

CITY OF LA PUENTE
PUBLIC PARTICIPATION IN MEETINGS DUE TO COVID-19

Given current Covid-19 restrictions and social distancing guidelines issued by federal, state and local agencies, the City has implemented the following procedures for participation in City Council meetings, until further notice. Members of the City Council/Successor Agency may participate from a remote location via teleconference.

How to Listen Live to the Meeting

Live Audio/Video: Visit the City's website at <https://lapuente.org/agenda/>. Click on "View Event" for the current meeting to view it live.

Additionally, the City offers live by phone "listen only" lines in English and Spanish.

For English: Please dial (408) 650-3123 and enter the following access code: 731-551-669.

For Spanish: Please dial (646) 749-3122 and enter the following access code: 225-262-461.

How to Submit Public Comment

Please note that all comments are subject to the same Rules of Decorum as would otherwise apply to speakers at City Council meetings.

In Person: Public comment may be provided in-person at City Hall, 15900 E. Main Street. Due to Covid-19 restrictions, speakers will not be allowed to remain inside Council Chambers/City Hall to observe the meeting. Social distancing will be strictly enforced and all speakers must wear a face covering and submit to a temperature check, in accordance with the City's adopted Re-Opening Protocols.

In Writing: eComments may be submitted for a posted meeting via SpeakUp on the Agendas and Minutes page of the City's website at <https://lapuente.org/agenda/>. Simply click on "Click here for eComment". Please submit your eComment no later than 2 hours prior to the meeting start time.

Dadas las restricciones actuales de Covid-19 y las pautas de distanciamiento social emitidas por agencias federales, estatales y locales, la Ciudad ha implementado los siguientes procedimientos para la participación en las reuniones del Concejo Municipal, hasta nuevo aviso. Los miembros del Concejo Municipal/Agencia Sucesora pueden participar desde una ubicación remota a través de teleconferencia.

Cómo escuchar la reunión en vivo

Audio en vivo: visite el sitio web de la ciudad en <https://lapuente.org/agenda/>. Haga clic en "Ver evento" para ver la reunión en vivo.

Adicionalmente, la Ciudad ofrece líneas telefónicas de "solo escuchar" en vivo en inglés y español.

Para inglés: marque (408) 650-3123 e ingrese el siguiente código de acceso: 731-551-669.

Para español: marque (646) 749-3122 e ingrese el siguiente código de acceso: 225-262-461.

Cómo enviar comentarios públicos

Tenga en cuenta que todos los comentarios están sujetos a las mismas reglas que se aplicarían a los oradores en las reuniones del Concejo Municipal.

En persona: Los comentarios del público se pueden proporcionar en persona en el Ayuntamiento, 15900 E. Main Street. Debido a las restricciones de Covid-19, no se permitirá que los oradores permanezcan dentro de las Cámaras del Consejo/Ayuntamiento para observar la reunión. El distanciamiento social se aplicará estrictamente y todos los oradores deben cubrirse la cara y someterse a un control de temperatura, de acuerdo con los Protocolos de reapertura adoptados por la Ciudad.

Por escrito: Los comentarios electrónicos se pueden enviar a través de SpeakUp en la página de Agendas and Minutes del sitio web de la Ciudad en <https://lapuente.org/agenda/>. Simplemente haga clic en "eComment" para la reunión actual. Proporcione su eComment a más tardar 2 horas antes de la hora de inicio de la reunión.



**NOTICE AND CALL OF MEETING
SPECIAL CLOSED SESSION AND REGULAR MEETING OF
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
COUNCIL CHAMBERS
15900 EAST MAIN STREET, LA PUENTE
AUGUST 24, 2021
6:00 P.M. SPECIAL CLOSED SESSION
7:00 P.M. REGULAR SESSION**

6:00 P.M. SPECIAL CLOSED SESSION AGENDA

CALL TO ORDER

ROLL CALL

COUNCIL/AGENCY MEMBERS: Klinakis, Munoz, Argudo, Lewis and Quinones

ORAL COMMUNICATIONS

At this time, only item(s) on the Closed Session agenda may be discussed in Public Comments.

RECESS INTO CLOSED SESSION

CLOSED SESSION

1. Conference with Legal Counsel – Significant Exposure to Litigation Pursuant to Government Code section 54956.9, subdivisions (d)(2) and (e)(2) (1 Matter)

RECONVENE TO OPEN SESSION

REPORT OUT OF CLOSED SESSION

ADJOURNMENT

AVAILABILITY

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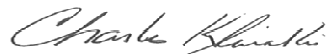
AMERICANS WITH DISABILITIES

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MEETING TIMES

Meetings of the City Council shall be adjourned no later than 10:30 p.m., unless a motion to supersede the 10:30 time limit to consider some or all of the remaining items listed on the Agenda, or to consider items which have been added to the Agenda in accordance with the provisions of the Ralph M. Brown Act, Government Code Section 54950, et seq., is approved by a majority of the members of the City Council. (Ordinance No. 95-727.)

Dated: August 19, 2021



Charles Klinakis, Mayor

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF LA PUENTE)

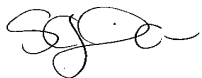
AFFIDAVIT OF POSTING

I, Sheryl Garcia, City Clerk for the City of La Puente, hereby certify that a copy of the Notice and Call of a Special Meeting, as amended, of the La Puente City Council, to be held on August 24, 2021, commencing at 6:00 p.m., was posted in accordance with all applicable laws and provided not less than twenty-four hours before the time of the meeting to the following:

Mayor/Chair Charlie Klinakis
Mayor Pro Tem/Vice Chair Valerie Munoz
Council/Board Member David E. Argudo

Council/Board Member Violeta Lewis
Council/Board Member Gabriel Quinones
San Gabriel Valley Tribune

I declare under penalty of perjury that the foregoing is true and correct. Dated this 19th day of August, 2021.



Sheryl Garcia, MMC, CPM
City Clerk

7:00 P.M. REGULAR SESSION

CALL TO ORDER

ROLL CALL

COUNCIL/AGENCY MEMBERS: Klinakis, Munoz, Argudo, Lewis and Quinones

PLEDGE OF ALLEGIANCE

PRESENTATIONS

Presentation and Update by the Los Angeles County Sheriff's Department Regarding Crime Statistics

Presentation by Allegra Consulting Regarding Smoke-Free Housing

ORAL COMMUNICATIONS

If you wish to address the City Council - Successor Agency on an item other than a public hearing matter, please complete the Request for Oral Presentation form and submit it to the City Clerk no later than prior to the conclusion of the first speaker's remarks. (Ordinance No. 06-843.)

BOARDS/COMMISSION/COMMITTEE REPORTS

Council Members provide a report on any Boards/Commission/Committee meetings, listed below, that they have attended or that have occurred.

<u>ORGANIZATION</u>	<u>DEL/ALT</u>	<u>MONTHLY MEETINGS</u>	<u>TIME</u>
California Contract Cities Association	Argudo/Quinones	3 rd Wednesday	6:30 p.m.
Sanitation District 15 & 21	Klinakis/Munoz	4 th Wednesday	1:30 p.m.
League of California Cities L.A. Div.	Lewis/Argudo	1 st Thursday	6:30 p.m.
City Selection Committee	Klinakis/Lewis	When Necessary	6:30 p.m.
San Gabriel Valley COG	Quinones/Argudo	3 rd Thursday	4:00 p.m.
California JPIA	Quinones/All Council	4 th Wednesday	6:30 p.m.
Foothill Transit Governing Board	Munoz/Lewis	3 times per year or as needed	7:30 a.m.
San Gabriel Valley Mosquito & Vector Control District	Klinakis	2 nd Friday	7:00 a.m.

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS

A-1 READ AND APPROVE THE MINUTES OF THE CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS OF JULY 27, 2021, AND AUGUST 10, 2021

Staff Recommendation: It is recommended that the City Council and Successor Agency waive the reading and approve the Minutes of the City Council and Successor Agency meetings of July 27, 2021, and August 10, 2021.

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL

B-1 GENERAL PLAN AMENDMENT NO. 21-01 – CONSIDERATION OF A RESOLUTION APPROVING GENERAL PLAN AMENDMENT NO. 21-01 TO UPDATE THE 2013-2021 HOUSING ELEMENT OF THE LA PUENTE GENERAL PLAN TO COMPLY WITH CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT’S REQUIREMENTS

Staff Recommendation: It is recommended that the City Council: (1) open the public hearing and take public testimony; and (2) adopt Resolution No. 21-5652 approving General Plan Amendment No. 21-01 for the 2017 update to the 2013-2021 Housing Element and re-approve Addendum No. 3 to the Final Environmental Impact Report.

C. UNFINISHED BUSINESS OF THE CITY COUNCIL – None

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

All matters listed under Consent Calendar are considered to be routine in nature and may be enacted by one motion approving the recommendation listed on the Agenda. One or more items may be removed from the Consent Calendar so that said item(s) may be discussed and considered individually by the City Council/Successor Agency, if a motion to remove the item(s) is approved by an affirmative vote of a majority of the members of the City Council/Successor Agency. Those specific item(s) will be considered as the first item under New Business.

D-1 CONSIDERATION OF RESOLUTIONS APPROVING WARRANT REGISTER NO. 1515

Staff Recommendation: It is recommended that the City Council and Successor Agency adopt Resolution No. 21-5653 approving Warrant Register No. 1515.

D-2 PRESENTATION OF JULY 2021 REQUISITION SUMMARY REPORT

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

D-3 PRESENTATION OF JULY 2021 INVESTMENT REPORT

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

D-4 CONSIDERATION OF A CHANGE ORDER WITH FEC ELECTRIC, INC. FOR PHASE 3 ELECTRICAL IMPROVEMENTS AT LA PUENTE PARK IN THE AMOUNT OF \$139,929.00 AND A PURCHASE ORDER CONTRACT WITH MUSCO SPORTS LIGHTING, LLC FOR THE PURCHASE OF FOUR LIGHTING POLE FOR THE SOCCER FIELD TO BE INSTALLED AT LA PUENTE PARK IN THE AMOUNT OF \$98,243.75

Staff Recommendation: It is recommended that the City Council: (1) approve the change order with FEC Electric, Inc. in the amount of \$139,929.00 for Phase 3 electrical improvements at La Puente Park; and (2) approve the purchase order contract with Musco Sports Lighting, LLC for the purchase of three lighting retrofit fixtures to be installed at La Puente Park in the amount of \$98,243.75.

D-5 CONSIDERATION AND APPROVAL OF FINAL TRACT MAP NO. 77076 AND SUBDIVISION IMPROVEMENT AGREEMENT FOR THE PROPERTY LOCATED AT 15921 SIERRA VISTA COURT

Staff Recommendation: It is recommended that the City Council: (1) find that Final Tract Map No. 77076 complies with all of the Conditions of Approval set forth within Tentative Tract Map No. 77076; (2) approve the attached Subdivision Improvement Agreement and authorize the City Manager to execute the agreement on behalf of the City; and (3) approve the Final Map and authorize the City Clerk to endorse the cover sheet of the Final Map, the certificate which embodies the approval of said Map for recordation with the County of Los Angeles.

D-6 CONSIDERATION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CALIFORNIA URBAN FORESTS COUNCIL, WEST COAST ARBORISTS, INC. AND THE CITY OF LA PUENTE REGARDING THE UPPER SAN GABRIEL RIVER WATERSHED URBAN GREENING PROJECT

Staff Recommendation: It is recommended that the City Council: (1) approve the Memorandum of Understanding between the California Urban Forests Council, West Coast Arborists, Inc. and the City; and (2) authorize the City Manager to execute the Memorandum on behalf of the City.

D-7 CONSIDERATION OF A CHANGE ORDER WITH ACE FENCE CO FOR ADDITIONAL DECORATIVE FENCING AT LA PUENTE PARK SKATE PARK AND BASKETBALL COURTS IN THE AMOUNT OF \$28,415

Staff Recommendation: It is recommended that the City Council approve the change order with Ace Fence Co in the amount of \$28,415 for additional decorative fencing and mow strip at La Puente Park skate park and basketball courts.

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E-1 PRESENTATION OF JUNE AND JULY 2021 BUDGET REPORTS

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

E-2 INTRODUCTION AND CONSIDERATION OF AN ORDINANCE AMENDING CHAPTER 4.12 OF TITLE 4 OF THE LA PUENTE MUNICIPAL CODE TO INCLUDE ENFORCEMENT OF MANDATORY RECYCLING OF ORGANIC WASTE

Staff Recommendation: It is recommended that the City Council: (1) waive reading of Ordinance No. 21-976 and read by title only; (2) and introduce Ordinance No. 21-976, an Ordinance of the City of La Puente amending Chapter 4.12 (Include Enforcement of Mandatory Recycling of Organic Waste) of Title 4 (Health and Sanitation) of the La Puente Municipal Code to include enforcement of mandatory recycling of organic waste that effective January 1, 2022.

E-3 INTRODUCTION AND CONSIDERATION OF AN ORDINANCE AMENDING CHAPTER 2.20 OF TITLE 2 OF THE LA PUENTE MUNICIPAL CODE TO INCLUDE PROCUREMENT REQUIREMENTS OF RECOVERED ORGANIC WASTE PRODUCTS

Staff Recommendation: It is recommended that the City Council: (1) waive reading of Ordinance No. 21-977 and read by title only; (2) and introduce Ordinance No. 21-977, an Ordinance of the City of La Puente amending Chapter 2.20 of Title 2 (Administration) of the La Puente Municipal Code to include procurement requirements of recovered organic waste products.

ADHOC COMMITTEE REPORTS

Council Members provide a report on any Ad Hoc Committee meetings that they have attended.

<u>NAME</u>	<u>MEMBERS</u>
1. Code Enforcement	Klinakis/Lewis
2. La Puente Park Master Plan and Youth Program Oversight	Munoz/Lewis
3. Comprehensive Fee Schedule	Klinakis/Quinones
4. Park Ordinance Oversight	Klinakis/Argudo
5. Public Health	Klinakis/Lewis
6. Business Outreach and Reopening	Munoz/Quinones
7. Project LEAD	Lewis/Quinones
8. Community Safety and Welfare	Argudo/Quinones

AB 1234 REPORTS

ORAL COMMENTS FROM COUNCIL

ORAL COMMENTS FROM STAFF

ADJOURNMENT

AVAILABILITY

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AMERICANS WITH DISABILITIES

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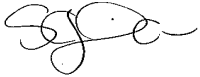
MEETING TIMES

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CERTIFICATION

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted in accordance with the applicable legal requirements.

Dated this 19th day of August, 2021.



Sheryl Garcia, MMC, CPM
City Clerk

MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
REGULAR MEETING OF
JULY 27, 2021

Per *Robert's Rules of Order Newly Revised 11th Edition*, minutes are a record of the actions taken by the body. These minutes do not include a summary of the discussion but only reflect the action taken by the body. A complete audio recording of this meeting is available on the City's website www.lapueente.org.

A Regular Meeting of the City Council of the City of La Puente was held in the Council Chambers of City Hall, 15900 East Main Street, La Puente, California, on Tuesday, July 27, 2021, at 7:00 p.m.

CALL TO ORDER

Mayor Klinakis called the meeting to order at 7:02 p.m.

ROLL CALL

Members present: Klinakis, Argudo, Quinones.

Members absent: Munoz, Lewis.

Staff members present: City Manager Bob Lindsey, City Attorney Victor Ponto (via teleconference), Director of Administrative Services Troy Grunklee, Director of Community Services Roxanne Lerma and Management Assistant Cece Dunlap.

PLEDGE OF ALLEGIANCE

Mayor Klinakis led the Pledge of Allegiance.

PRESENTATIONS – None.

ORAL COMMUNICATIONS

Art and Maggie Ballin expressed their concern regarding construction, excessive noise, and safety at night in their neighborhood.

Leonard Rose spoke regarding moving to Virginia where he stated he will teach on spirituality and health.

Gilda and Enrique Ochoa spoke regarding COVID-19 safety and urged City officials to continue informing the community regarding safety and vaccinations.

Council Member Argudo excused himself from the meeting at 7:21 p.m. and returned at 7:51 p.m.

Mayor Klinakis recessed the meeting at 7:26 p.m. and reconvened the meeting at 7:29 p.m.

Joe Bautista spoke regarding vaccination clinics in the City, Assemblymember Lisa Calderon's attendance at the Yellow Heart Memorial in the City, signage and information regarding the use of the La Puente Park fields, and homelessness.

Mayor Klinakis recessed the meeting at 7:33 p.m. and reconvened the meeting at 7:52 p.m.

BOARDS/COMMISSION/COMMITTEE REPORTS – None.

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS

A-1 READ AND APPROVE THE MINUTES OF THE CITY COUNCIL AND SUCCESSOR AGENCY MEETING OF JULY 13, 2021

A motion was made by Council Member Argudo, seconded by Council Member Quinones, to waive the reading and approve the Minutes of the City Council and Successor Agency meeting of July 13, 2021. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Quinones
NOES: None
ABSTAIN: None
ABSENT: Munoz, Lewis

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL – None

C. UNFINISHED BUSINESS OF THE CITY COUNCIL – None

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

Council Member Argudo pulled Item D-5 for further discussion.

A motion was made by Council Member Argudo, seconded by Mayor Klinakis, to approve Consent Calendar Items D-1 through D-4. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Quinones
NOES: None
ABSTAIN: None
ABSENT: Munoz, Lewis

D-1 CONSIDERATION OF RESOLUTIONS APPROVING WARRANT REGISTER NOS. 1513 AND 68

Action taken: The City Council and Successor Agency adopted Resolution No. 21-5648 approving Warrant Register No. 1513 and Resolution No. SA 21-101 approving Warrant Register No. 68.

D-2 PRESENTATION OF JUNE 2021 REQUISITION SUMMARY REPORT

Action taken: The City Council received and filed this report.

D-3 PRESENTATION OF JUNE 2021 INVESTMENT REPORT

Action taken: The City Council received and filed this report.

D-4 SECOND READING OF AN ORDINANCE AMENDING CHAPTER 2.21 OF TITLE 2 OF THE LA PUENTE MUNICIPAL CODE BID PROCEDURES FOR PUBLIC WORKS TO ALLOW FOR “PIGGYBACK” CONTRACT AWARDS FOR PUBLIC WORKS PROJECTS

Action taken: The City Council adopted Ordinance No. 21-975, an Ordinance Amending Chapter 2.21 of Title 2 of the La Puente Municipal Code Bid Procedures For Public Works to Allow for “Piggyback” Contract Awards for Public Works Projects.

D-5 CONSIDERATION AND AWARD OF EDUCATION SCHOLARSHIPS FOR FY 2021-2022

Council Member Argudo pulled this item for further discussion.

Council Member Argudo inquired about the phasing of the scholarship awards and the involvement of the Education Commission.

Director of Community Services Lerma noted that the City advertised the scholarships twice and is currently accepting applications for all 3 City commissions.

Council Member Argudo suggested that the City continue offering scholarships to students on an as-needed basis throughout the school year.

A motion was made by Council Member Argudo, seconded by Council Member Quinones, to award seven (7) scholarships for the 2021-2022 academic year in the amount of \$500 each. The motion carried by the following roll call vote:

AYES: Klinakis, Argudo, Quinones

NOES: None

ABSTAIN: None

ABSENT: Munoz, Lewis

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL – None

AD HOC COMMITTEE REPORTS

Code Enforcement: Nothing to report.

La Puente Park Master Plan and Youth Program Oversight: Nothing to report.

Comprehensive Fee Schedule: Nothing to report.

Park Ordinance Oversight: Nothing to report.

Public Health: Nothing to report.

Business Outreach and Reopening: Nothing to report.

Project LEAD: Nothing to report.

Community Safety and Welfare: Nothing to report.

AB 1234 REPORTS – None

ORAL COMMENTS FROM COUNCIL

Council Member Argudo apologized for having to leave during the meeting due to a family medical emergency.

ORAL COMMENTS FROM STAFF – None

ADJOURNMENT

There being no further business before the City Council, Mayor Klinakis adjourned the meeting at 7:58 p.m.

Approved this 24th day of August, 2021.

Sheryl Garcia
City Clerk

Charlie Klinakis
Mayor/Chair

MINUTES
LA PUENTE CITY COUNCIL AND SUCCESSOR AGENCY
SPECIAL CLOSED SESSION AND REGULAR MEETING OF
AUGUST 10, 2021

Per *Robert's Rules of Order Newly Revised 11th Edition*, minutes are a record of the actions taken by the body. These minutes do not include a summary of the discussion but only reflect the action taken by the body. A complete audio recording of this meeting is available on the City's website www.lapueente.org.

A Special Closed Session and Regular Meeting of the City Council of the City of La Puente was held in the Council Chambers of City Hall, 15900 East Main Street, La Puente, California, on Tuesday, August 10, 2021, at 6:00 p.m.

6:00 P.M. SPECIAL CLOSED SESSION

CALL TO ORDER

Mayor Klinakis called the meeting to order at 6:04 p.m.

ROLL CALL

Members present: Klinakis, Munoz, Argudo (arrived at 6:12 p.m.), Quinones.

Members absent: Lewis.

Staff members present: City Manager Bob Lindsey, Attorney Martin Koczanowicz and City Clerk Sheryl Garcia.

ORAL COMMUNICATIONS – None.

RECESS INTO CLOSED SESSION

The City Council recessed into closed session at 6:05 p.m. to discuss items as posted on the agenda.

CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation Pursuant to Government Code section 54956.9 subdivision (d)(1) (Lewis v. City of La Puente, Los Angeles Superior Court Case No. 21STCV18841)

RECONVENE TO OPEN SESSION

The City Council reconvened to open session at 7:14 p.m.

REPORT OUT OF CLOSED SESSION

Attorney Koczanowicz reported that no reportable action was taken and noted that Mayor Klinakis recused himself from closed session. Council Member Argudo arrived at 6:12 p.m. and participated in the entirety of closed session.

7:00 P.M. REGULAR SESSION

CALL TO ORDER

Mayor Klinakis called the meeting to order at 7:15 p.m.

ROLL CALL

Members present: Klinakis, Munoz, Argudo, Quinones.

Members absent: Lewis.

Staff members present: City Manager Bob Lindsey, Attorney Martin Koczanowicz, City Clerk Sheryl Garcia, Director of Development Services John Di Mario, Director of Administrative Services Troy Grunklee and Director of Community Services Roxanne Lerma.

PLEDGE OF ALLEGIANCE

Mayor Klinakis led the Pledge of Allegiance.

Council Member Argudo requested that the Consent Calendar and Item E-3 be considered at this time.

D. CITY COUNCIL AND SUCCESSOR AGENCY CONSENT CALENDAR

A motion was made by Council Member Argudo, seconded by Mayor Pro Tem Munoz, to approve Consent Calendar Items D-1 and D-2. The motion carried by the following roll call vote:

AYES: Klinakis, Munoz, Argudo, Quinones

NOES: None

ABSTAIN: None

ABSENT: Lewis

D-1 CONSIDERATION OF A RESOLUTION APPROVING WARRANT REGISTER NO. 1514

Action taken: The City Council and Successor Agency adopted Resolution No. 21-5649 approving Warrant Register No. 1514.

D-2 CONSIDERATION OF AWARD OF CONSTRUCTION CONTRACT TO ONYX PAVING COMPANY, INC. FOR STREET IMPROVEMENTS ON VARIOUS CITY STREETS FY 2020-21 IN THE AMOUNT OF \$3,625,000

Action taken: The City Council: (1) awarded the contract to Onyx Paving Company, Inc. in the amount of \$3,625,000; and (2) authorized the City Manager to execute the Agreement and approve change orders up to 10% of the original bid amount.

A. MINUTES OF PREVIOUS CITY COUNCIL AND SUCCESSOR AGENCY MEETINGS – None

E-3 CONSIDERATION OF A RESOLUTION RESCINDING RESOLUTION NO. 21-5646 AND AMENDING THE COMPREHENSIVE PERSONNEL SYSTEM FOR FULL TIME POSITIONS FOR A RECLASSIFICATION OF A PART-TIME PARK CODE ENFORCEMENT OFFICER TO A FULL-TIME CODE ENFORCEMENT OFFICER (COUNCIL MEMBER ARGUDO)

Director Grunklee provided an update on the La Puente sports complex and the items and upcoming construction on the east side of the park. He stated there is a part-time code officer enforcing rules at the park which is limiting and this item if approved would reclassify a part-time to a full-time officer.

Council Member Argudo stated he has observed the work of the current part-time officer who has relationships with the community and manages the park well. In response to an inquiry by Mayor Pro Tem Munoz, Director Grunklee noted this position is classified as union eligible.

A motion was made by Mayor Klinakis, seconded by Council Member Argudo, to: (1) approve the Code Enforcement Officer job description; (2) adopt Resolution No. 21-5650 rescinding Resolution No. 21-5646 and approve the reclassification of a part-time Code Enforcement Officer to a full-time Code Enforcement Officer; and (3) adopt Resolution No. 21-5651 amending the adopted Operating Budget for Fiscal Year 2021/2022 to increase expenditures by \$60,000. The motion carried by the following roll call vote:

AYES:	Klinakis, Munoz, Argudo, Quinones
NOES:	None
ABSTAIN:	None
ABSENT:	Lewis

PRESENTATIONS

Susan Contreras of Municipal Waste Solutions provided a presentation regarding SB 1383 Organic Disposal Reduction Requirements in the City.

Representatives of the Los Angeles County Department of Public Works provided a presentation and update on the La Puente One Stop Center Project.

Ed Chavez and Patty Cortez of the Upper San Gabriel Valley Municipal Water District provided a water supply update.

ORAL COMMUNICATIONS

Joe Bautista spoke about opening council chambers to the public, the completion date of upgrades to La Puente park, the opening of Tierra Mia and the City implementing fines related to its Organic Disposal Reduction Program.

Karen Roseberry requested the City Council agendaize a vote of no confidence in Los Angeles County District Attorney George Gascon.

Veronica Gomez requested that the City Council support a vote of no confidence in Los Angeles County District Attorney George Gascon.

Thea Eskry submitted a written comment regarding Los Angeles County District Attorney George Gascon.

BOARDS/COMMISSION/COMMITTEE REPORTS – None

B. PUBLIC HEARINGS BEFORE THE CITY COUNCIL – None

C. UNFINISHED BUSINESS OF THE CITY COUNCIL – None

E. NEW BUSINESS TO BE CONSIDERED BY THE CITY COUNCIL

E-1 CONSIDERATION OF APPOINTMENTS TO THE PLANNING COMMISSION

Director Di Mario provided an update and report on the status of terms of the Planning Commissioners.

A motion was made by Mayor Klinakis, seconded by Council Member Quinones, to reappoint Gary Dudley, Allen Maes, and Nadia Mendoza to the Planning Commission for a two-year term. The motion carried by the following roll call vote:

AYES: Klinakis, Munoz, Argudo, Quinones
NOES: None
ABSTAIN: None
ABSENT: Lewis

A motion was made by Mayor Klinakis, seconded by Mayor Pro Tem Munoz, to appoint Marty Paz to the Planning Commission for the remaining unfilled seat for a term to expire in June 2022. The motion carried by the following roll call vote:

AYES: Klinakis, Munoz, Argudo, Quinones
NOES: None
ABSTAIN: None
ABSENT: Lewis

E-2 PRESENTATION REGARDING THE COMMUNITY SERVICES DEPARTMENT
UPCOMING PROGRAMS

Director Lerma provided a presentation regarding programming and special events in the Community Services department.

Action taken: The City Council received and filed the presentation.

AD HOC COMMITTEE REPORTS

Code Enforcement: Nothing to report.

La Puente Park Master Plan and Youth Program Oversight: Nothing to report.

Comprehensive Fee Schedule: Nothing to report.

Park Ordinance Oversight: Nothing to report.

Public Health: Nothing to report.

Business Outreach and Reopening: Nothing to report.

Project LEAD: Council Member Quinones stated he was looking forward to Project LEAD coming back.

Community Safety and Welfare: Council Member Quinones noted the committee was working on homeless and gang prevention and collecting information, research and talking to other agencies so resources can be rolled out.

AB 1234 REPORTS – None

ORAL COMMENTS FROM COUNCIL

Mayor Klinakis spoke about upcoming upgrades to the audio/visual system in Council Chambers. He noted with the current status of the pandemic it was prudent to keep Council Chambers closed for the safety of staff. He further apologized for the wait for residents wanting to speak at the meeting

Mayor Klinakis stated many people are stopping to thank the City Council for the work done at La Puente park. He noted the City has been funding the upgrades and is currently waiting for other funding sources to come forward. He noted the park currently looks like a construction zone, but construction is moving forward, and the vision is for the park to be completed next summer. He further stated residents may be inconvenienced now but will be happy once construction is completed.

Mayor Klinakis noted the Industry Sheriff's station captain had stopped by earlier to say and let everyone know that the team is working hard to keep residents safe and secure.

Mayor Pro Tem Munoz requested that the meeting be closed in honor of Karen La Mere who passed from Covid-19.

Council Member Quinones stated he would like to see Council Chambers open, but the priority is to keep staff safe. He noted he has been to the park, and it is nice to see the coaches back on the fields with the kids. He stated the City is working to be creative and make sure everyone has access to the park and with the remodel there are spaces that will be blocked from construction.

Mayor Pro Tem Munoz stated that it is important that presentations come before public comment on the agenda so that the residents can be informed as to what is going on. She noted the park is currently an eyesore, but a good eyesore and the City is continuing to provide open space for the residents.

ORAL COMMENTS FROM STAFF

City Manager Lindsey stated that beginning Thursday businesses can begin applying for grants. He noted City staff is committed to completing the park and the goal is to have it done by summer 2022. He further stated Measure A funds may be available soon to fund soccer fields and volleyball courts. City Manager Lindsay also noted the exercise area of playground is slated for renovation and walls have been identified for the new mural program.

Mayor Klinakis noted La Puente Live is up and running and sheriff's deputies will be outfitted with bicycles and will be interacting with residents.

ADJOURNMENT

There being no further business before the City Council, Mayor Klinakis adjourned the meeting in memory of Karen La Mere at 9:00 p.m.

Approved this 24th day of August, 2021.

Sheryl Garcia
City Clerk

Charlie Klinakis
Mayor/Chair



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: August 24, 2021

From: Bob Lindsey, City Manager

By: John Di Mario, Development Services Director
Abraham Tellez, Senior Planner

SUBJECT: GENERAL PLAN AMENDMENT NO. 21-01 – CONSIDERATION OF A RESOLUTION APPROVING GENERAL PLAN AMENDMENT NO. 21-01 TO UPDATE THE 2013-2021 HOUSING ELEMENT OF THE LA PUENTE GENERAL PLAN TO COMPLY WITH CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT'S REQUIREMENTS

PUBLIC HEARING NOTICE

Notice of the City Council's August 24, 2021 public hearing on the proposed General Plan Amendment to update the Housing Element was published in *The San Gabriel Valley Tribune* on August 13, 2021, and posted in compliance with the City's Municipal Code and Government Code Section 65091.

BACKGROUND

Following the City Council adoption of the 2013-2021 (5th Cycle) Housing Element on January 26, 2016 and subsequent certification, the City submitted a draft Housing Element to HCD for "mid-cycle review" on July 19, 2017. On September 14, 2017, the City received a letter from HCD (Attachment A) indicating that the revised housing element addresses many of the statutory requirements, but additional revisions remain to comply with State housing law. The City proceeded to adopt the yet uncertified Housing Element on October 10, 2017 with the intent to make changes and address the deficiencies after the adoption. On October 31, 2017, HCD received for review the City's revised Housing Element, which HCD deemed uncertifiable because of additional deficiencies. According to the letter, deficiencies to the housing element was due to lack of the following:

- Additional information for the housing site inventory, including a map of all of the sites identified in the City's inventory of land suitable for residential development. In addition, the inventory should address the realistic capacity based on the number of residential units currently located on the sites.
- A discussion of all relevant land use controls (such as building height) as potential constraints on a variety of housing types, including: multifamily, mobile homes, and

transitional housing. The revised housing element should include programs to address or remove the identified constraints.

- In the area of the City’s various housing programs, the housing element should include descriptions of the City’s specific role in the implementation of the programs, definitive timelines, quantified objectives, and identification of responsible agencies and officials.
- Address if additional programs may be necessary to achieve the adequacy of the suitable sites inventory.
- Based on the analysis of potential governmental constraints (land use controls) the City may need to consider programs which address or mitigate any identified constraints.

On April 20, 2018, HCD notified the City of the outstanding deficiencies that have remained, including the City’s responsibility to address changes to the housing element as a result of new housing legislation that went into effect on January 1, 2018 (Attachment B).

As the City continued to work on certifying the Housing Element, the Southern California Association of Governments (“SCAG”) had been working on finalizing the methodology to generate the Regional Housing Needs Allocation (“RHNA”) for the 6th cycle for each jurisdiction, including the City of La Puente. Final adoption of the methodology signaled the region-wide launch to prepare the upcoming 6th Cycle Housing Element due by October 15, 2021, which is also currently in process.

In order to avoid penalties and more scrutiny by HCD in applying the affordable RHNA allocation in the upcoming 6th cycle as well as a carry-over of unit allocation, the City would have to achieve certification of the 5th cycle housing element prior to 6th cycle certification. As a result, City staff decided to take a new approach and work on certifying the 5th cycle element while also preparing for the 6th cycle element. To achieve this goal, the City contracted the services RRM Design Group on March 9, 2021. On July 28, 2021, the City received a letter from HCD (Attachment C) indicating that the revised 5th cycle housing element, upon adoption by the City Council, is certifiable.

Planning Commission Consideration/Action

At the Planning Commission meeting of July 18, 2017, the Commission held a public hearing on General Plan Amendment No. 17-01 pertaining to the 2017 update of the 2013-2021 Housing Element. At the conclusion of the public hearing, the Planning Commission adopted Resolution No.17-1508 recommending that the City Council approve General Plan Amendment No. 17-01 for the 2017 Housing Element update and recommending approval of Addendum No. 3 to the General Plan FEIR. General Plan Amendment No. 21-01 is a revision of GPA No. 17-01 and only addresses the outstanding deficiencies as they relate primarily to the sites inventory and analysis. Therefore, adoption of GPA No. 21-01 is consistent with the Planning Commission’s recommendation of July 18, 2017.

DISCUSSION

The 2017 Housing Element update involves two key issues: 1) Review of the City’s progress toward the programs and objectives contained in the previous Housing Element; and 2) Consideration of changes to the Housing Element that may be necessary to ensure continued progress and compliance with state housing law.

Since the last City Council adoption on October 10, 2017, revisions to the 2017 Housing Element update included primarily clarification and corrections of inconsistencies in the sites inventory list as well as changes for consistency to the sites inventory analysis. To achieve certification, the Housing Element relies on non-vacant sites for more than 50% of the lower-income Regional Housing Needs Allocation (RHNA). The reliance on the non-vacant sites is evidence that the City is generally built-out and that the uses on the identified sites could discontinue in the future as a redevelopment of the land. As required by HCD, findings are included in the resolution stating that the existing uses on said non-vacant sites are not an impediment to future development and could discontinue. The finding further states that the City is aware of and has demonstrated to HCD that developer inquiries with the City have been made and developer interest letters were sent to several owners of the non-vacant sites listed in the sites inventory. The majority of the non-vacant sites that comprise the sites inventory are located in the downtown specific plan.

ENVIRONMENTAL COMPLIANCE

A Final Environmental Impact Report (“FEIR”) was adopted by the City Council for the 2004 General Plan. The revisions to the 2017 update of the 2013-2021 Housing Element do not propose substantial changes to City policies or development regulations that would result in new significant environmental impacts or a substantial increase in the severity of impacts analyzed in the previous FEIR, therefore Addendum (No. 3) has been prepared pursuant to CEQA Guidelines Sections 15162 and 15164 and is included as an exhibit to the attached resolution for re-adoption.

FISCAL IMPACT

The proposed General Plan Amendment has no direct fiscal impact to the City. However, upon achieving full certification of the Housing Element by HCD, the City will be in good standing to receive future grant funding opportunities as they may become available.

RECOMMENDATION

It is recommended that the City Council: (1) open the public hearing and take public testimony; and (2) adopt Resolution No. 21-5652 approving General Plan Amendment No. 21-01 for the 2017 update to the 2013-2021 Housing Element and re-approve Addendum No. 3 to the Final Environmental Impact Report.

ATTACHMENTS

Attachment “A”:	HCD letter dated September 14, 2017
Attachment “B”:	HCD letter dated April 20, 2018
Attachment “C”:	HCD letter dated July 28, 2021
Attachment “D”:	Resolution No. 21-5652

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
HOUSING POLICY DEVELOPMENT**

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San Francisco, CA 95833
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www.hcd.ca.gov



RECEIVED
CITY OF LA PUENTE
2017 SEP 21 A 7:45

September 14, 2017

Mr. John DiMario, Director
Development Services
City of La Puente
15900 E. Main Street
La Puente, CA 91744-4719

Dear Mr. DiMario:

RE: Review of the City of La Puente's 5th Cycle (2013-2021) Draft Four-Year Housing Element Update

Thank you for submitting La Puente's draft housing element received for review on July 19, 2017, along with revisions received on September 11, 2017. Pursuant to Government Code (GC) Section 65585(b), the Department is reporting the results of its review. Our review was facilitated by a telephone conversation on July 27, 2017 with you and Ms. Reina Schaetzl, Assistant Planner.

The draft element with revisions addresses many statutory requirements; however, additional revisions will be necessary to comply with State housing element law (Article 10.6 of the Government Code). The enclosed Appendix describes the revisions needed to comply with State housing element law.

Senate Bill 375 (Chapter 728, Statutes of 2008) amended GC Section 65588(e)(4) to require a jurisdiction that failed to adopt its housing element within 120 calendar days from the statutory due date to revise its element every four years until adopting at least two consecutive revisions by the applicable due dates. The City of La Puente did not meet the requirements of GC 65588(e)(4); therefore, it is subject to the four-year revision requirement until the City has adopted at least two consecutive updated revisions by the applicable due dates. Provided the City adopts its housing element on or before October 15, 2017, it will meet the first four-year update requirement.

For your information, on January 6, 2016, HCD released a Notice of Funding Availability (NOFA) for the Mobilehome Park Rehabilitation and Resident Ownership Program (MPRRP). This program replaces the former Mobilehome Park Resident Ownership Program (MPROP) and allows expanded uses of funds. The purposes of this new program are to loan funds to facilitate converting mobilehome park ownership to park residents or a qualified nonprofit corporation, and assist with repairs or accessibility upgrades meeting specified criteria. This program supports housing element goals such as encouraging a variety of housing types, preserving affordable housing, and assisting mobilehome owners, particularly those with lower-incomes. Applications are accepted over the counter beginning March 2, 2016 through June 30, 2018. Further information is

ATTACHMENT A

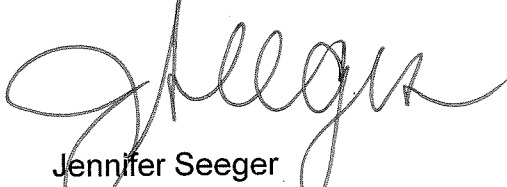
Mr. DiMario, Director

Page 2

available on the Department's website at: <http://www.hcd.ca.gov/grants-funding/active-funding/mprprop.shtml#application>.

The Department appreciates the efforts of you and Ms. Schaetzl during the course of our review. We are committed to assist La Puente in addressing all statutory requirements of housing element law. If you have any questions or need additional technical assistance, please contact Jess Negrete, of our staff, at (916) 263-7437.

Sincerely,

A handwritten signature in black ink, appearing to read "J Seeger", written over the printed name and title.

Jennifer Seeger
Assistant Deputy Director

Enclosure

APPENDIX CITY OF LA PUENTE

The following changes would bring La Puente's housing element into compliance with Article 10.6 of the Government Code. Accompanying each recommended change, we cite the supporting section of the Government Code.

Housing element technical assistance information is available on the Department's website at <http://www.hcd.ca.gov/community-development/housing-element/housing-element-memos.shtml>. Among other resources, the Housing Element section contains the Department's latest technical assistance tool, *Building Blocks for Effective Housing Elements (Building Blocks)*, available at <http://www.hcd.ca.gov/community-development/building-blocks/index.shtml> and includes the Government Code addressing State housing element law and other resources.

A. Housing Needs, Resources, and Constraints

1. *Include an inventory of land suitable for residential development, including vacant sites and sites having the potential for redevelopment, and an analysis of the relationship of zoning and public facilities and services to these sites (Section 65583(a)(3)). The inventory of land suitable for residential development shall be used to identify sites that can be developed for housing within the planning period (Section 65583.2).*

The City has a regional housing need allocation (RHNA) of 818 housing units, of which 329 are for lower-income households. To address this need, the element relies on vacant sites, including sites in Specific Plan areas. To demonstrate the adequacy of these sites and strategies to accommodate the City's RHNA, the element must include complete analyses as follows:

Sites Inventory: While the housing element includes a map of sites within the Downtown Specific Plan area, it must also include a general map of other identified sites. For additional information, see the sites inventory analysis section of the *Building Blocks* at <http://www.hcd.ca.gov/community-development/building-blocks/site-inventory-analysis/inventory-of-land-suitable.shtml>.

The majority of sites identified in Table B-2 – Underutilized Sites seem to have existing residential units (pages B-1-4). The housing element should clarify whether the realistic capacity for each site is the net increase in the number of residential dwellings on each site (new units – existing units = realistic capacity). If not, the housing element should identify additional site(s) with the capacity to replace the number of existing residential units on the identified sites in the sites inventory. For additional information on realistic capacity, see the *Building Blocks* at <http://www.hcd.ca.gov/community-development/building-blocks/site-inventory-analysis/analysis-of-sites-and-zoning.shtml>

2. *Analyze potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels, including the types of housing identified in paragraph (1) of subdivision (c), and for persons with disabilities as identified in the analysis pursuant to paragraph (7), including land use controls, building codes and their enforcement, site improvements, fees and other exactions required of developers, and local processing and permit procedures. The analysis shall also demonstrate local efforts to remove governmental constraints that hinder*

the locality from meeting its share of the regional housing need in accordance with Section 65584 and from meeting the need for housing for persons with disabilities, supportive housing, transitional housing, and emergency shelters identified pursuant to paragraph (7) (Section 65583(a)(5)).

Land-Use Controls: The element must identify and analyze all relevant land use controls as potential constraints on a variety of housing types (e.g., multifamily rental housing, mobilehomes, transitional housing). The analysis must also evaluate the cumulative impacts of land use controls on the cost and supply of housing, including the ability to achieve maximum densities. The following land use control standard appears to be a constraint: maximum height of 36 feet to achieve maximum densities of up to 75 units per acre (page 29). The housing element must also describe and analyze the minimum density standards in the R-3 and R-4 zones (page 30). The element should include programs to address or remove the identified constraints. For additional information, see the *Building Blocks* at <http://www.hcd.ca.gov/community-development/building-blocks/constraints/land-use-controls.shtml>.

B. Housing Programs

1. *Include a program which sets forth a schedule of actions during the planning period, each with a timeline for implementation, which may recognize that certain programs are ongoing, such that there will be beneficial impacts of the programs within the planning period, that the local government is undertaking or intends to undertake to implement the policies and achieve the goals and objectives of the housing element through the administration of land use and development controls, the provision of regulatory concessions and incentives, and the utilization of appropriate federal and state financing and subsidy programs when available. The program shall include an identification of the agencies and officials responsible for the implementation of the various actions (Section 65583(c)).*

To address the program requirements of GC Section 65583(c)(1-6), and to facilitate implementation, programs should include: (1) a description of the City's specific role in implementation; (2) definitive implementation timelines; (3) objectives, quantified where appropriate; and (4) identification of responsible agencies and officials.

Programs 4, 5, 7, 9, and 14 should be revised to include quantified objectives. For example, "10 units affordable to lower income households will be constructed each year."

Program 11 should be revised to "reflect prior accomplishments" (Review and Revise, pg. A-7) and indicate which regulatory actions have yet to be adopted. The timeline of "amendment in FY 2015/2016" must be revised for actions not yet completed.

2. *Identify adequate sites which will be made available through appropriate zoning and development standards and with public services and facilities needed to facilitate and encourage the development of a variety of types of housing for all income levels, including rental housing, factory-built housing, mobilehomes, and emergency shelters and transitional housing. Where the inventory of sites, pursuant to paragraph (3) of subdivision (a), does not identify adequate sites to accommodate the need for groups*

of all household income levels pursuant to Section 65584, the program shall provide for sufficient sites with zoning that permits owner-occupied and rental multifamily residential use by right, including density and development standards that could accommodate and facilitate the feasibility of housing for very low- and low-income households (Section 65583(c)(1)).

As noted in the Finding A1, the element does not include a complete sites inventory or analysis; as a result, the adequacy of sites and zoning has not been established. Based on the results of a complete sites inventory and analysis, programs may need to be added, or revised, to address a shortfall of sites and zoning for a variety of housing types.

3. *The housing element shall contain programs which address, and where appropriate and legally possible, remove governmental constraints to the maintenance, improvement, and development of housing (Section 65583(c)(3)).*

As noted in Finding A2, the element requires a complete analysis of potential governmental constraints. Depending upon the results of that analysis, the City may need to revise or add programs and address and remove or mitigate any identified constraints.

C. Consistency with General Plan

The housing element shall describe the means by which consistency will be achieved with other general plan elements and community goals (Section 65583(c)(7)).

For your information, some other elements of the general plan must be updated on or before the next adoption of the housing element. The safety and conservation elements of the general plan must include analysis and policies regarding fire and flood hazard management (GC Section 65302(g)). Also, the land-use element must address disadvantaged communities (unincorporated island or fringe communities within spheres of influence areas or isolated long established "legacy" communities) based on available data, including, but not limited to, data and analysis applicable to spheres of influence areas pursuant to GC Section 56430. The Department urges the City to consider these timing provisions and welcomes the opportunity to provide assistance. For information, please see the Technical Advisories issued by the Governor's Office of Planning and Research at:
http://opr.ca.gov/docs/SB244_Technical_Advisory.pdf and
http://opr.ca.gov/docs/Final_6.26.15.pdf.

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

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April 20, 2018

John DiMario, Director
Development Services
City of La Puente
15900 E. Main Street
La Puente, CA 91744-4719

Dear John DiMario:

**RE: Review of the City of La Puente's 5th Cycle (2013-2021) Draft Four-Year
Housing Element Update**

Thank you for submitting La Puente's draft housing element received for review on February 20, 2018. Pursuant to Government Code (GC) section 65585, subdivision (b), the Department of Housing and Community Development (Department) is reporting the results of its review. Our review was facilitated by a telephone conversation on April 12, 2018, with John Douglas, the city's consultant.

The draft element with revisions addresses many statutory requirements; however, the element is subject to new laws effective January 1, 2018, and additional revisions will be necessary to address the Department's September 14, 2017 findings and comply with state housing element law (Article 10.6 of the Government Code). The enclosed Appendix describes the revisions needed to comply with state housing element law.

Senate Bill 375 (Chapter 728, Statutes of 2008) amended GC section 65588, subdivision (e)(4) to require a jurisdiction that failed to adopt its housing element within 120 calendar days from the statutory due date to revise its element every four years until adopting at least two consecutive revisions by the applicable due dates. The City of La Puente did not meet the requirements of GC section 65588, subdivision (e)(4); therefore, it is subject to the four-year revision requirement until the city has adopted at least two consecutive updated revisions by the applicable due dates. The city's October 10, 2017 adoption met the requirements of the first four year update.

For your information, on January 6, 2016, the Department released a Notice of Funding Availability (NOFA) for the Mobilehome Park Rehabilitation and Resident Ownership Program (MPRROP). This program replaces the former Mobilehome Park Resident Ownership Program (MPROP) and allows expanded uses of funds. The purposes of this new program are to loan funds to facilitate converting mobilehome park ownership to park residents or a qualified nonprofit corporation, and assist with repairs or accessibility upgrades meeting specified criteria. This program supports housing element goals such as encouraging a variety of housing types, preserving affordable housing, and assisting

ATTACHMENT B

mobilehome owners, particularly those with lower-incomes. Applications are accepted over the counter beginning March 2, 2016 through June 30, 2018. Further information is available on the Department's website at: <http://www.hcd.ca.gov/grants-funding/active-funding/mprprop.shtml#application>.

The Department is committed to assisting La Puente in addressing all statutory requirements of housing element law. If you have any questions or need additional technical assistance, please contact Jess Negrete, of our staff, at (916) 263-7437.

Sincerely,

A handwritten signature in blue ink, appearing to read "Zachary Olmstead", with a stylized flourish at the end.

Zachary Olmstead
Deputy Director

Enclosure

APPENDIX CITY OF LA PUENTE

The following changes would bring La Puente's housing element into compliance with Article 10.6 of the Government Code. Accompanying each recommended change, we cite the supporting section of the Government Code.

Housing element technical assistance information is available on the Department's website at <http://www.hcd.ca.gov/community-development/housing-element/housing-element-memos.shtml>. Among other resources, the Housing Element section contains the Department's latest technical assistance tool, *Building Blocks for Effective Housing Elements (Building Blocks)*, available at <http://www.hcd.ca.gov/community-development/building-blocks/index.shtml> and includes the Government Code addressing State housing element law and other resources.

A. Housing Needs, Resources, and Constraints

1. *An inventory of land suitable and available for residential development, including vacant sites and sites having realistic and demonstrated potential for redevelopment during the planning period to meet the locality's housing need for a designated income level, and an analysis of the relationship of zoning and public facilities and services to these sites (Gov. Code, § 65583, subd. (a)(3)).*

The city has a regional housing need allocation (RHNA) of 818 housing units, of which 329 are for lower-income households. To address this need, the element relies on vacant and nonvacant sites, including sites in specific plan areas. To demonstrate the adequacy of these sites and strategies to accommodate the city's RHNA, the element must include complete analyses as follows:

Sites Inventory: Several sites identified in Table B-2 – Underutilized Sites seem to have their realistic capacity incorrectly calculated (pages B-1-4). For example, site 8246013021 is a .52 acre site with a density of 47.9 units per acre that would result in 24.908 units, yet the site's realistic capacity is listed as 26 units (page B-4). Another example is site 8252009035, a .34 acre site with 4 existing units and a density of 16.5 units per acre that would result in 5.61 units. It is unclear if the number of units on this site should be rounded up to 6 units or rounded down to 5 units if 6 units would not be allowed to be built on the site. Fractional units should be rounded up or down according to the actual number of units that would be constructed on the site. The realistic capacity estimates for each site should be reviewed and adjusted, as necessary, to ensure their accuracy.

Realistic Capacity: The housing element indicates estimate of the sites' realistic capacity is based upon an estimate of the site being developed at 80 percent of its maximum density (page H-44). However, sites in the R-3 zone with a maximum density of 18 units per acre have a realistic capacity of 16.5

units per acre, or 92 percent of the maximum density (pages H-29, B-2, 3, and 5).

While the realistic capacity of mixed-use sites is stated as “approximately 50 units/acre” (page H-30), the sites inventory indicates that the realistic capacity is 47.9 units per acre (page H-B5). The housing element should be revised for consistency of the mixed-use sites’ realistic capacity.

If estimating the realistic capacity at 92 percent of the maximum density of the R-3 zone, the housing element must include analysis that supports the realistic capacity calculation. The realistic capacity estimate of each site must also account for the site’s land use controls and site improvements, the realistic development capacity for the site, typical densities of existing or approved residential developments at a similar affordability level in that jurisdiction, and on the current or planned availability and accessibility of sufficient water, sewer, and dry utilities (Gov. Code, § 65583.2, subd. (c)(2)). For additional information, see the *Building Blocks* at <http://www.hcd.ca.gov/community-development/building-blocks/site-inventory-analysis/analysis-of-sites-and-zoning.shtml>

Suitability of Non-Vacant Sites: The element includes some analysis on the development potential of nonvacant sites (page H-44). However, it must also analyze the extent to which existing uses may impede additional residential development and include an analysis of any existing leases or other contracts that would perpetuate the existing use or prevent redevelopment of the site for additional residential development (Gov. Code, § 65583.2, subd. (g)(1)). For additional information and sample analysis, see the *Building Blocks* at <http://www.hcd.ca.gov/community-development/building-blocks/site-inventory-analysis/analysis-of-sites-and-zoning.shtml#analysis>.

In addition, since the housing element relies upon nonvacant sites to accommodate more than 50 percent of the RHNA for lower income households, the housing element must demonstrate that the existing use is not an impediment to additional residential development in the planning period (Gov. Code, § 65583.2, subd. (g)(2)). This can be demonstrated by providing substantial evidence that the existing use is likely to be discontinued during the planning period (Gov. Code, § 65583.2, subd. (g)(2)).

Replacement Housing Requirements: While the sites inventory identifies many sites with existing residential uses, it does not identify whether they are affordable to lower income households or describe whether the additional residential development on the site requires the demolition of the existing residential use (pages H-B1-5). For nonvacant sites with existing, vacated, or demolished residential uses and occupied by, or subject to an affordability requirement for, lower income households within the last five years there must be a replacement housing program for units affordable to lower income households (Gov. Code, § 65583.2, subd. (g)(3)). Absent a replacement

housing program, these sites are not adequate sites to accommodate lower-income households. The replacement housing program has the same requirements as set forth in GC, section 65915, subdivision (c)(3). The housing element must be revised to include such analysis and a program, if necessary.

Small Sites: The housing element relies upon sites smaller than half an acre in size to accommodate the RHNA for lower income households (pages B1-5). However, sites smaller than an half acre in size are deemed inadequate to accommodate housing for lower income housing unless it is demonstrated that sites of equivalent size were successfully developed during the prior planning period for an equivalent number of lower income housing units as projected for the site or unless the housing element describes other evidence to the department that the site is adequate to accommodate lower income housing (Gov. Code, § 65583.2, subd. (c)(2)(A).). For example, a site with an proposed and approved, at the time of the adoption of the housing element, development that contains units affordable to lower income households would be an appropriate site to accommodate housing for lower-income households (Gov. Code, § 65583.2, subd. (c)(2)(C).).

Previously Identified Nonvacant and Vacant Sites: Most, if not all, of the nonvacant sites seem to have been identified in a prior planning period and the vacant sites have been previously identified in two consecutive prior planning periods (See pages B1-5). As a result, for the nonvacant sites identified in a prior adopted housing element or vacant sites identified in two or more consecutive planning periods, the sites are inadequate to accommodate housing for lower-income households unless:

- The site's current zoning is appropriate for the development of housing affordable to lower income households by either including analysis or meeting the appropriate density. See GC, section 65583.2, subdivision (c)(3).
- The site is subject to a housing element program that requires rezoning within three years of the beginning of the planning period to allow residential use by right for housing developments in which at least 20 percent of the units are affordable to lower income households (Gov. Code, § 65583.2, subd. (c).).

The housing element must be revised to comply with these statutory requirements.

Infrastructure: While the element describes water and sewer infrastructure, it must also demonstrate sufficient existing or planned dry utilities supply capacity, including the availability and access to distribution facilities to accommodate the city's regional housing need for the planning period (Gov. Code, § 65583.2, subd. (b).). For additional information, see the *Building Blocks* at <http://www.hcd.ca.gov/community->

2. *An analysis of potential and actual governmental constraints upon the maintenance, improvement, or development of housing for all income levels, including the types of housing identified in paragraph (1) of subdivision (c), and for persons with disabilities as identified in the analysis pursuant to paragraph (7), including land use controls, building codes and their enforcement, site improvements, fees and other exactions required of developers, and local processing and permit procedures. The analysis shall also demonstrate local efforts to remove governmental constraints that hinder the locality from meeting its share of the regional housing need in accordance with Section 65584 and from meeting the need for housing for persons with disabilities, supportive housing, transitional housing, and emergency shelters identified pursuant to paragraph (7). Transitional housing and supportive housing shall be considered a residential use of property, and shall be subject only to those restrictions that apply to other residential dwellings of the same type in the same zone (Govt. Code, § 65583, subd. (a)(5)).*

Land-Use Controls: The element should clarify whether Sub-Areas 1, 2, 3, 4, and 5 have the same development standards as Sub-Areas 6, 9, 10 or are subject to the Mixed-Use Development Standards listed in Table 21 (page 31). If not, the housing element must describe and analyze the applicable development standards of Sub-Areas 1, 2, 3, 4, and 5 as potential constraints on a variety of housing types (e.g., multifamily rental housing, mobilehomes, transitional housing). The analysis must also evaluate the cumulative impacts of land use controls on the cost and supply of housing, including the ability to achieve maximum densities. For additional information, see the *Building Blocks* at <http://www.hcd.ca.gov/community-development/building-blocks/constraints/land-use-controls.shtml>.

The analysis of governmental constraints on the production of housing must also address "any locally adopted ordinances that directly impact the cost and supply of residential development" (Gov. Code, § 65583, subd. (a)(5)). Common examples would include development standards, zoning, impact and development fees, required on or off-site improvements, growth control measures, inclusionary ordinance, and short term rental ordinances. The housing element must identify and analyze any locally adopted ordinance that affects the cost and supply of housing.

3. *An analysis of potential and actual nongovernmental constraints upon the maintenance, improvement, or development of housing for all income levels, including the availability of financing, the price of land, the cost of construction, the requests to develop housing at densities below those anticipated in the analysis required by subdivision (c) of Section 65583.2, and the length of time between receiving approval for a housing development and submittal of an application for building permits for that housing development*

that hinder the construction of a locality's share of the regional housing need in accordance with Section 65584. The analysis shall also demonstrate local efforts to remove nongovernmental constraints that create a gap between the locality's planning for the development of housing for all income levels and the construction of that housing (Gov. Code, § 65583, subd. (a)(6)).

The analysis of nongovernmental constraints must describe any requests to develop housing at densities below the density identified for the site in the housing element's sites inventory, describe the length of time between project approval and a request for building permits for these developments, and analyze how it affects the jurisdiction's ability to accommodate its RHNA by income category (Gov. Code, § 65583, subd. (a)(6)).

The analysis must also demonstrate local efforts to remove nongovernmental constraints that create a gap between the locality's planning for the development of housing for all income levels and the construction of that housing (Gov. Code, § 65583, subd. (a)(6)). For example, the housing element could describe efforts to remove or mitigate nongovernmental constraints, such as the adoption of zoning and development standards that promote residential development and achievable maximum densities, by-right approval of residential developments, identification of new funding sources or other mechanisms to lower development costs, and fast-track permit processing to encourage and facilitate development of a variety of housing types and levels of affordability.

B. Housing Programs

- 1. Identify actions that will be taken to make sites available during the planning period with appropriate zoning and development standards and with services and facilities to accommodate that portion of the city's or county's share of the regional housing need for each income level that could not be accommodated on sites identified in the inventory completed pursuant to paragraph (3) of subdivision (a) without rezoning, and to comply with the requirements of Section 65584.09. Sites shall be identified as needed to facilitate and encourage the development of a variety of types of housing for all income levels, including multifamily rental housing, factory-built housing, mobilehomes, housing for agricultural employees, supportive housing, single-room occupancy units, emergency shelters, and transitional housing (Gov. Code, § 65583, subd. (c)(1)).*

As noted in the Finding A1, the element does not include a complete sites inventory or analysis; as a result, the adequacy of sites and zoning has not been established. Based on the results of a complete sites inventory and analysis, programs may need to be added, or revised, to address a shortfall of sites and zoning for a variety of housing types.

2. *Address and, where appropriate and legally possible, remove governmental and nongovernmental constraints to the maintenance, improvement, and development of housing, including housing for all income levels and housing for persons with disabilities. The program shall remove constraints to, and provide reasonable accommodations for housing designed for, intended for occupancy by, or with supportive services for, persons with disabilities (Gov. Code, § 65583, subd. (c)(3)).*

As noted in Findings A2 and A3, the element requires a complete analysis of potential governmental and nongovernmental constraints. Depending upon the results of that analysis, the city may need to revise or add programs and address and remove or mitigate any identified constraints.

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF HOUSING POLICY DEVELOPMENT**

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July 28, 2021

John Di Mario, Development Services Director
Development Services Department
City of La Puente
15900 Main Street
La Puente, CA 91744

Dear John Di Mario:

RE: Review of the City of La Puente's (City) 5th Cycle (2014-2021) Draft (Four-Year) Housing Element (Update)

Thank you for submitting the City of La Puente's (City) draft housing element received for review on June 1, 2021 along with revisions received on July 21, 22, and 23, 2021. Pursuant to Government Code section 65585, subdivision (b), the California Department of Housing and Community Development (HCD) is reporting the results of its review. Our review was facilitated by a telephone conversation on June 29, 2021 with you, Veronica Tam, Principal Planner, and Abraham Tellez, Senior Planner.

The revised draft housing element meets the statutory requirements described in HCD's April 28, 2018 review. This finding was based on, among other reasons, a complete sites inventory and analysis. The housing element will comply with State Housing Element Law (Article 10.6 of the Gov. Code) when it is adopted, submitted to and approved by HCD, in accordance with Government Code section 65585, subdivision (g).

For your Information, because the element relies on nonvacant sites for more than 50 percent of the lower-income Regional Housing Needs Allocation (RHNA), as part of the adoption, the City must make findings of substantial evidence that the existing use does not constitute an impediment to development, and that the existing use is likely to discontinue.

Senate Bill 375 (Chapter 728, Statutes of 2008) amended Government Code section 65588, subdivision (e)(4), to require a jurisdiction that failed to adopt its housing element within 120-calendar days from the statutory due date to revise its element every four years until adopting at least two consecutive revisions by the applicable due dates. The City of La Puente did not meet the requirements of Government Code section 65588, subdivision (e)(4); therefore, it is subject to the four-year revision requirement until the City has adopted at least two consecutive updated revisions by the

applicable due dates. The City's October 10, 2017 adoption met the requirements of the first four-year update; however, the City is still required to adopt the second update by the statutory deadline of October 15, 2021 to return to an 8-year update revision period.

Again, City's 6th cycle housing element update is due on October 15, 2021. As such, the 5th cycle housing element expires on October 15, 2021. HCD's determination of compliance on an adopted 5th cycle housing element in no way implies compliance is forthcoming for the 6th cycle planning period. The updated 6th cycle housing element will be reviewed on its own contents, and 5th cycle compliance does not influence compliance for the 6th cycle. New laws and new housing element requirements, including, but not limited to analysis surrounding the City's efforts to affirmatively further fair housing pursuant to Government Code section 65583, subdivision (c)(10), will apply.

Public participation in the development, adoption and implementation of the housing element is essential to effective housing planning. Throughout the housing element process, the City should continue to engage the community, including organizations that represent lower-income and special needs households, by making information regularly available and considering and incorporating comments where appropriate.

Several federal, state, and regional funding programs consider housing element compliance as an eligibility or ranking criteria. For example, the CalTrans Senate Bill (SB) 1 Sustainable Communities grant; the Strategic Growth Council and HCD's Affordable Housing and Sustainable Communities programs; and HCD's Permanent Local Housing Allocation consider housing element compliance and/or annual reporting requirements pursuant to Government Code section 65400. With a compliant housing element, the City meets housing element requirements for these and other funding sources.

HCD appreciates the responsiveness Veronica Tam, Principal Planner, provided during the review. We are committed to assisting the City in addressing all statutory requirements of State Housing Element Law. If you have any questions or need additional technical assistance, please contact Edgar Camero, of our staff, at Edgar.Camero@hcd.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Shannan West". The signature is fluid and cursive, with the first name "Shannan" written in a larger, more prominent script than the last name "West".

Shannan West
Land Use & Planning Unit Chief

RESOLUTION NO. 21-5652

A RESOLUTION OF THE CITY COUNCIL, OF THE CITY OF LA PUENTE, CALIFORNIA, SETTING FORTH FINDINGS AND APPROVING GENERAL PLAN AMENDMENT NO. 21-01 TO UPDATE THE 2013-2021 HOUSING ELEMENT TO COMPLY WITH THE REQUIREMENTS IMPOSED BY CALIFORNIA STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (GOVERNMENT CODE SECTION 65588(e)(4)), AND RE-ADOPTION OF THE RELATED ADDENDUM NO. 3 TO THE 2004 LA PUENTE GENERAL PLAN AND ZONING CODE FINAL ENVIRONMENTAL IMPACT REPORT

WHEREAS, California law requires cities to prepare and adopt a General Plan to guide the future development of the City; and

WHEREAS, a General Plan must contain certain elements, including a Housing Element which serves to identify and analyze existing and projected housing needs, and which sets forth the goals, policies, quantified objectives, financial resources, and scheduled programs for the preservation, improvement and development of housing; and

WHEREAS, California law requires periodic, comprehensive updates of the Housing Element to demonstrate proper planning to accommodate future demand for housing; and

WHEREAS, the City prepared a Draft 2013-2021 Housing Element Update, which was made available for public review on July 21, 2015; and

WHEREAS, on May 18, 2004, the City Council certified the Final Program Environmental Impact Report (State Clearinghouse No. 2004011001) for the La Puente General Plan and Zoning Code Update (the "FEIR") and adopted by resolution a comprehensive update of the La Puente General Plan. The City Council then initiated the drafting of a comprehensive update of the Zoning Code to implement the General Plan. Pursuant to CEQA Guidelines Sections 15162 and 15164, the City prepared Addendum No. 2 to the FEIR for the La Puente General Plan and Zoning Code Update for General Plan Amendment 16-02 for the 2013-2021 Housing Element Update and related amendments.

WHEREAS, on August 11, 2015, the City Council of the City of La Puente conducted a duly noticed public workshop to review the 2013-2021 Housing Element Update at which time all interested persons were provided an opportunity to offer testimony on this matter; and

WHEREAS, in compliance with Section 65585 of the California Government Code, the Draft 2013-2021 Housing Element Update was transmitted to the California Department of Housing and Community Development ("HCD") for review; and

WHEREAS, on October 26, 2015, HCD issued a letter finding that the draft Housing Element will comply with state law when the General Plan and zoning amendments described in Programs 3 and 11 are completed; and

WHEREAS, on January 26, 2016, the City Council of the City of La Puente conducted a duly noticed public hearing on the proposed General Plan Amendment No. 16-02 to update the 2013-2021 Housing Element of the General Plan, including the Addendum No. 2 to the FEIR; and General Plan Amendment No. 16-01 to comply with HCD's requirements for housing density, along with a municipal code amendment to address the zoning amendments identified in HCD's letter of October 26, 2015, and considered all testimony written and oral; and

WHEREAS, the City Council reviewed and carefully considered the information in the proposed General Plan Amendment No. 16-02 and Addendum No. 2 to the FEIR, including all comment letters submitted, and adopted General Plan Amendment No. 16-02 and the Addendum No. 2 to the FEIR; and

WHEREAS, on March 10, 2016, the City received notification from HCD indicating that the 2013 – 2021 Housing Element Update is in full compliance with State housing element law pursuant to Government Code Article 10.6; and

WHEREAS, consistent with the provisions of Government Code Section 65588(e)(4), and as a result of late adoption, the due date for the City to revise its next Housing Element was October 15, 2017 for a mid-cycle review; and

WHEREAS, the 2017 Update to the 2013-2021 Housing Element will not result in new significant environmental impacts or a substantial increase in the severity of impacts analyzed in those previous documents, therefore Addendum No. 3 to the FEIR has been prepared pursuant to CEQA Guidelines Sections 15162 and 15164; and

WHEREAS, on July 18, 2017, the Planning Commission of the City of La Puente conducted a duly noticed public hearing on the proposed GPA No. 17-01 and the Addendum No. 3 to the FEIR, and considered all testimony written and oral, and recommended that the City Council approve the 2017 Update to the 2013-2021 Housing Element, and Addendum No. 3 to the FEIR; and

WHEREAS, on July 19, 2017, the City submitted a draft housing element to HCD for "mid-cycle review" and on September 14, 2017, the City received correspondence from HCD indicating that the revision addresses many of the statutory requirements, but additional revisions remain to comply with State housing law. The City proceeded to adopt the uncertifiable Housing Element for on-time adoption with intent to make changes afterward City Council adoption; and

WHEREAS, on October 10, 2017, the City Council of the City of La Puente conducted a duly noticed public hearing on the proposed GPA No. 17-01 and the Addendum No. 3 to the FEIR, considered all testimony written and oral, and approved GPA No. 17-01 adopting the 2013-2021 Housing Element; and

WHEREAS, on January 1, 2018, additional State housing laws went into effect making the City's 2013-2021 Housing Element uncertifiable; and

WHEREAS, on March 9, 2021, the City contracted RRM Design Group to assist the City in obtaining certification for the Housing Element; and

WHEREAS, on July 28, 2021, the City received correspondence from HCD indicating that the revised 2013-2021 Housing Element is certifiable; and

WHEREAS, the 2021 revisions to the 2017 Update "mid-cycle review" of the 2013-2021 Housing Element will not result in new significant environmental impacts or a substantial increase in the severity of impacts analyzed in those previous documents, therefore Addendum No. 3 to the FEIR has been prepared pursuant to CEQA Guidelines Sections 15162 and 15164 and included in this Resolution for re-adoption; and

WHEREAS, on August 24, 2021, the City Council of the City of La Puente conducted a duly noticed public hearing on the proposed GPA No. 21-01 and the Addendum No. 3 to the FEIR, and considered all testimony written and oral; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE, HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

SECTION 1. The City Council finds that all of the facts set forth in the Recitals are true and correct, and are incorporated herein by reference.

SECTION 2. All necessary public hearings and opportunities for public testimony and comment have been conducted in compliance with State law and the Municipal Code of the City of La Puente.

SECTION 3. Based upon substantial evidence presented to the City Council during the August 24, 2021 public hearing, including public testimony and written and oral staff reports, the City Council finds as follows:

a. An environmental assessment for the proposed GPA No. 21-01 for the 2021 revisions of the 2017 "mid-cycle" Update to the 2013-2021 Housing Element has been conducted in compliance with CEQA and the CEQA Guidelines. Further, the City Council, after independent review and consideration of the information contained in the environmental documents, including but not limited to the previous FEIR, Addendum, and the Staff Report, finds that the revisions to the 2017 Update will not result in any significant or potentially significant environmental impacts and re-approves Addendum No. 3 to the FEIR, attached hereto as Exhibit A, and incorporated herein by reference.

b. The 2021 revisions to the 2017 Update of the 2013-2021 Housing Element will comply with Article 10.6 (Housing Elements), of the California Government Code, Sections

65580 *et seq.* upon incorporation of the revisions set forth in the October 31, 2017 and April 20, 2018 correspondence from the California Department of Housing and Community Development to the City.

c. The 2017 Update of the 2013-2021 Housing Element as revised relies on non-vacant sites for more than 50 percent of the lower-income Regional Housing Needs Allocation (RHNA). This approach is justified as the City Council finds that existing uses on said non-vacant sites are not an impediment to future development. This is based on the fact, as demonstrated to HCD, that developer inquiries with the City have been made pertaining to potential new development on the non-vacant sites. In addition, developer interest letters were sent to several property owners of non-vacant sites listed in the sites inventory. Lastly, based on the level of developer interest in the City, it appears probable that the current uses on the non-vacant sites may discontinue.

SECTION 4. Based upon substantial evidence presented to the City Council during the August 24, 2021 public hearing, including public testimony and written and oral staff reports, the City Council finds as follows:

a. Pursuant to Section 10.112.060A.1 of the City's Municipal Code, the proposed GPA No. 21-01 is internally consistent with all other provisions of the General Plan in that the updated Housing Element is consistent with the land use designations set forth in the Community Development Element, in compliance with State requirements.

b. Pursuant to Section 10.112.060A.2 of the City's Municipal Code, the proposed amendment will not be detrimental to the public interest, health, safety, convenience or welfare of the city because the revised Housing Element serves to facilitate the development, preservation and rehabilitation of housing for all economic segments of the community and persons with special needs, in compliance with State requirements.

SECTION 5. Based upon substantial evidence presented to the City Council during the August 24, 2021 public hearing, including public testimony, the written and oral staff report and attachments, as well as the findings and conclusions set forth herein, the City Council adopts the Planning Commission's recommendation to approve General Plan Amendment No. 21-01 and to adopt the revised 2017 Update to the 2013-2021 Housing Element, attached hereto as Exhibit B, and incorporated herein by reference.

SECTION 6. The provisions of this Resolution are severable and if any provision, clause, sentence, word or part thereof is held illegal, invalid, unconstitutional, or inapplicable to any person or circumstances, such illegality, invalidity, unconstitutionality, or inapplicability shall not affect or impair any of the remaining provisions, clauses, sentences, sections, words or parts thereof of the Resolution or their applicability to other persons or circumstances.

SECTION 7. That the City Clerk shall certify to the adoption of this Resolution and that the same shall be in full force and effect.

PASSED, APPROVED AND ADOPTED this 24th day of August, 2021, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Sheryl Garcia, City Clerk

**Addendum No. 3 to the City of La Puente General Plan FEIR
2017 Housing Element Update
August 24, 2021**

Overview

On May 18, 2004, the La Puente City Council certified the Final Program Environmental Impact Report (State Clearinghouse No. 2004011001) for the La Puente General Plan and Zoning Code Update (the “FEIR”) and adopted a comprehensive update of the La Puente General Plan. An Addendum to the FEIR was adopted in January 2015 for the Zoning Code Update. The City is required to adopt an updated Housing Element in 2017 for the 2013-2021 planning period. The purpose of this Addendum is to demonstrate that the 2017 update to the 2013-2021 Housing Element would not result in any of the conditions under which a subsequent Environmental Impact Report (“EIR”) or Negative Declaration would be required pursuant to Public Resources Code Section 21166 or CEQA Guidelines Sections 15162 and 15164.

Purpose of an Addendum

CEQA and the CEQA Guidelines establish the type of environmental documentation that is required when changes to a project occur or new information arises after an EIR is certified or a Negative Declaration adopted for a project. CEQA Guidelines Section 15162 establishes criteria for determining whether more detailed information, such as the preparation of a Subsequent or Supplemental EIR, is needed, and Section 15164 defines the appropriate use of Addendums to previous EIRs and Negative Declarations.

CEQA Guidelines Section 15162(a) states:

When an EIR has been certified or a negative declaration adopted for a project, no subsequent EIR shall be prepared for that project unless the lead agency determines on the basis of substantial evidence in the light of the whole record, one or more of the following:

(1) Substantial changes are proposed in the project, which will require major revisions in the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.

(2) Substantial changes occur with respect to the circumstances under which the project is to be undertaken, which will require major revisions of the previous EIR due to the involvement of new significant environmental effects or a substantial increase in the severity of previously identified significant effects.

(3) 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 as complete shows any of the following:

a. The project will have one or more significant effects not discussed in the EIR.

b. Significant effects previously examined will be substantially more severe than shown in the previous EIR

c. 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 proponents decline to adopt the mitigation measure; or

d. Mitigation measures or alternatives that are considerably different from those analyzed in the previous EIR would substantially reduce one or more effects on the environment but the project proponents decline to adopt the mitigation measure.

CEQA Guidelines Section 15164(b) states: *"The Lead Agency or Responsible Agency shall prepare an addendum to a previously certified EIR if some changes or additions are necessary but none of the conditions described in Section 15162 calling for the preparation of a subsequent EIR have occurred."*

In addition Section 15164 provides that an Addendum does not need to be circulated for public comment, but only attached to the existing FEIR.

The following analysis demonstrates that the 2017 update to the 2013-2021 Housing Element does not raise any new environmental issues and requires only minor technical changes or additions to the previous FEIR to satisfy the requirements of CEQA.

Project Description

In 2004 the City adopted a comprehensive update to the General Plan, and in 2015 a comprehensive update to the Zoning Code was adopted. The City is required to adopt an update to the General Plan Housing Element in 2017 for the 2013-2021 planning period. The 2013-2021 Housing Element was reviewed by the California Department of Housing and Community Development ("HCD") in its letter of March 10, 2016 and found to comply with the requirements of state housing element law. No major changes to conditions, requirements or the statutory framework that raise new potentially significant environmental impacts not previously considered have occurred with respect to the 2017 Housing Element update.

The following discussion summarizes the changes proposed in each section of the 2017 Housing Element.

Section 1: Introduction

This chapter provides an overview of the Housing Element and a summary of the public participation process. No policy or regulatory changes are proposed in this section, and none of the changes reflected in this section would result in the potential for significant environmental impacts not previously considered in the General Plan FEIR.

Section 2: Needs Assessment

This section contains an analysis of demographic data, trends and special housing needs. No changes are proposed in this section.

Section 3: Constraints Analysis

This section analyzes the City's plans and regulations that guide housing development. Changes are proposed to reflect the completion of state-mandated zoning amendments related to minimum density in the R-4 district and housing for persons with special needs. No changes to land use plans or regulations are proposed in connection with the 2017 Housing Element update.

This chapter also discusses non-governmental constraints such as infrastructure availability and development costs. No changes are proposed in that discussion.

Section 4: Housing Resources

This section describes the City's land resources that could accommodate housing development, as well as financial and administrative resources, and opportunities to foster energy conservation. Statistical changes are proposed in this section to reflect recent developments that have occurred since the adoption of the 2013-2021 Housing Element. Data for the CalHOME and HERO programs has also been updated. These revisions would not change development regulations or result in the potential for environmental impacts not previously considered in the General Plan FEIR.

Section 5: Housing Plan

This section presents the City's goals, objectives, policies and programs for the 2013-2021 planning period. Changes are proposed in this chapter to reflect the completion of state-mandated amendments to the Zoning Code and General Plan as described in Program 3. No new changes to development regulations are proposed.

Appendix A: Review of Past Accomplishments

This appendix contains a review of the programs from the previous Housing Element adopted in January 2016 and identifies the City's accomplishments as well as changes that are appropriate for the new planning period based on changed circumstances. None of the revisions reflected in this evaluation would change development regulations or result in the potential for significant environmental impacts that were not previously considered in the General Plan FEIR.

Appendix B: Inventory of Housing Sites

This appendix contains a parcel-specific listing of potential sites for housing development. The parcel inventory has been updated to reflect development activity since the prior Housing Element was prepared. None of the revisions reflected in this appendix would change development regulations or result in the potential for significant environmental impacts that were not previously considered in the General Plan FEIR.

Environmental Analysis and Conclusions

Because the 2017 Housing Element update does not propose changes to land use patterns or development regulations as compared to those set forth in the 2004 General Plan, no new potentially significant environmental effects would occur that were not previously analyzed in the FEIR prepared for the General Plan. Therefore, pursuant to CEQA Guidelines Section 15164, an addendum is the appropriate CEQA document for the 2017 Housing Element update. There is no substantial evidence that the proposed action will result in new significant environmental impacts, or impacts that would be more severe than described in the previous General Plan FEIR. Consequently, a subsequent or supplemental EIR or IS/ND is not required.



2013-2021 HOUSING ELEMENT

CITY OF LA PUENTE
15900 E. Main Street
La Puente, CA 91744

DRAFT

May 31, 2021

EXHIBIT B

ACKNOWLEDGEMENTS

CITY COUNCIL

Charlie Klinakis, Mayor
Valerie Munoz, Mayor Pro Tem
Violeta Lewis, Councilmember
David Argudo, Councilmember
Gabriel Quinones, Councilmember

PLANNING COMMISSION

Daniel Stowell, Chair
Gary Dudley, Vice Chair
Allen Maes, Member
Nadia Mendoza, Member
Marty Paz, Member

CITY STAFF

Bob Lindsey, City Manager
John Di Mario, Director of Development Services
Abraham Tellez, Senior Planner
Juan Galvin, Assistant Planner



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Housing Element

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HOUSING ELEMENT



1. INTRODUCTION

State law, in recognition of the role of land use planning in local governments' provision of affordable housing, requires inclusion of a Housing Element in the General Plan for every jurisdiction. Cities and counties in California prepare their Housing Elements by consulting State Law, the existing General Plan, and community stakeholders. The result is a comprehensive strategy for providing affordable housing over the next five-year planning period.

PURPOSE AND ORGANIZATION OF THE HOUSING ELEMENT

The Housing Element is one of the seven mandatory elements of the General Plan. Through policies, procedures, and incentives, it provides an action-plan for maintaining and expanding the housing supply in the City of La Puente.

La Puente's Housing Element for the 5th planning period of October 15, 2013 to October 15, 2021 describes policies and programs that include:

- identification and analysis of existing and projected housing needs, resources and constraints;
- a statement of goals, policies, quantified objectives, and scheduled programs for preservation, improvement and development of housing;
- identification of adequate sites for housing; and
- adequate provision for existing and projected needs of all economic segments of the community.

STATE REQUIREMENTS AND LEGISLATIVE CHANGES

The California Legislature states that a primary housing goal for the State is ensuring every resident has a decent home and suitable living environment. Section 65580 *et seq.* of the *California Government Code* describes the goal in detail:

- a. The availability of housing is of vital statewide importance, and the early attainment of decent housing and a suitable living environment for every Californian, including farm-workers, is a priority of the highest order.
- b. The early attainment of this goal requires cooperative participation of government and the private sector in an effort to expand housing opportunities and accommodate the housing needs of Californians of all economic levels.
- c. The provision of housing affordable to low- and moderate-income households requires the cooperation of all levels of the government.

1. Introduction

Housing Element

- d. Local and state governments have a responsibility to use the powers vested in them to facilitate the improvement and development of housing to make adequate provision for housing needs of all economic segments of the community.
- e. The Legislature recognizes that in carrying out this responsibility, each local government also has the responsibility to consider economic, environmental, and fiscal factors and community goals set forth in the general plan and to cooperate with other local governments and the state in addressing regional housing needs.

Section 65581 of the *California Government Code* reflects the Legislative intent for mandating that each City and County prepare a Housing Element:

- a. To assure that counties and cities recognize their responsibilities in contributing to the attainment of the state housing goal.
- b. To assure that counties and cities will prepare and implement housing elements which, along with federal and state programs, will move toward attainment of the state housing goal.
- c. To recognize that each locality is best capable of determining what efforts are required by it to contribute to the attainment of the state housing goal, provided such a determination is compatible with the state housing goal and regional housing needs.
- d. To ensure that each local government cooperates with other local governments in order to address regional housing needs.

State law requires housing elements to be updated every eight years to reflect a community's changing housing needs.¹ The Government Code also requires that each draft Housing Element be reviewed by the California Department of Housing and Community Development and that the Department's findings be incorporated prior to adoption, or that specified findings be made in response to the Department's comments.

RELATIONSHIP TO OTHER GENERAL PLAN ELEMENTS

The 2004 La Puente General Plan includes five elements: community development; circulation and infrastructure; housing; community resources; and community safety. This Housing Element is consistent with the General Plan's policies and proposals. The Housing Element, for example, draws upon the development capacity levels given in the Community Development Element to determine the appropriate location for affordable housing development.

¹ Pursuant to California Government Code §65588(e)(4)(A) this Housing Element was required to be updated no later than October 15, 2017.



The City will ensure consistency between the Housing Element and other elements of the General Plan, and as new policies are introduced, they will be reviewed for consistency with existing elements. If any General Plan elements are updated, the Housing Element may also be modified to maintain consistency within the General Plan.

COMMUNITY OUTREACH AND INPUT

Section 65583(c)(8) of the *Government Code* requires Housing Element updates to “include a diligent effort by the local government to achieve public participation of all economic segments of the community in the development of the housing element, and the program shall describe this effort.” This process not only includes residents of the community, but also coordinates participation among local agencies and housing groups, community organizations, and housing sponsors. The result is more informed policies and programs for providing affordable housing.

In La Puente, the public was invited to participate in the 2017 update process at the following meetings:

- Planning Commission public hearing on July 18, 2017
- City Council public hearing on October 10, 2017

In addition, the Draft Housing Element was made available prior to the initial Planning Commission meeting and throughout the update process on the City’s website and at the City’s main public counter, Senior Center, Community Center, and the Los Angeles County Library located in the City. The availability for review and input on the Draft Housing Element was also publicized on the City’s Facebook page and on the City’s webpage at www.lapuate.org.

To ensure that the housing concerns of low- and moderate-income and special needs residents were addressed, individual invitation letters were distributed via email to agencies and organizations that serve the low- and moderate-income and special needs communities in La Puente. These agencies were invited to review and comment on the 2013-2021 Housing Element and to attend the public meetings. Please see Appendix C for a list of organizations invited to participate in the Housing Element update.

Feedback received from the service provider agencies and other interested parties is summarized in Appendix C. These agencies and entities will be invited to participate at future public events and meetings to solicit input on implementation of Housing Element programs.



1. Introduction

Housing Element

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2. NEEDS ASSESSMENT

The Housing Needs Assessment provides the foundation for establishing the objectives, policies, and programs for addressing housing needs in La Puente. This assessment addresses population characteristics, employment patterns, and income levels. The information illustrates how La Puente has grown and changed, and helps the City identify patterns and trends relevant to housing policies and programs. Projections show how the community demographics are expected to change over the coming years.

The following sources were used to generate this demographic and housing profile of La Puente:

- U.S. Bureau of the Census
- Southern California Association of Governments (“SCAG”)
- California Department of Finance (“DOF”)
- California Employment Development Department (“EDD”)
- Various other sources

POPULATION TRENDS

As with any other largely built-out city, La Puente will have to address housing needs through such tools as infill development and neighborhood revitalization. To clarify the type of housing that will be needed to meet anticipated future demand, Housing Element law requires an assessment of population and employment trends. Characteristics such as age, ethnicity, and employment influence the type and cost of housing needed or in high demand. Tracking demographic changes helps the City better plan for, respond to, or anticipate changing housing demand.

POPULATION GROWTH

Between 1990 and 2015 the population of La Puente grew approximately 10 percent, from 36,995 to 40,690 residents (**Table 1**). This 25-year growth is similar to several nearby cities such as El Monte (9 percent), West Covina (13 percent) and Whittier (12 percent) but is slightly lower than for Los Angeles County as a whole (14 percent).

Table 1. Population Growth: La Puente and Surrounding Cities, 1990-2015

Jurisdiction	1990	2000	2010	2015	% Change 1990-2015
Diamond Bar	53,672	56,287	55,544	56,668	5.6%
El Monte	106,209	115,965	113,475	115,774	9.0%
Los Angeles	3,485,398	3,694,820	3,792,621	3,957,022	13.5%
La Puente	36,955	41,063	39,816	40,690	10.1%
South El Monte	20,850	21,144	20,116	20,841	0.0%
West Covina	96,086	105,080	106,098	108,401	12.8%
Whittier	77,671	83,680	85,331	86,948	11.9%
Los Angeles County	8,863,052	9,519,330	9,818,605	10,136,559	14.4%

Source: California Department of Finance

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In addition to population projections, several other demographic characteristics and trends define housing needs. Among these characteristics are age composition, racial and ethnic composition, and household size.

Age Distribution

Population age distribution serves as an important indicator of housing needs, as housing needs and preferences change as individuals or households grow older. Young families tend to focus more on cost and the ability to become first-time homebuyers. Cost and access to services are important to seniors because they may be on fixed incomes and have mobility limitations. **Table 2** shows the age distribution of La Puente residents compared to Los Angeles County as a whole, as reported by the 2010 Census.

Table 2 shows that the City's age distribution is very similar to the county as a whole. About one-third of City residents were children under the age of 20, while only about 9 percent were seniors age 65+. About half of City residents were in the prime working years of 25 to 65. The large proportion of school-age children means that demand should be strong for larger units for families, but the aging baby boom generation should also create more demand for smaller housing units, as well as housing programs such as housing repair services for the City's older residents.

Table 2. Age Distribution

Age Group	La Puente		Los Angeles County	
	Persons	%	Persons	%
Under 5 years	2,974	7%	645,793	7%
5 to 9 years	3,060	8%	633,690	6%
10 to 14 years	3,268	8%	678,845	7%
15 to 19 years	3,494	9%	753,630	8%
20 to 24 years	3,267	8%	752,788	8%
25 to 29 years	3,018	8%	759,602	8%
30 to 34 years	2,771	7%	716,129	7%
35 to 39 years	2,872	7%	715,635	7%
40 to 44 years	2,807	7%	714,691	7%
45 to 49 years	2,720	7%	706,742	7%
50 to 54 years	2,479	6%	662,205	7%
55 to 59 years	1,977	5%	560,920	6%
60 to 64 years	1,443	4%	452,236	5%
65 to 69 years	1,147	3%	323,287	3%
70 to 74 years	873	2%	245,183	2%
75 to 79 years	709	2%	192,881	2%
80 to 84 years	559	1%	152,722	2%
85 years and over	378	1%	151,626	2%
Total	39,816	100%	9,818,605	100%
Median age	31.5		34.8	

Source: 2010 Census, Table DP-1

Racial and Ethnic Composition

Table 3 shows the racial/ethnic distribution of population in La Puente compared to the county as a whole. The City's proportion of Hispanic population is significantly greater than for Los Angeles County (85% vs. 48%). Asians represent the largest non-Hispanic group, with about 8 percent of the City's population.

Table 3. Race and Ethnicity

Racial/Ethnic Group	La Puente		Los Angeles County	
	Persons	%	Persons	%
Not Hispanic or Latino	5,920	14.9%	5,130,716	52.3%
-White	1,835	4.6%	2,728,321	27.8%
-Black or African American	451	1.1%	815,086	8.3%
-American Indian/Alaska Native	75	0.2%	18,886	0.2%
-Asian	3,270	8.2%	1,325,671	13.5%
-Native Hawaiian/Pacific Islander	31	0.1%	22,464	0.2%
-Other races or 2+ races	258	0.6%	220,288	2.2%
Hispanic or Latino (any race)	33,896	85.1%	4,687,889	47.7%
Total	39,816	100%	9,818,605	100%

Source: 2010 Census, Table DP-1

HOUSEHOLD CHARACTERISTICS

Household type and size, income level, the presence of persons with special needs, and other household characteristics may affect access to and demand for housing and housing programs. This section details the various household characteristics in La Puente.

Household Type and Size

Household characteristics and types can impact the type of housing needed. For instance, single-person households often occupy smaller apartment units or condominiums. Married couples often prefer larger single-family homes, particularly if they have children. This underscores the need to provide a diversity of housing opportunities to give households of different ages and types the opportunity to live in La Puente.

The U.S. Census Bureau defines a household as all of the people who occupy a housing unit. A housing unit can be any sort of officially recognized dwelling – a home, an apartment, a mobile home, etc.

According to the 2010 Census the average household size in La Puente was significantly larger than for Los Angeles County as a whole (4.21 city vs. 2.98 county). Husband-wife families represented 57 percent of households in the city compared to only 46 percent in the county. Persons living alone comprised only 10 percent of households compared to nearly one-quarter of county households (**Table 4**). With the aging of the population, the percentage of single person households in the City seems likely to increase in the coming decades.

Table 4. Household Composition

Household Type	La Puente		LA County	
	Households	%	Households	%
Family households:	8,121	86%	2,194,080	68%
Husband-wife family	5,367	57%	1,480,665	46%
With own children under 18 years	2,817	30%	721,804	22%
Male householder, no wife present	930	10%	216,368	7%
With own children under 18 years	374	4%	92,161	3%
Female householder, no husband present	1,824	19%	497,047	15%
With own children under 18 years	771	8%	239,012	7%
Non-family households:	1,330	14%	1,047,124	32%
Householder living alone	989	10%	784,928	24%
Households with individuals under 18 years	5,186	55%	1,220,021	38%
Households with individuals 65 years and over	2,744	29%	790,386	24%
Total households	9,451	100%	3,241,204	100%
Average household size	4.21		2.98	

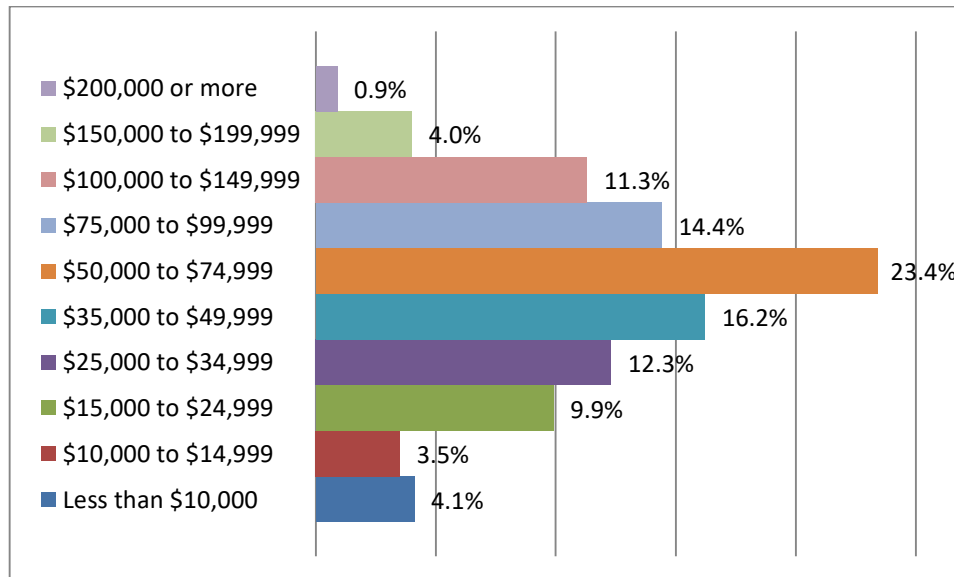
Source: 2010 Census, Table DP-1

INCOME CHARACTERISTICS

Household income is the most important, although not the only factor, affecting housing opportunity because it determines a household's ability to purchase or rent housing, and to balance housing costs with other necessities. Income levels can vary considerably among households, affecting preferences for tenure, location, and housing type. While higher-income households have more discretionary income to spend on housing, low- and moderate-income households have a more limited choice in the housing they can afford.

According to recent Census estimates, the median household income in La Puente was approximately \$54,000. As seen in **Figure 1**, nearly one-quarter of households had annual incomes between \$50,000 and \$75,000.

Figure 1. Household Income Distribution



Source: U.S. Census 2009-2013 ACS

For housing planning and funding purposes, the State Department of Housing and Community Development (HCD) uses five income categories to evaluate housing need based on the Area Median Income (AMI) for the metropolitan area:

- Extremely Low-Income Households earn up to 30 percent of AMI
- Very Low-Income Households earn 31 to 50 percent of AMI
- Low-Income Households earn 51 to 80 percent of AMI
- Moderate-Income Households earn 81 to 120 percent of AMI
- Above Moderate-Income Households earn over 120 percent of AMI

The CHAS special Census tabulations developed for HUD provide a breakdown of households by tenure and income category (**Table 5**).

Table 5. Household Income Distribution

Income Category	La Puente		Los Angeles County	
	Owners	Renters	Owners	Renters
30% AMI or less	8.0%	24.7%	8.5%	28.8%
31-50% AMI	16.7%	33.4%	10.5%	19.1%
51-80% AMI	29.1%	23.3%	16.7%	20.1%
81-100% AMI	15.2%	9.2%	10.5%	9.2%
>100% AMI	31.0%	9.2%	53.8%	22.8%

Source: HUD CHAS data based on 2007-2011 ACS

Tenure is closely correlated with income, as those households with lower incomes usually cannot afford to buy a home. Consistent with this fact, renters in La Puente earned significantly lower incomes overall, with more than 58 percent earning 50 percent or less of the county median income.

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This was a major difference between renter and owner households, as the proportion of owners earning less than half the median income was only 25 percent.

EMPLOYMENT TRENDS

The City of La Puente is primarily a bedroom community for businesses throughout the region. Residents who do work within La Puente are primarily employed by small industrial and manufacturing businesses, as well as locally oriented retail centers.

According to recent Census estimates, approximately 17,200 employed persons resided in La Puente. **Table 6** shows the type of occupations held by La Puente residents compared to Los Angeles County as a whole. La Puente residents proportionally hold much fewer managerial jobs than County residents as a whole (19 percent compared to 35 percent), and about the same proportion of service occupations (19 percent). The City's proportion of sales and office occupations was similar to the county (26 percent vs. 25 percent) although the proportion of City residents with production and transportation occupations was substantially greater than for the entire county (22 percent vs. 13 percent).

Table 6. Employment by Occupation

Occupation	La Puente		Los Angeles County	
	Employees	% of All Jobs	Employees	% of All Jobs
Management, business, science, and arts occupations	3,252	18.9%	1,584,469	35.3%
Service occupations	3,337	19.4%	850,692	18.9%
Sales and office occupations	4,504	26.2%	1,123,520	25.0%
Natural resources, construction, and maintenance occupations	2,263	13.2%	355,141	7.9%
Production, transportation, and material moving occupations	3,836	22.3%	576,152	12.8%
Total Jobs	17,192	100%	4,489,974	100%

Source: U.S. Census, 2009-2013ACS

SPECIAL NEEDS GROUPS

Certain groups have more difficulty finding decent, affordable housing due to special circumstances such as family characteristics, the presence of physical or mental disabilities, or age-related health issues. As a result, certain groups typically earn lower incomes and have higher rates of overpayment for housing, or overcrowding. A central goal of the Housing Element is to assist in the provision of housing for persons with special needs.

Elderly

According to recent Census estimates (**Table 7**) about 27 percent of owner households and about 12 percent of renter households were headed by a senior citizen (age 65+).

Table 7. Elderly Households by Tenure

Householder Age	Owner		Renter	
	Households	%	Households	%
Under 65 years	3,789	73.0%	3,553	88.1%
65 to 74 years	818	15.8%	291	7.2%
75 to 84 years	474	9.1%	149	3.7%
85 years and over	111	2.1%	40	1.0%
Total Households	5,192	100%	4,033	100%

Source: U.S. Census 2009-2013 ACS

Many elderly persons have limited income potential, as they are most often retired and have fixed incomes (retirement funds and Social Security income). This poses a special problem with regard to housing affordability.

Persons with Disabilities

According to recent Census estimates, approximately 11% of non-institutionalized La Puente residents reported some type of disability (see **Table 8**). As might be expected, those aged 65 and over reported the highest disability rates. Approximately 45% of seniors reported some type of disability, compared to only 8% for persons between age 18 and 64. The most frequently reported disabilities included ambulatory difficulty (4% of the working age population and 32% of the senior population). Housing opportunities for those with disabilities can be maximized through housing assistance programs and providing universal design features such as widened doorways, ramps, lowered countertops, single-level units and ground floor units.

Table 8. Disabilities by Age Group

Disability by Age	Persons	Percent
Total civilian noninstitutionalized population	40,059	-
With any disability	4,352	10.9%
Under Age 5 - total persons	3,270	--
With a hearing difficulty	40	1.2%
With a vision difficulty	37	1.1%
Age 5 to 17 - total persons	7,942	
With a hearing difficulty	0	0.0%
With a vision difficulty	79	1.0%
With a cognitive difficulty	344	4.3%
With an ambulatory difficulty	51	0.6%
With a self-care difficulty	105	1.3%

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Disability by Age	Persons	Percent
Age 18 to 64 - total persons	25,038	
With a hearing difficulty	240	1.0%
With a vision difficulty	560	2.2%
With a cognitive difficulty	735	2.9%
With an ambulatory difficulty	1017	4.1%
With a self-care difficulty	409	1.6%
With an independent living difficulty	838	3.3%
Age 65 and over* - total persons	3,809	
With a hearing difficulty	632	16.6%
With a vision difficulty	400	10.5%
With a cognitive difficulty	620	16.3%
With an ambulatory difficulty	1,207	31.7%
With a self-care difficulty	611	16.0%
With an independent living difficulty	1,073	28.2%

Source: U.S. Census, 2009-2013 ACS

Note: Totals may exceed 100% due to multiple disabilities per person

Developmental Disabilities

As defined by federal law, “developmental disability” means a severe, chronic disability of an individual that:

- Is attributable to a mental or physical impairment or combination of mental and physical impairments;
- Is manifested before the individual attains age 18;
- Is likely to continue indefinitely;
- Results in substantial functional limitations in three or more of the following areas of major life activity: a) self-care; b) receptive and expressive language; c) learning; d) mobility; e) self-direction; f) capacity for independent living; or g) economic self-sufficiency; and
- Reflects the individual’s need for a combination and sequence of special, interdisciplinary, or generic services, individualized supports, or other forms of assistance that are of lifelong or extended duration and are individually planned and coordinated.

The Census does not record developmental disabilities as a separate category of disability. According to the U.S. Administration on Developmental Disabilities, an accepted estimate of the percentage of the population that can be defined as developmentally disabled is 1.5 percent. Many developmentally disabled persons can live and work independently within a conventional housing environment. More severely disabled individuals require a group living environment where supervision is provided. The most severely affected individuals may require an institutional environment where medical attention and physical therapy are provided. Because developmental disabilities exist before

adulthood, the first issue in supportive housing for the developmentally disabled is the transition from the person's living situation as a child to an appropriate level of independence as an adult.

The California Department of Developmental Services (DDS) currently provides community-based services to approximately 243,000 persons with developmental disabilities and their families through a statewide system of 21 regional centers, four developmental centers, and two community-based facilities. The San Gabriel-Pomona Regional Center (SG/PRC) located in Pomona (<http://www.sgprc.org/>) provides services for people with developmental disabilities in San Gabriel. The SG/PRC is a private, non-profit community agency that contracts with local businesses to offer a wide range of services to individuals with developmental disabilities and their families. As of 2014, SG/PRC served approximately 1,200 clients living in La Puente (zip codes 91744 and 91746) of which about 47 percent were age 18 and under.

There is no charge for diagnosis and assessment for eligibility. Once eligibility is determined, most services are free regardless of age or income. There is a requirement for parents to share the cost of 24-hour out-of-home placements for children under age 18. This share depends on the parents' ability to pay. There may also be a co-payment requirement for other selected services.

Regional centers are required by law to provide services in the most cost-effective way possible. They must use all other resources, including generic resources, before using any regional center funds. A generic resource is a service provided by an agency that has a legal responsibility to provide services to the general public and receives public funds for providing those services. Some generic agencies may include the local school district, county social services department, Medi-Cal, Social Security Administration, Department of Rehabilitation and others. Other resources may include natural supports. This is help that disabled persons may get from family, friends or others at little or no cost.

Large Households

Large households (with five or more members) are identified as a group with special housing needs based on the limited availability of adequately sized, affordable housing units. Large households with lower incomes may experience overcrowding and accelerating unit deterioration.

Recent Census estimates reported that approximately 39 percent of owner households and about 33 percent of renter households had five or more members (**Table 9**).

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Table 9. Large Households by Tenure

Household Size	Owners		Renters	
	Households	%	Households	%
1 person	480	9.2%	479	11.9%
2 persons	1,067	20.6%	764	18.9%
3 persons	731	14.1%	657	16.3%
4 persons	874	16.8%	807	20.0%
5 persons	928	17.9%	632	15.7%
6 persons	391	7.5%	336	8.3%
7+ persons	721	13.9%	358	8.9%
Total households	5,192	100%	4,033	100%

Source: U.S. Census, 2009-2013 ACS

Female Headed Households

Single-parent households require special consideration and assistance because of the greater need for day care, health care, and other services. Female-headed households with children particularly tend to have lower incomes, thus limiting housing availability for this group. In addition, these households have a greater need for accessible daycare and other supportive services.

Recent Census estimates reported that female-headed households comprised about 17 percent of owner households and 22 percent of renter households in La Puente (**Table 10**).

Table 10. Female-Headed Households by Tenure

Household Type	Owners		Renters	
	Households	%	Households	%
Married couple family	3,301	63.6%	1,884	46.7%
Male householder, no wife present	447	8.6%	583	14.5%
Female householder, no husband present	861	16.6%	879	21.8%
Non-family households	583	11.2%	687	17.0%
Total households	5,192	100%	4,033	100%

Source: U.S. Census 2009-2013 ACS

Farmworkers

La Puente is a fully urbanized city with no significant agricultural operations. Recent Census estimates reported 214 residents of La Puente employed in the "Agriculture, forestry, fishing and hunting, and mining" industries. Due to the limited opportunities for agriculture in and around the City, it is likely that these persons are not farmworkers but are instead employed in plant nurseries, landscaping, or gardening occupations. As such, the City has no need for farmworker housing, and the affordable housing needs of those who work in nursery and gardening occupations are accommodated by other programs such as Section 8.



Homeless Persons

The 2013 Greater Los Angeles Homeless Count conducted by the Los Angeles Homeless Services Authority (LAHSA) revealed a population of approximately 36,000 homeless persons in Los Angeles County on a single night survey conducted in January 2013.² LAHSA did not estimate the number of homeless persons in each city, although estimates are provided by Service Planning Area (SPA). La Puente is located in SPA 3, San Gabriel Valley. The 2013 homeless count for SPA 3 was about 2,800 persons with approximately half of those unsheltered.

The East San Gabriel Valley Coalition for the Homeless (ESGVCH) is a non-profit organization that provides emergency shelter and other forms of assistance to homeless families and persons, as well as at-risk low-income persons in the East San Gabriel Valley, which includes the City of La Puente. The ESGVCH is an active partner in with the Continuum of Care of Homeless Services in the East San Gabriel Valley.

The ESGVCH provides its services to the area's homeless and at-risk populations through a Homeless Emergency Assistance Center in the neighboring city of Covina, a Services Access Center housed in the West Covina Community Services Center, and emergency winter shelters established in local churches on a rotating basis. In addition, homeless persons in La Puente are provided with transportation to these facilities from pick-up point in La Puente Park.

HOUSING PROFILE

This section addresses characteristics of the housing supply in La Puente, including type, age, condition, and availability.

Housing Type and Vacancy

La Puente was developed as a community of single-family dwelling units and has primarily remained as such. Although multiple-family residential construction accelerated during the 1970s and 1980s it slowed from the 1990s on.

La Puente's housing supply is somewhat different than that of Los Angeles County as a whole. As is illustrated in **Table 11**, La Puente has a higher percentage of single-family dwellings (74 percent for the City as compared to 56 percent for the County) and a lower percentage of mobile homes (0.3 percent for the City as compared to 2 percent for the County).

² Los Angeles Homeless Services Authority, 2013 Greater Los Angeles Homeless Count, <http://documents.lahsa.org/Planning/homelesscount/2013/2013HomelessCountResultsLACountyCoC.pdf>. This count excludes the cities of Glendale, Long Beach and Pasadena.

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Table 11. Housing Type 2000-2015

Structure Type	2000		2015		Growth	
	Units	%	Units	%	Units	%
La Puente						
Single-family	6,970	72%	7,260	74%	290	n.a.
Multi-family	2,581	27%	2,501	26%	-80	n.a.
Mobile homes	109	1%	30	0.3%	-79	n.a.
Total units	9,660	100%	9,791	100%	131	n.a.
Los Angeles County						
Single-family	1,835,024	56%	1,951,578	56%	116,554	54%
Multi-family	1,379,277	42%	1,477,583	42%	98,306	45%
Mobile homes	56,605	2%	58,273	2%	1,668	0.8%
Total units	3,270,906	100%	3,487,434	100%	216,528	100%

Source: Cal. Dept. of Finance, Tables E-5 & E-8

The Department of Finance reported the 2015 vacancy rate in La Puente as 3.2 percent compared to 5.8 percent for Los Angeles County as a whole.

Housing Conditions

The age and condition of La Puente's housing stock is an indicator of potential rehabilitation needs. Commonly, housing over 30 years of age needs some form of major rehabilitation, such as a new roof, foundation work, plumbing, etc. La Puente's housing stock is aging. The age of the housing stock, as defined by the year the units were built, is shown in **Table 12**. According to Census estimates, approximately 86 percent of all the housing units in the City were built before 1980 and over half were built prior to 1960. In other words, many housing units in the City are likely in need of major rehabilitation, if routine maintenance has not been performed over time. City staff estimates that approximately 50 percent of housing units may be in need of substantial repair due to deferred maintenance.

The City offers both deferred loans as well as outright grants to qualifying homeowners as part of its Housing Rehabilitation Program.

Table 12. Age of Housing Stock

Year Built	La Puente		LA County	
	Units	%	Units	%
2010 or later	6	0.1%	9,769	0.3%
2000 to 2009	132	1%	204,683	6%
1990 to 1999	403	4%	213,866	6%
1980 to 1989	760	8%	404,099	12%
1970 to 1979	1,197	12%	488,155	14%
1960 to 1969	1,809	19%	515,735	15%
1950 to 1959	4,599	48%	716,049	21%
1940 to 1949	429	4%	380,777	11%
1939 or earlier	286	3%	519,768	15%
Total units	9,621	100%	3,452,901	100%

Source: Census 2009-2013 ACS

Overcrowding

In response to a mismatch between household income and housing costs in a community, some households may not be able to buy or rent housing that provides a reasonable level of privacy and space. Residents may accept smaller-sized housing or double up with other families to afford housing costs. An overcrowded household is defined as one with more than one person per room, excluding bathrooms, kitchens, hallways and porches. Severely overcrowded households are those with more than 1.5 persons per room. Overcrowding contributes to increases in traffic and on-street parking within a neighborhood and accelerates deterioration of homes and infrastructure.

Census estimates (**Table 13**) show that the incidence of overcrowding is higher in La Puente than in Los Angeles County as a whole. About 17 percent of owner-occupied units and about 24 percent of rental units in the City were overcrowded.

Residential rehabilitation programs can provide financial assistance for the construction of bedroom additions to reduce overcrowding.

Table 13. Overcrowding by Tenure

Occupants per Room	La Puente		LA County	
	Units	%	Units	%
Owner occupied units	5,192	100%	1,515,098	100%
1.01 to 1.50	672	12.9%	67,690	4.5%
1.51 to 2.00	171	3.3%	18,068	1.2%
2.01 or more	43	0.8%	6,495	0.4%
Renter occupied units	4,033	100%	1,715,285	100%
1.01 to 1.50	627	15.5%	161,043	9.4%
1.51 to 2.00	292	7.2%	91,496	5.3%
2.01 or more	39	1.0%	46,880	2.7%

Source: Census 2009-2013 ACS

2. Needs Assessment

Housing Element

Housing Costs

Housing Affordability Criteria

State law establishes five income categories for purposes of housing programs based on the area (i.e., county) median income ("AMI"): extremely-low (30% or less of AMI), very-low (31-50% of AMI), low (51-80% of AMI), moderate (81-120% of AMI) and above moderate (over 120% of AMI). Housing affordability is based on the relationship between household income and housing expenses. According to HUD and the California Department of Housing and Community Development, housing is considered "affordable" if the monthly payment is no more than 30% of a household's gross income. In some areas such as Los Angeles County, these income limits may be increased to adjust for high housing costs.

Table 14 shows affordable rent levels and estimated affordable purchase prices for housing in La Puente (and Los Angeles County) by income category. Based on state-adopted standards, the maximum affordable monthly rent for extremely-low-income households is \$640, while the maximum affordable rent for very-low-income households is \$1,068. The maximum affordable rent for low-income households is \$1,708, while the maximum for moderate-income households is \$1,944.

Maximum purchase prices are more difficult to determine due to variations in mortgage interest rates and qualifying procedures, down payments, special tax assessments, homeowner association fees, property insurance rates, etc. With this caveat, the maximum home purchase prices by income category (**Table 14**) have been estimated based on typical conditions.

Table 14. Income Categories and Affordable Housing Costs

2015 Los Angeles County Median Income = \$64,800	Income Limits	Affordable Rent	Affordable Price (est.)
Extremely Low (<30%)	\$25,600	\$640	--
Very Low (31-50%)	\$42,700	\$1,068	\$150,000
Low (51-80%)	\$68,300	\$1,708	\$250,000
Moderate (81-120%)	\$77,750	\$1,944	\$300,000
Above moderate (120%+)	>\$77,750	>\$1,944	> \$300,000

Assumptions:

-Based on a family of 4

-30% of gross income for rent or PITI

-10% down payment, 4% interest, 1.25% taxes & insurance, \$250 HOA dues

Source: Cal. HCD; J.H. Douglas & Associates

For-Sale Housing

Housing sales price statistics³ for all homes in La Puente during 2014 showed a median price of \$350,000 compared to a median price of \$455,000 for Los Angeles County as a whole. Based on the estimated affordable purchase prices shown in **Table 14**, some homes are affordable to moderate-income residents, but public subsidies are generally required to reduce sales prices to a level that is affordable to lower-income buyers. At a median price of \$350,000 there is a gap of about \$100,000

³ Source: CoreLogic

between the market price and the maximum price a low-income household can afford, and a gap of \$200,000 for very-low-income households. These statistics illustrate why affordable housing strategies generally focus on rental rather than ownership housing, due to the smaller affordability gap for rental units.

Rental Housing

A recent internet survey⁴ showed typical rental rates for 2- and 3-bedroom apartments in La Puente of \$1,350 to \$1,600 per month. When market rents are compared to the amounts lower-income households can afford to pay (**Table 14**), it is clear that very-low- and extremely-low-income households have a difficult time finding housing without overpaying. The gap between market rent for a typical 2-bedroom 1-bath apartment and affordable rent at the very-low-income level is about \$300 per month, while the gap at the extremely-low-income level is about \$700 per month. However, at the low-income and moderate-income levels, households are likely to find affordable rentals.

Overpayment

State and federal standards specify that households spending more than 30 percent of gross annual income on housing experience a housing cost burden. Housing cost burdens occur when housing costs increase faster than household income. When a household spends more than 30 percent of its income on housing costs, it has less disposable income for other necessities such as health care. In the event of unexpected circumstances such as loss of employment or health problems, lower-income households with a burdensome housing cost are more likely to become homeless or double up with other households. Homeowners with a housing cost burden have the option of selling the homes and become renters. Renters, on the other hand, are vulnerable and subject to constant changes in the housing market.

Table 15 shows the connection between income, tenure and overpayment. The proportion of households overpaying declines significantly as income increases. Overall cost burden was most prevalent among renter households in the extremely-low and very-low income categories (77 percent and 81 percent of households, respectively).

Table 15. Overpayment by Tenure

Income Category	Owners		Renters	
	Households	Percent	Households	Percent
Extremely low households	455		970	
Households overpaying	280	62%	745	77%
Very low households	945		1,310	
Households overpaying	595	63%	1,055	81%
Low households	1,645		915	
Households overpaying	1,095	67%	315	34%
Moderate households	860		360	
Households overpaying	285	33%	15	4%
Above moderate households	1,755		360	
Households overpaying	234	13%	0	0%

Source: U.S. Department of Housing and Urban Development, CHAS based on the 2007-2011 ACS

⁴ www.apartmenthunterz.com, accessed May 19, 2015

2. Needs Assessment

Housing Element

Affordable Housing in La Puente

Project-based Section 8

The only subsidized affordable housing in La Puente is funded primarily through “project-based” Section 8. Project-based funding is provided by HUD through its New Construction, Substantial Rehabilitation, and/or Loan Management Set-Aside (LMSA) Programs. This funding, which generally is in the form of a subsidized mortgage, comes with the requirement that a percentage of the units in the building be affordable for a contractually determined period. While many of these contracts were long-term (15 to 20 years) at the beginning of the project-based Section 8 program, now they are mostly one to two years in length. Though these contracts are usually renewed by the building owner, the fact that they do not have to be renewed means that many project-based Section 8 subsidized units face the possibility of conversion to market rate.

In order for an owner of a project-based subsidized building to opt out of the Section 8 program, he or she is required to provide at least one-year’s notice to residents, the local HUD contract administrator, and the local jurisdiction. According to the Los Angeles LOMOD Corporation,⁵ the HUD contract administrator for the Los Angeles area, none of the owners of the three project-based Section 8 buildings in La Puente had given notice of intent to withdraw from the program as of July 2017. Two of the three subsidized properties listed in **Table 16** are currently owned by for-profit entities; however, the La Villa Puente Apartments is currently in escrow to be acquired by a non-profit developer/owner.

Table 16. Subsidized Dwelling Units

Project Name	Tenant Type	Total Units	# of Affordable Units	Funding Program	Earliest Conversion Date
La Villa Puente Apartments 17351 E Main St. (for-profit going to non-profit)	Family	121	119	Sec 8 LMSA CA16L000133	5/31/2037
La Puente Park Apartments 14721 Nelson Ave. (non-profit)	Family	132	132	Preservation, Low Income Housing Tax Credit CA16L000010	7/1/2036
Nantes Manor 775 Nantes Ave. (for-profit)	Family	40	40	Sec 8 NC , Section 221(d) CA160049006	8/1/2022

Sources:

⁵ The Los Angeles LOMOD Corporation is a non-profit corporation founded by the Housing Authority of the City of Los Angeles (HACLA). Los Angeles LOMOD operates independently of HACLA and its mission is to provide and support good quality housing for low-income families, seniors, and people with disabilities.

Housing Authority of Los Angeles County (HACOLA), 2015; California Housing Partnership Corporation, 2015;
Property owners

At-Risk Units

Over the 2013-2023 time period, only one of the three federally assisted developments in La Puente consisting of 40 units (Nantes Manor) has an expiring affordability covenant. The other two developments, consisting of a total of 251 units, have affordability covenants in place through 2036. One of these projects – La Villa Puente Apartments, will soon be under ownership of a non-profit corporation. Expected transition date is prior to December 31, 2017. Based on the recent extensions of the affordability dates, there is minimal risk to losing the current supply of 291 units in the City.

Preservation and Replacement Options

Preservation of at-risk projects can be achieved in a variety of ways, with adequate funding availability. These include:

- Transfer of ownership to nonprofit organizations
- Providing rental assistance to renters through other funding sources
- Purchase affordability covenants

Alternatively, units that are converted to market rate may be replaced with new, assisted, multi-family units with specified affordability timeframes. The City has recently been instrumental in facilitating the preservation of 251 affordable units at the La Villa Puente Apartments and La Puente Park Apartments by approving project financing through the Tax Equity and Fiscal Responsibility Act of 1982 (TEFRA) public hearing process.

Transfer of Ownership

Transferring ownership of the affordable units to a nonprofit housing organization is a viable way to preserve affordable housing for the long term and increases the number of government resources available to the project. The feasibility of this option depends upon the willingness of the owner to sell, funding sources to buy the property, and the existence of a nonprofit organization with sufficient administrative capacity to manage the property. Additionally, projects in which all of the units are affordable, rather than just a portion, are more likely to be feasible because they can participate in ownership transfers more simply. The County Housing Authority would be a likely agency to facilitate transfer of projects to nonprofit entities. Because of the elimination of the Redevelopment Agency, the City has no staffing or funding to assist in facilitating such transfers.

Rental Assistance

State, local, or other funding sources can also be used to provide rental subsidies to maintain the affordability of at-risk projects. These subsidies can be structured to mirror the Section 8 program, whereby the subsidy covers the cost of the unit above what is determined to be affordable for the tenant's household income (including a utility allowance) up to the fair market value of the apartment. Based on the current fair-market rent of \$1,424/month for 2-bedroom apartments and the affordability levels shown in Table 14, it is estimated that a total subsidy of approximately \$112,000 per month (\$1.3 million per year) would be required to maintain rents for 291 units at very-low-income levels.

2. Needs Assessment

Housing Element

Purchase Affordability Covenants

Another option to preserve the affordability of at-risk projects is to provide an incentive package to the owners to maintain the projects as low-income housing. Incentives could include writing down the interest rate on the remaining loan balance, refinancing, and/or supplementing the Section 8 subsidy received to market levels. The feasibility of this option depends on whether the complexes require rehabilitation or are too highly leveraged. By providing lump-sum financial incentives or on-going subsidies in rents or reduced mortgage interest rates to the owner, some or all of the units could remain affordable.

Construction of Replacement Units

The construction of new low-income housing can be a means to replace at-risk units. The cost of developing new housing depends on a variety of factors, including density, size of units, construction quality and type, location, and land cost. Assuming a development cost of approximately \$300,000 for an affordable multi-family unit, the cost of replacing all 291 at-risk units would be approximately \$87 million.

Projected Housing Need

California General Plan law requires each city and county to have land zoned to accommodate its fair share of the regional housing need. The California Department of Housing and Community Development (HCD), in conjunction with the SCAG, determine a projected housing need for the region covered by SCAG, including the counties of Los Angeles, Orange, Riverside, San Bernardino, Ventura and Imperial. SCAG has, in turn, allocated a share of the region's total housing need to each of its constituent jurisdictions. The City of La Puente has a total RHNA of 818 housing units distributed among income categories as shown in **Table 17**.

Table 17. Regional Housing Needs Allocation 2013-2021

Income Group	% of County AMI	Number of Units Allocated	Percent of Total Allocation
Very Low*	0-50%	208	25.4%
Low	51-80%	121	14.8%
Moderate	81-120%	135	16.5%
Above Moderate	120%+	354	43.3%
Total	---	818	100%

*Pursuant to Government Code §65583(a)(1), 50% of the very-low category is assumed to be extremely-low-income.

3. CONSTRAINTS ANALYSIS

While the City of La Puente recognizes the need for the development of sound, affordable housing for all its residents, this goal is not easy to achieve. The built-out nature of La Puente leaves few opportunity areas for new development. The key factors constraining housing development include land availability, the economics of development, and governmental regulations, all of which may impact the cost and amount of housing produced. These constraints may result in housing that is not affordable to low- and moderate-income households, or may make new residential construction economically difficult for developers. Constraints to housing production significantly impact households with lower incomes and special needs. State law requires that Housing Elements analyze potential and actual governmental and non-governmental constraints to the production, maintenance, and improvement of housing for all persons of all income levels and disabilities. In La Puente, constraints to housing are often related to the overall housing market and are part of regional trends over which the City has no control.

This section discusses potential constraints on the provision and cost of housing development in La Puente. According to State Housing Element Law, the constraints analysis must also demonstrate local efforts to remove barriers to achievement of goals for housing production and housing for persons with disabilities. Should constraints preclude the achievement of housing goals, jurisdictions are required to address and, where appropriate and legally possible, remove governmental constraints to the maintenance, improvement, and development of housing. Where constraints to housing production related to the City's regulations or land use controls are identified, appropriate programs to mitigate these constraints are included in the Housing Plan.

MARKET CONSTRAINTS

Many factors affecting housing costs are related to the larger housing market. The availability of land, the cost and availability of financing the price of land, and the cost of construction all contribute to the cost of housing, and can hinder the production of affordable housing. Additionally, the availability of financing can limit access to homeownership for some low-income households.

DEVELOPMENT COSTS

Building Materials. A significant cost factor associated with residential building is the cost of building materials, which can comprise a significant portion of the sales price of a home. An indicator of construction costs is Building Valuation Data compiled by the International Code Council (ICC). The unit costs compiled by the ICC include structural, electrical, plumbing, and mechanical work, in addition to interior finish and normal site preparation. The data are national and do not take into account regional differences, nor do the data include the price of the land upon which the building is built. The national averages for costs per square foot unit of apartments and single-family homes are as follows:

- Type I or II, Multi-Family: \$133.25 to \$152.86 per sq. ft.
- Type V Wood Frame, Multi-Family: \$102.41 to \$106.66 per sq. ft.
- Type V Wood Frame, One and Two Family Dwelling: \$112.65 to \$119.73 per sq. ft.

3. Constraints Analysis

Housing Element

These costs are exclusive of the costs of land and soft costs, such as entitlements, financing, etc. The City's ability to mitigate high construction costs is limited without direct subsidies.

A reduction in amenities and quality of building materials (above a minimum level of acceptability for health, safety, and adequate performance) could result in lower sales prices. Additionally, manufactured housing (including both mobile homes and modular housing) may provide for lower priced housing by reducing construction and labor costs.

Development Density. Another factor related to construction cost is development density. With an increase in the number of units built in a project, overall costs generally decrease as builders can benefit from the economies of scale. This reduction in costs is of particular benefit when density bonuses are utilized for the provision of affordable housing.

Land Cost. The price of land in La Puente can be the most significant component of housing development costs. Prices for residential lots are typically in the range of \$300,000 to \$400,000 in this market area. Land costs may vary depending on whether the site is vacant or has an existing use that must be removed. Similarly, site constraints such as environmental issues (steep slopes, soil stability, seismic hazards, or flooding) can also be factored into the cost of land. The cost of land fluctuates based on availability and general market conditions.

AVAILABILITY OF FINANCING

The recent crisis in the mortgage industry will affect the availability and cost of real estate loans, although the long-term effects are unpredictable. The problem resulted when "sub-prime" lenders made it possible for low-income families or others who could not qualify for standard mortgages to become home owners even though they might not have had the credit history and income to support repayment of the loans. These problems typically occurred with adjustable rate mortgages (ARMs) after the initial fixed interest rate period expired (often two or three years) and the interest rate converted to market. Because ARMs often offer "teaser" initial interest rates well below market for the first few years, monthly payments may increase by several hundred dollars when the loan converts to market rate. When property values were increasing, as was the case from 2000 to 2006, homeowners had the option of refinancing to a new loan when the initial rate expired. However, when property values declined, homeowners owed more than the resale value of their home, making refinancing impossible. As a result of these conditions, there was a significant rise in default rates, and changes in mortgage underwriting standards had greater impacts on low-income families than households with higher incomes.

Since the beginning of the real estate recession in 2008, mortgage interest rates have been at very low levels by historic standards. Low interest rates have resulted in improved affordability for buyers with good credit ratings who can meet underwriting standards.

TIMING AND DENSITY

Market can also constrain the timing between project approval and requests for building permits. In most cases, this may be due to developers' ability to secure financing for construction. In La Puente, the average time between project approval and request for building permit is typically about two weeks. Market-rate developers for residential development typically propose products at the lower end of the allowable density range. As part of the 6th cycle Housing Element update, the City will be exploring tools and changes to development standards that will facilitate in achieving the maximum density.

GOVERNMENTAL CONSTRAINTS

Housing affordability can be affected by factors in both the private and public sectors. Actions by the City can have an impact on the price and availability of housing. Land use controls, site improvement requirements, building codes, fees, and other local programs intended to improve the quality of housing may serve as a constraint to housing development. Public policies can affect overall housing availability, adequacy, and affordability. Consistent with State law (Section 65583) this section addresses six potential constraints to housing development:

- Land use controls
- Building codes and their enforcement
- Site improvements (on and off-site)
- Fees and exactions
- Processing and permit procedures
- Housing for people with disabilities

LAND USE CONTROLS

Development and growth in La Puente are issues of critical importance to City government and residents. Land use controls, site improvement requirements, building codes, fees, and other local programs to improve the overall quality of housing may serve as a constraint to housing development. Land use controls set forth by the General Plan and Municipal Code Chapter 10 (Zoning) have a direct effect on the availability and affordability of housing in the City. Controls currently in place in La Puente are described below.

General Plan Community Development Element

The City completed a comprehensive update of its General Plan in 2004. The Community Development Element sets forth the City's policies for guiding local development and growth. These policies, together with zoning regulations, establish the amount and distribution of land uses within the City. The Community Development Element provides a variety of residential land use designations as well as a mixed-use development category that promotes development of mixed commercial, office, and residential uses in the downtown business district, consistent with the goals of the Downtown Business District Specific Plan (**Table 18**).

3. Constraints Analysis

Housing Element

Table 18. Residential Land Use Designations

General Plan Land Use Category	Corresponding Zone Districts	Maximum Densities ¹	Typical Residential Types
Low Density Residential (LDR)	R-E R-1 PUD	7 DU/acre	Primarily detached single-family dwellings on individual lots.
Medium Density Residential (MDR)	R-2 PUD	14 DU/acre	Small-lot detached single-family homes, duplexes, triplexes, medium density garden apartments, planned developments, and townhomes.
Medium High Density Residential (MHDR)	R-3 PUD	18 DU/acre	Moderate density apartments, townhomes, condominiums, and planned unit developments.
High Density Residential (HDR)	R-4 PUD	30 DU/acre	Higher-intensity apartments, planned unit developments, condominiums and townhomes.
Downtown Mixed-Use (MIX)	DBD	No density maximum for mixed-use developments. Based on approved projects, the expected density is 40-50 DU/acre ²	Apartments, condominiums, and single-room occupancy (SRO) units above the first floor of a commercial use, and stand-alone multiple-family residential uses in subareas established by the Downtown Business District Specific Plan.

Notes:

1. The General Plan and Comprehensive Zoning Regulations allow for higher densities based on the type of development proposed. See discussion below.

2. See Program 4 in the Housing Plan (Chapter 5)

Source: City of La Puente General Plan, 2017

Residential land use designations are dispersed throughout the City. Densities range from one to seven units per acre for Low Density areas and to up to 30 units per acre in the High Density Residential areas. Much of the land designated for residential development is already built out. Additional residential development, however, can be accommodated through the development of the few remaining parcels of vacant land and recycling of uses on underutilized properties.

The Community Development Element designates over two-thirds of the City's land for residential use. In addition, 11 acres are designated Mixed-Use (MIX), which allows residential uses to be integrated with commercial uses in the Downtown Business District. Uses may be mixed vertically, with residential dwellings above street-level office and retail businesses in all areas designated for mixed use, and stand-alone multiple-family developments are allowed in certain subareas of the designation. The higher densities allowed in the MIX designation creates opportunities for providing affordable housing.

Zoning and Residential Development Standards

The City regulates the type, location, density, and scale of residential development primarily through Title 10 of the Municipal Code. Zoning regulations are designed to protect and promote the health, safety, and general welfare of residents, as well as implement the policies of the City's General Plan. The zoning regulations also serve to preserve the character and integrity of existing neighborhoods. Residential development standards are summarized in **Table 19**.

Table 19. Residential Development Standards

Standards		R-E	R-1	R-2	R-3	R-4
Min/Max Density (Units/Acre)		-/4.4	-/7	-/14	14/18	20/30
Minimum Lot Area		10,000 sf	6,000 sf	6,500 sf	12,000 sf	15,000 sf
Minimum Lot Width		80 ft	60 ft	60 ft	60 ft	60 ft
Minimum Lot Depth		125 ft	100 ft	N/A	N/A	N/A
Min Lot Area per Dwelling Unit		N/A	N/A	3,111 sf	2,420 sf	1,450 sf
Minimum DU Floor Area		N/A	N/A	SFR: 1,000 sf Duplex: 850 sf	SFR: 1,000 sf Duplex: 850 sf	SFR: 1,000 sf Duplex: 850 sf
Minimum Setbacks	Front	20 ft	20 ft	20 ft	20 ft	15 ft
	Side	5 ft	5 ft	5 ft	5 ft	5 ft
	Rear	10 ft	10 ft	10 ft	10 ft	10 ft
Maximum Building Coverage		35%	40%	45%	50%	50%
Maximum Building Height		30 ft	25 ft	25 ft	40 ft	40 ft

Notes:

Source: City of La Puente Zoning Regulations, 2017

Open Space

To improve the living environment of residential neighborhoods, communities typically require housing to have a certain amount of open space, such as yards, common space, and landscaping. In La Puente, open space is reflected in setbacks and lot coverage requirements for single-family developments and minimum required open space areas for multi-family developments. For single-family homes in any district, buildings may cover up to between 35 and 50 percent of the lot, leaving the remaining 65 to 50 percent for open space. Most of this open space is located within the required front and back yards.

In the R-2 zone 100 square feet of common or private open space is required. In the R-3 and R-4 zones, 200 square feet of common open space is required for each dwelling unit plus 100 square feet of private open space per unit in the R-3 zone and 50 square feet of private open space per unit in the R-4 zone. La Puente's open space standards mirror those of similar suburban communities and are not considered a constraint to development.

Parking

City parking standards for residential developments are tailored to the vehicle ownership patterns associated with different residential uses. The Zoning Ordinance requires parking based on the

3. Constraints Analysis

Housing Element

number of units on the property. Parking requirements for residential uses are listed in **Table 20**. For single-family developments, Title 10 requires two parking spaces within an enclosed garage or carport. Multi-family residential requirements vary based on the number of bedrooms in each unit, and also require guest parking. These parking standards are comparable to those found in other Southern California cities.

Table 20. Parking Requirements

Type of Dwelling	Parking Requirements
SF Dwelling (attached or detached)	2 garage parking spaces per DU (one additional uncovered space for units with 5 or more bedrooms)
Duplexes	2 garage spaces per DU
Multiple-Family Dwelling Units	
Bachelor units	1 garage space + ½ uncovered guest spaces per DU
One- to three-bedroom units	2 garage spaces + ½ uncovered guest spaces per DU
Four-bedroom units	2 garage spaces + 1 uncovered guest spaces per DU
Senior housing	1 space per unit, or as determined by a parking study
SRO	1 space per room

Source: City of La Puente Zoning Code, 2015.

Mixed-Use Development Standards

The City's overriding constraint with regard to residential development is the lack of vacant land. With the introduction of a mixed-use designation into the General Plan in 2004 to be consistent with the mixed-use areas provided for in the Downtown Business District Specific Plan (DBDSP), the City has provided expanded opportunities for different types of housing and increased densities.

Table 21A: Downtown Business District Specific Plan

Sub Area	Mixed Use Type Allowed	Multi-Family
1	Office/Residential: Unlimited (50 du/ac expected)	---
2	Office/Residential: Unlimited (50 du/ac expected)	---
3	Office/Residential: Unlimited (50 du/ac expected)	16 du/ac (expected)
4	Office/Residential: Unlimited (50 du/ac expected)	---
5	Office/Residential: Unlimited (50 du/ac expected)	---
6	---	49 du/ac (expected)
9	---	26 du/ac (expected)
10	---	75 du/ac (expected)
15	---	26 du/ac (expected)

Table 21 identifies the development standards for areas of the Downtown Business District that permit mixed use or standalone residential uses. Maximum densities in the residential planning areas range from 26 to 75 units/acre with a height limit of 3 stories or 36 feet. Subarea 10 allows the highest

density, which could accommodate small senior housing units.⁶ There is no maximum density specified in the Mixed-Use Subareas 1-5, and the typical density is expected to be approximately 50 units/acre based on recent approved and proposed projects. Mixed use development in Subareas 1-5 requires approval of a Conditional Use Permit (CUP). As part of the City's 6th cycle Housing Element update, the City will include a program to update the DBDSP to facilitate residential development, including increasing the height limit.

Table 21. Mixed-Use Development Standards

Standards	DBD SP	
	Mixed-Use	Multi-Family
Maximum Density	No density maximum for mixed-use developments. Based on approved projects, the expected density is 50 DU/acre	26 du/ac in sub area 9 26 du/ac in sub area 15 49 du/ac in sub area 6 75 du/ac in sub area 10
Maximum Lot Coverage	100%	100%
Height	45 ft/3 stories	36 ft /3 stories
Minimum Lot Area	N/A	N/A
Minimum Floor Area Per Dwelling Unit	Duplex: 800 sf/DU Studio: 450 sf/DU 1-Bedroom: 650 sf/DU 2-Bedroom: 750 sf/DU More than 2-Bedroom: 750 sf + 50 sf for each additional bedroom SRO: 300 sf/DU	Duplex: 800 sf/DU Studio: 450 sf/DU 1-Bedroom: 650 sf/DU 2-Bedroom: 750 sf/DU More than 2-Bedroom: 750 sf + 50 sf for each additional bedroom SRO: 300 sf/DU Senior 1-Bedroom: 450 sf Senior 2-Bedroom: 600 sf Senior SRO: 300 sf
Parking ⁷	Studio: 1 covered space + ¼ uncovered space 1-Bedroom: 1 covered space + ½ uncovered space 2- or more-Bedroom: 2 covered spaces + ½ uncovered space Senior: May be reduced by up to ½, subject to approval of Traffic Engineer	Studio: 1 covered space + ¼ uncovered space 1-Bedroom: 1 covered space + ½ uncovered space 2- or more-Bedroom: 2 covered spaces + ½ uncovered space Senior: May be reduced by up to ½, subject to approval of Traffic Engineer
Landscaping	One 24-inch box tree per 50 linear ft of street frontage	One 24-inch box tree per 50 linear ft of street frontage

Setback requirements are also tailored for the DBD to reflect the commercial nature of the ground floor of developments within the mixed-use areas. On each of the primary streets (Main Street, Glendora Avenue, First Street, Second Street, and Third Street), a 10-foot setback from the right-of

⁶ With an average unit size of 400 square feet, 75 units/acre would be equivalent to a floor area ratio of 0.69, which is relatively low for a 3-story development with 100% coverage allowed.

⁷ According to the La Puente Downtown Business District Specific Plan, multi-family housing containing eight or more units must provide an additional guest space for each eight dwelling units in the development.

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Housing Element

way is required for sidewalks. No side yard is required, and rear yards must be 12 feet in depth at a minimum, unless a reduced yard is necessary to accommodate required on-site parking, circulation aisles, and dedication of alley rights-of-way.

In addition to allowing decreased parking requirements for senior residential developments in the DBDSP area, at the discretion of the Planning Commission, payment of fees may be paid in lieu of providing parking spaces. Criteria used to determine if parking should be reduced, and payment of in lieu fees, includes pedestrian orientation of commercial uses, incompatibility of parking areas with adjacent uses, and efficiency in site planning. The Specific Plan allows for flexibility in design and density in the City's Downtown area. Program 4 in the Housing Plan includes a review of the Downtown Business District Specific Plan to identify changes that would help to facilitate revitalization of the Downtown.

Other Specific Plan Areas

In addition to the Downtown Business District Specific Plan, two other specific plans, the Sunny Garden Specific Plan and the Unruh Avenue Specific Plan, provide for high-density senior housing.

Providing for a Variety of Housing Types

The Community Development Element and Title 10 contain the basic standards that allow for the development of a variety of housing types. Title 10 development standards are considered typical for suburban communities in Los Angeles County and do not impede the ability to develop housing at appropriate densities. **Table 22** lists the allowed location of specific uses.

Multi-Family Housing

Multi-family housing is permitted by-right in the R-2 (2 or fewer units per structure), R-3 and R-4 zones of the City's Zoning Map, which is consistent with the General Plan Land Use Policy Map and all areas designated as Residential Multi-Family in the DBDSP. As shown in Table 19, the allowable density for multi-family developments in the R-4 zone is 20-30 units/acre, which is considered suitable for low- and moderate-income housing. Allowable density in the R-2, R-3 zone is 14-18 units/acre, which is suitable for moderate-income housing.

Table 22. Permitted Uses in Residential Zones

Uses	R-E	R-1	R-2	R-3	R-4	DBDSP MIX	DBDSP Multi-family
Detached One Family Homes	P	P	P	P ¹	P ¹	-	-
Duplex	-	-	P	P	P	-	-
Multi-Family Housing	-	-	-	P	P	C	P
Alcohol Treatment Facility	C	C	C	C	C	-	-
Boarding and Rooming Houses	-	-	-	-	-	-	P
Group Homes (6 or fewer residents)	P	P	P	P	P	-	P
Transitional/supportive housing	P ²	P ²	P ²	P ²	P ²	P ²	P ²
Manufactured Housing on Permanent Foundation	P	P	P	P ¹	P ¹	-	-
Second units	A	A	A	A	A	-	-
Senior Citizen Housing	-	-	-	CUP	CUP	-	C
SRO	-	-	-	-	-	C	C
24-hour Foster care homes	P	P	P	P	P	-	P

P = Permitted use by-right

A = Accessory Use. Use permitted only if accessory to another primary use on the same site

C = Conditional Use. Use eligible for consideration under the conditional use procedures and permitted only if the conditional use permit is approved, subject to the specific conditions of such permit.

- = Not a permitted use.

1. Must conform with minimum density standards

2. Permitted subject to the same standards as other residential uses of the same type in the same zone

Source: La Puente Municipal Code, 2015

Accessory Units

As indicated in **Table 22**, La Puente permits the creation of accessory units, by right, on all residential sites containing an existing single-family home, consistent with State law. Conditions of approval for second units are standard and do not impede the creation of second units. These conditions include:

- A maximum of one second unit on each lot.
- Either the primary residence or the accessory unit must be occupied by the property owner.
- The gross floor area for the accessory dwelling unit must not exceed 35 percent of the existing residence or 1,200 square feet.
- The second unit must be compatible with the existing primary residence in terms of form, material, and architectural design.
- Second units must include one off-street parking space, which may be uncovered. If there is more than one bedroom in an accessory dwelling unit, two parking spaces must be provided.

The City is currently revising its Zoning Code pertaining to accessory dwelling units to reflect recent changes in State law pertaining to conversion of existing space, parking requirements, and square footage allowances (See Program 12 in Chapter 5).

Senior Citizen Housing

To facilitate the development of affordable senior citizen housing (multi-family housing units that are restricted to elderly persons of lower income), the City allows the development of senior citizen

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housing subject to approval of a Conditional Use Permit. A Conditional Use Permit is required for this type of housing to ensure the location is properly sited in proximity to shopping, services, and public transit and developed so as to not result in an adverse living environment to the senior citizen residents due to limited open space, lack of amenities or services and/or insufficient facilities to promote a positive living environment for the residents. The senior citizen housing development standards allow buildings with up to five stories and are intended to promote a desirable living environment for senior citizens.

The Sunny Garden Specific Plan (1988) consists of 95 residential units (94 senior units and one manager unit) on 1.67 acres, yielding a density of 56.9 dwelling units per acre. Two parking areas are located on the site, with 44 uncovered parking spaces (for a parking ratio of 0.5 spaces per unit).

The Unruh Specific Plan was approved in 2007 for 74 units (73 senior units and one manager unit) on a 1.13-acre lot, at a density of 65.4 dwelling units per acre. Eighteen of these units were proposed to be reserved for low-income seniors. The project also received substantial concessions for parking, with a parking ratio of 0.7 spaces per unit, only 18 of which were required to be covered. The development was also permitted to be up to four stories tall, a full story taller than the underlying zoning would have permitted. This project has not moved forward due to financing difficulties; however, the City has recently approved an agreement to extend the entitlements.

In addition, the Downtown Business District Specific Plan conditionally permits senior housing.

Housing for Persons with Disabilities

State law requires localities to analyze potential and actual constraints upon housing for persons with disabilities, demonstrate efforts to remove governmental constraints, and include programs to accommodate housing designed for people with disabilities. The City has no special zoning or land use restrictions that regulate the siting of housing for persons with disabilities.

Community Care Facilities

In accordance with State law, La Puente permits State-licensed residential care facilities serving six or fewer persons in all residential zoning districts by-right. Residential Care Facilities for the Elderly (RCFEs) are permitted by CUP in the C-1 and C-2 zones. There are no separation requirements for these facilities other than as may be required under state law.

Definition of Family

The Zoning Code defines *family* as "One or more persons, related or unrelated, living together as a single housekeeping unit with common access to, and common use of, all living and eating areas and all areas and facilities for the preparation and storage of food within the dwelling unit." This definition is in conformance with state law.

Reasonable Accommodation

The Fair Housing Act requires that cities and counties provide reasonable accommodation to rules, policies, practices and procedures where such accommodation may be necessary to afford individuals with disabilities equal housing opportunities. While fair housing laws intend that all people have equal access to housing, the law also recognizes that people with disabilities may need extra tools to achieve equality. Reasonable accommodation is one of the tools intended to further housing opportunities for people with disabilities. For developers and providers of housing for people with disabilities who are often confronted with siting or use restrictions, reasonable accommodation provides a means of requesting from the local government flexibility in the application of land use and zoning regulations or, in some instances, even a waiver of certain restrictions or requirements because it is necessary to achieve equal access to housing. Cities and counties are required to consider requests for accommodations related to housing for people with disabilities and provide the accommodation when it is determined to be “reasonable” based on fair housing laws and the case law interpreting the statutes.

State law allows for a statutorily based four-part analysis to be used in evaluating requests for reasonable accommodation related to land use and zoning matters and can be incorporated into reasonable accommodation procedures. This analysis gives great weight to furthering the housing needs of people with disabilities and also considers the impact or effect of providing the requested accommodation on the City and its overall zoning scheme. Developers and providers of housing for people with disabilities must be ready to address each element of the following four-part analysis:

- The housing that is the subject of the request for reasonable accommodation is for people with disabilities as defined in federal or state fair housing laws;
- The reasonable accommodation requested is necessary to make specific housing available to people with disabilities who are protected under fair housing laws;
- The requested accommodation will not impose an undue financial or administrative burden on the local government; and
- The requested accommodation will not result in a fundamental alteration in the local zoning code.

To create a process for making requests for reasonable accommodation to land use and zoning decisions and procedures regulating the siting, funding, development and use of housing for people with disabilities, the City adopted reasonable accommodation procedures in its Zoning Ordinance, and provides information to residents at public counters and on the City’s website.

Emergency Shelters

Emergency shelters provide short-term shelter (usually for up to six months of stay) for homeless persons or persons facing other difficulties, such as domestic violence. To facilitate the development of emergency housing consistent with State law, emergency shelters are permitted by-right in the Commercial Manufacturing (CM) zone. The CM zone encompasses 21.5 acres of land and contains underutilized properties near services and public transportation that could accommodate local needs for new shelter facilities. With the exception of parking, development standards for emergency shelters are the same as for other uses in the CM zone. Parking requirements are one space per employee plus one space for every 10 residents for which the facility is designed, plus one space per

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vehicle associated with the facility. These requirements are consistent with state law and do not pose a constraint to establishment of emergency shelters.

Transitional and Supportive Housing

Transitional housing provides longer-term temporary housing (up to two years) for individuals and families who are transitioning to permanent housing. Supportive housing is coupled with services such as job training, alcohol and drug abuse programs, and case management for populations in need of assistance, such as those suffering from mental illness or substance abuse problems, and the elderly or medically frail. Consistent with State law, transitional and supportive housing are permitted in all zones where residential uses are permitted subject only to the same restrictions as apply to other residential dwellings of the same type in the same zone.

Manufactured and Mobile Homes

Manufactured housing and mobile homes on permanent foundations are permitted by-right in any zone subject to the same development standards as apply to conventional single-family homes consistent with state law.

Farmworker Housing

As indicated in the Community Needs Assessment, 214 La Puente residents have “Farming, Forestry, and Fishing” occupations, according to recent Census estimates. City records indicate that there are no agricultural operations in La Puente, and the only parcel that was historically used for agriculture is zoned Open Space and is currently a golf course. As La Puente is a completely urbanized community and does not permit commercial agricultural activities in any zone, there is no need for land use regulations to address the State Employee Housing Act (Section 17000 of the Health and Safety Code).

Single-Room Occupancy Facilities

Single-room occupancy (SRO) buildings house people in single rooms, with tenants often sharing bathrooms and kitchens. SROs are not specifically identified in Title 10 but are conditionally permitted as studio apartments under the multi-family regulations in the Downtown Business District Specific Plan Mixed-Use and Multi-Family Residential districts, consistent with established development standards, including minimum unit size of 300 square feet. The density and services available in the Downtown Business District make this an ideal location for SROs. The use permit criteria for the review of SROs pertain to performance standards such as hours of operation, security, and parking, etc. As noted in Program 11 in the Housing Plan, the City will review current regulations for SROs to determine whether revisions are needed to better facilitate this type of housing.

Density Bonus

State density bonus law (*Government Code* Section 65915 et seq.) allows a density increase of up to 35 percent plus other incentives or concessions when a project provides affordable or senior housing. Section 10.10.090 of the Zoning Ordinance incorporates the current provisions of state density bonus



law. The Unruh Specific Plan, providing 18 units of affordable housing to low-income seniors and 56 market rate units, utilized the density bonuses and received a building height concession.

OTHER POLICIES THAT MAY AFFECT HOUSING COSTS

The City has not adopted other programs or policies that may affect the costs of housing, such as short-term rentals or inclusionary housing.

BUILDING CODES AND ENFORCEMENT

In addition to the previously mentioned land use controls, La Puente has adopted the Los Angeles County Building Code as amended, which is based on the California Uniform Building, Housing, Plumbing, Mechanical, and Electrical Codes. The City has made some minor amendments to address unique needs within the community. Specifically, the Building Code has been amended to place a minimum floor area requirement in residential rooms. All residences must have at least one room that is at minimum 120 square feet of floor area, and other habitable rooms (except kitchens) must have an area of at least 70 square feet. Bedrooms are required to be at least 70 square feet, and where more than two persons occupy that room, the required floor area must be increased by 50 square feet for each occupant in excess of two.

The City utilizes its code enforcement powers in a manner that does not constrain housing development or improvement. The goal of the Code Enforcement Division is to find solutions to problems resulting from violations of the City's Municipal Code. To assist neighborhoods and businesses in preserving an appealing appearance, the City has established property maintenance standards. These standards are part of the La Puente Municipal Code and establish the minimal maintenance standards for properties.

To ensure that the Municipal Code is followed, three Code Enforcement Officers assist individuals in keeping their properties in compliance. The Code Enforcement Officers have the authority to expeditiously abate problems that may endanger the health, safety, and welfare of the community, which helps preserve the housing stock by requiring owners to maintain their properties in sound condition. The abatement process typically requires the clean-up or repair of properties that are found to be in violation of City Code. City staff promptly responds to property maintenance complaints and is available to work with property owners in preventing and correcting Code violations. In addition, the City offers financial assistance programs to assist homeowners in helping maintain the safety and quality of their residences. The local enforcement of these codes does not add significantly to the cost of housing.

ON- AND OFF-SITE IMPROVEMENTS

Site improvements are a necessary component of the new development process. Improvements can include the laying of sewer and water lines and new streets for use by a community when that infrastructure is lacking, and these improvements make the development feasible. All residential areas in La Puente are served by sufficient infrastructure, due to the built-out nature of the City. The 2004 Sewer Master Plan outlines the condition of the sewers and the need for capital improvements throughout the City. The Master Plan identifies a number of deficiencies within the existing sewer

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system such as line collapses, inadequate capacity in some areas, minimum flow velocity, and aging pipes. In 2006, the City began collecting a sewer rate charge from all property owners to help fund sewer upgrades. In 2007, the City Council voted to proceed with the issuance of sewer revenue bonds to fund the construction of Phase I of the sewer upgrade project. Additional upgrades have been completed to the sewer system with completion of the Sewer Upgrade Project Phases II-IV with phase V scheduled for construction in 2016.

In La Puente, required site improvements vary depending on the existing condition of each project. Typically, site improvements include the undergrounding of all utility lines, landscaping, replacement of any broken or substandard curbs, gutters, and sidewalks, and the provision of adequate outdoor lighting.

FEES AND EXACTIONS

Planning, Development and Infrastructure Fees

Various fees are collected by the City to cover costs of processing development permits and providing infrastructure(**Table 23**). Application fees can pose a constraint on the production of housing units and adversely affect housing affordability. Consistent with state law, planning and development fees in La Puente are limited to the cost of providing the required services and do not represent an unreasonable constraint on the production or preservation of housing, including affordable housing.

Table 23. Planning and Development Fees

Action/Activity	Single-Family Detached	Multi-Family
Site Plan and Design Review	\$641	\$2,928
Building Plan Check	\$5,600	\$2,685
Sewer connection fee	\$5,824 – Single-Family \$4,368 – Condominium	\$3,490
Total estimated fees	\$12,065	\$9,103
Estimated % of total development cost ⁴	3%	4%

Notes:

1. Based on one 1,400-square-foot single-family house on an existing lot
2. Per-unit fee based on a 20-unit apartment project
3. No school fees are charged in La Puente
4. Based on estimated total development cost of \$400,000 for SFD and \$250,000 for MF
5. Conditional Use Permit Fee for a Senior Citizen Housing project is \$2,171 with a Site Plan and Design Review Fee of \$2,928Source: City of La Puente, 2015

In addition to planning application fees, many municipal jurisdictions charge development impact fees, and developers in turn incorporate those fees into housing costs, which can reduce the affordability of housing. These fees can include park fees, police and fire fees, and sewer and waterline fees imposed in accordance with new development. La Puente has not established development impact fees.

Under *California Government Code* §66000, public agencies are allowed to charge capacity charges at the time a new customer connects for the first time. La Puente imposes a sewer charge. The genesis for the sewer charges was the 2004 Sewer Master Plan, which outlined the condition of the sewers and the need for capital improvements throughout the City. The Master Plan identified a number of deficiencies within the existing sewer system such as line collapses, inadequate capacity in some areas, minimum flow velocity, and aging pipes. In 2006, the City began collecting a sewer rate charge from all property owners to help fund sewer upgrades. The purpose of the sewer rate charge is to recover the reasonable cost of facilities attributable to development. Funds from this capacity charge are used for replacing and renewing exiting facilities and for upgrading and constructing facilities required to expand the system to build-out. The sewer fees were followed in 2007 by the issuance of sewer revenue bonds to fund the construction of Phase I of the sewer upgrade project. Additional upgrades have been completed to the sewer system with completion of the Sewer Upgrade Project Phases II-IV with phase V scheduled for construction in 2016.

Processing and Permit Procedures

The processing time required to obtain approval of development permits is often cited as a contributing factor to the high cost of housing. For some proposed development projects, additional time is needed to complete the environmental review process before an approval can be granted. Unnecessary delays add to the cost of construction by increasing land holding costs and interest payments.

In 2015 the City adopted a comprehensive revision to the Zoning Ordinance, which simplified the development review process. **Table 24** summarizes the permit requirements, procedures and typical timeframes for residential developments.

- Single-family detached houses and duplexes on existing lots are permitted by-right subject only to site plan and design review approval by the Director with no public hearing. Decisions are rendered within 30 days of filing of a complete application.
- Multi-family apartment projects with three or more units are permitted by-right in the R-3 and R-4 zones subject to approval by the Planning Commission at a public hearing. Decisions are rendered within 30 days of filing of a complete application.
- Condominium developments require approval of a parcel map by the Director or a subdivision map by the Planning Commission, in conformance with the City's Division of Land Ordinance and the state Subdivision Map Act.
- Senior Citizen housing developments require approval of a Conditional Use Permit and Site Plan and Design Review permit by the Planning Commission. This type of development application can typically be heard by the Planning Commission within 90 days of filing a complete application.

The CUP process for senior citizen housing is not viewed as being a constraint on providing this much needed housing in the community. The City Council has recently extended the planning entitlements for a proposed 72-unit affordable project for homeless seniors that has made several

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applications to obtain tax credit financing through the Tax Credit Allocation Committee but has not been successful in receiving funding.

The site plan and design review process includes consideration of the following criteria pursuant to Zoning Code Section 10.94.040.C.4:

- a. Compliance with this Chapter, this Zoning Code, Municipal Code Title 8 (Building Regulations), and all other applicable City regulations and policies;*
- b. Efficiency of site layout and design;*
- c. Compatibility with neighboring properties, streets, alleys, and developments;*
- d. Efficiency and safety of public pedestrian and vehicular access and parking;*
- e. The arrangement and relationship of proposed structures and signs to one another and to other developments in the vicinity and whether the relationship is harmonious and based on good standards of design;*
- f. The compatibility in scale and aesthetic treatment of proposed structures with public areas;*
- g. The adequacy of proposed driveways, landscaping, parking spaces, potential on-site and off-site parking, circulation, and traffic impacts, and other potential impacts upon the environment;*
- h. Appropriate open space and use of water efficient landscaping;*
- i. Consistency with the General Plan and any applicable specific plan; and*
- j. Consistency with any adopted design guidelines/policies.*

The following findings are required for approval of a Site Plan and Design Review application.

The proposed development:

- 1. Is allowed within the subject zone;*
- 2. Is in compliance with all of the applicable criteria identified in Subparagraph 10.94.040 C.4., above;*
- 3. Is consistent with or an improvement to the character of the neighborhood, in terms of the structure(s) general appearance;*
- 4. Provides adequate consideration of applicable factors (e.g., noise, traffic, vehicular and pedestrian safety, vibration, etc.) including measures which are reasonably efficient and satisfactory in protecting the public health and safety; and*
- 5. Ensures that the:*
 - a. Architectural design and functional plan of the structure(s) and related improvements are of reasonable aesthetic quality and consistent with or an improvement to adjacent developments; and*

b. Structure(s) and related improvements are suitable for the proposed use of the property and provide adequate consideration of the existing and contemplated uses of land and orderly development in the general area of the subject site.

These site plan and design review requirements are typical of other cities in California and do not represent a significant constraint on housing development.

Building plan check is conducted under private contract with the City. The typical review time required for building plan check is 2 to 4 weeks.

The City also offers pre-application conferences to assist applicants by clarifying requirements and identifying potential issues early in the review process, thereby reducing overall processing time and cost.

Table 24. Development Review Procedures

Project Type	Permit Required	Approximate Timeframe	Approval Authority
SF house or duplex	Site Plan & Design Review; Building Permit	30 days (Planning) 15-30 days (Building)	Director (No public meeting/ hearing)
Multi-Family (3+)	Site Plan & Design Review; Building Permit	30 days (Planning) 15-30 days (Building)	Planning Commission (Public meeting)
Condominium	Subdivision Map; Site Plan & Design Review; Building Permit	90 days (Planning) 15-30 days (Building)	PC & City Council (Public hearing for Subdivision)
Senior Citizen Housing	Conditional Use Permit; Site Plan & Design Review Building Permit	90 days (Planning)15 – 30 days (Building)	Planning Commission (Public Hearing for CUP)

Source: City of La Puente, 2017

ENVIRONMENTAL CONSTRAINTS

Significant environmental and infrastructure constraints often hamper development of sufficient housing for all economic segments. The paragraphs below address potential environmental and infrastructure constraints to residential development in La Puente. Both issues are discussed in more detail in the Circulation and Infrastructure, Community Resources, and Community Safety Elements of the General Plan.

Federal and State regulations require environmental review of proposed discretionary projects (e.g., subdivision maps, use permits, etc.). Costs resulting from the environmental review process are bundled into the cost of housing and are passed on to the consumer. These costs include fees charged by local government and private consultants needed to complete the environmental analyses and from delays caused by the mandated public review periods. However, the presence of these regulations helps to preserve the environment and ensure environmental safety for La Puente residents.

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Environmental constraints can significantly affect the creation of new housing in a community. According to the Federal Emergency Management Agency, La Puente is not located within either a 100- or 500-year flood zone. However, La Puente lies within a region with several active faults and therefore is subject to the risks and hazards associated with earthquakes. Discovered in 2003, the Puente Hills fault system is comprised of three sections that run under downtown Los Angeles, through La Puente, and into the Coyote Hills of north Orange County. No active faults have been identified at the ground surface within the City limits, nor have any Alquist-Priolo Earthquake Fault zones been designated.

However, the City overlies the Puente Hills segment of the Elysian Park blind thrust fault. The fault is referred to as blind because it does not intercept the ground surface and therefore cannot be detected visually. These faults are all capable of movement that could produce substantial ground shaking, which can in turn, result in ground failure or liquefaction in larger quakes. According to the California Geological Survey, most of La Puente is subject to liquefaction. The high water table in certain portions of the City can also contribute to liquefaction in an earthquake. A few small areas of the City are also subject to earthquake-induced landslides due to steep slopes. Within both of these areas, geologic studies must be completed and countermeasures undertaken in the design and construction of buildings for human occupancy. This process can contribute to the already high cost of construction in the City, but is required to ensure adequate safety in construction.

In addition, residential parcels located near or adjacent to the Southern Pacific Railroad right-of-way may not be suitable for development because of noise-related issues. While none of the above hazards or environmental-related circumstances are expected to prevent the City from obtaining its housing goals, they must be seriously considered when attempting to site new residential development in environmentally sensitive or otherwise hazardous areas.

In addition to considering environmental conditions, before a development permit is granted, it must be established that public service and facilities systems are adequate to accommodate any increased demand generated by a proposed project. As a contract city, La Puente relies upon other government agencies, private utility companies, and contractors to maintain and upgrade many of the community's major infrastructure systems. Water service for residential properties is provided by Suburban Water Systems, La Puente Valley Water Company and San Gabriel Valley Water Company, while wastewater service is provided by the Los Angeles County Sanitation District. Water supply is expected to be adequate to serve the anticipated level of residential development identified in regional plans for the 2013-2021 planning period. The 2004 Sewer Master Plan included a comprehensive sewer and water infrastructure study to identify needed upgrades in the present systems and provide for a long-range capital improvement program to maintain the system. These improvements include the repair of sewer lines and the establishment of a preventative maintenance program. Because most of the City is built out, the Master Plan does not project significant increases in wastewater flows. In 2006 the City began collecting sewer charges from all property owners to help fund sewer upgrades and in 2007 the City issued sewer revenue bonds to fund the construction of Phase I of the sewer upgrade project. Estimated cost of the entire five-year project is \$15.9 million,



making the project the single largest capital improvement project in the City's 50-year history. The sewer construction project is designed to both increase capacity and repair cracks and breaks in the City's aging system, which includes some 63.2 miles of pipeline, most of which was installed in the 1950s and 1960s. Because the City is actively addressing the sewer infrastructure insufficiencies and will be increasing capacity related to planned growth, the current deficiencies within service and facility infrastructure is not considered to be an obstacle to the provision of additional housing in La Puente to accommodate the City's RHNA allocation for the 2013-2021 planning period.

4. HOUSING RESOURCES

This section analyzes the resources available for the development, rehabilitation, and preservation of housing in La Puente. This analysis includes an evaluation of the availability of land resources for future housing development, the City's ability to satisfy its share of the region's future housing needs, financial resources available to support housing activities, and administrative resources available to assist in implementing the City's housing programs and policies. Additionally, this section examines opportunities for energy conservation.

AVAILABILITY OF SITES FOR HOUSING

REGIONAL HOUSING NEEDS ASSESSMENT (RHNA)

State law requires that the City designate an adequate number of sites with appropriate zoning and development standards to facilitate production of the City's regional share of housing needs for all income groups. La Puente's Regional Housing Needs Allocation (RHNA) for the 2013-2021 planning period has been determined by SCAG to be 818 units. This total includes 208 units for very-low-income households, 121 units for low-income households, 135 units for moderate-income households, and 354 units for upper-income households.

UNACCOMMODATED NEED FROM THE PRIOR PLANNING PERIOD

The prior Housing Element (Table 43) identified a shortfall of sites to accommodate 47 lower-income units. Program 3 of the Housing Plan included a commitment to provide additional capacity for lower-income housing by increasing the allowable density in the High Density Residential (R-4) zone. Although the Zoning Code was amended to increase the maximum density in the R-4 zone from 26 to 30 units/acre, this amendment did not occur until after the end of the 4th planning period. Therefore a carryover of 47 units is added to the low-income RHNA for the 5th (2013-2021) planning period.

CREDITS TOWARD RHNA

2013-2017: During these few years, 15 new housing units were constructed. Without any income or detailed information, these units are assumed to be affordable only to above moderate income households.

2018: The City issued building permits for five housing units. These are assumed to be affordable only to above moderate income households.

The City also permitted 27 Accessory Dwelling Units (ADUs) in 2018. Using SCAG's ADU Affordability Analysis, the income distribution of the ADUs can be estimated as: 6 very low income (23.5 percent); 12 low income (44.6 percent); 1 moderate income (2.1 percent); and 8 above moderate income (29.8 percent).

2019: The City issued building permits six units. These are assumed to be affordable to above moderate income households.

The City also permitted 36 Accessory Dwelling Units (ADUs) in 2019. Using SCAG's ADU Affordability Analysis, the income distribution of the ADUs can be estimated as: 8 very low income (23.5 percent); 16 low income (44.6 percent); 1 moderate income (2.1 percent); and 11 above moderate income (29.8 percent).

2020: The City issued building permits for the 74-unit Arboleda Senior Apartments on 1040 North Unruh Avenue. This project by Meta Housing received funding from multiple sources, including the 9 percent Low Income Housing Tax Credit (LIHTC) and the Section 8 Voucher from the Los Angeles County Development Authority. Among the 74 units, 34 units are deed restricted for very low income seniors and 39 units are deed restricted for low income seniors, with one unit being set aside for the on-site manager.

The City also permitted 39 Accessory Dwelling Units (ADUs) in 2020. Using SCAG's ADU Affordability Analysis, the income distribution of the ADUs can be estimated as: 9 very low income (23.5 percent); 17 low income (44.6 percent); 1 moderate income (2.1 percent); and 12 above moderate income (29.8 percent).

In addition, the City permitted 24 new housing units; these are assumed to be affordable only to above moderate income households.

2021: As of May 2021, 22 townhomes are under construction and the City has also permitted 12 ADUs. The townhomes are likely to be affordable to primarily above moderate income households. Using SCAG's ADU Affordability Analysis, the income distribution of the ADUs can be estimated as: 3 very low income (23.5 percent); 5 low income (44.6 percent); 0 moderate income (2.1 percent); and 4 above moderate income (29.8 percent). Another 12 units have been approved on an R3 property that currently has only one single-family homes, and therefore yielding a net increase of 11 units presumed to be affordable to above moderate income households.

Remaining RHNA

As of May 2021, the City has permitted 271 units during the fifth cycle Housing Element planning period, including a 74-unit affordable senior housing project that is expected to be completed in July 2021. The remaining RHNA is 594 units (227 lower income, 132 moderate income, and 235 above moderate income units).



RESIDENTIAL SITES INVENTORY

The analysis below summarizes the sites available in La Puente to accommodate the remaining RHNA. A parcel-specific list of potential sites for housing development is provided in Appendix B.

Residential Recycling

As a primarily built out community, the City continues to experience residential growth through infill developments on residentially zoned lots. The following are some examples of residential infill developments between 2017 and 2021:

Completed

- 16135 Abbey St – Increased units from 1 to 2 in R2 zone (5.3 du/ac)
- 1067 Larimore Ave – Increased units from 1 to 5 in R3 zone (13.9 du/ac)

Under Construction

- 15921 Sierra Vista Ct - Increased units from 1 to 5 in R2 zone (10.5 du/ac)

Permits Issued

- 14317 Beckner St. – Increased units from 2 to 5 in R3 zone (16.6 du/ac)
- 16149 Abbey St – Increased units from 1 to 2 in R2 zone (11.4 du/ac)
- 15745 Hayland Ave – Increased units from 1 to 3 in R3 zone (9.9 du/ac)

Pending Permits

- 335 Willow Ave – Increased units from 2 to 5 in R1 zone (5.3 du/ac)
- 658 Del Valle Ave – Increased units from 1 to 3 in R1 zone (7.0 du/ac)
- 1111 Larimore Ave – Increased units from 2 to 5 in R3 zone (13.8 du/ac)
- 15616 Amar Rd – Increased units from 1 to 12 in R4 zone (21.2 du/ac)

For this analysis, the City focuses on identifying sites in the residential zones (R1, R2, R3, and R4). Based on the above projects, the average yield among the residential districts is about 78 percent of the allowable density. Conservatively, by zoning district, the density yield factors are: 80 percent for R1 and R2 sites, 75 percent for R3 sites, and 70 percent for R4 sites. Unit potential is rounded down and netted out existing units on sites. All potential units on R1 properties, regardless of number of units that can be achieved on site, are presumed to be feasible for above moderate income housing. For R2 sites, only parcels that can accommodate more than 10 net new units are presumed to be feasible for moderate income housing. For R3 and R4 parcels, sites that can accommodate fewer than five net new units are presumed to be only feasible for above moderate income housing and sites that can recycle to achieve five or more net new units are presumed to be feasible for moderate income housing. One R4 site that is larger than 0.5 acre is feasible for lower income housing. A brief summary of the residential recycling capacity is provided below (see also Appendix B, Table B-1: Residential Recycling):

- R1 – 27 parcels, totaling 22 acres, with the potential to accommodate 96 net new above moderate income units

- R2 – 45 parcels, totaling 29.5 acres, with the potential to accommodate 277 net new units (132 above moderate income units and 145 moderate income units)
- R3 – 20 parcels, totaling 5.8 acres, with the potential to accommodate 46 net new above moderate income units
- R4 – 6 parcels, totaling 2.0 acres, with the potential to accommodate 33 net new units (10 lower income units, 18 moderate income units, and 5 above moderate income units)

Downtown Business District

Given the scarcity of developable land in the City and the continuing demand for new housing, nearly all of the recent residential construction in the City has involved infill development on underutilized properties. The analysis of residential capacity on underutilized parcels focuses on mixed-use sites in the Downtown Business District (DBD), where development at densities of 40 units per acre or more is expected.

The greatest opportunities for infill development are in the Downtown Business District (DBD), where the Specific Plan allows residential development in both freestanding and mixed-use configurations. The potential for new residential units in mixed-use areas is predicated on the interest from developers - expressed to the City - and on the limited opportunities for higher-density development elsewhere in the City or the immediate surrounding area. Housing development opportunities are enhanced as a result of the amendment to the Downtown Specific Plan to allow 3-story development in the mixed-use planning areas.

This sites inventory includes only groups of contiguous parcels in the DBD area. Several property owners in this area own multiple properties within the same block. This information is provided in Appendix B. The La Puente Municipal Code includes several policies to encourage and incentivize lot consolidation and reuse of existing properties such as ministerial approval for lot line adjustments and waiving of Final Subdivision Maps for eligible projects to facilitate integration of residential and non-residential uses. Further promotion of these incentives is described in Program 5.

Furthermore, City Ventures has been actively pursuing acquisition and redevelopment opportunities in La Puente. Before COVID, City Ventures sent out letters to property owners of opportunity sites in La Puente, including many properties in the DBD, to solicit their interest in selling the properties. Based on City Ventures list of interested properties throughout the City, common ownership of multiple properties is not a prerequisite for its land acquisition program. Due to COVID, City Ventures suspended the acquisition activities until recently. In July 2021, City Ventures resumed its efforts to acquire properties in the City, including in the DBD, for residential development.

In addition, the City has just been notified a 0.84-acre parcel in Subarea 5 (currently not included in the sites inventory) is for sale on the market. Subarea 5 also allows mixed use development with no density limit. The City notified several residential developers of this opportunity. Multiple developers expressed interest on this site and also reached out to the adjacent property owner for consolidation potential. Therefore, the DBD remains a viable location for future and near-term residential development in La Puente.



Consistent with the Community Development Element, the City encourages residential uses in Downtown as a catalyst for revitalization and economic development. Creating opportunities for residents to live in high-quality housing side by side with retail, entertainment, and civic uses will help establish a sense of place and give Downtown an attractive, unique feel. Mixed residential and commercial uses in Downtown La Puente offer several benefits:

- Mixed use attracts private investment in the form of residential and commercial development.
- Mixed use increases patronage within Downtown and can convey substantial economic benefits to businesses.
- Mixed use helps streets, public spaces, and commercial areas again become places where people meet and interact.

This sites inventory includes only parcels within the Downtown Specific Plan Sub Areas 1-4 where mixed use and/or multi-family residential uses are permitted and where redevelopment potential exists based on existing uses and their conditions.

Based on the allowable densities, all Sub Areas are feasible for facilitating lower income housing. Sub Areas 1-4 permit mixed use development with unlimited density. A recent 48-unit mixed-use development on a 42,300-square-foot property in Downtown yielded 49.4 units per acre. While the City does not have more recent examples for this type of projects, mixed use development has become an increasing trend in the San Gabriel Valley region. The following are recent mixed use projects in surrounding communities that are in the same subregional market as La Puente:

Rosemead

8449 Garvey: 41 du/ac
7419 Garvey: 103 du/ac
3862 Rosemead: 37 du/ac

El Monte

SE Corner of Ramona/Tyler: 60 du/ac
SW Valley/La Madera: 30 du/ac
NW Garvey/La Madera: 71 du/ac

Overall, these six projects achieved an average of 64 units per acre. All of these projects are located being proposed or developed on sites ranging in size from 0.5 acre to 3.7 acres, similar in size and characteristics as the properties identified in the La Puente DBDSP.

Because La Puente's DBDSP offers unlimited density for Subareas 1-4 and a recent project yielded 49.4 du/ac, it is reasonable to assume future mixed use projects in the DBD could achieve densities that are consistent with subregional trends. A density assumption of 50 units per acre is used for the DBD properties in this inventory.

The Downtown Business District Specific Plan (DBDSP) currently does not include a density limit for mixed-use developments. In omitting density limits in the DBDSP, the City's intent was for market forces to dictate the density, with the assumption that higher-density developments would contribute

to the City's housing stock and provide much needed economic development benefits. While the City's intent of allowing great flexibility in density ranges as a means to achieving higher-density developments is still applicable, as a further demonstration of the City's commitment to mixed use in Downtown, the Housing Element includes Program 4 to evaluate the Specific Plan to determine whether any revisions to development standards would help to encourage redevelopment in the mixed-use areas.

The sites inventory for Downtown identified several sites with contiguous parcels having the potential combined capacity for 316 units. All of the sites included in the inventory currently contain single-story buildings (3-story buildings are allowed under the Specific Plan), and most are at least 50 years old. Most of these buildings have small "mom & pop" retail or service-oriented businesses with underutilized parking lots, and several currently have vacant space for lease. A detailed listing of those underutilized parcels with potential for redevelopment is included in Appendix B.



The City has in place several incentives to facilitate recycling of underutilized properties in the DBDSP, including: 1) a density bonus for affordable housing; 2) administrative, technical, and financial support for mixed-use projects; 3) incentives to encourage lot consolidation and shared parking; and 4) relaxation of development standards.

COMPARISON OF SITES INVENTORY AND RHNA

Identified properties (see Appendix B) have the combined capacity to accommodate at least 768 additional housing units on vacant and underutilized residential and mixed-use land (**Table 26**). These sites and the associated land use regulations can facilitate the production of 326 lower-income units, 163 moderate-income units and 279 above-moderate-income units during the planning period, which exceeds the City's remaining RHNA allocation for the 2013-2021 planning period. Public services and facilities are available to adequately serve all of the potential housing sites. Lateral water and sewer lines would be extended onto the properties from the adjoining public rights-of-way as development occurs. Any missing public improvement (e.g., curbs, gutters, sidewalks, etc.) along the property frontages would also be constructed at that time.

Table 25. Comparison of Sites Inventory and RHNA

	Income Category			
	Lower	Mod	Above Mod	Total
Overall RHNA Obligations	376	135	354	865
5 th Cycle RHNA	329	135	354	818
4 th Cycle Carryover RHNA	47	0	0	47
Units Completed between 2013-2020				
2013-2017	0	0	15	15
2018	18	1	13	32
2019	24	1	17	42
2020	99	1	37	137
2021	8	0	37	45
Subtotal	149	3	119	271
Remaining RHNA	227	132	235	594
Residential Recycling				
R1	0	0	96	96
R2	0	145	132	277
R3	0	0	46	46
R4	10	18	5	33
Subtotal – Residential Recycling	10	163	279	452
Downtown Specific Plan				
Sub Area 1	41	0	0	41
Sub Area 2	45	0	0	45
Sub Area 3	87	0	0	87
Sub Area 4	143	0	0	143
Subtotal – Downtown	316	0	0	316
Total land inventory	326	163	279	768
Adequate Sites?	Yes	Yes	Yes	Yes

Source: City of La Puente, April 2021.

INFRASTRUCTURE

All sites identified in the inventory are located within urbanized neighborhoods and are served with water, sewer, and dry utilities. Upgrades have been completed to the sewer system with completion of the Sewer Upgrade Project in 2017. As the sewer and water providers, the City and the La Puente

Valley County Water District grants priority for the provision of sewer and water services to proposed developments that include housing units affordable to lower income households in compliance with State law (Government Code Section 65589.7). Dry utilities, including power (natural gas and electricity), telephone and/or cellular service, cable or satellite television systems, and internet or Wi-Fi service are available to all areas within the City. The extension of power and gas to service new residential development has not been identified as a constraint. Service providers are as follows:

- Power: Southern California Edison
- Internet Service: AT&T, DISH, Frontier Communications, and Spectrum
- Telephone: Frontier Communications, and Spectrum
- Television Systems: AT&T, DirectTV, DISH, Frontier Communications, Spectrum, and Time Warner Cable

FINANCIAL RESOURCES

A variety of existing and potential funding sources are available for affordable housing activities in La Puente. Primary sources include the State's CalHome Program and the federal Community Development Block Grant program.

Redevelopment Set-Aside

Prior to its dissolution by the State in 2012, the Community Development Commission of the City of La Puente set aside 20 percent of the tax increment revenue generated from its Redevelopment Project Area for the purpose of increasing and improving the supply of housing for low- and moderate-income households. As required by State law, all of the RDA's set-aside funds were transferred to the Los Angeles County Auditor-Controller for distribution to the taxing entities, therefore this local funding source is no longer available.

CalHome Program

The California Department of Housing and Community Development CalHome Program provides grants to local public agencies and nonprofit developers to assist individual households through deferred-payment loans. The City offers a zero-interest loans of up to \$37,790 to low-income homeowners for single-family home rehabilitation in the City. In 2008 and 2011, the City was awarded grants in the amount of \$520,000 and \$473,940, respectively for delivery of the zero-interest deferred loans. In addition, the City also has reuse funds from loan payoffs which total approximately \$420,00 to be used within the program. Eligible expenses include repair of structural problems or hazards (e.g., foundations, roofing, plumbing, electrical, lead-based paint), correction of code violations and energy efficiency upgrades.

Community Development Block Grant (CDBG) Funds

Through the CDBG program, the federal Department of Housing and Urban Development (HUD) provides funds to local governments for funding a wide range of community development activities to benefit low-income persons. The CDBG program is very flexible in that the funds can be used for a wide range of activities. The eligible activities include: acquisition and/or disposition of real estate



or property; public facilities and improvements; relocation, rehabilitation and construction (under certain limitations) of housing; homeownership assistance; and clearance activities. For the 2014-2015 Program Year, the City received \$419,226 in CDBG funds. The majority of these funds are utilized for the City's housing rehabilitation and other community development projects that benefit lower-income residents in La Puente.

Section 8 Rental Assistance

The federal Section 8 program provides rental assistance to very-low-income households in need of affordable housing. The Section 8 program assists very-low-income households by paying the difference between 30 percent of the gross household income and the cost of rent. Most Section 8 assistance today is structured as vouchers; this allows the voucher recipients to choose housing that may cost above the fair market rent as long as the recipients pay for the additional cost. In recent years approximately 360 La Puente households have received rental assistance under the HUD Section 8 program.

ADMINISTRATIVE RESOURCES

City of La Puente Development Services Department

The department functions include planning, building and safety, engineering, code compliance, community development grant administration, public transit services, economic development and central permit operations.

The Planning Division provides comprehensive land use services. The Division's primary goal is to ensure and enhance the quality of life in the community through the administration of the La Puente Municipal Code relative to zoning and subdivisions, the General Plan, the California Environmental Quality Act; and a variety of interrelated laws involving public health, safety, and welfare.

The Public Safety Department finds solutions to problems resulting from violations of the Municipal Code. If left unattended, Code violations can detract from the positive appearance of neighborhoods and the business community. To assist neighborhoods and businesses preserve an appealing appearance, the City has established property maintenance standards. These standards are part of the La Puente Municipal Code and establish the minimal maintenance standards for properties. Code enforcement efforts help preserve the housing stock by requiring owners to maintain their properties in a sound condition.

Additionally, the City offers financial assistance to homeowners through its Housing Rehabilitation Program. This program offers grants and deferred loans to maintain the safety and quality of residences occupied by low-income residents through a Deferred Loan Program and a Grant Program.

La Puente Community Development Commission

In 2012 the state legislature eliminated all redevelopment agencies in California, and the City elected to form a Successor Agency to administer the final disposition of redevelopment agency resources. As required by State law, all set-aside funds were transferred to the Los Angeles County Auditor-

Controller for distribution to the taxing entities and the Successor Agency has no housing funds or assets.

Non-Profit Developers

Due to the high cost of housing development in Southern California, many communities have found that partnerships with non-profit housing developers are an effective tool for creating affordable housing units. A previous affordable housing project involving local non-profit developers is the renovation of the La Puente Park apartments in 2002 by the Jamboree Housing Corporation and Preservation Partners Development.

OPPORTUNITIES FOR ENERGY CONSERVATION

Energy-related housing costs can directly impact the affordability of housing. While state building code standards contain mandatory energy efficiency requirements for new development, the City and utility providers are also important resources to encourage and facilitate energy conservation and to help residents minimize energy-related expenses.

Energy Conservation through Land Use Planning

The City's General Plan and Downtown Business District Specific Plan contain various programs related to energy conservation and reduction of greenhouse gases. Because reduction in vehicle trips is the most effective strategy to reduction of greenhouse gases, land use and circulation policies encourage alternatives to the automobile through more compact and pedestrian friendly development. The most significant addition to the General Plan in 2004 was the establishment of a Mixed Use land use designation that is implemented by the Downtown Business District Specific Plan. Mixed use development in La Puente will encourage walking due to more compact development patterns and housing development that is in close proximity to services and retail businesses. Citywide design policies encourage development with pedestrian amenities and walkable connections between developments. Because of the built-out nature of the City, future development will be infill that will maximize existing land and infrastructure resources and as a result promote housing affordability. To reduce vehicle trips and to accommodate lower-income residents who may not own vehicles, policies in the Circulation Element aim to maintain and expand, if feasible, municipal transit services, maintain sidewalks and install sidewalks in neighborhoods where none currently exist, and encourage cycling. Policies and programs in the Community Resources Element encourage energy conservation and alternative modes of transportation as well as increase awareness of energy conservation programs sponsored by the City or local utility companies.

Funding for Energy Efficiency Upgrades

Residents can apply for energy efficiency upgrades as part of the City's existing CDBG and CalHome programs that fund rehabilitation projects for low- and moderate-income homeowners.

Southern California Edison (SCE) offers a variety of energy conservation services as part of its Customer Assistance Programs (CAP). The Energy Assistance Fund helps income-qualified residential customers facing financial hardship manage their electricity bills during the months of

February and March. These services are designed to help low-income households, senior citizens, permanently disabled, and non-English speaking customers control their energy use. The Residential Multifamily Energy Efficiency Rebate Program offers property owners and managers incentives on a broad list of energy efficiency improvements in lighting, HVAC, insulation, and window categories. These improvements are to be used to retrofit existing multi-family properties of two or more units.

Additionally, the Southern California Gas Company offers various rebate programs for energy-efficient appliances and makes available to residents energy efficient kits at no cost. The Gas Company also offers no-cost weatherization and furnace repair or replacement services for qualified limited-income customers. The Comprehensive Mobile Home Program provides qualifying mobile home customers with no-cost energy conservation evaluations, installations of low-flow showerheads and faucet aerators, and gas energy efficiency improvements, such as duct test and seal of HVAC systems. The Designed for Comfort program provides energy efficiency design assistance, training, and incentives for housing authorities, owners of multi-family affordable and supportive housing projects (which offer homes to persons with special needs).

Energy Efficiency Chapter of the Climate Action Plan ("EECAP").

In 2008, the San Gabriel Valley Council of Governments ("COG") was successful in receiving a California Long-Term Energy Efficiency Strategic Plan ("CEESP") grant under the CPUC Local Government Partnerships program. The funds were utilized to create a program called the San Gabriel Valley Energy Wise Partnership ("SGVEWP"). The San Gabriel Valley Energy Wise Partnership is an innovative partnership between San Gabriel Valley cities, the Southern California Association of Governments ("SCAG"), the COG, and Southern California Edison ("SCE"). The partnership provides residents and businesses in the San Gabriel Valley with vital energy efficiency information, training, and materials to help reduce energy use and expenses. In 2010, the City Council approved and sent a letter of support confirming the City's participation and support in the Partnership. In 2012, the City Council approved the Memorandum of Understanding ("MOU") between the COG and the City for the development of the Energy Efficiency chapter of a Climate Action Plan ("EECAP").

The EECAP identifies methods the City may take to achieve energy efficiency throughout the community and in municipal facilities. It uses a baseline of 2009 for the City's Green House Gas Inventory, which includes electricity and natural gas usage, to forecast the City's 2020 targets. Chapter 5 of the EECAP consists of the plan implementation section which provides a path for the City to consider in implementing the various strategies toward achieving the Energy Action Plan reduction targets. Twenty-one near-term, mid-term, and long-term policy measures have been identified for possible consideration and implementation. The City already has some projects in place and potential projects for the future that will assist the City with reducing its energy consumption and emissions, which are listed in the plan. The plan also lists ways to outreach to the community and businesses to assist them in reducing their energy consumption and emissions. The EECAP is only one chapter of what would eventually comprise a Climate Action Plan, however, the development and implementation of this plan may assist the City in obtaining funding that may become available in the future to assist in the implementation of these goals.

HERO Program

In 2008 the State approved legislation authorizing cities and counties to establish voluntary programs to pay for energy efficiency, water efficiency, renewable energy products, and/or electric vehicle charging infrastructure that are permanently attached to property. The LA HERO Program was created by the County of Los Angeles to enable cities in the County and the County itself to elect to participate in the HERO Program and thereby providing homeowners and businesses with financing for energy efficiency, water efficiency, renewable energy products and electric vehicle charging infrastructure. La Puente is a participating city in the HERO Program. Homeowners within the city may borrow money through the HERO Program and repay the loans through annual installments collected on their property tax bill. Participation in the Program is completely voluntary. Property owners agree to repay the amount financed over a 5- to 20-year period depending on the eligible products being financed.⁸

⁸ (<https://www.heroprogram.com/lapuate/>)

5. HOUSING PLAN

The Housing Plan provides direction for City decision makers to achieve the long-term housing objectives set forth in the La Puente Housing Element. This Plan identifies goals, policies, and programs aimed at providing additional housing opportunities, removing governmental constraints to affordable housing, improving the condition of existing housing, and providing equal housing opportunities for all residents. These goals, policies, and programs continue the City's efforts to expand the local supply of housing while improving quality and affordability.

As used here, a goal is a statement defining a desired end result; for example: *Create greater housing options for low-income residents*. A **policy** is a plan of action to guide decisions and actions; for example: *Provide density bonuses for housing development that includes dwelling units for low-income residents*. The **program** identifies the method, agencies, officials, funding sources, and time frame the City will undertake to implement the policies and achieve the goals set forth in this Housing Element. Together, goals, policies, and programs establish the framework for making decisions that affect the availability of housing in La Puente.

In adopting this Housing Element, the City Council has translated and expanded the goals, policies, quantified objectives, and housing program of the prior Housing Element. The goals, policies, and program contained in the prior Element have been reintroduced, augmented, or eliminated as appropriate, based on input from the constraints analysis in this Element, input from City staff, and comments received at public meetings and hearings.

HOUSING GOALS, POLICIES, AND PROGRAMS

HOUSING CONSERVATION AND IMPROVEMENT

Protecting and preserving the established residential neighborhoods of La Puente is a key priority for the City. Maintenance activities prevent deteriorating housing conditions, improve neighborhoods, and promote higher property values. The City looks to improve the visual character of residential neighborhoods to improve value and create neighborhood pride. Toward these ends, the City has created several home rehabilitation and code enforcement programs.

Goal 1 **Preserve and improve the conditions of the City's established housing stock.**

- Policy 1.1:** Continue to offer rehabilitation programs that provide financial and technical assistance to low- and moderate-income households for the repair and rehabilitation of housing with substandard conditions.
- Policy 1.2:** Continue to provide proactive code enforcement activities to maintain and improve housing and neighborhood qualities.
- Policy 1.3:** Prevent the encroachment of incompatible commercial and industrial uses into residential neighborhoods.
- Policy 1.4:** Facilitate the removal of housing units that pose serious health and safety hazards to residents and adjacent structures.
- Policy 1.5:** Eliminate housing conditions that contribute to overcrowding.
-

Program 1: Residential Rehabilitation Program

Most housing units in La Puente were built in the 1950s and 1960s. Major home components such as roofing, windows, and heating and ventilation systems are nearing or have reached their life expectancy and may need replacing, if property owners have not already done so. The City administers the Residential Rehabilitation Program, a financial assistance program for low-income La Puente residents in need of home rehabilitation. This comprehensive property improvement program provides loans and grants for both interior and exterior improvements to owner-occupied single-family homes. Eligible improvements and repairs include roofing, plumbing, heating, windows, flooring, electrical systems, interior/exterior painting, bathroom and/or kitchen remodels, energy conservation improvements, and bedroom additions. Assistance is offered as a deferred loan for owner-occupied homes up to a maximum of \$37,790 at a 0% interest rate. Under the Grant Program a \$12,000 grant is offered for owner-occupied homes with or without a deferred loan. Specific actions include:

- Provide information and technical assistance to local property owners regarding housing maintenance and resources for funding maintenance work.
- Use the Residential Rehabilitation Program to:
 - Provide barrier-free housing for handicapped or persons with disabilities
 - Provide financial assistance for the construction of bedroom additions to eliminate overcrowding conditions. Encourage residents to address overcrowded conditions through room additions through expanded marketing of this program to target households living in crowded conditions.
 - Provide information on the residential rehabilitation program at public counters, and provide additional information that is more prominently displayed on the City's website. Encourage use of the program to residents who visit the planning department for permits or technical assistance on other types of renovations or remodels. Post program information at the community and senior centers, and include an annual posting on the City's newsletter.
 - Allow for energy conservation measures as eligible projects under the Residential Rehabilitation Program

Objective:	Rehabilitation of 25 units per year, or 200 units during the 2013-2021 planning period.
Responsible Agency:	Development Services Department.
Funding:	CDBG, CalHome funds, Departmental budget
Schedule:	2013-2021

Program 2: Code Enforcement

The City's Public Safety Department takes a proactive approach to gain compliance with City codes from private properties, both residential and commercial. The Division conducts periodic code inspections. Specific issues in residential neighborhoods include fencing, landscaping, maintenance, paint, illegal vehicle parking, and illegal garage conversions (to residential units).

- Enforce City codes to eliminate and prevent unsightly or hazardous conditions in residential areas. Provide information and technical assistance to local property owners regarding housing maintenance.

Objective:	Encourage property maintenance
Responsible Agency:	Public Safety Department.
Funding:	Department budget and CDBG funds.
Schedule:	2013-2021

HOUSING AVAILABILITY AND PRODUCTION

Given La Puente's built-out character, developers and homebuilders may find it difficult to pursue new housing development in La Puente. Large swaths of vacant land are no longer available to support large residential subdivisions or multi-family complexes. As a result, La Puente must focus its resources on the existing limited land availability for additional housing opportunities in the coming years to accommodate both local and regional growth. This includes finding creative housing plans for the limited vacant lands remaining in the City, and finding innovative solutions for adding additional housing units on underutilized residential land.

Goal2	Promote and encourage housing development that adequately meets the needs of all socioeconomic segments of the community and region.
Policy 2.1:	Utilize the Community Development Element, Zoning Ordinance, and other land use controls to provide housing sites that can facilitate and encourage the development of a variety of housing consistent with the City's identified local needs and its regional housing responsibilities.
Policy 2.2:	Establish incentives and regulatory concessions to promote the development of housing for very-low-, low- and moderate-income persons, and especially those with special needs.
Policy 2.3:	Encourage the infilling of vacant residential land and the recycling of underutilized residential land, particularly in Downtown.
Policy 2.4:	Address the housing needs of special populations and extremely-low-income households through emergency shelters, transitional housing, supportive housing, and single room occupancy units.

Program 3a: Adequate Sites to Accommodate the RHNA and Monitoring of No Net Loss

La Puente was assigned a housing need of 818 units for the 2013-2021 planning period through the Regional Housing Needs Assessment (RHNA) process. In addition, an unaccommodated need of 47 units is carried over from the prior planning period. The inventory of potential sites for housing development (Appendix B) has been updated to reflect 15 units were constructed during 2013-2017 as well as demonstrating that vacant and underutilized parcels have adequate capacity to accommodate the City's net remaining RHNA allocation.

In 2015 the City adopted a comprehensive update to the Zoning Ordinance. A key component of the new Zoning Ordinance was a revision to the maximum density in the R-4 district from 26 to 30 units/acre. In 2016 the City also amended the Community Development Element of the General Plan to revise the allowable density in the High Density Residential land use category from 26 to 30 units/acre and amended the Zoning Ordinance to increase the minimum density in the R-4 zone from 18 to 20 units/acre in conformance with state housing law.

Development decisions are affected by a variety of factors beyond the City's control, including market conditions, development cost, availability of financing and property owner interest. However, the City can encourage development through the following actions:

- Maximize the density potential of limited land resources by promoting residential densities that achieve the highest allowable density for specific properties.
- Update the vacant and underutilized residential sites inventory every two years to maintain accurate information for developers.
- Provide technical planning assistance for applicants who include low- or moderate-income units in their developments.
- Create a marketing brochure that provides information on available development incentives, technical/financial assistance availability, and highlight the City's assets such as proximity to major regional corridors and ongoing infrastructure upgrades (see also Programs 4 and 5).

As of May 2021, the City has met 271 units of its 865-unit RHNA obligations, with a remaining RHNA of 594 units (227 lower income, 132 moderate income, and 235 above moderate income units). The City has identified adequate sites through residential recycling and opportunities within the Downtown Specific Plan to accommodate its remaining RHNA. The City will continue to monitor its sites inventory and its continued ability to accommodate the RHNA throughout the planning period, pursuant to SB 166 (No Net Loss).

Objective:	Maintain adequate sites with appropriate zoning to accommodate residential development consistent with the City's RHNA allocation
Responsible Agency:	Development Services Department
Funding:	Department Budget
Schedule:	2013-2021

Program 3b: Replacement Housing Requirement

Development on nonvacant sites with existing residential units is subject to replacement requirement, pursuant to AB 1397. The City will amend the Zoning Code to require the replacement of units affordable to the same or lower income level as a condition of any development on a nonvacant site consistent with those requirements set forth in State Density Bonus Law.

Objective:	Amend Zoning Ordinance to address the replacement requirement
Responsible Agency:	Development Services Department
Funding:	Department Budget
Schedule:	2021

Program 3c: By-Right Approval of Projects with 20 Percent Affordable Units on “Reuse” Housing Element Sites

Pursuant to AB 1397 passed in 2017, the City will amend the Zoning Code to require by-right approval of housing development that includes 20 percent of the units as housing affordable to lower income households, on sites being used to meet the 5th cycle RHNA that represent “reuse sites” previously identified in the 4th cycle Housing Element. However, as 4th cycle Housing Element was not subject to a parcelized sites inventory requirement, it was not possible to determine the reuse status of individual sites. This Housing Element assumes all Downtown sites would be subject to this requirement.

Objective:	Amend Zoning Ordinance to provide for by-right approval of projects meeting the 20 percent affordable requirements on Housing Element reuse sites.
Responsible Agency:	Development Services Department
Funding:	Department Budget
Schedule:	2021

Program 4: Facilitate Residential and Mixed-Use Development in the Downtown Business District Specific Plan

Downtown La Puente offers significant opportunities for broader use, coordinated development, improved appearance, and a complementary mix of commercial and residential uses to create a more vibrant and economically productive area. Mixed-use development will add more residential units in the downtown area, enhancing the market for downtown businesses and providing significant opportunities for affordable housing development. Elderly, less-mobile residents, as well as employees of downtown business, will particularly benefit from such opportunities.

To achieve these objectives, the City Council adopted a Downtown Business District Specific Plan (DBDSP) in 1994 to revitalize Downtown and preserve the neighborhood’s small town charm. Because interest in residential and mixed-use development has increased, the City will review the Specific Plan to ensure that the development standards, incentives, and overall vision for mixed-use in Downtown La Puente comports with current market demand.

The DBD does not include density minimums or maximums for mixed-use developments. In omitting density ranges in the DBD, the City's intent was for market forces to dictate the density, with the assumption that higher-density developments would contribute to the City's housing stock and provide much-needed economic development benefits.

In order to facilitate residential and mixed use development in the Downtown, the City will take the following actions:

- Continue to encourage the construction of residences, both mixed use and freestanding, in the downtown area, as allowed by the Downtown Business District Specific Plan.
- Generate marketing materials in fiscal year 2018/19 for mixed-use developers that delineate site opportunities for mixed-use, technical assistance for interested developers, financial resources (local, private, and government), and development incentives.
- Process an amendment to the Downtown Business District Specific Plan development standards in fiscal year 2018/19 to increase the height limit to 4 stories and 50 feet in mixed-use planning areas.

Objective:	865 new units during 2014-2021 distributed among income categories shown in Table 26 (Programs 4, 5 and 7 total)
Responsible Agencies:	Development Services Department
Funding:	Department Budget
Schedule:	Prepare and distribute Downtown Business District marketing materials in FY 2018/19 (see also Programs 3 and 5); DBDS Preview in FY 2019/20; work with interested developers throughout the planning period

Program 5: Facilitate Redevelopment of Underutilized Properties

Production of new affordable housing for lower-income households can be facilitated by providing up-to-date information on potential sites and assisting prospective developers with the assembly of project sites. City assistance and incentives to encourage residential and mixed-use projects will facilitate and encourage development in La Puente. The City will:

- Facilitate the assembly and recycling of underutilized properties for new affordable housing construction through technical and/or financial assistance to developers and property owners. Technical assistance includes land development counseling by City planners, marketing brochure that provides information on available development incentives, coordination with agencies required to be involved in the development process such as the Los Angeles County Fire, Hazardous Waste, and Health Departments, and access to a list of sites available for residential development (such as properties that are vacant and underutilized) for local real estate agents. Since there is no maximum density in the Downtown Business District, no density bonus incentive for lot consolidation is necessary.
- Facilitate lot consolidation by assisting developers in the identification of appropriate/available sites, and by offering ministerial approval for lot line adjustments

and waiving of Final Subdivision Maps for eligible projects to facilitate integration of residential and non-residential uses.

- Waive or reduce fees for affordable projects, including sewer impact fees, to the extent feasible.
- Provide a marketing brochure with information on available development incentives, technical/financial assistance availability, and highlight the City's assets such as proximity to major regional corridors and ongoing infrastructure upgrades (see also Programs 3 and 4).
- Continue to encourage the consolidation of small parcels as a means to maximize development potential. This provision is intended to make full use of the City's limited land resources and promote larger residential developments that can facilitate a wide range of housing types and affordability levels. Incentives will include technical assistance and expedited processing for projects that consolidate two or more parcels.
- Encourage the use of density bonuses for affordable and senior housing projects as provided under law and the City's Zoning Code.

Objective:	865 new units during 2014-2021 distributed among income categories shown in Table 26 (Programs 4, 5 and 7 total)
Responsible Agencies:	Development Services Department, City Attorney's Office, City Manager's Office.
Funding:	Various State/Federal funding programs, and possible use of private funds advanced by developers
Schedule:	Ongoing throughout the planning period

HOUSING AFFORDABILITY

Affordable housing helps create a diverse community where people can share similar neighborhood experiences. Throughout Los Angeles County, residents face increasing challenges in finding affordable housing due to high housing demand at all levels. High demand and short supply have driven property values to levels that have shut many families and individuals out of not just the ownership market but affordable rental housing as well. Lower-income families in particular find it difficult to secure decent, safe housing.

Goal3

Maximize the use of available financial resources and pursue creative and resourceful methods to reduce the overall cost of housing.

- Policy 3.1:** Pursue programs and funding sources designed to maintain and improve the affordability of existing housing units and for the construction of new housing to very-low-, low-, and moderate-income households.
- Policy 3.2:** Create collaborative partnerships with non-profit agencies and for-profit developers to maximize resources available for the provision of housing affordable to lower-income households. Support the efforts of non-profit organizations and private developers to obtain State and/or Federal funds for the construction/preservation of affordable housing for low-income households.
- Policy 3.3:** Discourage the conversion of existing apartment units to condominiums where such conversion will diminish the supply of very-low-, low-, and moderate-income housing.
-

Program 6: Section 8 Rental Assistance

The Housing Choice Voucher Program helps extremely-low-/very-low-income families, elderly, and persons with disabilities afford safe, decent, and sanitary housing in the private market. The program is funded by the U.S. Department of Housing and Urban Development (HUD). The tenant and property owner enter into a lease agreement in which the tenant pays no more than 30 percent of his or her adjusted income directly to the property owner as rent. In a separate agreement, the Housing Authority of the County of Los Angeles (HACoLA) pays the remaining portion of the contract rent directly to the property owner. Participants are able to select any housing that meets the requirements of the program, and is not limited to units in subsidized housing projects.

- Support HACoLA's efforts to maintain, and possibly increase, Section 8 rental assistance to fund housing assistance for extremely-low- and very-low-income households by directing eligible households to HACoLA through referrals and the City website.
- Provide information and referrals to landlords regarding participation in the Section 8 Rental Assistance Program.

Responsible Agencies: Development Services Department; HACoLA
Funding: HUD Section 8 Housing Voucher Program
Schedule: 2013-2021

Program 7: Assist Affordable Housing Development with Priority for Extremely-Low-Income Units

The City will provide development assistance as a means to reduce overall development cost, thereby facilitating construction of lower-income housing.

- To the extent funding is available, defer or waive permit and development fees, and allocate funds to defray the cost of land and/or required off-site improvements for developments providing lower-income housing. Sewer impact fees (connection fee)

may be waived or reduced for projects that include lower-income housing, with priority for developments with extremely-low-income units.

- As federal and state funding permits, continue issuing loans and grants as part of the Residential Rehabilitation Program (see Program 1) as a means to reducing overcrowding, maintaining a high quality housing stock, and assisting lower-income households and property owners in maintaining affordable housing units.

Objective: 865 new units during 2014-2021 distributed among income categories shown in Table 26 (Programs 4, 5 and 7 total)
Responsible Agencies: Development Services and Public Works Departments
Funding: Department budgets, CDBG funds
Schedule: 2013-2021

Program 8: Preservation of Affordable Housing

There are three assisted housing developments in La Puente providing 291 affordable units. Two of the three subsidized properties are currently owned by for-profit entities; however, one of the properties (La Villa Puente Apartments) is currently in escrow to be acquired by a non-profit developer/owner. It is anticipated that the owners will continue to renew the Section 8 contracts for these properties. Since the elimination of the Redevelopment Agency, the City has no funding resources to assist in funding the preservation of these units; however staff time has been devoted to monitoring or facilitating the preservation of these at-risk units, including the rehabilitation of the units to improve the livability for the residents. If any properties indicate plans to convert to market rate, the City will contact the County Housing Authority to explore preservation options.

Objective: Preservation of 291 affordable housing units
Responsible Agency: Development Services Department, HACoLA
Funding: State and federal funds
Schedule: 2013-2021

Program 9: First-Time Homebuyer Assistance

Established in 1975, the California Housing Finance Agency (CalHFA) was chartered as the State's affordable housing bank to make below market-rate loans through the sale of tax-exempt bonds. CalHFA offers several first-time homebuyer mortgage and down payment assistance loan programs. Directing potential homebuyers and developers to these programs can increase the production of new, affordable housing for purchase by low- and moderate-income, first-time homebuyers.

- Inform and direct private developers and first-time homebuyers to CalHFA's mortgage programs as a means to facilitate the construction of new, affordable housing for low- and moderate-income households.
- Post information on the availability of this program on the City's website, provide information at prominent public counters. As appropriate the City will provide information at housing and lending related events sponsored by local congresspersons and other local entities such as the Fair Housing Foundation.



Objective: 2 new loans to first-time homebuyers
Responsible Agencies: Development Services Department.
Funding: Department budget, CalHFA
Schedule: 2013-2021

Program 10: Homeless Assistance

Since 2000, the City has provided \$39,200 in financial assistance to the East San Gabriel Valley Coalition for the Homeless (ESGVCH). Future funding levels will be based on identified need, funding availability, and City Council approval. In Fiscal Year 2017-18, the City Council appropriated \$5,000 to support the ESGVCH. The City will also continue to facilitate development of emergency shelters and transitional/supportive housing through zoning and development standards in conformance with state law, as well as exploring funding opportunities and solutions through Measure H recently approved by the voters in Los Angeles County.

- Provide funding for extremely-low-income, homeless and at-risk persons originating from the City of La Puente as funding is available and approved by the City Council.
- Facilitate provision of emergency shelters and transitional/supportive housing.

Responsible Agency: Development Services Department and ESGVCH.
Funding: General Fund; Measure H
Schedule: 2013-2021

REMOVING GOVERNMENTAL CONSTRAINTS

Government constraints are policies, regulations, processing procedures, and/or fees a jurisdiction may impose for the maintenance, development, and improvement of housing. Restrictions on property, however, can be too overbearing or too costly and may restrict affordable housing development. The City of La Puente, pursuant to State law, is obligated to address, and where legally possible, remove government constraints affecting the maintenance, improvement, and development of housing. Removing constraints on housing development can help address housing needs in the City by expediting construction, removing restrictions that prohibit certain types of housing, and lowering development costs.

Goal 4

Alleviate any potential governmental constraints to housing production and affordability.

Policy 4.1:

Review and adjust as appropriate residential development standards, regulations, ordinances, departmental process procedures, and residential fees related to rehabilitation and construction that are determined to be a constraint on development of housing, particularly for lower- and moderate-income households and for persons with special needs.

Policy 4.2:

Streamline the City's development review process to minimize the indirect cost of time spent in this process, and where appropriate, reduce direct cost in fees of developing new affordable housing opportunities.

Program 11: Minimize Regulatory Constraints to Housing

Housing affordability can be affected by factors in both the private and public sectors. Actions by the City can have an impact on the price and availability of housing. To ensure that the City's land use regulations do not pose unreasonable constraints to the development of housing, the following actions will be taken:

- Review the Zoning Code to ensure that regulations encourage single-room-occupancy (SRO) housing in appropriate locations.
- Review off-street parking requirements in 2018 and if they are found to be an unreasonable constraint, a zoning amendment will be processed to modify standards.

Responsible Agency: Development Services Department

Funding: Department budget

Schedule: Zoning Code review and amendment in 2018

Program 12: Encourage Accessory Units

Accessory units (second units or granny flats) provide an important source of affordable housing. By promoting the development of accessory units, a community may ease a rental housing deficit, maximize limited land resources and existing infrastructure, and assist low- and moderate-income homeowners with supplemental income. Accessory units can increase the property tax base and contribute to the local affordable housing stock.

- To encourage accessory units as a resource for increasing housing resources and alleviating overcrowding, the City will assist homeowners with accessory-unit applications, explain the application process, and describe incentives to promote their development. The City will also advertise accessory-unit development opportunities to homeowners on the City's web site, at the community and senior centers. The City is currently revising its accessory unit regulations to comply with recent changes in State law.

Objective:	One accessory unit per year (8 total)
Responsible Agency:	Development Services Department.
Funding:	Department budget
Schedule:	2013-2021

EQUAL HOUSING OPPORTUNITY

When it comes to buying, selling, or leasing a home or renting an apartment, several state and federal laws were enacted to ensure the equal opportunity in housing for all people. The Civil Rights Act of 1966 prohibits all racial discrimination in the sale or rental of property. Moreover, the Fair Housing Act declares a national policy of fair housing throughout the United States, making illegal any discrimination in the sale, lease or rental of housing, or making housing otherwise unavailable, because of race, color, religion, sex, handicap, familial status, or national origin. This includes the right to expect equal professional service, the opportunity to consider a broad range of housing choices, no discriminatory limitations on communities or locations of housing, no discrimination in the financing, appraising, or insuring of housing, reasonable accommodations in rules, practices and procedures for persons with disabilities, and to be free from harassment or intimidation for exercising your fair housing rights.

Goal 5	Promote equal opportunity for all residents to reside in the housing of their choice.
Policy 5.1:	Promote fair housing practices throughout the community.
Policy 5.2:	Prohibit practices that restrict housing choice by arbitrarily directing prospective buyers and renters to certain neighborhoods or types of housing.
Policy 5.3:	Publicize fair housing programs and services offered to the community by the City and other agencies.

Program 13: Fair Housing and Reasonable Accommodation

The City is committed to assuring fair housing choice and reasonable accommodation for all residents. The City also collaborates with other Los Angeles County municipalities to regularly develop and complete a comprehensive Analysis of Impediments to Fair Housing Choice. The City will pursue the following actions to support fair housing opportunities:

- Continue to provide outreach material on state and federal fair housing laws and direct complaints of housing discrimination to appropriate enforcement agencies (i.e., State Department of Fair Employment and Housing, Fair Housing Council of the San Gabriel Valley, and Federal Department of Housing and Urban Development).
- Continue to implement the City's Reasonable Accommodation Ordinance (Municipal Code Chapter 10.90), which establishes procedures for persons with disabilities to request modifications to City rules, policies, practices, and procedures where such accommodation may be necessary to ensure equal housing opportunities. Provide information to assist applicants on the City website and at City offices.

Objective:	Facilitate fair housing practices in La Puente by providing information and referrals to residents and landlords at City Hall and other public offices
Responsible Agency:	Development Services Department
Funding:	Department budget
Schedule:	2013-2021

Program 14: Special Needs Housing

The City is supportive of facilitating housing development projects which provide for decent, safe, sanitary, and affordable housing to State-identified special needs groups including: female head of household, seniors, the disabled, and the homeless, and is committed to assuring fair housing choice and reasonable accommodation for all residents. The City also collaborates with other Los Angeles County municipalities within the San Gabriel Valley Council of Governments to explore opportunities to bring housing for those with special needs to the region. The City will pursue the following actions to support special needs housing opportunities:

- Support new housing developments accessible to the elderly and disabled persons and promote programs and funding opportunities that increase the ability for the elderly and disabled to remain in their homes.
- Continue to support and facilitate funding for the development of the 74-unit Pueblo Bonito senior affordable housing development for homeless seniors.
- Continue to promote activities and programs that meet the special needs of the homeless population through cooperation with other agencies and organizations and through coordination and partnership with surrounding cities.

Objective:	Facilitate the development of one new affordable housing development in the City for those with special needs
Responsible Agency:	Development Services Department
Funding:	Department budget, Measure H Funds
Schedule:	2013-2021

SUMMARY OF QUANTIFIED OBJECTIVES

Table 27 summarizes the City's quantified objectives for the 2013-2021 planning period by income group.

- Construction of 865 new units, representing the City's RHNA of 818 units for the 2013-2021 planning period plus 47 units of unaccommodated need from the 2008-2014 period, including 208 units for extremely low-/very low-income households, 168 units for low-income households, 135 units for moderate-income households, and 354 units for above moderate-income households.
- Rehabilitation of 25 units per year, or 200 during the planning period, to extremely low-/very low- and low-income households.
- Preservation of 291 affordable units at risk of conversion to market-rate units.



Table 26. Summary of 2013-2021 Quantified Objectives

	Income Level					Total
	Extremely Low	Very Low	Low	Moderate	Above Moderate	
New Construction	104	104	168	135	354	865
Rehabilitation	50	50	100	--	--	200
Preservation of At-Risk Units	291				--	291

Appendix A

Review of Past Accomplishments

State law (California Government Code Section 65588[a]) requires jurisdictions to review their housing elements to evaluate:

- The appropriateness of the housing goals, objectives, and policies in contributing to the attainment of the state housing goal;
- The effectiveness of the housing element in attainment of the community's housing goals and objectives; and
- The progress in implementation of the housing element.

The evaluation helps a jurisdiction identify the extent to which adopted programs have been successful in achieving stated objectives and addressing local needs, and how such programs continue to be relevant in addressing current and future housing needs. The evaluation provides the basis for recommended modifications to policies and programs in the updated element, and provides meaningful guidance for establishing new objectives.

This section summarizes La Puente's accomplishments toward implementing the 2008-2014 Housing Element. **Table A-1** summarizes the quantified objectives contained in the City's previous Housing Element, and evaluates the progress toward fulfilling these objectives. A program-by-program review is presented in **Table A-2**.

Table A-1. Summary of 2008-2014 Quantified Objectives and Progress

	Income Level				Total
	Extremely Low/Very Low	Low	Moderate	Above Moderate	
Construction Objectives					
Goal	100/101	84	78	255	618
Progress			79*		79
Rehabilitation Objectives					
Goal	52/53	105	--	--	201
Progress		58	0	0	58
Preservation Objectives					
Goal	333			--	333
Progress	291			--	291

*Market-rate units (income level not recorded)

Source: City of La Puente, 2015



Housing Element

Table A-2. Housing Element Program Evaluation 2013-2017

Program	Actions	Objectives	Accomplishments	Effectiveness and Appropriateness
Housing Conservation and Improvement				
Program 1: Residential Rehabilitation Program	• Provide information and technical assistance to local property owners regarding housing maintenance and resources for funding maintenance work. • Use the Residential Rehabilitation Program to: • Provide barrier-free housing for handicapped or persons with disabilities • Provide financial assistance for the construction of bedroom additions to eliminate overcrowding conditions. Encourage residents to address overcrowded conditions through room additions through expanded marketing of this program to target households living in crowded conditions. • Provide information on the residential rehabilitation program at public counters, and provide additional information that is more prominently displayed on the City's website. Encourage use of the program to residents who visit the planning department for permits or technical assistance on other types of renovations or remodels. Post program information at the community and senior centers, and include an annual posting on the City's newsletter.	Rehabilitation of 25 units per year, or 200 units during the 2013-2021 planning period.	The City's Housing Rehabilitation Program offers grants and deferred loans to improve the exterior and interior of homes occupied by low-income residents. Assistance is offered as a deferred loan for owner-occupied homes up to a maximum of \$37,790 at a 0% interest rate. Under the Grant Program a \$12,000 grant is offered for owner-occupied homes with or without a deferred loan. During 2013-2017 the City has processed 152 applications and has successfully completed the rehabilitation of 51 units, with a total of \$1,031,270 granted or loaned to eligible program participants.	Rehabilitation of homes occupied by extremely-low- and low-income residents continues to be an important way to preserve the existing housing stock and to satisfy basic housing needs; for the preservation of decent, safe, and sanitary housing; to correct hazardous structural conditions; to make improvements considered necessary to eliminate blight and improve handicapped access; and, to correct building and health code violations. This program should be continued.

Table A-2. Housing Element Program Evaluation 2013-2017

Program	Actions	Objectives	Accomplishments	Effectiveness and Appropriateness
	Allow for energy conservation measures as eligible projects under the Residential Rehabilitation Program			
Program 2: Code Enforcement	Enforce City codes to eliminate and prevent unsightly or hazardous conditions in residential areas. Provide information and technical assistance to local property owners regarding housing maintenance.	Encourage property maintenance	The City continued to work cooperatively with property owners to achieve Code compliance.	This program is successful and should be continued.
Housing Availability and Production				
Program 3: Adequate Sites	- Process an amendment to the Community Development Element to revise the allowable density in the High Density Residential land use category from 26 to du/ac and increase the minimum density in the R-4 zone from 18 to 20 du/ac. - Maximize the density potential of limited land resources by promoting residential densities that achieve the highest allowable density for specific properties. - Update the vacant and underutilized residential sites inventory every two years to maintain accurate information for developers. - Provide technical planning assistance for applicants who include low- or moderate-income units in their developments. - Create a marketing brochure that provides information on available development incentives, technical/financial assistance	Development of residential units consistent with the City's RHNA allocation.	The City completed a comprehensive update of the Zoning Code on January 27, 2015 effectively meeting the RHNA allocations excluding the remaining 47 units. A General Plan Amendment was also adopted to increase the allowable density in the HDR land use designation to 30 du/ac to be consistent with the new Zoning Code, and the minimum density in the R-4 zone was increased to 20 du/ac. In November 2014, the City extended the time by 24 months to allow the developer to construct a 73-unit senior housing project, with 18 units to be designated as low- and very-low-income units. The project was originally approved under the Unruh Specific Plan. The City Council subsequently extended the	This program should be revised to reflect prior accomplishments.

Table A-2. Housing Element Program Evaluation 2013-2017

Program	Actions	Objectives	Accomplishments	Effectiveness and Appropriateness
	availability, and highlight the City's assets such as proximity to major regional corridors and ongoing infrastructure upgrades (see also Programs 4 and 5).		entitlement timeframe to November 1, 2018. The Developer continues to submit application for tax credits through TCAC. Due to staffing constraints the City has not updated the Downtown Business District Specific Plan. The City continues to facilitate plans for a market rate townhome development at 1 st Street and Workman Avenue for the development of a 22-unit condominium project	
Program 4: Review of Downtown Business District Specific Plan	- Continue to encourage the construction of residences, both mixed use and freestanding, in the downtown area, as allowed by the Downtown Business District Specific Plan. - Generate marketing materials for mixed-use developers that delineate site opportunities for mixed-use, technical assistance for interested developers, financial resources (local, private, and government), and development incentives. - Review the Downtown Business District Specific Plan development standards to determine whether any revisions are necessary to encourage development.	Encourage housing development in the Downtown Business District	The Downtown Business District Specific Plan has not yet been amended due to staffing constraints; however, the City has been providing technical assistance to a townhome project on 1 st Street and Workman.	This program should be continued.
Program 5: Facilitate Redevelopment of Underutilized	Facilitate the assembly and recycling of underutilized properties for new	Redevelopment of underutilized sites	The City has been providing assistance to the townhome	This program should be continued.

Table A-2. Housing Element Program Evaluation 2013-2017

Program	Actions	Objectives	Accomplishments	Effectiveness and Appropriateness
Properties	affordable housing construction through technical and/or financial assistance to developers and property owners. Technical assistance includes land development counseling by City planners, marketing brochure that provides information on available development incentives, coordination with agencies required to be involved in the development process such as the Los Angeles County Fire, Hazardous Waste, and Health Departments, and access to a list of sites available for residential development (such as properties that are vacant and underutilized) for local real estate agents. Since there is no maximum density in the Downtown Business District, no density bonus incentive for lot consolidation is necessary. • Waive or reduce fees for affordable projects, including sewer impact fees, to the extent feasible. • Provide a marketing brochure with information on available development incentives, technical/financial assistance availability, and highlight the City's assets such as proximity to major regional corridors and ongoing infrastructure upgrades (see also Programs 3 and 4). • Continue to encourage the consolidation of small parcels as a means to maximize development potential. This		project on 1st and Workman. In addition, in January 2017 the City Council approved a Development Agreement for the construction of 45 market rate single-family detached condominium units on a 3.89-acre underutilized site at 747 Del Valle. Site grading for this project has already been completed.	

Table A-2. Housing Element Program Evaluation 2013-2017

Program	Actions	Objectives	Accomplishments	Effectiveness and Appropriateness
	provision is intended to make full use of the City's limited land resources and promote larger residential developments that can facilitate a wide range of housing types and affordability levels. Incentives will include technical assistance and expedited processing for projects that consolidate two or more parcels. Encourage the use of density bonuses for affordable and senior housing projects as provided under law.			
Housing Affordability				
Program 6: Section 8 Rental Assistance	- Support HACO LA's efforts to maintain, and possibly increase, Section 8 rental assistance to fund housing assistance for extremely-low- and very-low-income households by directing eligible households to HACO LA through referrals and the City website. - Provide information and referrals to landlords regarding participation in the Section 8 Rental Assistance Program.	Support continued use of the Section 8 program by City residents	The City continued to support HACO LA in the Section 8 program.	This program is successful and should be continued.
Program 7: Assist Affordable Housing Development with Priority for Extremely-Low-Income Units	To the extent funding is available, defer or waive permit and development fees, and allocate funds to defray the cost of land and/or required off-site improvements for developments providing lower-income housing. Sewer impact fees (connection fee) may be waived or reduced for projects that include lower-income housing, with priority for developments with extremely-	Reduce development costs to facilitate construction of affordable housing.	No new affordable projects were assisted or built during the planning period.	This program should be continued

Table A-2. Housing Element Program Evaluation 2013-2017

Program	Actions	Objectives	Accomplishments	Effectiveness and Appropriateness
	low-income units. As federal and state funding permits, continue issuing loans and grants as part of the Residential Rehabilitation Program (see Program 1) as a means to reducing overcrowding, maintaining a high quality housing stock, and assisting lower-income households and property owners in maintaining affordable housing units.			
Program 8: Preservation of Affordable Housing	There are three assisted housing developments in La Puente providing 291 affordable units. Two of these projects – La Villa Puente Apartments and Nantes Manor – are owned by for-profit entities. It is unknown at this time whether the owners will continue to renew the Section 8 contracts for these properties. Since the elimination of the Redevelopment Agency, the City has no staff or funding resources to devote to monitoring or facilitating the preservation of these at-risk units. If any properties indicate plans to convert to market rate, the City will contact the County Housing Authority to explore preservation options.	Preservation of 291 affordable housing units	In June 2016 the City Council conducted a TEFRA hearing and approved resolutions for the issuance of tax exempt bond financing by the California Statewide Communities Development Authority for the benefit of La Puente Park Preservation LP, to provide financing for the acquisition, rehabilitation, improvement, and equipping of a 132-unit multifamily rental housing project known as La Puente Park Apartments. In addition, the City recently assisted a developer in submitting application to TCAC and CDLAC for the rehabilitation of the 121 unit La Villa Puente Apartments.	This program should be continued.
Program 9: First-Time Homebuyer Assistance	Inform and direct private developers and first-time homebuyers to CalHFA's mortgage programs as a means to facilitate the construction of new, affordable housing for low- and	Facilitate affordable home ownership	Information regarding the First Time Home Buyers Program was made available.	This program is successful and should be continued.

Table A-2. Housing Element Program Evaluation 2013-2017

Program	Actions	Objectives	Accomplishments	Effectiveness and Appropriateness
	moderate-income households. Post information on the availability of this program on the City's website, provide information at prominent public counters. As appropriate the City will provide information at housing and lending related events sponsored by local congresspersons and other local entities such as the Fair Housing Foundation.			
Program 10: Homeless Assistance	- Provide funding for extremely-low-income, homeless and at-risk persons originating from the City of La Puente as funding is available and approved by the City Council. - Facilitate provision of emergency shelters and transitional/supportive housing.	Continue to support ESGVCH in the provision of homeless and transitional housing assistance.	Funding in the total amount of \$5,000 has been provided to the ESGVCH for Fiscal Years 2015-16 and 2016-17. Funding has also been included in the approved Fiscal Year 2017-18 budget in the amount of \$5,000.	This program should be continued
Removing Governmental Constraints				
Program 11: Minimize Regulatory Constraints to Housing	- Ensure that the definition of a "family" in the Zoning Code is consistent with fair housing law. - Ensure that regulations for emergency shelters and transitional/supportive housing continue to encourage and facilitate these uses consistent with state law. - Review the Zoning Code to ensure that regulations encourage single-room-occupancy (SRO) housing in appropriate locations. - Ensure that manufactured housing on a	Zoning Code amendment in 2015/16	Zoning Code amendments were adopted regarding the definition of "family," transitional and supportive housing, and manufactured housing.	This program should be revised to reflect prior accomplishments.

Table A-2. Housing Element Program Evaluation 2013-2017

Program	Actions	Objectives	Accomplishments	Effectiveness and Appropriateness
	permanent foundation is permitted subject to the same requirements as apply to conventional single-family homes. Review off-street parking requirements for one-bedroom units in FY 2015/16 and if they are found to be an unreasonable constraint, a zoning amendment will be processed to modify standards			
Program 12: Encourage Second Units	To encourage second units as a resource for increasing housing resources and alleviating overcrowding, the City will assist homeowners with second-unit applications, explain the application process, and describe incentives to promote their development. The City will also advertise second-unit development opportunities to homeowners on the City's web site, at the community and senior centers.	Encourage development of at least one second unit per year	Two second units were approved, but have not yet been constructed.	This program should be continued
Equal Housing Opportunity				
Program 18: Fair Housing and Reasonable Accommodation	Continue to provide outreach material on state and federal fair housing laws and direct complaints of housing discrimination to appropriate enforcement agencies (i.e., State Department of Fair Employment and Housing, Fair Housing Council of the San Gabriel Valley, and Federal Department of Housing and Urban Development).	Facilitate fair housing practices	The City continued to make fair housing information available to residents and implement the Reasonable Accommodation Ordinance. No reasonable accommodation requests have been requested as yet during the current planning period.	This program is successful and should be continued.



Housing Element

Table A-2. Housing Element Program Evaluation 2013-2017

Program	Actions	Objectives	Accomplishments	Effectiveness and Appropriateness
	Continue to implement the City's Reasonable Accommodation Ordinance (Municipal Code Chapter 10.90), which establishes procedures for persons with disabilities to request modifications to City rules, policies, practices, and procedures where such accommodation may be necessary to ensure equal housing opportunities. Provide information to assist applicants on the City website and at City offices.			

Appendix B

Inventory of Housing Sites

Table B-1: Residential Recycling

APN	Acres	Zoning	GP2014	Year Built	Existing Units	Density	Net Units	Income/ Feasibility	Situs_House_ No	Street_Name
8263008270	0.43	R1	LDR	0	0	7	2	Above	0	
8203011014	0.45	R1	LDR	1959	0	7	2	Above	14501	TEMPLE AVE
8471018019	0.94	R1	LDR	1958	3	7	2	Above	1400	CALIFORNIA AVE
8471018021	0.47	R1	LDR	0	0	7	2	Above	0	
8214016020	0.47	R1	LDR	1959	0	7	2	Above	15243	NELSON AVE
8247003029	0.48	R1	LDR	0	0	7	2	Above	421	HOLGUIN PL
8247002034	0.57	R1	LDR	1955	1	7	2	Above	16009	SAN JOSE AVE
8247027900	0.41	R1	LDR	0	0	7	2	Above	0	
8251009900	0.40	R1	LDR	0	0	7	2	Above	0	
8201026012	0.95	R1	LDR	1951	2	7	3	Above	335	WILLOW AVE
8246002031	0.64	R1	LDR	1952	0	7	3	Above	420	GLENDORA AVE
8247001026	0.76	R1	LDR	1941	1	7	3	Above	15812	HILL ST
8247002035	0.75	R1	LDR	1952	1	7	3	Above	15977	SAN JOSE AVE
8247007022	0.84	R1	LDR	1977	1	7	3	Above	125	MCFALL LN
8247007055	0.77	R1	LDR	1977	1	7	3	Above	117	MCFALL LN
8247015003	0.80	R1	LDR	1926	1	7	3	Above	431	FERRERO LN
8251016003	0.72	R1	LDR	1957	1	7	3	Above	15701	HILL ST
8251016044	0.69	R1	LDR	1962	0	7	3	Above	15650	TEMPLE AVE
8263007900	0.80	R1	LDR	0	0	7	4	Above	0	
8263026900	0.74	R1	LDR	0	0	7	4	Above	0	
8247007020	1.00	R1	LDR	1977	1	7	4	Above	201	HILLCREST DR
8247017900	0.73	R1	LDR	0	0	7	4	Above	0	



Housing Element

Table B-1: Residential Recycling

APN	Acres	Zoning	GP2014	Year Built	Existing Units	Density	Net Units	Income/ Feasibility	Situs_House_ No	Street_Name
8251016042	0.81	R1	LDR	1963	0	7	4	Above	0	
8247002037	1.33	R1	LDR	0	0	7	7	Above	0	
8247004016	1.54	R1	LDR	1960	1	7	7	Above	16060	SAN JOSE AVE
8251014048	1.52	R1	LDR	1936	1	7	7	Above	666	GLENDORA AVE
8201027007	1.98	R1	LDR	1956	1	7	10	Above	13925	NELSON AVE
Total	21.97				16		96			
8254013011	0.33	R2	MDR	1956	1	14	2	Above	1329	STIMSON AVE
8254013041	0.23	R2	MDR	1962	0	14	2	Above	0	
8254013040	0.33	R2	MDR	1955	1	14	2	Above	1343	STIMSON AVE
8254015033	0.32	R2	MDR	1952	1	14	2	Above	1209	BALLISTA AVE
8254016068	0.21	R2	MDR	0	0	14	2	Above	0	
8472033012	0.38	R2	MDR	1949	2	14	2	Above	933	UNRUH AVE
8472034015	0.35	R2	MDR	1948	1	14	2	Above	1023	UNRUH AVE
8246006028	0.35	R2	MDR	1981	1	14	2	Above	15900	ROWLAND ST
8246006026	0.35	R2	MDR	1981	1	14	2	Above	15904	ROWLAND ST
8246006024	0.35	R2	MDR	1981	1	14	2	Above	15908	ROWLAND ST
8246006025	0.35	R2	MDR	1981	1	14	2	Above	15906	ROWLAND ST
8246006027	0.35	R2	MDR	1981	1	14	2	Above	15902	ROWLAND ST
8246006023	0.35	R2	MDR	1981	1	14	2	Above	15910	ROWLAND ST
8251002012	0.28	R2	MDR	1958	1	14	2	Above	703	DEL VALLE AVE
8251003018	0.23	R2	MDR	0	0	14	2	Above	0	
8251004018	0.35	R2	MDR	1950	1	14	2	Above	921	DEL VALLE AVE
8251018053	0.31	R2	MDR	1948	1	14	2	Above	624	5TH ST
8252012006	0.28	R2	MDR	1952	1	14	2	Above	15732	CADWELL ST
8252012010	0.29	R2	MDR	1950	1	14	2	Above	15704	CADWELL ST
8252012002	0.28	R2	MDR	1952	1	14	2	Above	15762	CADWELL ST
8252012005	0.28	R2	MDR	1951	1	14	2	Above	15738	CADWELL ST

Table B-1: Residential Recycling

APN	Acres	Zoning	GP2014	Year Built	Existing Units	Density	Net Units	Income/ Feasibility	Situs_House_ No	Street_Name
8247008029	0.35	R2	MDR	1955	1	14	2	Above	232	STIMSON AVE
8201008019	0.40	R2	MDR	1958	1	14	3	Above	666	ARDILLA AVE
8251002015	0.39	R2	MDR	1953	1	14	3	Above	15839	SIERRA VISTA CT
8251018008	0.40	R2	MDR	1948	1	14	3	Above	656	5TH ST
8251018016	0.44	R2	MDR	1948	1	14	3	Above	610	5TH ST
8251018026	0.50	R2	MDR	1955	2	14	3	Above	662	5TH ST
8252012034	0.28	R2	MDR	0	0	14	3	Above	0	
8251018051	0.41	R2	MDR	0	0	14	4	Above	0	
8251002007	0.48	R2	MDR	0	0	14	5	Above	15921	SIERRA VISTA CT
8251003901	0.47	R2	MDR	0	0	14	5	Above	0	
8251017038	0.59	R2	MDR	1918	1	14	5	Above	534	5TH ST
8251002036	0.48	R2	MDR	0	0	14	5	Above	0	
8251002024	0.48	R2	MDR	0	0	14	5	Above	0	
8471019028	0.62	R2	MDR	0	0	14	6	Above	0	
8251005077	0.58	R2	MDR	0	0	14	6	Above	0	
8201009035	0.65	R2	MDR	1956	0	14	7	Above	13935	TEMPLE AVE
8471019021	0.82	R2	MDR	1957	2	14	7	Above	15302	FRANCISQUITO AVE
8246008804	0.69	R2	MDR	0	0	14	7	Above	0	
8251005076	0.72	R2	MDR	0	0	14	8	Above	0	
Total	16.31				29		132			
8246003096	1.32	R2	MDR	0	0	14	14	Mod	0	
8247012070	1.34	R2	MDR	0	0	14	15	Mod	0	
8201009001	1.96	R2	MDR	1963	0	14	21	Mod	13901	TEMPLE AVE
8246023114	3.90	R2	MDR	0	0	14	43	Mod	130	ALBERT ST
8247042116	4.67	R2	MDR	0	0	14	52	Mod	0	
Total	13.18				0		145			



Housing Element

Table B-1: Residential Recycling

APN	Acres	Zoning	GP2014	Year Built	Existing Units	Density	Net Units	Income/ Feasibility	Situs_House_ No	Street_Name
8203017004	.30	R3	MHDR	1951	1	18	3	Above	14317	BECKNER ST
8203017003	0.31	R3	MHDR	1965	1	18	3	Above	14309	BECKNER ST
8203017015	0.34	R3	MHDR	1959	1	18	3	Above	533	LEAGUE AVE
8203018006	0.35	R3	MHDR	1960	1	18	3	Above	540	LEAGUE AVE
8203030012	0.34	R3	MHDR	1952	1	18	3	Above	14318	BECKNER ST
8203030013	0.33	R3	MHDR	1977	1	18	3	Above	14308	BECKNER ST
8203030010	0.29	R3	MHDR	1950	1	18	2	Above	14334	BECKNER ST
8252009005	0.29	R3	MHDR	1952	1	18	2	Above	15734	FAIRGROVE AVE
8252009019	0.30	R3	MHDR	1952	1	18	3	Above	15745	HAYLAND ST
8252009022	0.27	R3	MHDR	1956	1	18	2	Above	15721	HAYLAND ST
8252009031	0.21	R3	MHDR	1952	1	18	1	Above	15755	HAYLAND ST
8252009024	0.25	R3	MHDR	1954	1	18	2	Above	15709	HAYLAND ST
8252010002	0.14	R3	MHDR	0	0	18	1	Above	0	
8252010030	0.22	R3	MHDR	1955	1	18	1	Above	1048	LARIMORE AVE
8252011004	0.22	R3	MHDR	1952	1	18	1	Above	15724	HAYLAND ST
8252011009	0.36	R3	MHDR	1957	2	18	2	Above	1103	LARIMORE AVE
8252011001	0.25	R3	MHDR	1956	1	18	2	Above	15702	HAYLAND ST
8252011013	0.36	R3	MHDR	1953	1	18	3	Above	1059	LARIMORE AVE
8203030011	0.32	R3	MHDR	1951	1	18	3	Above	14326	BECKNER ST
8203017017	0.34	R3	MHDR	1950	1	18	3	Above	521	LEAGUE AVE
Total	5.79				20		46			
8210001001	0.14	R4	HDR	1944	1	30	2	Above Mod	14629	NELSON AVE
8210002013	0.19	R4	HDR	1928	1	30	3	Above Mod	14637	NELSON AVE
Total	0.33				2		5			
8251004029	0.26	R4	HDR	1954	1	30	4	Moderate	15608	AMAR RD
8251004030	0.38	R4	HDR	1956	1	30	6	Moderate	15602	AMAR RD
8210001006	0.47	R4	HDR	1924	1	30	8	Moderate	334	SUNSET AVE



Housing Element

Table B-1: Residential Recycling

APN	Acres	Zoning	GP2014	Year Built	Existing Units	Density	Net Units	Income/ Feasibility	Situs_House_ No	Street_Name
Total	1.10				3		18			
8263003037	0.54	R4	HDR	1970	1	30	10	Lower	665	LAURA AVE
Total	0.54				1		10			
Total	59.22				71		452			

Table B-2: Downtown Specific Plan Sites

AIN	Acres	Zoning	GP	Site #	Sub Area	Max Density	Potential Density	Net Units	Income	Existing Uses/ Common Owners	Year Built	Existing FAR
8246013019	0.10	DBD	MU	C	1	Unlimited	50	5	Lower	Retail Stores/ Owner A	1927	0.84
8246013021	0.07	DBD	MU	C	1	Unlimited	50	4	Lower	Retail Stores/ Owner B	1953	0.99
8246013018	0.06	DBD	MU	C	1	Unlimited	50	3	Lower	Retail Stores	1913	0.92
8246013015	0.14	DBD	MU	C	1	Unlimited	50	7	Lower	Restaurant/ Owner B	1973	0.18
8246013016	0.10	DBD	MU	C	1	Unlimited	50	5	Lower	Retail Stores	1922	0.66
8246013020	0.11	DBD	MU	C	1	Unlimited	50	6	Lower	Retail Stores/ Owner A	1922	0.92
8246013023	0.05	DBD	MU	C	1	Unlimited	50	3	Lower	Retail Stores/ Owner A	1916	0.73
8246013902	0.03	DBD	MU	C	1	Unlimited	50	2	Lower	Public	0	-
8246013904	0.06	DBD	MU	C	1	Unlimited	50	3	Lower	Vacant	0	-
8246013900	0.05	DBD	MU	C	1	Unlimited	50	3	Lower	Public	0	-
Total	0.77							41				
8246014003	0.15	DBD	MU	E	2	Unlimited	50	8	Lower	Retail Stores	1929	0.65
8246014004	0.16	DBD	MU	E	2	Unlimited	50	8	Lower	Retail Stores	1922	0.24
8246014001	0.16	DBD	MU	E	2	Unlimited	50	8	Lower	Store and Office	1915	0.55
8246014002	0.16	DBD	MU	E	2	Unlimited	50	8	Lower	Retail Stores	1947	0.29



Housing Element

Table B-2: Downtown Specific Plan Sites

AIN	Acres	Zoning	GP	Site #	Sub Area	Max Density	Potential Density	Net Units	Income	Existing Uses/ Common Owners	Year Built	Existing FAR
8246014006	0.16	DBD	MU	E	2	Unlimited	50	8	Lower	Office	1955	0.48
8246014005	0.10	DBD	MU	E	2	Unlimited	50	5	Lower	Store and Residence	1924	0.19
Total	0.89							45				
8246010004	0.17	DBD	MU	B	3	Unlimited	50	9	Lower	Professional Office	1954	0.17
8246010006	0.15	DBD	MU	B	3	Unlimited	50	8	Lower	Office	1938	0.79
8246010003	0.17	DBD	MU	B	3	Unlimited	50	8	Lower	Single-Family Home	1923	0.15
8246010015	0.13	DBD	MU	B	3	Unlimited	50	7	Lower	Medical Office	1977	0.39
8246010012	0.30	DBD	MU	B	3	Unlimited	50	15	Lower	Retail Stores	1953	0.25
8246010008	0.06	DBD	MU	B	3	Unlimited	50	3	Lower	Office/ Owner C	1926	0.94
8246010007	0.12	DBD	MU	B	3	Unlimited	50	6	Lower	Office	1915	0.68
8246010005	0.17	DBD	MU	B	3	Unlimited	50	9	Lower	Office	1906	0.15
8246010016	0.31	DBD	MU	B	3	Unlimited	50	16	Lower	Store and Residence	1932	0.04
8246010009	0.12	DBD	MU	B	3	Unlimited	50	6	Lower	Vacant / Owner C	0	-
Total	1.70							87				
8246009002	0.52	DBD	MU	D	4	Unlimited	50	26	Lower	Restaurant/ Owner D	1949	0.23
8246009001	0.17	DBD	MU	D	4	Unlimited	50	8	Lower	Single-Family Home/ Owner D	1926	0.14
8246009007	0.22	DBD	MU	D	4	Unlimited	50	11	Lower	Retail Stores	1922	0.61
8246009010	0.17	DBD	MU	D	4	Unlimited	50	9	Lower	Retail Stores/ Owner E	1938	0.23
8246009012	0.17	DBD	MU	D	4	Unlimited	50	9	Lower	Vacant/ Owner E	0	-
8246009900	0.17	DBD	MU	D	4	Unlimited	50	9	Lower	Vacant	0	-
8246009016	0.34	DBD	MU	D	4	Unlimited	50	17	Lower	Retail Stores/ Owner E	0	0.58
8246009017	0.55	DBD	MU	D	4	Unlimited	50	28	Lower	Vacant	0	-
8246009015	0.17	DBD	MU	D	4	Unlimited	50	9	Lower	Retail Stores	1940	0.41



Housing Element

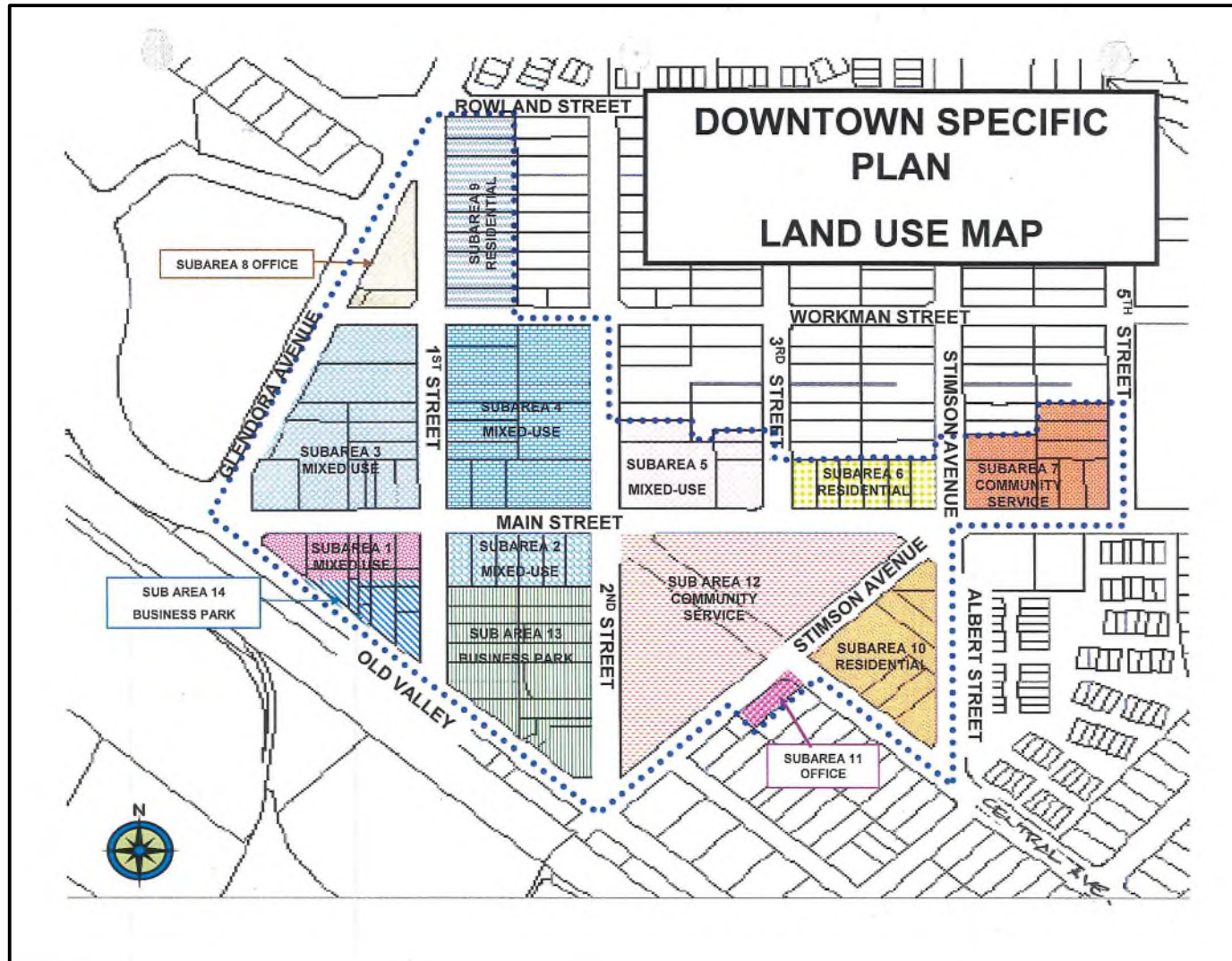
Table B-2: Downtown Specific Plan Sites

AIN	Acres	Zoning	GP	Site #	Sub Area	Max Density	Potential Density	Net Units	Income	Existing Uses/ Common Owners	Year Built	Existing FAR
8246009011	0.17	DBD	MU	D	4	Unlimited	50	9	Lower	Office/ Owner E	1923	0.14
8246009007	0.15	DBD	MU	D	4	Unlimited	50	8	Lower	Retail Stores	1935	0.60
Total	2.80							143				
All Areas	6.16							316				

Figure B-1



Figure B-2



Appendix C

Public Participation

This update to the Housing Element has provided residents and other interested parties with opportunities to review draft documents and proposed policies, and to provide recommendations for consideration by decision-makers. Public notices of all Housing Element meetings and public hearings were published in the local newspaper in advance of each meeting, as well as by direct mail to interested parties and posting the notices on the City's website. The draft Housing Element was made available for review at City Hall and posted on the City's website.

As part of the public review process, the following public meetings were held to review the draft Housing Element.

July 18, 2017
October 10, 2017

Planning Commission Public Hearing
City Council Hearing

Table C-1 provides a list of persons and organizations that were sent direct mail notice of all public meetings on the Housing Element while Table C-2 summarizes comments received and how those comments were addressed.



Housing Element

Table C-1. Public Notice List

City of West Covina
1444 W. Garvey Avenue South
Room 208
West Covina, CA 91790

Los Angeles County Dept. of
Regional Planning
320 W. Temple Street
Los Angeles, CA 90012

City of Industry
15625 E. Stafford Street #100
City of Industry, CA 91744

Rowland Unified School Dist.
1830 Nogales Street
Rowland Heights, CA 91748

Hacienda/LaPuente Unified School
Dist
15959 E. Gale Ave.
City of Industry, CA 91716

Bassett Unified School District
904 N. Willow Ave.
La Puente, CA 91746

SCAG
818 West 7th Street, 12th Floor
Los Angeles, CA 90017

Local Agency Formation
Commission
80 South Lake Avenue, Suite 870
Pasadena, CA 91101

Sanitation Districts of Los Angeles
County
PO Box 4998
Whittier, CA 90607-4998

La Puente Valley County Water
District
112 N. First St.
La Puente, CA 91744

Suburban Water Systems
1211 East Center Drive
Covina, CA 91724-3603

San Gabriel Valley Water Company
14404 Valley Boulevard
Industry, CA 91746

Chairperson
Gabrieleno/Tongva Tribal Council
501 Santa Monica Blvd., Ste. 500
Santa Monica, CA 90401-2415

La Puente Water Company
PO Box 3136
La Puente, CA 91744

La Puente Senior Center
16001 Main St.
La Puente, CA 91744

Center for Aging Resources
447 N. El Molino Avenue
Pasadena, CA 91101-1403

Mercy Housing
1500 South Grand Ave., Suite 100
Los Angeles, California 90015

A Community of Friends
3701 Wilshire Boulevard #700
Los Angeles, CA 90010

Southern California Association of
Non Profit Housing
501 Shatto Place, Suite 403
Los Angeles, CA 90020

Housing Authority of the County of
Los Angeles
700 W. Main Street
Alhambra, CA 91801

Jamboree Housing Corp.
17701 Cowan Avenue, Suite 200
Irvine, CA 92614

San Gabriel Valley COG
Homeless Services Steering
Committee
1000 S. Fremont Ave., Unit 42;
Bldg A-10N, Suite 10-210
Alhambra, CA 91803

San Gabriel/Pomona Regional
Center
75 Rancho Camino Drive
Pomona, CA 91766

LINC Housing Corporation
110 Pine Ave., Suite 500
Long Beach, CA 90802



Housing Element

Center for Independent Living
623 W. Foothill Blvd.
Glendora, CA

East Valley Community Health
Center
420 South Glendora Avenue
West Covina, CA 91790

East San Gabriel Valley Coalition
for the Homeless
St. John Vianney Church
1345 Turnbull Canyon Rd
Hacienda Heights, CA 91745

Center for Integrated Family and
Health Services
560 S. San Jose
Covina, CA 91723

YWCA San Gabriel Valley
943 N. Grand Ave.
Covina, CA 91724

SPIRITT Family Services
La Puente Family Center
147 S. 6th Ave.
La Puente, CA 91746

Table C-2. Public Comments Summary

Comment	Response
What happens if the City doesn't achieve the RHNA allocation?	The RHNA is a planning target, not a development quota. The City's primary responsibility is to ensure that adequate sites are available to accommodate the level of development for all income segments commensurate with the RHNA. There is no penalty for not achieving housing construction equal to the RHNA.
How is the RHNA determined?	The RHNA is prepared by SCAG as the regional planning agency for Los Angeles County based on growth trends, local plans, physical and other constraints such as public open space, prime agricultural land and sensitive environmental resources.
What are the requirements for transitional/supportive housing and residential care facilities?	Transitional and supportive housing must be permitted according to the same standards and procedures as apply to other residential uses of the same type in the same zone. Also, state-licensed residential care facilities for 6 or fewer persons must be treated as a single-family residential use. Larger care facilities for 7 or more persons may require approval of a conditional use permit.

RESOLUTION NO. 21-5653

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LA PUENTE ALLOWING CERTAIN CLAIMS AND
DEMANDS IN THE AMOUNT \$1,787,885.74 (WARRANT
REGISTER 1515)**

THE CITY COUNCIL OF THE CITY OF LA PUENTE DOES HEREBY RESOLVE,
DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: That in accordance with Section 37202 of the Government Code, the Director of Administrative Services, or designated representative, hereby certifies, and the City Manager hereby approves the accuracy of the following demands and the availability of funds for payment thereof.

APPROVED

EXAMINED

Bob Lindsey, City Manager

Troy Grunklee, CPA
Director of Administrative Services

SECTION 2: That the following claims and demands numbered 5901 through 6010 ACH(s) numbered 265 through 268, and Draft numbered 01347 through 01354 except for voided warrants 6006 have been audited as required by law and the same are hereby allowed in the amounts hereinafter set forth on the attached check registers.

CERTIFIED, PURSUANT TO GOVERNMENT CODE, SECTION 37208, AS CONFORMING TO ADOPTED BUDGET, EXCEPT WARRANT NOS: NONE

Sheryl Garcia, City Clerk

PASSED, APPROVED AND ADOPTED this 24th day of August 2021, by the following vote:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Sheryl Garcia, City Clerk



City of La Puente

Check Register Report

By Payment Number

Payment Dates 8/1/2021 - 8/16/2021

Payment Number	Payment Date	Vendor #	Vendor Name	Account Number	Payment Amount
	Payable Number	Description			Item Amount
265	8/16/2021	SEIU	COPE FUND		10.00
	INV0006024	COPE FUND CONTRIBUTION		100-20380	2.62
	INV0006024	COPE FUND CONTRIBUTION		260-20380	2.38
	INV0006070	COPE FUND CONTRIBUTION		100-20380	2.62
	INV0006070	COPE FUND CONTRIBUTION		260-20380	2.38
266	8/16/2021	SEIU	SEIU - LOCAL 721		920.14
	INV0006023	EMPLOYEE DUES		100-20380	322.73
	INV0006023	EMPLOYEE DUES		200-20380	22.57
	INV0006023	EMPLOYEE DUES		203-20380	15.15
	INV0006023	EMPLOYEE DUES		205-20380	15.61
	INV0006023	EMPLOYEE DUES		210-20380	31.54
	INV0006023	EMPLOYEE DUES		215-20380	1.89
	INV0006023	EMPLOYEE DUES		260-20380	22.26
	INV0006023	EMPLOYEE DUES		285-20380	28.32
	INV0006069	EMPLOYEE DUES		100-20380	339.30
	INV0006069	EMPLOYEE DUES		200-20380	26.53
	INV0006069	EMPLOYEE DUES		203-20380	7.65
	INV0006069	EMPLOYEE DUES		205-20380	7.65
	INV0006069	EMPLOYEE DUES		210-20380	31.54
	INV0006069	EMPLOYEE DUES		215-20380	2.35
	INV0006069	EMPLOYEE DUES		260-20380	22.26
	INV0006069	EMPLOYEE DUES		285-20380	22.79
267	8/13/2021	ENTFMT	ENTERPRISE FM TRUST		5,621.68
	FBN4259752	08/21 MONTHLY MTCE		555-3150-53812	947.79
	FBN4259752	08/21 LEASE FEES		555-3150-53912	4,673.89
268	8/13/2021	TANKO	TANKO LIGHTING		2,734.00
	66821	07/21 MTCE SVC		285-3330-53111	1,620.00
	66836	07/21 TS MTCE-AMAR AND CENTRAL		285-3330-53111	1,114.00
5901	8/6/2021	ADRRIO	ADRIAN RIOS		35.00
	INV0006052	PRE EMPLOYMENT EXAM REIM-RIOS		100-1135-53406	35.00
5902	8/6/2021	AMABUS	AMAZON CAPITAL SERVICES INC		3,796.55
	16NX-CJHH-X17C	SCANNER & COMPUTER-HERNANDEZ		550-6100-53018	2,126.47
	1FKV-XWDR-9436	COMPUTERS (5)		550-6100-53018	1,670.08
5903	8/6/2021	ANTSP0	ANTHEM SPORTS, LLC		18,509.53
	297962	4-ROW 15' BLEACHERS GREEN (2)		100-5596-59300	4,705.96
	297962	4-ROW 15' BLEACHERS BLUE (2)		100-5596-59300	4,107.28
	297962	4-ROW 15' BLEACHERS RED (2)		100-5596-59300	4,107.28
	301058	PARK BLEACHERS (2)		100-5596-59300	5,589.01
5904	8/6/2021	ATHAPP	ATHLETIX APPAREL		25,698.54
	TC21-540	CHEER GEAR		263-3320-53993	16,020.95
	TC21-546	FOOTBALL GEAR		263-3320-53993	9,677.59
5905	8/6/2021	BLEBAR	BARNEY'S BLENDS, INC.		2,763.39
	3534	INFIELD MIX		285-3330-53822	1,396.50
	3577	INFIELD MIX		285-3330-53822	1,366.89
5906	8/6/2021	CABUST	CALIFORNIA BUILDING STANDARDS		184.50
	INV0006050	04-06/21 BLDG REV FUND		100-48900	-20.50
	INV0006050	04-06/21 BLDG REV FUND		600-47441	205.00

Check Register Report

Payment Dates: 8/1/2021 - 8/16/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
5907	8/6/2021 3060	CCCA FY 20/21 CCCA ANNUAL DUES	CALIFORNIA CONTRACT CITIES ASSOCIATION	100-1100-53971	3,400.00 3,400.00
5908	8/6/2021 73179611	CBEEQU CH COPIER TAX	CELL BUSINESS EQUIPMENT	100-1150-53911	117.71 117.71
5909	8/6/2021 5016119494	CBEEQU 08/11-09/10 FACILITY COPIER LEASE	CELL BUSINESS EQUIPMENT	100-1150-53911	1,046.41 1,046.41
5910	8/6/2021 782-R	CENTRE RETENTION PYMT-FIERO	CENTRE CONSTRUCTION	260-20220	822.00 822.00
5911	8/6/2021 72150301	CONCEN PRE EMPLOYMENT EXAM	CONCENTRA	100-1135-53406	106.00 106.00
5912	8/6/2021 3301-1002522 3301-1002749 3301-1002751 3301-1002758	CED LP PARK-ELECTRICAL SUPPLIES CH-HID LAMP CH-BALAST LAMP LP PARK ELECTRICAL SUPPLIES	CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC	285-3330-53822 100-1150-53813 100-1150-53813 285-3330-53822	368.09 28.06 43.23 64.22 232.58
5913	8/6/2021 INV0006039	VALDAN PRE EMPLOYMENT EXAM REIM-VALDES	DANTE VALDES	100-1135-53406	36.00 36.00
5914	8/6/2021 ARINV014114	DEKRA MILITARY BANNER-TERRE	DEKRA-LITE	100-48140	126.43 126.43
5915	8/6/2021 INV0006051 INV0006051	DEPTC 04-06/21 SMIP FEES 04-06/21 SMIP FEES	DEPT OF CONSERVATION	100-48900 600-47440	987.62 -51.98 1,039.60
5916	8/6/2021 2 2 2 2	DOUMAR 04/21 CITYWIDE SLURRY SEAL RETENTION 04/21 CITYWIDE SLURRY SEAL PYMT#2 04/21 CITYWIDE SLURRY SEAL RETENTION 04/21 CITYWIDE SLURRY SEAL PYMT#2	DOUG MARTIN CONTRACTING COM., INC.	405-20220 405-5598-59300 410-20220 410-5598-59300	384,876.02 -10,128.32 202,566.33 -10,128.31 202,566.32
5917	8/6/2021 INV0006040	EDUALV PRE EMPLOYMENT EXAM REIM-ALVARADO	EDUARDO ALVARADO	100-1135-53406	35.00 35.00
5918	8/6/2021 INV0006053	EMMLEO PRE EMPLOYMENT EXAM REIM-LEON	EMMANUEL LEON	100-1135-53406	37.00 37.00
5919	8/6/2021 14739084 14772952 14802735	EWIIRR LP PARK IRRIGATION SUPPLIES LP PARK-IRRIGATION PIPE IRRIGATION SUPPLIES	EWING IRRIGATION PRODUCTS INC.	285-3330-53822 285-3330-53822 285-3330-53822	7,169.72 2,516.19 3,757.93 895.60
5920	8/6/2021 7-452-32399	FEDEXP POSTAGE-GALLS	FEDERAL EXPRESS CORP	100-1150-53211	43.84 43.84
5921	8/6/2021 448542	FRANKL CH A/C REPAIR	FRANKLIN AIR CONDITIONING &	100-1150-53811	3,379.50 3,379.50
5922	8/6/2021 INV0006041	VERIC 07/16-08/15 PHONE-CH MAIN	FRONTIER COMMUNICATIONS	100-1150-53715	55.76 55.76
5923	8/6/2021 018731396 018744310 018782143 018783491 018820134	GALLS REFUND-CODE ENF UNIFORMS CODE ENF-UNIFORMS CODE ENF-UNIFORMS REFUND CODE ENF-UNIFORMS CODE ENF-UNIFORMS	GALLS	100-2110-53015 100-2110-53015 100-2110-53015 100-2110-53015 100-2110-53015	80.29 -266.01 288.70 115.04 -115.57 58.13

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5924	8/6/2021 INV0006047	GEOVAV PRE EMPLOYMENT EXAM REIM-NAVARRETE	GEORGENE NAVARRETE	100-1135-53406	37.00 37.00
5925	8/6/2021 298234	GORM LP PARK JANITORIAL SUPPLIES	GORM INC	100-3330-53011	786.91 786.91
5926	8/6/2021 SIN010262 SIN010528	HDLCC 07-09 PROPERTY TAX SVC 20/21 ACFR REPORTING PKG	HDL COREN & CONE	100-1130-53111 100-1130-53111	3,435.00 2,640.00 795.00
5927	8/6/2021 INV0006038	JACROM PRE EMPLOYMENT EXAM REIM-ROMERO	JACOB ROMERO	100-1135-53406	35.00 35.00
5928	8/6/2021 110183 110185 110283	JCLBAR REGULATORY SIGNS TRAFFIC PAINT TRAFFIC PAINT	JCL TRAFFIC	200-3120-53821 200-3120-53821 200-3120-53821	852.02 598.38 166.38 87.26
5929	8/6/2021 INV0006054	JOAMUR PRE EMPLOYMENT EXAM REIM-MURRIETA	JOAQUIN MURRIETA	100-1135-53406	37.00 37.00
5930	8/6/2021 INV0006056	LAPUJ REIMBURSEMENT-FOOTBALL GRANT	JR ALL AMERICAN FOOTBALL OF LA PUENTE	263-3320-53993	7,590.00 7,590.00
5931	8/6/2021 INV0006055	FERJUA BOOT REIM - FERNANDEZ	JUAN FERNANDEZ	100-3330-53015	200.00 200.00
5932	8/6/2021 072721	RODJUL 07/27 PHOT SVC-SUMMER LUNCH PROG	JULIE RODRIGUEZ	100-4140-53979	200.00 200.00
5933	8/6/2021 1472	KSKFAC 07/21 CC/YLAC JANITORIAL SUPPLIES	KSK FACILITIES	285-3330-53813	2,035.00 2,035.00
5934	8/6/2021 IN210001080 IN210001082	LACRDD 05/21 TS SUNSET@TEMPLE 05/21 TS AMAR@ORANGE	LA CO DEPT PUBLIC WORKS	200-3120-53819 200-3120-53819	6,567.64 5,731.90 835.74
5935	8/6/2021 212440AL 212440AL 213051VC 213070VC 213077VC	LACSHF 05/21 LAW ENF SVC 05/21 LIABILITY INSURANCE 04/21 FUEL 01/21 IDT-CRIME SUPPRESSION 06/21 IDT CRIME SUPPRESSION	LA CO SHERIFF'S DEPT	100-2100-53110 100-2100-53186 555-3150-53014 100-2100-53113 100-2100-53113	684,018.81 595,695.56 63,003.22 482.72 1,845.04 22,992.27
5936	8/6/2021 9987 9987 9987	LANWEST 07/21 SR CENTER LANDSCAPE SVC 07/21 MEDIAN LANDSCAPE SVC 07/21 CH LANDSCAPE SVC	LANDSCAPE WEST MANAGEMENT SERVICES INC	100-4130-53814 200-3120-53814 285-3330-53814	7,657.91 168.48 5,408.74 2,080.69
5937	8/6/2021 14510	MANCIL ANNUAL BUDGET 2022 BOOKS	MANCILLA'S QUALITY PRINTING	100-1130-53111	2,585.00 2,585.00
5938	8/6/2021 INV0006048	MATMED PRE EMPLOYMENT EXAM REIM-MEDINA	MATTHEW MEDINA	100-1135-53406	35.00 35.00
5939	8/6/2021 39182	M-TECH FY 21/22 PLOTTER ANNUAL MTCE FEE	M-TECHS	100-4100-53811	799.00 799.00
5940	8/6/2021 351842	MUSSPO LP PARK 3 ADDITIONAL FIXTURES	MUSCO SPORTS LIGHTING, LLC	100-5596-59300	12,650.00 12,650.00
5941	8/6/2021 6204090	NATCON 07/11-08/07 LP PARK TEMP FENCING	NATIONAL CONSTRUCTION RENTALS	100-3330-53822	59.28 59.28

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5942	8/6/2021 2903	PCMATI VIRUS PROTECTION COMPUTERS (5)	PC MATIC PRO	550-6100-53017	102.90 102.90
5943	8/6/2021 10057C-RET	PCI ST SIGN REPLACEMENT RETENTION PYMT	PCI	200-20220	3,330.00 3,330.00
5944	8/6/2021 52481135 52485247 52489173	PRUDOV 06/21 CH MAT RENTAL 06/16 CH MAT RENTAL 06/30 CH MAT RENTAL	PRUDENTIAL OVERALL SUPPLY	100-1150-53813 100-1150-53813 100-1150-53813	220.68 73.56 73.56 73.56
5945	8/6/2021 100403	READYP CONCRETE MIX	PUENTE READY MIX, INC.	285-3330-53822	563.56 563.56
5946	8/6/2021 1013194 1014997 9020544 9063378	QUINMO FUEL FUEL FUEL FUEL	QUINTIN'S MOBIL	555-3150-53014 555-3150-53014 555-3150-53014 555-3150-53014	199.64 82.61 42.21 42.86 31.96
5947	8/6/2021 INV0048303	SCHSIN PITCHING SAFETY SCREEN	SCHOOLSIN	100-3330-53822	1,018.86 1,018.86
5948	8/6/2021 110941168-001 111031443-001 111399252-001 111408262-001 111428526-001 111429476-001 111519964-001	SITEON IRRIGATION SUPPLIES IRRIGATION SUPPLIES IRRIGATION SUPPLIES IRRIGATION SUPPLIES IRRIGATION SUPPLIES IRRIGATION SUPPLIES IRRIGATION SUPPLIES	SITEONE LANDSCAPE SUPPLY, LLC	285-3330-53822 285-3330-53822 285-3330-53822 285-3330-53822 285-3330-53822 285-3330-53822 285-3330-53822	4,300.20 629.69 202.37 761.56 83.18 1,422.56 725.09 475.75
5949	8/6/2021 829055 853400	SMART FIELD DAY SUPPLIES TRAINING SUPPLIES	SMART & FINAL	100-4110-53012 100-4110-53976	38.30 32.30 6.00
5950	8/6/2021 10303592 071521	DANON 07/21 CH WATER SVC	SPARKLETT'S	100-1150-53011	221.72 221.72
5951	8/6/2021 373692 373695	STANLE 07/21 LP SNACK BAR 07/21 ABBEY PEST CONTROL	STANLEY PEST CONTROL, INC.	100-3330-53822 200-3120-53814	165.00 80.00 85.00
5952	8/6/2021 2858159791 2860426511 2860462101 2863365951 2865082311 2865082311 2865280751 2877779341 2877781351 2877781741	STAPLE OFFICE SUPPLIES OFFICE SUPPLIES LABEL MAKER OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES BRIEF CASE OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	STAPLES CREDIT PLAN	100-1150-53971 100-1120-53011 100-1120-53011 100-1150-53011 100-1120-53011 100-1150-53011 100-1120-53011 100-3300-53011 100-2110-53011 100-2110-53011	2,183.60 53.90 652.25 179.28 296.01 558.14 26.99 89.08 249.24 27.82 50.89
5953	8/6/2021 INV0006049	STEALD PRE EMPLOYMENT EXAM REIM-ALDRETE	STEPHANIE ALDRETE	100-1135-53406	35.00 35.00
5954	8/6/2021 INV0006045 INV0006046	STEOVE RESET SOFTWARE REIM-OVERSTREET COMPUTER SUPPLIES-OVERSTREET	STEVE OVERSTREET	550-6100-53017 550-6100-53018	198.22 29.95 168.27
5955	8/6/2021 112817535-0002	SUNBELT REFUND-TOOL RENTAL	SUNBELT RENTALS, INC.	100-3330-53822	1,203.05 -303.94

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	113641107-0002	REFUND-CONCRETE MIXER RENTAL		285-3330-53822	-256.72
	113773434-0001	TRACTOR SKIDSTEER RENTAL		285-3330-53822	1,763.71
5956	8/6/2021	TERMI	TERMINIX PROCESSING CENTER		143.00
	409944885	07/12 YLAC PEST CONTROL		285-3330-53813	53.00
	409944898	07/12 SR CENTER PEST CONTROL		100-4130-53813	90.00
5957	8/6/2021	TIMEWA	TIME WARNER CABLE		100.80
	0029105071421	07/14-08/13 SC CABLE/INTERNET SVC		100-4130-53715	100.80
5958	8/6/2021	TMOBILE	T-MOBILE		1,673.21
	INV0006042	06/21-07/20 PHONE-MTCE WIRELES		100-3100-53715	767.45
	INV0006043	06/21-07/20 PHONE-CE WIRELESS		100-2110-53715	678.24
	INV0006044	06/21-07/20 PHONE-PUBLIC SAFETY WIRELESS		100-2100-53715	199.08
	INV0006044	06/21-07/20 PHONE-PUBLIC SAFETY WIRELESS		100-2110-53715	28.44
5959	8/6/2021	INCODE	TYLER TECHNOLOGIES, INC.		2,578.00
	045-347180	21/22 EXECUTIME SVC-TIME/ATTENDANCE		550-6100-53017	2,578.00
5960	8/6/2021	ULINE	ULINE		5,005.68
	136145450	DUGOUT BENCHES-LP PARK (18)		285-3330-53822	5,005.68
5961	8/6/2021	WILENG	WILLDAN ENGINEERING		128,888.33
	003-34915	06/21 TRAFFIC ENG SVC		100-3110-53111	4,222.50
	003-34916	06/21 NPDES SVC		284-3100-53111	3,700.00
	003-34917	06/21 ENCROACHMENT PERMIT-1010 UNRUH		100-3110-53120	1,310.00
	003-34918	06/21 SEWER PARK IMPROV-LP COMMUNITY CENTER		500-5595-59600	580.00
	003-34919	06/21 SANITARY SEWER MTCE SVC		500-3210-53111	810.00
	003-34925	06/21 ENGINEERING PERMITS		100-3110-53120	4,453.15
	003-34927	06/21 SLURRY SEAL PROG		405-5598-59600	9,866.20
	003-34927	06/21 SLURRY SEAL PROG		410-5598-59600	9,866.20
	003-34928	06/21 ACCESS ROAD DESIGN-LP PARK		284-5599-59210	15,367.95
	003-34929	06/21 ST IMPROV VARIOUS ST 20/21		405-5598-59210	32,053.92
	003-34929	06/21 ST IMPROV VARIOUS ST 20/21		410-5598-59210	32,053.93
	006-21314	05/21 LP LOCAL RD SAFETY PLAN		100-3100-53111	2,764.00
	00621521	06/21 HSIP CYCLE 8 DESIGN PH II		203-5586-59210	784.48
	006-21539	06/21 LP LOCAL RD SAFETY PLAN		100-3100-53111	11,056.00
5962	8/16/2021	STADIS	CALIFORNIA STATE DISBURSEMENT UNIT		479.60
	INV0006060	CHILD SUPPORT		100-20399	225.71
	INV0006060	CHILD SUPPORT		260-20399	253.89
5963	8/16/2021	NATRS	NATIONWIDE RETIREMENT		120.00
	INV0006063	Employee Contribution		100-20340	114.25
	INV0006063	Employee Contribution		200-20340	1.15
	INV0006063	Employee Contribution		203-20340	1.15
	INV0006063	Employee Contribution		205-20340	1.15
	INV0006063	Employee Contribution		210-20340	1.15
	INV0006063	Employee Contribution		215-20340	1.15
5964	8/16/2021	FTB	STATE OF CALIFORNIA FRANCHISE TAX BOARD		100.00
	INV0006061	PR WITHOLDING ORDER		100-20399	100.00
5965	8/16/2021	USBANK	U.S BANK PARS ACCT# 6746022400		4,216.24
	INV0006067	PARS RETIREMENT		100-20340	2,690.02
	INV0006067	PARS RETIREMENT		200-20340	207.83
	INV0006067	PARS RETIREMENT		203-20340	63.54
	INV0006067	PARS RETIREMENT		205-20340	154.44
	INV0006067	PARS RETIREMENT		260-20340	964.57
	INV0006067	PARS RETIREMENT		285-20340	135.84

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5966	8/13/2021 1HVX-H7QP-XGHR	AMABUS COMPUTER MONITORS (6)	AMAZON CAPITAL SERVICES INC	550-6100-53018	1,445.40 1,445.40
5967	8/13/2021 RI59979	AMEIND 07/15-08/13 LP PARK FENCE RENTAL	AMERICAN INDUSTRY FENCE	100-3330-53822	405.00 405.00
5968	8/13/2021 000016811066 000016811067 000016811068 000016811069 000016811070	ATT 06/28-07/27 PHONE-PRIMARY RATE 06/28-07/27 PHONE-SR CENTER 911 LN 06/28-07/27 PHONE-MTCE YARD ALARM 06/28-07/27 PHONE-CH FAX LINE 06/28-07/27 PHONE-CH LINE	AT&T	100-1150-53715 100-4130-53715 285-3330-53715 100-1150-53715 100-1150-53715	1,099.36 166.16 65.18 21.74 110.73 735.55
5969	8/13/2021 INV0006092	AZ DESIGN MTCE T-SHIRTS	AZ DESIGN	100-3330-53015	270.45 270.45
5970	8/13/2021 1920	BLAWAT 0/21 CITY SECURITY SVC	BLACKWATER SECURITY	100-2110-53111	11,083.33 11,083.33
5971	8/13/2021 002392	BRATOW CONTAINER RELOCATION	BRAVO'S TOWING	100-3330-53976	150.00 150.00
5972	8/13/2021 INV0006091	VASBRI REIM - SCHOLARSHIP VASQUEZ	BRIANA VASQUEZ	100-4140-53992	500.00 500.00
5973	8/13/2021 3273	CCCA FY 21/22 CCCA ANNUAL DUES	CALIFORNIA CONTRACT CITIES ASSOCIATION	100-1100-53971	3,600.00 3,600.00
5974	8/13/2021 8405259638	CINTA FIST AID RESTOCK-ALL FACILITIES	CINTAS CORPORATION #693	100-1150-53011	1,189.29 1,189.29
5975	8/13/2021 INV0006083	CPRSPT CPRS RENEWAL - SAUCEDO	CPRS	100-4100-53971	145.00 145.00
5976	8/13/2021 INV0006093	DASCON CITY CONCRETE REPAIRS RETENTION PYMT	DASH CONSTRUCTION COMPANY, INC.	203-20220	7,859.00 7,859.00
5977	8/13/2021 INV0006057	STAN REIM - FILM PERMIT DEPOSIT	DAVE STANLEY	100-42130	1,000.00 1,000.00
5978	8/13/2021 INV1281 INV1281	DELCOM 07/21 NATURE PARK SVC 07/21 CAR DETAILING	DELHAVEN COMMUNITY CENTER	100-4100-53111 555-3150-53812	745.00 425.00 320.00
5979	8/13/2021 58G2101-IN	EMPAME 07/21 BUS SHELTER MTCE	EMPLOY AMERICA	210-3130-53816	3,640.00 3,640.00
5980	8/13/2021 INV0006103	FSCONT LP PARK ACCESS SPECS REFUND	FS CONTRACTORS, INC.	100-48900	13.00 13.00
5981	8/13/2021 10649976	GARDA 08/21 ARMORED TRANS SVC	GARDAWORLD	100-1130-53111	401.60 401.60
5982	8/13/2021 298095 298234A	GORM CH JANITORIAL SUPPLIES LP PARK JANITORIAL SUPPLIES	GORM INC	100-1150-53012 100-3330-53011	592.15 516.61 75.54
5983	8/13/2021 2273 2276 2277 5895 5918 5934	HACLWN MTCE EQUIPMENT-BLOWER/TOOLS MTCE TOOLS MTCE TOOLS FERTILIZER MTCE TOOLS MTCE TOOLS	HACIENDA LAWNMOWER SHOP	100-3330-53012 100-3330-53012 100-3330-53012 100-3330-53012 100-3330-53012 100-3330-53012 100-3330-53012	1,159.94 604.92 -43.98 131.94 184.41 19.69 120.12

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	5957	MTCE TOOLS		100-3100-53012	142.84
5984	8/13/2021	HACOUT	HACIENDA OUTLET		354.08
	29585	MTCE UNIFORMS		100-3330-53015	94.57
	29586	MTCE UNIFORMS		100-3330-53015	109.96
	29587	MTCE UNIFORMS		100-3330-53015	149.55
5985	8/13/2021	HARHAR	HARDY & HARPER, INC.		265,930.12
	INV0006094	05/21 LOCAL ST IMPROV FINAL PYMT		202-5510-59300	265,930.12
5986	8/13/2021	HMEDEP	HOME DEPOT CRC		1,258.42
	1344205	MTCE TOOLS		100-3100-53012	287.23
	2344293	LINCH PIN		285-3330-53822	23.12
	24483	LP PARK TOOLS		285-3330-53822	283.15
	270275	LP PARK SUPPLIES		285-3330-53822	154.72
	3274392	MTCE SUPPLIES		100-3100-53012	45.79
	5275093	LP PARK SUPPLIES		285-3330-53822	200.74
	8020232	SCREWS/STAKES		285-3330-53822	108.29
	8033238	LP PARK TOOLS		285-3330-53822	97.11
	8544275	MTCE SUPPLIES		100-3330-53012	26.66
	9354690	MTCE TOOLS		100-3100-53012	31.61
5987	8/13/2021	IIMC	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS		115.00
	INV0006077	IIMC MEMBERSHIP-RAMIREZ		100-3300-53971	115.00
5988	8/13/2021	JCLBAR	JCL TRAFFIC		1,258.50
	110411	LP PARK SIGNAGE		285-3330-53822	85.33
	110450	LP PARK SIGNAGE		285-3330-53822	1,173.17
5989	8/13/2021	KSKFAC	KSK FACILITIES		2,171.00
	1468	07/21 SR CTR JANITORIAL		100-4130-53813	565.00
	1471	07/21 CH JANITORIAL SVC		100-1150-53813	1,606.00
5990	8/13/2021	LPVCWD	LA PUENTE VALLEY CO WATER		8,277.24
	INV0006074	05/18-07/19 WTR-TEMPLE PARK		285-3330-53714	5,506.70
	INV0006075	05/18-07/19 WTR-120 S FIRST ST		200-3120-53714	85.08
	INV0006080	05/18-07/19 WTR-CH MAIN		100-1150-53714	1,840.80
	INV0006081	05/18-07/19 WTR-CH LANDSCAPE		100-1150-53714	43.41
	INV0006082	05/18-07/19 WTR-GLENDORA #1		200-3120-53714	140.73
	INV0006084	05/18-07/19 WTR-GLENDORA		200-3120-53714	66.53
	INV0006085	05/18-07/19 WTR-116 N FIRST ST		200-3120-53714	93.03
	INV0006086	05/18-07/19 WTR-S FIRST ST		200-3120-53714	66.53
	INV0006087	05/18-07/19 WTR-S SECOND		200-3120-53714	66.53
	INV0006088	05/18-07/19 WTR-S SECOND		200-3120-53714	66.53
	INV0006102	05/18-07/19 WTR-SR CENTER		100-4130-53714	301.37
5991	8/13/2021	LANWEST	LANDSCAPE WEST MANAGEMENT SERVICES INC		3,407.88
	9754	BACK FLOW REPLACEMENT-TEMPLE		200-3120-53814	3,407.88
5992	8/13/2021	LIFTEC	LIFELOC TECHNOLOGIES		1,409.82
	354386	FC10 ALCOHOL TESTER		250-2100-53978	723.91
	354386	FC10 ALCOHOL TESTER		255-2100-53012	685.91
5993	8/13/2021	NATCON	NATIONAL CONSTRUCTION RENTALS		228.00
	6220762	07/26-08/22 LP PARK TEMP FENCING		100-3330-53822	228.00
5994	8/13/2021	OREILLY	O'REILLY AUTO PARTS		497.06
	3607-241682	FLOOR MATS		555-3150-53812	19.79
	3607-243211	SUPPLIES-VEH MTCE		555-3150-53812	153.96
	3607-243325	BATTERY-TRACTOR		555-3150-53812	141.14
	3607-244260	BATTERY-VEH MTCE		555-3150-53812	182.17

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	INV0006097	LUNCH MTG		100-1120-53976	82.40
	INV0006097	LUNCH MTG		100-1120-53976	33.97
	INV0006098	FACILITY TABLES		100-4100-53012	98.51
	INV0006098	LUNCH MTG		100-4100-53976	253.55
	INV0006098	SUPPLIES-LP LIVE		100-4110-53011	7.69
	INV0006098	SUPPLIES-LP LIVE		100-4110-53011	97.76
	INV0006098	SUPPLIES-LP LIVE		100-4110-53011	37.96
	INV0006098	OFFICE SUPPLIES		100-4110-53011	24.51
	INV0006098	ART & CRAFTS SUPPLIES-LP LIVE		100-4110-53011	27.45
	INV0006098	OFFICE SUPPLIES		100-4110-53011	159.55
	INV0006098	EZ UP BOLT KIT		100-4110-53011	116.27
	INV0006098	ART & CRAFTS SUPPLIES-LP LIVE		100-4110-53011	16.37
	INV0006098	FACILITY TABLES		100-4110-53012	98.50
	INV0006098	LUNCH-VACCINE CLINIC STAFF		100-4140-53979	85.70
	INV0006098	ZOOM REGISTRATION		550-6100-53017	14.99
	INV0006099	MEMBERSHIP-VALDEZ		100-3330-53972	35.00
	INV0006099	HP LAPTOP-RUIO		550-6100-53018	1,759.03
	INV0006099	MTCE TRUCK HITCH		555-3150-53812	32.74
	INV0006100	LUNCH TRAINING		100-1110-53972	22.00
	INV0006100	LUNCH TRAINING		100-1110-53972	17.35
	INV0006100	LUNCH MTG		100-1110-53972	60.63
	INV0006100	BACKGROUND SVC		100-1135-53406	16.95
	INV0006100	VESTA AT & T		100-2130-53011	40.58
	INV0006100	ADOBE SOFTWARE		100-2130-53011	14.99
	INV0006100	LASD BIKE EQUIPMENT		263-3320-53012	800.00
	INV0006100	FUEL		555-3150-53014	67.14
	INV0006100	FUEL		555-3150-53014	88.48
	INV0006100	FUEL		555-3150-53014	100.00
	INV0006100	FUEL		555-3150-53014	30.00
	INV0006100	FUEL		555-3150-53014	136.73
	INV0006100	FUEL		555-3150-53014	75.00
	INV0006100	CARWASH		555-3150-53812	39.99
6007	8/13/2021	VANLANT	VAN LANT & FANKHANEL LLP		10,000.00
	INV0006101	FY 20/21 AUDIT		100-1130-53111	10,000.00
6008	8/13/2021	VICSAN	VICTORIA SANTANA		500.00
	INV0006078	REIM - SCHOLARSHIP SANTANA		100-4140-53992	500.00
6009	8/13/2021	VISTA	VISTA PAINT		1,571.25
	2021-104281-00	GRAFITTI REMOVAL SUPPLIES		200-3120-53016	1,242.75
	2021-118990-00	RED CURB PAINT		200-3120-53821	328.50
6010	8/13/2021	WILENG	WILLDAN ENGINEERING		36,650.41
	00224747	CODE ENF AUDIT		100-2110-53111	3,380.00
	002-24879	07/21 BUILDING & SAFETY		100-3310-53111	33,270.41
DFT0001347	8/16/2021	ICMARC	VANTAGEPOINT TRANSFER AGENTS-457		2,100.00
	INV0006062	EMPLOYEE CONTRIBUTIONS		100-20399	1,551.62
	INV0006062	EMPLOYEE CONTRIBUTIONS		200-20399	133.57
	INV0006062	EMPLOYEE CONTRIBUTIONS		202-20399	39.23
	INV0006062	EMPLOYEE CONTRIBUTIONS		203-20399	68.92
	INV0006062	EMPLOYEE CONTRIBUTIONS		205-20399	68.92
	INV0006062	EMPLOYEE CONTRIBUTIONS		210-20399	102.52
	INV0006062	EMPLOYEE CONTRIBUTIONS		215-20399	85.53
	INV0006062	EMPLOYEE CONTRIBUTIONS		260-20399	49.69
DFT0001348	8/16/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		12,229.66
	INV0006064	EMPLOYER CONTRIBUTION		100-20360	9,291.94
	INV0006064	EMPLOYER CONTRIBUTION		200-20360	693.74
	INV0006064	EMPLOYER CONTRIBUTION		202-20360	57.41

Check Register Report

Payment Dates: 8/1/2021 - 8/16/2021

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0006064	EMPLOYER CONTRIBUTION		203-20360	351.86
	INV0006064	EMPLOYER CONTRIBUTION		205-20360	307.40
	INV0006064	EMPLOYER CONTRIBUTION		210-20360	409.32
	INV0006064	EMPLOYER CONTRIBUTION		215-20360	217.74
	INV0006064	EMPLOYER CONTRIBUTION		260-20360	602.70
	INV0006064	EMPLOYER CONTRIBUTION		285-20360	297.55
DFT0001349	8/16/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		8,219.20
	INV0006065	PERS- NEW EMPLOY CONTRB		100-20399	6,141.92
	INV0006065	PERS- NEW EMPLOY CONTRB		200-20399	462.21
	INV0006065	PERS- NEW EMPLOY CONTRB		202-20399	53.23
	INV0006065	PERS- NEW EMPLOY CONTRB		203-20399	242.92
	INV0006065	PERS- NEW EMPLOY CONTRB		205-20399	217.31
	INV0006065	PERS- NEW EMPLOY CONTRB		210-20399	260.94
	INV0006065	PERS- NEW EMPLOY CONTRB		215-20399	194.06
	INV0006065	PERS- NEW EMPLOY CONTRB		260-20399	435.72
	INV0006065	PERS- NEW EMPLOY CONTRB		285-20399	210.89
DFT0001350	8/16/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		745.67
	INV0006066	EMPLOYEE PORTION		100-20360	721.25
	INV0006066	EMPLOYEE PORTION		200-20360	16.28
	INV0006066	EMPLOYEE PORTION		210-20360	8.14
DFT0001351	8/16/2021	PERSYS-RETIRE	CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM		38.00
	INV0006068	SURVIVORS LIFE INSURANCE		100-20350	31.12
	INV0006068	SURVIVORS LIFE INSURANCE		200-20350	1.62
	INV0006068	SURVIVORS LIFE INSURANCE		202-20350	0.09
	INV0006068	SURVIVORS LIFE INSURANCE		203-20350	0.79
	INV0006068	SURVIVORS LIFE INSURANCE		205-20350	0.68
	INV0006068	SURVIVORS LIFE INSURANCE		210-20350	1.05
	INV0006068	SURVIVORS LIFE INSURANCE		215-20350	0.49
	INV0006068	SURVIVORS LIFE INSURANCE		260-20350	1.05
	INV0006068	SURVIVORS LIFE INSURANCE		285-20350	1.11
DFT0001352	8/16/2021	EMPLOY	EMPLOYMENT DEVELOPMENT DEPT		5,417.75
	INV0006071	STATE INCOME TAX		100-20310	4,312.69
	INV0006071	STATE INCOME TAX		200-20310	228.01
	INV0006071	STATE INCOME TAX		202-20310	33.13
	INV0006071	STATE INCOME TAX		203-20310	123.39
	INV0006071	STATE INCOME TAX		205-20310	133.14
	INV0006071	STATE INCOME TAX		210-20310	104.44
	INV0006071	STATE INCOME TAX		215-20310	118.60
	INV0006071	STATE INCOME TAX		260-20310	251.57
	INV0006071	STATE INCOME TAX		285-20310	112.78
DFT0001353	8/16/2021	IRSPR	IRS PAYROLL TAX DEPOSIT		16,153.88
	INV0006072	FEDERAL WITHHOLDING		100-20300	12,767.76
	INV0006072	FEDERAL WITHHOLDING		200-20300	712.11
	INV0006072	FEDERAL WITHHOLDING		202-20300	86.52
	INV0006072	FEDERAL WITHHOLDING		203-20300	334.59
	INV0006072	FEDERAL WITHHOLDING		205-20300	349.90
	INV0006072	FEDERAL WITHHOLDING		210-20300	295.11
	INV0006072	FEDERAL WITHHOLDING		215-20300	311.74
	INV0006072	FEDERAL WITHHOLDING		260-20300	956.47
	INV0006072	FEDERAL WITHHOLDING		285-20300	339.68
DFT0001354	8/16/2021	IRSPR	IRS PAYROLL TAX DEPOSIT		5,346.42
	INV0006073	MEDICARE TAX		100-20300	3,965.18
	INV0006073	MEDICARE TAX		200-20300	258.82
	INV0006073	MEDICARE TAX		202-20300	20.58
	INV0006073	MEDICARE TAX		203-20300	116.04

Check Register Report**Payment Dates: 8/1/2021 - 8/16/2021**

Payment Number	Payment Date Payable Number	Vendor # Description	Vendor Name	Account Number	Payment Amount Item Amount
	INV0006073	MEDICARE TAX		205-20300	141.90
	INV0006073	MEDICARE TAX		210-20300	99.96
	INV0006073	MEDICARE TAX		215-20300	74.70
	INV0006073	MEDICARE TAX		260-20300	536.60
	INV0006073	MEDICARE TAX		285-20300	132.64
Grand Total:					1,787,885.74

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	886,190.98
200 - GAS TAX FUND	28,052.25
202 - RMRA (SB 1)	266,220.31
203 - MEASURE M FUND	9,969.48
205 - MEASURE R FUND	1,398.10
210 - PROP A FUND	4,985.71
215 - PROP C FUND	1,008.25
250 - OFFICE OF TRAFFIC SAFETY FUND	723.91
255 - ASSET SEIZURE FUND	685.91
260 - CDBG PROGRAM FUND	4,923.54
263 - AMERICAN RESCUE PLAN ACT FUND	34,088.54
284 - MEASURE W	19,528.95
285 - LIGHTING & LANDSCAPE MAINTENANCE	40,420.74
405 - 2019A CAPITAL PROJECT FUND	234,358.13
410 - 2019B CAPITAL PROJECT FUND	234,358.14
500 - SEWER CONSTRUCTION/MAINTENANCE FUND	1,390.00
550 - EQUIPMENT REPLACEMENT FUND	10,494.97
555 - VEHICLE MAINTENANCE & REPLACEMENT FUND	7,843.23
600 - SPECIAL DEPOSIT FUND	1,244.60
Grand Total:	1,787,885.74

Account Summary

Account Number	Account Name	Payment Amount
100-1100-53971	Dues & Memberships	7,000.00
100-1100-53972	Conferences & Meetings	650.00
100-1100-53976	Special Departmental	134.15
100-1110-53972	Conferences & Meetings	99.98
100-1120-53011	Operating Supplies	1,478.75
100-1120-53411	Printing & Publishing	326.00
100-1120-53971	Dues & Memberships	655.00
100-1120-53976	Special Departmental	116.37
100-1130-53111	Contract Services - Private	16,421.60
100-1130-53971	Dues & Memberships	305.00
100-1135-53406	Recruitment Expenses	444.95
100-1135-53976	Special Departmental	59.77
100-1150-53011	Operating Supplies	1,734.01
100-1150-53012	Small Tools & Equipment	516.61
100-1150-53211	Postage & Mailing Services	43.84
100-1150-53711	Utility - Gas	690.65
100-1150-53714	Utility - Water	1,884.21
100-1150-53715	Utility - Communications	1,068.20
100-1150-53811	Equipment Maintenance	3,379.50
100-1150-53813	Facility Maintenance	2,106.13
100-1150-53911	Equipment Lease/Rental	1,164.12
100-1150-53971	Dues & Memberships	53.90
100-20300	FIT Payable	16,732.94
100-20310	SIT Payable	4,312.69
100-20340	PARS	2,804.27
100-20350	Group Insurance	31.12
100-20360	PERS	10,013.19
100-20380	Union Dues	667.27
100-20399	Other Payroll Deductions	8,019.25
100-2100-53110	Contract Services - LA Sher..	595,695.56
100-2100-53113	Contract Services - Special...	24,837.31
100-2100-53186	Liability Trust Fund	63,003.22
100-2100-53715	Utility - Communications	199.08
100-2110-53011	Operating Supplies	78.71

Account Summary

Account Number	Account Name	Payment Amount
100-2110-53015	Uniform/Boot Reimburse...	80.29
100-2110-53111	Contract Services - Private	14,463.33
100-2110-53151	Education & Training	150.00
100-2110-53715	Utility - Communications	706.68
100-2130-53011	Operating Supplies	477.52
100-2130-53012	Small Tools & Equipment	159.13
100-3100-53012	Small Tools & Equipment	507.47
100-3100-53111	Contract Services - Private	13,820.00
100-3100-53715	Utility - Communications	767.45
100-3110-53111	Contract Services - Private	4,222.50
100-3110-53120	Engineering Permits	5,763.15
100-3300-53011	Operating Supplies	249.24
100-3300-53971	Dues & Memberships	115.00
100-3310-53111	Contr Svc - Private - B&S F...	33,270.41
100-3330-53011	Operating Supplies	1,212.76
100-3330-53012	Small Tools & Equipment	1,043.76
100-3330-53015	Uniform/Boot Reimburse...	824.53
100-3330-53822	Park Maintenance & Repa...	4,040.89
100-3330-53972	Conferences & Meetings	35.00
100-3330-53976	Special Departmental	150.00
100-4100-53012	Small Tools & Equipment	98.51
100-4100-53111	Contract Services - Private	425.00
100-4100-53811	Equipment Maintenance	799.00
100-4100-53971	Dues & Memberships	145.00
100-4100-53976	Special Departmental	253.55
100-4110-53011	Operating Supplies	487.56
100-4110-53012	Small Tools & Equipment	299.01
100-4110-53976	Special Departmental	6.00
100-4130-53711	Utility - Gas	87.88
100-4130-53714	Utility - Water	301.37
100-4130-53715	Utility - Communications	165.98
100-4130-53813	Facility Maintenance	655.00
100-4130-53814	Landscape Maintenance	168.48
100-4140-53979	Special Events	285.70
100-4140-53992	Scholarships	1,000.00
100-42130	Special Permits	1,000.00
100-48140	Military Banner Donation	126.43
100-48900	Miscellaneous	-59.48
100-5596-59300	Construction Costs	31,159.53
200-20220	Retention Payable	3,330.00
200-20300	FIT Payable	970.93
200-20310	SIT Payable	228.01
200-20340	PARS	208.98
200-20350	Group Insurance	1.62
200-20360	PERS	710.02
200-20380	Union Dues	49.10
200-20399	Other Payroll Deductions	595.78
200-3120-53016	Graffiti Removal Supplies	1,242.75
200-3120-53714	Utility - Water	4,065.28
200-3120-53814	Landscape Maintenance	8,901.62
200-3120-53819	Signal Maintenance	6,567.64
200-3120-53821	Traffic Markings/Signs	1,180.52
202-20300	FIT Payable	107.10
202-20310	SIT Payable	33.13
202-20350	Group Insurance	0.09
202-20360	PERS	57.41
202-20399	Other Payroll Deductions	92.46
202-5510-59300	Construction Costs	265,930.12

Account Summary

Account Number	Account Name	Payment Amount
203-20220	Retention Payable	7,859.00
203-20300	FIT Payable	450.63
203-20310	SIT Payable	123.39
203-20340	PARS	64.69
203-20350	Group Insurance	0.79
203-20360	PERS	351.86
203-20380	Union Dues	22.80
203-20399	Other Payroll Deductions	311.84
203-5586-59210	DESIGN ENGINEERING	784.48
205-20300	FIT Payable	491.80
205-20310	SIT Payable	133.14
205-20340	PARS	155.59
205-20350	Group Insurance	0.68
205-20360	PERS	307.40
205-20380	Union Dues	23.26
205-20399	Other Payroll Deductions	286.23
210-20300	FIT Payable	395.07
210-20310	SIT Payable	104.44
210-20340	PARS	1.15
210-20350	Group Insurance	1.05
210-20360	PERS	417.46
210-20380	Union Dues	63.08
210-20399	Other Payroll Deductions	363.46
210-3130-53816	Bus Shelter Maintenance	3,640.00
215-20300	FIT Payable	386.44
215-20310	SIT Payable	118.60
215-20340	PARS	1.15
215-20350	Group Insurance	0.49
215-20360	PERS	217.74
215-20380	Union Dues	4.24
215-20399	Other Payroll Deductions	279.59
250-2100-53978	Special Programs	723.91
255-2100-53012	Small Tools & Equipment	685.91
260-20220	Retention Payable	822.00
260-20300	FIT Payable	1,493.07
260-20310	SIT Payable	251.57
260-20340	PARS	964.57
260-20350	Group Insurance	1.05
260-20360	PERS	602.70
260-20380	Union Dues	49.28
260-20399	Other Payroll Deductions	739.30
263-3320-53012	Small Tools & Equipment	800.00
263-3320-53993	Youth Activities Program	33,288.54
284-3100-53111	Contract Services - Private	3,700.00
284-5599-59210	Design Engineering	15,367.95
284-5599-59600	OTHER SERVICES	461.00
285-20300	FIT Payable	472.32
285-20310	SIT Payable	112.78
285-20340	PARS	135.84
285-20350	Group Insurance	1.11
285-20360	PERS	297.55
285-20380	Union Dues	51.11
285-20399	Other Payroll Deductions	210.89
285-3330-53111	Contract Services - Private	2,734.00
285-3330-53711	Utility - Gas	14.30
285-3330-53714	Utility - Water	5,506.70
285-3330-53715	Utility - Communications	21.74
285-3330-53813	Facility Maintenance	2,088.00

Account Summary

Account Number	Account Name	Payment Amount
285-3330-53814	Landscape Maintenance	2,427.74
285-3330-53822	Park Maintenance & Repa...	24,834.66
285-3330-53911	Equipment Lease/Rental	1,512.00
405-20220	Retention Payable	-10,128.32
405-5598-59210	DESIGN ENGINEERING	32,053.92
405-5598-59300	Construction Costs	202,566.33
405-5598-59600	Other Services	9,866.20
410-20220	Retention Payable	-10,128.31
410-5598-59210	DESIGN ENGINEERING	32,053.93
410-5598-59300	Construction Costs	202,566.32
410-5598-59600	Other Services	9,866.20
500-3210-53111	Contract Services - Private	810.00
500-5595-59600	Other Services	580.00
550-6100-53017	Software & Licensing	3,325.72
550-6100-53018	Computer Hardware & Su...	7,169.25
555-3150-53014	Fuel	1,331.76
555-3150-53812	Vehicle Maintenance	1,837.58
555-3150-53912	Vehicle Lease	4,673.89
600-47440	Strong Motion Inst. Fee	1,039.60
600-47441	SB1473 (Green Fee)	205.00
Grand Total:		1,787,885.74

Project Account Summary

Project Account Key	Payment Amount
None	1,728,552.58
100022E	800.00
100422E	17,267.59
101521E	16,020.95
30121E	822.00
61922E	200.00
69421E	3,081.02
69422E	20,422.90
69722E	633.00
71122E	85.70
Grand Total:	1,787,885.74



City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: August 24, 2021

Via: Bob Lindsey, City Manager

By: Troy O. Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Principal Accountant

SUBJECT: PRESENTATION OF JULY 2021 REQUISITION SUMMARY REPORT

BACKGROUND

On April 24, 2018, the City Council adopted several ordinances and accompanying resolutions amending the City's purchasing procedures to streamline and make the procurement process more efficient. One of the amendments to the purchasing procedures was a provision setting a \$5,000 spending limit for Department Heads and a separate provision increasing the City Manager's spending limit to \$20,000 for professional services, supplies and equipment. In order to document purchases approved by the City Manager and/or Department Heads the City Council directed that a monthly report be prepared and filed with the City Council. Due to modified City Council meeting schedules during the winter holiday season, this report will cover a three-month period. This action is to receive and file the requisition summary report for the period of July 2021.

DISCUSSION

City staff initiated thirteen (13) requisitions during the month totaling \$244,493.63.

RECOMMENDATION

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

ATTACHMENTS

Attachment "A": Requisition Summary Report for July 2021.

City of La Puente
Requisition Summary Report
For the period of July 2021

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000458	7/1/2021	7/1/2021	Approved	Administrative Services

Vendor: Jugs Sports
Description: Pitching Machines - LP Park (6)

Total Obligation: \$ 16,836.01
Total Paid \$ -

Submitted By: Alex Merkel
Approved By: City Manager
Funding Source: ARPA Fund (263)

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000459	7/1/2021	7/1/2021	Approved	Administrative Services

Vendor: Turf Star, Inc.
Description: Park Sanitization Equipment

Total Obligation: \$ 119,838.64
Total Paid \$ -

Submitted By: Elizabeth Herrera
Approved By: City Council
Funding Source: Vehicle Maintenance Fund (555)

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000460	7/7/2021	7/7/2021	Approved	Administrative Services

Vendor: Bigbelly Solar
Description: (3) Solar Trash Stations -LP Park #0387

Total Obligation: \$ 15,264.10
Total Paid \$ -

Submitted By: Alexander Merkel
Approved By: City Manager
Funding Source: General Fund (100)

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000462	7/14/2021	7/14/2021	Approved	Development Services Dept.

Vendor: The Rig Man
Description: High Pressure GP-Pump

Total Obligation: \$ 1,643.46
Total Paid \$ -

Submitted By: Norma Ramirez
Approved By: Development Services Director
Funding Source: Gas Tax (200)

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000464	7/14/2021	7/14/2021	Approved	Development Services Dept.
Vendor:	Uline			
Description:	Dugout Benches - LP Park			
	Total Obligation:	\$	5,005.83	
	Total Paid	\$	-	
Submitted By:	Alex Merkel			
Approved By:	City Manager			
Funding Source:	LLMD Fund (285)			

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000465	7/16/2021	7/16/2021	Approved	Development Services Dept.
Vendor:	Ace Fence Company			
Description:	Wrought Iron Fence Skate Park Project			
	Total Obligation:	\$	59,885.00	
	Total Paid	\$	-	
Submitted By:	Norma Ramirez			
Approved By:	City Council			
Funding Source:	General Fund (100)			

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000466	7/19/2021	7/19/2021	Approved	Development Services Dept.
Vendor:	Commonwealth			
Description:	Title Report - City Billoards			
	Total Obligation:	\$	5,250.00	
	Total Paid	\$	-	
Submitted By:	Norma Ramirez			
Approved By:	City Manager			
Funding Source:	General Fund (100)			

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000467	7/20/2021	7/20/2021	Approved	Administrative Services
Vendor:	Sportsfield Specialities			
Description:	Light Pole Pads (2) LP Park			
	Total Obligation:	\$	2,017.00	
	Total Paid	\$	-	
Submitted By:	Alex Merkel			
Approved By:	Administrative Services Director			
Funding Source:	LLMD Fund (285)			

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000468	7/21/2021	7/21/2021	Approved	Recreation Services
Vendor:	Superior Alarm Systems			
Description:	Senior Center Fire Alarm			
	Total Obligation:	\$	4,148.68	
	Total Paid	\$	-	
Submitted By:	Elizabeth Herrera			
Approved By:	Administrative Services Director			
Funding Source:	General Fund (100)			

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000469	7/22/2021	7/22/2021	Approved	Administrative Services
Vendor:	Mancilla's Quality Printing			
Description:	FY 21-22 Budget Books (20)			
	Total Obligation:	\$	2,585.00	
	Total Paid	\$	2,585.00	
Submitted By:	Alex Merkel			
Approved By:	Administrative Services Director			
Funding Source:	General Fund (100)			

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000471	7/26/2021	7/26/2021	Approved	Administrative Services
Vendor:	Practice Sports			
Description:	Backstops -LP Park (2)			
	Total Obligation:	\$	6,082.30	
	Total Paid	\$	-	
Submitted By:	Alex Merkel			
Approved By:	City Manager			
Funding Source:	General Fund (100)			

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000473	7/30/2021	7/30/2021	Approved	Administrative Services
Vendor:	Grainger			
Description:	(6) Shade Tarps - La Puente Park			
	Total Obligation:	\$	1,951.78	
	Total Paid	\$	-	
Submitted By:	Alex Merkel			
Approved By:	Administrative Services Director			
Funding Source:	General Fund (100)			

Requisition Number	Date Requested	Date Approved	Status	Department
REQ000474	7/30/2021	7/30/2021	Approved	Development Services Dept.
Vendor:	Pioneer Manufacturing Company			
Description:	LP Park Sports Complex Equipment			
	Total Obligation:	\$	3,985.83	
	Total Paid	\$	-	
Submitted By:	Angel Morales			
Approved By:	Development Services Dept.			
Funding Source:	LLMD Fund (285)			

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City of La Puente AGENDA REPORT

To: Mayor and City Council For meeting of: August 24, 2021

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Principal Accountant

SUBJECT: PRESENTATION OF JULY 2021 INVESTMENT REPORT

BACKGROUND

This report presents the City's investment portfolio for the period of July 2021. The attachment provides details of the City's portfolio. It has been prepared to comply with regulations contained in California Government Code Section 53600 and the Statement of Investment Policy approved by City Council on June 8, 2021.

The investment objectives of the City of La Puente are first, to provide safety of principal to ensure the preservation of capital in the overall portfolio, second, to provide sufficient liquidity to meet all operating requirements, and third, to earn a commensurate rate of return consistent with the constraints imposed by the safety and liquidity objectives.

The City follows the practice of pooling cash and investments for all funds under its direct control. Interest earned on pooled cash and investments is allocated to the various funds based on the respective fund's average quarterly cash balance. It is common for governments to pool the cash and investments of various funds to improve investment performance. By pooling funds, cities are able to benefit from economies of scale, diversification, liquidity and ease of administration.

DISCUSSION

The Investment Report for July 2021 has been provided for your review.

The investment activity for the period is summarized in the following table:

Purchase	Certificate of Deposit (CD) – Goldman Sachs	7/20/2021	1.00%	07/28/2026	\$248,000.00
Purchase	Certificate of Deposit (CD) – BMW Bank	07/21/2021	0.55%	07/30/2024	\$248,000.00

Purchase	Government Obligation-FNMA	07/21/2021	0.56%	10/22/2025	\$250,000.00
Purchase	Certificate of Deposit (CD) – Toyota Bank	07/21/2021	0.95%	07/29/2026	\$248,000.00
Purchase	Certificate of Deposit (CD) – Third Federal Bank	07/29/2021	0.50%	08/13/2024	\$248,000.00
Purchase	Government Obligation-US Treasury Note	07/21/2021	0.25%	09/30/2025	\$250,000.00
Purchase	Government Obligation-US Treasury Note	07/29/2021	0.25%	08/31/2025	\$250,000/00
Sale	Certificate of Deposit (CD) – Sallie Mae Bank	07/01/2021	2.35%	03/22/2022	\$247,000.00
Sale	Certificate of Deposit (CD) – Goldman Sachs	07/20/2021	2.40%	04/12/2022	\$247,000.00

FISCAL IMPACT

Idle cash invested in certificates of deposit, government securities, and corporate bonds typically return higher yields than LAIF (Local Agency Investment Fund). This maximizes returns without assuming substantial additional risk.

SUMMARY

In summary, the City has conservatively placed its investment portfolio in LAIF, federal agency securities, corporate bonds, and certificates of deposit. The portfolio complies with the Statement of Investment Policy and the City has the ability to meet its expenditure requirements for the next six months.

RECOMMENDATION

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

ATTACHMENTS

Attachment A – Investment Report
Attachment B – Certificates of Deposit
Attachment C – Corporate Bonds
Attachment D – Municipal Bonds
Attachment E – Charts

Cash and Investment Report
July 31, 2021

Investment Type	Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Market Valuation
Local Agency Investment Fund	State of California			0.685%	\$ 11,308,662	\$ 11,308,662	\$ 11,309,601	LAIF
Government Obligations								
U.S. Agency Security	FFCB	06/07/19	06/13/24	1.950%	250,000	249,712	261,340	Stifel
U.S. Agency Security	FFCB	06/10/20	06/10/25	0.680%	250,000	250,000	249,955	Multi-Bank
U.S. Agency Security	FFCB	06/02/20	06/09/25	0.500%	250,000	250,000	249,723	Stifel
U.S. Agency Security	FFCB	03/22/21	04/01/25	0.710%	250,000	250,000	250,543	Stifel
U.S. Agency Security	FFCB	02/24/21	03/03/26	0.790%	250,000	250,000	249,808	Stifel
U.S. Agency Security	FFCB	07/29/20	07/29/25	0.580%	250,000	250,000	249,848	Stifel
U.S. Agency Security	FHLB	05/05/20	05/19/25	0.750%	250,000	250,000	249,923	Stifel
U.S. Agency Security	FHLB	03/02/21	02/26/26	0.850%	250,000	250,041	249,773	Stifel
U.S. Agency Security	FHLB	03/08/21	03/30/26	0.980%	250,000	250,000	249,995	Stifel
U.S. Agency Security	FHLB	03/11/21	03/25/26	0.875%	250,000	250,000	250,268	Stifel
U.S. Agency Security	FHLB	06/29/20	06/30/25	0.650%	375,000	375,000	375,888	Stifel
U.S. Agency Security	FHLB	02/09/21	02/09/26	0.300%	250,000	250,000	248,528	Stifel
U.S. Agency Security	FHLB	02/18/21	02/18/26	0.600%	250,000	250,000	249,175	Multi-Bank
U.S. Agency Security	FHLB	02/26/21	02/26/26	0.580%	250,000	250,000	248,640	Multi-Bank
U.S. Agency Security	FHLB	01/26/21	01/26/26	0.560%	250,000	250,000	248,658	Multi-Bank
U.S. Agency Security	FHLB	02/24/21	02/24/26	0.625%	250,000	249,500	249,890	Stifel
U.S. Agency Security	FHLB	02/25/21	02/25/26	0.660%	250,000	250,000	249,190	Stifel
U.S. Agency Security	FHLB	02/12/21	02/12/26	0.520%	250,000	249,750	248,268	Stifel
U.S. Agency Security	FHLB	05/18/21	05/26/26	1.030%	250,000	250,007	250,295	Multi-Bank
U.S. Agency Security	FHLB	06/29/20	06/30/25	0.680%	250,000	250,000	249,735	Stifel
U.S. Agency Security	FHLB	04/22/21	02/24/26	0.750%	250,000	249,677	249,535	Stifel
U.S. Agency Security	FHLMC	08/12/16	08/12/21	1.125%	250,000	246,250	250,075	Stifel
U.S. Agency Security	FHLMC	06/19/20	06/30/25	0.720%	250,000	250,000	249,915	Stifel
U.S. Agency Security	FHLMC	07/14/20	07/14/25	0.600%	250,000	250,000	250,128	Stifel
U.S. Agency Security	FHLMC	07/23/20	07/23/25	0.500%	250,000	249,625	249,415	Stifel
U.S. Agency Security	FNMA	06/04/20	06/04/25	0.710%	250,000	250,000	249,948	Multi-Bank
U.S. Agency Security	FNMA	07/22/20	07/22/25	0.600%	250,000	250,000	250,000	Stifel
U.S. Agency Security	FNMA	08/03/20	08/19/25	0.625%	250,000	250,000	249,588	Stifel
U.S. Agency Security	FNMA	08/03/20	08/12/25	0.500%	250,000	250,000	248,078	Stifel
U.S. Agency Security	FNMA	07/21/21	10/22/25	0.560%	250,000	249,504	249,130	Stifel
U.S. Agency Security	FNMA	08/17/20	08/14/25	0.500%	250,000	249,899	250,010	Stifel
U.S. Agency Security	FNMA	07/29/20	07/29/25	0.700%	250,000	250,000	249,848	Multi-Bank
U.S. Agency Security	Treasury	05/12/21	12/31/25	0.375%	250,000	246,194	247,285	Stifel
U.S. Agency Security	Treasury	06/24/21	06/30/25	0.250%	250,000	246,429	247,208	Stifel
U.S. Agency Security	Treasury	06/15/21	11/30/25	0.375%	250,000	247,144	248,558	Stifel
U.S. Agency Security	Treasury	06/24/21	02/28/26	0.500%	250,000	247,183	248,360	Stifel
U.S. Agency Security	Treasury	07/21/21	09/30/25	0.250%	250,000	246,870	246,593	Stifel
U.S. Agency Security	Treasury	07/29/21	08/31/25	0.250%	250,000	247,408	246,758	Stifel
U.S. Agency Security	Treasury	04/29/21	04/30/26	0.750%	500,000	497,800	501,990	Stifel
Total Government Securities					10,125,000	10,097,993	10,111,855	
Municipal Bonds***				various	500,000	496,726	502,081	
Negotiable Certificates of Deposit ***				various	7,439,000	7,439,205	7,568,094	
Corporate Bonds***				various	1,250,000	1,233,425	1,281,613	
Total Investments					\$ 30,622,662	\$ 30,576,011	\$ 30,773,243	
Deposits						461,587	*	
Miscellaneous Cash						2,200	**	
Total Cash and Deposits						463,787		
Total Investments, Cash and Deposits						\$ 31,039,798		

I certify that this investment portfolio is in conformity with the Investment Policy of the City of La Puente as stated in Resolution No. 21-5653 dated June 08, 2021. The Investment Program provides sufficient liquidity to meet the next six months' estimated expenditures.

* Deposits represent the equity in the checking & payroll accounts.

** Miscellaneous cash represents a total of all petty cash accounts.

*** Detailed list of Negotiable Certificates of Deposit/Corporate Bonds attached

Troy O. Grunklee, CPA
Dir. Of Aministrative Services

Alex Merkel Medina
Principal Accountant

CITY OF LA PUENTE**Negotiable Certificates of Deposit****Cash and Investment Report****July 31, 2021**

Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Valuation
JP Morgan Chase Bank	5/19/20	5/28/25	1.00%	248,000	248,000	251,543.92	Stifel
Greenstate Credit Union	3/30/21	4/16/26	0.95%	249,000	249,000	249,664.83	Stifel
UBS Bank	6/15/21	6/23/26	0.75%	248,000	248,000	245,562.16	Stifel
Parsons FCU	6/24/21	6/30/26	0.50%	249,000	249,000	247,022.94	Stifel
State Bank of India, NY	5/5/21	5/19/26	1.00%	248,000	248,000	248,897.76	Stifel
Mountain America FCU	4/23/19	3/27/23	3.00%	249,000	249,205	260,411.67	Stifel
Sallie Mae Bank	6/30/21	7/8/26	1.00%	247,000	247,000	247,363.09	Stifel
Medallion Bank	4/4/17	4/4/22	2.25%	248,000	248,000	251,672.88	Stifel
American Express Centurion Bank	4/5/17	4/5/22	2.45%	247,000	247,000	251,026.10	Stifel
Goldman Sachs Bank	7/20/21	7/28/26	1.00%	248,000	248,000	247,263.44	Stifel
Capital One Bank USA NA	4/19/17	4/19/22	2.40%	247,000	247,000	251,166.89	Stifel
EverBank	4/28/17	4/28/22	2.15%	248,000	248,000	251,863.84	Stifel
American Express Bank FSB	5/3/17	5/3/22	2.35%	247,000	247,000	251,307.68	Stifel
Capital One Bank NA McLean VA	5/10/17	5/10/22	2.30%	247,000	247,000	251,315.09	Stifel
Comenity Bank	5/31/17	5/31/22	2.35%	248,000	248,000	252,692.16	Stifel
First Bank of Highland	6/21/17	6/21/22	2.10%	247,000	247,000	251,455.88	Stifel
Morgan Stanley Bank NA	6/6/19	6/6/24	2.70%	246,000	246,000	261,163.44	Stifel
Morgan Stanley Private Bank	4/23/19	4/25/24	2.75%	246,000	246,000	261,094.56	Stifel
East Boston Savings Bank	8/14/20	8/14/25	0.50%	248,000	248,000	246,378.08	Stifel
Merrick Bank	7/31/19	7/31/24	2.20%	249,000	249,000	261,143.73	Stifel
Citadel Federal Credit Union	2/26/20	2/27/25	1.65%	248,000	248,000	257,094.16	Stifel
Axos Bank	2/27/20	3/26/25	1.65%	249,000	249,000	258,275.25	Stifel
Pathfinder Bank	10/2/20	10/14/25	0.50%	249,000	249,000	246,724.14	Stifel
Third Federal Bank	7/29/21	8/13/24	0.50%	248,000	248,000	247,662.72	Stifel
Toyota Bank	7/21/21	7/29/26	0.95%	248,000	248,000	247,528.80	Stifel
BMW Bank	7/21/21	7/30/24	0.55%	248,000	248,000	247,903.28	Stifel
Evansville Teachers Fed. Credit	8/27/19	8/29/22	2.10%	249,000	249,000	251,318.64	Stifel
First Bank of DeQueen	8/21/19	8/30/24	1.80%	249,000	249,000	258,364.89	Multi-Bank
Luana Savings Bank	2/28/20	2/28/25	1.55%	248,000	248,000	256,211.28	Multi-Bank
Celtic Bank	4/17/20	4/17/25	1.50%	249,000	249,000	257,000.37	Multi-Bank
Total for Negotiable Certificates of Deposit				<u>\$ 7,439,000</u>	<u>\$ 7,439,205</u>	<u>\$ 7,568,094</u>	

CITY OF LA PUENTE

Corporate Bonds
Cash and Investment Report
July 31, 2021

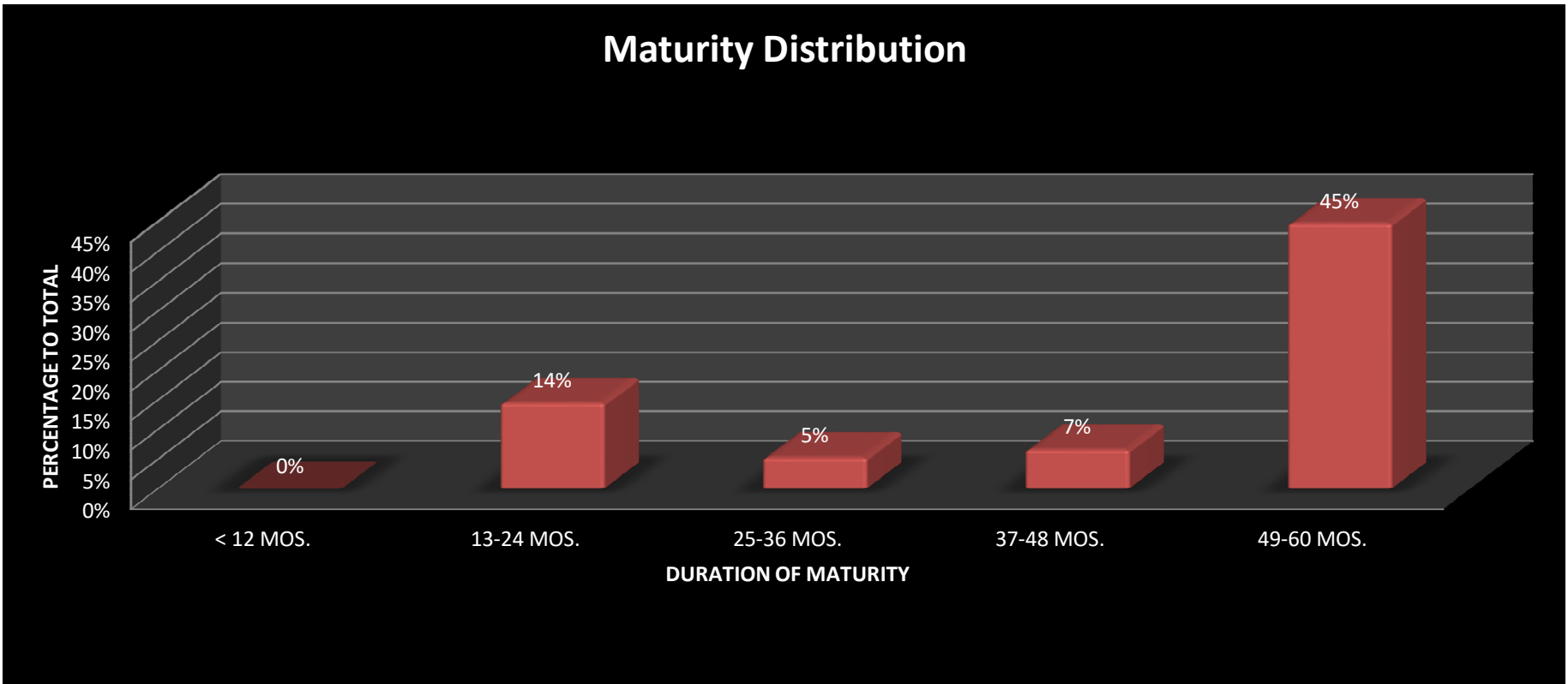
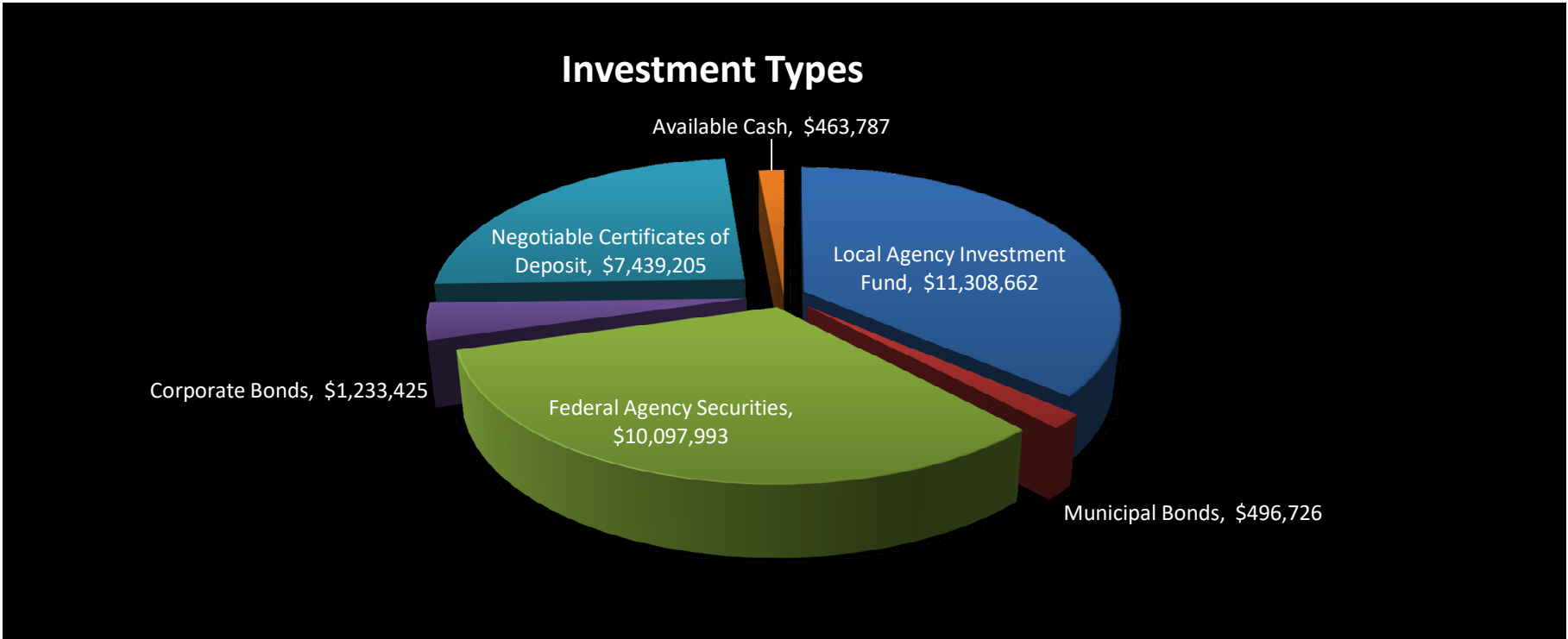
Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Market Valuation
Apple Inc	10/27/17	2/9/22	2.15%	250,000	250,000	252,495	Stifel
Proctor and Gamble	1/9/18	11/3/21	1.70%	250,000	244,875	250,965	Stifel
Bank of New York Mellon	8/16/18	8/16/23	2.20%	250,000	237,232	258,855	Stifel
JP Morgan Chase	4/3/19	5/18/23	2.70%	250,000	251,094	259,395	Stifel
Coca Cola	10/10/19	9/6/24	1.75%	<u>250,000</u>	<u>250,224</u>	<u>259,903</u>	Stifel
Total for Negotiable Corporate Bonds				<u>\$ 1,250,000</u>	<u>\$ 1,233,425</u>	<u>\$ 1,281,613</u>	

CITY OF LA PUENTE

Municipal Bonds
Cash and Investment Report
July 31, 2021

Issuer	Purchase Date	Maturity Date	Interest Rate	Face Value	Book Value	Market Value	Source of Market Valuation
State of California	1/11/21	4/1/25	3.38%	250,000	247,965	241,536	Multi-Bank
Los Angeles Airport Revenue Bonds	7/16/18	5/15/23	2.79%	<u>250,000</u>	<u>248,761</u>	<u>260,545</u>	Stifel
Total for Municipal Bonds				<u>\$ 500,000</u>	<u>\$ 496,726</u>	<u>\$ 502,081</u>	

Cash and Investment Report Charts
July 31, 2021





City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: August 24, 2021

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services

SUBJECT: CONSIDERATION OF A CHANGE ORDER WITH FEC ELECTRIC, INC. FOR PHASE 3 ELECTRICAL IMPROVEMENTS AT LA PUENTE PARK IN THE AMOUNT OF \$139,929.00 AND A PURCHASE ORDER CONTRACT WITH MUSCO SPORTS LIGHTING, LLC FOR THE PURCHASE OF FOUR LIGHTING POLE FOR THE SOCCER FIELD TO BE INSTALLED AT LA PUENTE PARK IN THE AMOUNT OF \$98,243.75

BACKGROUND

At the City Council meeting of October 27, 2020, the Council awarded a contract to FEC Electric, Inc. ("FEC") in the amount of \$339,000.00 for the Phase 3 electrical improvements at La Puente Park. Construction for this project is well underway and nearing completion.

At the City Council meeting of April 27, 2021, the Council awarded a change order to FEC to retrofit the existing light pole by the Maintenance Yard for the T-ball fields, clean existing conduits and pull new fiber from the Maintenance Yard office to five locations in the park, and wire and install five (5) remote control scoreboards for a total of \$25,593.00.

DISCUSSION

The following change orders have been identified as it relates to Phase 3 electrical improvements and needed electrical work related to the installation of the synthetic turf soccer field and irrigation improvements on the east side of the park. The additional work (see attachment "A") is described in summary below:

1. Drill, pour, and set light bases for field lighting
2. Assemble four (4) poles
3. Tie in poles to underground pull box
4. Pull #8 wire to poles from new switchboard by Maintenance Yard
5. Install four (4) 30-amp breakers in main switchboard for lighting
6. One (1) night test to verify foot candles
7. Provide wiring for four (4) security lights on field lighting poles
8. Install conduit in the planned new equipment shed area for electrical and lighting in three (3) storage sheds.
9. Install nine (9) pedestrian walkway lights and bases, including the setting of the poles.

10. Provide power run to new electronic digital monument sign located at the corner of Temple Avenue and Hacienda Boulevard.
11. Provide power to new irrigation booster pump to increase water pressure throughout the Park. (pump to be installed at a later date under separate contract).
12. Retrofit existing light pole by the Playground and install additional light pole by the T-ball/Multi-purpose field

The above listed items total \$129,230.00. In addition to the change order items listed above, FEC provided assistance to the City with installing one of the football goal posts at a cost of \$10,699.00.

As previous change orders approved by the City Manager for this project currently total \$32,808 which are within the 10% contingency of \$33,900 for City Manager approval, Staff is requesting City Council consideration and approval of these change order items for this project contract.

The purchase of the six (6) Musco lighting fixtures will be awarded through a competitively bid contract (Master Contract #071619-MSL) by Sourcewell (formerly the National Joint Powers Alliance) at a cost of \$89,312.50 plus sales tax of \$8,931.25 for a total of \$98,243.75. Sourcewell is a public agency service cooperative that serves over 50,000 members. Through national solicitations, they provide the opportunity for members to purchase through nationally leveraged, competitively bid contracts. Sourcewell contracts offer a multitude of products, equipment, and services to government agencies and non-profit entities. The City of La Puente is a member of Sourcewell and has used Sourcewell contracts in the past. Section 2.20.090 (e) of the La Puente Municipal Code authorizes the City to participate in cooperative purchasing plans or programs such as Sourcewell.

FISCAL IMPACT

Funding for this change order is available from the General Fund through savings from improvements where other funding sources have been identified that were previously appropriated for funding by the City Council. Staff will continue to seek alternate funding sources through grants or allocations prior to the expenditure of funds.

RECOMMENDATION

It is recommended that the City Council: (1) approve the change order with FEC Electric, Inc. in the amount of \$139,929.00 for Phase 3 electrical improvements at La Puente Park; and (2) approve the purchase order contract with Musco Sports Lighting, LLC for the purchase of three lighting retrofit fixtures to be installed at La Puente Park in the amount of \$98,243.75.

ATTACHMENTS

Attachment "A": FEC Electric, Inc. Quote
Attachment "B": Musco Sports Lighting, LLC Quote

PROPOSAL
F.E.C. ELECTRIC, INC.

Lic. # 743507
DIR #: 1000004480
P.O. Box 77
Redlands, CA 92373
Phone (909) 793-0965

Proposal Submitted to: Bob lindsey city of la puente		(626) 622-5216 blindsey@lapuente.org	8/11/2021
Street: 501 Glendora ave		Job Name: La puente soccer field	
City, State & Zip Code: La puente, CA 91744			
Architect:	Date of Plans:		Job Phone:

Includes

1. Unload and coordination of Musco delivery
2. Drill pour and set 4 Musco bases (36"x 36"x 10')
3. Assemble 4- 60' or less poles
4. crane to set poles and aim lighting
5. Tie in Musco poles within 5' of pole location to under ground pull box
6. Pull #8 wire to Musco poles from new switch board by maintenance road
7. Install 4 30amp breakers in main switchboard for Musco lighting
8. 1 night test with Musco to verify foot candles
9. Provide wiring for 4 security lights located on Musco poles

Not included :

1. Purchase of Musco lighting (provided by city)
2. Trash disposal (use city trash bin)
3. Soil, concrete, asphalt or rock haul off, stock pile on site
4. Any painting of any type
5. patch back (grass, asphalt, concrete)
6. Any special permits and or city license.
7. Any special inspections.
8. Any saw cutting of asphalt, concrete.
9. Any disposal of dirt, asphalt ,concrete from site stock pile only.
10. under ground conduits to be provided by city within 5' of pole locations 2-2" minimum

We Propose hereby to furnish material and labor - complete in accordance with above specifications,

Total of all work see below.	\$ 49,569.00
-------------------------------------	---------------------

Fourty nine thousand five hundred sixty nine dollars no cents

Payments to be made as follows:	Authorized <u>Kyle de Steuben</u>
All material is guaranteed to be as specified. All work to be completed	Signature <u>Kyle de Steuben</u>

in a workmanlike manner 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. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Note: This proposal may be withdrawn

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.

Signature _____

Date of Acceptance:

ATTACHMENT A

PROPOSAL
F.E.C. ELECTRIC, INC.

Lic. # 743507
DIR #: 1000004480
P.O. Box 77
Redlands, CA 92373
Phone (909) 793-0965

Proposal Submitted to: Bob Lindsey		blindsey@lapuente.org	Date: 8/18/2021
Street: 15900 E main St La Puente CA 91744		Job Name: La Puente City Park 15538 Temple Ave	
		Maintenance Sheds Power hook up	
Architect: N/A	Date of Plans: N/A		Job Phone:

Fec to install conduit and wire in new Sheds, provide all labor and equipment for a complete Electrical and lighting system in three sheds provided by City.

Fec will provide all labor and equipment.

Fec to pull new wiring and hook for electrical in sheds.

Fec will provide under ground conduit, trench and back fill for sheds, per city approval.

Fec will pull new wire, make connections in sheds.

Fec to provide all materials to install the electrical equipment for this work.

Fec will leave site clean upon completion.

FEC to test all equipment with city Rep.

FEC to install all concrete pull boxes and mis electrical to three sheds.

Not included :

Any special permits and or city license.

Any special inspections.

Any Painting of conduits, boxes, panels.

Any saw cutting of asphalt, concrete.

Any disposal of dirt, asphalt, concrete from site stock pile only.

Any additional equipment will be priced as an extra.

Any Patch back of asphalt and or concrete.

Any damage to exiting utilities on site.

We Propose hereby to furnish material and labor - complete in accordance with above specifications,

Total of all work see below.

\$ 10,319.00

Ten thousand three hundred nineteen and no cents.

Payments to be made as follows:

Authorized

Kyle de Steuben

All material is guaranteed to be as specified. All work to be completed

Signature

Kyle de Steuben

in a workmanlike manner 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. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Note: This proposal may be withdrawn

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.

Signature

Date of Acceptance:

PROPOSAL
F.E.C. ELECTRIC, INC.

Lic. # 743507
DIR #: 1000004480
P.O. Box 77
Redlands, CA 92373
Phone (909) 793-0965

Proposal Submitted to: Bob Lindsey		blindsey@lapuente.org	Date: 8/18/2021
Street: 15900 E main St La Puente CA 91744		Job Name: La Puente City Park 15538 Temple Ave	
Architect: N/A	Date of Plans: N/A	Job Phone:	

The installation of (9) walkway lights and bases. Pull wire and set light poles . Customer to provide all underground conduits pathways to within 5' of poles.

Fec will provide all labor and equipment.
Fec to drill and set cages for (9) poles .
Fec will provide and pour concrete bases per city requirement.
Fec will pull new wire and make connections at panel and poles.
Fec to test all pole lights upon completion with city rep.
Fec will leave site clean upon completion.

Not included :

Any special permits and or city license.
Any special inspections.
Any Painting of conduits, boxes, panels.
Any saw cutting of asphalt, concrete.
Any disposal of dirt, asphalt, concrete from site stock pile only.
Any additional equipment will be priced as an extra.
Any Patch back of asphalt and or concrete.
Any damage to existing utilities on site.

We Propose hereby to furnish material and labor - complete in accordance with above specifications,

Total of all work see below. **\$ 21,344.00**

twentyone thousand three hundred fortyfour and no cents.

Payments to be made as follows:

Authorized	<u>Kyle de Steuben</u>
Signature	<u>Kyle de Steuben</u>

All material is guaranteed to be as specified. All work to be completed

in a workmanlike manner 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. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Note: This proposal may be withdrawn

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.

Signature _____

Date of Acceptance:

PROPOSAL
F.E.C. ELECTRIC, INC.

Lic. # 743507
DIR #: 1000004480
P.O. Box 77
Redlands, CA 92373
Phone (909) 793-0965

Proposal Submitted to: Bob Lindsey		blindsey@lapuente.org	Date: 8/18/2021
Street: 15900 E main St La Puente CA 91744		Job Name: La Puente City Park 15538 Temple Ave	
Digital Pole Sign Connection			
Architect: N/A	Date of Plans: N/A		Job Phone:

Fec to provide power to new Digital Pole sign , Pull new wire in existing under ground
Conduits and make final connection to new sign.

Fec will provide all labor and equipment.

Fec to pull new wiring and hook up Pole sign.

Fec will provide 2600' #6 wire 650' #8 wire installed.

Fec will pull new wire, (1) 20 amp breaker and hardware make connections at panel .

Fec to provide all materials to install the electrical equipment for this work.

Fec will leave site clean upon completion.

FEC to test all equipment with city Rep.

Not included :

Any special permits and or city license.

Any special inspections.

Any Painting of conduits, boxes, panels.

Any saw cutting of asphalt, concrete.

Any disposal of dirt, asphalt, concrete from site stock pile only.

Any additional equipment will be priced as an extra.

Any Patch back of asphalt and or concrete.

Any damage to existing utilities on site.

We Propose hereby to furnish material and labor - complete in accordance with above specifications,

Total of all work see below. **\$ 9,525.00**

Nine thousand five hundred twenty five and no cents.

Payments to be made as follows:

Authorized Kyle de Steuben

All material is guaranteed to be as specified. All work to be completed

Signature Kyle de Steuben

in a workmanlike manner 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. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Note: This proposal may be withdrawn

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.

Signature _____

Date of Acceptance:

PROPOSAL
F.E.C. ELECTRIC, INC.

Lic. # 743507
DIR #: 1000004480
P.O. Box 77
Redlands, CA 92373
Phone (909) 793-0965

Proposal Submitted to: Bob Lindsey		blindsey@lapuente.org	Date: 8/18/2021
Street: 15900 E main St La Puente CA 91744		Job Name: La Puente City Park 15538 Temple Ave	
Booster Pump Hook Up			
Architect: N/A	Date of Plans: N/A		Job Phone:

Fec to provide power to new booster pump, Trenching and setting under ground conduit to be done by customer.

Fec will provide all labor and equipment.

Fec to pull new wiring and hook up pump,

Fec will provide 600V 3 phase disconnect switch installed.

Fec will pull new wire, 3 pole 30 amp breaker and make connections at panel .

Fec to provide all materials to install the electrical equipment for this work.

Fec will leave site clean upon completion.

FEC to test all equipment with city Rep.

Not included :

Any special permits and or city license.

Any special inspections.

Any Painting of conduits, boxes, panels.

Any saw cutting of asphalt, concrete.

Any disposal of dirt, asphalt, concrete from site stock pile only.

Any additional equipment will be priced as an extra.

Any Patch back of asphalt and or concrete.

Any damage to existing utilities on site.

We Propose hereby to furnish material and labor - complete in accordance with above specifications,

Total of all work see below. **\$ 8,473.00**

Eight thousand four hundred seventy three and no cents.

Payments to be made as follows:

Authorized Kyle de Steuben

All material is guaranteed to be as specified. All work to be completed

Signature Kyle de Steuben

in a workmanlike manner 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. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Note: This proposal may be withdrawn

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.

Signature _____

Date of Acceptance:

Date: July 19, 2021
To: Mr. Bob Lindsey, The City of La Puente

Project: La Puente City Park Soccer
La Puente, California
Ref: 203425

La Puente City Park Soccer Field Lighting:

\$62,250.00

Estimated Sales Tax - 9.50% (Confirm at time of order)

Sales tax (see above), bonding not included.

Pricing furnished is effective for 90 days unless otherwise noted and is considered confidential.

Guaranteed Lighting Performance- Soccer 25 FC with a 2.5:1 uniformity

- Guaranteed light levels of 25 footcandles

Pole Attachments Security Camera Brackets:

- Camera Mounting Plates- **Confirm Orientation**
(4) Camera Mounting Plates- 1x per pole at 20'.

Equipment Description – La Puente City Park Soccer Field 165' x 145' Outer Area, 135' x 105' Field

Lighting Equipment – Soccer Field

- (4) 40' Galvanized steel poles – S1, S2, S3, S4
- (4) Concrete piers
- Factory wired and tested remote electrical component enclosures
- Pole length, factory assembled wire harnesses
- (8) Factory aimed and assembled luminaires TLC-LED-600
- (4) OSQ Security Fixtures mounted to new light poles at 27'. Rear Facing each pole- S1, S2, S3, S4

Control Systems and Services- Soccer Field

Control-Link® System for remote on/off control and performance monitoring with 24/7 customer support. Utilize existing Control Link System installed for Softball- See Contactor's C13, C14- Zone 7..

Operation and Warranty Services

- Reduction of energy and maintenance costs by 50% to 85% over typical 1500W metal halide equipment
- Product assurance and warranty program that covers materials and onsite labor, eliminating 100% of your maintenance costs for 25 years.

Payment Terms

Musco's Credit Department will provide payment terms.

SOURCEWELL

Master Project: 170558

Contract Number: 071619-MSL

Expiration: 08/27/2023

Category: Facility & MRO

Sub-Category: Sports Lighting with Related Supplies and Services



Project Notes

Quote is based on:

- Shipment of lighting materials to the job site
- 480 Volt, 3 Phase electrical system requirement- Existing
- Structural code and wind speed = 2019 CBC, 95 MPH. Musco will perform the structural design upon agreement of purchase order details.
- Delivery to the job site will be 6-10 weeks after submittal approval, confirmation of order details, and production release.

Thank you for considering Musco for your lighting needs. Please contact me with any questions or if you need additional details.

Mike Higgins
Musco Sports Lighting, LLC
3002 Dow Ave, Suite #504
Phone: 800-659-0117 ext 6121
Mobile: 714-614-0863
E-mail: mike.higgins@musco.com





City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: August 24, 2021

From: Bob Lindsey, City Manager

By: John Di Mario, Development Services Director
William C. Pagett, City Engineer

SUBJECT: CONSIDERATION AND APPROVAL OF FINAL TRACT MAP NO. 77076
AND SUBDIVISION IMPROVEMENT AGREEMENT FOR THE PROPERTY
LOCATED AT 15921 SIERRA VISTA COURT

BACKGROUND

At the meeting of September 5, 2017, the Planning Commission adopted Resolution No. 17-1503 approving Tentative Tract Map No. ("TTM") 77076 to subdivide a 0.47 acre lot for the development of a five-unit condominium housing project ("Project") located at 15921 Sierra Vista Court. Resolution No. 17-1503 established Conditions of Approval for the subdivision that included the preparation and submittal of a Final Tract Map for the City's review and approval.

The approval of the Final Tract Map is a ministerial act which means the action is performed according to statutes and legal authority following established procedures without exercising judgment or discretion.

DISCUSSION

The Project is located on a 0.47 acre lot bounded by Sierra Vista Court to the south and residential homes to the north, west and east. The site frontage is currently fully improved with sidewalk, curb and gutter, and parkway trees which will be modified and further improved as part of the Project.

The Engineering Division has reviewed the conditions of approval for TTM 77076 and has determined that all conditions have been complied with as set forth in Resolution No. 17-1503 ("Attachment A"). Condition No. 5 of the Resolution requires that the developer either complete or bond for all off-site improvements such as the driveway approach, new curb and gutter, sidewalk and installation of survey monuments before recordation of the final map. The developer has opted to submit a bond for the improvements, so that the improvements may be installed when the property reaches final completion and prior to any of the homes being sold. The bond will require the execution of a Subdivision Improvement Agreement, a copy of which is included as Attachment B.

FISCAL IMPACT

There is no fiscal impact to the City relative to the approval of this Final Tract Map.

RECOMMENDATION

It is recommended that the City Council: (1) find that Final Tract Map No. 77076 complies with all of the Conditions of Approval set forth within Tentative Tract Map No. 77076; (2) approve the attached Subdivision Improvement Agreement and authorize the City Manager to execute the agreement on behalf of the City; and (3) approve the Final Map and authorize the City Clerk to endorse the cover sheet of the Final Map, the certificate which embodies the approval of said Map for recordation with the County of Los Angeles.

ATTACHMENTS

Attachment “A”: Planning Commission Resolution No. 17-1503
Attachment “B”: Subdivision Improvement Agreement
Attachment “C”: Tract Map 77076 (On file with the City Clerk)

RESOLUTION NO. 17-1503

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LA PUENTE, CALIFORNIA, CONDITIONALLY APPROVING TENTATIVE TRACT MAP NO. 77076, A REQUEST TO SUBDIVIDE PROPERTY FOR THE PURPOSE OF CREATING FIVE LOTS WITH ONE DETACHED RESIDENTIAL UNIT ON EACH LOT AND A COMMON DRIVEWAY, AT 15921 SIERRA VISTA COURT, AND NOTICE OF EXEMPTION REGARDING SAME

RECITALS

WHEREAS, on June 5, 2017, Dat Wong ("Applicant") filed a complete application requesting approval of Site Plan and Design Review ("SPDR") No. 1152 and Tentative Tract Map ("TTM") No. 77076 described herein ("Application"); and

WHEREAS, the Application applies to an approximate 0.47 acre property located at 15921 Sierra Vista Court, La Puente, California, and legally described as a portion of Lot 7 of Tract No. 1690 in the City of La Puente, County of Los Angeles, State of California, as per map record in book 27 page 64 of maps, in the office of County recorded of said County, Assessor's Parcel Number 8251-002-007 ("Property"); and

WHEREAS, the Property is located on the north side of Sierra Vista Court approximately 260 feet west of Del Valle Avenue; and

WHEREAS, the Property consists of a rectangular lot measuring approximately 73' wide by 281' deep, with a total of 20,542 square feet in area. The front of the Property is improved with sidewalk, curb and gutter; and

WHEREAS, the Applicant is requesting approval to subdivide the Property for the creation of five detached lots with one condominium unit on each lot, and a common driveway. The proposed subdivision will result in the private ownership of each unit including a side yard, and common ownership of the sixth parcel, which consists of the driveway, five guest parking spaces, front yard area, and refuse enclosure. Due to separate ownership of the units, utilities on the Property will require easements in the common area in order to service each home, and separate meters for each of the units; and

WHEREAS, the City's General Plan Land Use Element designates the Property for Medium Density Residential use. The Zoning Ordinance, which is the implementing document for the General Plan, designates the property as R-2, Medium Density Residential Zone; and

WHEREAS, an Environmental Assessment form was submitted by the Applicant pursuant to City requirements. Based upon the information received and Staff's assessment, the proposed Project is categorically exempt from California Environmental Quality Act ("CEQA") pursuant to Section 15332 (Class 3, In-Fill Development Projects). Approval of the project satisfies the requirements under this exemption as outlined and as follows: a) the project is consistent with the Policy 5.1 of Goal #5 of the Community Development Element in that it facilitates and encourages diversity in housing types. The subdivision is for five detached townhome-style units, which adds a new type of homeownership in the City. The project is further consistent

with the Housing Element of the General Plan in that it contributes units towards the required Regional Housing Needs Assessment (RHNA) requirement. Finally, the subdivision of the Property is consistent with the Zoning Code of the City as the new lot area per dwelling unit meets the minimum requirement of 3,111 square feet per unit (4,108 square feet per unit is provided); b) the site is located in the City, is 20,542 square feet or .47 acres, and is surrounded by similar urban uses such as townhomes to the north and west of the Property; c) the site has no value as a habitat for endangered species, as it is in an urbanized area and was previously developed with a single family home in 1950s; d) there are no anticipated impacts to traffic, noise, or air quality as demonstrated by environmental analysis, traffic studies and water quality management plans reviewed by the City and on file with the City; further, the site is a residential property surrounded by other residential properties of similar size in an urbanized area where the streets are of adequate size to accommodate anticipated traffic needs from the residential properties, including the Property, and within the neighborhood. Additionally, no noise issues are anticipated based on these studies and as the site is of adequate size to accommodate the housing density proposed under the subdivision. There are no anticipated impacts to air quality as the anticipated daily vehicle trips are minimal, demonstrated in the studies. Finally, there are also no anticipated impacts to water quality as demonstrated in the draft Low Impact Development report submitted by the Applicant; and e) the under-developed site is already served by all utilities and public services; and

WHEREAS, on September 5, 2017, the Planning Commission of the City of La Puente conducted a duly noticed public hearing on the application; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

NOW THEREFORE, it is hereby found, determined and resolved by the Planning Commission of the City of La Puente as follows:

1. The Planning Commission finds that all of the facts set forth in the Recitals above are true and correct, and are incorporated herein by reference.

Upon independent review and consideration of the information contained in the Tentative Tract Map application submitted to City, the Planning Commission hereby finds and determines that the proposed Project is categorically exempt from California Environmental Quality Act ("CEQA") pursuant to Section 15332 (Class 3, In-Fill Development Projects). Approval of the project satisfies the requirements under this exemption as outlined and as follows: a) the project is consistent with the Policy 5.1 of Goal #5 of the Community Development Element in that it facilitates and encourages diversity in housing types. The subdivision is for five detached townhome-style units, which adds a new type of homeownership in the City. The project is further consistent with the Housing Element of the General Plan in that it contributes units towards the required Regional Housing Needs Assessment (RHNA) requirement. Finally, the subdivision of the Property is consistent with the Zoning Code of the City as the new lot area per dwelling unit meets the minimum requirement of 3,111 square feet per unit (4,108 square feet per unit is provided); b) the site is located in the City, is 20,542 square feet or .47 acres, and is surrounded by similar urban uses such as townhomes to the north and west of the Property; c) the site has no value as a habitat for endangered

species, as it is in an urbanized area and was previously developed with a single family home in 1950s; d) there are no anticipated impacts to traffic, noise, or air quality as demonstrated by environmental analysis, traffic studies and water quality management plans reviewed by the City and on file with the City; further, the site is a residential property surrounded by other residential properties of similar size in an urbanized area where the streets are of adequate size to accommodate anticipated traffic needs from the residential properties, including the Property, and within the neighborhood. Additionally, no noise issues are anticipated based on these studies and as the site is of adequate size to accommodate the housing density proposed under the subdivision. There are no anticipated impacts to air quality as the anticipated daily vehicle trips are minimal, demonstrated in the studies. Finally, there are also no anticipated impacts to water quality as demonstrated in the draft Low Impact Development report submitted by the Applicant; and e) the under-developed site is already served by all utilities and public services. Accordingly, the Planning Commission approves and adopts the Notice of Exemption, attached hereto as Exhibit A, and incorporated herein by reference, and directs Staff to file same as required by law.

2. All necessary public hearings and opportunities for public testimony and comment have been conducted in compliance with State Law and the Municipal Code of the City of La Puente.

3. Based upon substantial evidence presented to the La Puente Planning Commission during the September 5, 2017 public hearing, including public testimony and written and oral staff reports, the Commission finds as follows pursuant to Section 11.16.080 of the La Puente Municipal Code:

(a) The proposed map is consistent with the applicable general and specific plans: The proposed map is consistent with the City's General Plan in that the Property is designated for Medium Density Residential use and the proposed subdivision will allow for the development of five detached residential units (maximum seven are allowed). Further, the proposed subdivision is consistent with developing the neighborhood, as there are existing single-family, detached townhome residential developments in the area; and

(b) The design or improvement of the proposed subdivision is consistent with applicable general and specific plans: the design of the proposed subdivision is suitable, in that the Property is rectangular in shape and can accommodate a density of seven units as allowed under the General Plan – and five units are proposed; and

(c) The site is physically suitable for the type of development: the site is physically suitable for the subdivision as it is already relatively level as grading has occurred to accommodate the existing home; as such, all of the proposed lots, the common driveway, and improvements can be physically accommodated on the Property, and the proposed subdivision meets all of the size and setback requirements set forth in the City's Code; and

(d) The Site is physically suitable for the proposed density of development: the site can accommodate a density of seven units as allowed under the General Plan – and five units are proposed; and

(e) The design of the subdivision or the proposed improvements are not likely to cause environmental damage or injury to fish or wildlife or their habitat: the SPDR No. 1152 associated with TTM 77076 will result in the development of five dwelling units in an urbanized area that does not have any fish or wildlife resources or habitats. The Property is already in residential use and therefore the project will not introduce a use that is detrimental to fish or wildlife or their habitat; and

(f) The design of the subdivision and type of improvements will not cause serious public health problems: there are no known hazards on the Property, and the development will not introduce new hazards to the area. The Application is for five residential dwelling units in an area that is already predominantly designated for and developed with residential uses and therefore will not introduce a use that is inconsistent or detrimental to adjacent properties. In addition, the improvements and subdivision will provide adequate access for Fire Department vehicles should the need arise. Finally, the project, once completed will comply with the requirements of the Building and Safety Department and the County of Los Angeles Fire Department and City Engineering Department. Infrastructure improvements will be provided as required by the various agencies; and

(g) The design of the subdivision and the type of improvements will not conflict with the easements for access through, or use of Property within the proposed subdivision: the proposed subdivision will include easements to ensure future access and use of utilities and public infrastructure improvements; and

(h) The design and improvement of the subdivision complies with the City Zoning and/or grading laws: The design of the subdivision is consistent with the standards established in the R-2 Zone of which this Property is a part, including but not limited to lot coverage, parking, open space and setbacks.

(i) The discharge of waste from the proposed subdivision will not violate the requirements of the Los Angeles Regional Water Quality Control Board because a preliminary Low Impact Development ("LID") plan has been reviewed by the City Engineer and found in compliance with the provisions of Chapter 4.16, Stormwater and Urban Runoff Pollution Prevention.

(j) The subdivision will provide, to the extent feasible, for future passive or natural heating or cooling opportunities as demonstrated by the east-west pitch of the rooflines and placement of windows.

(k) The Project is consistent with Section 66412.3 of the Subdivision Map Act regarding the City's share of the regional housing need and that it balances the housing needs of the region against the public service needs of the City's residents and available fiscal and environmental resources because the subdivision provides five new housing units in the City, which assists the City in meeting its housing needs as prescribed under General Plan.

4. Based upon the findings noted above, the Planning Commission approves Tentative Tract Map No. 77076 subject to the following conditions:

CONDITIONS OF APPROVAL

1. This Tentative Tract Map No. 77076 shall expire twenty-four (24) months from the date it is approved by the Planning Commission. The Applicant, not less than 30 days prior to the expiration date, may submit a written request to the City for an extension of time.

THE APPLICANT OR THE APPLICANT'S SUCCESSOR(S) SHALL:

2. Have the Final Map prepared by, or under the direction of, a registered civil engineer or licensed land surveyor and processed through the Development Services Department. The Final Map shall comply with the State Subdivision Map Act and City of La Puente Division of Land Ordinance.
3. Provide a statement(s) on the Final Map for dedications of, or offers to dedicate interests in, real property for specific public purposes and signed and acknowledged by those parties having any record title interest in the real property being subdivided, subject to the provisions of Section 66436 of the Subdivision Map Act.
4. Submit a preliminary guarantee if signatures of record title interests appear on the Final Map. A final guarantee will be required at the time of filing of the Final Map, and a preliminary title report/guarantee shall be provided that describes the interest of all fee owners and interest holders. The account for title reports/guarantees shall remain open until the Final Map is filed with the County Recorder.
5. Submit for the review and approval of the City Engineer full public parkway facilities improvement plans prior to recordation of the final map. Such improvements shall be completed in accordance with plans approved by the City Engineer. Public facilities may be installed after the recordation of the final map if a subdivision improvement agreement, improvement plans and necessary bonds to secure the installation of facilities and improvements in the public right-of-way are submitted and approved by the City prior to the recordation of the final map. Off-site improvements shall be installed in accordance with the subdivision improvement agreement. Off-site surface improvements shall include:
 - a. Replacement and repair of existing driveway apron with sidewalk, curb, and gutter and construct to the satisfaction of the City Engineer.
 - b. Replacement of all damaged curb and/or gutter sections and sidewalks to the satisfaction of the City Engineer.
 - c. Install any new trees in the parkway. The precise location and species of the trees shall be approved by the City Engineer and the Director of Development Services.
 - d. Setting of durable monuments to the satisfaction of the City Engineer, in conformance with Section 66495 of the Subdivision Map Act.
6. Obtain a flood hazard report for review and approval by the City Engineer.

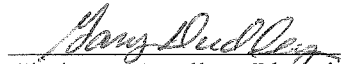
7. Verify the capacity of the local sewer and obtain permits from the Los Angeles County Sanitation District to provide connections to the sewer line. All upgrades to the sewer line deemed necessary by the Sanitation District to accommodate the increase in sewage output shall be installed, tested and accepted or bonded prior to Final Map approval.
8. Provide a drainage report of the existing drainage areas and hydrology and the proposed developed hydrology condition and facilities. Additionally, provide the associated hydraulic calculations and drainage facilities sizing and capacities utilizing LACDPW requirements.
9. Present to the City comprehensive engineering, geologic and soils reports, based on adequate test borings pursuant to Section 66490 of the Subdivision Map Act. The investigation shall also address seismic hazards and expansive soils. The geologic and soils reports shall be reviewed and approved by the City Engineer.
10. Consult with Verizon, Southern California Edison Company, Southern California Gas Company, Suburban Water, the Los Angeles County Sanitation District, and any other public utility having jurisdiction over the Property, for planning, construction and proper placement of service facilities prior to submission of final improvement plans. Utility service plans for each phase shall be approved by the respective utility company or agency prior to the recordation of the final map and, where applicable, shall be included in right-of-way improvement plans.
11. Comply with all requirements set forth in the June 27, 2017 letter from the Los Angeles County Fire Department ("LACFD"), attached hereto as Exhibit B, and incorporated herein by reference.
12. Comply with the Los Angeles County Fire Department ("LACFD") regulations, including but not limited to requirements for fire hydrant tests within the vicinity to determine adequate flow and upgrading fire hydrant as needed.
13. Comply with the LACFD regulations for access to the property, including driveway access and designating "No-Parking – Firelane" areas and conditions set forth in LACFD letter dated June 27, 2017, on file with the City.
14. Obtain permits from the Los Angeles County Sanitation District to provide separate connections from each of the proposed lots to the sewer line. All upgrades to the sewer line deemed necessary by the Los Angeles County Sanitation District to accommodate the increase in sewage output shall be installed, tested and accepted or bonded prior to Final Map approval.
15. Place all new electrical service lines and cable television lines, if any, underground to the satisfaction of Southern California Edison, Time Warner Cable/Spectrum, and the City Engineer.
16. Provide easements on the final map for all utilities, including water, sewer and storm drains as required by the City Engineer and each respective utility.

17. Provide the City with verification of the recordation of the final map with the Recorder's Office of the County of Los Angeles prior to the issuance of certificates of occupancy for each unit. Applicant shall supply the City with one reproducible mylar copy and three blue line prints of the recorded final map. The final map shall also be submitted to the City Engineer in a digital graphic file format that is acceptable to the City Engineer.
18. The Applicant shall work with staff to protect as many on-site trees as possible without compromising the proposed project.
19. Pay all appropriate City fees and business license fees and cooperate with the City to obtain compliance from contractors and subcontractors.
20. Maintain the Property at all times according to the requirements of Chapter 3.20, Public Nuisances, of the La Puente Municipal Code.
21. The Applicant shall submit a fence plan to repair, replace and install any new fencing subject to review and approval by the Director of Development Services. The Applicant shall obtain Los Angeles County Fire Department approval of the location of any fencing and/or gates prior to Final Map approval and installation.
22. All graffiti shall be removed from any part of the Property within forty-eight (48) hours of its appearance and notification to the Applicant by the City.
23. The Property shall be maintained in a clean and well maintained condition at all times.
24. The Applicant shall comply with all provisions of SPDR No. 1152, in the event that the requirements of this Resolution conflict with SPDR No. 1152, the requirements of this Resolution shall prevail.
25. Prior to recordation of the Final Map, the Applicant shall provide the City with Covenants, Conditions and Restrictions ("CC&Rs") for the Homeowners Association, which shall be subject to review and approval by the Development Services Director and the City Attorney. The CC&Rs shall contain language indicating that the City is deemed to be an express third-party beneficiary of the CC&Rs and has the right, but not the obligation, to enforce any of the provisions of the CC&Rs.
26. The Applicant, shall comply with all Federal, State, County, and local laws and ordinances applicable to the project.
27. The Applicant and Property Owner shall submit, within ten (10) days after approval of this Resolution, to the Development Services Department his/her written consent to all of the conditions referenced herein.
28. The Applicant and Property Owner shall indemnify, protect, defend (with legal counsel reasonably acceptable to the City), and hold harmless, the City, and any agency or instrumentality thereof, and its elected and appointed officials, officers, employees, and agents from and against any and all liabilities, claims, actions, causes or action, proceedings, suits, damages, judgments, liens, levies, costs, and expenses of whatever nature, including reasonable attorney's fees and disbursements (collectively, "Claims")

arising out of or in any way relating to this Project, any discretionary approvals granted by the City related to the development of the Project, or the environmental review conducted under California Environmental Quality Act, Public Resources Code Section 21000 *et seq.*, for the Project. If the City Attorney is required to enforce any conditions of approval, all costs, including attorney's fees, shall be paid for by the Applicant/Developer.

PASSED, APPROVED AND ADOPTED by the Planning Commission of the City of La Puente at a regular meeting held on September 5, 2017, by the following vote:

AYES:	Dudley, Klinakis, Mendoza and Stowell
NOES:	None
ABSTAIN:	None
ABSENT:	Costea


Chairman Dudley, Planning Commission


Secretary, Planning Commission

SUBDIVISION IMPROVEMENT AGREEMENT
Final Tract Map No. 77076

This **SUBDIVISION IMPROVEMENT AGREEMENT** ("Agreement" herein) is made this _____ day of _____, 2021, by and between the City of La Puente, a municipal corporation ("City" herein), and VW3, LLC ("the Subdivider" herein), collectively referred to herein as the "Parties."

RECITALS

A. Subdivider previously applied for approval of a tentative tract map to subdivide certain real property located at 15921 Sierra Vista Court in the City of La Puente, for the purpose of subdividing the existing lot for condominiums ("Subdivision").

B. The tentative map of the Subdivision was previously approved by the City, subject to the Subdivision Map Act and the City's Subdivision Ordinance, which is set forth in Title 11 of the La Puente Municipal Code (collectively referred to herein as the "Subdivision Laws") and to the City's standard requirements and conditions of approval contained in the Planning Commission's Resolution No. 17-1503 approving Tentative Tract Map No. 77076 ("Resolution of Approval"), a copy of which is on file in the Office of the City Clerk and which is incorporated herein by this reference.

C. Pursuant to Section 11.28.220 of the Subdivision Laws, as a condition precedent to the approval of a final map, the Subdivider must comply with the Planning Commission's Resolution of Approval and either: (i) complete, in compliance with City standards, all of the improvements and land development work required by the Subdivision Laws and the Planning Commission's Resolution of Approval, or (ii) enter into a secured agreement with the City to complete the improvements and land development work within a period of time specified by the City.

D. Plans and related specifications ("Improvement Plans"), for the construction, installation and completion of the certain improvements, more specifically described in the attached Exhibit A, have been prepared by the Subdivider, approved by the City's Development Services Director or his or her designee ("Director"), and are on file in the office of City's Development Services Department. Said Improvement Plans are incorporated herein by this reference.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants contained herein, the Parties agree as follows:

1. **SUBDIVIDER'S OBLIGATION TO CONSTRUCT IMPROVEMENTS**

A. Subdivider shall, at its sole expense, and in compliance with the provisions of the Subdivision Laws, the Improvement Plans, and all applicable City standards,

and in a good and workmanlike manner, furnish, construct, install and guarantee (as set forth in Section 3) the Improvements, as generally described in this Section 1, and more specifically described in the attached Exhibit A as well as in the tentative map and in the Planning Commission's Resolution of Approval relating thereto (collectively, the "Improvements").

The general categories of Improvements, as more fully described in Exhibit A, and the estimated costs thereof are as follows:

Sewer Work	\$2,400.00
Off-Site Improvements	\$6,690.00
Monumentation	\$1,200.00
15% Contingency	\$1,543.50
Total Estimated Cost of Improvements	
Plus Contingency	\$11,833.50

B. Subject to any time extensions granted in accordance with Section 4 below, Subdivider shall commence work on the Improvements not later than one (1) year from recordation of Final Tract Map No. 77076 and shall complete the Improvements by no later than two (2) years after recordation of Final Tract Map No. 77076 ("the Completion Date" herein). The Improvements shall not be deemed complete until a Notice of Completion is approved and accepted by the City Council.

Notwithstanding the preceding paragraph, if the Director reasonably determines that accelerated construction of the Improvements is essential in order to protect the public health, welfare and safety, including, without limitation, providing for the orderly development of the surrounding area, the Director shall give Subdivider not less than 15 (fifteen) days' prior written notice to commence or accelerate installation and construction of the Improvements, or any portion thereof. The notice shall describe the work to be done by Subdivider and reasonable time periods within which the work will commence and be completed. All or any portions of said Improvements may be required to be constructed or completed at a specified time. If the Subdivider objects to the commencement or acceleration of the Improvements as specified by the Director, Subdivider may appeal the decision of the Director to the City Council. Any such appeal shall be filed with the City Clerk within 10 (ten) days after receipt by Subdivider of the written notice from the Director. Further, if any of the circumstances specified in Section 4 occur, the provisions of this paragraph shall not prevent Subdivider from requesting a time extension to perform said work, pursuant to the provisions of Section 4.

C. All monumentation shall be installed prior to the City's approval of the Notice of Completion. As used herein, "monumentation" shall mean the setting of survey monuments and tie points in accordance with the Subdivision Laws, and the delivery to the Director of tie notes for said points.

D. Subdivider shall, at its sole expense, replace or repair any and all public

improvements, public utility facilities, and surveying or subdivision monuments which are destroyed or damaged as a result of any work by Subdivider or its agents under this Agreement. Any such replacement or repair shall be subject to the approval of the Director. Until recordation of the Notice of Completion of the Improvements, Subdivider assumes responsibility for the care and maintenance of, and any damage to, the Improvements. Subdivider shall replace or repair all Improvements, public utility facilities, and surveying or subdivision monuments which are destroyed or damaged for any reason, regardless whether resulting from the acts of the Subdivider, prior to recordation of the Notice of Completion. Subdivider shall bear the entire cost of such replacement or repairs regardless of what entity owns the underlying property. Any repair or replacement shall be to the satisfaction of the City Engineer.

E. Until the Notice of Completion is recorded, Subdivider shall be responsible for the care and maintenance of such Improvements and shall bear all risks of loss or damage to said Improvements. Neither City, nor its officers, agents' and employees, shall have any liability for any accident, loss or damage to the Improvements prior to their completion and acceptance by the City.

F. Subdivider shall, at its sole expense, obtain all necessary permits and licenses for the construction and installation of the Improvements, give all necessary notices, and pay all fees required by City ordinance or resolution and all taxes required by law.

G. Not less than fifteen (15) days prior to commencement of work on the Improvements, Subdivider shall give written notice to the Director of the date fixed for such commencement of work in order that the Director shall have adequate time to schedule all necessary inspections. City shall use its best efforts to inspect the Improvements in a timely manner.

2. INSPECTION OF WORK AND FINAL ACCEPTANCE

A. Upon completion of the Improvements the Subdivider may request a final inspection by the City Engineer. Subdivider shall maintain proper facilities and safe access for inspection of the Improvements by the City Engineer and other City personnel. Within ten (10) business days of any inspection of the Improvements, the Director shall, as a courtesy, provide written notice to Subdivider of the list of items which have been found to be incomplete and the list of items which have been found to be complete. Regardless of the list provided to the Subdivider by the City, Subdivider shall complete all Improvements as required by this Agreement. If the City Engineer determines that all of the Improvements have been completed in accordance with this Agreement and in compliance with the Improvement Plans and all applicable City standards, then the City Engineer shall promptly certify in writing to the City Council the completion of the Improvements. When applicable law requires an inspection at a particular state of construction of the Improvements, Subdivider shall not proceed with additional work until the inspection has been made, and the work is approved. Subdivider shall bear all costs of inspection and certification for completeness in accordance with City's standard fees and rates.

B. Acceptance and approval of the Notice of Completion by the City Council shall not constitute a waiver by the City of any defect(s) in the Improvements.

3. GUARANTEE AND WARRANTY OF THE IMPROVEMENTS

A. Subdivider shall guarantee the Improvements against any defective workmanship or any unsatisfactory performance for one year after the recordation of the Notice of Completion. If, within said one year period, any Improvements or part of any Improvements furnished, installed or constructed by the Subdivider, or any of the related work performed under this Agreement, fails to comply with any requirements of this Agreement, or the Subdivision Laws, or the Improvement Plans and related specifications, the Subdivider shall, without delay and without cost to the City, repair, replace or reconstruct any defective or otherwise unsatisfactory part or parts of the Improvements.

B. Should the Subdivider fail or refuse to act promptly or in accordance with subparagraph 3.A above following thirty (30) days written notice, then the City may, in its reasonable discretion, make the necessary repairs or replacements or perform the necessary reconstruction and, if Subdivider fails to reimburse City for such reasonable costs within fifteen (15) days following a written demand therefore from City, City may draw upon the Subdivider's improvement security to reimburse itself for the costs incurred. If the Subdivider's improvement security does not cover the total cost of such repair, replacement, or reconstruction, the Subdivider shall reimburse the City for any reasonable excess costs incurred.

C. Should the City determine that the public health or safety requires curing any defect before Subdivider can be notified or adequately respond, the City may, in its sole discretion, perform such work as is reasonably necessary to protect the public health or safety, and Subdivider shall pay to City the cost of such work.

D. The security furnished for the faithful performance of the Subdivider's obligation to construct and install the Improvements described herein shall include Subdivider's liability hereunder for the one-year guarantee and warranty of the Improvements as set forth in subparagraph 3.A above.

4. TIME EXTENSIONS

A. Upon a showing by the Subdivider of good cause, the date for commencement of work on the Improvements, or the Completion Date, may be extended by the Director, with the written concurrence of the City Manager. Consent to any such extension shall not be unreasonably withheld. As used herein, "good cause" may include, without limitation, delay resulting from an act or omission of the City; acts of God or force majeure, including, without limitation, inclement weather; inability to obtain labor or materials through no fault of Subdivider; civil unrest; and strikes, boycotts or similar job actions by employees or labor organizations which prevent the conduct of the work.

B. As a condition of any time extension provided for herein, the Director, with the written concurrence of the City Manager, may require the Subdivider to furnish new or modified improvement security guaranteeing performance of this Agreement, as extended, in an increased amount as necessary to compensate for any projected increase in the Estimated Total Cost of Improvements, as reasonably determined by the Director.

5. IMPROVEMENT SECURITY

A. Prior to City's execution of this Agreement, Subdivider shall provide as security bonds to the City:

1. For Performance and Guarantee: Security in an amount equal to one hundred percent (100%) of the Estimated Total Cost of the Improvements as set forth in Section 1, above ("Performance Security"). The form of which shall be subject to City Attorney's prior approval.

2. For Payment: To secure Subdivider's payment to any contractor, subcontractor, person renting or supplying equipment, or furnishing labor and materials for completion of the Improvements, security in the amount of one hundred percent (100%) of the Estimated Total Cost of the Improvements as set forth above in the Section 1, above ("Payment Security"). The form of which shall be subject to City Attorney's prior approval.

3. Warranty: To warranty the Subdivider's work for a period of one (1) year following recordation of the Notice of Completion against any defective work or labor done or defective materials furnished, in the amount of twenty-five percent (25%) of the Estimated Total Cost of the Improvements as set forth above in the Section 1, above ("Warranty Security"). The form of which shall be subject to City Attorney's prior approval.

4. Monument Setting: To secure the Subdivider setting the subdivision monuments as set forth on the Final Map, in the amount of one hundred percent (100%) of the estimated cost of setting the monuments ("Monument Security"). The form of which shall be subject to City Attorney's prior approval.

B. If the improvement security is a corporate surety bond and, in the opinion of the City, any surety or sureties thereon become insufficient, the Subdivider shall renew or replace any such surety bond with good and sufficient surety or sureties within ten (10) days after receiving from City written demand therefor.

C. Improvement security consisting of corporate surety bonds, issued by sureties that are admitted to do business in the State of California, shall be kept on file with the City Clerk. If a corporate surety bond is replaced by another approved bond, the replacement shall be filed with the City Clerk and, upon filing, shall be deemed to have been made a part of and incorporated into this Agreement. Upon filing and approval by the Director of a replacement bond, the former improvement security shall be released and exonerated.

D. Modifications of the Improvement Plans and related specifications, and modifications of the Improvements, not exceeding ten percent (10%) of the original Estimated Total Cost of the Improvements, shall not subject Subdivider to providing additional improvement security. If any such modifications exceed ten percent (10%) of the Estimated Total Cost of the Improvements, Subdivider shall furnish additional improvement security for performance and guarantee, and for payment, as required by subparagraph A above, for one hundred percent (100%) of the revised Estimated Total Cost of the Improvements.

E. Notwithstanding Subsection 5D above, Subdivider's security shall compensate the City for the actual cost of completing the required Improvements in the event of default by the Subdivider in the performance of this Agreement, regardless of whether the City's cost of completion exceeds the estimated cost of the Improvements.

6. REDUCTION OR RELEASE OF IMPROVEMENT SECURITY

A. Performance security shall be released upon the recordation of the Notice of Completion.

B. If City receives no notice of recorded claims of lien, labor and materials security shall be released in full 90 days after recordation of the Notice of Completion. If City receives notice of any recorded lien, the provisions of the Subdivision Map Act shall apply.

C. No security given for the guarantee or warranty of work shall be released until the expiration of the warranty period and until any claims filed during the warranty period have been settled. As provided in Section 3 of this Agreement, the warranty period shall not commence until recordation of the Notice of Completion. Warranty security not utilized during the warranty period shall be released one year after recordation of the Notice of Completion. However, if at the end of the one-year warranty period, there are one or more outstanding requests by City for performance of work or provision of materials under the terms of the warranty, warranty security shall be retained until the outstanding requests are satisfied or until Subdivider has made other arrangements satisfactory to the City Engineer.

D. City may retain from any security released an amount sufficient to cover costs and reasonable expenses and fees, including reasonable attorneys' fees.

7. INDEMNIFICATION.

A. City and Subdivider agree that City, its elected and appointed officers, officials, employees, agents, contractors, consultants and volunteers ("**City Indemnitees**") should, to the extent permitted by law, be fully protected from any and all loss, injury, damage, claim, lawsuit, cost, expense, attorneys' fees, litigation or court costs, or any other cost arising

out of or in any way related to the Subdivider's performance of this Agreement (collectively, "**Claims**"). Accordingly, the provisions of this indemnity clause are intended by the City and Subdivider to be interpreted and construed to provide the fullest protection possible under the law to City. Subdivider acknowledges that City would not enter into this Agreement in the absence of Subdivider's commitment to indemnify and protect City as set forth herein.

B. To the fullest extent permitted by law, Subdivider shall indemnify, defend with counsel selected by City, and hold harmless the City Indemnitees from and against any and all Claims of every nature arising out of or in connection with Subdivider's performance of this Agreement or failure to comply with this Agreement. Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Subdivider from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any Claims whether or not such insurance policies shall have been determined to apply. By execution of this Agreement, Subdivider acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

C. The obligations of Subdivider under this Section 7 will not be limited by the provisions of any workers' compensation act or similar act. Subdivider expressly waives its statutory immunity under such statutes or laws as to the City Indemnitees.

D. Subdivider's obligations under this Section 7 are not conditioned or dependent upon whether the City, or its officers, agents and employees, prepared, supplied or reviewed any Improvement Plans or related specifications in connection with the Subdivision or the Improvements, or has insurance or other indemnification covering any of these matters.

E. Subdivider's obligation to indemnify, hold harmless and defend the City Indemnitees shall extend to injuries to persons and damages to or alleged taking of property resulting from the design or construction of the Subdivision, and the Improvements required herein, and shall likewise extend to adjacent property owners asserting claims based upon the diversion of waters caused by the Subdivider's related design or construction of public drainage systems, streets, and other public facilities or improvements. The City's acceptance of the Improvements shall not constitute an assumption by the City of any responsibility or liability for any damage or alleged taking of property referenced herein. City shall not be responsible or liable for the design or construction of the Subdivision or the Improvements constructed or installed pursuant to the approved Improvement Plans or the Final Map, regardless of any act or omission by the City in approving the Improvement Plans or the Final Map, unless the particular Improvement design was required by the City over the written objection of the Subdivider, which objection stated that the Improvement design was potentially dangerous or defective and set forth an alternative design. This indemnification obligation shall survive the expiration or termination of this Agreement. Notwithstanding anything contained in this Section 7 to the contrary, Subdivider's improvement security shall not be required to secure the Subdivider's obligations under this Section 7 beyond the one-year guarantee and warranty period.

F. Subdivider agrees to obtain executed indemnity agreements with provisions identical to those set forth here in this Section 7 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Subdivider in the performance of

this Agreement.

8. INSURANCE.

A. Prior to commencement of work on the Improvements, the Subdivider shall obtain, and shall, at its sole costs and expense, carry, maintain, and keep in full force and effect insurance of the types and in the amounts as set forth below:

i. Comprehensive General Liability Insurance in an amount not less than **One Million Dollars (\$1,000,000.00)** including bodily injury, property damage, products, completed operations and contractual liability coverage.

ii. Automobile Liability Insurance for vehicles used in connection with the performance of this Agreement with minimum limits of **One Million Dollars (\$1,000,000.00)** per occurrence.

iii. Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Subdivider. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than **One Million Dollars (\$1,000,000.00)** per accident.

iv. Professional Liability Insurance against errors and omissions in the performance of the work under this Agreement with coverage limits of not less than **One Million Dollars (\$1,000,000.00)**.

B. City and its officers, employees, agents, and volunteers shall be named as additional insureds with respect to each of the insurance policies required under this Agreement except for Statutory Workers' Compensation Insurance and Employer's Liability Insurance and Professional Liability Insurance. The coverage shall contain no special limitations on the scope of protection afforded to City or its officers, officials, employees, agents, or volunteers. An endorsement must state that coverage is primary insurance with respect to the City and its officers, officials, employees, agents and volunteers, and that no insurance or self-insurance maintained by the City shall be called upon to contribute to a loss under the coverage.

C. Subdivider shall require each of its subcontractors, if any, to maintain insurance coverage that meets all of the requirements of this Agreement.

D. The policy or policies required by this Agreement shall be issued by an insurer admitted in the State of California. The policy or policies for Comprehensive General Liability Insurance, Automobile Liability Insurance, Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be issued by an insurer with a rating of at least A:VII in the latest edition of Best's Insurance Guide.

E. Subdivider agrees that if it does not keep the insurance required by this Section 8 in full force and effect the City may declare Subdivider in default; or take out the necessary insurance and pay, at Subdivider's expense, the premium thereon.

F. Prior to commencement of the work on the Improvements, Subdivider shall maintain on file with City's Risk Manager a certificate or certificates of insurance showing that the insurance policies required by this Section 8 are in effect in the required amounts and naming the City as an additional insured. Subdivider shall, prior to commencement of work under this Agreement, file with City's Risk Manager such certificate(s).

G. Subdivider shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Such proof will be furnished at least two weeks prior to the expiration of the coverages.

H. All insurance policies required herein shall be written on an occurrence basis and shall name the City Indemnitees as additional insureds, with the exception of professional liability insurance, which shall be written on a claims-made basis. All of the policies required under this Agreement shall contain an endorsement providing that the policies cannot be canceled or reduced except on thirty (30) days' prior written notice to City. Subdivider agrees to require its insurer to modify the certificates of insurance to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, and to delete the word "endeavor" with regard to any notice provisions.

I. Subdivider's insurance coverage shall be primary insurance and shall not be contributing with any insurance or self-insurance maintained by City, and the policies shall so provide. The insurance policies shall contain a waiver of subrogation for the benefit of the City.

J. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of City, Subdivider shall either reduce or eliminate the deductibles or self-insured retentions with respect to City, or Subdivider shall procure a bond guaranteeing payment of losses and expenses.

9. OWNERSHIP OF THE IMPROVEMENTS

A. Ownership of all or any category of the Improvements constructed and installed by the Subdivider pursuant to this Agreement and to be dedicated to the City pursuant to the Final Map shall, as applicable, vest in the City upon recordation of a Notice of Completion.

B. The Subdivider shall at all times prior to the acceptance of the Improvements by the City, give good and adequate warning to the public of each and every dangerous and defective condition caused by the construction of the Improvements of which Subdivider or its agents or employees have knowledge and shall take all steps reasonably necessary under the circumstances to protect the public from such dangerous or defective conditions, if any.

10. DEFAULT AND BREACH BY THE SUBDIVIDER AND REMEDIES

A. Upon the occurrence of any of the following events, the Subdivider shall be deemed to be in default under this Agreement:

1. Subject to any time extensions granted in accordance with Section 4, failure to commence construction and installation of the Improvements by the commencement date set forth above in the Subdivision Reference Data;

2. Failure to correct or cure any defect in the Improvements during the one-year guarantee and warranty period, as required by Section 3A or failure to commence correction or cure of any such defect or failure to diligently prosecute same to completion;

3. Subject to any time extensions granted in accordance with Section 4, failure to perform substantial construction work, after commencement of work on the Improvements, for a period of thirty (30) days after written notice thereof from the City;

4. Insolvency, appointment of a receiver, or the filing of any petition in bankruptcy, whether voluntary or involuntary, and such is not cured or discharged within a period of sixty (60) days;

5. Commencement of a foreclosure action against the Subdivision or any portion thereof, or any conveyance by the Subdivider in lieu or in avoidance of foreclosure; or

6. Failure to perform any other obligations in accordance with the terms and provisions of this Agreement within thirty (30) days after written notice thereof from the City.

B. City reserves to itself all remedies available to it at law or in equity for any breach of Subdivider's obligations under this Agreement. City shall have the right, without limitation of other rights or remedies, to draw upon or utilize any improvement security furnished hereunder to mitigate City's damages in the event of Subdivider's default.

C. The City may serve written notice of any default upon the surety on any corporate surety bond furnished as improvement security hereunder, and request that said surety take over and complete the Improvements herein specified. If such surety, within fifteen (15) days after service of such notice of default, does not give the City written notice of its intention to perform this Agreement, or does not commence such performance within five (5) days after notice to the City of such intention to perform, the City may take over the work and prosecute the same to completion, by contract or by any other method the City deems advisable, for the account and at the expense of the Subdivider and its surety.

D. Subdivider acknowledges that the Estimated Total Costs and improvement security amounts set forth herein may not reflect the actual cost of construction or installation of

the Improvements, and, consequently, City's damages for Subdivider's default shall be measured by the cost of completing the required Improvements. If the damages incurred by the City in taking over and completing the Improvements exceeds the principal amount of the improvement security, then the Subdivider shall reimburse the City in the amount of such excess damages.

E. City may, without liability for so doing, take possession of, and utilize in completing the Improvements, such materials, appliances, plants and other property belonging to Subdivider as may be on the site of the work and necessary for the performance of the work. Subdivider hereby consents to entry by the City and its forces, including contractors, upon any real property in the Subdivision owned by Subdivider or by any assignee of this Agreement, in the event the City elects to maintain or complete the work on the Improvements following Subdivider's default.

F. The City's failure to take an enforcement action with respect to a default, or to declare a default or breach, shall not be construed as a waiver of that default or breach or any subsequent default or breach of the Subdivider.

G. If City sues to compel Subdivider's performance of this Agreement, or to recover from Subdivider or Subdivider's sureties damages or costs incurred in completing or maintaining the work on the Improvements, Subdivider agrees to pay all reasonable attorneys' fees and other costs and expenses of litigation incurred by the City in connection therewith, even if Subdivider subsequently resumes and completes the work.

11. RELATIONSHIP OF THE PARTIES

Neither Subdivider, nor any of Subdivider's contractors, employees or agents, are or shall be deemed to be, agents of the City in connection with the performance of Subdivider's obligations under this Agreement.

12. ASSIGNMENT

A. Subdivider shall not assign this Agreement without the prior written consent of the City which will not be unreasonably withheld or delayed. Any attempted or purported assignment in violation of this subparagraph shall be null and void and shall have no force or effect. In the event of such assignment, replacement bonds, in a form satisfactory to City, shall be provided to City.

B. The sale or other disposition of the Subdivision shall not relieve Subdivider of its obligations hereunder. If Subdivider intends to sell the Subdivision, or any portion thereof, to any other person or entity, the Subdivider may request a novation of this Agreement and a substitution of improvement security. Upon the City's approval of the novation and substitution of improvement security, which shall not be unreasonably withheld or delayed, the Subdivider may request a release or reduction of the improvement security furnished pursuant to this Agreement, which shall not be unreasonably denied.

13. NOTICES

All notices required or provided for in this Agreement shall be in writing and delivered in person or by mail, postage prepaid, to the addresses set forth below, or such other address that either party may hereafter designate in writing to the other. Notice shall be effective on the date that it is delivered in person, or, if mailed, three (3) days after the date of deposit in the United States Mail.

If to the City:

Bob Lindsey, City Manager
City of La Puente
15900 E. Main Street
La Puente, CA 91744
Email: blindsey@lapuente.org
Tel: (626) 855-1501
Fax: (626) 961-4626

And:

Victor Ponto, City Attorney
Olivarez Madruga Lemieux O'Neill, LLP
500 S. Grand Avenue, 12th Floor
Los Angeles, CA 90071
Email: vponto@omlolaw.com
Tel: (213) 744-0099

If to the Subdivider:

Lynn Wong
VW3 LLC
1108 S. California Street
San Gabriel, CA 91776
Email: wong_lynn@yahoo.com
Tel: (626) 377-1768

14. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement of the Parties with respect to its subject matter. All modifications, amendments, or waivers of any terms of this Agreement shall be in writing and signed by the duly authorized representatives of the Parties.

15. SEVERABILITY

The provisions of this Agreement are severable. If any portion of this Agreement is held invalid by a court of competent jurisdiction, the remainder of the Agreement shall remain in full force and effect.

16. INCORPORATION OF SUBDIVISION REFERENCE DATA AND RECITALS

The Recitals and Exhibit A are incorporated into this Agreement.

17. GOVERNING LAW AND VENUE

This Agreement shall be governed and construed in accordance with the laws of the State of California without regard to principles of conflicts of laws. The venue for any litigation shall be Los Angeles County, California or in the United States District Court for Central District of California.

18. CAPTIONS

The captions appearing at the commencement of the sections hereof, and in any paragraph thereof, are descriptive only and shall have no significance in the interpretation of this Agreement.

19. SIGNATURES

This Agreement may be executed in multiple counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

20. AUTHORITY

Each person executing this Agreement hereby represents and warrants (i) their authority to do so, and (ii) that such authority has been duly and validly conferred.

21. EFFECTIVE DATE OF THE AGREEMENT

This Agreement shall be and become effective as of the date that it is executed by a duly authorized officer or employee of the City, it being the intention of the Parties that the Subdivider shall first execute this Agreement and thereafter submit it to the City. The City shall insert the Effective Date in the Subdivision Reference Data in all counterparts of this Agreement and shall transmit a fully executed counterpart to the Subdivider.

[Signature Page to Follow].

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

City of La Puente ("City")

By: _____
Bob Lindsey, City Manager

ATTEST:

Sheryl Garcia, City Clerk

Approved as to form:

By: _____
Victor Ponto, City Attorney

VW3 LLC ("Subdivider")

By: _____
VW3 LLC

Name, Title

EXHIBIT A

CATEGORIES OF IMPROVEMENTS

1. **Sewer Improvements:** (a) 6" Sewer house laterals (24 LF)

Estimated Cost: \$2,400.00

- 2. Off-Site Improvements:**
- (a) Driveway approach (1 EA)
 - (b) Parkway drain (1 EA)
 - (c) Construct curb & gutter (50 LF)
 - (d) Construct new sidewalk along frontage (200 SF)

Estimated Cost: \$6,690.00

- 3. Monumentation:** (a) Monumentation

Estimated Cost: \$1,200.00

ESTIMATED COST FOR ALL IMPROVEMENTS: \$10,290.00

15% CONTINGENCY:	\$1,543.50
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TOTAL COST FOR ALL IMPROVEMENTS	
PLUS CONTINGENCY:	<u>\$11,833.50</u>

PERFORMANCE BOND (100%):	\$11,833.50
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PAYMENT BOND (100%):	\$11,833.50
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WARRANTY BOND (25%):	\$2,958.38
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TOTAL IMPROVEMENT BOND AMOUNT: \$26,625.38



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: August 24, 2021

From: Bob Lindsey, City Manager

By: John Di Mario, Development Services Director

SUBJECT: CONSIDERATION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE CALIFORNIA URBAN FORESTS COUNCIL, WEST COAST ARBORISTS, INC. AND THE CITY OF LA PUENTE REGARDING THE UPPER SAN GABRIEL RIVER WATERSHED URBAN GREENING PROJECT

BACKGROUND/DISCUSSION

The City has been presented with the opportunity to partner with West Coast Arborists, Inc. (“WCA”) and the California Urban Forests Council (“CUFC”) for the planting of up to 50 trees at La Puente Park.

The CUFC and WCA have come together along with cities in California to improve the urban forests. The Upper San Gabriel River Watershed Urban Greening Project (“Project”) is funded through the California Coastal Conservancy’s Proposition 1 Grant Program which seeks to fund multi-benefit ecosystem and watershed protection and restoration projects.

As part of the City’s participation in this grant, a community tree planting event has been tentatively scheduled for October 30, 2021. The La Puente Community Foundation has been identified as the local community-based group that will partner with the City. The Foundation will be responsible for assisting in the tree planting event logistics, social media campaign and community outreach to bring volunteers to the event.

Included as Attachment A is a Memorandum of Understanding (“MOU”) between the WCA, CUFC, and the City for consideration of approval by the City. The MOU has been reviewed and approved by the City Attorney as to form.

FISCAL IMPACT

Minimal direct costs to the City. The City will provide in-kind support by digging the holes for the trees to be planted and watering the trees through the establishment period. WCA will provide one structural prune of the trees after the first year. As the trees mature and grow in size, the cost to maintain the trees will be included in the City’s annual budget in the Lighting and Landscape Maintenance Fund.

RECOMMENDATION

It is recommended that the City Council: (1) approve the Memorandum of Understanding between the California Urban Forests Council, West Coast Arborists, Inc. and the City; and (2) authorize the City Manager to execute the Memorandum on behalf of the City.

ATTACHMENTS

Attachment "A": Memorandum of Understanding



MEMORANDUM OF UNDERSTANDING

Upper San Gabriel River Watershed Urban Greening Project (“USGRWUGP”)

The following Memorandum of Understanding (“MOU”) is between the California Urban Forests Council (“CaUFC”), West Coast Arborists, Inc. (“WCA, Inc.”) and the City of La Puente (“City”), regarding California Coastal Conservancy Proposition 1 Grant: Upper San Gabriel River Watershed Urban Greening Project (“USGRWUGP”). For reference purposes, the CaUFC, WCA, Inc., and City shall be referred to individually as a “Party” and collectively as the “Parties.” This MOU shall become effective on the last date signed by the Parties.

Upper San Gabriel River Watershed Urban Greening Project (“USGRWUGP”)

The CCC Prop 1 project is awarded to the California Urban Forests Council (CaUFC). The CaUFC has partnered with WCA, Inc. and cities throughout California to improve the urban forests. Upper San Gabriel River Watershed Urban Greening Project (“USGRWUGP”) is funded through the California Coastal Conservancy’s Proposition 1 Grant Program which seek to fund multi-benefit ecosystem and watershed protection and restoration projects. The Prop 1 grant project will plant trees and deliver a full program on urban forestry to the community.

Interested Parties

The CaUFC, CaUFC’s partners, WCA, Inc., and the City agree to work cooperatively on the Upper San Gabriel River Watershed Urban Greening Project (“USGRWUGP”) and the associated deliverables to honor the CaUFC contract agreement with the California Coastal Conservancy (CCC). WCA, Inc. is contracted by CaUFC for completion of the Upper San Gabriel River Watershed Urban Greening Project and is responsible for program management, tree planting, and tree management activities.

For purposes of this MOU, there are three major contributors to this process: Nancy Hughes representing CaUFC, Lissette Rios representing WCA, Inc., and Bob Lindsey, representing the City.

Duties and Responsibilities

CaUFC, the CaUFC’s partners, WCA Inc., and the City pledge to work together in a spirit of cooperation to complete the work.

All Parties shall comply with all relevant laws and regulations regarding documentation, reporting, use, etc. of any state funds in accordance with applicable state law and furnish administrative assistance services including but not limited to:

1. Adherence to the approved scope of work, below, and set out in the assigned project.
2. Retention of all records for three (3) years after the end of the contract term. This requirement applies to fiscal records, reports, and partner information. If additional information is requested, the City agrees to make all records relating to the contract available upon request by CaUFC.



Decision Making

Decisions regarding implementation of the Upper San Gabriel River Watershed Urban Greening Project ("USGRWUGP") within the City of La Puente will be made by consensus of all Parties when there are proposed changes to the scope of work. Decision-making will be done jointly and in a spirit of cooperation. All decisions that are proposed and/or change the scope of work (verbal, written, or implied) must be agreed upon and authorized in writing by all Parties prior to commencing with the additional work. Otherwise, work can proceed as agreed upon for each party in the scope of work.

Termination

In no event will this MOU be terminated with less than 30 days written notice to the other parties. Any party may terminate this MOU at any time with cause, by giving the other parties thirty (30) days written notice to terminate. This MOU supersedes all previous agreements pertaining to the subject-matter of this MOU whether such previous agreement was written or oral.

Scope of Work

The scope of work describes the agreed upon project activities. The scope of work for the Upper San Gabriel River Watershed Urban Greening Project ("USGRWUGP") is set forth as follows:

1. CaUFC will provide the City approximately 50, 15-gallon trees which will include stock and labor to ensure proper installation by volunteers and WCA, Inc.
2. The City will select species from a predetermined list provided by WCA, Inc. The list will be provided by May of 2021.
3. The City will provide the GPS locations of all trees to be planted and identified tree species by August 31, 2021. The City will provide support for DigAlert delineation.
4. The City will aid the CaUFC and WCA, Inc. to host a single tree planting event during the months of October 2021-November 2021.
5. The City will assist in identifying a local community group to partner with and to assist in the tree planting event logistics, social media campaign and community outreach.
6. CaUFC, WCA, Inc., the City, and a local community group will join efforts to engage and deliver an educational tree planting event to the community and other local interested volunteers.
7. The City agrees to promote the tree planting event through existing City resources, including social media accounts and the city website.
8. The City will provide event logistic support, including pre-digging holes, staging trees day of event, and water resources day of tree planting. All associated costs are incumbent to the city.



9. The City agrees to provide tree care through incorporating new trees in management and maintenance plan activities. This includes watering newly planted trees as soon as they are installed. All associated costs are incumbent to the city.
10. WCA, Inc. will conduct 15 post-plant monitoring's from December 1st, 2022, through October 31st, 2022, to ensure the trees establish properly. This includes 1 structural prune one year after planting. The City is expected to respond to the recommendations made from the monitoring, to improve the tree's health.
11. The City shall replace the dead trees at their own expense within the grant period.
12. The City will report trackable match time and hours to WCA, Inc. as necessary. There is no minimum requirement for match time and hours.

Timeline

The grant period is from May 1, 2021 to October 31, 2022. All parties agree that the Upper San Gabriel River Watershed Urban Greening Project ("USGRWUGP") will be completed by October 31, 2022, though periodic benchmarks may be set through the scope of work to support on-time project completion.

Relationship of Parties

Each Party acknowledges and agrees that it is an independent entity from, and not an employee or agent of, any other Party of this MOU.

Volunteer Indemnification

All volunteers shall sign the program's volunteer liability waiver prior to participating in any events associated with the Project.

Indemnification of Parties

To the full extent permitted by law, each party agrees to indemnify, defend and hold harmless each other's party, and their officers, employees and officials from and against any and all actions, (judicial, administrative, arbitration or regulatory) claims or demands, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities, including attorney fees and costs incurred in defense thereof, that may be asserted or claimed by any person, firm or entity, arising out of or in connection with any negligent act or omission or willful misconduct during the course of its participation in the Upper San Gabriel River Watershed Urban Greening Project ("USGRWUGP").

Assumption of Risk

CaUFC and WCA, Inc. assumes no liability or responsibility for any personal property of the City or of their staff, volunteers, instructors, employees, contractors, consultants, guests, invitees, and agents brought to assist with the Upper San Gabriel River Watershed Urban Greening Project ("USGRWUGP"), during



the term of this MOU. The City assumes no liability or responsibility for any personal property related to the CaUFC and WCA, Inc., or of their staff, volunteers, instructors, employees, contractors, consultants, guests, invitees, and agents brought to assist with the Upper San Gabriel River Watershed Urban Greening Project (“USGRWUGP”), during the term of this MOU. CaUFC certifies that it has reviewed and agreed to the terms of this MOU.

Insurance

Prior to undertaking performance of work under this MOU, WCA, Inc., shall maintain and shall require its subcontractors, if any, to obtain and maintain insurance as described below:

Evidence of workers’ compensation insurance as required by law. WCA, Inc. shall always maintain, where required by law, workers’ compensation insurance, and shall hold the City, and does hereby hold the City, free and harmless from all liability which may arise by reason of injury to any employee of the WCA, Inc. during performing any work or labor under this MOU.

Miscellaneous Terms

A. Severability. If any term or portion of this MOU is held to be invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions of this MOU shall continue in full force and effect.

B. Governing Law; Venue. The laws of the State of California shall govern this MOU without regard to principles of conflicts of laws. Any action to enforce or interpret this MOU shall be filed in the respective county court office.

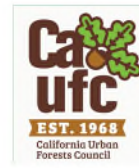
C. Integration; Amendments. This MOU represents the entire and integrated MOU between CaUFC, WCA, Inc. and the City with respect to the subject matter hereof, and supersedes all prior negotiations, representations, or agreements, either written or oral with respect thereto. This MOU may be modified or amended only by a subsequent written agreement signed by both Parties.

D. Attorneys’ Fees. If a party to this MOU brings any action, including an action for declaratory relief, to enforce or interpret the provisions of this MOU, the prevailing party shall be entitled to reasonable attorneys’ fees in addition to any other relief to which such party may be entitled.

E. Waiver. No waiver of any breach of any covenant or provision of this MOU shall be deemed a waiver of any other covenant or provision hereof, and no waiver shall be valid unless in writing and executed by the waiving party. An extension of time for performance of any obligation or act shall not be deemed an extension of the time for performance of any other obligation or act, and no extension shall be valid unless in writing and executed by the waiving party.

F. No Third-Party Beneficiaries. Nothing contained in this MOU is intended to or shall be deemed to confer upon any person, other than the Parties, any rights, or remedies hereunder.

G. Assignment. No assignment, subletting, or transfer in whole or in part of this MOU shall be made or shall be effective without the prior written consent of the CaUFC and WCA, Inc.



H. Non-Liability of Officials, Employees and Agents. No officer, official, employee or agent of CaUFC and WCA, Inc. shall be personally liable to the City in the event of any default or breach by CaUFC or WCA, Inc. or for any amount which may become due to the City pursuant to this MOU.

I. Authority. The undersigned expressly represents that he or she is authorized to execute this MOU on behalf of the City and that it meets each of the requirements set forth in the MOU, including but not limited to the insurance and workers compensation requirements.

We the undersigned agree to this Memorandum of Understanding.

Nancy Hughes
Executive Director
California Urban
Forests Council

Bob Lindsey
City Manager
City of La Puente

Lissette Rios
Grant Coordinator
West Coast Arborists, Inc.

Date_____

Date_____

Date_____



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: August 24, 2021

From: Bob Lindsey, City Manager

By: John Di Mario, Development Services Director

SUBJECT: CONSIDERATION OF A CHANGE ORDER WITH ACE FENCE CO FOR ADDITIONAL DECORATIVE FENCING AND MOW STRIP AT LA PUENTE PARK SKATE PARK AND BASKETBALL COURTS IN THE AMOUNT OF \$28,415

BACKGROUND

The City Council previously approved the installation of decorative wrought iron fencing with silhouette images along Temple Avenue adjacent to the skate park and basketball courts.

At the meeting of July 13, 2021, the City Council approved a purchase order contract with Ace Fencing Co ("Ace") in the amount of \$59,885 for additional wrought iron fencing at the skate park and basketball courts. Specifically, Ace is fabricating and installing additional fencing between the skate park and basketball courts and along the southern portion of the basketball courts. This additional fencing will help to keep basketballs from interfering with the skateboarders, will reinforce that skateboarders are not permitted on the basketball courts, and will also provide a clear point of separation between the basketball courts and the open grass area of the park to the south of the courts.

DISCUSSION

A change order has been identified for additional needed work related to this project as well as in preparation of the installation of synthetic turf that will be installed around the perimeter of the skate park and basketball courts. The work to be completed is described in summary below:

- 52 feet of additional wrought iron fencing along portions of the northern edge of the skate park and along Temple Avenue to extend the fencing to the new service road location.
- 226 feet of concrete mow strip at the bottom of the wrought iron fencing to be placed within the grass area south of the basketball courts.
- 348 feet of concrete mow strip to serve as the border and limit line for the installation of the synthetic turf.

The total price for these two items is \$28,415. Since this additional work exceeds the 10% contract contingency for City Manager approval, Staff is requesting consideration of this change order by the City Council.

FISCAL IMPACT

Funding for this project is included as part of the Park Improvements project in the Fiscal Year 2021-22 Capital Improvement Program budget in the General Fund. There is available funding for this change order.

RECOMMENDATION

It is recommended that the City Council approve the change order with Ace Fence Co in the amount of \$28,415 for additional decorative fencing and mow strip at La Puente Park skate park and basketball courts.

ATTACHMENTS

Attachment “A”: Change Order Request

ACE FENCE CO

727 N. GLENDORA AVE
LA PUENTE, CALIF, 91744

OFFICE # 626-333-0727

Email: waynewongace@yahoo.com

FAX # 626-333-7843

FAX QUOTE			
TO	CITY OF LA PUENTE	ATTN	JOHN DiMARIO
FAX #	PHONE: 626-855-1517	DATE	8/18/2021
FROM	WAYNE WONG	PAGES	3
PROJECT	SKATE PARK SILHOUETTE FENCE PROJECT		
BID DATE	BID TIME		
SPEC	PER PLAN AND SPEC / TO MATCH EXISTING W.I. FENCE		

ITEM #	DESCRIPTIONS:	UNIT OF MEASURE	QTY	UNIT PRICE	EXT. PRICE
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WE ARE SUBMITTING A PROPOSAL FOR THE FOLLOWING ADDITIONAL WORK THAT YOU'VE REQUESTED. THIS PROPOSAL IS BASED ON THE INFORMATION GIVEN DURING OUR JOB WALK ON WEDNESDAY, 8-18-21 AT SITE.

1	TO FURNISH LABOR, EQUIPMENT AND MATERIALS TO INSTALL +/- 52' LNFT OF +/- 4" 6" HIGH WROUGHT IRON FENCE INCLUDING CORE DRILL /OR CONCRETE FOOTINGS AND 3 EACH OF +/- 24" X 36" STEEL SILHOUETTE. SPECIFICATIONS AND INSTALLATION TO MATCH EXISTING FENCE. POWDER COATED (BLACK)	LUMP SUM	1	\$ 10,865.00	\$ 10,865.00
2	TO FURNISH LABOR, EQUIPMENT AND MATERIALS TO INSTALL +/- 226' LNFT OF +/- 8" WIDE X 10" DEEF CONCRETE MOW STRIP AT THE BOTTOM OF NEW WROUGHT IRON FENCE (FLUSH) SEE DETAIL BELOW	LUMP SUM	1	\$ 6,750.00	\$ 6,750.00
3	TO FURNISH LABOR, EQUIPMENT AND MATERIALS TO INSTALL +/- 348" LNFT OF APPROX 8" X 10" CONCRETE MOW STRIPS (FLUSH)	LUMP SUM	1	\$ 10,800.00	\$ 10,800.00

**NOTE: SEE ATTACHED DIAGRAMS FOR FENCE / MOW STRIPS LAYOUT
NOT TO SCALE - V.I.F.**

TOTAL BID AMOUNT: \$ 28,415.00

NOTE: THIS PROPOSAL IS BASED ON PAID PREVAILING WAGES AND CERTIFIED PAYROLL.

NOTE: IF YOU HAVE ANY QUESTIONS, PLEASE CALL ME ON MY CELL PHONE AT 626-602-5658

EXCLUDE: REMOVAL OF ANY EXISTING FENCE, GATES, TREES AND BUSHES IN THE FENCE LINE, STAKING, LAYOUT, DEMOLITION, CLEARING GRUBBING, GRADING, BACKFILLING, COMPACTING, REPAIR OF DAMAGES TO UNMARKED UNDERGROUND UTILITY LINES, CORING, CURBS, SLABS, MOW STRIPS, SAWCUTTING, ASPHALT PATCH, DAMAGES BY OTHERS AFTER FENCE HAS BEEN INSTALLED, GROUNDING, FIELD PAINTING, ENGINEERING AND STRUCTURAL CALS, INSPECTION, PERMITS OR FEES, BOND FEES, NIGHT WORK, VANDALISM, TRAFFIC CONTROL, SPECIAL LOCKS. POWER TO THE GATE MOTOR BY G.C. GC. WILL PROVIDE CONCRETE FOR THE EMBEDDMENT OF V-RACK

INSURANCE: ACE FENCE COMPANY WILL PROVIDE A CERTIFICATES OF INSURANCE UPON REQUESTED. OUR LIABILITY INSURANCE IS ONE MILLION PER OCCURRENCE

SUBJECT TO ACCEPTANCE WITHIN 30 DAYS LICENSEA, B, C-13, # 996577- UNION	EXPIRATION DATE: 9-30-22
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City of La Puente AGENDA REPORT



To: Mayor and City Council For meeting of: August 24, 2021

From: Bob Lindsey, City Manager

By: Troy O. Grunklee, CPA, Director of Administrative Services
Alex Merkel Medina, Principal Accountant

SUBJECT: PRESENTATION OF JUNE AND JULY 2021 BUDGET REPORTS

BACKGROUND

The attached reports examine fiscal activity taking place during the months of June 2021 (Fiscal Year 2020-2021) and July 2021 (Fiscal Year 2021-2022). It includes all funds within the operating budget. The report analyzes year-to-date transactions in comparison to budgeted amounts for the entire fiscal year, expressing each category using a percentage-of-completion methodology. It additionally provides comparisons in activity level to the same time period last fiscal year.

DISCUSSION

JUNE 2021 (FY20/21):

As of June 30, 2021, 100% of Fiscal Year 2021-2020 has passed. Although the fiscal year has ended, revenues and expenditures pertinent to this period will continue to be posted for the next several months, and the figures herein are not final.

REVENUES

Revenues to date in the General Fund are \$15,872,165, equivalent to 104% of the adopted budget. The vast majority of this revenue is comprised of *Property Tax* (\$6,860,000 or 104% of budget) and *Sales & Use Tax* and *Measure LP* (a combined \$5,719,000 or 122% of budget).

Sales & Use Tax and *Measure LP* will provide two (2) additional monthly remittances beyond what is recorded as of the publication date of this report. *Property Tax* will provide an additional one to two nominal allotments.

Special revenue fund collections total \$7,729,427 or 99% of the budgeted amount for the fiscal year.

EXPENDITURES

Excluding one-time expenditures related to debt issuances, the City has expended 93% of its total operating expense budget for the fiscal year. This is consistent with this time last year, in which 93% of the budget had also been expended.

In the General Fund, 95.9% of the total budget has been expended year-to-date compared with 97.2% on June 30, 2020. Most departments are operating within a close margin of this percentage, with one noteworthy exception. General Services, which incurred several one-time expenditures related to COVID-19, has exceeded budget, however, these expenditures are reimbursed by CARES Act revenue in the form of a transfer.

It is important to emphasize that expenditures relevant to FY 2020-2021 will continue to be charged to that fiscal year for the next several months.

JULY 2021 (FY21/22):

As of July 2021, eight (8) percent of the fiscal year has passed.

REVENUES

Across funds, year-to-date revenue activity is minimal. *Sales & Use Tax*, *Measure LP*, and *Property Tax*, the largest sources of revenue to the City, have not received any current period remittances. Revenue for these categories is not expected until September based on typical annual cycles.

Charges for Services and *Licenses and Permits*, which consist of day-to-day City Hall based transactions such as plan checks, zoning fees, business license applications, and building permits, are displaying a trajectory consistent with the elapsed budget calendar at 7% and 9.8%, respectively.

In the July period the City received the first 50% allocation for the American Rescue Plan Act Fund, totaling \$4,738,255.

EXPENDITURES

In total, operating expenditures are 4.6% of budget, in contrast to 5.9% at this time last fiscal year. All General Fund departments have expended less than 9% of their annual budgets, with the exception of Administrative Services at 25.8%. This result is consistent with staff expectations since that department houses prepaid liability and workers compensation premiums that will be in effect for the entire forthcoming fiscal year.

RECOMMENDATION

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

ATTACHMENTS

Attachment “A”: Monthly Budget Report – June 2021
Attachment “B”: Monthly Budget Report – July 2021

CITY OF LA PUENTE
Monthly Budget Report - June 2021
Statement of Revenues
100% of the Fiscal Year Complete

	FY 2020-2021 BUDGET	FY 2020-2021 YTD ACTUAL	%	FY 2019-2020 BUDGET	FY 2019-2020 YTD ACTUAL	%
GENERAL FUND						
Property Tax	6,597,300	6,860,192	104.0%	6,333,300	6,548,356	103.4%
Sales Tax	2,539,000	2,963,535	116.7%	3,255,700	3,208,848	98.6%
Sales Tax - Measure LP	2,137,500	2,756,218	128.9%	1,250,000	2,719,950	217.6%
Other Taxes and Assesments	1,479,100	1,260,722	85.2%	1,505,400	1,437,002	95.5%
Licenses and Permits	645,500	761,551	118.0%	687,700	748,008	108.8%
Fines and Forfeitures	280,000	201,996	72.1%	298,000	300,067	100.7%
Use of Money	120,000	204,238	170.2%	110,000	266,516	242.3%
Intergovernmental	67,500	258,186	382.5%	61,500	166,602	270.9%
Charges for Services	824,300	583,992	70.8%	716,200	890,721	124.4%
Other	577,200	21,536	3.7%	598,200	1,222,236	204.3%
TOTAL GENERAL FUND	15,267,400	15,872,165	104.0%	14,816,000	17,508,306	118.2%
SPECIAL REVENUE FUNDS						
Gas Tax	965,300	885,244	91.7%	1,063,000	930,265	87.5%
RMRA (SB1)	704,100	618,695	87.9%	676,400	728,993	107.8%
Prop A	827,800	852,030	102.9%	964,600	920,381	95.4%
Prop C	585,600	690,799	118.0%	697,100	693,860	99.5%
Measure R	436,700	513,665	117.6%	521,100	507,301	97.4%
Measure M	490,100	583,284	119.0%	585,700	564,010	96.3%
AQMD	53,000	39,582	74.7%	58,000	61,497	106.0%
Miscellaneous Grants	838,400	1,290,001	153.9%	290,000	509,705	175.8%
Lighting & Landscape Maintenance District	839,600	844,241	100.6%	827,700	869,051	105.0%
CDBG	445,600	250,402	56.2%	419,700	309,455	73.7%
CDBG CARES	-	178,013	0.0%	-	-	0.0%
PEG Access	36,500	31,705	86.9%	42,000	45,069	107.3%
Supplemetal Law Enforcement Fund	100,000	156,727	156.7%	100,000	155,948	155.9%
State CARES Act Fund	-	369,298	0.0%	-	131,600	0.0%
Other Special Revenue	1,474,700	425,743	28.9%	1,135,500	86,328	7.6%
TOTAL SPECIAL REVENUE FUNDS	7,797,400	7,729,427	99.1%	7,380,800	6,513,462	88.2%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service	-	8,602,861	100.0%	-	-	0.0%
2019A Debt Service	262,800	262,838	100.0%	-	263,633	0.0%
2018B Debt Service	234,200	234,150	100.0%	-	230,933	0.0%
Capital Projects	68,500	58,427	85.3%	55,000	156,992	285.4%
Series 2019A Capital Project	-	-	0.0%	-	4,139,447	0.0%
Series 2019 B Capital Project	-	-	0.0%	-	3,674,554	0.0%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	565,500	9,158,276	1620%	55,000	8,465,559	15391.9%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	737,600	644,584	87.4%	699,700	728,589	104.1%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,325,000	1,399,960	105.7%	1,504,400	1,489,641	99.0%
Equipment Replacement Fund	142,300	222,688	156.5%	164,500	191,225	116.2%
Vehicle Maintenance & Replacement Fund	157,500	517,926	328.8%	139,900	344,806	246.5%
TOTAL REVENUES	25,992,700	35,545,026	136.8%	24,760,300	35,241,589	142.3%

CITY OF LA PUENTE
Monthly Budget Report - June 2021
Statement of Operating Expenditures
100% of the Fiscal Year Complete

	FY 2020-2021 BUDGET	FY 2020-2021 YTD ACTUAL	%	FY 2019-2020 BUDGET	FY 2019-2020 YTD ACTUAL	%
GENERAL FUND						
General Government	1,353,100	1,352,332	99.9%	1,139,200	1,040,350	91.3%
Administrative Services	1,791,100	1,548,876	86.5%	1,683,000	1,710,262	101.6%
General Services	238,100	266,442	111.9%	214,400	262,662	122.5%
Public Safety	8,516,800	8,076,950	94.8%	8,042,000	7,698,360	95.7%
Development Services	1,570,600	1,611,983	102.6%	1,289,500	1,523,599	118.2%
Community Services	1,792,500	1,381,084	77.0%	1,689,200	1,414,574	83.7%
Transfers	70,200	463,220	659.9%	61,800	80,795	130.7%
TOTAL GENERAL FUND	15,332,400	14,700,887	95.9%	14,119,100	13,730,602	97.2%
SPECIAL REVENUE FUNDS						
Gas Tax	958,800	951,129	99.2%	913,000	803,537	88.0%
Prop A	965,300	761,401	78.9%	973,000	839,713	86.3%
Prop C	71,400	84,720	118.7%	45,600	64,093	140.6%
Measure R	483,300	454,100	94.0%	256,200	200,092	78.1%
Measure M	472,700	436,319	92.3%	216,200	434,805	201.1%
AQMD	30,900	117,528	380.3%	211,900	203,955	96.3%
Lighting & Landscape Maintenance District	892,400	1,046,888	117.3%	971,300	1,083,057	111.5%
CDBG	485,300	365,757	75.4%	419,700	321,144	76.5%
CDBG CARES Fund	-	186,833	0.0%	-	-	0.0%
State CARES Act Fund	-	438,876	0.0%	-	131,600	0.0%
Supplemental Law Enforcement Fund	100,000	156,727	156.7%	100,000	155,948	
PEG Access	87,600	29,301	33.4%	86,400	36,085	41.8%
Other Special Revenue	392,900	64,638	16.5%	264,400	-	0.0%
TOTAL SPECIAL REVENUE FUNDS	4,940,600	5,094,216	103.1%	4,457,700	4,274,029	95.9%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service Fund	-	8,588,510	0.0%	-	-	0.0%
Capital Projects - Debt Service	53,500	53,287	99.6%	55,000	53,287	96.9%
Series 2019A Debt Service	262,800	262,838	100.0%	-	263,633	0.0%
Series 2019 B Debt Service	234,200	234,150	100.0%	-	230,933	0.0%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	550,500	9,138,785	1660.1%	55,000	547,854	996.1%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	1,021,900	544,231	53.3%	1,027,900	597,057	58.1%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,264,700	357,346	28.3%	1,204,000	804,470	66.8%
Equipment Replacement Fund	140,800	152,192	108.1%	173,100	154,209	89.1%
Vehicle Maintenance & Replacement Fund	226,800	508,892	224.4%	686,400	187,765	27.4%
TOTAL OPERATING EXPENDITURES	23,477,700	30,496,550	129.9%	21,668,200	20,295,985	93.7%

CITY OF LA PUENTE
Monthly Budget Report - July 2021
Statement of Revenues
8% of the Fiscal Year Complete

	FY 2021-2022 BUDGET	FY 2021-2022 YTD ACTUAL	%	FY 2020-2021 BUDGET	FY 2020-2021 YTD ACTUAL	%
GENERAL FUND						
Property Tax	6,865,300	-	0.0%	6,597,300	-	0.0%
Sales Tax	3,538,700	-	0.0%	2,539,000	-	0.0%
Sales Tax - Measure LP	3,013,000	-	0.0%	2,137,500	-	0.0%
Other Taxes and Assesments	1,483,600	6,714	0.5%	1,479,100	2,557	0.2%
Licenses and Permits	537,400	52,509	9.8%	645,500	20,910	3.2%
Fines and Forfeitures	272,500	605	0.2%	280,000	864	0.3%
Use of Money	190,000	17,821	9.4%	120,000	14,475	12.1%
Intergovernmental	546,000	21,858	4.0%	67,500	-	0.0%
Charges for Services	646,700	46,030	7.1%	824,300	14,448	1.8%
Other	437,100	48,637	11.1%	577,200	289	0.1%
TOTAL GENERAL FUND	17,530,300	-	1.1%	15,267,400	53,542	0.4%
SPECIAL REVENUE FUNDS						
Gas Tax	1,059,700	-	0.0%	965,300	-	0.0%
RMRA (SB1)	800,300	73,312	9.2%	704,100	-	0.0%
Prop A	927,100	102,015	11.0%	827,800	74,846	9.0%
Prop C	687,500	83,994	12.2%	585,600	62,082	10.6%
Measure R	512,700	62,938	12.3%	436,700	46,578	10.7%
Measure M	580,600	71,105	12.2%	490,100	52,836	10.8%
AQMD	77,000	-	0.0%	53,000	-	0.0%
Miscellaneous Grants	228,000	-	0.0%	838,400	-	0.0%
Lighting & Landscape Maintenance District	878,400	-	0.0%	839,600	-	0.0%
CDBG	477,600	-	0.0%	445,600	-	0.0%
CDBG CARES	-	-	0.0%	-	-	0.0%
PEG Access	35,600	-	0.0%	36,500	-	0.0%
Supplemental Law Enforcement Fund	140,000	-	0.0%	100,000	83,483	83.5%
State CARES Act Fund	-	-	0.0%	-	-	0.0%
American Rescue Plan Act Fund	-	4,738,255	0.0%	-	-	0.0%
Other Special Revenue	1,716,800	-	0.0%	1,474,700	-	0.0%
TOTAL SPECIAL REVENUE FUNDS	8,121,300	5,131,618	63.2%	7,797,400	319,825	4.1%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service	627,800	-	100.0%	-	-	0.0%
2019A Debt Service	263,600	-	0.0%	262,800	-	0.0%
2018B Debt Service	230,400	-	0.0%	234,200	-	0.0%
Capital Projects	53,500	-	0.0%	68,500	-	0.0%
Series 2019A Capital Project	-	-	0.0%	-	-	0.0%
Series 2019 B Capital Project	-	-	0.0%	-	-	0.0%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	1,175,300	-	0%	565,500	-	0.0%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	601,000	1	0.0%	737,600	5	0.0%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,375,000		0.0%	1,325,000	-	0.0%
Equipment Replacement Fund	161,000		0.0%	142,300	-	0.0%
Vehicle Maintenance & Replacement Fund	188,200		0.0%	157,500	-	0.0%
TOTAL REVENUES	29,152,100	5,325,793	18.3%	25,992,700	373,372	1.4%

CITY OF LA PUENTE
Monthly Budget Report - July 2021
Statement of Operating Expenditures
8% of the Fiscal Year Complete

	FY 2021-2022 BUDGET	FY 2021-2022 YTD ACTUAL	%	FY 2020-2021 BUDGET	FY 2020-2021 YTD ACTUAL	%
GENERAL FUND						
General Government	1,422,800	120,506	8.5%	1,353,100	125,403	9.3%
Administrative Services	1,586,400	409,989	25.8%	1,791,100	463,426	25.9%
General Services	247,300	3,215	1.3%	238,100	3,023	1.3%
Public Safety	9,913,000	59,619	0.6%	8,516,800	47,877	0.6%
Development Services	1,895,000	121,282	6.4%	1,570,600	169,511	10.8%
Community Services	1,772,900	132,801	7.5%	1,792,500	246,125	13.7%
Transfers	692,900	-	0.0%	70,200	-	0.0%
TOTAL GENERAL FUND	17,530,300	847,412	4.8%	15,332,400	1,055,364	6.9%
SPECIAL REVENUE FUNDS						
Gas Tax	1,023,200	33,019	3.2%	958,800	61,229	6.4%
RMRA/SB1	23,100	31	0.1%	-	-	0.0%
Prop A	896,800	26,168	2.9%	965,300	34,650	3.6%
Prop C	68,700	7,660	11.1%	71,400	9,137	12.8%
Measure R	489,800	21,593	4.4%	483,300	33,641	7.0%
Measure M	472,200	17,706	3.7%	472,700	38,844	8.2%
AQMD	121,100	-	0.0%	30,900	-	0.0%
Lighting & Landscape Maintenance District	928,200	19,611	2.1%	892,400	56,983	6.4%
CDBG	477,600	42,378	8.9%	485,300	21,371	4.4%
CDBG CARES Fund	-	-	0.0%	-	373	0.0%
State CARES Act Fund	-	-	0.0%	-	-	0.0%
Supplemental Law Enforcement Fund	140,000	-	0.0%	100,000	-	0.0%
PEG Access	92,500	-	0.0%	87,600	-	0.0%
American Rescue Plan Act Fund	3,413,200	46,764	1.4%	-	-	0.0%
Other Special Revenue	333,200	-	0.0%	392,900	-	0.0%
TOTAL SPECIAL REVENUE FUNDS	8,479,600	214,929	2.5%	4,940,600	256,228	5.2%
CAPITAL PROJECTS & DEBT SERVICE FUNDS						
Citywide Debt Service Fund	642,100	-	0.0%	-	-	0.0%
Capital Projects - Debt Service	53,500	-	0.0%	53,500	-	0.0%
Series 2019A Debt Service	263,600	-	0.0%	262,800	-	0.0%
Series 2019 B Debt Service	230,400	-	0.0%	234,200	-	0.0%
TOTAL CAP. PROJ. & DEBT SERVICE FUNDS	1,189,600	-	0.0%	550,500	-	0.0%
SUCCESSOR AGENCY						
Successor Agency to the LPCDC	1,004,800	336,874	33.5%	1,021,900	65,967	6.5%
PROPRIETARY FUNDS						
Sewer Construction/Maintenance Fund	1,623,400	-	0.0%	1,264,700	-	0.0%
Equipment Replacement Fund	161,000	355	0.2%	140,800	-	0.0%
Vehicle Maintenance & Replacement Fund	352,200	6,059	1.7%	226,800	2,535	1.1%
TOTAL OPERATING EXPENDITURES	30,340,900	1,405,628	4.6%	23,477,700	1,380,094	5.9%



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: August 24, 2021

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services

SUBJECT: INTRODUCTION AND CONSIDERATION OF AN ORDINANCE AMENDING CHAPTER 4.12 OF TITLE 4 OF THE LA PUENTE MUNICIPAL CODE TO INCLUDE ENFORCEMENT OF MANDATORY RECYCLING OF ORGANIC WASTE

BACKGROUND

Mandatory recycling of organic waste is the next step taken by the Legislature toward achieving California's aggressive recycling and greenhouse gas (GHG) emission goals. California disposes approximately 30 million tons of waste in landfills each year. Organic waste such as green materials and food materials are recyclable through composting and mulching, and through anaerobic digestion, which can produce renewable energy and fuel. Greenhouse gas (GHG) emissions resulting from the decomposition of organic wastes in landfills have been identified as a significant source of emissions contributing to global climate change.

State laws related to the recycling of organic waste are currently in effect and continue to be amended and added to address the harmful effects of landfilling this material. The mandatory diversion of organic waste is a critical component toward achieving California's aggressive recycling and GHG reduction goals.

AB 1594 – Use of Green Material as Alternative Daily Cover

The use of green material as alternative daily cover (ADC) will no longer constitute diversion through recycling and instead be considered disposal in terms of measuring the City of La Puente's 50% per capita disposal rate. In order to receive recycling credit, the material will need to be sent to a composting or organic processing facility.

AB 1826 – Mandatory Commercial Organics Recycling

Effective April 1, 2016, State Law requires businesses to recycle their organic waste depending on the amount of waste they generate per week. The City of La Puente is also mandated to implement an organic waste recycling to divert organic waste generated by businesses, as well as multifamily residential dwellings that consist of five or more units (multifamily dwellings are not required to have a food waste diversion program until January 1, 2022 with SB 1383 requirements). Organic waste

means food waste, green waste, landscape and pruning waste, nonhazardous wood waste and food-soiled paper waste that is mixed in with food waste.

As there is no enforcement mechanism in AB 1826 and due to the increased costs imposed by this Bill on businesses, despite the rigorous education and outreach, a large majority of businesses remain out of compliance. To address this statewide issue, State passed SB 1383 which will take effect on January 1, 2022.

SB 1383 – Short Lived Climate Pollutants

SB 1383 is the most significant waste reduction mandate to be adopted in California in the last 30 years. This Legislation is a statewide mandate to reduce the methane emissions of short-lived climate pollutants. The targets must:

- Reduce organic waste disposal 50% by 2020 and 75% by 2025; and
- Retain at least 20% of currently disposed surplus food, to be used for human consumption, by 2025.

Landfills are the third largest source of methane in California. Organic waste in landfills emits:

- 20% of the State's methane, a climate super pollutant 84 times more potent than carbon dioxide.
- Air pollutants like PM 2.5, which contribute to health conditions like asthma.

Organics like food scraps, yard trimmings, paper, and cardboard make up half of what Californians dump in landfills. Reducing Short-Lived Climate Super Pollutants like organic waste will have the fastest impact on the climate crisis.

SB1383 places several requirements on the City. Amongst these requirements, the City must ensure Organic Waste Collection Service, including Food Waste, for all residential, commercial and multi-family properties. It must conduct outreach and education to all affected parties. The City must establish an Edible Food Recovery Program that retains edible food from the waste stream. It must ensure Commercial Edible Food Generators have access to Food Recovery Services. The City must also inspect and enforce compliance and maintain accurate and timely records of SB 1383 compliance. Further, it must procure Recycled Organic Waste Products like compost, mulch, and diesel gas equivalent.

The enforcement provisions in SB 1383 will assist jurisdictions, non-local entities, local education districts, state, federal facilities, and CalRecycle to achieve the state's climate goals and the 75 percent organic waste diversion goal by 2025 and into the future.

DISCUSSION

The La Puente Municipal Code will require an amendment to enable the City to incorporate and enforce the requirements of SB 1383, by January 1, 2022. The required ordinance will support annual

compliance reviews and enforcement activities as mandated by the State of California. CalRecycle has oversight of SB 1383. They will oversee and monitor compliance by jurisdictions. They will perform jurisdiction review, joint inspections with jurisdictions and review implementation record. Jurisdictions are subject to penalties for non-compliance. CalRecycle may issue Notices of Violation and may authorize corrective action plans.

Valley Vista Service, Municipal Waste Solutions, and the City are working to comply with California's Department of Resources Recycling and Recovery (CalRecycle) regulations, to develop required programs and the Ordinance required to prepare for compliance. The legislation requires local governments begin punitive enforcement effective January 1, 2024. At that time, City must take action against non-compliant commercial entities or face daily fines of up to \$10,000 imposed by the State of California.

The City of La Puente values the importance of requiring the recycling of organic waste, therefore the City and supporting entities have taken steps to start educating commercial businesses and multifamily residential properties on the compliance of AB 1826. Once this Ordinance is approved, efforts to educate our community on SB 1383 will be necessary to raise awareness and advocate for new recycling initiatives.

FISCAL IMPACT

Approval of this recommended action will likely result in a future fiscal impact due to the requirements of unfunded State mandates taking effect in 2022 and likely increase of costs of waste disposal.

RECOMMENDATION

It is recommended that the City Council: (1) waive reading of Ordinance No. 21-976 and read by title only; (2) and introduce Ordinance No. 21-976, an Ordinance of the City of La Puente amending Chapter 4.12 (Include Enforcement of Mandatory Recycling of Organic Waste) of Title 4 (Health and Sanitation) of the La Puente Municipal Code to include enforcement of mandatory recycling of organic waste that effective January 1, 2022.

ATTACHMENTS

Attachment A: Draft Ordinance

ORDINANCE NO. 21-976

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LA PUENTE, CALIFORNIA AMENDING CHAPTER 4.12 OF TITLE 4 OF THE CITY'S MUNICIPAL CODE RELATING TO THE SOLID WASTE HANDLING AND RECYCLING SERVICES AND SENATE BILL 1383 COMPLIANCE

WHEREAS, SB 1383, is a statewide effort to reduce emissions of short-lived climate pollutant; and

WHEREAS, effective January 1, 2022, regulations to meet statewide organics reduction and food recovery requirements will take into effect; and

WHEREAS, effective January 1, 2022, enforcement provisions, including penalties for noncompliance, will take into effect; and

WHEREAS, SB 1383 requires jurisdictions to adopt and enforce an ordinance or other enforceable mechanism to implement relevant provisions of SB 1383 regulations.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE HEREBY ORDAINS AS FOLLOWS:

Section 1. Findings.

The City Council finds that the above Recitals are true and correct and are incorporated herein by reference.

Section 2. La Puente Municipal Code Amendment.

Section 4.12.020 is hereby amended by adding paragraphs (8) through (12) to subsection (a) to read as follows:

4.12.020 Findings and Intent

- (8) State recycling law, Assembly Bill 939 of 1989, the California Integrated Waste Management Act of 1989 (approved by the Governor of the State of California on September 29, 1989, which amended Section 11553, of and repealed Chapter 1 (commencing with Section 66700) of, Chapter 2 (commencing with Section 667770) of Article 1 (commencing with Section 66795), Article 2 (commencing with Section 66796.30) Article 3 (commencing with Section 66796.45), Article 4 (commencing with Section 66796.50) Article 5 (commencing with Section 66796.55) Article 6 (commencing with Section 66796.64), Article 7 (commencing with Section 66796.70, Article 8 (commencing with Section 66796.80), Article 9 (commencing with Section 66798) of, Chapter 3 of, and Chapter 4 (commencing with Section 66799) of , Title 7.3 of, the

Government Code, repealed Chapter 1 (commencing with Section 4100), Chapter 1.5 (commencing with Section 4170), Chapter 2 (commencing with Section 4200), Chapter 2.5 (commencing with Section 4250), Chapter 2.6 (commencing with Section 4260), Chapter 2.7 (commencing with Section 4270), and Chapter 3 (commencing with Section 4300) of Part 2 of Division of Health and Safety Code, and added Division 30 commencing with Section 40000) to, and repealed Section 46811 of , Public Resources Code, and amended Sections 45002, 45009, 45051, 45151, 45855, 45901, 45981, and 45982 of the Revenue and Taxation Code, as amended, supplemented, superseded, and replaced from time to time), requires cities and counties to reduce, reuse, and recycle (including composting) solid waste generated in their jurisdictions to the maximum extent feasible before any incineration or landfill disposal of waste, to conserve water, energy, and other natural resources, and to protect the environment.

- (9) State recycling law, Assembly Bill 341 of 2011 (approved by the Governor of the State of California on October 5, 2011, which amended Sections 41730, 41731, 41734, 41735, 41736, 41800, 42926, 44004, and 50001 of, and added Sections 40004, 41734.5, and 41780.01 and Chapter 12.8 (commencing with Section 42649) to Part 3 of Division 30 of, and added and repealed Section 41780.02 of, the Public Resources Code, as amended, supplemented, superseded and replaced from time to time), places requirements on businesses and Multi-Family property owners that generate a specified threshold amount of Solid Waste to arrange for recycling services and requires Jurisdictions to implement a Mandatory Commercial Recycling program.
- (10) State organics recycling law, Assembly Bill 1826 of 2014 (approved by the Governor of the State of California on September 28, 2014, which added Chapter 12.9 (commencing with Section 42649.8) to Part 3 of Division 30 of the Public Resources Code, relating to solid waste, as amended, supplemented, superseded, and replaced from time to time), requires businesses and multi-family property owners that generate a specified threshold amount of Solid Waste, Recycling, and Organic Waste per week to arrange for recycling services for that waste, requires jurisdictions to implement a recycling program to divert Organic Waste from businesses subject to the law, and requires jurisdictions to implement a mandatory commercial organics recycling program.
- (11) SB 1383, the Short-lived Climate Pollutant Reduction Act of 2016, requires CalRecycle to develop regulations to reduce organics in landfills as a source of methane. The regulations place requirements on multiple entities including jurisdictions, residential households, commercial businesses and business owners, commercial edible food generators, haulers, self-haulers, food organizations, and food recovery services to support achievement of statewide organic waste disposal reduction targets.
- (12) SB 1383, the Short-lived Climate Pollutant Reduction Act of 2016, requires jurisdictions to adopt and enforce an ordinance or enforceable mechanism to implement relevant provisions of SB 1383 regulations. This ordinance will also help reduce food insecurity by requiring commercial edible food generators to arrange to have the maximum amount of their edible food, that would otherwise be disposed, be recovered for human consumption.

Section 4.12.030 of the Municipal Code is amended to incorporating and adding, the following definitions to be inserted into existing text in alphabetical order, or where applicable replacing the existing definitions:

“Blue Container” has the same meaning as in 14 CCR Section 18982.2(a) (5) and shall be used for the purpose of storage and collection of Source Separated Recyclable Materials or Source Separated Blue Container Organic Waste.

“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 jurisdictions.

“California Code of Regulations” or “CCR” means the State of California Code of Regulations. CCR references in this ordinance are preceded with a number that refers to the relevant Title of the CCR (e.g., “14 CCR” refers to Title 14 of CCR).

“City” means the City of La Puente

“Commercial edible food generator” includes a Tier One or a Tier Two commercial edible food generator as defined in Sections 4.12.030 of this ordinance or as otherwise 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).

“Compliance Review” means a review of records by the City to determine compliance with this ordinance.

“Community Composting” means any activity that composts green material, agricultural material, food material, and vegetative food material, alone or in combination, and the total amount of feedstock and Compost on-site at any one time does not exceed 100 cubic yards and 750 square feet, as specified in 14 CCR Section 17855(a) (4); or, as otherwise defined by 14 CCR Section 18982(a) (8).

“Compost” has the same meaning as in 14 CCR Section 17896.2(a)(4), which stated, as of the effective date of this ordinance, that “Compost” means the product resulting from the controlled biological decomposition of organic solid wastes that are source separated from the municipal solid waste stream, or which are separated at a centralized facility.

“Compostable Plastics” or “Compostable Plastic” means plastic materials that meet the ASTM D6400 standard for composability, or as otherwise described in 14 CCR Section 18984.1(a)(1)(A) or 18984.2(a)(1)(C).

“Container Contamination” or “Contaminated Container” means a container, regardless of color, that contains prohibited container, or as otherwise defined in 14 CCR Section 18982(a)(55).

“C&D” means construction and demolition debris including discarded materials generally considered to be not water soluble and non-hazardous in nature, including but not limited to steel, copper, aluminum, glass, brick, concrete, asphalt material, pipe, gypsum, wallboard, and lumber from the construction or destruction of a structure as part of a construction or demolition project or from the renovation of a structure and/or landscaping, including rocks, soils, tree remains, trees, and other vegetative matter that normally results from land clearing, landscaping and development operations for a construction project; (2) Remnants of new materials, including but not limited to: cardboard, paper, plastic, wood, and metal scraps from any construction and/or landscape project

“Designated Source Separated Organic Waste Facility”, as defined in 14 CCR Section 18982(14.5), means a Solid Waste facility that accepts a source separated organic waste collection stream as defined in 14 CCR Section 17402(a)(26.6) and complies with one of the following:

- (i) The facility is a “transfer/processor,” as defined in 14 CCR Section 18815.2(a)(62), that is in compliance with the reporting requirements of 14 CCR Section 18815.5(d), and meets or exceeds an annual average source separated organic content recovery rate of 50 percent between January 1, 2022 and December 31, 2024 and 75 percent on and after January 1, 2025 as calculated pursuant to 14 CCR Section 18815.5(f) for organic waste received from the source separated organic waste collection stream.
 - (A) If a transfer/processor has an annual average source separated organic content recovery rate lower than the rate required in Paragraph 1 of this definition for two (2) consecutive reporting periods, or three (3) reporting periods within three (3) years, the facility shall not qualify as a “Designated Source Separated Organic Waste Facility”.
- (ii) The facility is a “composting operation” or “composting facility” as defined in 14 CCR Section 18815.2(a)(13), that pursuant to the reports submitted under 14 CCR Section 18815.7 demonstrates that the percent of the material removed for landfill disposal that is organic waste is less than the percent specified in 14 CCR Section 17409.5.8(c)(2) or 17409.5.8(c)(3), whichever is applicable, and, if applicable, complies with the digestate handling requirements specified in 14 CCR Section 17896.57.
 - (A) If the percent of the material removed for landfill disposal that is organic waste is more than the percent specified in 14 CCR Section 17409.5.8(c)(2) or 17409.5.8(c)(3), for two (2) consecutive reporting periods, or three (3) reporting periods within three (3) years, the facility shall not qualify as a “Designated Source Separated Organic Waste Facility.” For the purposes of this ordinance, the reporting periods shall be consistent with those defined in 14 CCR Section 18815.2(a)(49).

“Designee” means an entity that the City contracts with or otherwise arranges to carry out any of the City’s responsibilities of this ordinance as authorized in 14 CCR Section 18981.2. A Designee may be a government entity, a hauler, a private entity, or a combination of those entities.

“Edible Food” means food intended for human consumption, or as otherwise defined in 14 CCR Section 18982(a) (18). For the purposes of this ordinance or as otherwise defined in 14 CCR Section 18982(a) (18), “Edible Food” is not Solid Waste if it is recovered and not discarded. Nothing in this ordinance or in 14 CCR, Division 7, Chapter 12 requires or authorizes the recovery of edible food that does not meet the food safety requirements of the California Retail Food Code.

“Enforcement Action” means an action of the City, or its Designee to address compliance with this ordinance including, but not limited to, issuing notices of violation, accusations or other remedies.

“Excluded Waste” means hazardous substance, hazardous waste, infectious waste, designated waste, volatile, corrosive, medical waste, infectious, 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 City’s, or its Designee’s reasonable opinion would present a significant risk to human health or the environment, cause a nuisance or otherwise create or expose the City or its Designee, 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.

“Food Distributor” means a company that distributes food to entities including, but not limited to, supermarkets and grocery stores, as defined in 14 CCR Section 18982(a)(22).

“Food Facility” has the same meaning as in Section 113789 of the Health and Safety Code.

“Food Recovery” means actions to collect and distribute food for human consumption that otherwise would be disposed, as defined in 14 CCR Section 18982(a) (24).

“Food Recovery Organization” means an entity that 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, including, but not limited to:

- (i) A food bank as defined in Section 113783 of the Health and Safety Code;

- (ii) A nonprofit charitable organization as defined in Section 113841 of the Health and Safety code; and,
- (iii) A nonprofit charitable temporary food facility as defined in Section 113842 of the Health and Safety Code.

A Food Recovery Organization is not a Commercial Edible Food Generator for the purposes of this ordinance and implementation of 14 CCR, Division 7, Chapter 12 pursuant to 14 CCR Section 18982(a)(7).

If the definition in 14 CCR Section 18982(a) (25) for Food Recovery Organization differs from this definition, the definition in 14 CCR Section 18982(a) (25) shall apply to this ordinance.

“Food Recovery Service” means a person or entity that collects and transports edible from a commercial edible food generator to a food recovery organization or other entities for food recovery, as defined in 14 CCR Section 18982(a)(26). A Food Recovery Service is not a Commercial Edible Food Generator for the purposes of this ordinance and implementation of 14 CCR, Division 7, Chapter 12 pursuant to 14 CCR Section 18982(a)(7).

“Food Scraps” means all food such as, but 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.

“Food Service Provider” means an entity primarily engaged in providing food services to institutional, governmental, commercial, or industrial locations of others based on contractual arrangements with these types of organizations, as defined in 14 CCR Section 18982(a)(27).

“Food-Soiled Paper” is compostable paper material that has come in contact with food or liquid, such as, but not limited to, compostable paper plates, paper coffee cups, napkins, pizza boxes, and milk cartons.

“Food Waste” means Food Scraps, Food-Soiled Paper, and Compostable Plastics.

“Gray Container” has the same meaning as in 14 CCR Section 18982.2(a) (28) and shall be used for the purpose of storage and collection of Gray Container Waste.

“Gray Container Waste” means Solid Waste that is collected in a Gray Container that is part of a two-container or three-container Organic Waste collection service that prohibits the placement of Organic Waste in the Gray Container as specified in 14 CCR Sections 18984.1(a) and (b), or as otherwise defined in 14 CCR Section 17402(a)(6.5). However, Commercial and Multi-family Gray Container Waste shall include source separated recyclables for mixed waste processing.

“Green Container” has the same meaning as in 14 CCR Section 18982.2(a) (29) and shall be used for the purpose of storage and collection of Source Separated Green Container Organic Waste, including Food Waste.

“Grocery Store” means a store primarily engaged in the retail sale of canned food; dry goods; fresh fruits and vegetables; fresh meats, fish, and poultry; and any area that is not separately owned within the store where the food is prepared and served, including a bakery, deli, and meat and seafood departments, as defined in 14 CCR Section 18982(a) (30).

“Hauler Route” means the designated itinerary or sequence of stops for each segment of the City’s collection service area, as defined in 14 CCR Section 18982(a) (31.5).

“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); as defined in 14 CCR Section 18982(a)(33).

“Inspection” means a site visit where the City, or its Designee reviews records, containers, and an entity’s collection, handling, recycling, or landfill disposal of organic waste or edible food handling to determine if the entity is complying with requirements set forth in this ordinance, as defined in 14 CCR Section 18982(a)(35).

“City Enforcement Official” means the city manager, chief operating officer, executive director, or other executive in charge or their authorized Designee(s) who is/are partially or whole responsible for enforcing the ordinance. See also “Regional or County Agency Enforcement Official”.

“Large Event” 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.

“Large Venue” 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 this ordinance and implementation of 14 CCR, Division 7, Chapter 12, a 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 this

ordinance and implementation of 14 CCR, Division 7, Chapter 12, 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.

“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, as defined in 14 CCR Section 18982(a)(40).

“Multi-Family Residential Dwelling” or “Multi-Family” means of, from, or pertaining to residential premises with five (5) or more dwelling units. Multi-Family premises do not include hotels, motels, or other transient occupancy facilities, which are considered Commercial Businesses.

“MWELo” refers to the Model Water Efficient Landscape Ordinance (MWELo), 23 CCR, Division 2, Chapter 2.7.

“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, as defined in 14 CCR Section 18982(a)(41).

“Non-Local Entity” means an entity that is an organic waste generator but is not subject to the control of the City’s regulations to solid waste. These entities include, but are not limited to, the following:

- (1) Special district(s) located within the boundaries of the City
- (2) Federal Facilities, including any military installations, located within the boundaries of the City
- (3) Prison(s) located within the boundaries of the City
- (4) Facilities operated by the state parks system located within the boundaries of the City
- (5) Public universities (including community colleges) located within the boundaries of the City
- (6) County fairgrounds located within the boundaries of the City
- (7) State agencies located within the boundaries of the City

“Non-Organic Recyclables” means non-putrescible and non-hazardous recyclable wastes including but not limited to bottles, cans, metals, plastics and glass, as defined in 14 CCR Section 18982(a)(43).

“Notice of Violation (NOV)” means a notice that a violation has occurred that includes a compliance date to avoid an action to seek penalties, as defined in 14 CCR Section 18982(a)(45) or further explained in 14 CCR Section 18995.4.

“Organic Waste” means solid wastes containing material originated from living organisms and their metabolic waste products, including but not limited to food, green material, landscape and pruning waste, organic textiles and carpets, lumber, wood, paper products, printing and writing paper, manure, biosolids, digestate, and sludges as defined in 14 CCR Section 18982(a)(46).

“Organic Waste Generator” means a person or entity that is responsible for the initial creation of organic waste, as defined in 14 CCR Section 18982(a)(48).

“Paper Products” include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, hanging files, corrugated boxes, tissue, and toweling, as defined in 14 CCR Section 18982(a)(51).

“Printing and Writing Papers” include, but are not limited to, copy, xerographic, watermark, cotton fiber, offset, forms, computer printout paper, white wove envelopes, manila envelopes, book paper, note pads, writing tablets, newsprint, and other uncoated writing papers, posters, index cards, calendars, brochures, reports, magazines, and publications, or as otherwise defined in 14 CCR Section 18982(a)(54).

“Prohibited Container Contaminants” means any of the following, but does not include organic waste specifically allowed for collection in a container that is required to be transported to a high diversion organic waste processing facility if the waste is specifically identified as acceptable for collection in that container in a manner that complies with the requirements of 14 CCR Section 18984.1, 18984.2 or 18984.3.

- (1) Non-organic waste placed in a green container that is part of an organic waste collection service provided pursuant to 14 CCR Section 18984.1 or 18984.2.
- (2) Organic wastes that are, carpet, hazardous wood waste, or non-compostable paper placed in the green container that is part of an organic waste collection service provided pursuant to 14 CCR Section 18984.1 or 18984.2.
- (3) Organic wastes, placed in a gray container, that pursuant to 14 CCR Section 18984.1 or 18984.2 were intended to be collected separately in the green container or blue container.
- (4) Organic wastes placed in the blue container shall be considered prohibited container contaminants when those wastes were specifically identified in this chapter or through a local ordinance for collection in the green container for recovery. Paper products, printing and writing paper wood and dry lumber may be considered acceptable and considered container contaminants if they are placed in the blue container.

“Recovered Organic Waste Products” means products made from California, landfill-diverted recovered organic waste processed in a permitted or otherwise authorized facility, as defined in 14 CCR Section 18982(a)(60).

“Recovery” means any activity or process described in 14 CCR Section 18983.1(b), or as otherwise defined in 14 CCR Section 18982(a) (49).

“Recycled-Content Paper” means paper products and printing and writing paper that consists of at least 30 percent, by fiber weight, postconsumer fiber, as defined in 14 CCR Section 18982(a)(61).

“Regional Agency” means regional agency as defined in Public Resources Code Section 40181.

“Regional or County Agency Enforcement Official” means a regional or county agency enforcement official, which the City may designate with responsibility for enforcing the ordinance in conjunction or consultation with the City’s Enforcement Official.

“Remote Monitoring” means the use of the internet of things (IoT) and/or wireless electronic devices to visualize the contents of Blue Containers, Green Containers and Gray Containers for purposes of identifying the quantity of materials in containers (level of fill) and/or presence of Prohibited Container Contaminants.

“Renewable Gas” means gas derived from organic waste that has been diverted from a California 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).

“Restaurant” means an establishment primarily engaged in the retail sale of food and drinks for on-premises or immediate consumption, as defined in 14 CCR Section 18982(a)(64).

“Route Review” means a visual inspection of containers along a hauler route for the purpose of determining container contamination and may include mechanical inspection methods such as the use of cameras, as defined in 14 CCR Section 18982(a)(65).

“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.

“SB 1383 Regulations” or “SB 1383 Regulatory” means or refers to, for the purposes of this ordinance, the Short-Lived Climate Pollutants: Organic Waste Reduction 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.

“Self-Hauler” means a person who hauls solid waste, organic waste or recovered material he or she has generated to another person, provided such hauling is undertaken through the use of the self-hauler’s own equipment and employees. Self-hauler also includes a person who back-hauls waste, as defined in 14 CCR Section 18982(a) (66). Back-haul means generating and transporting organic waste to a destination owned and operated by the generator using the generator’s own employees and equipment, as defined in 14 CCR Section 18982(a)(66)(A).

“Single-Family” means of, from, or pertaining to any residential premises with fewer than five (5) units.

“Solid Waste” has the same meaning as defined in State Public Resources Code Section 40191, which defines Solid Waste as all putrescible and non-putrescible solid, semisolid, and liquid wastes, including garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, demolition and construction wastes, abandoned vehicles and parts thereof, discarded home and industrial appliances, dewatered, treated, or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semisolid wastes, and other discarded solid and semisolid wastes, with the exception that Solid Waste does not include any of the following wastes:

- (1) Hazardous waste, as defined in the State Public Resources Code Section 40141.
- (2) Radioactive waste regulated pursuant to the State Radiation Control Law (Chapter 8 (commencing with Section 114960) of Part 9 of Division 104 of the State Health and Safety Code).
- (3) Medical waste regulated pursuant to the State Medical Waste Management Act (Part 14 (commencing with Section 117600) of Division 104 of the State Health and Safety Code). Untreated medical waste shall not be disposed of in a solid waste landfill, as defined in State Public Resources Code Section 40195.1. Medical waste that has been treated and deemed to be solid waste shall be regulated pursuant to State Public Resources Code Section 40191

“Source Separated” means materials, including commingled recyclable materials, that have been separated or kept separate from the Solid 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 the ordinance, 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 purpose of collection such that Source Separated materials are separated from Gray Container Waste or other Solid Waste for the purposes of collection and processing in the Residential Sector. In the Commercial and Multi-family sectors, the Gray container shall be used for source separated recyclable material for mixed waste processing.

“Source Separated Blue Container Organic Waste” means in the Residential Sector, Source Separated Organic Wastes that can be placed in a Blue Container that is limited to the collection of those Organic Wastes and Non-Organic Recyclables as defined in Section 18982(a) (43), or as otherwise defined by Section 17402(a) (18.7). In the Commercial and Multi-family sectors, Source Separated Organic Wastes that can be placed in a Gray Container that is limited to the collection of those Organic Wastes and Non-Organic Recyclables as defined in Section 18982(a) (43), or as otherwise defined by Section 17402(a) (18.7) for mixed waste processing.

“Source Separated Organic Waste” means organic was that is placed in a container that is specifically intended for the separate collection of organic waste by the generator, as defined in Section 18982 (a) (69).

“Source Separated Green Container Organic Waste” means Source Separated Organic Waste that can be placed in a Green Container that is specifically intended for the separate collection of Organic Waste by the generator, excluding Source Separated Blue Container Organic Waste, carpets, Non-Compostable Paper, and textiles.

“Source Separated Recyclable Materials” means Source Separated Non-Organic Recyclables and Source Separated Blue Container Organic Waste.

“State” means the State of California.

“Supermarket” means a full-line, self-service retail store with gross annual sales of two million dollars (\$2,000,000), or more, and which sells a line of dry grocery, canned goods, or nonfood items and some perishable items, as defined in 14 CCR Section 18982(a)(71).

“Tier One Commercial Edible Food Generator” means a commercial edible food generator that is one of the following:

- (1) Supermarket.
- (2) Grocery store with a total facility size equal to or greater than 10,000 square feet.
- (3) Food service provider.
- (4) Food distributor.
- (5) Wholesale food vendor.

“Tier Two Commercial Edible Food Generator” means a commercial edible food generator that is one of the following:

- (1) Restaurant with 250 or more seats, or a total facility size equal to or greater than 5,000 square feet.

- (2) Hotel with an on-site food facility and 200 or more rooms.
- (3) Health facility with an on-site food facility and 100 or more beds.
- (4) Large venue.
- (5) Large event.
- (6) 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.
- (7) A local education agency facility with an on-site food facility.

“Uncontainerized Green Waste and Yard Waste Collection Service” or “Uncontainerized Service” means a collection service that collects green waste and yard waste that is placed in a pile or bagged for collection on the street in front of a generator’s house or place of business for collection and transport to a facility that recovers source separated organic waste, as defined in 14 CCR Section 189852(a) (75).

“Wholesale Food Vendor” means a business or establishment engaged in the merchant wholesale distribution of food, where food (including fruits and vegetables) is received, shipped, stored, prepared for distribution to a retailer, warehouse, distributor, or other destination, as defined in 14 CCR Section 189852(a)(76).

A new Part 10. SB 1383 compliance and Starting with Section 4.12.600 is hereby added to Chapter 4.12 of the Municipal Code to read as follows:

Part 10. SB 1383 Compliance Regulations Effective January 1, 2022 – any conflict as of the effective date with the other existing parts of the Municipal Code will be resolved in favor of this regulation

4.12.600 Residential Collection & Recycling - Mandatory Organic Waste Disposal Single-Family Generators

(a) All Single-Family Organic Waste Generators:

(1) Shall be automatically enrolled in the City’s three-container Organic Waste collection services with a minimum Source Separated Recyclable Materials service level of 35 gallons per week and with a minimum Source Separated Green Container Organic Waste service level of 35 gallons per week, approved by the Public Works Director. The City shall have the authority to change these minimum required levels of service over time. The City or its Designee shall have the right to review the number, size, and location of a generator’s containers to evaluate adequacy of capacity provided for each type of collection

service for proper separation of materials and containment of materials; and, generator shall adjust its service level for its collection services as requested by the City and/or its Designee.

(2) Shall participate in the City's three-container system for Source Separated Recyclable Materials, Source Separated Green Container organic materials, and Gray Container Waste collection services. Generator participation in the collection programs requires that generators place Source Separated Green Container Organic Waste, including Food Waste, in the Green Container; Source Separated Recyclable Materials in the Blue Container; and Gray Container Waste in the Gray Container. Generators shall not place materials designated for the Gray Container into the Green Container or Blue Container.

(3) Nothing in this Section prohibits a generator from preventing or reducing waste generation, managing Organic Waste on site, and/or using a Community Composting site pursuant to 14 CCR Section 18984.9(c).

4.12.610 Commercial/Industrial Collections - Mandatory Organic Waste Disposal Requirement - Commercial Generators

(a) Commercial Businesses, which includes Multi Family Residential Dwellings, shall:

(1) Except Commercial Businesses that meet the Self-Hauler requirements of this Ordinance, be automatically enrolled in the City's two-container Organic Waste collection services and with a Source Separated Green Container Organic Waste service level of 65 gallons, approved by the Public Works Director. The City or its Designee shall have the authority to change the minimum required service levels over time. The Commercial Business' Source Separated Green Container Organic Waste service level must be sufficient for the amount of Source Separated Green Container Organic Waste generated by the Commercial Business. The City or its Designee shall have the right to review the number, size, and location of a generator's containers and frequency of collection to evaluate adequacy of capacity provided for each type of collection service for proper separation of materials and containment of materials; and, Commercial Business shall adjust its service level for its collection services as requested by the City.

(2) Except for Commercial Businesses that meet the Self-Hauler requirements of this Ordinance participate in and comply with the City's two-container (Green Container, and Gray Container) collection service by placing designated materials in designated containers as described below. Generator shall place Source Separated Green Container Organic Waste, including Food Waste, in the Green Container; and Gray Container and Blue Container Waste in the Gray Container. Generators shall not place materials designated for the Gray Container into the Green Container.

(3) Supply and allow access to adequate number, size, and location of collection containers with sufficient labels or colors (conforming with Section (4) (A) and (4) (B) below), for employees, contractors, tenants and customers, consistent with City's Blue Container, Green Container, and Gray Container collection service.

(4) Excluding Multi-Family Residential Dwellings, provide containers for the collection of Source Separated Green Container Organic Waste, in all indoor and outdoor areas where disposal containers are provided for customers, for materials generated by that business. Such containers do not need to be provided in restrooms. If a Commercial Business does not generate any of the materials that would be collected in one type of container, then the business does not have to provide that particular container in all areas where disposal containers are provided for customers. Pursuant to 14 CCR Section 18984.9(b), the containers provided by the business shall have either:

i. A body or lid that conforms with the container colors provided through the collection service provided by the Franchised Hauler, with either lids conforming to the color requirements or bodies conforming to the color requirements or both lids and bodies conforming to color requirements. A Commercial Business is not required to replace functional containers, including containers purchased prior to January 1, 2022, that do not comply with the requirements of the subsection prior to the end of the useful life of those containers, or prior to January 1, 2036, whichever comes first.

ii. Container labels that include language or graphic images or both indicating the primary material accepted and the primary materials prohibited in that container or containers with imprinted text or graphic images that indicate the primary materials accepted and primary materials prohibited in the container. Pursuant 14 CCR Section 18984.8, the container labels are required on new containers commencing January 1, 2022.

(5) Excluding Multi-Family Residential Dwellings, prohibit employees from placing materials in a container not designated for those materials per the City's Organic Waste, Non-Organic Recyclables, and non-Organic Waste collection service to the extent practical through education, training, Inspection, and/or other measures.

(6) Excluding Multi-Family Residential Dwellings, quarterly inspect and Gray Containers for contamination and inform employees if containers are contaminated and of the requirements to keep contaminants out of those containers pursuant to 14 CCR Section 18984.9(b) (3).

(7) Annually provide information to employees, contractors, tenants, and customers about Organic Waste Recovery requirements and about proper sorting of Source Separated Green Container Organic Waste.

(8) Provide education information before or within fourteen (14) days of occupation of the premises to new tenants that describes requirements to keep Source Separated Green Container Organic Waste separate from Gray Container Waste (when applicable) and the location of containers and the rules governing their use at each property.

(9) Provide or arrange access for the City or its agent to their properties during all Inspections conducted in accordance with Section 4.12.413 of this ordinance to confirm compliance with the requirements of this Ordinance.

(10) Accommodate and cooperate with City's Remote Monitoring program for Inspection of the contents of containers for Prohibited Container Contaminants, which may be implemented at a later date, to evaluate generator's compliance with these regulations. The Remote Monitoring program shall involve installation of Remote Monitoring equipment on or in the Blue Containers, Green Containers, and Gray Containers, as applicable.

(11) At Commercial Business' option and subject to any approval required from the City, implement a Remote Monitoring program for Inspection of the contents of its Blue Containers, Green Containers, and Gray Containers, as applicable, for the purpose of monitoring the contents of containers to determine appropriate levels of service and to identify Prohibited Container Contaminants. Generators may install Remote Monitoring devices on or in the Blue Containers, Green Containers, and Gray Containers, as applicable, subject to written notification to an approval by the City or its Designee.

(12) If a Commercial Business wants to self-haul, meet the Self-Hauler requirements in Section of this ordinance.

(13) Nothing in this Section prohibits a generator from preventing or reducing waste generation, managing Organic Waste on site, or using a Community Composting site pursuant to 14 CCR Section 18984.9(c).

(13) Commercial Businesses that are Tier One or Tier Two Commercial Edible Food Generators shall comply with Food Recovery requirements, pursuant to the provisions of this Code.

4.12.620 Waivers for Generators

(a) De Minimis Waivers The City may waive a Commercial Business' obligation (including Multi-Family Residential Dwellings) to comply with some or all of the Organic Waste requirements of this ordinance if the Commercial Business provides documentation that the business generates below a certain amount of Organic Waste material as described in Section 4.12.542(a) (2) below. Commercial Businesses requesting a de minimis waiver shall:

(1) Submit an application specifying the services that they are requesting a waiver from and provide documentation as noted in Section 4.12.542(a)(2) below.

(2) Provide documentation that:

A. The Commercial Business' total Solid Waste collection service is less than two cubic yards per week and Organic Waste subject to collection is less than in a Gray Container or Green Container comprises less than 10 gallons per week per applicable container of the business' total waste, or

B. The Commercial Business' total Solid Waste collection service is less than two cubic yards per week and Organic Waste subject to collection is less than in a Blue Container or Green Container comprises less than 10 gallons per week per applicable container of the business' total waste.

C. Notify the City if circumstances change such that Commercial Business's Organic Waste exceeds threshold required for waiver, in which case waiver will be rescinded.

D. Provide written verification of eligibility for de minimis waiver every 5 years, if the City has approved de minimis waiver.

(b) Physical Space Waivers: The City may waive a Commercial Business' or property owner's obligations (including Multi-Family Residential Dwellings) to comply with some or all of the Organic Waste collection service requirements if the City has evidence from the hauler, licensed architect, or licensed engineer demonstrating that the premises lacks adequate space for the collection containers required for compliance with the Organic Waste collection requirements of this Section.

(1) Commercial Business or property owner may request a physical space waiver through the following process:

A. Submit an application form specifying the type(s) of collection services for which they are requesting a compliance waiver.

B. Provide documentation that the premises lacks adequate space for Green Containers including documentation from its hauler, licensed architect, or licensed engineer.

C. Provide written verification to the City that it is still eligible for physical space waiver every five years, if the City has approved application for a physical space waiver.

(2) Review and Approval of Waivers by the City

4.12.630 Requirements for Commercial Edible Food Generators

(a) Tier One Commercial Edible Food Generators must comply with the requirements of this Section 4.12.543 commencing January 1, 2022, and Tier Two Commercial Edible Food Generators must comply commencing January 1, 2024, pursuant to 14 CCR Section 18991.3.

- (b) Large Venue or Large Event operators not providing food services, but allowing for food to be provided by others shall require Food Facilities operating at the Large Venue or Large Event to comply with the requirements of this Section, commencing January 1, 2024.
- (c) Commercial Edible Food Generators shall comply with the following requirements:
 - (1) Arrange to recover the maximum amount of Edible Food that would otherwise be disposed.
 - (2) Contract with or enter into a written agreement with Food Recovery Organizations or Food Recovery Services for: (i) the collection of Edible Food for Food Recovery; or, (ii) acceptance of the Edible Food that the Commercial Edible Food Generator self-hauls to the Food Recovery Organization for Food Recovery.
 - (3) Shall not intentionally spoil Edible Food that is capable of being recovered by a Food Recovery Organization or a Food Recovery Service.
 - (4) Allow the City's designated enforcement entity or designated third party enforcement entity to access the premises and review records pursuant to 14 CCR Section 18991.4.
 - (5) Keep records that include the following information, or as otherwise specified in 14 CCR Section 18991.4:
 - A. A list of each Food Recovery Service or organization that collects or receives its Edible Food pursuant to a contract or written agreement established under 14 CCR Section 18991.3(b).
 - B. A copy of all contracts or written agreements established under 14 CCR Section 18991.3(b).
 - C. A record of the following information for each of those Food Recovery Services or Food Recovery Organizations:
 - i. The name, address and contact information of the Food Recovery Service or Food Recovery Organization.
 - ii. The types of food that will be collected by or self-hauled to the Food Recovery Service or Food Recovery Organization.
 - iii. The established frequency that food will be collected or self-hauled.

iv. The quantity of food, measured in pounds recovered per month, collected or self-hauled to a Food Recovery Service or Food Recovery Organization for Food Recovery.

- (6) No later than February 1st of each year commencing no later than February 1, 2023 for Tier One Commercial Edible Food Generators and February 1, 2025 for Tier Two Commercial Edible Food Generators, provide an annual Food Recovery report to the City that includes all records required in Section 4.12.543(c) (5) of this Ordinance. In addition, please include the amount and type of Edible Food that was not accepted by Food Recover Organizations or services for donation.

(d) Nothing in this ordinance shall be construed to limit or conflict with the protections provided by the California Good Samaritan Food Donation Act of 2017, the Federal Good Samaritan Act, or share table and school food donation guidance pursuant to Senate Bill 557 of 2017 (approved by the Governor of the State of California on September 25, 2017, which added Article 13 [commencing with Section 49580] to Chapter 9 of Part 27 of Division 4 of Title 2 of the Education Code, and to amend Section 114079 of the Health and Safety Code, relating to food safety, as amended, supplemented, superseded and replaced from time to time).

4.12.640 Requirements for food recovery organizations and services

- (a) Effective January 1, 2022, Food Recovery Services collecting or receiving Edible Food directly from Commercial Edible Food Generators, via a contract or written agreement established under 14 CCR Section 18991.3(b), shall maintain the following records, or as otherwise specified by 14 CCR Section 18991.5(a)(1):
- (1) The name, address, and contact information for each Commercial Edible Food Generator from which the service collects Edible Food.
 - (2) The quantity in pounds of Edible Food collected from each Commercial Edible Food Generator per month.
 - (3) The quantity in pounds of Edible Food transported to each Food Recovery Organization per month.
 - (4) The name, address, and contact information for each Food Recovery Organization that the Food Recovery Service transport Edible Food to for Food Recovery.
- (b) Effective January 1, 2022, Food Recovery Organizations collecting or receiving Edible Food directly from Commercial Edible Food Generators, via a contract or written agreement established under 14 CCR Section 18991.3(b), shall maintain the following records, or as otherwise specified by 14 CCR Section 18991.5(a)(2):
- (1) The name, address, and contact information for each Commercial Edible Food Generator from which the organization receives Edible Food.

- (2) The quantity in pounds of Edible Food received from each Commercial Edible Food Generator per month.
 - (3) The name, address, and contact information for each Food Recovery Service that the organization receives Edible Food from for Food Recovery.
- (c) Food Recovery Organizations and Food Recovery Services shall inform generators about California and Federal Good Samaritan Food Donation Act protection in written communications, such as in their contract or agreement established under 14 CCR Section 18991.3(b).
- (d) Effective January 1, 2022, Food Recovery Organizations and Food Recovery Services that have their primary address physically located in the City and contract with or have written agreements with one or more Commercial Edible Food Generators pursuant to 14 CCR Section 18991.3(b) shall report to the City it is located in the total pounds of Edible Food recovered and the amount and type of Edible Food not accepted by Food Recovery Organizations and Food Recovery Services in the previous calendar year from the Tier One and Tier Two Commercial Edible Food Generators they have established a contract or written agreement with pursuant to 14 CCR Section 18991.3(b) no later than each February 1st.
- (e) Food Recovery Capacity Planning, effective January 1, 2022
 - (1) Food Recovery Services and Food Recovery Organizations. In order to support Edible Food Recovery capacity planning assessments or other studies conducted by the County, City, special district that provides solid waste collection services, or its designated entity, Food Recovery Services and Food Recovery Organizations operating in the City shall provide information and consultation to the City, upon request, regarding existing, or proposed new or expanded, Food Recovery capacity that could be accessed by the City and its Commercial Edible Food Generators. A Food Recovery Service or Food Recovery Organization contacted by the City shall respond to such request for information within 60 days, unless a shorter timeframe is otherwise specified by the City.

4.12.650 General Requirements for haulers and Facility Operators

- (a) Effective January 1, 2022, Exclusive franchised hauler providing residential, commercial, or industrial Organic Waste collection services to generators within the City's boundaries shall meet the following requirements and standards as a condition of approval of a contract, agreement, or other authorization with the City to collect Organic Waste:
 - (1) Through written notice to the City annually on or before January 31st, identify the facilities to which they will transport Organic Waste including

facilities for Source Separated Recyclable Materials, Source Separated Green Container Organic Waste and Mixed Waste.

- (2) Transport Source Separated Recyclable Materials, Source Separated Green Container Organic Waste and Mixed Waste to a facility, operation, activity, or property that recovers Organic Waste as defined in 14 CCR, Division 7, Chapter 12, Article 2.
- (b) Effective January 1, 2022, Exclusive franchised hauler's authorization to collect Organic Waste shall comply with education, equipment, signage, container labeling, container color, contamination monitoring, reporting, and other requirements contained within its franchise agreement, permit, license or other agreement entered into with the City.

4.12.655 Requirements for Facility Operators and Community Composting Operations

- (a) Effective January 1, 2022, Owners of facilities, operations, and activities that recover Organic Waste, including, but not limited to, Compost facilities, in-vessel digestion facilities, and publicly-owned treatment works shall, upon the City's request, provide information regarding available and potential new or expanded capacity at their facilities, operations, and activities, including information about throughput and permitted capacity necessary for planning purposes. Entities contacted by the City shall respond within 60 days.
- (b) Effective January 1, 2022, Community Composting operators, upon the City's request, shall provide information to the City to support Organic Waste capacity planning, including, but not limited to, an estimate of the amount of Organic Waste anticipated to be handled at the Community Composting operation. Entities contacted by the City shall respond within 60 days.

4.12.660 General self-hauler requirements

- (a) Effective January 1, 2022, all Self-Haulers shall source separate all recyclable materials and Organic Waste (materials that City otherwise requires generators to separate for collection in the City's organics and recycling collection program) generated on-site from Solid Waste in a manner consistent with 14 CCR Sections 18984.1 and 18984.2, or shall haul Organic Waste to a High Diversion Organic Waste Processing Facility as specified in 14 CCR Section 18984.3.
- (b) Self-Haulers shall haul their Source Separated Recyclable Materials to a facility that recovers those materials; and haul their Source Separated Green Container Organic Waste to a Solid Waste facility, operation, activity, or property that processes or recovers Source Separated Organic Waste. Alternatively, Self-Haulers may haul Organic Waste to a High Diversion Organic Waste Processing Facility.

- (c) Self-Haulers that are Commercial Businesses (including Multi-Family Residential Dwellings) shall keep a record of the amount of Organic Waste delivered to each Solid Waste facility, operation, activity, or property that processes or recovers Organic Waste; this record shall be subject to Inspection by the City. The records shall include the following information:
 - (1) Delivery receipts and weight tickets from the entity accepting the waste.
 - (2) The amount of material in cubic yards or tons transported by the generator to each entity.
 - (3) If the material is transported to an entity that does not have scales on-site, or employs scales incapable of weighing the Self-Hauler's vehicle in a manner that allows it to determine the weight of materials received, the Self-Hauler is not required to record the weight of material but shall keep a record of the entities that received the Organic Waste.
- (d) Self-Haulers that are Commercial Businesses (including Multi-Family Self-Haulers) shall provide information collected in this Section to the City each quarter. The due date shall be 30 days after the end of each quarter.
- (e) A residential Organic Waste Generator that self hauls Organic Waste is not required to record or report information in this Section .

4.12.670 Construction and demolition waste recycling program effective January 1, 2022 - Threshold for covered projects

- (a) All projects within the City shall be considered covered projects and shall meet the diversion requirement and comply with all provisions of this Chapter. For the purposes of determining whether a project meets the foregoing thresholds, all phases of a project and all related projects taking place on a single or adjoining parcel, as determined by the Compliance Official, shall be deemed a single project.
- (b) All projects undertaken by the City shall be considered covered projects and shall meet the diversion requirement and comply with all provisions of this Chapter. The City or its designee shall submit a WMP to the Compliance Official prior to beginning any construction or demolition activities and shall be subject to all applicable provisions of this Chapter.
- (c) Demolition-only projects within the City shall be considered covered projects and shall comply with this Chapter.

4.12.675 Compliance with Calgreen recycling requirements effective January 1, 2022

- (a) Persons applying for a permit from the City for new construction and building additions and alternations shall comply with the requirements of this Section and all required components of the California Green Building Standards Code, 24 CCR,

Part 11, known as CALGreen, as amended, if its project is covered by the scope of CALGreen or more stringent requirements of the City. If the requirements of CALGreen are more stringent than the requirements of this Section, the CALGreen requirements shall apply.

Project applicants shall refer to City's building and/or planning code for complete CALGreen requirements.

- (b) For projects covered by CALGreen or more stringent requirements of the City, the applicants must, as a condition of the City's permit approval, comply with the following:
 - (1) Where five (5) or more Multi-Family dwelling units are constructed on a building site, provide readily accessible areas that serve occupants of all buildings on the site and are identified for the storage and collection of Blue Container and Green Container materials, consistent with the three- or two-container collection program offered by the City, or comply with provision of adequate space for recycling for Multi-Family and Commercial premises pursuant to Sections 4.408.1, 4.410.2, 5.408.1, and 5.410.1 of the California Green Building Standards Code, 24 CCR, Part 11 as amended provided amended requirements are more stringent than the CALGreen requirements for adequate recycling space effective January 1, 2020.
 - (2) New Commercial construction or additions resulting in more than 30% of the floor area shall provide readily accessible areas identified for the storage and collection of Blue Containers and Green Container materials, consistent with the three-, three-plus, or two-container collection program offered by the City, or shall comply with provision of adequate space for recycling for Multi-Family and Commercial premises pursuant to Sections 4.408.1, 4.410.2, 5.408.1, and 5.410.1 of the California Green Building Standards Code, 24 CCR, Part 11 as amended provided amended requirements are more stringent than the CALGreen requirements for adequate recycling space effective January 1, 2020.
 - (3) Comply with CALGreen requirements and applicable law related to management of C&D, including diversion of Organic Waste in C&D from disposal. Comply with the City's C&D ordinance, Section 4.13 of the City's Municipal Code, and all written and published City policies and/or administrative guidelines regarding the collection, recycling, diversion, tracking, and/or reporting of C&D.

4.12.580 Inspections and Investigations by the City

- (a) Effective January 1, 2022 City representatives and/or its designated entity, including Designees are authorized to conduct Inspections and investigations, at random or otherwise, of any collection container, collection vehicle loads, or

transfer, processing, or disposal facility for materials collected from generators, or Source Separated materials to confirm compliance with this ordinance by Organic Waste Generators, Commercial Businesses (including Multi-Family Residential Dwellings), property owners, Commercial Edible Food Generators, haulers, Self-Haulers, Food Recovery Services, and Food Recovery Organizations, subject to applicable laws. This Section does not allow City to enter the interior of a private residential property for Inspection. For the purposes of inspecting Commercial Business containers for compliance with Section 4.12.541(b) of this ordinance, City may conduct container Inspections for Prohibited Container Contaminants using Remote Monitoring, and Commercial Businesses shall accommodate and cooperate with the Remote Monitoring pursuant to Section 4.12.541(k) of this ordinance.

- (b) Regulated entity shall provide or arrange for access during all Inspections (with the exception of residential property interiors) and shall cooperate with the City's employee or its designated entity/Designee during such Inspections and investigations. Such Inspections and investigations may include confirmation of proper placement of materials in containers, Edible Food Recovery activities, records, or any other requirement of this ordinance described herein. Failure to provide or arrange for: (i) access to an entity's premises; (ii) installation and operation of Remote Monitoring equipment; or (ii) access to records for any Inspection or investigation is a violation of this ordinance and may result in penalties described.
 - (1) Any records obtained by the City during its Inspections, Remote Monitoring, and other reviews shall be subject to the requirements and applicable disclosure exemptions of the Public Records Act as set forth in Government Code Section 6250 et seq.
 - (2) City representatives, its designated entity, and/or Designee are authorized to conduct any Inspections, Remote Monitoring, or other investigations as reasonably necessary to further the goals of this ordinance, subject to applicable laws.
 - (3) The City shall receive written complaints from persons regarding an entity that may be potentially non-compliant with SB 1383 Regulations, including receipt of anonymous complaints.
- (c) Enforcement
 - (1) Violation of any provision of this ordinance shall constitute grounds for issuance of a Notice of Violation and assessment of a fine by a City Enforcement Official or representative. Enforcement Actions under this ordinance are issuance of an administrative citation and assessment of a fine. The City's procedures on imposition of administrative fines are hereby incorporated in their entirety, as modified from time to time, and shall

govern the imposition, enforcement, collection, and review of administrative citations issued to enforce this ordinance and any rule or regulation adopted pursuant to this ordinance, except as otherwise indicated in this ordinance.

- (2) Other remedies allowed by law may be used, including civil action or prosecution as misdemeanor or infraction. The City may pursue civil actions in the California courts to seek recovery of unpaid administrative citations. The City may choose to delay court action until such time as a sufficiently large number of violations, or cumulative size of violations exist such that court action is a reasonable use of City staff and resources.

(3) Responsible Entity for Enforcement

- i. Enforcement pursuant to this ordinance may be undertaken by the City's Enforcement Official, which may be the city manager or their designated entity, legal counsel, or combination thereof.

- ii. Enforcement may also be undertaken by a Regional or County Agency Enforcement Official, designated by the City, in consultation with the City Enforcement Official.

- A City Enforcement Official(s) will interpret ordinance; determine the applicability of waivers, if violation(s) have occurred; implement Enforcement Actions; and, determine if compliance standards are met.

- B City Enforcement Official(s) may issue Notices of Violation(s).

(4) Process for Enforcement

- i. City Enforcement Officials and/or their Designee will monitor compliance with the ordinance randomly and through Compliance Reviews, Route Reviews, investigation of complaints, and an Inspection program (that may include Remote Monitoring). Section 4.12.414 establishes City's right to conduct Inspections and investigations.

- ii. The City may issue an official notification to notify regulated entities of its obligations under the ordinance.

- iii. For Jurisdictions assessing contamination processing fees/penalties. For incidences of Prohibited Container Contaminants found in containers, the City and/or Designee will issue a Notice of Violation to any generator found to have Prohibited Container Contaminants in a container. Such notice will be provided via a cart tag or other communication immediately upon identification of the Prohibited Container Contaminants or within 14 days

after determining that a violation has occurred. If the City and/or their Designee observes Prohibited Container Contaminants in a generator's containers on more than three (3) consecutive occasion(s), the City and/or their Designee may assess contamination processing fees or contamination penalties on the generator.

iv. With the exception of violations of generator contamination of container contents addressed under Section 4.12.414(d) (3), the City and/or their Designee shall issue a Notice of Violation requiring compliance within 60 days of issuance of the notice.

v. Absent compliance by the respondent within the deadline set forth in the Notice of Violation, the Code Enforcement Official(s) and/or their Designee shall commence an action to impose penalties, via an administrative citation and fine, pursuant to the City's Municipal Code Section 1.12.050. These requirements are also contained in Section 6.9-114(k), Table 1, List of Violations.

Notices shall be sent to "owner" at the official address of the owner maintained by the tax collector for the City or if no such address is available, to the owner at the address of the dwelling or Commercial property or to the party responsible for paying for the collection services, depending upon available information

(5) Penalty Amounts for Types of Violations

The penalty levels are as follows:

- i. For a first violation, the amount of the base penalty shall not exceed \$100 per violation.
- ii. For a second violation, the amount of the base penalty shall not exceed \$200 per violation.
- iii. For a third or subsequent violation, the amount of the base penalty shall not exceed \$500 per violation.

(6) Factors Considered in Determining Penalty Amount

- i. The nature, circumstances, and severity of the violation(s).
- ii. The violator's ability to pay.
- iii. The willfulness of the violator's misconduct.
- iv. Whether the violator took measures to avoid or mitigate violations of this chapter.

- v. Evidence of any economic benefit resulting from the violation(s).
- vi The deterrent effect of the penalty on the violator.
- vii. Whether the violation(s) were due to conditions outside the control of the violator.

(7) Compliance Deadline Extension Considerations

The City may extend the compliance deadlines set forth in a Notice of Violation issued in accordance with Section 6.9-114 if it finds that there are extenuating circumstances beyond the control of the respondent that make compliance within the deadlines impracticable, including the following:

- i. Acts of God such as earthquakes, wildfires, flooding, and other emergencies or natural disasters;
- ii. Delays in obtaining discretionary permits or other government agency approvals; or,
- iii. Deficiencies in Organic Waste recycling infrastructure or Edible Food Recovery capacity and the City is under a corrective action plan with CalRecycle pursuant to 14 CCR Section 18996.2 due to those deficiencies.

(8) Appeals Process

Persons receiving an administrative citation containing a penalty for an uncorrected violation may request a hearing to appeal the citation. A hearing will be held only if it is requested within the time prescribed and consistent with the City's procedures in the City's codes for appeals of administrative citations. Evidence may be presented at the hearing. The City will appoint a hearing officer who shall conduct the hearing and issue a final written order.

(9) Education Period for Non-Compliance

Beginning January 1, 2022 and through December 31, 2023, The City will conduct Inspections, Remote Monitoring, Route Reviews or waste evaluations, and Compliance Reviews, depending upon the type of regulated entity, to determine compliance, and if the City determines that Organic Waste Generator, Self-Hauler, Hauler, Tier One Commercial Edible Food Generator, Food Recovery Organization, Food Recovery Service, or other entity is not in compliance, it shall provide educational materials to the entity describing its obligations under this ordinance and a notice that compliance is required by January 1, 2022, and that violations may be subject to administrative civil penalties starting on January 1, 2024.

(10) Civil Penalties for Non-Compliance

Beginning January 1, 2024, if the City determines that an Organic Waste Generator, Self-Hauler, Hauler, Tier One or Tier Two Commercial Edible Food Generator, Food Recovery Organization, Food Recovery Service, or other entity is not in compliance with this ordinance, it shall document the noncompliance or violation, issue a Notice of Violation, and take Enforcement Action pursuant to 4.12.414, as needed.

Section 3. CEQA Findings.

The City Council finds that this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines, as it is not a “project” and has no potential to result in a direct or reasonably foreseeable indirect physical change to the environment. (Cal. Code Regs., tit.14, § 15378, subd. (a).) Further, this Ordinance is exempt from CEQA as there is no possibility that it or its implementation would have a significant negative effect on the environment. (Cal. Code Regs., tit.14, § 15061, subd. (b)(3).)

Section 4. Clerical Errors.

The City Council directs the City Clerk to correct any clerical errors found in this Ordinance including, but not limited to, typographical errors, irregular numbering and incorrect section references.

Section 5. Severability.

Should any section, subsection, clause, or provision of this Ordinance for any reason be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Ordinance; it being hereby expressly declared that this Ordinance, and each section, subsection, sentence, clause, and phrase hereof would have been prepared, proposed, approved, and ratified irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid, unenforceable, or unconstitutional.

Section 6. Effective Date.

In accordance with California Government Code section 36937, this Ordinance shall take effect and be in force thirty (30) days from passage and adoption.

Section 7. Publication.

The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause this ordinance to be published and posted as required by law.

PASSED, APPROVED AND ADOPTED this _____ day of ____, 2021, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Sheryl Garcia, City Clerk



City of La Puente AGENDA REPORT

To: Mayor and City Council

For meeting of: August 24, 2021

From: Bob Lindsey, City Manager

By: Troy Grunklee, CPA, Director of Administrative Services

SUBJECT: INTRODUCTION AND CONSIDERATION OF AN ORDINANCE AMENDING CHAPTER 2.20 OF TITLE 2 OF THE LA PUENTE MUNICIPAL CODE TO INCLUDE PROCUREMENT REQUIREMENTS OF RECOVERED ORGANIC WASTE PRODUCTS

BACKGROUND

Beginning January 1, 2022, SB 1383 requires cities and counties to procure annually a quantity of recovered organic waste products. These procurement requirements will strengthen California's green and self-sustaining economy.

It is the policy of the City of La Puente (City), applicable to all departments and divisions, to incorporate environmental considerations including recycled-content and recovered Organic Waste product use into purchasing practices and procurement. This Recovered Organic Waste Product Procurement Policy (Policy) will help the City of La Puente to:

- Protect and conserve natural resources, water, and energy;
- Minimize the City's contribution to climate change, pollution, and solid waste disposal; and,
- Comply with State requirements as contained to procure a specified amount of Recovered Organic Waste Products to support Organic Waste disposal reduction targets and markets for products made from recycled and recovered Organic Waste materials, and to purchase Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper.

DISCUSSION

Organic Waste Product Procurement:

In order to create a market demand for finished products derived from organics discards, SB 1383 prescribes that beginning January 1, 2022, each jurisdiction shall be responsible for the purchase of a certain quantity of finished product (compost, mulch, renewable natural gas, and/or electricity from

biomass and recycled-content paper. The annual procurement requirement set in the SB 1383 regulation is 0.08 tons of organic waste per resident. If a jurisdiction is already procuring recovered organic waste products that meet the requirements outlined in 14 CCR Section 18993.1, these can count towards a jurisdiction's procurement target. Each year CalRecycle will provide notice to the City of its Annual Recovered Organic Waste Product Procurement Target by posting such information on CalRecycle's website and providing written notice directly to the City.

The City will use the SB 1383 Procurement of Recovered Organic Waste Products Calculator Tool to calculate the procurement target and the qualities of recovered organic waste products. This will ensure that the City will meet the procurement target and will record detailed information on the products procured during the year.

The City can fulfill its target by procuring any combination of the following recovered organic waste products:

- Compost;
- Mulch; and
- Renewable Energy (Transportation Fuel, Heat, and Electricity) from Anaerobic Digestion and Electricity from Biomass Conversion.

Compost and mulch provide many direct and indirect benefits when used in landscaping and as a component of systems and treatments designed for:

- Carbon sequestration;
- Soil water retention;
- Erosion control;
- Fire remediation;
- Storm water management;
- Agriculture and rangelands; and
- Other uses.

Organic waste can be recycled at an anaerobic digestion facility, to produce renewable natural gas for transportation fuel, electricity, or heating applications, or at a biomass conversion facility, to produce electricity. Jurisdictions can use these recycled organics products to power:

- Vehicles, refuse fleets, or buses;
- Buildings and schools;
- Organic waste recycling infrastructure; and
- Any other energy needs.

City Departments that make paper purchases will be required to purchase and keep purchase records for paper products that:

- Contain postconsumer recycled content; and

- Are recyclable.

There's so much paper present in the solid waste disposal stream, the procurement of recycled-content and recyclable paper will grow demand for these products and support recycling to help meet the following organic waste diversion goals of SB 1383:

- All paper purchases must contain 30 percent postconsumer recycled content, when available at no greater cost than nonrecycled products;
- Products must be recyclable as defined by FTC "Green Guides" ([16 CFR 260.12](#)); and
- Jurisdictions must require vendors to certify postconsumer content and recyclability claims.

FISCAL IMPACT

Approval of this recommended action will likely result in adverse fiscal impact due to the requirements of unfunded State mandates taking effect in 2022. The procurement provisions will also likely increase cost of goods obtained by the City.

RECOMMENDATION

It is recommended that the City Council: (1) waive reading of Ordinance No. 21-977 and read by title only; (2) and introduce Ordinance No. 21-977, an Ordinance of the City of La Puente amending Chapter 2.20 of Title 2 (Administration) of the La Puente Municipal Code to include procurement requirements of recovered organic waste products.

ATTACHMENTS

Attachment A: Draft Ordinance

ORDINANCE NO. 21-977

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF LA PUENTE, CALIFORNIA, AMENDING CHAPTER
2.20 OF TITLE 2 OF THE CITY'S MUNICIPAL CODE
RELATING TO THE ORGANIC WASTE PROCUREMENT
POLICY IN COMPLIANCE WITH SB 1383**

WHEREAS, the City of La Puente is a municipal corporation, duly organized under the constitution and laws of the State of California; and

WHEREAS, effective January 1, 2022, regulations to meet statewide organics reduction and food recovery requirements will take into effect; and

WHEREAS, effective January 1, 2022, enforcement provisions, including penalties for noncompliance, will take into effect; and

WHEREAS, this Ordinance implements the requirements of SB 1383 Organic Waste Procurement Regulations.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA PUENTE
HEREBY ORDAINS AS FOLLOWS:**

Section 1. Findings.

The City Council finds that the above Recitals are true and correct and are incorporated herein by reference.

Section 2. La Puente Municipal Code Section Amendments.

Section 2.20.010 is hereby repealed and replaced in its entirety to read as follows:

2.20.010 Purpose.

The purpose of this chapter is to establish efficient policies and procedures for the purchase of goods, services, equipment, to clearly define authority for city purchases, and to assure the quality of purchases.

Furthermore, it is the policy of the City of La Puente (City), applicable to all departments and divisions, to incorporate environmental considerations including recycled-content and recovered Organic Waste product use into purchasing practices and procurement. This Policy shall go into effect January 1, 2022 and remain in full force and effect until revised or repealed.

This Recovered Organic Waste Product Procurement Policy (Policy) will help the City to protect and conserve natural resources, water, and energy; minimize the City's contribution to climate

change, pollution, and solid waste disposal; and comply with State requirements as contained in 14 CCR Division 7, Chapter 12, Article 12 (SB 1383 procurement regulations) to procure a specified amount of Recovered Organic Waste Products to support Organic Waste disposal reduction targets and markets for products made from recycled and recovered Organic Waste materials, and to purchase Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper.

Section 2.20.020 of the Municipal Code, Definitions, is amended incorporating and adding, the following definitions to be inserted into existing text in alphabetical order:

“Annual Recovered Organic Waste Product Procurement Target” means the amount of Organic Waste in the form of a Recovered Organic Waste Product that the City is required to procure annually under 14 CCR Section 18993.1. This target shall be calculated by multiplying the per capita procurement target, which shall be 0.08 tons of Organic Waste per California resident per year, times the City’s residential population using the most recent annual data reported by the California Department of Finance. Annually, CalRecycle will provide notice to each City of its Annual Recovered Organic Waste Product Procurement Target by posting such information on CalRecycle’s website and providing written notice directly to the City.

“City” means the City of La Puente

“Compost” means the product resulting from the controlled biological decomposition of organic solid wastes that are source separated from the municipal solid waste stream or which are separated at a centralized facility or as otherwise defined in 14 CCR Section 17896.2(a)(4). Compost eligible for meeting the Annual Recovered Organic Waste Product Procurement Target must be produced at a compostable material handling operation or facility permitted or authorized under 14 CCR Chapter 3.1 of Division 7 or produced at a large volume in-vessel digestion facility that composts on-site as defined and permitted under 14 CCR Chapter 3.2 of Division 7. Compost shall meet the State’s composting operations regulatory requirements.

“Direct Service Provider” means a person, company, agency, district, or other entity that provides a service or services to the City pursuant to a contract or other written agreement or as otherwise defined in 14 CCR Section 18982(a)(17).

“Electricity Procured from Biomass Conversion” means electricity generated from biomass facilities that convert recovered organic waste, such as wood and prunings from the municipal stream, into electricity. Electricity procured from a biomass conversion facility may only count toward the City’s Annual Recovered Organic Waste Product Procurement Target if the facility receives feedstock directly from certain permitted or authorized compostable material handling operations or facilities, transfer/processing operations or facilities, or landfills, as described in 14 CCR Section 18993.1(i).

“Organic Waste” means solid wastes containing material originated from living organisms and their metabolic waste products including, but not limited to, food, green material, landscape and

pruning 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). Biosolids and digestate are as defined in 14 CCR Section 18982(a)(4) and 14 CCR Section 18982(a)(16.5), respectively.

“Paper Products” include, but are not limited to, paper janitorial supplies, cartons, wrapping, packaging, file folders, hanging files, corrugated boxes, tissue, and toweling; or as otherwise defined in 14 CCR Section 18982(a)(51).

“Printing and Writing Papers” include, but are not limited to, copy, xerographic, watermark, cotton fiber, offset, forms, computer printout paper, white wove envelopes, manila envelopes, book paper, note pads, writing tablets, newsprint, and other uncoated writing papers, posters, index cards, calendars, brochures, reports, magazines, and publications; or as otherwise defined in 14 CCR Section 18982(a)(54).

“Procurement of Recovered Organic Waste Products” shall mean purchase or acquisition (e.g., free delivery or free distribution from a hauler or other entity via a written agreement or contract), and end use by the City or others. The City’s Annual Recovered Organic Waste Product Procurement Target can be fulfilled directly by the City or by Direct Service Providers through written contracts or agreements for Procurement of Recovered Organic Waste Products at the City’s behest.

“Publicly-Owned Treatment Works” or “POTW” has the same meaning as in Section 403.3(r) of Title 40 of the Code of Federal Regulations.

“Recovered Organic Waste Products” means products made from California, landfill-diverted recovered organic waste processed at a permitted or otherwise authorized operation or facility, or as otherwise defined in 14 CCR Section 18982(a)(60). Products that can be used to meet the Annual Recovered Organic Waste Product Procurement Target shall include Compost, SB 1383 Eligible Mulch, Renewable Gas from an in-vessel digestion facility, and Electricity Procured from Biomass Conversion as described herein and provided that such products meet requirements of 14 CCR, Division 7, Chapter 12, Article 12.

“Recordkeeping Designee” means the public employee appointed by the City Manager or their designee to track procurement and maintain records of Recovered Organic Waste Product procurement efforts both by the City and others, if applicable, as required by 14 CCR, Division 7, Chapter 12, Articles 12 and 13.

"Recyclability" means that the Paper Products and Printing and Writing Paper offered or sold to the City are eligible to be labeled with an unqualified recyclable label as defined in 16 Code of Federal Regulations Section 260.12 (2013).

“Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper” means such products that consist of at least thirty percent (30%), by fiber weight,

postconsumer fiber, consistent with the requirements of Sections 22150 to 22154 and Sections 12200 and 12209 of the Public Contract Code, and as amended.

“Renewable Gas” 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, or as otherwise defined in 14 CCR Section 18982(a)(62).

“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.

“SB 1383 Regulations” or “SB 1383 Regulatory” means or refers to, for the purposes of this policy, the Short-Lived Climate Pollutants (SLCP): Organic Waste Reductions regulations developed by CalRecycle and adopted in 2020 that created Chapter 12 of 14 CCR, Division 7 and amended portions of regulations of 14 CCR and 27 CCR.

“SB 1383 Eligible Mulch” means mulch eligible to meet the Annual Recovered Organic Waste Product Procurement Target, pursuant to 14 CCR Chapter 12 of Division 7. This SB 1383 Eligible Mulch shall meet the following conditions for the duration of the applicable procurement compliance year, as specified by 14 CCR Section 18993.1(f)(4):

1. Produced at one of the following facilities:
 - i. 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);
 - ii. A transfer/processing facility or transfer/processing operation as defined in 14 CCR Sections 17402(a)(30) and (31), respectively, that is permitted or authorized under 14 CCR Division 7; or,
 - iii. A solid waste landfill as defined in Public Resources Code Section 40195.1 that is permitted under 27 CCR Division 2.
2. Meet or exceed the physical contamination, maximum metal concentration, and pathogen density standards for land application specified in 14 CCR Sections 17852 (a) (24.5) (A) 1 through 3.

“State” means the State of California.

Section 2.20.110 is hereby repealed and replaced in its entirety to read as follows:

2.20.110 Recovered organic waste procurement

a. Procurement Target

1. The City will annually procure for use or giveaway a quantity of Recovered Organic Waste Products that meets or exceeds its Annual Recovered Organic Waste Product Procurement Target through the implementation of Sections C through E of this Policy.
2. To be eligible to meet the Annual Recovered Organic Waste Product Procurement Target, products that may be procured include the following (provided that each product meets the criteria included in their respective definition in Section B of this Policy):
 - i. SB 1383 eligible Compost (as defined in Section B.3).
 - ii. SB 1383 Eligible Mulch (as defined in Section B.18).
 - iii. Renewable Gas (in the form of transportation fuel, electricity, or heat) (as defined in Section B.15).
 - iv. Electricity Procured from Biomass Conversion (as defined in Section B.5).

b. Requirements for City Departments

1. Compost and SB 1383 Eligible Mulch procurement. Divisions and departments responsible for landscaping maintenance, renovation, or construction shall:
 - i. Use Compost and SB 1383 Eligible Mulch produced from recovered Organic Waste, as defined in Section B.3 and B.18 of this Policy, for landscaping maintenance, renovation, or construction, as practicable, whenever available, and capable of meeting quality standards and criteria specified. SB 1383 Eligible Mulch used for land application must meet or exceed the physical contamination, maximum metal concentration and pathogen density standards specified in 14 CCR Section 17852 (a)(24.5)(A)(1) through (3).

- ii. When the City uses Compost and SB 1383 Eligible Mulch and the applications are subject to the City's Water Efficient Landscaping Ordinance (WELO), comply with one of the following, whichever is more stringent, (i) the City's WELO, if more stringent than the State's Model Water Efficient Landscape Ordinance (MWELO), or (ii) Sections 492.6 (a)(3)(B), (C), (D), and (G) of the State's Model Water Efficient Landscape Ordinance, Title 23, Division 2, Chapter 2.7 of the CCR, as amended September 15, 2015, which requires the submittal of a landscape design plan with a "Soil Preparation, Mulch, and Amendments Section" to include the following:
 - iii. For landscape installations, Compost at a rate of a minimum of 4 cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six (6) inches into the soil. Soils with greater than six percent (6%) organic matter in the top six (6) inches of soil are exempt from adding Compost and tilling.
 - iv. Apply a minimum three- (3-) inch layer of mulch on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife, leave up to five percent (5%) of the landscape area without mulch. Designated insect habitat must be included in the landscape design plan as such.
 - v. Procure organic mulch materials made from recycled or post-consumer materials rather than inorganic materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local Fuel Modification Plan Guidelines or other applicable local ordinances.
 - vi. For all mulch that is land applied, procure SB 1383 Eligible Mulch that meets or exceeds the physical contamination, maximum metal concentration, and pathogen density standards for land applications specified in 14 CCR Section 17852(a)(24.5)(A)(1) through (3).
- c. **Keep records, including invoices or proof of Recovered Organic Waste Product procurement (either through purchase or acquisition), and submit records to the Recordkeeping Designee, on a schedule to be determined by Recordkeeping Designee. Records shall include:**
 - 1. General procurement records, including:

- i. General description of how and where the product was used and applied, if applicable;
 - ii. Source of product, including name, physical location, and contact information for each entity, operation, or facility from whom the Recovered Organic Waste Products were procured;
 - iii. Type of product;
 - iv. Quantity of each product; and,
 - v. Invoice or other record demonstrating purchase or procurement.
 - 2. For Compost and SB 1383 Eligible Mulch provided to residents through giveaway events or other types of distribution methods, keep records of the Compost and SB 1383 Eligible Mulch provided to residents. Records shall be maintained and submitted to the Recordkeeping Designee in accordance with the requirements specified in Section C-2 1.c
 - 3. For procurement of SB 1383 Eligible Mulch, maintain an updated copy of the ordinance or enforceable mechanism(s) requiring that the mulch procured by the City or Direct Service Provider meets the land application standards specified in 14 CCR Section 18993.1, as it may be amended from time to time.
- d. When Procurement of Recovered Organic Waste Products occurs through a Direct Service Provider, enter into a written contract or agreement or execute a purchase order with enforceable provisions that includes: (i) definitions and specifications for SB 1383 Eligible Mulch, Compost, Renewable Gas, and/or Electricity Procured from Biomass Conversion; and, (ii) an enforcement mechanism (e.g., termination, liquidated damages) in the event the Direct Service Provider is not compliant with the requirements.**
- i. Renewable Gas procurement (used for fuel for transportation, electricity, or heating applications). For Renewable Gas procurement, the City shall:
 - ii. Procure Renewable Gas made from recovered Organic Waste for transportation fuel, electricity, and heating applications to the degree that it is appropriate and available for the City and to help meet the Annual Recovered Organic

Waste Product Procurement Target, which requires compliance with criteria specified in 14 CCR Section 18993.1.

4. Keep records in the same manner indicated in Section C-2 1.c for the amount of Renewable Gas procured and used by the City, including the general procurement record information specified in Section C-2 1.c.1, and submit records to the Recordkeeping Designee on a quarterly schedule. The quarterly schedule shall be as follows: Renewable Gas records are to be provided to the Recordkeeping Designee by April 15 for January 1 through March 31, July 15 for April 1 through June 30, October 15 for July 1 through September 30, and January 15 for October 1 through December 31. The City shall additionally obtain the documentation and submit records specified in Section C-2 2.c below, if applicable.
5. If the City procures Renewable Gas from a POTW,
 - i. Annually verify that the Renewable Gas from the POTW complies with the requirements specified in 14 CCR Section 18993.1(h), including, but not limited to the exclusion in 14 CCR Section 17896.6(a)(1) and the items listed in this Section C-2 2.c.
 - ii. Annually receive a record from the POTW documenting the tons of Organic Waste received by the POTW from: (i) a compostable material handling operation or facility as defined in 14 CCR Section 17852(a)(12), other than a chipping and grinding operation or facility as defined in 14 CCR Section 17852(a)(10), that is permitted or authorized under 14 CCR Division 7; (ii) transfer/processing facility or transfer/processing operation as defined in 14 CCR Sections 17402(a)(30) and (31), respectively, that is permitted or authorized under 14 CCR Division 7; or (iii) a solid waste landfill as defined in Public Resources Code Section 40195.1 that is permitted under 27 CCR Division 2.
 - iii. Annually receive documentation from the POTW of the percentage of biosolids that the POTW produced and transported to activities that constitute landfill disposal in order to demonstrate that the POTW transported less than twenty-five percent (25%) of the biosolids it produced to activities that constitute landfill disposal. For the purposes of this Policy, landfill disposal is defined pursuant to 14 CCR Section 18983.1(a) and includes final disposition at a landfill; use of material as alternative daily cover or alternative intermediate cover at a landfill, and other dispositions not listed in 14 CCR

Section 18983.1(b). Alternative daily cover or alternative intermediate cover are defined in 27 CCR Sections 20690 and 20700, respectively.

- iv. Annually receive documentation that the POTW receives vehicle-transported solid waste that is an anaerobically digestible material for the purpose of anaerobic co-digestion with POTW treatment plant wastewater to demonstrate that the POTW meets the requirement of 14 CCR Section 18993.1(h) (2).
- v. The City shall submit these records to the Recordkeeping Designee on an annual basis, not to exceed 20 days (20) days from receipt of notification from the POTW.

e. Electricity Procured from Biomass Conversion. For Electricity Procured from Biomass Conversion, the City shall:

- i. Procure electricity from a biomass conversion facility that receives feedstock from a composting facility, transfer/ processing facility, a solid waste landfill, and/or receives feedstock from the generator or employees on behalf of the generator of the Organic Waste and to the degree that it is available and practicable for the City and to help meet the Annual Recovered Organic Waste Product Procurement Target, which requires compliance with criteria specified in 14 CCR Section 18993.1.
- ii. Maintain records and conduct the following recordkeeping activities:
 - A. Keep records in the same manner indicated in Section C-2 1.c. of this Policy for the amount of Electricity Procured from Biomass Conversion facilities, including the general procurement record information specified in Section C-2 1.c.1.
 - B. Receive written notification by an authorized representative of the biomass conversion facility certifying that biomass feedstock was received from a permitted solid waste facility identified in 14 CCR Section 18993.1(i).
 - C. Provide these records to the Recordkeeping Designee.

f. Requirements for Direct Service Providers

1. Direct Service Providers of landscaping maintenance, renovation, and construction shall:
 - i. Use Compost and SB 1383 Eligible Mulch, as practicable, produced from recovered Organic Waste, as defined in Section B.2 and B.18 of this Policy, for all landscaping renovations, construction, or maintenance performed for the City, whenever available, and capable of meeting quality standards and criteria specified. SB 1383 Eligible Mulch used for land application shall comply with 14 CCR, Division 7, Chapter 12, Article 12 and must meet or exceed the physical contamination, maximum metal concentration and pathogen density standards specified in 14 CCR Section 17852 (a) (24.5) (A)(1) through (3).
 - ii. If Direct Service Provider is subject to the City's WELO, comply with one of the following, whichever is more stringent: (i) the locally-adopted WELO that is more stringent than the State's MWELO, or (ii) Sections 492.6 (a)(3)(B), (C), (D), and (G) of the State's MWELO, Title 23, Division 2, Chapter 2.7 of the CCR, as amended September 15, 2015, which requires the submittal of a landscape design plan with a "Soil Preparation, Mulch, and Amendments Section" to include the following:
 - A. For landscape installations, Compost at a rate of a minimum of 4 cubic yards per 1,000 square feet of permeable area shall be incorporated to a depth of six (6) inches into the soil. Soils with greater than six percent (6%) organic matter in the top six (6) inches of soil are exempt from adding Compost and tilling.
 - B. Apply a minimum three- (3-) inch layer of mulch on all exposed soil surfaces of planting areas except in turf areas, creeping or rooting groundcovers, or direct seeding applications where mulch is contraindicated. To provide habitat for beneficial insects and other wildlife, leave up to five percent (5%) of the landscape area without mulch. Designated insect habitat must be included in the landscape design plan as such.
 - C. Procure organic mulch materials made from recycled or post-consumer materials rather than inorganic

materials or virgin forest products unless the recycled post-consumer organic products are not locally available. Organic mulches are not required where prohibited by local Fuel Modification Plan Guidelines or other applicable local ordinances.

- D. For all mulch that is land applied, procure SB 1383 Eligible Mulch that meets or exceeds the physical contamination, maximum metal concentration, and pathogen density standards for land applications specified in 14 CCR Section 17852(a)(24.5)(A)(1) through (3).

g. Keep and provide records of Procurement of Recovered Organic Waste Products (either through purchase or acquisition) to Recordkeeping Designee, on a schedule to be determined by Recordkeeping Designee. Information to be provided shall include:

1. General description of how and where the product was used and if applicable, applied;
2. Source of product, including name, physical location, and contact information for each entity, operation, or facility from whom the Recovered Organic Waste Products were procured;
3. Type of product;
4. Quantity of each product; and,
5. Invoice or other record demonstrating purchase or procurement.

h. Direct Service Provider of Organic Waste collection services shall:

1. Provide a specified quantity of Compost or SB 1383 Eligible Mulch to the City and its customers via periodic “giveaways” as specified in a franchise agreement or other agreement.
2. Keep and provide records to the City including the following:
 - i. Dates provided
 - ii. Source of product including name, physical location and contact information for each entity, operation or facility from whom the Recovered Organic Waste Products were procured;

- iii. Type of product;
- iv. Quantity provided; and,
- v. Invoice or other record or documentation demonstrating purchase, procurement, or transfer of material to giveaway location.

i. Renewable Gas procurement by Direct Service Providers

- 1. If Renewable Gas made from recovered Organic Waste is used by Direct Service Providers, Direct Service Providers shall submit information listed in Section C-3 2.b.1-5 on a schedule to be determined by the City, but not less than annually to the Recordkeeping Designee.
- 2. Renewable Gas used by Direct Service Providers under Sections C-3 A and C-3 B shall comply with criteria specified in 14 CCR Section 18993.1.

Section 2.20.115 is added to Chapter 2.20 to read as follows:

2.2.115 Recycled Content Paper Procurement

a. Requirements for City Departments

(1). Comparable or more favorable pricing: If fitness and quality of Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper are equal to that of non-recycled items, all departments and divisions of the City shall purchase Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper that consists of at least thirty percent (30%), by fiber weight, postconsumer fiber, whenever available at the same or a lesser total cost than non-recycled items, consistent with the requirements of the Public Contracts Code, Sections 22150 through 22154 and Sections 12200 and 12209, as amended.

(2). All Paper Products and Printing and Writing Paper shall be eligible to be labeled with an unqualified recyclable label as defined in Title 16 Code of Federal Regulations Section 260.12 (2013).

(3). Provide records to the Recordkeeping Designee of all Paper Products and Printing and Writing Paper purchases within thirty (30) days of the purchase (both recycled-content and non-recycled content, if any is purchased) made by a division or department or employee of the City. Records shall include a copy of the invoice or other documentation of purchase, written certifications as required in Section D.2 1.a-d for recycled-content purchases, vendor name, purchaser name, quantity purchased, date purchased, and recycled content (including products that contain none), and if non-Recycled-Content Paper Products and/or non-Recycled-Content Printing and Writing

Paper are provided, include a description of why Recycled-Content Paper Products and/or Recycled-Content Printing and Writing Paper were not provided.

b. Requirements for Vendors

1. All vendors that provide Paper Products (including janitorial Paper Products) and Printing and Writing Paper to the City shall:
 - i. Provide Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper that consists of at least thirty percent (30%), by fiber weight, postconsumer fiber, if fitness and quality are equal to that of non-recycled item and available at equal or lesser price.
 - ii. Only provide Paper Products and Printing and Writing Papers that meet Federal Trade Commission Recyclability standard as defined in Title 16 Code of Federal Regulations Section 260.12 (2013).
 - iii. Certify in writing, under penalty of perjury, the minimum percentage of postconsumer material in the Paper Products and Printing and Writing Paper offered or sold to the City. This certification requirement may be waived if the percentage of postconsumer material in the Paper Products, Printing and Writing Paper, or both can be verified by a product label, catalog, invoice, or a manufacturer or vendor internet website.
 - iv. Certify in writing, under penalty of perjury, that the Paper Products and Printing and Writing Paper offered or sold to the City is eligible to be labeled with an unqualified recyclable label as defined in Title 16 Code of Federal Regulations Section 260.12 (2013).
 - v. Provide records to the Recordkeeping Designee of all Paper Products and Printing and Writing Paper purchased from the vendor within thirty (30) days of the purchase (both recycled-content and non-recycled content, if any is purchased) made by a division or department or employee of the City. Records shall include a copy of the invoice or other documentation of purchase, written certifications as required in Section D-2 1.a-d for recycled-content purchases, purchaser name, quantity purchased, date purchased, and recycled content (including products that contain none), and if non-Recycled-Content Paper Products and/or non- Recycled-Content Printing and Writing

Paper are provided, include a description of why Recycled-Content Paper Products and/or Recycled-Content Printing and Writing Paper were not provided.

2. All vendors providing printing services to the City via a printing contract or written agreement, shall use Printing and Writing Paper that consists of at least thirty percent (30%), by fiber weight, postconsumer fiber, or as amended by Public Contract Code Section 12209.

Section 2.20.130 is added to Chapter 2.20 to read as follows:

2.20.130 Record keeping requirements for Recovered Organic Waste and Recycled Paper products

(a) The Administrative Services Department will be the responsible department and will select an employee to act as the Recordkeeping Designee that will be responsible for obtaining records pertaining to Procurement of Recovered Organic Waste Products and Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper.

(b) The Recordkeeping Designee will do the following to track Procurement of Recovered Organic Waste Products, Recycled-Content Paper Products, and Recycled-Content Printing and Writing Paper:

- (1) Collect and collate copies of invoices or receipts (paper or electronic) or other proof of purchase that describe the procurement of Printing and Writing Paper and Paper Products, including the volume and type of all paper purchases; and, copies of certifications and other required verifications from all departments and/or divisions procuring Paper Products and Printing and Writing Paper (whether or not they contain recycled content) and/or from the vendors providing Printing and Writing Paper and Paper Products. These records must be kept as part of City's documentation of its compliance with 14 CCR Section 18993.3.

- (2) Collect and collate copies of invoices or receipts or documentation evidencing procurement from all departments and divisions procuring Recovered Organic Waste Products and invoices or similar records from vendors/contractors/others procuring Recovered Organic Waste Products on behalf of the City to develop evidence of the City meeting its Annual Recovered Organic Waste Product Procurement Target. These records must be kept as part of the City's documentation of its compliance with 14 CCR Section 18993.1.

- (3) Collect, collate, and maintain documentation submitted by the City, Direct Service Providers, and/or vendors, including the information

reported to the Recordkeeping Designee in accordance with Sections C-2 1.c, C-2 2.b, C-2 3.b, C-3 1.c, C-3 2.b, C-3 3.a, D-1 3, and D-2 1.e.

(4) Compile an annual report on the City's direct procurement, and vendor/other procurement on behalf of the City, of Recovered Organic Waste Products, Recycled-Content Paper Products, and Recycled-Content Printing and Writing Paper, consistent with the recordkeeping requirements contained in 14 CCR Section 18993.2 for the Annual Recovered Organic Waste Product Procurement Target and 14 CCR Section 18993.4 for Recycled-Content Paper Products and Recycled-Content Printing and Writing Paper procurement. This report shall be made available to the City's responsible entity for compiling the annual report to be submitted to CalRecycle (which will include a description of compliance on many other SB 1383 regulatory requirements) pursuant to 14 CCR Division 7, Chapter 12, Article 13. The procurement report shall also be shared with Council annually as evidence of implementing this Policy.

Section 3. CEQA Findings.

The City Council finds that this Ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines, as it is not a "project" and has no potential to result in a direct or reasonably foreseeable indirect physical change to the environment. (Cal. Code Regs., tit.14, § 15378, subd. (a).) Further, this Ordinance is exempt from CEQA as there is no possibility that it or its implementation would have a significant negative effect on the environment. (Cal. Code Regs., tit.14, § 15061, subd. (b)(3).)

Section 4. Clerical Errors.

The City Council directs the City Clerk to correct any clerical errors found in this Ordinance including, but not limited to, typographical errors, irregular numbering and incorrect section references.

Section 5. Severability.

Should any section, subsection, clause, or provision of this Ordinance for any reason be held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Ordinance; it being hereby expressly declared that this Ordinance, and each section, subsection, sentence, clause, and phrase hereof would have been prepared, proposed, approved, and ratified irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid, unenforceable, or unconstitutional.

Section 6. Effective Date.

In accordance with California Government Code section 36937, this Ordinance shall take effect and be in force thirty (30) days from passage and adoption.

Section 7. Publication.

The City Clerk shall certify to the passage and adoption of this Ordinance and shall cause this ordinance to be published and posted as required by law.

PASSED, APPROVED AND ADOPTED this _____ day of ____, 2021, by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Charlie Klinakis, Mayor

ATTEST:

Sheryl Garcia, City Clerk