "**Advanced Search**" means the provision of Services, via the web interface using Flock's software applications, which utilize advanced evidence delivery capabilities including convoy analysis, multi-geo search, visual search, cradlepoint integration for automatic vehicle location, and common plate analysis.

1.2 "***Agency Data***" means the data, media and content provided by Agency through the Services. For the avoidance of doubt, the Agency Data will include the Footage.

1.3 ***"Agency Generated Data"*** means the messages, text, illustrations, files, images, graphics, photos, comments, sounds, music, videos, information, content, ratings, reviews, data, questions, suggestions, other information or materials posted, uploaded, displayed, published, distributed, transmitted, broadcasted, or otherwise made available on or submitted through the Wing Suite.

1.4. "***Agency Hardware***" means the third-party camera owned or provided by Agency and any other physical elements that interact with the Embedded Software and the Web Interface to provide the Services.

1.5. "***Aggregated Data***" means information that relates to a group or category of individuals, from which any potential individuals' personal identifying information has been permanently "anonymized" by commercially available standards to irreversibly alter data in such a way that a data subject (i.e., individual person or impersonal entity) can no longer be identified directly or indirectly.

1.6 "***Authorized End User(s)***" means any individual employees, agents, or contractors of Agency accessing or using the Services through the Web Interface, under the rights granted to Agency pursuant to this Agreement.

1.7 "***Deployment Plan***" means the strategic geographic mapping of the location(s) and implementation of Flock Hardware, and/or other relevant Services required under this Agreement.

1.8 "***Documentation***" means text and/or graphical documentation, whether in electronic or printed format, that describe the features, functions and operation of the Services which are provided by Flock to Agency in accordance with the terms of this Agreement.

1.9 "***Embedded Software***" means the software and/or firmware embedded or preinstalled on the Flock Hardware or Agency Hardware.

1.10 "***Falcon Flex***" means an infrastructure-free, location-flexible license plate reader camera that enables the Agency to self-install.

1.11 "***Flock Hardware***" means the Flock cameras or device, pole, clamps, solar panel, installation components, and any other physical elements that interact with the Embedded Software and the Web Interface to provide the Flock Services.

1.12 "***Flock IP***" means the Services, the Documentation, the Embedded Software, the Installation Services, and any and all intellectual property therein or otherwise provided to Agency and/or its Authorized End Users in connection with the foregoing.

1.13 "***Flock Safety Falcon™***" means an infrastructure-free license plate reader camera that utilizes Vehicle Fingerprint™ technology to capture vehicular attributes.

1.14 "***Flock Safety Raven™***" means an audio detection device that provides real-time alerting to law enforcement based on programmed audio events such as gunshots, breaking glass, and street racing.

1.15 "***Flock Safety Sparrow™***" means an infrastructure-free license plate reader camera for residential roadways that utilizes Vehicle Fingerprint™ technology to capture vehicular attributes.

1.17 "***Footage***" means still images, video, audio and other data captured by the Flock Hardware or Agency Hardware in the course of and provided via the Services.

1.18 *"**Hotlist(s)**"* means a digital file containing alphanumeric license plate related information pertaining to vehicles of interest, which may include stolen vehicles, stolen vehicle license plates, vehicles owned or associated with wanted or missing person(s), vehicles suspected of being involved with criminal or terrorist activities, and other legitimate law enforcement purposes. Hotlist also includes, but is not limited to, national data (i.e. NCIC) for similar categories, license plates associated with AMBER Alerts or Missing Persons/Vulnerable Adult Alerts, and includes manually entered license plate information associated with crimes that have occurred in any local jurisdiction.

1.19 *"**Implementation Fee(s)**"* means the monetary fees associated with the Installation Services, as defined below.

1.20 "***Installation Services***" means the services provided by Flock for installation of Agency Hardware and/or Flock Hardware, including any applicable installation of Embedded Software on Agency Hardware.

1.21 "***Non-Agency End User(s)***" means any individual, entity, or derivative therefrom, authorized to use the Services through the Web Interface, under the rights granted to pursuant to the terms (or to those materially similar) of this Agreement.

1.22 "***Services***" or "***Flock Services***" means the provision, via the Web Interface, of Flock's software applications for automatic license plate detection, alerts, audio detection, searching image records, video and sharing Footage.

1.23 "***Support Services***" means Monitoring Services, as defined in Section 2.10 below.

1.24 "***Usage Fee***" means the subscription fees to be paid by the Agency for ongoing access to Services.

1.25 "***Web Interface***" means the website(s) or application(s) through which Agency and its Authorized End Users can access the Services, in accordance with the terms of this Agreement.

1.26 "***Wing Suite***" means the Flock interface which provides real-time access to the Flock Services, location of Flock Hardware, Agency Hardware, third-party cameras, live-stream video, Wing Livestream, Wing LPR, Wing Replay, alerts and other integrations.

1.27 "***Wing Livestream***" means real-time video integration with third-party cameras via the Flock interface.

1.28 "***Wing LPR***" means software integration with third-party cameras utilizing Flock's Vehicle Fingerprint Technology™ for license plate capture.

1.29 "***Wing Replay***" means enhanced situational awareness encompassing Footage retention, replay ability, and downloadable content from Hot Lists integrated from third-party cameras.

1.30 "***Vehicle Fingerprint™***" means the unique vehicular attributes captured through Services such as: type, make, color, state registration, missing/covered plates, bumper stickers, decals, roof racks, and bike racks.

2. SERVICES AND SUPPORT

2.1 **Provision of Access.** Subject to the terms of this Agreement, Flock hereby grants to Agency a non-exclusive, non-transferable right to access the features and functions of the Services via the Web Interface during the Term, solely for the Authorized End Users. The Footage will be available for Agency's designated administrator, listed on the Order Form, and any Authorized End Users to access and download via the Web Interface for thirty (30) days. Authorized End Users will be required to sign up for an account and select a password and username ("***User ID***"). Flock will also provide Agency with the Documentation to be used in accessing and using the Services. Agency shall be responsible for all acts and omissions of Authorized End Users, and any act or omission by an Authorized End User which, if undertaken by Agency, would constitute a breach of this Agreement, shall be deemed a breach of this Agreement by Agency. Agency shall undertake reasonable efforts to make all Authorized End Users aware of the provisions of this Agreement as applicable to such Authorized End User's use of the Services and shall cause Authorized End Users to comply with such provisions. Flock may use the services of one or more third parties to deliver any part of the Services, (such as using a third party to host the Web Interface for cloud storage or a cell phone provider for wireless cellular coverage) which makes the Services available to Agency and Authorized End Users. Warranties provided by said third party service providers are the agency's sole and exclusive remedy and Flock's sole and exclusive liability with regard to such third-party services, including without limitation hosting the Web Interface. Agency agrees to comply with any acceptable use policies and other terms of any third-party service provider that are provided or otherwise made available to Agency from time to time.

2.2 **Embedded Software License.** Subject to all terms of this Agreement, Flock grants Agency a limited, non-exclusive, non-transferable, non-sublicensable (except to the Authorized End Users), revocable right to use the Embedded Software as installed on the Flock Hardware or Agency Hardware; in each case, solely as necessary for Agency to use the Services.

2.3 **Documentation License.** Subject to the terms of this Agreement, Flock hereby grants to Agency a non-exclusive, non-transferable right and license to use the Documentation during the Term in connection with its use of the Services as contemplated herein, and under Section 2.5 below.

2.4 **Wing Suite License.** Subject to all terms of this Agreement, Flock grants Agency a limited, non-exclusive, non-transferable, non-sublicensable (except to the Authorized End Users), revocable right to use the Wing Suite software and interface.

2.5 **Usage Restrictions.**

2.5.1 **Flock IP.** The permitted purpose for usage of the Flock Hardware, Agency Hardware, Documentation, Services, support, and Flock IP are solely to facilitate gathering evidence that could be used in a lawful criminal investigation by the appropriate government agency ("***Permitted Purpose***"). Agency will not, and will not permit any Authorized End Users to, (i) copy or duplicate any of the Flock IP; (ii) decompile, disassemble, reverse engineer, or otherwise attempt to obtain or perceive the source code from which any software component of

any of the Flock IP is compiled or interpreted, or apply any other process or procedure to derive the source code of any software included in the Flock IP; (iii) attempt to modify, alter, tamper with or repair any of the Flock IP, or attempt to create any derivative product from any of the foregoing; (iv) interfere or attempt to interfere in any manner with the functionality or proper working of any of the Flock IP; (v) remove, obscure, or alter any notice of any intellectual property or proprietary right appearing on or contained within any of the Services or Flock IP; (vi) use the Services, support, Flock Hardware, Documentation, or the Flock IP for anything other than the Permitted Purpose; or (vii) assign, sublicense, sell, resell, lease, rent, or otherwise transfer, convey, pledge as security, or otherwise encumber, Agency's rights under Sections 2.1, 2.2, 2.3, or 2.4.

2.5.2. **Flock Hardware.** Agency understands that all Flock Hardware is owned exclusively by Flock, and that title to any Flock Hardware does not pass to Agency upon execution of this Agreement. Except for Falcon Flex products, which are designed for self-installation, Agency is not permitted to remove, reposition, re-install, tamper with, alter, adjust or otherwise take possession or control of Flock Hardware. Notwithstanding the notice and cure period set for in Section 6.3, Agency agrees and understands that in the event Agency is found to engage in any of the restricted actions of this Section 2.5.2, all warranties herein shall be null and void, and this Agreement shall be subject to immediate termination (without opportunity to cure) for material breach by Agency.

2.6 **Retained Rights; Ownership.** As between the Parties, subject to the rights granted in this Agreement, Flock and its licensors retain all right, title and interest in and to the Flock IP and its components, and Agency acknowledges that it neither owns nor acquires any additional rights in and to the foregoing not expressly granted by this Agreement. Agency further acknowledges that Flock retains the right to use the foregoing for any purpose in Flock's sole discretion. There are no implied rights.

2.7 **Suspension.**

2.7.1 **Service Suspension.** Notwithstanding anything to the contrary in this Agreement, Flock may temporarily suspend Agency's and any Authorized End User's access to any portion or all of the Flock IP or Flock Service if Flock reasonably determines that (a) there is a threat or attack on any of the Flock IP by Agency; (b) Agency's or any Authorized End User's use of the Flock IP disrupts or poses a security risk to the Flock IP or any other customer or vendor of Flock; (c) Agency or any Authorized End User is/are using the Flock IP for fraudulent or illegal activities; (d) Agency has violated any term of this provision, including, but not limited to, utilizing the Services for anything other than the Permitted Purpose; or (e) any unauthorized access to Flock Services through Agency's account ("***Service Suspension***"). Agency shall not be entitled to any remedy for the Service Suspension period, including any reimbursement, tolling, or credit.

2.7.2 **Service Interruption.** Services may be interrupted in the event that: (a) Flock's provision of the Services to Agency or any Authorized End User is prohibited by applicable law; (b) any third-party services required for Services are interrupted; (c) if Flock reasonably believe Services are being used for malicious, unlawful, or otherwise unauthorized use; (d) there is a threat or attack on any of the Flock IP by a third party; or (e) scheduled or

emergency maintenance ("***Service Interruption***"). Flock will make commercially reasonable efforts to provide written notice of any Service Interruption to Agency and to provide updates regarding resumption of access to Flock Services. Flock will use commercially reasonable efforts to resume providing access to the Services as soon as reasonably possible after the event giving rise to the Service Interruption is cured. Flock will have no liability for any damage, liabilities, losses (including any loss of data or profits), or any other consequences that Agency or any Authorized End User may incur as a result of a Service Interruption. To the extent that the Service Interruption is not caused by Agency's direct actions or by the actions of parties associated with the Agency, the expiration of the Term will be tolled by the duration of the Service Interruption (for any continuous suspension lasting at least one full day) prorated for the proportion of cameras on the Agency's account that have been impacted. For example, in the event of a Service Interruption lasting five (5) continuous days, Agency will receive a credit for five (5) free days at the end of the Term.

2.8 **Installation Services.**

2.8.1 ***Designated Locations.*** For installation of Flock Hardware, excluding Falcon Flex products, prior to performing the physical installation of the Flock Hardware, Flock shall advise Agency on the location and positioning of the Flock Hardware for optimal license plate image capture, as conditions and location allow. Flock may consider input from Agency regarding location, position and angle of the Flock Hardware ("***Designated Location***") and collaborate with Agency to design the Deployment Plan confirming the Designated Locations. Flock shall have final discretion on location of Flock Hardware. Flock shall have no liability to Agency resulting from any poor performance, functionality or Footage resulting from or otherwise relating to the Designated Locations or delay in installation due to Agency's delay in confirming Designated Locations, in ordering and/or having the Designated Location ready for installation including having all electrical work preinstalled and permits ready, if necessary. After installation, any subsequent changes to the Deployment Plan ("***Reinstalls***") will incur a charge for Flock's then-current list price for Reinstalls, as listed in the then-current Reinstall policy (available at https://www.flocksafety.com/reinstall-fee-schedule) and any equipment fees. For clarity, Agency will receive prior notice and provide approval for any such fees. These changes include but are not limited to re-positioning, adjusting of the mounting, re-angling, removing foliage, replacement, changes to heights of poles, regardless of whether the need for Reinstalls related to vandalism, weather, theft, lack of criminal activity in view, and the like. Flock shall have full discretion on decision to reinstall Flock Hardware.

2.8.2 ***Agency Installation Obligations.*** Agency agrees to allow Flock and its agents reasonable access in and near the Designated Locations at all reasonable times upon reasonable notice for the purpose of performing the installation work. Although Flock Hardware is designed to utilize solar power, certain Designated Locations may require a reliable source of 120V or 240V AC power. In the event adequate solar power is not available, Agency is solely responsible for costs associated with providing a reliable source of 120V or 240V AC power to Flock Hardware. Flock will provide solar options to supply power at each Designated Location. If Agency refuses recommended solar options, Agency waives any reimbursement, tolling, or credit for any suspension period of Flock Services due to low solar power. Additionally, Agency is solely responsible for (i) any permits or associated costs, and managing the permitting process of installation of cameras or AC power; (ii) any federal, state, or local taxes including property, license, privilege, sales, use, excise, gross receipts, or other similar taxes which may now or

hereafter become applicable to, measured by or imposed upon or with respect to the installation of the Flock Hardware, its use (excluding tax exempt entities), or (iii) any other supplementary cost for services performed in connection with installation of the Flock Hardware, including but not limited to contractor licensing, engineered drawings, rental of specialized equipment, or vehicles, third-party personnel (i.e. Traffic Control Officers, Electricians, State DOT-approved poles, etc., if necessary), such costs to be approved by the Agency ("***Agency Installation Obligations***"). In the event that a Designated Location for Flock Hardware requires permits, Flock may provide the Agency with a temporary alternate location for installation pending the permitting process. Once the required permits are obtained, Flock will relocate the Flock Hardware from the temporary alternate location to the permitted location at no additional cost. Without being obligated or taking any responsibility for the foregoing, Flock may pay and invoice related costs to Agency if Agency did not address them prior to the execution of this Agreement or a third party requires Flock to pay. Agency represents and warrants that it has, or shall lawfully obtain, all necessary right title and authority and hereby authorizes Flock to install the Flock Hardware at the Designated Locations and to make any necessary inspections or tests in connection with such installation.

2.8.3 ***Flock's Obligations.*** Installation of Flock Hardware shall be installed in a workmanlike manner in accordance with Flock's standard installation procedures, and the installation will be completed within a reasonable time from the time that the Designated Locations are confirmed. Upon removal of Flock Hardware, Flock shall restore the location to its original condition, ordinary wear and tear excepted. Following the initial installation of the Flock Hardware and any subsequent Reinstalls or maintenance operations, Flock's obligation to perform installation work shall cease; however, for the sole purpose of validating installation, Flock will continue to monitor the performance of Flock Hardware for the length of the Term and will receive access to the Footage for a period of seven (7) business days after the initial installation for quality control and provide any necessary maintenance. Labor may be provided by Flock or a third-party. Flock is not obligated to install, reinstall, or provide physical maintenance to Agency Hardware. Notwithstanding anything to the contrary, Agency understands that Flock will not provide installation services for Falcon Flex products.

2.8.4 ***Ownership of Hardware.*** Flock Hardware shall remain the personal property of Flock and will be removed upon the natural expiration of this Agreement at no additional cost to Agency. Agency shall not perform any acts which would interfere with the retention of title of the Flock Hardware by Flock. Should Agency default on any payment of the Flock Services, Flock may remove Flock Hardware at Flock's discretion. Such removal, if made by Flock, shall not be deemed a waiver of Flock's rights to any damages Flock may sustain as a result of Agency's default and Flock shall have the right to enforce any other legal remedy or right.

2.9 **Hazardous Conditions.** Unless otherwise stated in the Agreement, Flock's price for its services under this Agreement does not contemplate work in any areas that contain hazardous materials, or other hazardous conditions, including, without limit, asbestos, lead, toxic or flammable substances. In the event any such hazardous materials are discovered in the designated locations in which Flock is to perform services under this Agreement, Flock shall have the right to cease work immediately in the area affected until such materials are removed or rendered harmless.

2.10 **Support Services.** Subject to the payment of fees, Flock shall monitor the performance and functionality of Flock Services and may, from time to time, advise Agency on changes to the Flock Services, Installation Services, or

the Designated Locations which may improve the performance or functionality of the Services or may improve the quality of the Footage. The work, its timing, and the fees payable relating to such work shall be agreed by the Parties prior to any alterations to or changes of the Services or the Designated Locations ("***Monitoring Services***"). Flock will use commercially reasonable efforts to respond to requests for support. Flock will provide Agency with reasonable technical and on-site support and maintenance services ("***On-Site Services***") in-person or by email at support@flocksafety.com, at no additional cost. Notwithstanding anything to the contrary, Agency is solely responsible for installation of Falcon Flex products. Agency further understands and agrees that Flock will not provide monitoring services or on-site services for Falcon Flex.

2.11 **Special Terms.** From time to time, Flock may offer certain special terms related to guarantees, service and support which are indicated in the proposal and on the Order Form and will become part of this Agreement, upon Agency's prior written consent ("***Special Terms***"). To the extent that any terms of this Agreement are inconsistent or conflict with the Special Terms, the Special Terms shall control.

2.12 **Upgrades to Platform.** Flock may, in its sole discretion, make any upgrades to system or platform that it deems necessary or useful to (i) maintain or enhance (a) the quality or delivery of Flock's products or services to its agencies, (b) the competitive strength of, or market for, Flock's products or services, (c) such platform or system's cost efficiency or performance, or (ii) to comply with applicable law. Parties understand that such upgrades are necessary from time to time and will not materially change any terms or conditions within this Agreement.

3. RESTRICTIONS AND RESPONSIBILITIES

3.1 **Agency Obligations.** Flock will assist Agency Authorized End Users in the creation of a User ID. Agency agrees to provide Flock with accurate, complete, and updated registration information. Agency may not select as its User ID a name that Agency does not have the right to use, or another person's name with the intent to impersonate that person. Agency may not transfer its account to anyone else without prior written permission of Flock. Agency will not share its account or password with anyone and must protect the security of its account and password. Unless otherwise stated and defined in this Agreement, Agency may not designate Authorized End Users for persons who are not officers, employees, or agents of Agency. Authorized End Users shall only use Agency-issued email addresses for the creation of their User ID. Agency is responsible for any activity associated with its account. Agency shall be responsible for obtaining and maintaining any equipment and ancillary services needed to connect to, access or otherwise use the Services. Agency will, at its own expense, provide assistance to Flock, including, but not limited to, by means of access to, and use of, Agency facilities, as well as by means of assistance from Agency personnel to the limited extent any of the foregoing may be reasonably necessary to enable Flock to perform its obligations hereunder, including, without limitation, any obligations with respect to Support Services or any Installation Services.

3.2 **Agency Representations and Warranties.** Agency represents, covenants, and warrants that Agency will use the Services only in compliance with this Agreement and all applicable laws and regulations, including but not limited to any laws relating to the recording or sharing of video, photo, or audio content. Although Flock has no obligation

to monitor Agency 's use of the Services, Flock may do so and may prohibit any use of the Services it believes may be (or alleged to be) in violation of the foregoing.

4. CONFIDENTIALITY; AGENCY DATA

4.1 **Confidentiality.** To the extent allowable by applicable FOIA and state-specific Public Records Acts, each Party (the "***Receiving Party***") understands that the other Party (the "***Disclosing Party***") has disclosed or may disclose business, technical or financial information relating to the Disclosing Party's business (hereinafter referred to as "***Proprietary Information***" of the Disclosing Party). Proprietary Information of Flock includes non-public information regarding features, functionality and performance of the Services. Proprietary Information of Agency includes non-public data provided by Agency to Flock or collected by Flock via the Flock Hardware or Agency Hardware, to enable the provision of the Services, which includes but is not limited to geolocation information and environmental data collected by sensors . The Receiving Party agrees: (i) to take the same security precautions to protect against disclosure or unauthorized use of such Proprietary Information that the Party takes with its own proprietary information, but in no event will a Party apply less than reasonable precautions to protect such Proprietary Information, and (ii) not to use (except in performance of the Services or as otherwise permitted herein) or divulge to any third person any such Proprietary Information. Flock's use of the Proprietary Information may include processing the Proprietary Information to send Agency alerts, or to analyze the data collected to identify motion or other events. The Disclosing Party agrees that the foregoing shall not apply with respect to any information that the Receiving Party can document (a) is or becomes generally available to the public, or (b) was in its possession or known by it prior to receipt from the Disclosing Party, or (c) was rightfully disclosed to it without restriction by a third party, or (d) was independently developed without use of any Proprietary Information of the Disclosing Party. Nothing in this Agreement will prevent the Receiving Party from disclosing the Proprietary Information pursuant to any judicial or governmental order, provided that the Receiving Party gives the Disclosing Party reasonable prior notice of such disclosure to contest such order. For clarity, Flock may access, use, preserve and/or disclose the Footage to law enforcement authorities, government officials, and/or third parties, if legally required to do so or if Flock has a good faith belief that such access, use, preservation or disclosure is reasonably necessary to: (a) comply with a legal process or request; (b) enforce this Agreement, including investigation of any potential violation thereof; (c) detect, prevent or otherwise address security, fraud or technical issues; or (d) protect the rights, property or safety of Flock, its users, a third party, or the public as required or permitted by law, including respond to an emergency situation. Flock may store deleted Footage in order to comply with certain legal obligations, but such retained Footage will not be retrievable without a valid court order.

4.2 **Agency Data.** As between Flock and Agency, all right, title and interest in the Agency Data, belong to and are retained solely by Agency. Agency hereby grants to Flock a limited, non-exclusive, royalty-free, worldwide license to (i) use the Agency Data and perform all acts with respect to the Agency Data as may be necessary for Flock to provide the Flock Services to Agency, including without limitation the Support Services set forth in Section 2.10 above, and a non-exclusive, perpetual, irrevocable, worldwide, royalty-free, fully paid license to use, reproduce, modify, display, and distribute the Agency Data as a part of the Aggregated Data, (ii) disclose the Agency Data (both inclusive of any Footage) to enable law enforcement monitoring for elected law enforcement Hotlists as well

as provide Footage search access to law enforcement for investigative purposes only, and (iii) and obtain Aggregated Data as set forth below in Section 4.5. As between Agency and Non-Agency End Users that have prescribed access of Footage to Agency, each of Agency and Non-Agency End Users will share all right, title and interest in the Non-Agency End User Data. This Agreement does not by itself make any Non-Agency End User Data the sole property or the Proprietary Information of Agency. Flock will automatically delete Footage older than thirty (30) days. Agency has a thirty (30) day window to view, save and/or transmit Footage to the relevant government agency prior to its deletion. Notwithstanding the foregoing, Flock automatically deletes Wing Replay after seven (7) days, during which time Agency may view, save and/or transmit such data to the relevant government agency prior to deletion. Flock does not own and shall not sell Agency Data.

4.3 **Agency Generated Data in Wing Suite.** Parties understand that Flock does not own any right, title, or interest to third-party video integrated into the Wing Suite. Flock may provide Agency with the opportunity to post, upload, display, publish, distribute, transmit, broadcast, or otherwise make available on or submit through the Wing Suite, messages, text, illustrations, files, images, graphics, photos, comments, sounds, music, videos, information, content, ratings, reviews, data, questions, suggestions, or other information or materials produced by Agency. Agency shall retain whatever legally cognizable right, title, and interest that Agency has in Agency Generated Data. Agency understands and acknowledges that Flock has no obligation to monitor or enforce Agency's intellectual property rights to Agency Generated Data. To the extent legally permissible, Agency grants Flock a non-exclusive, perpetual, irrevocable, worldwide, royalty-free, fully paid license to use, reproduce, modify, display, and distribute the Agency Generated Data for the sole purpose of providing Flock Services. Flock does not own and shall not sell Agency Generated Data.

4.4 **Feedback.** If Agency provides any suggestions, ideas, enhancement requests, feedback, recommendations or other information relating to the subject matter hereunder, Agency hereby assigns (and will cause its agents and representatives to assign) to Flock all right, title and interest (including intellectual property rights) with respect to or resulting from any of the foregoing.

4.5 **Aggregated Data.** Flock shall have the right to collect, analyze, and anonymize Agency Data and Agency Generated Data to create Aggregated Data to use and perform the Services and related systems and technologies, including the training of machine learning algorithms. Agency hereby grants Flock a non-exclusive, worldwide, perpetual, royalty-free right (during and after the Term hereof) to use and distribute such Aggregated Data to improve and enhance the Services and for other development, diagnostic and corrective purposes, other Flock offerings, and crime prevention efforts. Parties understand that the aforementioned license is required for continuity of Services. No rights or licenses are granted except as expressly set forth herein. Flock does not sell Aggregated Data.

5. PAYMENT OF FEES

5.1.1 **Software Product Fees.** For Order Forms listing Wing Suite, Advanced Search and other software-only products, Agency will pay Flock the fees for the Initial Term (as described on the Order Form attached hereto) on or

before the 30th day from the date of invoice. For any Renewal Terms, Agency shall pay invoice on or before the 30th day from the date of renewal invoice.

5.1.2 **Hardware Product Fees.** For Order Forms listing Falcon, Sparrow, Raven and Falcon Flex products, Agency will pay Flock fifty percent (50%) of the fees for the Initial Term as set forth on the Order Form on or before the 30th day from date of invoice. Upon commencement of installation, Flock will issue an invoice for twenty-five percent (25%) of total fees, and Agency shall pay on or before 30th day following date of invoice. Upon completion of installation, Flock will issue an invoice for the remaining balance and Agency shall pay on or before 30th day following date of final invoice. Flock is not obligated to commence the Installation Services unless and until the first payment has been made and shall have no liability resulting from any delay related thereto. For any Renewal Terms, Agency shall pay the total invoice on or before the 30th day from the date of renewal invoice.

5.2 **Notice of Changes to Fees.** Flock reserves the right to change the fees or applicable charges and to institute new charges and fees on subsequent terms by providing sixty (60) days' notice prior to the end of such Initial Term or Renewal Term (as applicable) to Agency (which may be sent by email).

5.3 **Invoicing, Late Fees; Taxes.** Flock may choose to bill through an invoice, in which case, full payment for invoices must be received by Flock thirty (30) days after the receipt of invoice. If Agency is a non-tax-exempt entity, Agency shall be responsible for all taxes associated with Services other than U.S. taxes based on Flock's net income. If Agency believes that Flock has billed Agency incorrectly, Agency must contact Flock no later than sixty (60) days after the closing date on the first billing statement in which the error or problem appeared, in order to receive an adjustment or credit. Agency acknowledges and agrees that a failure to contact Flock within this sixty (60) day period will serve as a waiver of any claim Agency may have had as a result of such billing error.

6. TERM AND TERMINATION

6.1 **Term.** The initial term of this Agreement shall be for the period of time set forth on the Order Form and shall commence at the time outlined in this section below (the "***Term***"). Following the Term, unless otherwise indicated on the Order Form, this Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "***Renewal Term***") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.

a. For Wing Suite products: the Term shall commence upon execution of this Agreement and continue for one (1) year, after which, the Term may be extended by mutual consent of the Parties, unless terminated by either Party.

b. For Falcon and Sparrow products: the Term shall commence upon first installation and validation of Flock Hardware.

c. For Raven products: the Term shall commence upon first installation and validation of Flock Hardware.

d. For Falcon Flex products: the Term shall commence upon execution of this Agreement.

e. For Advanced Search products: the Term shall commence upon execution of this Agreement.

6.2 **Termination for Convenience.** At any time during the agreed upon Term, either Party may terminate this Agreement for convenience. Termination for convenience of the Agreement by the Agency will be effective immediately. Termination for convenience by Agency will result in a one-time removal fee of $500 per Flock Hardware. Termination for convenience by Flock will not result in any removal fees. Upon termination for convenience, a refund will be provided for Flock Hardware, prorated for any fees for the remaining Term length set forth previously. Wing Suite products and Advanced Search are not subject to refund for early termination. Flock will provide advanced written notice and remove all Flock Hardware at Flock's own convenience, within a commercially reasonable period of time upon termination. Agency's termination of this Agreement for Flock's material breach of this Agreement shall not be considered a termination for convenience for the purposes of this Section 6.2.

6.3 **Termination.** Notwithstanding the termination provisions in Section 2.5.2, in the event of any material breach of this Agreement, the non-breaching Party may terminate this Agreement prior to the end of the Term by giving thirty (30) days prior written notice to the breaching Party; provided, however, that this Agreement will not terminate if the breaching Party has cured the breach prior to the expiration of such thirty (30) day period. Either Party may terminate this Agreement, without notice, (i) upon the institution by or against the other Party of insolvency, receivership or bankruptcy proceedings, (ii) upon the other Party's making an assignment for the benefit of creditors, or (iii) upon the other Party's dissolution or ceasing to do business. Upon termination for Flock's material breach, Flock will refund to Agency a pro-rata portion of the pre-paid fees for Services not received due to such termination.

6.4 **No-Fee Term.** Flock will provide Agency with complimentary access to Hotlist alerts, as further described in Section 4.2 ("***No-Fee Term***"). In the event a Non-Agency End User grants Agency access to Footage and/or notifications from a Non-Agency End User, Agency will have access to Non-Agency End User Footage and/or notifications until deletion, subject to a thirty (30) day retention policy for all products except Wing Replay, which is subject to a seven (7) day retention policy. Flock may, in their sole discretion, provide access or immediately terminate the No-Fee Term. The No-Fee Term will survive the Term of this Agreement. Flock, in its sole discretion, can determine to impose a price per No-Fee Term upon thirty (30) days' notice to Agency. Agency may terminate any No-Fee Term or access to future No-Fee Terms upon thirty (30) days' notice.

6.5 **Survival.** The following Sections will survive termination: 2.5, 2.6, 3, 4, 5, 6.4, 7.3, 7.4, 8.1, 8.2, 8.3, 8.4, 9.1 and 9.6.

7. REMEDY; WARRANTY AND DISCLAIMER

7.1 **Remedy.** Upon a malfunction or failure of Flock Hardware or Embedded Software (a "***Defect***"), Agency must notify Flock's technical support as described in Section 2.10 above. If Flock is unable to correct the Defect, Flock shall, or shall instruct one of its contractors to repair or replace the Flock Hardware or Embedded Software suffering from the Defect. Flock reserves the right in their sole discretion to refuse or delay replacement or its choice of remedy for a Defect until after it has inspected and tested the affected Flock Hardware provided that such inspection

and test shall occur within a commercially reasonable time, but no longer than seven (7) business days after Agency notifies the Flock of a known Defect. In the event of a Defect, Flock will repair or replace the defective Flock Hardware at no additional cost to Agency. Absent a Defect, in the event that Flock Hardware is lost, stolen, or damaged, Agency may request that Flock replace the Flock Hardware at a fee according to the then-current Reinstall policy (https://www.flocksafety.com/reinstall-fee-schedule). Agency shall not be required to replace subsequently lost, damaged or stolen Flock Hardware, however, Agency understands and agrees that functionality, including Footage, will be materially affected due to such subsequently lost, damaged or stolen Flock Hardware and that Flock will have no liability to Agency regarding such affected functionality nor shall the Usage Fee or Implementation Fees owed be impacted. Flock is under no obligation to replace or repair Flock Hardware or Agency Hardware.

7.2 **Exclusions.** Flock will not provide the remedy described in Section 7.1 if Agency has misused the Flock Hardware, Agency Hardware, or Service in any manner.

7.3 **Warranty.** Flock shall use reasonable efforts consistent with prevailing industry standards to maintain the Services in a manner which minimizes errors and interruptions in the Services and shall perform the Installation Services in a professional and workmanlike manner. Services may be temporarily unavailable for scheduled maintenance or for unscheduled emergency maintenance, either by Flock or by third-party providers, or because of other causes beyond Flock's reasonable control, but Flock shall use reasonable efforts to provide advance notice in writing or by e-mail of any scheduled service disruption.

7.4 **Disclaimer.** THE REMEDY DESCRIBED IN SECTION 7.1 ABOVE IS AGENCY'S SOLE REMEDY, AND FLOCK'S SOLE LIABILITY, WITH RESPECT TO DEFECTIVE EMBEDDED SOFTWARE. FLOCK DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED OR ERROR FREE; NOR DOES IT MAKE ANY WARRANTY AS TO THE RESULTS THAT MAY BE OBTAINED FROM USE OF THE SERVICES. EXCEPT AS EXPRESSLY SET FORTH IN THIS SECTION, THE SERVICES ARE PROVIDED "AS IS" AND FLOCK DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND NON-INFRINGEMENT. THIS DISCLAIMER OF SECTION 7.4 ONLY APPLIES TO THE EXTENT ALLOWED BY THE GOVERNING LAW OF THE STATE MENTIONED IN SECTION 9.6.

7.5 **Insurance.** Flock will maintain commercial general liability policies with policy limits reasonably commensurate with the magnitude of Flock's business risk. Certificates of Insurance can be provided upon request.

7.6 **Force Majeure.** Parties are not responsible or liable for any delays or failures in performance from any cause beyond their control, including, but not limited to acts of God, changes to law or regulations, embargoes, war, terrorist acts, acts or omissions of third-Party technology providers, riots, fires, earthquakes, floods, power blackouts, strikes, supply chain shortages of equipment or supplies, weather conditions or acts of hackers, internet service providers or any other third Party acts or omissions. Force Majeure includes the novel coronavirus Covid-19 pandemic, and the potential spread of variants, which is ongoing as of the date of the execution of this Agreement.

8. LIMITATION OF LIABILITY; NO FEE TERM; INDEMNITY

8.1 **Limitation of Liability.** NOTWITHSTANDING ANYTHING TO THE CONTRARY, FLOCK AND ITS SUPPLIERS (INCLUDING BUT NOT LIMITED TO ALL HARDWARE AND TECHNOLOGY SUPPLIERS), OFFICERS, AFFILIATES, REPRESENTATIVES, CONTRACTORS AND EMPLOYEES SHALL NOT BE RESPONSIBLE OR LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT OR TERMS AND CONDITIONS RELATED THERETO UNDER ANY CONTRACT, NEGLIGENCE, STRICT LIABILITY, PRODUCT LIABILITY, OR OTHER THEORY: (A) FOR ERROR OR INTERRUPTION OF USE OR FOR LOSS OR INACCURACY, INCOMPLETENESS OR CORRUPTION OF DATA OR FOOTAGE OR COST OF PROCUREMENT OF SUBSTITUTE GOODS, SERVICES OR TECHNOLOGY OR LOSS OF BUSINESS; (B) FOR ANY INDIRECT, EXEMPLARY, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES; (C) FOR ANY MATTER BEYOND FLOCK'S ACTUAL KNOWLEDGE OR REASONABLE CONTROL INCLUDING REPEAT CRIMINAL ACTIVITY OR INABILITY TO CAPTURE FOOTAGE OR IDENTIFY AND/OR CORRELATE A LICENSE PLATE WITH THE FBI DATABASE; (D) FOR ANY PUBLIC DISCLOSURE OF PROPRIETARY INFORMATION MADE IN GOOD FAITH; (E) FOR CRIME PREVENTION; OR (F) FOR ANY AMOUNTS THAT, TOGETHER WITH AMOUNTS ASSOCIATED WITH ALL OTHER CLAIMS, EXCEED THE FEES PAID AND/OR PAYABLE BY AGENCY TO FLOCK FOR THE SERVICES UNDER THIS AGREEMENT IN THE TWELVE (12) MONTHS PRIOR TO THE ACT OR OMISSION THAT GAVE RISE TO THE LIABILITY, IN EACH CASE, WHETHER OR NOT FLOCK HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THIS LIMITATION OF LIABILITY OF SECTION 8 ONLY APPLIES TO THE EXTENT ALLOWED BY THE GOVERNING LAW OF THE STATE MENTIONED IN SECTION 9.6.

8.2 **Additional No-Fee Term Requirements.** IN NO EVENT SHALL FLOCK'S AGGREGATE LIABILITY, IF ANY, ARISING OUT OF OR IN ANY WAY RELATED TO THE COMPLIMENTARY NO-FEE TERM AS DESCRIBED IN SECTION 6.4 EXCEED $100, WITHOUT REGARD TO WHETHER SUCH CLAIM IS BASED IN CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY OR OTHERWISE. Parties acknowledge and agree that the essential purpose of this Section 8.2 is to allocate the risks under the No-Fee Term described in Section 6.4 and limit potential liability given the aforementioned complimentary service, which would have been substantially higher if Flock were to assume any further liability other than as set forth herein. Flock has relied on these limitations in determining whether to provide the complementary No-Fee Term. The limitations set forth in this Section 8.2 shall not apply to claims or damages resulting from Flock's other obligations under this Agreement.

8.3 **Responsibility.** Each Party to this Agreement shall assume the responsibility and liability for the acts and omissions of its own employees, deputies, officers, or agents, in connection with the performance of their official duties under this Agreement. Each Party to this Agreement shall be liable (if at all) only for the torts of its own officers, agents, or employees.

9. INDEMNIFICATION

Agency hereby agrees to indemnify and hold harmless Flock against any damages, losses, liabilities, settlements and expenses in connection with any claim or action that arises from an alleged violation of Section 3.1, a breach of this Agreement, Agency's Installation Obligations, Agency's sharing of any data in connection with the Flock system, Flock employees or agent or Non-Agency End Users, or otherwise from Agency's use of the Services, Flock Hardware, Agency Hardware and any Embedded Software, including any claim that such actions violate any applicable law or third Party right. Although Flock has no obligation to monitor Agency's use of the Services, Flock may do so and may prohibit any use of the Services it believes may be (or alleged to be) in violation of Section 3.1 or this Agreement.

10. MISCELLANEOUS

10.1.**Compliance With Laws.** The Agency agrees to comply with all applicable local, state and federal laws, regulations, policies and ordinances and their associated record retention schedules, including responding to any subpoena request(s). In the event Flock is legally compelled to comply with a judicial order, subpoena, or government mandate, to disclose Agency Data or Agency Generated Data, Flock will provide Agency with notice.

10.2. **Severability.** If any provision of this Agreement is found to be unenforceable or invalid, that provision will be limited or eliminated to the minimum extent necessary so that this Agreement will otherwise remain in full force and effect.

10.3. **Assignment.** This Agreement is not assignable, transferable or sublicensable by either Party, without prior consent. Notwithstanding the foregoing, either Party may assign this Agreement, without the other Party's consent, (i) to any parent, subsidiary, or affiliate entity, or (ii) to any purchaser of all or substantially all of such Party's assets or to any successor by way of merger, consolidation or similar transaction.

10.4. **Entire Agreement.** This Agreement, together with the Order Form(s), the then-current Reinstall policy (https://www.flocksafety.com/reinstall-fee-schedule), Deployment Plan(s), and any attached addenda are the complete and exclusive statement of the mutual understanding of the Parties and supersedes and cancels all previous written and oral agreements, communications and other understandings relating to the subject matter of this Agreement, and that all waivers and modifications must be in a writing signed by both Parties, except as otherwise provided herein. None of Agency's purchase orders, authorizations or similar documents will alter the terms of this Agreement, and any such conflicting terms are expressly rejected. In the event of any conflict of terms found in this Agreement or any other terms and conditions, the terms of this Agreement shall prevail.

10.5. **Relationship.** No agency, partnership, joint venture, or employment is created as a result of this Agreement and Agency does not have any authority of any kind to bind Flock in any respect whatsoever. Flock shall at all times be and act as an independent contractor.

10.6.**Governing Law; Venue.** This Agreement shall be governed by the laws of the State in which the Agency is located. The Parties hereto agree that venue would be proper in the chosen courts of the State of which the Agency is

located. The Parties agree that the United Nations Convention for the International Sale of Goods is excluded in its entirety from this Agreement.

10.7.**Publicity.** Upon prior consent from Agency, Flock has the right to reference and use Agency's name and trademarks and disclose the nature of the Services provided hereunder in each case in business and development and marketing efforts, including without limitation on Flock's website.

10.8.**Export.** Agency may not remove or export from the United States or allow the export or re-export of the Flock IP or anything related thereto, or any direct product thereof in violation of any restrictions, laws or regulations of the United States Department of Commerce, the United States Department of Treasury Office of Foreign Assets Control, or any other United States or foreign agency or authority. As defined in Federal Acquisition Regulation ("FAR"), section 2.101, the Services, the Flock Hardware and Documentation are "commercial items" and according to the Department of Defense Federal Acquisition Regulation ("DFAR") section 252.2277014(a)(1) and are deemed to be "commercial computer software" and "commercial computer software documentation." Flock is compliant with FAR Section 889 and does not contract or do business with, use any equipment, system, or service that uses the enumerated banned Chinese telecommunication companies, equipment or services as a substantial or essential component of any system, or as critical technology as part of any Flock system. Consistent with DFAR section 227.7202 and FAR section 12.212, any use, modification, reproduction, release, performance, display, or disclosure of such commercial software or commercial software documentation by the U.S. Government will be governed solely by the terms of this Agreement and will be prohibited except to the extent expressly permitted by the terms of this Agreement.

10.9.**Headings.** The headings are merely for organization and should not be construed as adding meaning to the Agreement or interpreting the associated sections.

10.10.**Authority.** Each of the below signers of this Agreement represent that they understand this Agreement and have the authority to sign on behalf of and bind the Parties they are representing.

10.11. **Notices.** All notices under this Agreement will be in writing and will be deemed to have been duly given when received, if personally delivered; when receipt is electronically confirmed, if transmitted by email; the day after it is sent, if sent for next day delivery by recognized overnight delivery service; and upon receipt, if sent by certified or registered mail, return receipt requested.

FLOCK NOTICES ADDRESS:

1170 HOWELL MILL ROAD, NW SUITE 210
ATLANTA, GA 30318
ATTN: LEGAL DEPARTMENT
EMAIL: legal@flocksafety.com

AGENCY NOTICES ADDRESS:

ADDRESS:
ATTN:
EMAIL:

ATTACHMENT 2

South Pasadena Police Department Duty Manual Section 430 – Automated License Place Reader (ALPR)

Automated License Plate Readers (ALPRs)

430.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance for the capture, storage and use of digital data obtained through the use of Automated License Plate Reader (ALPR) technology.

430.2 ADMINISTRATION

The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. It is used by the South Pasadena Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Support Services Division Commander. The Support Services Division Commander will assign members under his/her command to administer the day-to-day operation of the ALPR equipment and data.

430.2.1 ALPR ADMINISTRATOR

The Support Services Division Commander shall be responsible for developing guidelines and procedures to comply with the requirements of Civil Code § 1798.90.5 et seq. This includes, but is not limited to (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

(a) A description of the job title or other designation of the members and independent contractors who are authorized to use or access the ALPR system or to collect ALPR information.

(b) Training requirements for authorized users.

(c) A description of how the ALPR system will be monitored to ensure the security of the information and compliance with applicable privacy laws.

(d) Procedures for system operators to maintain records of access in compliance with Civil Code § 1798.90.52.

(e) The title and name of the current designee in overseeing the ALPR operation.

(f) Working with the Custodian of Records on the retention and destruction of ALPR data.

(g) Ensuring this policy and related procedures are conspicuously posted on the department's website.

430.3 OPERATIONS

Use of an ALPR is restricted to the purposes outlined below. Department members shall not use, or allow others to use the equipment or database records for any unauthorized purpose (Civil Code § 1798.90.51; Civil Code § 1798.90.53).

(a) An ALPR shall only be used for official law enforcement business.

Copyright Lexipol, LLC 2021/02/12, All Rights Reserved.
Published with permission by South Pasadena Police Department

(b) An ALPR may be used in conjunction with any routine patrol operation or criminal investigation. Reasonable suspicion or probable cause is not required before using an ALPR.

(c) While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped cars to canvass areas around homicides, shootings and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.

(d) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.

(e) No ALPR operator may access department, state or federal data unless otherwise authorized to do so.

(f) If practicable, the officer should verify an ALPR response through the California Law Enforcement Telecommunications System (CLETS) before taking enforcement action that is based solely on an ALPR alert.

430.4 DATA COLLECTION AND RETENTION

The Support Services Division Commander is responsible for ensuring systems and processes are in place for the proper collection and retention of ALPR data. Data will be transferred from vehicles to the designated storage in accordance with department procedures.

All ALPR data downloaded to the server should be stored for a minimum of one year (Government Code § 34090.6) and in accordance with the established records retention schedule. Thereafter, ALPR data should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records. In those circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

430.5 ACCOUNTABILITY

All data will be closely safeguarded and protected by both procedural and technological means. The South Pasadena Police Department will observe the following safeguards regarding access to and use of stored data (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

(a) All ALPR data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time (Civil Code § 1798.90.52).

(b) Members approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.

Copyright Lexipol, LLC 2021/02/12, All Rights Reserved.
Published with permission by South Pasadena Police Department

(c) ALPR system audits should be conducted on a regular basis.

For security or data breaches, see the Records Release and Maintenance Policy.

430.6 TRAINING

The Support Services Commander should ensure that members receive department-approved training for those authorized to use or access the ALPR system (Civil Code § 1798.90.51; Civil Code § 1798.90.53).

430.7 POLICY

The policy of the South Pasadena Police Department is to utilize ALPR technology to capture and store digital license plate data and images while recognizing the established privacy rights of the public.

All data and images gathered by the ALPR are for the official use of this department. Because such data may contain confidential information, it is not open to public review.

430.8 RELEASING ALPR DATA

The ALPR data may be shared only with other law enforcement or prosecutorial agencies for official law enforcement purposes or as otherwise permitted by law, using the following procedures:

(a) The agency makes a written request for the ALPR data that includes:

1. The name of the agency.
2. The name of the person requesting.
3. The intended purpose of obtaining the information.

(b) The request is reviewed by the Support Services Division Commander or the authorized designee and approved before the request is fulfilled.

(c) The approved request is retained on file.

Requests for ALPR data by non-law enforcement or non-prosecutorial agencies will be processed as provided in the Records Maintenance and Release Policy (Civil Code § 1798.90.55).

Copyright Lexipol, LLC 2021/02/12, All Rights Reserved.
Published with permission by South Pasadena Police Department

Automated License Plate Readers (ALPRs)

430.1 PURPOSE AND SCOPE

The purpose of this policy is to provide guidance for the capture, storage and use of digital data obtained through the use of Automated License Plate Reader (ALPR) technology.

430.2 ADMINISTRATION

The ALPR technology, also known as License Plate Recognition (LPR), allows for the automated detection of license plates. It is used by the South Pasadena Police Department to convert data associated with vehicle license plates for official law enforcement purposes, including identifying stolen or wanted vehicles, stolen license plates and missing persons. It may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access, shall be managed by the Support Services Division Commander. The Support Services Division Commander will assign members under his/her command to administer the day-to-day operation of the ALPR equipment and data.

430.2.1 ALPR ADMINISTRATOR

The Support Services Division Commander shall be responsible for developing guidelines and procedures to comply with the requirements of Civil Code § 1798.90.5 et seq. This includes, but is not limited to (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

(a) A description of the job title or other designation of the members and independent contractors who are authorized to use or access the ALPR system or to collect ALPR information.

(b) Training requirements for authorized users.

(c) A description of how the ALPR system will be monitored to ensure the security of the information and compliance with applicable privacy laws.

(d) Procedures for system operators to maintain records of access in compliance with Civil Code § 1798.90.52.

(e) The title and name of the current designee in overseeing the ALPR operation.

(f) Working with the Custodian of Records on the retention and destruction of ALPR data.

(g) Ensuring this policy and related procedures are conspicuously posted on the department's website.

430.3 OPERATIONS

Use of an ALPR is restricted to the purposes outlined below. Department members shall not use, or allow others to use the equipment or database records for any unauthorized purpose (Civil Code § 1798.90.51; Civil Code § 1798.90.53).

(a) An ALPR shall only be used for official law enforcement business.

Copyright Lexipol, LLC 2017/05/10, All Rights Reserved.
Published with permission by South Pasadena Police Department

(b) An ALPR may be used in conjunction with any routine patrol operation or criminal investigation. Reasonable suspicion or probable cause is not required before using an ALPR.

(c) While an ALPR may be used to canvass license plates around any crime scene, particular consideration should be given to using ALPR-equipped cars to canvass areas around homicides, shootings and other major incidents. Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.

(d) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.

(e) No ALPR operator may access department, state or federal data unless otherwise authorized to do so.

(f) If practicable, the officer should verify an ALPR response through the California Law Enforcement Telecommunications System (CLETS) before taking enforcement action that is based solely on an ALPR alert.

430.4 DATA COLLECTION AND RETENTION

The Support Services Division Commander is responsible for ensuring systems and processes are in place for the proper collection and retention of ALPR data. Data will be transferred from vehicles to the designated storage in accordance with department procedures.

All ALPR data downloaded to the server should be stored for a minimum of one year (Government Code § 34090.6) and in accordance with the established records retention schedule. Thereafter, ALPR data should be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a discovery request or other lawful action to produce records. In those circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

430.5 ACCOUNTABILITY

All data will be closely safeguarded and protected by both procedural and technological means. The South Pasadena Police Department will observe the following safeguards regarding access to and use of stored data (Civil Code § 1798.90.51; Civil Code § 1798.90.53):

(a) All ALPR data downloaded to the mobile workstation and in storage shall be accessible only through a login/password-protected system capable of documenting all access of information by name, date and time (Civil Code § 1798.90.52).

(b) Members approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related civil or administrative action.

(c) ALPR system audits should be conducted on a regular basis.

For security or data breaches, see the Records Release and Maintenance Policy.

Copyright Lexipol, LLC 2017/05/10, All Rights Reserved.
Published with permission by South Pasadena Police Department

430.6 TRAINING

The Training Sergeant should ensure that members receive department-approved training for those authorized to use or access the ALPR system (Civil Code § 1798.90.51; Civil Code § 1798.90.53).

430.7 POLICY

The policy of the South Pasadena Police Department is to utilize ALPR technology to capture and store digital license plate data and images while recognizing the established privacy rights of the public.

All data and images gathered by the ALPR are for the official use of this department. Because such data may contain confidential information, it is not open to public review.

430.8 RELEASING ALPR DATA

The ALPR data may be shared only with other law enforcement or prosecutorial agencies for official law enforcement purposes or as otherwise permitted by law, using the following procedures:

(a) The agency makes a written request for the ALPR data that includes:
    1. The name of the agency.
    2. The name of the person requesting.
    3. The intended purpose of obtaining the information.

(b) The request is reviewed by the Support Services Division Commander or the authorized designee and approved before the request is fulfilled.

(c) The approved request is retained on file.

Requests for ALPR data by non-law enforcement or non-prosecutorial agencies will be processed as provided in the Records Maintenance and Release Policy (Civil Code § 1798.90.55).

Copyright Lexipol, LLC 2017/05/10, All Rights Reserved.
Published with permission by South Pasadena Police Department

California Department of Justice CALIFORNIA JUSTICE INFORMATION SERVICES DIVISION Joe Dominic, Chief		INFORMATION BULLETIN	
Subject: California Values Act's Database Guidance		*No.* 18-10-CJIS *Date:* 10-01-2018	*Contact for information:* CLETS Administration Section CAS@doj.ca.gov

TO: ALL CHIEFS OF POLICE, SHERIFFS, and EXECUTIVES OF CALIFORNIA LAW ENFORCEMENT AGENCIES

DATABASE GUIDANCE – Senate Bill 54

This Information Bulletin (IB) provides guidance to state and local law enforcement agencies (LEAs) on best practices regarding the governance of databases regarding Senate Bill (SB) No. 54 (De León; 2017-2018 Regular Sessions) ("the Values Act") to ensure information is limited for immigration enforcement purposes to the fullest extent practicable and consistent with federal and state law. The Values Act mandates that the Attorney General, by October 1, 2018, publish "guidance, audit criteria, and training recommendations aimed at ensuring that" databases operated by state and local law enforcement agencies "are governed in a manner that limits the availability of information therein to the fullest extent practicable and consistent with federal and state law, to anyone or any entity for the purpose of immigration enforcement." LEAs are strongly encouraged to review and update their existing database governance policies consistent with this guidance.

This IB is not intended to displace any current policies that are aligned with or provide greater protections than those included herein. Nor does the lack of a particular recommendation necessarily indicate disapproval of any policy. Rather, this IB provides some foundational recommendations and should serve as a resource to enhance current policies with respect to the Values Act's goal of ensuring that databases are governed in a manner that limits the availability of information to the fullest extent practicable and consistent with federal and state law for the purpose of immigration enforcement.

GUIDING PRINCIPLES

In enacting the Values Act, the Legislature determined that "a relationship of trust between California's immigrant community and state and local agencies is central to the public safety of the people of California." (Gov. Code, § 7284.2.) The Values Act's core purpose is to ensure effective policing and to protect the safety, well-being, and constitutional rights of all the people of California, regardless of immigration status.
The Values Act set the parameters under which LEAs may engage in "immigration enforcement." "Immigration enforcement," as defined by the Values Act, includes any efforts to investigate, enforce, or assist in the investigation or enforcement of any federal civil immigration law, and also includes any efforts to investigate, enforce, or assist in the investigation or enforcement of any federal criminal immigration law that penalizes a person's presence in, entry, reentry to, or employment in, the United States.

The Values Act generally prohibits LEAs from using agency or department moneys or personnel to investigate, interrogate, detain, detect, or arrest persons for immigration enforcement purposes, including providing personal information for that purpose. (Gov. Code, § 7284.6, subd. (a)(1)(D).) The Values Act, however,

permits LEAs to participate in law enforcement task forces, including sharing confidential information pursuant to these task forces, where the primary purpose of the task force is not immigration enforcement. (Gov. Code, § 7284.6, subd. (b)(3).) And, the Values Act permits LEAs to provide immigration authorities with information about a person's criminal history accessible through the California Law Enforcement Telecommunications System (CLETS). (Gov. Code, § 7284.6, subd. (b)(2).) The specific requirements for LEAs under the Values Act are set forth more fully in IB 2018-DLE-01, and specific data reporting requirements can be referenced in IB 18-02-CJIS.

Additional principles of state and federal law should also be used to guide LEAs in developing database governance policies that limit the availability of information for purposes of immigration enforcement. Under California law, LEAs are generally prohibited from asking a person about his or her immigration status. (Gov. Code, §7284.6, subd. (a)(1)(A).) Also, LEAs are restricted from sharing personal information about a person that is not available to the public, and that is not attached to a person's criminal history. (Gov. Code, § 7284.6, subd. (a)(1)(D), (b)(2).) Notwithstanding that prohibition, consistent with federal law, 8 U.S.C. § 1373, nothing in this IB prohibits or restricts LEAs from sending or receiving information regarding a person's immigration status or citizenship status to or from federal immigration enforcement authorities, or prohibits or restricts LEAs from maintaining information regarding a person's immigration status.[1] Federal courts have found that Section 1373 only prohibits restrictions on the sharing of immigration or citizenship status information, and not restrictions on the sharing of home and work addresses, and release dates.[2] Courts have also found 8 U.S.C. § 1373 to be unconstitutional under the Tenth Amendment of the U.S. Constitution, so LEAs should ask their counsel to monitor developments in the law.[3]

Consistent with federal and state law, this IB offers guidance on steps LEAs can take to govern the use of criminal justice information (CJI) that is non-criminal history information. Non-criminal history information contained within databases accessed through CLETS, other DOJ criminal justice information systems, as well as LEAs' individual databases should not be used for the purpose of immigration enforcement. And, any implementation of the policy recommendations in this IB should be applied to all law enforcement agencies equally, regardless of whether they are federal, state, or local law enforcement. Federal immigration authorities should not be denied access to law enforcement databases solely based on their status as a federal immigration authority, so long as they comply with the policies governing use of the databases.

GUIDANCE SURROUNDING USE OF NON-CRIMINAL HISTORY INFORMATION

All users should agree that they will not use any information for purposes of immigration enforcement, as defined in California Government Code section 7284.4, subdivision (f), with respect to an individual who does not possess a criminal history. Individuals who have a criminal history include those with a prior criminal arrest or conviction. This restriction does not impact persons with criminal records within CJI systems. Users are also not prohibited or restricted from sending to, or receiving from, federal immigration authorities, information regarding the citizenship or immigration status, lawful or unlawful, of an individual, or from requesting from federal immigration authorities information regarding a person's immigration status, maintaining such information, or exchanging such information with any other federal, state, or local government entity, pursuant to 8 U.S.C. §§ 1373 and 1644.

---

[1] 8 U.S.C. § 1373(a), (b).
[2] *United States v. California* (E.D. Cal. 2018), 314 F. Supp. 3d 1077, 1101-04; *City of Philadelphia v. Sessions* (E.D. Pa. June 6, 2018), ---F.Supp.3d ---, 2018 WL 2725503, at *35; *Steinle v. City and County of San Francisco* (N.D. Cal. 2017) 230 F.Supp.3d 994, 1015-1016.
[3] *City of Chicago v. Sessions* (N.D. Ill. July 27, 2018) --- F.Supp.3d ---, 2018 WL 3608564, at *10; *Philadelphia*, 309 F.Supp.3d at 331; *see also California*, 314 F.Supp.3d at 1101 (finding Section 1373's constitutionality "highly suspect").

LEAs are encouraged to adopt the following policies surrounding the use of non-criminal history data:

1. As part of any application, memorandum of understanding, or agreement to access any law enforcement databases, LEAs should inquire regarding the purpose for which the LEA intends to use the information contained within the database. Users who state that they will be using the information for immigration enforcement purposes should be required, as a condition for accessing the database, to agree that they will only do so for those individuals with a criminal history, or for information regarding the immigration or citizenship status of any individual. Users should likewise be required to agree they will not use non-criminal history information, aside from information regarding immigration or citizenship status, for immigration enforcement purposes.

2. Database login screens should be updated to include instruction on the proper use of the information contained in the database. Sample language is provided below:

   "Federal, state or local law enforcement agencies shall not use any non-criminal history information contained within this database for immigration enforcement purposes. This restriction does not pertain to any information that is regarding a person's immigration or citizenship status pursuant to 8 U.S.C. §§ 1373 and 1644."

3. Any policies governing the use of non-criminal history information should include the above-referenced language.

4. Any data sharing agreements, memorandums of understanding, and/or contracts between law enforcement agencies and vendors/service providers should be updated to reflect policies that prohibit the use of non-criminal history information for immigration enforcement purposes.

5. Limit, wherever possible, the collection of personal information of victims and witnesses of crime(s). Further, consider adopting retention periods no longer than is necessary to fulfill the purpose justifying collection of the information.

6. Agencies should survey their databases to determine which databases contain criminal history information, non-criminal history information, and/or both criminal history and non-criminal history information to assist with audits, training, and policy compliance.

TRAINING RECOMMENDATIONS FOR NON-CRIMINAL HISTORY INFORMATION

1. Initial security awareness training for new employees and ongoing biannual recertification should be updated to include questions to demonstrate knowledge of the updated governance policies regarding, limitations on the use of non-criminal history information for immigration enforcement purposes.

AUDIT CRITERIA FOR NON-CRIMINAL HISTORY INFORMATION

1. When internal database compliance audits are conducted, agencies should ensure database users are in compliance with policies that limit the use of non-criminal history information for immigration enforcement purposes.

2. Agencies should update internal policies regarding the reporting of misuse of non-criminal history information that is used for immigration enforcement purposes.

Sincerely,

JOE DOMINIC, Chief
California Justice Information Services Division

For XAVIER BECERRA
Attorney General

California Department of Justice CALIFORNIA JUSTICE INFORMATION SERVICES DIVISION Chris Cademarti, Acting Chief/CIO	**INFORMATION BULLETIN**	
Subject: Updated California Value's Act's Database Guidance	*No.* 23-01-CJIS *Date:* 10-27-2023	*Contact for information:* Client Services Program dojcsp@doj.ca.gov

TO: ALL CHIEFS OF POLICE, SHERIFFS, and EXECUTIVES OF CALIFORNIA LAW ENFORCEMENT AGENCIES

This Information Bulletin (IB) provides updated guidance to California state and local law enforcement agencies (collectively, California LEAs) regarding the governance of databases under Senate Bill (SB) No. 54 (De León; 2017-2018 Regular Session) ("the Values Act" or SB 54) and supplements the previous IB 18-10-CJIS. Specifically, this IB provides updated guidance regarding specific databases to ensure information is limited for immigration enforcement purposes to the fullest extent practicable and consistent with federal and state law. California LEAs are strongly encouraged to review and update their existing database governance polices consistent with this guidance and that in IB 18-10-CJIS.

1. OBLIGATIONS UNDER SB 54

As discussed more fully in IB 18-10-CJIS, California LEAs are reminded that subject to certain exceptions described below, SB 54 prohibits California LEAs from providing personal information about an individual for immigration enforcement purposes, including, but not limited to, the individual's home address or work address. (Gov. Code, § 7284.6, subd. (a)(1)(D) [emphasis added].) "Personal information" means "any information that is maintained by an agency that identifies or describes an individual, including, but not limited to, his or her name, social security number, physical description, home address, home telephone number, education, financial matters, and medical or employment history . . . ." (Civ. Code, § 1798.3, subd. (a).)

SB 54 does not prohibit California LEAs from exchanging information regarding a person's immigration status with federal immigration authorities. (Gov. Code, § 7284.6, subd. (e), citing 8 U.S.C. §§ 1373, 1644.) The disclosure of all other personal information that does not encompass information regarding a person's citizenship or immigration status, including a person's home address or work address, is prohibited from disclosure unless that information is:

> (1) publicly available; (2) provided in response to a request from immigration authorities for information about a specific person's criminal history, including previous criminal arrests, convictions, or similar criminal history information accessed through the California Law Enforcement Telecommunications System (CLETS), where otherwise permitted by state law; or (3) confidential information shared as part of a joint law enforcement task force when, among other things, the primary purpose of that task force is not immigration enforcement.

(Gov. Code, § 7284.6, subd. (a)(1)(D) and (b)(2), (3).)[1]

1 Other laws may prohibit the sharing of confidential data during a joint investigation, but they are beyond the scope of this bulletin.

2. ACCESSING DATA FROM THE CA DOJ OR THROUGH CLETS

In response to a report issued by the California State Auditor,[2] California LEAs that access data from the CA DOJ or through CLETS, and/or allow other agencies to access this data, are reminded that they should ensure that any such access complies with the limitations on information sharing set forth in SB 54. The below data and databases are identified so that California LEAs can take steps to govern the use of non-criminal history information that they may download and access to ensure that access complies with the sharing limitations set forth in SB 54.

Accessing the FBI's National Crime Information Center (NCIC) License Plate Data Extract File

Authorized law enforcement agencies can access license plate data in the FBI's NCIC system. To access this extract via Secure File Transfer, a California LEA must enter into a Memorandum of Understanding (MOU) with the CA DOJ. The MOU details requirements for usage, including the above SB 54 statutory requirements, as well as making sure the Agency is responsible for using the NCIC data for law enforcement purposes only. It also requires local databases to be updated as the FBI updates become available, ensuring that those numbers deleted from the NCIC system are also deleted from all local databases.

Additionally, the MOU outlines specific requirements to address confidentiality, use of information, data ownership and information security. If your agency is interested in being authorized to obtain the NCIC license plate data, please contact dojcsp@doj.ca.gov.

Accessing CA DOJ License Plate Data

California LEAs may obtain license plate data from the CA DOJ to be used for law enforcement purposes only. The DOJ makes three files containing license plate data available for download to authorized California LEAs via the California Law Enforcement Web (CLEW) website at https://clew.doj.ca.gov. These files are the SVS Stolen Vehicles Table, SVS Felony Vehicles Table and SVS Stolen License Plates Table (collectively referred to as the "SVS download").

In order to receive authorization to access these files, agencies must complete the CLEW License Plate Data Download Usage Agreement form and e-mail it to dojcsp@doj.ca.gov. The e-mail must be initiated by the agency head (e.g., Sheriff, Police Chief), agency CLETS coordinator, or agency security point of contact, and include the California LEAs public facing IP address on the CLEW License Plate Data Usage Agreement form. Once an agency is authorized, they will be allowed to download the above mentioned SVS Tables. Agencies must also abide by the User Terms and Conditions on CLEW, which includes notification regarding SB 54 and the restriction on using non-criminal history information for immigration enforcement purposes.

Even where the sharing of license plate data may be for a permitted purpose under SB 54, all agencies should be aware that there are strict privacy limitations on the sharing of license plate reader data under Senate Bill (SB) No. 34 (Hill; 2015-2016 Regular Session) (SB 34), and should consult Bulletin #XXXX prior to making any determination on the sharing of such information.

2 The full report is available at https://www.auditor.ca.gov/reports/2019-118/index.html.

Data Downloaded from the California Law Enforcement Website (CLEW)

In addition to the files mentioned above, California LEAs may download other data files from CLEW, including Missing Person files. The downloading and use of the data must be in compliance with SB 54. As stated above, agencies must also abide by the User Terms and Conditions on CLEW, which includes notification regarding SB 54 and the restriction on using non-criminal history information for immigration enforcement purposes.

Accessing Information through CLETS

As mentioned in IB 18-10-CJIS, and consistent with federal and state law, California LEAs need to ensure that non-criminal history information contained within databases accessed through CLETS, other DOJ criminal justice information systems, as well as California LEAs' individual databases should not be used for the purpose of immigration enforcement.

In addition to IB 18-10-CJIS, the CLETS Policies, Practices and Procedures (PPP), revised (12/19), also reaffirms that California LEAs must ensure compliance with SB 54. In accordance with the CLETS PPP, California LEAs must comply with SB 54 and cannot share non-criminal history information within the databases accessed through CLETS for immigration enforcement purposes, except for purposes consistent with 8 U.S.C. § 1373 and § 1644. (CLETS PPP, 1.6.1 (D)(2)(f).)

3. ADDITIONAL REFERENCE MATERIALS

Going forward, as your agency accesses CA DOJ file downloads or other information through CLETS, you are encouraged to regularly review your policies and usage to help ensure all applicable requirements are adhered to. As additional reference materials, the following resources are included for your consideration as well:

- **California State Auditor's Report, 2019-118**
  "ALPRS: To Better Protect Individuals' Privacy, Law Enforcement Must Increase Its Safeguards for the Data it Collects"
  https://www.auditor.ca.gov/reports/2019-118/index.html

- **DOJ Information Bulletin, 18-10-CJIS**
  "California Values Act's Database Guidance"
  https://oag.ca.gov/sites/all/files/agweb/pdfs/info_bulletins/18-10-cjis.pdf

- **California Law Enforcement Telecommunications System, (CLETS), Policies, Practices and Procedures (PPP), revised (12/19)**
  https://clew.doj.ca.gov/system/files/publications/clets-ppp.pdf

- **DOJ Information Bulletin, 2023-DLE-06**
  "California Automated License Plate Reader Data Guidance"
  https://oag.ca.gov/info-bulletins

For questions about this Information Bulletin, please contact the Client Services Program at dojcsp@doj.ca.gov.

Sincerely,

Veronica Gilliard

VERONICA GILLIARD, Chief/CIO
California Justice Information Services Division

For ROB BONTA
Attorney General

Flock Safety CJIS Compliance Overview

MARCH 1, 2024

CJIS Overview

The Criminal Justice Information Services (CJIS) Division of the US Federal Bureau of Investigation (FBI) provides state, local, and federal law enforcement and criminal justice agencies access to criminal justice information (CJI) — for example, fingerprint records and criminal histories. Law enforcement and other government agencies in the United States must ensure that their use of cloud services for the transmission, storage, or processing of CJI complies with the CJIS Security Policy, which establishes minimum security requirements and controls to safeguard CJI.

The CJIS Security Policy integrates presidential and FBI directives, federal laws, and the criminal justice community's Advisory Policy Board decisions, along with guidance from the National Institute of Standards and Technology (NIST). The Policy is periodically updated to reflect evolving security requirements.

The CJIS Security Policy defines 16 areas that private contractors such as cloud service providers must evaluate to determine if their use of cloud services can be consistent with CJIS requirements. These areas correspond closely to NIST 800-53, the foundation of Flock Safety's (Flock) security program has been built-on.

Flock Safety and CJIS Applicability

Flock's Automated License Plate Reader (ALPR) and FlockOS leverages plate number extract files from National, State, and local hotlist databases to provide real time alerting to Law Enforcement agencies.

The most common hotlist extract file used with our solutions is the National Crime Information Center (NCIC) file. This file represents vehicles of interest submitted by agencies across the US and contains license plate number and state, reason, vehicle description, and Originating Agency Identifier (ORI) number of the submitting law enforcement agency.

Flock Safety has implemented the safeguards and technologies to meet or exceed the “minimum standards of security requirements” outlined in the FBI’s CJIS Security Policy (currently v5.9.3, dated September 14, 2023). This document provides a summary of the processes and technologies implemented by Flock Safety for compliance with the FBI’s CJIS Security Policy.

CJIS data is stored and processed in Amazon’s AWS GovCloud environment.

Flock Safety and CJIS Security Policy

Flock signs the CJIS Security Addendum in states with CJIS Information Agreements. These tell state law enforcement authorities responsible for compliance with CJIS Security Policy how Flock’s cloud security controls help protect the full lifecycle of data and ensure appropriate background screening of operating personnel with access to CJI. Flock continues to work with state governments to enter into CJIS Information Agreements.

Flock has assessed the operational policies and procedures of Flock OS, and will attest to their ability in the applicable services agreements to meet FBI requirements for the use of in-scope services.

Policy Area 1—Information Exchange Agreements

As part of all Flock contracts for service, whether as part of a purchase, trial, or shared access agreement* Flock Safety and the agency sign an “Information Exchange Agreement” in the form of a Memorandum of Understanding (MOU).

This MOU represents the commitment between the agency and Flock Safety to ensure prevention of unauthorized disclosure, alteration, or misuse of the CJIS data leveraged by the law enforcement agency via the Flock Safety solution.

*An agency who has not purchased Flock Safety cameras but has access to cameras purchased by another entity

Policy Area 2—Security Awareness Training

Flock Safety employees including those that interact with CJIS data or access infrastructure that processes CJIS data complete an annual Security Awareness Training. Our training program to employees includes topics such as identifying Insider Threat, Social Engineering tactics, and specific training for teams responsible for engineering applications and infrastructure.

Policy Area 3—Incident Response

Flock Safety maintains an incident response plan that defines the roles and responsibilities of essential personnel upon detection of an incident. This plan is shared with personnel responsible for incident response and is rehearsed annually.

Policy Area 4—Auditing and Accountability

Flock Safety's Security Operation Center utilizes Amazon Guard Duty that analyzes Cloudtrail logs and has deployed Security Information and Event Management (SIEM) technology that captures relevant details including successful/unsuccessful log-on attempts to change passwords, actions by privileged users, and attempts to destroy audit logs. Audit logs include date, time, type of event, user identities, and outcomes and are retained for a period of one year.

Policy Area 5—Access Control

Flock Safety utilizes identity providers and Identify Access and Management (IdAM) policies within AWS for Account Management and enforcement of Least Privilege. These solutions provide automated system account management, auditing, and required re-authentication based on inactivity. Flock also provides options for Single Sign On that enable customers to direct governance for customer's Flock OS user accounts. Customer, employee, and resource connections are encrypted using a secured web connection, HTTPS and TLS.

Policy Area 6—Identification and Authentication

All Flock Safety users have a Universally Unique Identification (UUID-128 bit) that identifies them throughout the Flock Safety platform. This UUID is maintained throughout the lifecycle of the user's account including name change, role changes or permissions changes.

Flock Safety requires the use of secure passwords and provides multi factor authentication (MFA) solutions for authentication to the platform. Flock employees with privileged access to confidential resources within the AWS cloud environment are required to use a hardware based token.

Policy Area 7—Configuration Management

Flock Safety collaborates with AWS as our cloud infrastructure provider to align existing architecture with best practices defined by the AWS Well-Architected Framework that are designed to reduce risks around security, reliability, and operational excellence. The Well Architected Framework requires compliance with configuration benchmarks published by the Center for Internet Security (CIS). Flock is a recognized AWS partner through demonstrated adherence to AWS Well Architected Framework.

Flock maintains documentation to illustrate the data flow from products, components involved in processing and storage, integration with agency partners, integrations with commercial partners, and logical locations of infrastructure.

Policy Area 8—Media Protection

Flock Safety uses the AWS GovCloud infrastructure that is CJIS compliant for storing and processing of CJIS data. Hardware protections for storage, transport and sanitization are the responsibility of AWS as defined by the AWS shared responsibility model. AWS maintains custody of all assets until sanitized using industry accepted standards.

Policy Area 9—Physical Protection

Flock Safety utilizes AWS Services hosted within AWS Commercial, Ohio Region, and US GovCloud (US-East) data centers that are safeguarded from man-made and natural disasters at the Environmental, Perimeter, Infrastructure and Data Layers. Refer to AWS Data Center Overview for a description of implemented physical security safeguards.

Policy Area 10—Systems and Communications Protection

Flock Safety processes and stores CJIS data within the United States, within AWS GovCloud and uses AES 256 symmetric encryption, FIPS 140-2-compliant APIs and HTTPS (Transport Layer Security [TLS]) to encrypt communications.

Flock OS provides a user interface and customer portal that is offered through a separate identity provider than the identity governance platform that engineering teams use to support compute, storage, and network services.

Flock maintains logical system boundaries between cloud infrastructure, devices, and customer and administrative users. This separation is maintained through AWS Security Groups, Web Application Firewalls, and AWS Services designed to prevent and detect intrusions and denial of service attempts.

Policy Area 11—Formal Audits

Flock Safety performs routine reviews to confirm controls exist and operate effectively. SOC 2 audits are performed by an external firm annually to demonstrate compliance with general security standards. Flock signs agreements with partner agencies to enable the right to audit upon agencies request.

Policy Area 12—Personnel Security

Identification, state of residency and national fingerprint-based record checks are conducted prior to granting unescorted access to unencrypted criminal justice information. Access for users who are terminated are immediately revoked. Flock maintains an inventory of users with unescorted CJI and conducts regular reviews to validate each user's access.

Flock Safety employees that have access to CJIS data or access infrastructure that handles CJIS data undergo Security Awareness Training, sign the FBI Criminal Justice Information Services Security Addendum.

Policy Area 13—Mobile Devices

FlockOS is cloud hosted and delivered as both a web and a mobile application. Flock has collaborated with law enforcement customers to design applications that are compatible with agency requirements for Mobile Device Management, Malicious Code Protection, Device Certificates, Authentication, and Access Control.

Policy Area 14: System and Services Acquisition

Flock safety maintains an inventory of system and infrastructure resources and updates components prior to end of contract and support.

Policy Area 15: System and Information Integrity

Flock Safety has deployed tools that perform testing of software, firmware and system infrastructure for vulnerabilities and remediates vulnerabilities according to timeframes based on severity.

Flock Safety has deployed security technologies and processes to monitor system activity for indicators of attack, unauthorized connections or actions, and the introduction of malicious code. The security technologies deployed include malware protection that analyzes files for malicious code and takes mitigating actions including alerating Flock's security operations center for resolution.

Flock Safety retains customer images and audio recordings according to customers' defined retention schedule or adheres to the standard retention schedule of thirty days. We have built our platform to erase data from storage locations automatically according to defined policies.

Policy Area 16: Maintenance

Flock Safety has established a process to document changes made to system components in the environment, capture details of testing performed, and log activities performed by an administrator.

Flock Safety's CJIS infrastructure is maintained by AWS Services per the AWS Responsibility Model. AWS performs maintenance of equipment to safeguard against loss of continued operability within AWS data centers. Maintenance is carried out by qualified persons who document actions completed.

Additional References

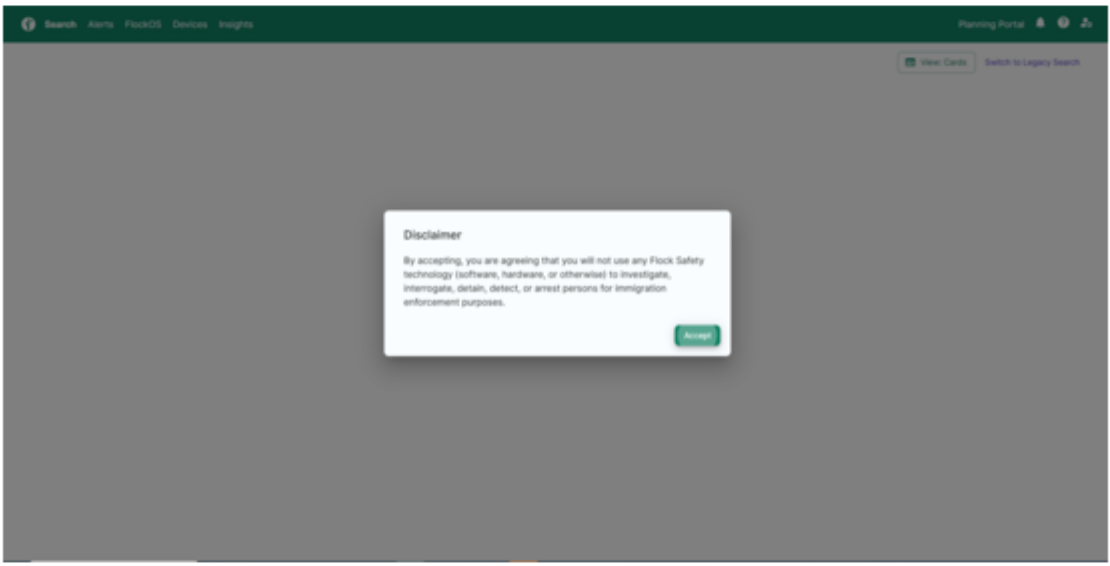
Flock Safety's Trust Site

FBI CJIS Security Policy

AWS CJIS Policy

AWS Shared Responsibility Model

AWS Risk and Compliance


Search
Alerts
FlockOS
Devices
Insights
Planning Portal
View: Cards
Switch to Legacy Search
Disclaimer
By accepting, you are agreeing that you will not use any Flock Safety technology (software, hardware, or otherwise) to investigate, interrogate, detain, detect, or arrest persons for immigration enforcement purposes.
Accept

Attachment 8

FLOCK SAFETY SYSTEM & SPPD SAFEGUARDS

Prepared for Inclusion in Staff Report

FLOCK SAFETY SYSTEM & SPPD SAFEGUARDS FACT SHEET

I. FLOCK SAFETY SYSTEM SAFEGUARDS

- Permanent Audit Logs:

  All user activity within the system is recorded and retained indefinitely, ensuring complete accountability.

- User Authentication & Access Control:

  Access is restricted by user authentication protocols, including Multi-Factor Authentication (MFA), data encryption, and tiered permission levels.

- Search Auditing:

  Every search is monitored and audited to track user activity and prevent unauthorized use.

- Required Case Number Entries:

  Requires users to enter an associated case number to validate that the search is tied to an active investigation.

- AI-Assisted Misuse Detection (In Development):

  Flock is implementing advanced AI tools to detect unusual or inappropriate system use in real time.

- Data Ownership and Control:

  Flock does not own, access, or share data collected by the South Pasadena Police Department (SPPD). Data remains under the exclusive control of SPPD.

II. SPPD OPERATIONAL SAFEGUARDS

- Documented Search Justifications:

  Each search conducted through Flock requires documentation outlining a specific investigative purpose with a case number or incident number.

- Automated Audit Trails:

  The system automatically records all search activity to ensure accountability and to facilitate auditing.

- Administrative Oversight Audits:

  Supervisory personnel conduct regular audits to verify that usage complies with Department policy and relevant legislation.

- Mandatory Training Requirements:

  All authorized personnel must complete training to ensure compliance with Senate Bill 34 (SB 34), Senate Bill 54 (SB 54), and internal departmental policies.

- 30-Day Data Retention Limit:

  SPPD maintains a strict policy that automatically deletes collected LPR data after 30 days, unless retained under a lawful exception.

- Transparency Through Public Reporting:

  In a commitment to transparency, SPPD publishes relevant Flock data to the public through its Department dashboard, which links to the Racial and Identity Profiling Act (RIPA) reporting platform, which is available at:

  https://public.tableau.com/app/profile/policestrategies/viz/SouthPasadenaPD-RIPAStops-Website/SouthPasadenaPD

- Transparency Enhancements Underway:

  SPPD recently activated the Flock Safety Transparency Portal, which is now available at:

  https://transparency.flocksafety.com/south-pasadena-ca-pd

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

Flock Safety + CA - South Pasadena PD

Flock Group Inc.
1170 Howell Mill Rd, Suite 210
Atlanta, GA 30318

MAIN CONTACT:
Jake Sherman
jake.sherman@flocksafety.com
8187467444

flock safety

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

ORDER FORM

This order form ("**Order Form**") hereby incorporates and includes the terms of the previously executed agreement (the "**Terms**") which describe and set forth the general legal terms governing the relationship (collectively, the "**Agreement**"). The Terms contain, among other things, warranty disclaimers, liability limitations and use limitations.

This additional services Agreement will be effective when this Order Form is executed by both Parties (the "**Effective Date**")

Customer:	CA - South Pasadena PD	Initial Term:	24 Months
Legal Entity Name:	CA - South Pasadena PD	Renewal Term:	Months
Accounts Payable Email:	awehrle@southpasadenaca.gov	Payment Terms:	Net 30
Address:	1422 Mission St South Pasadena, California 91030	Billing Frequency:	Annual Plan - First Year Invoiced at Signing.
		Retention Period:	30 Days

Hardware and Software Products

Annual recurring amounts over subscription term

Item	Cost	Quantity	Total
Flock Safety Platform			**$42,000.00**
Flock Safety Flock OS			
FlockOS ™ - Essentials	Included	1	Included
Flock Safety LPR Products			
Flock Safety Falcon ®	Included	14	Included

Professional Services and One Time Purchases

Item	Cost	Quantity	Total
One Time Fees			
Flock Safety Professional Services			
Professional Services - Standard Implementation Fee	$650.00	1	$650.00
Professional Services - Existing Infrastructure Implementation Fee	$150.00	13	$1,950.00

Subtotal Year 1:	$44,600.00
Annual Recurring Subtotal:	$42,000.00
Estimated Tax:	$0.00
Contract Total:	$86,600.00

*Taxes shown above are provided as an estimate. Actual taxes are the responsibility of the Customer. This Agreement will automatically renew for successive renewal terms of the greater of one year or the length set forth on the Order Form (each, a "**Renewal Term**") unless either Party gives the other Party notice of non-renewal at least thirty (30) days prior to the end of the then-current term.*

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

Billing Schedule

Billing Schedule	Amount (USD)
Year 1	
At Contract Signing	$44,600.00
Annual Recurring after Year 1	$42,000.00
Contract Total	$86,600.00

*Tax not included

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

Product and Services Description

Flock Safety Platform Items	Product Description	Terms
Flock Safety Falcon ®	An infrastructure-free license plate reader camera that utilizes Vehicle Fingerprint® technology to capture vehicular attributes.	The Term shall commence upon first installation and validation of Flock Hardware.

One-Time Fees	Service Description
Installation on existing infrastructure	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.
Professional Services - Standard Implementation Fee	One-time Professional Services engagement. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Flock Safety Standard Implementation Service Brief.
Professional Services - Advanced Implementation Fee	One-time Professional Services engagement. Includes site & safety assessment, camera setup & testing, and shipping & handling in accordance with the Flock Safety Advanced Implementation Service Brief.

FlockOS Features & Description

FlockOS Features	Description
Community Network Access	The ability to request direct access to feeds from privately owned Flock Safety Falcon® LPR cameras located in neighborhoods, schools, and businesses in your community, significantly increasing actionable evidence that clears cases.
Unlimited Users	Unlimited users for FlockOS
State Network (License Plate Lookup Only)	Allows agencies to look up license plates on all cameras opted into the Flock Safety network within your state.
Nationwide Network (License Plate Lookup Only)	With the vast Flock Safety sharing network, law enforcement agencies no longer have to rely on just their devices alone. Agencies can leverage a nationwide system boasting 10 billion additional plate reads per month to amplify the potential to collect vital evidence in otherwise dead-end investigations.
Law Enforcement Network Access	The ability to request direct access to evidence detection devices from Law Enforcement agencies outside of your jurisdiction.
Time & Location Based Search	Search full, partial, and temporary plates by time at particular device locations
License Plate Lookup	Look up specific license plate location history captured on Flock devices
Vehicle Fingerprint Search	Search footage using Vehicle Fingerprint™ technology. Access vehicle type, make, color, license plate state, missing / covered plates, and other unique features like bumper stickers, decals, and roof racks.
Insights & Analytics	Reporting tool to help administrators manage their LPR program with device performance data, user and network audits, plate read reports, hot list alert reports, event logs, and outcome reports.
ESRI Based Map Interface	Map-based interface that consolidates all data streams and the locations of each connected asset, enabling greater situational awareness and a common operating picture.
Real-Time NCIC Alerts on Flock ALPR Cameras	Receive automated alerts when vehicles entered into established databases for missing and wanted persons are detected, including the FBI's National Crime Information Center (NCIC) and National Center for Missing & Exploited Children (NCMEC) databases.
Unlimited Custom Hot Lists	Ability to add a suspect's license plate to a custom list and get alerted when it passes by a Flock camera

DocuSign Envelope ID: 74AB3B77-BB9E-4E5D-BC34-FB6C6FADAA5B

By executing this Order Form, Customer represents and warrants that it has read and agrees to all of the terms and conditions contained in the previously executed agreement. The Parties have executed this Agreement as of the dates set forth below.

FLOCK GROUP, INC.

By: DocuSigned by: Mark Smith AC5C931454C24F3...

Name: Mark Smith

Title: General Counsel

Date: 2/14/2024

Customer: CA - South Pasadena PD

By: DocuSigned by: B6F60358A0F24D7...

Name: Arminé Chaparyan

Title: City Manager

Date: 2/14/2024

PO Number: