

**CITY COUNCIL MEETING AGENDA
TUESDAY MARCH 25, 2025 7:00 PM
SAN DIMAS COUNCIL CHAMBER
245 EAST BONITA AVENUE**

A public agenda packet is available for review on the City's website www.sandimasca.gov or by contacting the City Clerk's Office at cityclerk@sandimasca.gov.

Members of the public may observe the City Council meeting live on the City of San Dimas website at www.sandimasca.gov or on KWST Channel 3. To view from the website, select the [Watch City Council Meetings](#) blue button from the home page.

7:00 PM

CITY COUNCIL

Mayor Emmett Badar, Mayor Pro Tem Eric Nakano, Councilmember Rachel Bratakos, Councilmember Ryan A. Vienna, Councilmember Eric Weber

CALL TO ORDER AND FLAG SALUTE

ORAL COMMUNICATIONS

(Members of the audience are invited to address the City Council on any item on this agenda or not on this agenda. Public comment will not be taken during each individual agenda item, except for public hearing items. Comments on public hearing items will be heard when that item is scheduled for discussion. Under the provisions of the Brown Act, the legislative body is prohibited from engaging in discussion on any item not appearing on the posted agenda. However, your concerns may be referred to staff or set for discussion at a later date. Each speaker will be limited to speaking once for up to (3) three minutes.)

CONSENT CALENDAR

(All items on the Consent Calendar are considered to be routine and will be enacted by one motion unless a member of the City Council requests separate discussion.)

CC1. Recognize Ehlers-Danos Syndrome and HSD Awareness Month

CC2. Adopt Resolution 2025-14, A Resolution of the City Council of the City of San Dimas, Approving Certain Demands for the Warrant Register of March 31, 2025 in the amount of \$1,147,753.42

- CC3.** Approve Minutes of the March 11, 2025, Study Session and the March 11, 2025, City Council Meeting
- CC4.** Receive, File, and Authorize Submittal of the 2024 Annual Housing Progress Report to California State Department of Housing and Community Development for the 2021-2029 Housing Element
- CC5.** Deny Claim Gott v. City of San Dimas CJP 3053625
- CC6.** Deny Claim Li v. City of San Dimas CJP3053695 WRV
- CC7.** Deny Claim Babakhanlou v. City of San Dimas CJP 3053629 SCV
- CC8.** Receive and File the February 2025 Investment Report
- CC9.** Approve Change Order No. 1 in the Amount of \$77,207.05 for Reroofing of City Yard Buildings 3 & 6 (Construction Contract 2024-06)
G.C. §84308: Yes
- CC10.** Approve Supplemental Budget Appropriations for Cable Operating Room Cooling System, Color Plotter, San Dimas Canyon Sidewalk Replacement Project and, Grant Funding for CDBG Housing Rehabilitation Programs
- CC11.** Approve an Increase to the Capitalization Threshold for Fixed Assets from \$5,000 to \$10,000

END OF CONSENT CALENDAR

RECOMMENDATION: Approve consent calendar with recommendations as presented in staff reports.

OTHER BUSINESS

- OB1.** Approve Resolution 2025-16, Naming the City's Skate Park after Former Los Angeles County Sheriff's Deputy, David L. Campbell.

RECOMMENDATION: City staff recommends the City Council:

1. Approve Resolution 2025-16 naming the City's skate park after Deputy Dave L. Campbell.
2. Appropriate \$1,000 for the purchase and installation of a dedication plaque.

PUBLIC HEARING ITEMS

- PH1.** Introduce Ordinance 1317, Adding a New Chapter 8.15 to the San Dimas Municipal Code to Establish Standards for the Management and Retrieval of Shopping Carts in the City

RECOMMENDATION:

Staff recommends that the City Council:

- Read by title and introduce Ordinance 1317, Adding a New Chapter 8.15 to the San Dimas Municipal Code to Establish Standards for the Management and Retrieval of Shopping Carts in the City.

ORAL COMMUNICATIONS

(Members of the Audience (Speakers are limited to (3) minutes or as may be determined by the Chair.)

CITY REPORTS

CR1. City Manager

CR2. City Attorney

CR3. Members of the City Council

- Councilmembers' Report on Meetings Attended at the Expense of the Local Agency (Pursuant to AB 1234 – G.C. §53232.3(d)
- City Council Requests for Future Items, Comments and Updates

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2): One case.

ADJOURNMENT



Notice Regarding Americans with Disabilities Act: In compliance with the ADA, if you need assistance to participate in a city meeting, please contact the City Clerk's Office at (909) 394-6216. Early notification before the meeting you wish to attend will make it possible for the City to make reasonable arrangements to ensure accessibility to this meeting [28 CFR 35.102-35.104 ADA Title II].

Copies of documents distributed for the meeting are available in alternative formats upon request. Any writings or documents provided to the City Council regarding any item on this agenda will be made available for public review Monday through Thursday 7:30 a.m. to 5:30 p.m. and on Fridays from 7:30 a.m. to 4:30 p.m. at the Administration Department and San Dimas Library. In addition, most documents are posted on the City's website at www.sandimasca.gov.

Posting Statement: I declare under penalty of perjury that on March 21, 2025, I posted a true and correct copy of this agenda on the bulletin board in the Civic Center Plaza of City Hall at 245 E. Bonita Ave., and on the City's website www.sandimasca.gov/agendas-minutes/ as required by law.

March 21, 2025

Debra Black

Debra Black, City Clerk

Ehlers-Danlos Syndrome and Hypermobility Spectrum Disorders Awareness

W **HEREAS**, Ehlers-Danlos syndromes (EDS) are a group of 13 heritable connective tissue disorders that together affect 1 in 5,000 people. Each type of EDS has its own set of symptoms, but some features are seen across all types of EDS, including joint hypermobility, skin hyperextensibility, and tissue fragility.

W **HEREAS**, Hypermobility spectrum disorders (HSD) are connective tissue disorders that cause joint hypermobility, instability, injury, and pain. Other symptoms, such as fatigue, headaches, GI problems, and autonomic dysfunction are also often seen as part of HSD.

W **HEREAS**, There is no cure for any type of EDS or HSD. The conditions are managed by addressing a person's symptoms. EDS and HSD can cause a variety of symptoms in many different areas of the body, so people with these conditions often require multiple providers in different specialties to manage their care.

W **HEREAS**, Access to professionals who are knowledgeable about EDS and HSD is limited in San Dimas and California. Lack of awareness about EDS and HSD in San Dimas, California and across the world stands in the way of the diagnosis, management, and research of these conditions.

W **HEREAS**, Awareness about EDS and HSD by both medical professionals and the general public can help improve the lives of people living with EDS and HSD in San Dimas and California.

N **OW THEREFORE**, I Mayor Emmett G. Badar, Mayor Pro Tem Eric Nakano, Councilmembers Rachel Bratakos, Ryan A. Vienna, and Eric Weber hereby proclaim the month of May 2025 as "Ehlers-Danlos Syndromes and Hypermobility Spectrum Disorders Awareness Month" in the City of San Dimas.

I **N WITNESS THEREOF**, I, Mayor Emmett G. Badar, have hereunto set my hand and caused the seal of the City of San Dimas to be affixed this 25th day of March 2025.

Emmett G. Badar

Delmar Black

RESOLUTION 2025-14

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS,
CALIFORNIA, APPROVING CERTAIN DEMANDS FOR MARCH 31, 2025**

WHEREAS, the following listed demands have been audited by the Director of Administrative Services; and

WHEREAS, the Director of Administration Services has certified as to the availability of funds for payment thereto; and

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

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of San Dimas does hereby approve the Warrant Register of March 31, 2025, in the amount of \$1,147,753.42

PASSED, APPROVED AND ADOPTED this 25th, day of March, 2025.

Emmett G. Badar, Mayor

ATTEST:

Debra Black, City Clerk

I, Debra Black, City Clerk, hereby certify that Resolution 2025-14 was approved by vote of the City Council of the City of San Dimas at its regular meeting of March 25th, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Black, City Clerk

03/31/2025

WARRANT REGISTER

Ck #'s 182646-182752

Total: \$1,147,753.42

Report Criteria:

Report type: GL detail

Check Type = {<>} "Adjustment"

Check Type = {NOT LIKE} "Manual"

Check Type = {NOT LIKE} "Void"

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
182546	03/25	03/31/2025	182646	19775 AETNA	E0340931	APRIL 25 CAPITATION	001.4150.435.000	125.10	125.10
Total 182646:									
182547	03/25	03/31/2025	182647	10488 ALBERTSON'S-SAFEWAY	806995	BUNCO SUPPLIES 2/28/25	001.4412.013.003	202.36	202.36
Total 182647:									
182548	03/25	03/31/2025	182648	19985 BARNES, DORAN	03/31/2025	BARNES MTG 2/25/25	001.4308.021.001	50.00	50.00
Total 182648:									
182649	03/25	03/31/2025	182649	10629 BAY ALARM COMPANY	22088355	SERVICE CALL @ 201 E. BONITA AVE	001.4412.015.000	215.00	215.00
Total 182649:									
182650	03/25	03/31/2025	182650	10283 BEE REMOVERS	603087	BEE REMOVAL 229 2ND ST.	008.4415.020.006	265.00	265.00
Total 182650:									
182651	03/25	03/31/2025	182651	20342 BENIGNO, GALINDO ANTONIO	03/31/2025	REFUND CITE #35517145	001.332.001	98.00	98.00
Total 182651:									
182652	03/25	03/31/2025	182652	11421 BOOT BARN INC.	INV0046372	SAFETY BOOTS	001.4190.200.022	200.00	200.00
03/25	03/31/2025	182652	11421 BOOT BARN INC.	INV0046373	SAFETY BOOTS	001.4190.200.022	200.00	200.00	200.00

City of San Dimas
Check Register - WARRANT CHECKS (NO MANUAL)
Check Issue Dates: 3/31/2025 - 3/31/2025

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 182652:									
182653	03/25	03/31/2025	10671	BRATT, DAVID	03/31/2025	BRATT MTG 2/25/25	001.4308.021.001	50.00	400.00
Total 182653:									
182654	03/25	03/31/2025	20354	BROWN, NANCY A.	03/31/2025	REFUND CITE #344126312	001.332.001	328.00	328.00
Total 182654:									
182655	03/25	03/31/2025	20057	CALIFORNIA FUELS & LUBRICA	306082	REGULAR GASOLINE	001.4342.011.001	2,419.71	2,419.71
Total 182655:									
182656	03/25	03/31/2025	10877	CALIFORNIA TRUCK EQUIP CO-	14525	upfitting new vehicle #52	100.4314.039.025	9,874.00	9,874.00
03/25	03/31/2025	182656	10877	CALIFORNIA TRUCK EQUIP CO-	14526	upfitting new vehicle for housing	113.4190.041.025	9,874.00	9,874.00
Total 182656:									
182657	03/25	03/31/2025	11850	CHARTER OAK MOBILE HOME	03/31/2025	APRIL'25 SIDDIHIPHAYAK #70	034.341.034	385.00	385.00
Total 182657:									
182658	03/25	03/31/2025	19887	CINTAS CORPORATION NO.2	8407274576	AED & BATTERY CHECK	001.4410.023.000	1,379.70	1,379.70
03/25	03/31/2025	182658	19887	CINTAS CORPORATION NO.2	8407340039	AED & BATTERY CHECK	001.4410.023.000	1,379.70	1,379.70
Total 182658:									
182659	03/25	03/31/2025	20360	CITY OF LA MIRADA	3/31/25	AQUATIC CENTER FIELD TRIP 8/6/25	001.4420.034.002	1,826.00	1,826.00

Check Issue Dates: 3/31/2025 - 3/31/2025

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 182659:									
182660	03/25	182660	11078	CLIMATEC LLC	955018695	Quarterly maintenance services to Building Automated	001.4411.015.000	1,992.50	1,826.00
03/25	03/31/2025	182660	11078	CLIMATEC LLC	955018696	Quarterly cloud-based subscription service for Building	001.4190.035.001	1,740.00	1,740.00
03/25	03/31/2025	182660	11078	CLIMATEC LLC	955019286	Quarterly cloud-based subscription service for Building	001.4190.035.001	1,740.00	1,740.00
03/25	03/31/2025	182660	11078	CLIMATEC LLC	955501985	Quarterly maintenance services to Building Automated	001.4411.015.000	1,992.50	1,992.50
Total 182660:									
182661	03/25	182661	20339	COLE RYAN	03/31/2025	REFUND, CUSTOMER WIDREW	001.367.001	130.00	130.00
Total 182661:									
182662	03/25	182662	20153	COMPLETE OFFICE LLC	4215442-0	OFFICE SUPPLIES	001.4310.033.000	101.31	101.31
03/25	03/31/2025	182662	20153	COMPLETE OFFICE LLC	4217003-0	OFFICE SUPPLIES	001.4150.033.000	61.50	61.50
Total 182662:									
182663	03/25	182663	11695	COMPUTER VILLAGE	14629	BUSINESS CLOUD BACKUP FOR OFFICE 365	001.4190.035.001	487.50	487.50
03/25	03/31/2025	182663	11695	COMPUTER VILLAGE	14630	MICROSOFT OFFICE 365 MONTHLY SVC	001.4190.035.001	1,895.20	1,895.20
03/25	03/31/2025	182663	11695	COMPUTER VILLAGE	14631	BUSINESS CLOUD BACKUP FOR OFFICE 365	001.4190.035.001	739.91	739.91
Total 182663:									
182664	03/25	182664	10384	CORELOGIC SOLUTIONS LLC	30762434	FEB25 R02 NATIONWIDE COMMITMENT PACKAGE	007.4341.020.002	206.00	206.00
Total 182664:									
182665	03/25	182665	10678	CORODATA RECORDS MANAG	RS7072458	RECORD STORAGE FEE	001.4190.019.000	139.22	139.22
Total 182665:									

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
182666	03/25	182666	20357	CORONA, LISA	03/31/2025	REFUND_DEPOSIT:COMM.BLDG RENTAL 3/1/25	110.213.005	500.00	500.00
	03/25	182666	20357	CORONA, LISA	03/31/2025	INFRACTION FEE	001.341.002	25.00	25.00
Total 182666:									
182667	03/25	182667	18549	CROSSTOWN ELECTRICAL & D	8498 TO 854	FEB25 TRAFFIC SIGNAL MAINT.	007.4345.020.002	6,589.26	6,589.26
	03/25	182667	18549	CROSSTOWN ELECTRICAL & D	8498 TO 854	FEB25 STREET LIGHT MAINT.	007.4341.020.003	2,471.56	2,471.56
	03/25	182667	18549	CROSSTOWN ELECTRICAL & D	8498 TO 854	FEB25 EV CHARGING STATION MAINT.	071.4190.041.003	796.20	796.20
	03/25	182667	18549	CROSSTOWN ELECTRICAL & D	8498 TO 854	FEB25 RRFB MAINT.	007.4345.020.009	3,108.28	3,108.28
Total 182667:									
182668	03/25	182668	10871	CSG CONSULTANTS INC	B250118	JAN'25 BUILDING PLAN REVIEW SVCS	001.4311.020.001	8,450.00	8,450.00
	03/25	182668	10871	CSG CONSULTANTS INC	B250118	JAN'25 BUILDING PLAN REVIEW SVCS	001.4308.020.025	4,680.00	4,680.00
	03/25	182668	10871	CSG CONSULTANTS INC	B250273	FEB25 BUILDING PLAN REVIEW SVCS	001.4311.020.001	4,777.50	4,777.50
Total 182668:									
182669	03/25	182669	20142	CUTTING EDGE SUPPLY	0079038	HDX500 PLATE	001.4342.011.000	493.88	493.88
Total 182669:									
182670	03/25	182670	11847	DAVIS, JOHN	03/31/2025	DAVIS MTG 2/25/25	001.4308.021.001	50.00	50.00
Total 182670:									
182671	03/25	182671	10155	DEPARTMENT OF JUSTICE AC	801855	FEB25 FINGERPRINT APPS X 6	001.4150.020.000	192.00	192.00
Total 182671:									
182672	03/25	182672	11380	DEPARTMENT TRANSPORTATI	SL250322	JULY-SEPT'24 MAINTENANCE	007.4345.020.002	3,705.08	3,705.08
	03/25	182672	11380	DEPARTMENT TRANSPORTATI	SL250322	JULY-SEPT'24 ENERGY	007.4345.022.001	1,147.96	1,147.96

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount	
Total 182672:										
182673	03/25	03/31/2025	182673	19487	DIVERSIFIED THERMAL SERVIC	S403589	SERVICE LABOR - STRAIGHT TIME, TRIP & FUEL C	001.4411.015.000	440.00	440.00
Total 182673:										
182674	03/25	03/31/2025	182674	12379	DJP ENGINEERING INC	24022-2	Construction Engineering and Survey Services for CC	012.4841.929.009	7,600.00	7,600.00
Total 182674:										
182675	03/25	03/31/2025	182675	20348	DURAN, RONIJOY	03/31/2025	REFUND,CITE #366137984	001.332.001	10.00	10.00
Total 182675:										
182676	03/25	03/31/2025	182676	20343	ENDREES, AMMAR N.	03/31/2025	REFUND,CITE #355137209	001.332.001	53.00	53.00
Total 182676:										
182677	03/25	03/31/2025	182677	20359	ESPARZA, MICHAEL	03/31/2025	REFUND,CUSTOMER W/DREW	110.213.005	500.00	500.00
03/25	03/31/2025	182677	20359	ESPARZA, MICHAEL	03/31/2025	03/31/2025	CANCELLATION FEE	001.341.002	50.00-	50.00-
Total 182677:										
182678	03/25	03/31/2025	182678	12340	EWING IRRIGATION PRODUCT	24994388	IRRIGATION PARTS	008.4414.020.016	12.72	12.72
03/25	03/31/2025	182678	12340	EWING IRRIGATION PRODUCT	25008854	03/31/2025	IRRIGATION PARTS	008.4414.020.016	367.15	367.15
Total 182678:										
182679	03/25	03/31/2025	182679	12361	FENCE CRAFT OF UPLAND INC.	185800	REPAIR & REPLACE CHAIN LINK-FENCE@ SYCAM	001.4341.033.000	2,679.57	2,679.57

Check Issue Dates: 3/31/2025 - 3/31/2025

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 182679:									
182680	03/25	03/31/2025	182680	FRANKLIN-VALDEZ, VALERIE E.	03122025	PARKING HEARING 3/12/25	001.4210.411.000	175.00	175.00
Total 182680:									
182681	03/25	03/31/2025	182681	FRONTIER	03/31/2025	909-188-0070-072522-5	001.4190.020.034	1,777.61	1,777.61
03/25	03/31/2025	182681	11221	FRONTIER	03/31/2025	209-188-0368-022216-5	001.4410.022.003	210.22	210.22
03/25	03/31/2025	182681	11221	FRONTIER	03/31/2025	209-188-0368-022216-5	001.4411.022.003	171.11	171.11
03/25	03/31/2025	182681	11221	FRONTIER	03/31/2025	209-188-0368-022216-5	001.4412.022.003	105.11	105.11
03/25	03/31/2025	182681	11221	FRONTIER	03/31/2025	209-188-0368-022216-5	001.4430.022.003	181.70	181.70
03/25	03/31/2025	182681	11221	FRONTIER	03/31/2025	209-188-0368-022216-5	003.4410.022.003	283.43	283.43
03/25	03/31/2025	182681	11221	FRONTIER	03/31/2025	209-188-0368-022216-5	001.4342.020.003	74.35	74.35
03/25	03/31/2025	182681	11221	FRONTIER	03/31/2025	209-188-0368-022216-5 FEE	001.4342.020.003	15.32	15.32
Total 182681:									
182682	03/25	03/31/2025	182682	GALEAZZI, MARIA	03/31/2025	REFUND,DEPOSIT SR.CNT RENTAL 2/22/25	110.213.005	500.00	500.00
Total 182682:									
182683	03/25	03/31/2025	182683	GARCIA, NORBERTO	03/31/2025	REIMB. WORK SHIRT FROM BYLT	001.4311.028.000	85.18	85.18
Total 182683:									
182684	03/25	03/31/2025	182684	GAS COMPANY, THE	03/31/2025	151 317 3300 6	001.4342.022.002	246.28	246.28
03/25	03/31/2025	182684	16323	GAS COMPANY, THE	03/31/2025	184 917 4718 6	003.4410.022.002	916.31	916.31
03/25	03/31/2025	182684	16323	GAS COMPANY, THE	03/31/2025	132 417 3300 8	001.4411.022.002	2,833.07	2,833.07
03/25	03/31/2025	182684	16323	GAS COMPANY, THE	03/31/2025	134 517 3300 3	001.4411.022.002	246.28	246.28
03/25	03/31/2025	182684	16323	GAS COMPANY, THE	03/31/2025	128 217 3300 8	001.4412.022.002	331.88	331.88
03/25	03/31/2025	182684	16323	GAS COMPANY, THE	03/31/2025	119 617 4200 1	001.4410.022.002	51.11	51.11
03/25	03/31/2025	182684	16323	GAS COMPANY, THE	03/31/2025	111 417 2828 4	001.4410.022.002	44.32	44.32

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 182684:									
182685									4,688.25
03/25	03/31/2025	182685	12480	GMS ELEVATOR SERVICES INC	124156	MONTHLY ELEVATOR SVC	003.4410.015.000	155.00	155.00
03/25	03/31/2025	182685	12480	GMS ELEVATOR SERVICES INC	124263	MONTHLY ELEVATOR SVC	034.4802.015.000	105.00	105.00
Total 182685:									
182686									260.00
03/25	03/31/2025	182686	19634	GOLDEN STAR JANITORIAL INC	4875	MARCH'25 GENERAL CLEANING	001.4341.020.000	2,166.32	2,166.32
Total 182686:									
182687									2,166.32
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4342.022.004	541.39	541.39
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4342.022.004	49.11	49.11
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4411.022.004	70.36	70.36
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		003.4410.022.004	627.86	627.86
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		003.4410.022.004	37.61	37.61
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4430.022.004	1,583.15	1,583.15
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4415.022.004	698.23	698.23
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		008.4414.022.004	631.01	631.01
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		008.4414.022.004	252.79	252.79
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4415.022.004	597.39	597.39
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4415.022.004	194.41	194.41
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		008.4415.022.004	36.32	36.32
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4415.022.004	1,151.88	1,151.88
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		008.4414.022.004	163.15	163.15
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4415.022.004	213.57	213.57
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		008.4415.022.004	146.36	146.36
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4415.022.004	196.78	196.78
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		008.4415.022.004	33.88	33.88
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4415.022.004	230.41	230.41
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4415.022.004	143.92	143.92
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4415.022.004	146.36	146.36
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		008.4414.022.004	642.22	642.22
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		001.4415.022.004	462.99	462.99
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025		008.4415.022.004	636.60	636.60

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03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	967153000008	008.4415.022.004	88.79	88.79
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	793530000007	001.4415.022.004	146.36	146.36
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	597430000008	008.4414.022.004	535.79	535.79
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	587430000000	001.4415.022.004	462.99	462.99
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	52591735932	008.4414.022.004	146.36	146.36
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	405830000001	001.4415.022.004	168.75	168.75
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	341930000006	008.4414.022.004	1,023.07	1,023.07
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	075112000003	072.4125.453.002	194.34	194.34
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	014530000000	001.4415.022.004	174.40	174.40
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	804071000009	008.4414.022.004	563.80	563.80
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	759530000009	008.4414.022.004	68.77	68.77
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	569530000009	008.4414.022.004	157.56	157.56
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	396530000008	001.4415.022.004	99.22	99.22
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	190630000004	008.4415.022.004	157.56	157.56
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	090630000005	001.4415.022.004	360.28	360.28
03/25	03/31/2025	182687	16324	GOLDEN STATE WATER CO	03/31/2025	107830000002	001.4415.022.004	247.25	247.25
Total 182687:									14,083.04
182688	03/25	03/31/2025	12496	GREEN, MARGIE	03/31/2025	GREEN MTG 2/25/25	001.4308.021.001	50.00	50.00
Total 182688:									50.00
182689	03/25	03/31/2025	19669	GUARANTEED JANITORIAL SV	7-106346	Janitorial services for Facilities: Marchant, Ladera Serr	001.4410.023.000	4,510.95	4,510.95
03/25	03/31/2025	182689	19669	GUARANTEED JANITORIAL SV	7-106346	Monthly janitorial services for Civic Center: City Hall, C	001.4411.023.000	5,019.08	5,019.08
03/25	03/31/2025	182689	19669	GUARANTEED JANITORIAL SV	7-106346	Monthly janitorial services for Senior Center	001.4412.023.000	4,293.18	4,293.18
03/25	03/31/2025	182689	19669	GUARANTEED JANITORIAL SV	7-106346	Monthly janitorial services for Recreation Cent	001.4430.023.000	2,177.70	2,177.70
03/25	03/31/2025	182689	19669	GUARANTEED JANITORIAL SV	7-106346	Monthly janitorial services for Walker House	003.4410.023.000	352.58	352.58
03/25	03/31/2025	182689	19669	GUARANTEED JANITORIAL SV	7-106347	Janitorial services for Facilities: Marchant, Ladera Serr	001.4410.023.000	4,260.95	4,260.95
03/25	03/31/2025	182689	19669	GUARANTEED JANITORIAL SV	7-106347	Monthly janitorial services for Civic Center: City Hall, C	001.4411.023.000	5,019.08	5,019.08
03/25	03/31/2025	182689	19669	GUARANTEED JANITORIAL SV	7-106347	Monthly janitorial services for Senior Center	001.4412.023.000	4,043.18	4,043.18
03/25	03/31/2025	182689	19669	GUARANTEED JANITORIAL SV	7-106347	Monthly janitorial services for Recreation Cent	001.4430.023.000	2,177.70	2,177.70
03/25	03/31/2025	182689	19669	GUARANTEED JANITORIAL SV	7-106347	Monthly janitorial services for Walker House	003.4410.023.000	352.58	352.58
Total 182689:									32,206.98

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182690	03/25	03/31/2025	182690	20345 GUTHRIE, JOHN LEE	03/31/2025	REFUND CITE #366138136	001.332.001	338.00	338.00
Total 182690:									
182691	03/25	03/31/2025	182691	13607 HARRINGTON AUTOMOTIVE, J	059167	SERVICE & LABOR # 7	001.4342.020.001	175.00	175.00
03/25	03/31/2025	182691	13607	HARRINGTON AUTOMOTIVE, J	059170	SERVICE & LABOR # 63	001.4342.020.001	116.57	116.57
Total 182691:									
182692	03/25	03/31/2025	182692	18523 HAUSKE, JESSICA	03/31/2025	REFUND,CUSTOMER WIDREW	110.213.005	500.00	500.00
03/25	03/31/2025	182692	18523	HAUSKE, JESSICA	03/31/2025	CANCELLATION FEE	001.341.002	20.00	20.00
Total 182692:									
182693	03/25	03/31/2025	182693	13194 HOMETOWN RENTALS	275912-1	PROPANE FUEL	001.4341.033.000	105.76	105.76
Total 182693:									
182694	03/25	03/31/2025	182694	19890 HOUSING ALTERNATIVES	03/31/2025	For Rehab Work Done at Monte Vista Apts. Unit L by D	034.4802.864.506	6,292.16	6,292.16
03/25	03/31/2025	182694	19890	HOUSING ALTERNATIVES	03/31/2025	For Rehab Work Done at Monte Vista Apts. Unit J by D	034.4802.864.506	12,960.85	12,960.85
Total 182694:									
182695	03/25	03/31/2025	182695	13250 INLAND VALLEY HUMANE SOCI	FEBRUARY	FEB25 ANIMAL CARE & CONTROL SVC	001.4210.413.000	18,614.50	18,614.50
Total 182695:									
182696	03/25	03/31/2025	182696	11772 JOHNNY ALLEN TENNIS ACADE	3/31/25	INSTR. TENNIS 2/18-3/6/25	001.4420.020.000	1,063.52	1,063.52
Total 182696:									

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182697	03/25 03/31/2025	182697	20350	JOHNSTON, STEVE	03/31/2025	REFUND,CTTE #366136122	001.332.001	376.00	376.00
Total 182697:									
182698	03/25 03/31/2025	182698	20254	JONES & MADHAVAN	#2233	Preparation of a renovation analysis of the pool, spa a	113.4120.020.001	13,500.00	13,500.00
Total 182698:									
182699	03/25 03/31/2025	182699	17825	KELLER, GERALDINE	3/31/25	INSTR. COOKIES 3/13/25	001.4420.020.000	20.40	20.40
Total 182699:									
182700	03/25 03/31/2025	182700	11132	KIDZ LOVE SOCCER	3/31/25	INSTR. SOCCER 1/18-3/15/25	001.4420.020.000	4,315.28	4,315.28
Total 182700:									
182701	03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252038TZ	JAN'25 CONTRACT SERVICES	001.4210.020.012	111,795.00	111,795.00
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252038TZ	252038TZ	JAN'25 CONTRACT SERVICES	001.4210.020.006	30,743.63	30,743.63
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252038TZ	252038TZ	JAN'25 CONTRACT SERVICES	001.4210.020.006	430,410.80	430,410.80
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252038TZ	252038TZ	JAN'25 CONTRACT SERVICES	001.4210.020.021	27,948.75	27,948.75
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252038TZ	252038TZ	JAN'25 CONTRACT SERVICES	001.4210.020.009	10,283.35	10,283.35
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252038TZ	252038TZ	JAN'25 CONTRACT SERVICES	001.4210.020.016	25,636.44	25,636.44
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252038TZ	252038TZ	JAN'25 CONTRACT SERVICES	001.4210.020.006	21,002.02	21,002.02
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252038TZ	252038TZ	JAN'25 12.5% LIABILITY INSURANCE	001.4210.020.014	79,022.94	79,022.94
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252409TZ	252409TZ	OCT'24 HELICOPTER SVC	001.4210.020.004	65.53	65.53
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252409TZ	252409TZ	OCT'24 12.5% LIABILITY INSURANCE	001.4210.020.014	8.19	8.19
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252410TZ	252410TZ	NOV'24 HELICOPTER SVC	001.4210.020.004	1,529.06	1,529.06
03/25 03/31/2025	182701	14307	L.A. COUNTY SHERIFFS DEPT	252410TZ	252410TZ	NOV'24 12.5% LIABILITY INSURANCE	001.4210.020.014	191.13	191.13
Total 182701:									
182702	03/31/2025	182702	19928	LA LUBE INC.	39708	Smog check on Diesel engines for California complian	001.4342.020.001	1,085.00	1,085.00

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Total 182702:									
182703	03/25	03/31/2025	182703	13976 LA VERNE, CITY OF	9642	SAN DIMAS PORTION / CROSSING GUARD F.Y. 24-	001.4210.020.020	18,200.00	18,200.00
Total 182703:									
182704	03/25	03/31/2025	182704	19615 LEWIS, JOHN	3/31/25	YOUTH BASKETBALL REF 3/8	001.4420.020.000	390.00	390.00
Total 182704:									
182705	03/25	03/31/2025	182705	19667 LIBERTY PLUGINS INC.	3336	EV cords replacements.	071.4190.041.003	2,428.68	2,428.68
Total 182705:									
182706	03/25	03/31/2025	182706	15370 LOS ANGELES SUPERIOR COU	03/31/2025	NOV24 CITATIONS	001.332.001	5,348.50	5,348.50
03/25	03/31/2025	182706	15370	LOS ANGELES SUPERIOR COU	03/31/2025	NOV24 CITATIONS	001.332.011	1,337.50	1,337.50
03/25	03/31/2025	182706	15370	LOS ANGELES SUPERIOR COU	03/31/2025	DEC24 CITATIONS	001.332.001	4,804.40	4,804.40
03/25	03/31/2025	182706	15370	LOS ANGELES SUPERIOR COU	03/31/2025	DEC24 CITATIONS	001.332.011	1,201.10	1,201.10
03/25	03/31/2025	182706	15370	LOS ANGELES SUPERIOR COU	03/31/2025	JAN25 CITATIONS	001.332.001	3,822.40	3,822.40
03/25	03/31/2025	182706	15370	LOS ANGELES SUPERIOR COU	03/31/2025	JAN25 CITATIONS	001.332.011	955.60	955.60
03/25	03/31/2025	182706	15370	LOS ANGELES SUPERIOR COU	03/31/2025	FEB25 CITATIONS	001.332.001	6,147.60	6,147.60
03/25	03/31/2025	182706	15370	LOS ANGELES SUPERIOR COU	03/31/2025	FEB25 CITATIONS	001.332.011	1,536.90	1,536.90
Total 182706:									
182707	03/25	03/31/2025	182707	10479 LOWE'S HOME IMPROVEMENT	76561	WALKER HOUSE LIGHT BULBS SUPPLIES	003.4410.023.001	20.78	20.78
03/25	03/31/2025	182707	10479	LOWE'S HOME IMPROVEMENT	88001	ASPHALT TRAILER, FORKLIFT BASKET	001.4342.011.000	167.38	167.38
03/25	03/31/2025	182707	10479	LOWE'S HOME IMPROVEMENT	88434	YARD SUPPLIES	001.4342.041.011	581.97	581.97
03/25	03/31/2025	182707	10479	LOWE'S HOME IMPROVEMENT	90614	CITY YARD CLEANING SUPPLIES	001.4342.033.000	46.78	46.78
Total 182707:									
									816.91

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182708	03/25	03/31/2025	182708	20028	MARISCAL PAINTING INC.	1109	MARCHANT PARK EXTERIOR PRIME & PAINT	001.4410.450.000	5,500.00
Total 182708:									
182709	03/25	03/31/2025	182709	14580	MC LAY SERVICES INC	13689	CHARTER OAK MH WATER LEAK	113.4120.020.003	350.00
03/25	03/31/2025	182709	14580	MC LAY SERVICES INC	752239	MAINTENANCE ON ALL UNITS	001.4430.015.000	225.00	225.00
Total 182709:									
182710	03/25	03/31/2025	182710	20349	MCCALL, ROBERT BRUCE	03/31/2025	REFUND CITE #366138135	001.332.001	338.00
Total 182710:									
182711	03/25	03/31/2025	182711	20344	MCCANN, DAN RICHARD	03/31/2025	REFUND CITE #61455	001.332.001	73.00
Total 182711:									
182712	03/25	03/31/2025	182712	20363	MCCLOUD, KENDALL	03/31/2025	REFUND CITE #355127514	001.332.001	264.00
Total 182712:									
182713	03/25	03/31/2025	182713	17510	MDG ASSOCIATES INC.	19439	FEB'25 CDBG HOUSING REHAB. PROGRAM	040.4112.819.000	480.00
03/25	03/31/2025	182713	17510	MDG ASSOCIATES INC.	19440	FEB'25 HOUSING FUNDS	034.4120.020.000	960.00	960.00
03/25	03/31/2025	182713	17510	MDG ASSOCIATES INC.	19441	FEB'25 MORE HOUSING REHAB. PROGRAM	113.4120.020.006	4,800.00	4,800.00
Total 182713:									
182714	03/25	03/31/2025	182714	20337	MKRTCHYAN, SARKIS	03/31/2025	RTN DOUBLE FEE:BD2532287	001.321.001	326.19
03/25	03/31/2025	182714	20337	MKRTCHYAN, SARKIS	03/31/2025	RTN DOUBLE FEE:BD2532287	001.4190.020.019	13.04	13.04
Total 182714:									

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182715	03/25 03/31/2025	182715	19080	PEREZ, DAVID	03/31/2025	REFUND, CUSTOMER W/DREW	110.213.005	500.00	500.00
	03/25 03/31/2025	182715	19080	PEREZ, DAVID	03/31/2025	CANCELLATION FEE	001.341.002	50.00	50.00
	Total 182715:								
182716	03/25 03/31/2025	182716	20356	PERRI, JOSEPH ROSS	03/31/2025	REFUND CITE #366137493	001.332.001	45.00	45.00
	Total 182716:								
182717	03/25 03/31/2025	182717	12381	PHOENIX GROUP INFORMATIO	01/20251188	JAN'25 ADMIN.CITATIONS	001.4308.020.000	152.43	152.43
	Total 182717:								
182718	03/25 03/31/2025	182718	11426	QUAD COUNTY MOBILE HOME	03/31/2025	1205 CYPRESS STREET # 91	113.4120.020.006	2,950.00	2,950.00
	03/25 03/31/2025	182718	11426	QUAD COUNTY MOBILE HOME	03/31/2025	801 W. COVINA BLVD # 178	113.4120.020.006	12,750.00	12,750.00
	Total 182718:								
182719	03/25 03/31/2025	182719	15661	QUALITY INSTANT PRINTING	65097	BUSINESS CARDS	001.4190.018.000	1,358.12	1,358.12
	Total 182719:								
182720	03/25 03/31/2025	182720	15682	RADIANT WATER INC	03/31/2025	MAR'25 SOFT WATER	001.4430.019.000	39.00	39.00
	Total 182720:								
182721	03/25 03/31/2025	182721	20338	RAMIREZ, MICHELLE	03/31/2025	REFUND, CUSTOMER W/DREW	001.367.001	21.00	21.00
	Total 182721:								
182722	03/25 03/31/2025	182722	20347	REYES, VICTORIA	03/31/2025	REFUND CITE #366137701	001.332.001	53.00	53.00

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Total 182722:									
182723	03/25	03/31/2025	12433	RIGHT OF WAY INC.	73030	TRAFFIC CONTROL SIGNS	001.4345.038.002	2,100.26	2,100.26
	03/25	03/31/2025	12433	RIGHT OF WAY INC.	73031	TRAFFIC CONTROL SIGNS	001.4345.041.000	1,389.66	1,389.66
	03/25	03/31/2025	12433	RIGHT OF WAY INC.	73093	TRAFFIC CONTROL SIGNS	001.4345.041.000	873.26	873.26
	03/25	03/31/2025	12433	RIGHT OF WAY INC.	73109	TRAFFIC CONTROL SIGNS	001.4345.041.000	1,377.37	1,377.37
Total 182723:									
182724	03/25	03/31/2025	20341	RIOS,HALEIGH	03/31/2025	REFUND, CUSTOMER WIDREW	110.213.005	500.00	500.00
	03/25	03/31/2025	20341	RIOS,HALEIGH	03/31/2025	CANCELLATION FEE	001.341.002	100.00-	100.00-
Total 182724:									
182725	03/25	03/31/2025	15792	RKA CONSULTING GROUP	355663	DEC'24 METROLINK DOUBLE TRACK REVIEW	012.4841.616.017	160.00	160.00
	03/25	03/31/2025	15792	RKA CONSULTING GROUP	355883	DEC'24 CITY ENGINEERING SVCS / SAN DIMAS	001.4310.020.004	3,315.00	3,315.00
	03/25	03/31/2025	15792	RKA CONSULTING GROUP	35585	Engineering and Traffic Survey for Setting Speed Limit	001.4345.020.001	1,447.50	1,447.50
	03/25	03/31/2025	15792	RKA CONSULTING GROUP	35621	DEC'24 ON-CALL BUILDING PLAN CHECK SVCS	001.4311.020.001	268.75	268.75
	03/25	03/31/2025	15792	RKA CONSULTING GROUP	35704	JAN'25 ENGINEERING PLAN CHECK SVCS	001.4310.020.003	216.00	216.00
	03/25	03/31/2025	15792	RKA CONSULTING GROUP	35704	JAN'25 LID-NPDES SUSUMP PLAN CK	001.4341.024.002	85.00	85.00
	03/25	03/31/2025	15792	RKA CONSULTING GROUP	35705	JAN'25 GOLD LINE / SAN DIMAS	072.4125.453.005	550.00	550.00
	03/25	03/31/2025	15792	RKA CONSULTING GROUP	35706	Engineering and Traffic Survey for Setting Speed Limit	001.4345.020.001	2,851.00	2,851.00
	03/25	03/31/2025	15792	RKA CONSULTING GROUP	35736	JAN'25 ON-CALL BUILDING PLAN CHECK SVCS	001.4311.020.001	438.75	438.75
Total 182725:									
182726	03/25	03/31/2025	19016	SAN DIMAS AQUATICS	3/31/25	SAN DIMAS AQUATICS MARCH/25	001.4430.020.000	13,575.63	13,575.63
Total 182726:									
182727	03/25	03/31/2025	15975	SAN DIMAS CHAMBER OF COM	03/31/2025	MARCH'25 PROMOTIONAL SERVICES	001.4190.010.003	1,400.00	1,400.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 182727:									
182728	03/25	182728	16016	SAN DIMAS HARDWARE INC	3250217101	TOOL BOX, SOCKET SET, RIGHT ANGLE ATTACH	001.4345.033.000	903.66	903.66
03/25	03/31/2025	182728	16016	SAN DIMAS HARDWARE INC	3250217105	ROUND BASE MAGNET, SNAP BOLT, EYE BOLT, SNA	001.4342.011.000	101.51	101.51
03/25	03/31/2025	182728	16016	SAN DIMAS HARDWARE INC	3250217133	HOSE, TAPE, NIPPLE GALV, RED COUPLING	001.4342.011.000	60.61	60.61
03/25	03/31/2025	182728	16016	SAN DIMAS HARDWARE INC	3250217152	106PC SOCKET SET PACKOUT	001.4345.033.000	315.35	315.35
03/25	03/31/2025	182728	16016	SAN DIMAS HARDWARE INC	3352217148	GRAFITTI REMOVER	001.4410.023.000	25.60	25.60
03/25	03/31/2025	182728	16016	SAN DIMAS HARDWARE INC	3352217243	GLOVE STRING KNIT NITRILE PALM	034.4120.020.013	29.54	29.54
03/25	03/31/2025	182728	16016	SAN DIMAS HARDWARE INC	3352217291	PAINT BRUSH, ROLLER, THINNER, TRAY	001.4410.023.000	71.94	71.94
03/25	03/31/2025	182728	16016	SAN DIMAS HARDWARE INC	3352217378	OXICLEAN	001.4410.031.000	8.46	8.46
Total 182728:									
182729	03/25	182729	17435	SAN GABRIEL VALLEY YWCA	03/31/2025	MARCH'25 INTERVALE SENIOR SERVICES	001.4412.013.003	1,667.00	1,667.00
Total 182729:									
182730	03/25	182730	15816	SANDERS LOCK & KEY	0000062917	LABOR, RE-KEY SVC-2 LOCK CYLINDERS	034.4802.015.000	440.59	440.59
03/25	03/31/2025	182730	15816	SANDERS LOCK & KEY	SC00870201	FORD TRASPONDER KEY BLANK	001.4342.011.000	212.49	212.49
Total 182730:									
182731	03/25	182731	19442	SCA OF CA LLC	CA1000291	FEB'25 STREET SWEEPING	001.4341.020.008	19,246.65	19,246.65
Total 182731:									
182732	03/25	182732	18476	SHIRLEY, JAMES P.	03/31/2025	SHIRLEY MTG 2/25/25	001.4308.021.001	50.00	50.00
Total 182732:									
182733	03/25	182733	19341	SILVER & WRIGHT LLP	32906	SAN DIMAS-441 HATFIELD AVENUE	001.4170.020.001	1,766.08	1,766.08

Check Issue Dates: 3/31/2025 - 3/31/2025

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 182733:									
182734									1,766.08
03/25	03/31/2025	182734	16292	SMART & FINAL	126260	EXCURSION SUPPLIES	001.4420.034.002	65.73	65.73
03/25	03/31/2025	182734	16292	SMART & FINAL	647711	SENIOR PROGRAM SUPPLIES	001.4412.013.003	43.42	43.42
03/25	03/31/2025	182734	16292	SMART & FINAL	730144	CORNER CUP 3/3/25	001.4412.013.003	25.98	25.98
Total 182734:									
182735									135.13
03/25	03/31/2025	182735	16310	SOUTHEAST CONSTR PRODUC	2502175316	SCOOP ANGEL MIX - BRICK DUST	008.4414.020.015	329.25	329.25
Total 182735:									
182736									329.25
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700033421897	007.4345.022.001	138.20	138.20
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	7004356832369	007.4344.022.001	2,316.08	2,316.08
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700477183460	003.4410.022.001	377.72	377.72
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700435456787	001.4430.022.001	5,947.87	5,947.87
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700435456787	001.4411.022.001	6,684.91	6,684.91
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700435456787	008.4414.022.001	836.65	836.65
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700435456787	001.4412.022.001	3,071.42	3,071.42
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700435456787	001.4410.022.001	1,678.91	1,678.91
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700435456787	001.4411.022.001	471.73	471.73
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700435456787	008.4414.022.001	60.01	60.01
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700435456787	007.4345.022.001	90.02	90.02
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700435456787 LATE FEE	007.4345.022.001	99.31	99.31
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700607963308	072.4125.453.002	2,069.10	2,069.10
03/25	03/31/2025	182736	16314	SOUTHERN CALIF EDISON CO	03/31/2025	700202026186	008.4414.022.001	53.71	53.71
Total 182736:									
182737									23,895.64
03/25	03/31/2025	182737	19439	SOUTHERN CALIFORNIA NEWS	0000612915	LEGAL NOTICES	001.4120.010.000	1,331.12	1,331.12
Total 182737:									

Check Issue Dates: 3/31/2025 - 3/31/2025

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GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
182738	03/25	03/31/2025	182738	10518 STATE CONTROLLER'S OFFICE	FAUD-00004	ANNUAL STREET REPORT 7/1-6/30/2025	002.4841.020.000	3,900.00	3,900.00
Total 182738:									
182739	03/25	03/31/2025	182739	20346 STONE, WESLEY J.	03/31/2025	REFUND CITE #386129887	001.332.001	98.00	98.00
03/25	03/31/2025	182739	20346 STONE, WESLEY J.		03/31/2025	REFUND CITE #386130234	001.332.001	98.00	98.00
03/25	03/31/2025	182739	20346 STONE, WESLEY J.		03/31/2025	REFUND CITE #386130246	001.332.001	98.00	98.00
Total 182739:									
182740	03/25	03/31/2025	182740	10243 SUPERIOR PAVEMENT MARKIN	20235	BONITA, CATARACT, WALNUT, EUCLA, & SAN DIMAS A	001.4345.020.000	14,442.35	14,442.35
03/25	03/31/2025	182740	10243 SUPERIOR PAVEMENT MARKIN		20248	RESTRIPING OF VARIOUS STREETS	001.4345.020.000	16,658.24	16,658.24
Total 182740:									
182741	03/25	03/31/2025	182741	20352 TAKEUCHI, JAMES HIDEO	03/31/2025	REFUND CITE #386134916	001.332.001	265.00	265.00
Total 182741:									
182742	03/25	03/31/2025	182742	12055 TRL SYSTEMS INC	6484	WALKER HOUSE MONITOR-ANNUAL 2/1-1/31/26	003.4410.015.000	420.00	420.00
Total 182742:									
182743	03/25	03/31/2025	182743	17056 UNDERGROUND SERVICE ALE	220250053	CTSDMPKS - NEW TICKET CHARGES, DATABASE	001.4310.016.000	217.20	217.20
03/25	03/31/2025	182743	17056 UNDERGROUND SERVICE ALE		24-252887	CA.STATE FEE REGULATORY COSTS	001.4310.016.000	345.01	345.01
Total 182743:									
182744	03/25	03/31/2025	182744	17613 UNIFIRST CORPORATION	2200230669	UNIFORMS	001.4311.033.000	20.97	20.97
03/25	03/31/2025	182744	17613 UNIFIRST CORPORATION		22002328611	UNIFORMS	001.4341.029.000	121.01	121.01
03/25	03/31/2025	182744	17613 UNIFIRST CORPORATION		2200233489	UNIFORMS	001.4311.029.000	20.97	20.97
03/25	03/31/2025	182744	17613 UNIFIRST CORPORATION		2200235785	UNIFORMS	001.4311.029.000	20.97	20.97

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
03/25	03/31/2025	182744	17613	UNIFIRST CORPORATION	2200241053	UNIFORMS	001.4341.029.000	121.01	121.01
Total 182744:									
182745	03/25	03/31/2025	20355	URIETA, RUBY	03/31/2025	REFUND CITE #366133379	001.332.001	98.00	98.00
Total 182745:									
182746	03/25	03/31/2025	20351	VARGAS, JULIE	03/31/2025	REFUND CITE #344125927	001.332.001	98.00	98.00
Total 182746:									
182747	03/25	03/31/2025	20358	VILLEGAS, HERIBERTO	03/31/2025	REFUND DEPOSIT COMM.BLDG RENTAL 3/8/25	110.213.005	500.00	500.00
03/25	03/31/2025	182747	20358	VILLEGAS, HERIBERTO	03/31/2025	INFRACTION FEE	001.341.002	150.00	150.00
Total 182747:									
182748	03/25	03/31/2025	11369	VISION ENGRAVING ENTERPRI	INV5985	PLAQUES REDO @ 1/2 PRICE	001.4110.033.001	199.29	199.29
Total 182748:									
182749	03/25	03/31/2025	10860	WALTERS WHOLESALE ELECT	S127455007.	ELECTRICAL BALLAST	001.4342.033.000	22.48	22.48
Total 182749:									
182750	03/25	03/31/2025	10242	WATERLINE TECHNOLOGIES IN	5728920	HYPOCHLORITE SOLUTIONS	001.4430.033.001	835.36	835.36
03/25	03/31/2025	182750	10242	WATERLINE TECHNOLOGIES IN	5729895	HYPOCHLORITE SOLUTIONS	001.4430.033.001	544.52	544.52
Total 182750:									
182751	03/25	03/31/2025	19929	WET VIEWS	2611	JAN'25 MONTHLY POOL SERVICES	001.4430.023.000	2,620.00	2,620.00
03/25	03/31/2025	182751	19929	WET VIEWS	2628	FEB'25 MONTHLY POOL SERVICES	001.4430.023.000	2,620.00	2,620.00

GL Period	Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Description	Invoice GL Account	Invoice Amount	Check Amount
Total 182751:									
182752	03/25	03/31/2025	182752	11441	YOUNG REMBRANDTS	3/31/25	YOUNG REMBRANDTS 1/4-3/1/25	612.00	612.00
Total 182752:									
Grand Totals:									1,147,753.42
									5,240.00



CITY COUNCIL MEETING

ACTION MINUTES

**MARCH 11, 2025, 6:00 PM
STUDY SESSION**

Council Members Present: Mayor Emmett Badar, Mayor Pro Tem Eric Nakano, Councilmember Rachel Bratakos, Councilmember Ryan A. Vienna, Councilmember Eric Weber

Staff: City Manager Brad McKinney, Assistant City Manager Travis Sais, Director of Public Works Shari Garwick, Director of Administrative Services Michael O'Brien, Director of Parks and Recreation Scott Wasserman, City Attorney Jeff Malawy, City Clerk Debra Black, Recreation Manager Joseph Jones, Senior Management Analyst Anissa Livas

Call to Order: 6:00 PM

STUDY SESSION ITEMS	COMMENTS/RECOMMENDATIONS
<p>1. Discussion and Direction on the Future of the City's Recreation Center: Addressing Operational Deficits, Maintenance Needs, Capital Improvements and Consideration of Options Ranging from Major Renovation Options, Operating Until Failure, or Potential Closure</p>	<p>The council discussed various options, including:</p> <ol style="list-style-type: none"> 1. Potentially scaling back to a community priority model (only swim lessons and BUSD pool time) 2. Exploring collaborative funding with Bonita Unified School District 3. Stopping the sale of new memberships while honoring existing ones <p>However, the council ultimately decided to continue the discussion at a later date without making a final decision. They want to further explore funding options, potential improvements, and long-term sustainability of the recreation center.</p>
<p>2. Consideration of a Public Art Piece</p>	<p>The Council Members were impressed with Verika Narula's presentation, they expressed concerns about current budget constraints.</p> <p>Key points from the discussion:</p> <ul style="list-style-type: none"> - Council members liked the concept - They acknowledged the current budget does not allow for the \$15,000-\$20,000 city contribution.

For the Meeting of March 25, 2025

	<p>- Suggestions were made to:</p> <ol style="list-style-type: none">1. Consider alternative locations (like inside the library)2. Explore crowdfunding3. Potentially revisit the project in a future budget cycle4. Investigate potential developer contributions <p>The council did not vote or give a definitive direction to move forward with the project at this time.</p>
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Adjourned: 7:03 P.M.

I, Debra Black, City Clerk attest that these draft minutes are accurate and reflective of the actions taken by the City Council.

Debra Black, City Clerk



CITY COUNCIL MEETING

ACTION MINUTES

**MARCH 11, 2025, 7:00 PM
REGULAR MEETING**

Council Members Present: Mayor Emmett Badar, Mayor Pro Tem Eric Nakano, Councilmember Rachel Bratakos, Councilmember Ryan A. Vienna, Councilmember Eric Weber

Staff: City Manager Brad McKinney, Assistant City Manager Travis Sais, Director of Public Works Shari Garwick, Director of Administrative Services Michael O'Brien, Director of Parks and Recreation Scott Wasserman, City Attorney Jeff Malawy, City Clerk Debra Black, Planning Manager Marco Espinoza

Call to Order: 7:09 PM

CONSENT ITEMS	COMMENTS/RECOMMENDATIONS
<ol style="list-style-type: none"> 1. Adopt Resolution 2025-13, A Resolution of the City Council of the City of San Dimas, Approving Certain Demands for the Prepaid Warrant Register of February 28, 2025, in the amount of \$629,526.12 and the Warrant Register of March 14, 2025, in the amount of \$827,895.83 2. Approve Minutes of the February 25, 2025, Study Session and the February 25, 2025, City Council Meeting 3. Adopt Ordinance 1321 Approving Municipal Code Text Amendment 24-01, A request to amend Title 18- Chapter 18.38 Accessory Dwelling Units and Chapter 18.170 Electric Vehicle Charging Stations to comply with State Law updates 4. Approve a Joint Resolution between Board of Supervisors of the County of Los Angeles and Board of Directors of County Sanitation District No. 22 of Los Angeles County and the Governing Bodies of City of San Dimas and Three Valleys Municipal Water District for Sewer Annexation (APN: 8382-011-023) 	<p>Mayor Badar pulled Item 4 for additional discussion.</p> <p>MOTION: Motion/seconded by Councilmember Weber/Councilmember Bratakos to approve consent calendar items 1-3. Motion carried 5-0.</p> <p>Yes: Badar, Bratakos, Nakano, Vienna, Weber No: None Absent: None Abstain: None</p> <p>MOTION: Motion/seconded by Councilmember Weber/Councilmember Vienna to approve consent calendar Item 4. Motion carried 5-0.</p> <p>Yes: Badar, Bratakos, Nakano, Vienna, Weber No: None Absent: None Abstain: None</p>
CITY REPORTS	COMMENTS/RECOMMENDATIONS
a. City Manager	None
b. City Attorney	None

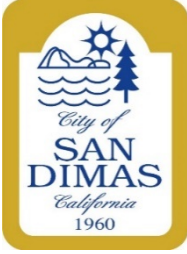
For the Meeting of March 25, 2025

c. Members of the City Council Reports on Meetings Attended AB 1234 (G.C. §53232.3(d))	None
CITY COUNCIL REQUESTS FOR FUTURE ITEMS	COMMENTS/RECOMMENDATIONS
	Request by Mayor Badar and supported by Councilmember Vienna to have an update on the tree ordinance. Planning Manager Espinoza responded that Staff is working to bring the item as it relates to private trees back to Council in two to three months.
CLOSED SESSION ITEMS	COMMENTS/RECOMMENDATIONS
CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2): One Case	Following the closed session, the City Attorney made a public announcement as follows: The City Council met and discussed the closed session item listed on the agenda. The City Council gave direction to staff, but no reportable action was taken.

Adjourned: 8:10 P.M.

I, Debra Black, City Clerk attest that these draft minutes are accurate and reflective of the actions taken by the City Council.

 Debra Black, City Clerk



Agenda Item Staff Report

To: Honorable Mayor and Members of City Council
For the Meeting of March 25, 2025

From: Brad McKinney, City Manager

Prepared by: Kimberly Neustice, Senior Management Analyst

Subject: Receive, File, and Authorize Submittal of the 2024 Annual Housing Progress Report to California State Department of Housing and Community Development for the 2021-2029 Housing Element

SUMMARY

All Cities are required to update the California Department of Housing and Community Development on their progress towards the 2021-2029 Housing Element by filing an annual progress report due to the State by April 1, 2025. This report shows the progress made by the City in implementing policies adopted as part of the 2021-2029 Housing Element, housing projects entitled, and building permits issued for new residential construction in the 2024 calendar year. This item authorizes the submittal of the City's annual report for 2024.

RECOMMENDATION

City Staff recommends that the City Council:

1. Receive and File the Housing Element Annual Report for calendar year 2024.
2. Direct staff to submit the report to the California Department of Housing and Community Development.

GOVERNMENT CODE §84308 APPLIES:

<https://leginfo.legislature.ca.gov>

No

FISCAL IMPACT

There is no fiscal impact for the recommended action.

BACKGROUND

The Housing Element identifies key housing goals, policies, quantified objectives and scheduled implementation programs aimed at preserving and enhancing residential neighborhoods, sustaining the community's character and environmental resources, and efficiently planning for the future use of remaining undeveloped or redeveloped properties so that they fulfill the City's fair share of the regional housing need.

DISCUSSION/ANALYSIS

In April of each year, the City is required to file with the California Department of Housing and Community Development (HCD) an Annual Progress Report on the progress with the adopted 2021-2029 Housing Element per Government Code Section 65400. By providing the Annual Progress Report to HCD, the City qualifies for State housing, community development, and transportation funding, and the ability to apply for grants. The 2024 Housing Element Annual Progress Report (Attachment 1) includes information on the jurisdiction's progress in addressing the Regional Housing Needs Allocation (RHNA), including the number of housing units permitted by income level, the status of programs in the housing element and efforts to remove governmental constraints.

- The Annual Progress Report is divided into twelve Tables (A, A2, B, C, D, E, F, F2, G, H, J and K). For reference "reporting year" for this Annual Progress Report is January 1, 2024, through December 31, 2024. Staff has noted below which Tables are not applicable to San Dimas.
- Table A – Includes data on housing units and development for which an application was submitted and "deemed complete" during this reported year. In Table A, the "application" is either an application for discretionary entitlement, or where only a ministerial process is required (e.g., zoned by right) for application of a building permit. In the 2024 reporting year, the City received a total of 41 completed applications for a total of 42 housing units which include 36 accessory dwelling units and 6 single-family detached dwellings.
- Table A2 – Includes information for a project's affordability component and includes the net new housing units and developments that have received (a) an entitlement; (b) a building permit; or (c) a certificate of occupancy. However, only building permits are used for the purpose of determining progress towards the City's RHNA. In the reporting year, 38 building permits were issued for construction (7 single-family units and 31 accessory dwelling units), and an additional 35 units received a certificate of occupancy (8 single-family dwelling units and 27 accessory dwelling units).
- Table B – Provides a summary of prior permitting activity (permits issued) in the current Planning Period (2021-2029), including activity for the current reporting year. The table reports the number of units for which permits were issued to demonstrate progress in meeting the City's share of regional housing need for the Planning Period. Table B shows that the City has permitted 118 units thus far during the Planning Period, leaving 1,130 remaining RHNA units by income level.
- Table C (not applicable) – Includes sites identified or rezoned to accommodate shortfall housing need. This table only applies if the City identifies an unaccommodated need of sites from the previous Planning Period, has a shortfall as identified in the housing element, or is identifying additional sites required by no net loss law Government Code

Section 65863. The City did not have any such information to report for 2024.

- Table D – Reports the status and progress of housing element program and policy implementation for all programs described in the housing element.
- Table E (not applicable) – This table only applies if the City approved any commercial development bonuses during the reporting year per Government Code Section 65915.7. To qualify, an applicant for a commercial development enters into an agreement for partnered housing to contribute affordable housing through a joint or two separate projects encompassing affordable housing and the commercial developer receives a development bonus. During the reporting year of 2024, the City did not receive any such applications.
- Table F (not applicable) – This table identifies units that have been substantially rehabilitated, converted from market-rate to affordable by acquisition, and preserved units consistent with the standards set forth in Government Code Section 65583.1(c). In order to count units reported in this table as progress towards RHNA, the City would need to provide HCD with information to demonstrate that the units meet the standards as prescribed by State law. If HCD agrees that the units meet the standards set forth in Government Code Section 65583.1(c)(1)(D), these units may credit up to 25 percent of the City’s adequate site requirement per income category. During the reporting year of 2024, no units met the criteria of Government Code Section 65583.1(c).
- Table F2 (not applicable) – This table reports the number of existing units that have been converted from above moderate-income to moderate-income pursuant to Government Code Section 65400.2 which requires that the units are subject to a long-term agreement with a public entity that they are to be affordable to, and occupied by, persons of moderate income for a term of 55 years. During the reporting year of 2024, no units met the criteria of Government Code Section 65400.2.
- Table G (not applicable) – This table reports locally owned lands included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of, pursuant to Government Code Section 65400.1.
- Table H (not applicable) - This table reports a list of the City’s inventory of surplus lands as defined in subdivision (b) of Section 54221, and all lands in excess of its foreseeable needs, if any, identified pursuant to Section 50569, located in all urbanized areas and urban clusters, as designated by the United States Census Bureau, within jurisdictions.
- Table J (not applicable) – This table reports student housing developments that have a density bonus approved pursuant to Government Code Section 65915(b)(1)(F) however; the numbers reported in this section cannot be applied to the entity’s RHNA numbers. During the reporting year of 2024, no units met the criteria of Government Code Section 65915(b)(1)(F).
- Table K (not applicable) – This table requires local governments to report any local tenant preference policy or ordinance and to provide the weblink to HCD every year. The City of San Dimas has not adopted such a policy or ordinance as defined in Government Code Section 7061.

Staff will continue to implement existing affordable housing programs identified in the housing element while exploring new tools, funding mechanisms, and partnerships to support the City’s

commitments towards facilitating the provision of affordable housing in order to achieve the City's RHNA goals.

ALTERNATIVES

There is no alternative for this proposed request.

ENVIRONMENTAL REVIEW

This item is not subject to environmental review under the California Environmental Quality Act (CEQA). Under CEQA guidelines Section 15378 (b)(5), continued administrative activities and organization activities that will not result in a direct or indirect physical change in the environment are not CEQA projects. Moreover, under CEQA guidelines CEQA guidelines Section 15784 (b)(4), government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment are not CEQA projects.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Kimberly Neustice', with a long horizontal flourish extending to the right.

Kimberly Neustice
Senior Management Analyst

Attachment:

1. 2024 Annual Housing Element Progress Report

Jurisdiction	San Dimas	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Housing Element Planning Period	6th Cycle	10/15/2021 - 10/15/2029

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		38
Total Units		38

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Units by Structure Type	Entitled	Permitted	Completed
Single-family Attached	0	2	0
Single-family Detached	7	5	8
2 to 4 units per structure	0	0	0
5+ units per structure	0	0	0
Accessory Dwelling Unit	0	31	27
Mobile/Manufactured Home	0	0	0
Total	7	38	35

Infill Housing Developments and Infill Units Permitted	# of Projects	Units
Indicated as Infill	0	0
Not Indicated as Infill	37	38

Housing Applications Summary	
Total Housing Applications Submitted:	41
Number of Proposed Units in All Applications Received:	42
Total Housing Units Approved:	42
Total Housing Units Disapproved:	0

Use of SB 423 Streamlining Provisions - Applications	
Number of SB 423 Streamlining Applications	0
Number of SB 423 Streamlining Applications Approved	0

Units Constructed - SB 423 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Streamlining Provisions Used - Permitted Units	# of Projects	Units
SB 9 (2021) - Duplex in SF Zone	4	4
SB 9 (2021) - Residential Lot Split	0	0
AB 2011 (2022)	0	0
SB 6 (2022)	0	0
SB 423 (2023)	0	0

Ministerial and Discretionary Applications	# of Applications	Units
Ministerial	41	42
Discretionary	0	0

Density Bonus Applications and Units Permitted	
Number of Applications Submitted Requesting a Density Bonus	0
Number of Units in Applications Submitted Requesting a Density Bonus	0
Number of Projects Permitted with a Density Bonus	0
Number of Units in Projects Permitted with a Density Bonus	0

Housing Element Programs Implemented and Sites Rezoned	Count
Programs Implemented	82
Sites Rezoned to Accommodate the RHNA	0

Jurisdiction	San Dimas	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

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Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

**Table A
Housing Development Applications Submitted**

Project Identifier				Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Density Bonus Law Applications	Application Status	Project Type	Notes		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20				
Prior APN-	Current APN	Street Address	Project Name-	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4.5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Please select state streamlining provision/s the application was submitted pursuant to.	Did the housing development application seek incentives or concessions pursuant to Government Code section 65915?	Were incentives or concessions requested pursuant to Government Code section 65915 approved?	Please indicate the status of the application.	Is the project considered a ministerial project or discretionary project?	Notes-
Summary Row: Start Data Entry Below								0	0	0	0	0	0	0	42	42	42	0					
	8426-035-015	1063 Wellington Road		BD2431608	ADU	O	10/21/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8387-020-043	114 W Fourth Street		BD2432048	ADU	O	10/22/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8392-030-084	130 W Allen Avenue		BD2431376	ADU	O	3/13/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8383-014-012	1307 Carew Street		BD2431558	ADU	O	11/26/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8395-004-038	1355 Paseo Anacapa		BD2432175	ADU	O	12/12/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8665-006-007	1365 N Shirimar Avenue		BD2431200	ADU	O	11/8/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8661-009-004	138 W Baseline Road		BD2431906	ADU	O	9/4/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8383-016-024	1444 Goldrush Drive		BD2431725	ADU	O	6/20/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8383-016-024	1444 Goldrush Drive		BD2431726	ADU	O	6/20/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8665-038-036	1506 County Point Lane		BD2431751	SFD	O	6/20/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8665-038-045	1641 Brasada Lane		BD2431752	SFD	O	6/28/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8665-041-038	1652 Brasada Lane		BD2431750	SFD	O	6/28/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8665-040-033	2005 Trail Ridge Lane		BD2432128	SFD	O	11/19/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8387-013-044	203 E Second Street		BD2431514	ADU	O	7/23/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8390-021-038	209 S Monte Vista Avenue		BD2432189	ADU	O	12/17/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8383-020-029	211 Glengrove Avenue		BD2431666	ADU	O	6/3/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8387-013-040	215 E Second Street		BD2431756	ADU	O	10/21/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8390-019-022	228 Nubia Street		BD2432085	ADU	O	11/6/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8392-009-095	235 E Gladstone Street		BD2431500	ADU	O	9/18/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8661-012-008	235 Woodland Oaks Drive		BD2432118	ADU	O	11/15/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8661-012-005	247 Woodland Oaks Drive		BD2431434	ADU	O	6/20/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8390-009-056	330 Moore Place		BD2432035	ADU	O	10/17/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8390-009-056	330 Moore Place		BD2432044	ADU	O	10/22/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8392-007-022	404 E Ghent Street		BD2431681	ADU	O	8/15/2024							1	1	1		NONE	No	No	Approved	Ministerial	
	8386-012-019	417 W Fourth Street		BD2431199	ADU	O	11/21/2024							1	1	1		NONE	No	No	Approved	Ministerial	

8392-007-025	437 E Gladstone Street		BD2431385	ADU	O	6/13/2024								1	1	1	NONE	No	No	Approved	Ministerial
8383-006-001	502 Balton Avenue		BD2431982	ADU	O	9/25/2024								1	1	1	NONE	No	No	Approved	Ministerial
8386-011-045	521 W Third Street		BD2431265	ADU	O	7/8/2024								1	1	1	NONE	No	No	Approved	Ministerial
8386-011-044	523 W Third Street		BD2431419	ADU	O	9/27/2024								1	1	1	NONE	No	No	Approved	Ministerial
8383-005-023	531 Balton Avenue		BD2431242	ADU	O	5/20/2024								1	1	1	NONE	No	No	Approved	Ministerial
8390-012-032	616 E Juanita Avenue		BD2431703	ADU	O	6/12/2024								1	1	1	NONE	No	No	Approved	Ministerial
8390-014-027	650 E Bonita Avenue		BD2431899	ADU	R	8/28/2024								2	2	2	NONE	No	No	Approved	Ministerial
8382-011-037	728 S Walnut Avenue		BD2431447	ADU	O	9/10/2024								1	1	1	NONE	No	No	Approved	Ministerial
8392-018-044	800 Amelia Avenue		BD2431212	SFD	R	1/11/2024								1	1	1	SB 9 (2021) - Residential Lot Split	No	No	Approved	Ministerial
8392-018-044	800 Amelia Avenue		BD2431213	SFD	R	1/11/2024								1	1	1	SB 9 (2021) - Residential Lot Split	No	No	Approved	Ministerial
8392-005-065	831 N Hatfield Avenue		BD2431635	ADU	O	8/6/2024								1	1	1	NONE	No	No	Approved	Ministerial
8385-014-006	839 Dumaine Avenue		BD2431581	ADU	O	5/10/2024								1	1	1	NONE	No	No	Approved	Ministerial
8392-011-045	913 Durango Court		BD2431367	ADU	O	5/29/2024								1	1	1	NONE	No	No	Approved	Ministerial
8392-011-062	918 Sedona Court		BD2431648	ADU	O	8/26/2024								1	1	1	NONE	No	No	Approved	Ministerial
8661-015-003	144 E Baseline Road		BD2431769	ADU	R	8/27/2024								1	1	1	NONE	No	No	Approved	Ministerial
8386-023-041	804 W Gladstone Street		BD2432156	ADU	O	12/3/2024								1	1	1	NONE	No	No	Approved	Ministerial

Jurisdiction	San Dimas	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

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Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier				Unit Types		Affordability by Household Incomes - Completed Entitlement									
1				2	3	4					5	6			
Prior APN-	Current APN	Street Address	Project Name-	Local Jurisdiction Tracking ID	Unit Category (SFA, SFD, 2 to 4, 5+, ADU, MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Entitlement Date Approved	# of Units issued Entitlements
Summary Row: Start Data Entry Below							0	0	0	0	0	0	7		7
	8392-018-043	798 Amelia Avenue Unit A		BD2229457	SFD	R									0
	8392-018-043	798 Amelia Avenue Unit B		BD222945	SFD	R									0
	8392-018-044	800 Amelia Avenue Unit A		BD2431212	SFD	R									0
	8392-018-044	800 Amelia Avenue Unit B		BD2431213	SFD	R									0
	8392-011-027	912 N San Dimas Avenue Unit A		BD2330907	ADU	R									0
	8387-015-023	244 W third Street		BD2330534	ADU	O									0
	8383-022-029	903 Cienega Avenue		BD2229781	ADU	O									0
	8426-035-015	1063 Wellington Road		BD2431608	ADU	O									0
	8392-011-027	912 N San Dimas Avenue Unit B		BD2330908	ADU	R									0
	8387-017-025	141 E First Street		BD2330946	ADU	O									0
	8392-009-095	235 E Gladstone Street		BD2431500	ADU	O									0
	8392-018-008	804 N Amelia Avenue		BD2026843	ADU	O									0
	8390-013-030	205 N San Dimas Canyon Road Unit 1		BD2330875	ADU	R									0
	8390-013-030	205 N San Dimas Canyon Road Unit 2		BD2330876	ADU	R									0
	8390-013-030	205 N San Dimas Canyon Road Unit 3		BD2330877	ADU	R									0
	8390-013-030	205 N San Dimas Canyon Road Unit 4		BD2330878	ADU	R									0
	8390-013-030	205 N San Dimas Canyon Road Unit 5		BD2330879	ADU	R									0
	8390-013-030	205 N San Dimas Canyon Road Unit 6		BD2330880	ADU	R									0
	8390-005-010	621 Hatfield Avenue		BD2331010	ADU	O									0
	8390-012-019	634 E Juanita Avenue		BD2330358	SFA	R									0
	8392-007-036	429 E Gladstone Street		BD2330162	SFD	O									0
	8387-013-040	215 E Second Steet		BD2431756	ADU	O									0

Jurisdiction	San Dimas	
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	8661-015-003	144 E Baseline Road Unit A		BD2331185	ADU	R								0
	8661-015-003	144 E Baseline Road Unit B		BD2431769	ADU	R								0
	8390-009-056	330 Moore Place		BD2330744	ADU	R								0
	8392-011-062	918 Secona Court		BD2431648	ADU	O								0
	8661-012-005	247 Woodland Oaks Drive		BD2431434	ADU	O								0
	8390-021-007	231 Railway Street		BD2330743	ADU	O								0
	8392-011-045	913 Durango Cuort		BD2431367	ADU	O								0
	8665-006-007	1365 N Shirimar Avenue		BD2431200	ADU	R								0
	8383-005-023	531 Balton Avenue		BD2431242	ADU	O								0
	8392-007-022	404 E Ghent Street		BD2431681	ADU	O								0
	8385-005-013	1114 Tudor Street		BD2330702	ADU	O								0
	8383-007-026	615 N Lone Hill Avenue		BD2331022	ADU	O								0
	392-007-035	437 E Gladstone Street		BD2431385	ADU	O								0
	8392-005-065	831 N Hatfield Avenue		BD2431635	ADU	O								0
	8392-005-065	728 Amelia Avenue		BD2330701	ADU	O								0
	8661-016-027	1076 Kiowa Way		BD2127506	ADU	O								0
	8661-015-026	110 E Baseline		BD2329903	ADU	R								0
	8387-016-032	113 W First Street		BD2330369	ADU	O								0
	8661-010-017	128 Ashvale Drive		BD2329872	ADU	O								0
	8661-004-005	1317 Sierra View Drive		BD2228947	ADU	O								0
	8392-030-085	136 W Allen Avenue		BD2026838	ADU	O								0
	8390-021-036	145 W Commercial Street		BD2229286	ADU	O								0
	8448-038-035	1532 Calle Cristina		B1522163	SFD	O								0
	8661-015-026	110 E Baseline Road		BD2329904	ADU	R								0
	8665-038-025	1606 Brasada Lane		BD2330420	ADU	O								0
	8665-038-046	1637 Brasada Lane		BD2330195	SFD	O								0
	8386-015-001	175 N Acacia Street		BD1926235	SFD	O								0
	8665-038-044	1803 Canyon Oaks Lane		BD2229332	SFD	O								0
	8665-040-046	1807 Canyon Oaks Lane		BD2229335	SFD	O								0
	8665-040-044	1815 Canyon Oaks Lane		BD2229342	SFD	O								0
	8665-040-040	1831 Canyon Oaks Lane		BD2229338	SFD	O								0
	8665-040-036	2017 Trail Ridge Lane		BD2330198	SFD	O								0
	8390-020-033	205 Nubia Street		BD2329888	ADU	O								0
	8390-009-004	206 N Walnut Avenue		BD2127723	ADU	O								0
	8383-020-049	209 Huntington Avenue		BD2228552	ADU	O								0
	8387-001-031	213 W Fifth Street		BD2330448	ADU	O								0
	8387-012-034	220 E Fourth Street		BD2127989	ADU	O								0
	8383-015-033	343 Nuggett Court		BD2228642	ADU	O								0
	8387-002-064	624 N Monte Vista Avenue		BD2330019	ADU	O								0
	8385-012-006	939 Cypress Street		BD2330670	ADU	O								0
	8395-026-010	964 Calle Serra		BD2228750	ADU	O								0
	8386-015-001	175 Acacia Street		BD212848	ADU	O								0
	8661-017-010	327 E. Baseline	PROJ-22-0051		SFD	O						7	9/24/2024	7

Jurisdiction	San Dimas	
Reporting Year	2024	(Jan. 1 - Dec. 31)
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Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier					Unit Types		Affordability by Household Incomes - Building Permits								
1					2	3	7							8	9
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Building Permits Date Issued	# of Units Issued Building Permits
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0	35	35
	8392-018-043	798 Amelia Avenue Unit A		BD2229457	SFD	R							1	1/11/2024	1
	8392-018-043	798 Amelia Avenue Unit B		BD222945	SFD	R							1	1/11/2024	1
	8392-018-044	800 Amelia Avenue Unit A		BD2431212	SFD	R							1	1/11/2024	1
	8392-018-044	800 Amelia Avenue Unit B		BD2431213	SFD	R							1	1/11/2024	1
	8392-011-027	912 N San Dimas Avenue Unit A		BD2330907	ADU	R							1	5/24/2024	1
	8387-015-023	244 W third Street		BD2330534	ADU	O							1	3/11/2024	1
	8383-022-029	903 Cienega Avenue		BD2229781	ADU	O							1	2/23/2024	1
	8426-035-015	1063 Wellington Road		BD2431608	ADU	O							1	10/21/2024	1
	8392-011-027	912 N San Dimas Avenue Unit B		BD2330908	ADU	R							1	5/24/2024	1
	8387--017-025	141 E First Street		BD2330946	ADU	O							1	6/11/2024	1
	8392-009-095	235 E Gladstone Street		BD2431500	ADU	O							1	9/18/2024	1
	8392-018-008	804 N Amelia Avenue		BD2026843	ADU	O							1	5/9/2024	1
	8390-013-030	205 N San Dimas Canyon Road Unit 1		BD2330875	ADU	R							1	2/29/2024	1
	8390-013-030	205 N San Dimas Canyon Road Unit 2		BD2330876	ADU	R							1	2/29/2024	1

8390-013-030	205 N San Dimas Canyon Road Unit 3		BD2330877	ADU	R							1	2/29/2024	1
8390-013-030	205 San Dimas Canyon Road Unit 4		BD2330878	ADU	R							1	2/29/2024	1
8390-013-030	205 N San Dimas Canyon Road Unit 5		BD2330879	ADU	R							1	2/29/2024	1
8390-013-030	205 N San Dimas Canyon Road Unit 6		BD2330880	ADU	R							1	2/29/2024	1
8390-005-010	621 Hatfield Avenue		BD2331010	ADU	O							1	7/5/2024	1
8390-012-019	634 E Juanita Avenue		BD2330358	SFA	R							2	4/2/2024	2
8392-007-036	429 E Gladstone Street		BD2330162	SFD	O							1	9/5/2024	1
8387-013-040	215 E Second Steet		BD2431756	ADU	O							1	10/21/2024	1
8661-015-003	144 E Baseline Road Unit A		BD2331185	ADU	R							1	8/27/2024	1
8661-015-003	144 E Baseline Road Unit B		BD2431769	ADU	R							1	8/27/2024	1
8390-009-056	330 Moore Place		BD2330744	ADU	R							1	6/3/2024	1
8392-011-062	918 Secona Court		BD2431648	ADU	O							1	8/26/2024	1
8661-012-005	247 Woodland Oaks Drive		BD2431434	ADU	O							1	6/20/2024	1
8390-021-007	231 Railway Street		BD2330743	ADU	O							1	9/18/2024	1
8392-011-045	913 Durango Cuort		BD2431367	ADU	O							1	5/29/2024	1
8665-006-007	1365 N Shirlmar Avenue		BD2431200	ADU	R							1	11/8/2024	1
8383-005-023	531 Balton Avenue		BD2431242	ADU	O							1	5/20/2024	1
8392-007-022	404 E Ghent Street		BD2431681	ADU	O							1	8/15/2024	1
8385-005-013	1114 Tudor Street		BD2330702	ADU	O							1	3/20/2024	1
8383-007-026	615 N Lone Hill Avenue		BD2331022	ADU	O							1	6/4/2024	1
392-007-035	437 E Gladstone Street		BD2431385	ADU	O							1	6/13/2024	1
8392-005-065	831 N Hatfield Avenue		BD2431635	ADU	O							1	8/6/2024	1
8392-005-065	728 Amelia Avenue		BD2330701	ADU	O							1	7/2/2024	1
8661-016-027	1076 Kiowa Way		BD2127506	ADU	O									0
8661-015-026	110 E Baseline		BD2329903	ADU	R									0
8387-016-032	113 W First Street		BD2330369	ADU	O									0
8661-010-017	128 Ashvale Drive		BD2329872	ADU	O									0
8661-004-005	1317 Sierra View Drive		BD2228947	ADU	O									0
8392-030-085	136 W Allen Avenue		BD2026838	ADU	O									0
8390-021-036	145 W Commercial Street		BD2229286	ADU	O									0
8448-038-035	1532 Calle Cristina		B1522163	SFD	O									0
8661-015-026	110 E Baseline Road		BD2329904	ADU	R									0
8665-038-025	1606 Brasada Lane		BD2330420	ADU	O									0

8665-038-046	1637 Brasada Lane		BD2330195	SFD	O										0
8386-015-001	175 N Acacia Street		BD1926235	SFD	O										0
8665-038-044	1803 Canyon Oaks Lane		BD2229332	SFD	O										0
8665-040-046	1807 Canyon Oaks Lane		BD2229335	SFD	O										0
8665-040-044	1815 Canyon Oaks Lane		BD2229342	SFD	O										0
8665-040-040	1831 Canyon Oaks Lane		BD2229338	SFD	O										0
8665-040-036	2017 Trail Ridge Lane		BD2330198	SFD	O										0
8390-020-033	205 Nubia Street		BD2329888	ADU	O										0
8390-009-004	206 N Walnut Avenue		BD2127723	ADU	O										0
8383-020-049	209 Huntington Avenue		BD2228552	ADU	O										0
8387-001-031	213 W Fifth Street		BD2330448	ADU	O										0
8387-012-034	220 E Fourth Street		BD2127989	ADU	O										0
8383-015-033	343 Nuggett Court		BD2228642	ADU	O										0
8387-002-064	624 N Monte Vista Avenue		BD2330019	ADU	O										0
8385-012-006	939 Cypress Street		BD2330670	ADU	O										0
8395-026-010	964 Calle Serra		BD2228750	ADU	O										0
8386-015-001	175 Acacia Street		BD212848	ADU	O										0
8661-017-010	327 E. Baseline		PROJ-22-0051	SFD	O										0

Jurisdiction	San Dimas	
Reporting Year	2024	(Jan. 1 - Dec. 31)
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Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier					Unit Types		Affordability by Household Incomes - Certificates of Occupancy							11	12
1					2	3	10							11	12
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Certificates of Occupancy or other forms of readiness (see instructions) Date Issued	# of Units issued Certificates of Occupancy or other forms of readiness
Summary Row: Start Data Entry Below							0	0	0	0	0	0	0		0
	8392-018-043	798 Amelia Avenue Unit A		BD2229457	SFD	R									0
	8392-018-043	798 Amelia Avenue Unit B		BD222945	SFD	R									0
	8392-018-044	800 Amelia Avenue Unit A		BD2431212	SFD	R									0
	8392-018-044	800 Amelia Avenue Unit B		BD2431213	SFD	R									0
	8392-011-027	912 N San Dimas Avenue Unit A		BD2330907	ADU	R									0
	8387-015-023	244 W third Street		BD2330534	ADU	O									0
	8383-022-029	903 Cienega Avenue		BD2229781	ADU	O									0
	8426-035-015	1063 Wellington Road		BD2431608	ADU	O									0
	8392-011-027	912 N San Dimas Avenue Unit B		BD2330908	ADU	R									0
	8387--017-025	141 E First Street		BD2330946	ADU	O									0
	8392-009-095	235 E Gladstone Street		BD2431500	ADU	O									0
	8392-018-008	804 N Amelia Avenue		BD2026843	ADU	O									0
	8390-013-030	205 N San Dimas Canyon Road Unit 1		BD2330875	ADU	R							1	9/13/2024	1
	8390-013-030	205 N San Dimas Canyon Road Unit 2		BD2330876	ADU	R							1	9/13/2024	1

8390-013-030	205 N San Dimas Canyon Road Unit 3		BD2330877	ADU	R							1	9/13/2024	1
8390-013-030	205 San Dimas Canyon Road Unit 4		BD2330878	ADU	R							1	9/13/2024	1
8390-013-030	205 N San Dimas Canyon Road Unit 5		BD2330879	ADU	R							1	9/13/2024	1
8390-013-030	205 N San Dimas Canyon Road Unit 6		BD2330880	ADU	R							1	9/13/2024	1
8390-005-010	621 Hatfield Avenue		BD2331010	ADU	O									0
8390-012-019	634 E Juanita Avenue		BD2330358	SFA	R									0
8392-007-036	429 E Gladstone Street		BD2330162	SFD	O									0
8387-013-040	215 E Second Steet		BD2431756	ADU	O									0
8661-015-003	144 E Baseline Road Unit A		BD2331185	ADU	R									0
8661-015-003	144 E Baseline Road Unit B		BD2431769	ADU	R									0
8390-009-056	330 Moore Place		BD2330744	ADU	R							1	10/7/2024	1
8392-011-062	918 Secona Court		BD2431648	ADU	O									0
8661-012-005	247 Woodland Oaks Drive		BD2431434	ADU	O									0
8390-021-007	231 Railway Street		BD2330743	ADU	O									0
8392-011-045	913 Durango Cuort		BD2431367	ADU	O									0
8665-006-007	1365 N Shirlmar Avenue		BD2431200	ADU	R									0
8383-005-023	531 Balton Avenue		BD2431242	ADU	O									0
8392-007-022	404 E Ghent Street		BD2431681	ADU	O									0
8385-005-013	1114 Tudor Street		BD2330702	ADU	O									0
8383-007-026	615 N Lone Hill Avenue		BD2331022	ADU	O									0
392-007-035	437 E Gladstone Street		BD2431385	ADU	O									0
8392-005-065	831 N Hatfield Avenue		BD2431635	ADU	O									0
8392-005-065	728 Amelia Avenue		BD2330701	ADU	O									0
8661-016-027	1076 Kiowa Way		BD2127506	ADU	O							1	9/24/2024	1
8661-015-026	110 E Baseline		BD2329903	ADU	R							2	7/31/2024	2
8387-016-032	113 W First Street		BD2330369	ADU	O							1	8/2/2024	1
8661-010-017	128 Ashvale Drive		BD2329872	ADU	O							1	4/5/2024	1
8661-004-005	1317 Sierra View Drive		BD2228947	ADU	O							1	6/3/2024	1
8392-030-085	136 W Allen Avenue		BD2026838	ADU	O							1	9/18/2024	1
8390-021-036	145 W Commercial Street		BD2229286	ADU	O							1	7/17/2024	1
8448-038-035	1532 Calle Cristina		B1522163	SFD	O							1	9/16/2024	1
8661-015-026	110 E Baseline Road		BD2329904	ADU	R							1	7/31/2024	1
8665-038-025	1606 Brasada Lane		BD2330420	ADU	O							1	6/4/2024	1

	8665-038-046	1637 Brasada Lane		BD2330195	SFD	O							1	8/26/2024	1
	8386-015-001	175 N Acacia Street		BD1926235	SFD	O							1	8/26/2024	1
	8665-038-044	1803 Canyon Oaks Lane		BD2229332	SFD	O							1	3/25/2024	1
	8665-040-046	1807 Canyon Oaks Lane		BD2229335	SFD	O							1	3/13/2024	1
	8665-040-044	1815 Canyon Oaks Lane		BD2229342	SFD	O							1	3/18/2024	1
	8665-040-040	1831 Canyon Oaks Lane		BD2229338	SFD	O							1	1/4/2024	1
	8665-040-036	2017 Trail Ridge Lane		BD2330198	SFD	O							1	6/4/2024	1
	8390-020-033	205 Nubia Street		BD2329888	ADU	O							1	3/29/2024	1
	8390-009-004	206 N Walnut Avenue		BD2127723	ADU	O							1	1/4/2024	1
	8383-020-049	209 Huntington Avenue		BD2228552	ADU	O							1	9/19/2024	1
	8387-001-031	213 W Fifth Street		BD2330448	ADU	O							1	2/1/2024	1
	8387-012-034	220 E Fourth Street		BD2127989	ADU	O							1	3/6/2024	1
	8383-015-033	343 Nuggett Court		BD2228642	ADU	O							1	1/23/2024	1
	8387-002-064	624 N Monte Vista Avenue		BD2330019	ADU	O							1	3/25/2024	1
	8385-012-006	939 Cypress Street		BD2330670	ADU	O							1	7/16/2024	1
	8395-026-010	964 Calle Serra		BD2228750	ADU	O							1	3/13/2024	1
	8386-015-001	175 Acacia Street		BD212848	ADU	O							1	8/26/2024	1
	8661-017-010	327 E. Baseline		PROJ-22-0051	SFD	O									0

Jurisdiction	San Dimas	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Table A2

Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units

Project Identifier					Unit Types		Streamlining	Infill	Housing with Financial Assistance and/or Deed Restrictions		Housing without Financial Assistance or Deed Restrictions	Term of Affordability or Deed Restriction	Demolished/Destroyed Units			
1					2	3	13	14	15	16	17	18	19	20		
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	How many of the units were Extremely Low Income?	Please select the state streamlining provision the project was APPROVED pursuant to. (may select multiple)	Infill Units? Y/N+	Assistance Programs for Each Development (may select multiple - see instructions)	Deed Restriction Type (may select multiple - see instructions)	For units affordable without financial assistance or deed restrictions, explain how the locality determined the units were affordable	Term of Affordability or Deed Restriction (years) (if affordable in perpetuity enter 1000)+	Number of Demolished/Destroyed Units	Demolished or Destroyed Units	Demolished/Destroyed Units Owner or Renter
Summary Row: Start Data Entry Below							0							0		
	8392-018-043	798 Amelia Avenue Unit A		BD2229457	SFD	R		SB 9 (2021) - Duplex in SF Zone	N							
	8392-018-043	798 Amelia Avenue Unit B		BD222945	SFD	R		SB 9 (2021) - Duplex in SF Zone	N							
	8392-018-044	800 Amelia Avenue Unit A		BD2431212	SFD	R		SB 9 (2021) - Duplex in SF Zone	N							
	8392-018-044	800 Amelia Avenue Unit B		BD2431213	SFD	R		SB 9 (2021) - Duplex in SF Zone	N							
	8392-011-027	912 N San Dimas Avenue Unit A		BD2330907	ADU	R		NONE	N							
	8387-015-023	244 W third Street		BD2330534	ADU	O		NONE	N							
	8383-022-029	903 Cienega Avenue		BD2229781	ADU	O		NONE	N							
	8426-035-015	1063 Wellington Road		BD2431608	ADU	O		NONE	N							
	8392-011-027	912 N San Dimas Avenue Unit B		BD2330908	ADU	R		NONE	N							
	8387-017-025	141 E First Street		BD2330946	ADU	O		NONE	N							
	8392-009-095	235 E Gladstone Street		BD2431500	ADU	O		NONE	N							
	8392-018-008	804 N Amelia Avenue		BD2026843	ADU	O		NONE	N							
	8390-013-030	205 N San Dimas Canyon Road Unit 1		BD2330875	ADU	R		NONE	N							
	8390-013-030	205 N San Dimas Canyon Road Unit 2		BD2330876	ADU	R		NONE	N							

	8390-013-030	205 N San Dimas Canyon Road Unit 3		BD2330877	ADU	R		NONE	N								
	8390-013-030	205 San Dimas Canyon Road Unit 4		BD2330878	ADU	R		NONE	N								
	8390-013-030	205 N San Dimas Canyon Road Unit 5		BD2330879	ADU	R		NONE	N								
	8390-013-030	205 N San Dimas Canyon Road Unit 6		BD2330880	ADU	R		NONE	N								
	8390-005-010	621 Hatfield Avenue		BD2331010	ADU	O		NONE	N								
	8390-012-019	634 E Juanita Avenue		BD2330358	SFA	R		NONE	N								
	8392-007-036	429 E Gladstone Street		BD2330162	SFD	O		NONE	N								
	8387-013-040	215 E Second Steet		BD2431756	ADU	O		NONE	N								
	8661-015-003	144 E Baseline Road Unit A		BD2331185	ADU	R		NONE	N								
	8661-015-003	144 E Baseline Road Unit B		BD2431769	ADU	R		NONE	N								
	8390-009-056	330 Moore Place		BD2330744	ADU	R		NONE	N								
	8392-011-062	918 Secona Court		BD2431648	ADU	O		NONE	N								
	8661-012-005	247 Woodland Oaks Drive		BD2431434	ADU	O		NONE	N								
	8390-021-007	231 Railway Street		BD2330743	ADU	O		NONE	N								
	8392-011-045	913 Durango Cuort		BD2431367	ADU	O		NONE	N								
	8665-006-007	1365 N Shirimar Avenue		BD2431200	ADU	R		NONE	N								
	8383-005-023	531 Balton Avenue		BD2431242	ADU	O		NONE	N								
	8392-007-022	404 E Ghent Street		BD2431681	ADU	O		NONE	N								
	8385-005-013	1114 Tudor Street		BD2330702	ADU	O		NONE	N								
	8383-007-026	615 N Lone Hill Avenue		BD2331022	ADU	O		NONE	N								
	392-007-035	437 E Gladstone Street		BD2431385	ADU	O		NONE	N								
	8392-005-065	831 N Hatfield Avenue		BD2431635	ADU	O		NONE	N								
	8392-005-065	728 Amelia Avenue		BD2330701	ADU	O		NONE	N								
	8661-016-027	1076 Kiowa Way		BD2127506	ADU	O		NONE	N								
	8661-015-026	110 E Baseline		BD2329903	ADU	R		NONE	N								
	8387-016-032	113 W First Street		BD2330369	ADU	O		NONE	N								
	8661-010-017	128 Ashvale Drive		BD2329872	ADU	O		NONE	N								
	8661-004-005	1317 Sierra View Drive		BD2228947	ADU	O		NONE	N								
	8392-030-085	136 W Allen Avenue		BD2026838	ADU	O		NONE	N								
	8390-021-036	145 W Commercial Street		BD2229286	ADU	O		NONE	N								
	8448-038-035	1532 Calle Cristina		B1522163	SFD	O		NONE	N								
	8661-015-026	110 E Baseline Road		BD2329904	ADU	R		NONE	N								
	8665-038-025	1606 Brasada Lane		BD2330420	ADU	O		NONE	N								
	8665-038-046	1637 Brasada Lane		BD2330195	SFD	O		NONE	N								

8386-015-001	175 N Acacia Street	BD1926235	SFD	O		NONE	Y								
8665-038-044	1803 Canyon Oaks Lane	BD2229332	SFD	O		NONE	N								
8665-040-046	1807 Canyon Oaks Lane	BD2229335	SFD	O		NONE	N								
8665-040-044	1815 Canyon Oaks Lane	BD2229342	SFD	O		NONE	N								
8665-040-040	1831 Canyon Oaks Lane	BD2229338	SFD	O		NONE	N								
8665-040-036	2017 Trail Ridge Lane	BD2330198	SFD	O		NONE	N								
8390-020-033	205 Nubia Street	BD2329888	ADU	O		NONE	N								
8390-009-004	206 N Walnut Avenue	BD2127723	ADU	O		NONE	N								
8383-020-049	209 Huntington Avenue	BD2228552	ADU	O		NONE	N								
8387-001-031	213 W Fifth Street	BD2330448	ADU	O		NONE	N								
8387-012-034	220 E Fourth Street	BD2127989	ADU	O		NONE	N								
8383-015-033	343 Nuggett Court	BD2228642	ADU	O		NONE	N								
8387-002-064	624 N Monte Vista Avenue	BD2330019	ADU	O		NONE	N								
8385-012-006	939 Cypress Street	BD2330670	ADU	O		NONE	N								
8395-026-010	964 Calle Serra	BD2228750	ADU	O		NONE	N								
8386-015-001	175 Acacia Street	BD212848	ADU	O		NONE	N								
8661-017-010	327 E. Baseline	PROJ-22-0051	SFD	O		NONE	Y								

Jurisdiction	San Dimas	
Reporting Year	2024	(Jan. 1 - Dec. 31)
Planning Period	6th Cycle	10/15/2021 - 10/15/2029

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
Please contact HCD if your data is different than the material supplied here

Table B Regional Housing Needs Allocation Progress Permitted Units Issued by Affordability														
		1	2										3	4
Income Level		RHNA Allocation by Income Level	Projection Period - 06/30/2021- 10/14/2021	2021	2022	2023	2024	2025	2026	2027	2028	2029	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	384	-	-	-	-	-	-	-	-	-	-	-	384
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
Low	Deed Restricted	220	-	-	-	-	-	-	-	-	-	-	1	219
	Non-Deed Restricted		1	-	-	-	-	-	-	-	-	-	-	-
Moderate	Deed Restricted	206	-	-	-	-	-	-	-	-	-	-	-	206
	Non-Deed Restricted		-	-	-	-	-	-	-	-	-	-	-	-
Above Moderate		438	5	4	39	32	38	-	-	-	-	-	118	320
Total RHNA		1,248												
Total Units			6	4	39	32	38	-	-	-	-	-	119	1,129
Progress toward extremely low-income housing need, as determined pursuant to Government Code 65583(a)(1).														
		5		2021	2022	2023	2024	2025	2026	2027	2028	2029	6 Total Units to Date	7 Total Units Remaining
Extremely Low-Income Need														
Extremely Low-Income Units*		192		-	-	-	-	-	-	-	-	-	-	192

*Extremely low-income housing need determined pursuant to Government Code 65583(a)(1). Value in Section 5 is default value, assumed to be half of the very low-income RHNA. May be overwritten.

Please Note: Table B does not currently contain data from Table F or Table F2 for prior years. You may login to the APR system to see Table B that contains this data.

Note: units serving extremely low-income households are included in the very low-income RHNA progress and must be reported as very low-income units in section 7 of Table A2. They must also be reported in the extremely low-income category (section 13) in Table A2 to be counted as progress toward meeting the extremely low-income housing need determined pursuant to Government Code 65583(a)(1).

Please note: For the last year of the 5th cycle, Table B will only include units that were permitted during the portion of the year that was in the 5th cycle. For the first year of the 6th cycle, Table B will only include units that were permitted since the start of the planning period. Projection Period units are in a separate column.

Please note: The APR form can only display data for one planning period. To view progress for a different planning period, you may login to HCD's online APR system, or contact HCD staff at apr@hcd.ca.gov.

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

Jurisdiction	San Dimas	
Reporting Year	2024	(Jan. 1 - Dec. 31)

Table D

Program Implementation Status pursuant to GC Section 65583

Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
Program 1. Housing Code Compliance	Conduct property inspections and resolve up to 200 cases annually	Annual	Through its code enforcement program the city identifies substandard housing conditions and works with property owners to identify deficiencies and provide information on possible assistance for eligible homeowners.
Program 1. Housing Code Compliance	Require adherence to local property regulations and requirements	As sites inspected	Ongoing
Program 1. Housing Code Compliance	Inform residents of available resources to address code violations	As sites inspected	Ongoing
Program 2. Housing Rehabilitation	Provide financial assistance for 10 home rehabilitation projects annually. Provide financial assistance for 15 mobile home rehabilitation annually. Provide financial assistance for 10 mobile home chair lifts annually	As applications are submitted	4 SFR rehabs completed, 1 SFR under construction. 18 Mobile Home rehabs completed. 6 Mobile Home Lift Chairs completed.
Program 3. Historic Preservation	Implement Town Core Design Guidelines; make available on the website and with brochures at the planning counter. Encourage preservation of historic homes by marketing Mills Act and providing brochure on the City's website and planning counter	Annual	The Planning Division implements the Town Core Design Guidelines when applicable. Information on the guidelines is provided on the City's website and also provided to the public through informational brochures available at the planning counter.
Program 3. Historic Preservation	Consider codifying the Mills Act to assist in the implementation of historic preservation	2025	The City is exploring drafting an ordinance to allow and implement Mills Act Contracts.

Program 4. Neighborhood Beautification	Consider reestablishment of the Neighborhood Beautification program. Identify areas in the downtown needing improvement through a survey	FY 23/24	Explored by Staff; however, funding for the neighborhood beautification program has not been forthcoming. Staff will continue to monitor funding availability on an ongoing basis.
Program 4. Neighborhood Beautification	Seek funding and grants to reestablish the neighborhood beautification program.	Annual	While securing funds for the neighborhood beautification was not feasible, the City did allocate funds (FY 24/25 CDBG allocation) for a business attraction and assistance program in downtown
Program 5. Housing Sites Inventory	Maintain an inventory and map of sites available for residential development and provide at the front counter upon request.	Annual	Completed. Map and information on each of the sites has been made available at the planning counter upon request.
Program 5. Housing Sites Inventory	Rezone sites (Program #7) after adoption of the housing element or the DTSP, whichever is earlier.	Within 2 years of adopting Downtown Specific Plan or Housing Element	Completed in 2024
Program 5. Housing Sites Inventory	Monitor sites to accommodate unmet RHNA. If there are insufficient sites, rezone sites within 180 days of findings to ensure needed capacity.	Annual	Ongoing. Planning Staff will continue to monitor the housing sites and rezone additional sites if and when required.
Program 6. Accessory Dwelling Units	Monitor and record progress in ADU production and affordability for the housing element APR by April 1 every year. Monitor and make adjustments at least twice in the planning period, 2024 & 2027	Annual; for Housing Element Annual Progress Report	Ongoing. Report to be filed with the State on annual basis. Anticipated ADU development during the 2021-2029 period were 25 per year. 25 ADUs were developed in 2023 and 36 ADUs were developed in 2024. Production is on track; therefore, no adjustments are needed at this time, and will revisit in 2027.
Program 6. Accessory Dwelling Units	review and processing, increased marketing, development standard modification, waiver of permit issuance fee, expanded technical assistance, and expanded brochure to encourage ADU	2023	Completed in 2023
Program 6. Accessory Dwelling Units	Distribute a flier educating HOAs in north and southern San Dimas about benefits of ADUs, process for securing ADUs + incentives available. Seek to see 66% of new ADUs in those areas.	2023	Completed in 2023
Program 6. Accessory Dwelling Units	If, after 1 year ADU production and affordability is below the annual goal, market ADU program in City newsletter for one year, If the deficit persists after 2 years, the City will rezone sites if needed.	Annual, after APR complete	Ongoing. Report to be filed with the State on annual basis. Anticipated ADU development during the 2021-2029 period were 25 per year. 25 ADUs were developed in 2023 and 36 ADUs were developed in 2024. Production is on track; therefore, no adjustments are needed at this time, and will revisit in 2027.

Program 7. Downtown Specific Plan	Create general plan residential and mixed use land use/zoning designations for the DTSP and rezone 94 acres as follows:	2023	Completed in 2024, Approved by City Council per Ordinance 1311 & 1312
Program 7. Downtown Specific Plan	· 12-16 du/ac: 5.5 ac MFR;	2023	Completed in 2024, Approved by City Council per Ordinance 1311 & 1312
Program 7. Downtown Specific Plan	· 16-25 du/ac: 2.5 ac MFR	2023	Completed in 2024, Approved by City Council per Ordinance 1311 & 1312
Program 7. Downtown Specific Plan	· 25-35 du/ac: 5.8 ac MFR; 7.3 ac mixed use	2023	Completed in 2024, Approved by City Council per Ordinance 1311 & 1312
Program 7. Downtown Specific Plan	· 35-45 du/ac: 5.9 ac MFR; 34.6 ac mixed use	2023	Completed in 2024, Approved by City Council per Ordinance 1311 & 1312
Program 7. Downtown Specific Plan	· 45-55 du/ac; 21.5 ac MFR; 11.2 ac mixed use	2023	Completed in 2024, Approved by City Council per Ordinance 1311 & 1312
Program 7. Downtown Specific Plan	Assign performance standards of 50 to 75% residential uses as specified on sites shown in Appendix B to accommodate the RHNA	2023	Completed in 2024, Approved by City Council per Ordinance 1311 & 1312
Program 7. Downtown Specific Plan	As part of zoning designations, establish development standards that encourage and facilitate achieving maximum densities	2023	Completed in 2024, Approved by City Council per Ordinance 1311 & 1312
Program 8. Design Guidelines	Prepare, adopt, and approve objective development and design standards for projects within the DTSP, and for all other multi-family and mixed-use properties City wide in 2023	2023	The objective development and design standards for the DTSP were completed in 2024, Approved by City Council per Ordinance 1311 & 1312. For Ctiy Wide staff, draft is completed and approval is expected by June 2025.
Program 8. Design Guidelines	Modify approval findings, administrative procedures or other rules to ensure that meeting objective standards satisfies approval findings.	2023	Completed in 2024, Approved by City Council per Ordinance 1311 & 1312 for properties within the Downtown Specific Plan. For Ctiy Wide staff, draft is completed and approval is expected by June 2025.
Program 9. Density Bonus	Review and revise the City's density bonus regulations to ensure consistency with changes in state law (e.g., AB 2345).	2023	Completed in 2024, Approved by City Council per Ordinance 1309

Program 10. MF-30 Zone Standards	Revise MF-30 parking standards (e.g., studio and 1-bdm units) and other lot standards that constrain achievement of maximum density.	2023	Completed November 2023, approved by City Council Per Ordinance 1301
Program 10. MF-30 Zone Standards	Review and revise open space and setback standards in the MF Zone that constrain the development of small multiple-family housing.	2023	Completed November 2023, approved by City Council Per Ordinance 1301
Program 11. Lot Consolidation	Waive lot consolidation planning fees to encourage the consolidation of lots desired to achieve the low and moderate income RHNA.	2023	Completed in 2024, Approved by City Council per Ordinance 1309
Program 11. Lot Consolidation	Draft and adopt a lot consolidation ordinance that encourages the development of housing sites to address the RHNA.	2023	Completed in 2024, Approved by City Council per Ordinance 1309
Program 11. Lot Consolidation	Review lot consolidation ordinance mid-term and modify or increase incentives if sufficient consolidations have not occurred.	2025	Staff to review the lot consolidation ordinance in 2025 and make amendments as required.
Program 12. Minor Modification Process	Extend SDMC Chapter 18.24 to include a similar process for granting minor modifications in residential or mixed use zones with a MF-30 zone designation or for sites in the DTSP.	2024	Staff has prepared new code language, in the DTSP which was approved by the City Council per Ordinance 13 & 13, Staff is still working on language to be within the Chapter 18 of the municipal Code for review approval winter 2025.
Program 13. Streamlined Permitting	Establish a written policy or procedure to allow a streamlined approval process and standards for eligible projects, as set forth under GC 65913.4 (SB 35)	2023	Under development, eligible projects would be processed in compliance with State Law
Program 13. Streamlined Permitting	Periodically review the process and, if needed, revise features of the process to ensure that statutory timelines are met.	2023	Under development, eligible projects would be processed in compliance with State Law
Program 14. General Plan Updates	Amend the general plan, create an overlay, or suitable tool to allow land uses envisioned for the Downtown	2024	Completed in 2024, Approved by City Council per Ordinance 1315 & Resolution 2024-70
Program 14. General Plan Updates	Update safety element to address climate change, resiliency, and environmental justice.	2024	Currently working on a draft looking to complete by fourth quarter of 2025

Program 15. Housing Choice Vouchers	Participate in federal HCV program, maintain up to 150 vouchers contingent on continued levels of HUD funding, and take actions to obtain 25% increase in HCVs	Annual	City offers referrals to the County Section 8 Program but does not track referrals. Currently the LACDA administers housing assistance vouchers to 117 residents in San Dimas.
Program 15. Housing Choice Vouchers	Augment advertising by posting a web link to the LA County portal of affordable housing, preparing a housing resource brochure advertising the program, and publicizing at City Hall and City website	Annual	Information and link posted on our City Website under Housing Resources
Program 15. Housing Choice Vouchers	Distribute a flier educating apartment properties, landlords, HOAs, and condo associations about source of income protection in north and south San Dimas	Annual	received educational flyer from LACDA for distribution to landlords, HOA's.
Program 16. Mobile Home Preservation	Continue to retain affordability of the Charter Oaks Mobile Home Park and regulate space rental credits.	Ongoing	Space rent assistance participants is 44 (23.9% of total occupancy). 30 residents are 30% or below AMI, 12 residents are at 31-50% AMI and 2 resident at 51-80% AMI. The Housing Division continues to promote this program
Program 16. Mobile Home Preservation	Renew the Mobile Home Accord to provide stability in space rents for the five mobile home parks.	Renew Every Five Years	Next renewal date July 1, 2026
Program 16. Mobile Home Preservation	Continue to make periodic capital improvements to the Charter Oaks MHP with housing authority funds	Annual as needed	Continuous
Program 17. Preservation of Assisted Housing	Initiate discussions with property owners of at-risk properties. If the property remains at risk, the City will:	As projects become or approach at-risk status	Avalon Bay Apartments has 26 units with affordable covenants in place until 2045.
Program 17. Preservation of Assisted Housing	1) Coordinate with property owners to ensure proper noticing per state law;	As projects become or approach at-risk status	Ongoing
Program 17. Preservation of Assisted Housing	2) Reach out to qualified entities for preservation options;	As projects become or approach at-risk status	Ongoing
Program 17. Preservation of Assisted Housing	3) Coordinate technical assistance with property owners; and	As projects become or approach at-risk status	Ongoing
Program 17. Preservation of Assisted Housing	4) Work with tenants or contract specialists to provide tenant education	As projects become or approach at-risk status	Ongoing

Program 18. Inclusionary Housing	Evaluate feasibility of a 15 to 20% inclusionary requirement (incl. ELI and VLI units, for rental and ownership units.	2024	City Staff completed feasibility analysis in association with the San Gabriel Valley COG to explore the creation of an Inclusionary Ordinance. It was determined that creation and implementation of an Inclusionary Housing Ordinance was not financially feasible for higher density/multi-family rental developments at this time and may undermine the City's housing production goals. Therefore, no inclusionary ordinance will be pursued at this time.
Program 18. Inclusionary Housing	Develop options for an in-lieu fee and expenditure policy that includes extremely low and very low income units.	2024	City Staff completed feasibility analysis in association with the San Gabriel Valley COG to explore the creation of an Inclusionary Ordinance. It was determined that creation and implementation of an Inclusionary Housing Ordinance was not financially feasible for higher density/multi-family rental developments at this time and may undermine the City's housing production goals. Therefore, no inclusionary ordinance will be pursued at this time.
Program 18. Inclusionary Housing	If inclusionary requirements are feasible, draft an ordinance for consideration and adoption by City Council	2024	City Staff completed feasibility analysis in association with the San Gabriel Valley COG to explore the creation of an Inclusionary Ordinance. It was determined that creation and implementation of an Inclusionary Housing Ordinance was not financially feasible for higher density/multi-family rental developments at this time and may undermine the City's housing production goals. Therefore, no inclusionary ordinance will be pursued at this time.
Program 19. Collaborative Partnerships	Work with housing partners and, as needed, expand partners to augment administrative + financial resources.	Annual	Continue working with LAHSA. Building relationship with non profits like Tzu Chi and St. Vincent DePaul. The City is working collaboratively with Pomona Valley Habitat for Humanity for the construction and sale of a Single Family Affordable Home to a low income household.
Program 19. Collaborative Partnerships	Evaluate feasibility of joining the San Gabriel Valley Regional Housing Trust and, if beneficial, pursue membership.	2023	Completed - Initial discussions with the SGV Regional Housing Trust determined that becoming a member would not be financially practical for the City of San Dimas at this time.
Program 20. Extremely Low Income Housing	Implement the County of Los Angeles rental voucher program to improve housing security for extremely low income households	Annual	Continue to refer residents to the County Section 8 Program
Program 20. Extremely Low Income Housing	Implement housing preservation (MHP Accord and rehabilitation assistance) programs to improve housing security	Annual; and every five years	funds in 24/25 for 30% below AMI homeless or at risk of being homeless individuals. Currently assisting 32 with rental assistance and assisted 5 homeless San Dimas residents find permanent housing
Program 20. Extremely Low Income Housing	Evaluate and draft inclusionary program to encourage affordable housing; prioritize program and in-lieu fees to encourage development of ELI and VLI units; offer regulatory concessions to affordable projects that provide ELI and VLI units	2024	City Staff completed feasibility analysis in association with the San Gabriel Valley COG to explore the creation of an Inclusionary Ordinance. It was determined that creation and implementation of an Inclusionary Housing Ordinance was not financially feasible for higher density/multi-family rental developments at this time and may undermine the City's housing production goals. Therefore, no inclusionary ordinance will be pursued at this time.

Program 20. Extremely Low Income Housing	At least annually and ongoing basis, proactively contact affordable housing developers to identify and pursue opportunities and assist in development, including zoning for a variety of housing types, priority processing, incentives and funding (prioritizing or supporting).	As project proposed	Ongoing.
Program 21. Senior Housing	Continue to actively pursue a range of housing options to address the diverse needs of senior citizens. Continue to offer housing security programs (rehab grants, MHP preservation, etc.) Continue to provide senior center and associated health, education, transit, and other support services.	Annual	Assisting 32 seniors with Rental Assistance for 16months
Program 22. Homeless Plan	Amend municipal code to amend definitions to allow supportive housing and low barrier navigation centers by-right in all zones where multifamily and mixed uses are permitted.	2023	Completed in 2024, Approved by City Council per Ordinance 1309
Program 22. Homeless Plan	Retain LACADA for street outreach, housing navigation, mental health support, case management, homelessness prevention, and support to connect clients to health services and housing.	Ongoing weekly outreach	The City, in partnership with LACOG implemented a homeless outreach program administered by the Los Angeles Center for Drug and Alcohol (LACADA). The City of San Dimas is being serviced with the Regional Outreach Team in a Cohort with 2 other cities. In addition to the COG outreach program, the City is on its second year of a five-year contract with L.A. CADA to provide homeless service to the community on Mondays, Wednesday, and Fridays. In October 2023 the City hired a Housing Services Coordinator. She is working with the LA CADA team, code enforcement, the CAT team, and outside agencies to provide housing solutions to the unhoused and senior population
Program 23. Housing for Disabled People	Support a variety of housing types to help address the diverse needs of persons living with disabilities, Work with regional service providers to publicize information on available resources for housing and services	Ongoing	no updates to report
Program 23. Housing for Disabled People	Amend zoning and permit procedures to allow group homes for 7 or more persons in all residential zones with objectivity to promote approval certainty.	2023	Completed in 2024, Approved by City Council per Ordinance 1309

Program 24. Housing for a Variety of Types	Define + allow employee housing serving six or fewer residents in all zones allowing single-family homes (HSC 17021.5)	2023	Completed in 2024, Approved by City Council per Ordinance 1309
Program 24. Housing for a Variety of Types	Define and allow low-barrier navigation centers and supportive housing as a by right use (GC §65662 and §65650)	2023	Completed in 2024, Approved by City Council per Ordinance 1309
Program 24. Housing for a Variety of Types	Amend zoning and permit procedures to allow group homes for 7 or more persons in all residential zones with objectivity to promote approval certainty.	2023	Completed in 2024, Approved by City Council per Ordinance 1309
Program 24. Housing for a Variety of Types	Define and allow SRO units with a conditional use permit in the MF zones	2023	Completed in 2024, Approved by City Council per Ordinance 1309
Program 24. Housing for a Variety of Types	Amend emergency shelter parking standards in accordance with AB 139	2023	Completed in 2024, Approved by City Council per Ordinance 1309
Program 25. Fair Housing	Implement actions in Table HE-3.10 that address the following contributing factors to fair housing. Issues include:	See time-frames for each program	See applicable program status
Program 25. Fair Housing	Displacement due to housing insecurity (Programs #2, #15, #16, #17)	See time-frames for each program	See applicable program status
Program 25. Fair Housing	Barriers to multiple-family housing (Programs #6–#12)	See time-frames for each program	See applicable program status
Program 25. Fair Housing	Barriers to special needs housing (Programs #22 and #24)	See time-frames for each program	See applicable program status
Program 25. Fair Housing	Work with HRC agency to provide workshops and trainings on fair housing laws, tenants' rights, and responsibilities	Publicize annually	Ongoing
Program 25. Fair Housing	Develop educational materials (webpage) on who affordable housing serves and survey residents on preferred outreach	2023	Completed - Educational materials were added to the City website, and a survey was posted on the City website asking for the resident's preferred outreach.
Program 25. Fair Housing	Refer discrimination complaints and landlord tenant issues to the local fair housing provider and publish materials on the website regarding fair housing	When complaints received	Materials published on City website

Program 26. Greater Downtown Place-based Program	Identify areas needing assistance in the downtown via windshield and mail survey.	2023	Completed in 2023 and is ongoing
Program 26. Greater Downtown Place-based Program	To the extent allowed, prioritize rehab grants and loans to the greater downtown and areas of need identified by the survey	Ongoing	As required, and if applications are received.
Program 26. Greater Downtown Place-based Program	Coordinate with Habitat for Humanity, Life Pacific, and other to address minor housing repairs and site improvements	Ongoing	Life Pacific University continues to assist the City's senior population on LPU Community Day with site improvements. Continue to provide residents with information on H4H A Brush With Kindness Program for minor home repairs
Program 26. Greater Downtown Place-based Program	Complete improvements to the downtown including Gold Line station, parking, and roads (Gladstone, Bonita, and Arrow).	2025	Pending completion by 2025
Program 26. Greater Downtown Place-based Program	Update Bike Master Plan to complement the DTSP and Gold Line transit; and the ESGV Sustainable Multimodal Project	2023	Request for proposal will be posted in April 2024, Project awarded May and dec. 2024 draft completed, review and approval by City Council in spring 2025
Program 26. Greater Downtown Place-based Program	Improve local parks (Pioneer and Marchant) and the Senior Center	2028	Pending completion by 2025
Program 27. Affordable Housing in High Opportunity Areas	Aggressively market ADUs to HOA and apartments in north/south San Dimas, offer financial and regulatory incentives, and achieve 66% distribution of ADUs in both planning areas (see Program #6)	2024; monitor annually	See applicable program status
Program 27. Affordable Housing in High Opportunity Areas	Aggressively market HCVs to HOAs for condos and apartments in north and south Dimas and implement other actions in Program #15 to increase HCV usage by 25%.	2024	See applicable program status
Program 27. Affordable Housing in High Opportunity Areas	Develop urban lot split and small home development ordinance consistent with SB 9/AB 803 and educational fact sheet to expand starter home supply in High Resource Opportunity and single-family zones	2024	Multiple hearings were held with the Planning Commission and City Council. As a result, two ordinances were drafted (Urban Lot Splits & Two-Unit Projects) however, City Council decided to not approve an ordinance and just follow State law.



March 11, 2025

TO: City of San Dimas

ATTENTION: Brad McKinney

RE: Claim	:	Gott vs. San Dimas
Claimant	:	Connor Gott, a minor
Member	:	City of San Dimas
Date Rec'd by Mbr	:	9/25/24
Date of Event	:	3/29/24
CW File Number	:	CJP-3053625 SDV

Please allow this correspondence to acknowledge receipt of the captioned claim. Please take the following action:

- **CLAIM REJECTION: Send a standard rejection letter to the claimant.**

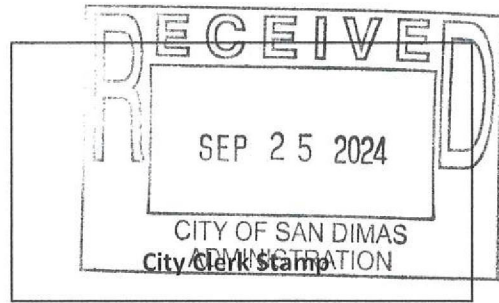
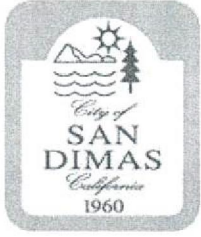
Please include a Proof of Mailing with your rejection notice to the claimant. An exemplar copy of a Proof of Mailing is attached. Please provide us with a copy of the Notice of Rejection and copy of the Proof of Mailing. If you have any questions feel free to contact the assigned adjuster or the undersigned claims specialist.

Very Truly Yours,

CARL WARREN & CO.

Timothy M. Varon

Timothy M. Varon
Claims Supervisor



**CLAIM AGAINST THE CITY OF SAN DIMAS
(For damages to Persons or Personal Property)**

Received by Lesley via US MAIL Inter-Office Mail Over the Counter

A claim must be filed with the City Clerk of the City of San Dimas within six (6) months after which the incident or event occurred. Be sure your claim is against the City of San Dimas, not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to the City Clerk, the City of San Dimas, 245 E. Bonita Avenue, San Dimas, CA 91773-3002

TO THE HONORABLE MAYOR & CITY COUNCIL, THE CITY OF SAN DIMAS, CALIFORNIA

The undersigned respectfully submits the following claim and information relative to damage to persona and/or personal property:

- 1. Name of Claimant Connor Gott
- a. Address of Claimant [REDACTED]
- b. Telephone Number [REDACTED] c. Date of Birth [REDACTED]
- d. Social Security No. Pending e. Driver's License Pending

2. Name, telephone and post office address to which claimant desires notices to be sent if other than above: DTLA Law Group [REDACTED]

- 3. Occurrence or event from which the claim arises:
- a. Date 03/29/2024 b. Time 10:00 a.m./p.m.
- c. Place (exact & specific location) At or near 400 N Walnut Ave, San Dimas, CA 91773

d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage (Use additional paper if necessary) Mr. Gott, a minor and student at Fred Ekstrand Elementary School, was bullied by an unidentified student. As he was walking towards a teacher to report the bullying, he tripped on carpeting and/or a similar object, causing him to fall and sustain injuries.

e. What particular action by the City, or its employees, caused the alleged damage or injury? Bonita Unified School District failed to properly train employees and supervise staff, failed to adequately monitor students, and failed to provide a safe and secure environment for students.

4. Give a description of the injury, property damage or loss, so far as is known at the time of this claim. If there were no injuries, state "no injuries".

Injuries include but are not limited to: right arm, mental and emotional distress.

5. Give the name(s) of the City employee(s) causing the damage or injury:

Unknown

6. Name and address of any other person injured:

7. Name and address of the owner of any damaged property:

8. Damages claims:

a. Amount claimed as of this date: \$ Pending

b. Estimated amount of future costs: \$ 100,000,000

c. Total amount claimed: \$ 100,000,000

d. Basis for computation of amounts claimed (attach copies of all bills, invoices, estimates, etc.)
Bodily injury and pain and suffering.

9. Names and addresses of all witnesses, hospitals, doctors, etc.

a. Pending

b.

c.

d.

10. Any additional information that might be helpful in considering this claim:

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM! (Penal Code §72; Insurance Code §556.1)

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is TRUE AND CORRECT.

Signed this 23 day of Sept, 2024, at Los Angeles

Caleb Blumenshine
Caleb Blumenshine
OBO Connor Gott
Legal Asst. @ DTLA Law
Claimant's signature



March 20, 2025

TO: City of San Dimas

ATTENTION: Brad McKinney

RE: Claim	:	Li vs. San Dimas
Claimant	:	Guozhou Li
Member	:	City of San Dimas
Date Rec'd by Mbr	:	2/19/25
Date of Event	:	2/17/25
CW File Number	:	CJP-3053695 WRV

Please allow this correspondence to acknowledge receipt of the captioned claim. Please take the following action:

- **CLAIM REJECTION: Send a standard rejection letter to the claimant.**

Please include a Proof of Mailing with your rejection notice to the claimant. An exemplar copy of a Proof of Mailing is attached. Please provide us with a copy of the Notice of Rejection and copy of the Proof of Mailing. If you have any questions feel free to contact the assigned adjuster or the undersigned claims specialist.

Very Truly Yours,

CARL WARREN & CO.

Timothy M. Varon

Timothy M. Varon
Claims Supervisor

Claim Form

Print Del

Submitted by: Guozhou Li Guozhou Li

Submitted On: 2025-02-19 16:34:30

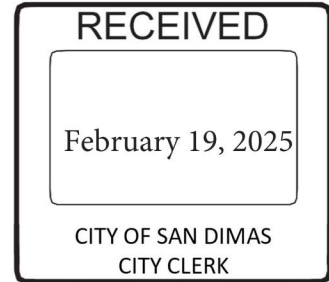
Submission IP: 47.146.47.185 (172.31.74.140)
proxy-IP (raw-IP)

Status: Open

Priority: Normal

Assigned To: Debra Black

Due Date: Open



Attachments

- [IMG_0446.png](#) - 2025-02-19 04:34:32 pm



CLAIM AGAINST THE CITY OF SAN DIMAS (For damages to Persons or Personal Property)

A claim must be filed with the City Clerk of the City of San Dimas within six (6) months after which the incident or event occurred. Be sure your claim is against the City of San Dimas, not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to the City Clerk, the City of San Dimas, 245 E. Bonita Avenue, San Dimas, CA 91773-3002

TO THE HONORABLE MAYOR & CITY COUNCIL, THE CITY OF SAN DIMAS, CALIFORNIA

The undersigned respectfully submits the following claim and information relative to damage to persona and/or personal property:

*** Name of Claimant**

Guozhou Li

*** a. Address of Claimant**

[Redacted]

*** b. Telephone Number**

[Redacted]

c. Date of Birth

MM/DD/YYYY

Format: MM/DD/YYYY

d. Social Security No

e. Driver's License

*** 2. Name, telephone and post office address to which claimant desires notices to be sent if other than above:**

[Redacted]

*** 3. Occurrence or event from which the claim arises:**

Potholes on the north bound 57 fwy entering from via verde/San Dimas caused flat tire

*** a. Date**

02/17/2025

Format: MM/DD/YYYY

*** b. Time**

9:10pm

*** c. Place (exact & specific location)**

North bound 57 fwy entering from via verde caused flat tire

*** d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage (Use additional paper if necessary)**

It was dark due to travel time was in the evening and pothole at the freeway entrance was unable to see until it was too late

*** e. What particular action by the City, or its employees, caused the alleged damage or injury?**

Potholes should be repaired

*** 4. Give a description of the injury, property damage or loss, so far as is known at the time of this claim. If there were no injuries, state "no injuries".**

No injuries but had to replace flat tire

*** 5. Give the name(s) of the City employee(s) causing the damage or injury:**

N/A

*** 6. Name and address of any other person injured:**

N/A

*** 7. Name and address of the owner of any damaged property:**

Guozhou Li (owner of vehicle)



8. Damages claims:

*** a. Amount claimed as of this date:**

\$398.19

*** b. Estimated amount of future costs:**

0

*** c. Total amount claimed:**

398.19

d. Basis for computation of amounts claimed (attach copies of all bills, invoices, estimates, etc.)

No file chosen

No file chosen

No file chosen

No file chosen

No file chosen

No file chosen

9. Names and addresses of all witnesses, hospitals, doctors, etc.

a Ryan Li (passenger in vehicle) <hr/>	b <hr/>
c <hr/>	d <hr/>

10. Any additional information that might be helpful in considering this claim:

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM! (Penal Code §72; Insurance Code §556.1)

I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is TRUE AND CORRECT.

*** Date**

02/19/2025

Format: MM/DD/YYYY

*** Claimant's signature**

Guozhou Li



Tesla, Inc
1932 E Garvey Ave S
West Covina, CA, US 91791
Ph.: 909-569-0408

Invoice

SERVICE DEPARTMENT HOURS
Mon-Fri By appointment Only
Saturday-Sunday By appointment Only

Invoice date	Invoice number
19-Feb-2025	3000S0012385382
Due Date	
19-Feb-2025	
Date/Time Received	Date/Time Promised
18-Feb-2025 19:15:15	18-Feb-2025 19:30:41
Odometer In	Odometer Out
4076 Miles	Miles
Ready Date	
18-Feb-2025 19:15:29	
Service Advisor	
Sam Balonkita	

Paid

Bill To	Mobile Phone	Additional Phone	Vehicle Identification Number	
Patrick Li				
Year	Model	License Plate Number	Colour	
2025	MODEL 3		Pearl White Multi-Coat	

Job Number	Description Of Work	Amount (USD)																												
1	<p>Concern: Customer states they have a flat tire</p> <p>Repair Notes: Technician inspected tire to find what caused the tire to go flat by adding air to the tires and sprayed it with soap and water and found the tire had non-repairable damage on the sidewall. Technician replaced tire per customer approval, mounted and balanced, set tire pressure to specifications, torqued wheels to specifications, issue is no longer present.</p> <p>Correction: Mobile Tire Service Performed – Roadside</p> <p style="text-align: right;">Pay Type: Goodwill-Internal</p>	0.00																												
2	<p>Concern: Customer states they have a flat tire</p> <p>Repair Notes: Technician inspected tire to find what caused the tire to go flat by adding air to the tires and sprayed it with soap and water and found the tire had non-repairable damage on the sidewall. Technician replaced tire per customer approval, mounted and balanced, set tire pressure to specifications, torqued wheels to specifications, issue is no longer present.</p> <table border="0" style="width: 100%;"> <tr> <td>Correction: Tire - Rear - RH (Remove & Replace)</td> <td>Labor Hours</td> <td>Price</td> <td>Adjustment</td> <td>Subtotal</td> </tr> <tr> <td></td> <td style="text-align: center;">0.36</td> <td style="text-align: center;">35.00</td> <td style="text-align: center;">0.00</td> <td style="text-align: center;">35.00</td> </tr> </table> <p>Parts Replaced or Added</p> <table border="0" style="width: 100%;"> <tr> <td>Part</td> <td>Quantity</td> <td>Unit Price</td> <td>Price</td> <td>Adjustment</td> <td>Subtotal</td> </tr> <tr> <td>GOODYEAR EAGLE SPORT - 235/40R19(1344248-00-A)</td> <td style="text-align: center;">1.00</td> <td style="text-align: center;">275.00</td> <td style="text-align: center;">275.00</td> <td style="text-align: center;">0.00</td> <td style="text-align: center;">275.00</td> </tr> <tr> <td>TIRE DISPOSAL FEE(1025331-00-A)</td> <td style="text-align: center;">1.00</td> <td style="text-align: center;">5.00</td> <td style="text-align: center;">5.00</td> <td style="text-align: center;">0.00</td> <td style="text-align: center;">5.00</td> </tr> </table>	Correction: Tire - Rear - RH (Remove & Replace)	Labor Hours	Price	Adjustment	Subtotal		0.36	35.00	0.00	35.00	Part	Quantity	Unit Price	Price	Adjustment	Subtotal	GOODYEAR EAGLE SPORT - 235/40R19(1344248-00-A)	1.00	275.00	275.00	0.00	275.00	TIRE DISPOSAL FEE(1025331-00-A)	1.00	5.00	5.00	0.00	5.00	370.00
Correction: Tire - Rear - RH (Remove & Replace)	Labor Hours	Price	Adjustment	Subtotal																										
	0.36	35.00	0.00	35.00																										
Part	Quantity	Unit Price	Price	Adjustment	Subtotal																									
GOODYEAR EAGLE SPORT - 235/40R19(1344248-00-A)	1.00	275.00	275.00	0.00	275.00																									
TIRE DISPOSAL FEE(1025331-00-A)	1.00	5.00	5.00	0.00	5.00																									

1 of 3

Parts Subtotal 280.00					
Correction: Tire Protection Plan	Labor Hours	Price	Adjustment	Subtotal	
	0.00	0.00	0.00	0.00	
Parts Replaced or Added					
Part	Quantity	Unit Price	Price	Adjustment	Subtotal
1 Year Coverage on Individual Tire Model 3Y 19"/Model Y 20" (2008748-00-A)	1.00	55.00	55.00	0.00	55.00
Parts Subtotal 55.00					
Pay Type: Customer Pay					
Total Parts Amount	335.00				
Total Labor Amount	35.00				
Labor Hours	0.36				

Service Center hourly rate: USD 255

All parts are new unless otherwise specified.

Accepted Payment Methods: Major Credit Cards (Visa, Mastercard, AMEX, etc.), Debit Card, Cashier's Check

You agree that: You are entitled to a price estimate for the repairs you have authorized. The repair price may be less than the estimate but shall not exceed (1) any price limited estimate or (2) any parts and labor estimate by more than 10%. Additional repairs may not be performed without your consent. This estimated price for authorized repairs will be honored if your vehicle is delivered to Tesla's facility within the time period agreed to by you and Tesla. You may waive your right to a written estimate and require that you be notified if the price exceeds an amount you have specified. Tesla is not responsible for any personal items left in your vehicle; Tesla and its employees may access and operate your vehicle including on streets, highways, or public roadways for the sole purpose of testing and/or inspection of repairs; Tesla may update your vehicle's software in the course of a repair or as part of the standard vehicle maintenance process per your owner's manual and New Vehicle Limited Warranty; Tesla and its employees may access, download and use the information stored on your vehicle's data recorder to service and diagnose issues with your vehicle, and Tesla may store and aggregate such data for its own purposes; an express mechanic's lien is hereby acknowledged on your

Total Parts (USD)	335.00
Total Labor (USD)	35.00
Discount	0.00
Subtotal (USD)	370.00
Tax	28.19
Total Amount (USD)	398.19
Amount Due From Customer (USD)	0.00
Paid by Customer (USD)	398.19



Tesla, Inc
1932 E Garvey Ave S
West Covina, CA, US 91791
Ph.: 909-569-0408

Invoice

SERVICE DEPARTMENT HOURS
Mon-Fri By appointment Only
Saturday-Sunday By appointment Only

Invoice date	Invoice number
19-Feb-2025	3000S0012385382
Due Date	
19-Feb-2025	
Date/Time Received	Date/Time Promised
18-Feb-2025 19:15:15	18-Feb-2025 19:30:41
Odometer In	Odometer Out
4076 Miles	Miles
Ready Date	
18-Feb-2025 19:15:29	
Service Advisor	
Sam Balonkita	

Paid

Bill To	Mobile Phone	Additional Phone	Vehicle Identification Number	
Patrick Li				
Year	Model	License Plate Number	Colour	
2025	MODEL 3		Pearl White Multi-Coat	

Job Number	Description Of Work	Amount (USD)																												
1	<p>Concern: Customer states they have a flat tire</p> <p>Repair Notes: Technician inspected tire to find what caused the tire to go flat by adding air to the tires and sprayed it with soap and water and found the tire had non-repairable damage on the sidewall. Technician replaced tire per customer approval, mounted and balanced, set tire pressure to specifications, torqued wheels to specifications, issue is no longer present.</p> <p>Correction: Mobile Tire Service Performed – Roadside</p> <p style="text-align: right;">Pay Type: Goodwill-Internal</p>	0.00																												
2	<p>Concern: Customer states they have a flat tire</p> <p>Repair Notes: Technician inspected tire to find what caused the tire to go flat by adding air to the tires and sprayed it with soap and water and found the tire had non-repairable damage on the sidewall. Technician replaced tire per customer approval, mounted and balanced, set tire pressure to specifications, torqued wheels to specifications, issue is no longer present.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Correction: Tire - Rear - RH (Remove & Replace)</th> <th>Labor Hours</th> <th>Price</th> <th>Adjustment</th> <th>Subtotal</th> </tr> </thead> <tbody> <tr> <td></td> <td style="text-align: center;">0.36</td> <td style="text-align: center;">35.00</td> <td style="text-align: center;">0.00</td> <td style="text-align: center;">35.00</td> </tr> </tbody> </table> <p>Parts Replaced or Added</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Part</th> <th>Quantity</th> <th>Unit Price</th> <th>Price</th> <th>Adjustment</th> <th>Subtotal</th> </tr> </thead> <tbody> <tr> <td>GOODYEAR EAGLE SPORT - 235/40R19(1344248-00-A)</td> <td style="text-align: center;">1.00</td> <td style="text-align: center;">275.00</td> <td style="text-align: center;">275.00</td> <td style="text-align: center;">0.00</td> <td style="text-align: center;">275.00</td> </tr> <tr> <td>TIRE DISPOSAL FEE(1025331-00-A)</td> <td style="text-align: center;">1.00</td> <td style="text-align: center;">5.00</td> <td style="text-align: center;">5.00</td> <td style="text-align: center;">0.00</td> <td style="text-align: center;">5.00</td> </tr> </tbody> </table>	Correction: Tire - Rear - RH (Remove & Replace)	Labor Hours	Price	Adjustment	Subtotal		0.36	35.00	0.00	35.00	Part	Quantity	Unit Price	Price	Adjustment	Subtotal	GOODYEAR EAGLE SPORT - 235/40R19(1344248-00-A)	1.00	275.00	275.00	0.00	275.00	TIRE DISPOSAL FEE(1025331-00-A)	1.00	5.00	5.00	0.00	5.00	370.00
Correction: Tire - Rear - RH (Remove & Replace)	Labor Hours	Price	Adjustment	Subtotal																										
	0.36	35.00	0.00	35.00																										
Part	Quantity	Unit Price	Price	Adjustment	Subtotal																									
GOODYEAR EAGLE SPORT - 235/40R19(1344248-00-A)	1.00	275.00	275.00	0.00	275.00																									
TIRE DISPOSAL FEE(1025331-00-A)	1.00	5.00	5.00	0.00	5.00																									

1 of 3

					Parts Subtotal 280.00
Correction: Tire Protection Plan	Labor Hours	Price	Adjustment	Subtotal	
	0.00	0.00	0.00	0.00	
Parts Replaced or Added					
Part	Quantity	Unit Price	Price	Adjustment	Subtotal
1 Year Coverage on Individual Tire Model 3Y 19"/Model Y 20" (2008748-00-A)	1.00	55.00	55.00	0.00	55.00
					Parts Subtotal 55.00
					Pay Type: Customer Pay
Total Parts Amount	335.00				
Total Labor Amount	35.00				
Labor Hours	0.36				

Service Center hourly rate: USD 255

All parts are new unless otherwise specified.

Accepted Payment Methods: Major Credit Cards (Visa, Mastercard, AMEX, etc.), Debit Card, Cashier's Check

You agree that: You are entitled to a price estimate for the repairs you have authorized. The repair price may be less than the estimate but shall not exceed (1) any price limited estimate or (2) any parts and labor estimate by more than 10%. Additional repairs may not be performed without your consent. This estimated price for authorized repairs will be honored if your vehicle is delivered to Tesla's facility within the time period agreed to by you and Tesla. You may waive your right to a written estimate and require that you be notified if the price exceeds an amount you have specified. Tesla is not responsible for any personal items left in your vehicle; Tesla and its employees may access and operate your vehicle including on streets, highways, or public roadways for the sole purpose of testing and/or inspection of repairs; Tesla may update your vehicle's software in the course of a repair or as part of the standard vehicle maintenance process per your owner's manual and New Vehicle Limited Warranty; Tesla and its employees may access, download and use the information stored on your vehicle's data recorder to service and diagnose issues with your vehicle, and Tesla may store and aggregate such data for its own purposes; an express mechanic's lien is hereby acknowledged on your

Total Parts (USD)	335.00
Total Labor (USD)	35.00
Discount	0.00
Subtotal (USD)	370.00
Tax	28.19
Total Amount (USD)	398.19
Amount Due From Customer (USD)	0.00
Paid by Customer (USD)	398.19



CARL WARREN & COMPANY
 Claims Management and Solutions

A  **VENBROOK** Company

March 11, 2025

TO: City of San Dimas

ATTENTION: Brad McKinney

RE: Claim	:	Babakhanlou vs. San Dimas
Claimant	:	Madlina Babakhanlou
Member	:	City of San Dimas
Date Rec'd by Mbr	:	2/4/25
Date of Event	:	8/5/24
CW File Number	:	CJP-3053629 SCV

Please allow this correspondence to acknowledge receipt of the captioned claim. Please take the following action:

- **CLAIM REJECTION: Send a standard rejection letter to the claimant.**

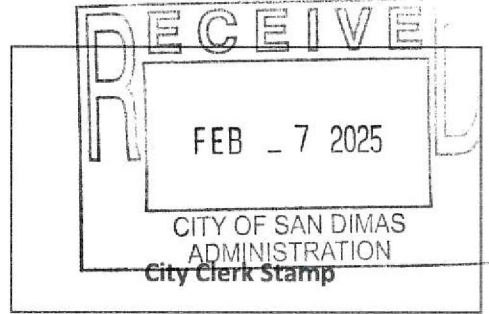
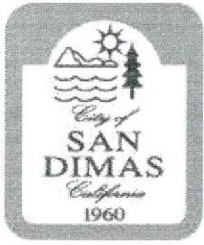
Please include a Proof of Mailing with your rejection notice to the claimant. An exemplar copy of a Proof of Mailing is attached. Please provide us with a copy of the Notice of Rejection and copy of the Proof of Mailing. If you have any questions feel free to contact the assigned adjuster or the undersigned claims specialist.

Very Truly Yours,

CARL WARREN & CO.

Timothy M. Varon

Timothy M. Varon
 Claims Supervisor



**CLAIM AGAINST THE CITY OF SAN DIMAS
(For damages to Persons or Personal Property)**

Received by MM via US MAIL Inter-Office Mail Over the Counter

A claim must be filed with the City Clerk of the City of San Dimas within six (6) months after which the incident or event occurred. Be sure your claim is against the City of San Dimas, not another public entity. Where space is insufficient, please use additional paper and identify information by paragraph number. Completed claims must be mailed or delivered to the City Clerk, the City of San Dimas, 245 E. Bonita Avenue, San Dimas, CA 91773-3002

TO THE HONORABLE MAYOR & CITY COUNCIL, THE CITY OF SAN DIMAS, CALIFORNIA

The undersigned respectfully submits the following claim and information relative to damage to persona and/or personal property:

- 1. Name of Claimant Madlina Babakhanlou
- a. Address of Claimant [REDACTED]
- b. Telephone Number [REDACTED] c. Date of Birth [REDACTED]
- d. Social Security No. Pending e. Driver's License Pending

2. Name, telephone and post office address to which claimant desires notices to be sent if other than above: DTLA Law Group; [REDACTED]

- 3. Occurrence or event from which the claim arises:
- a. Date 08/05/2024 b. Time 5:30 PM a.m./p.m.
- c. Place (exact & specific location) At or near 111 Raging Waters Dr, San Dimas, CA 91773

d. How and under what circumstances did damage or injury occur? Specify the particular occurrence, event, act or omission you claim caused the injury or damage (Use additional paper if necessary) As Ms. Babakhanlou was boarding a tram near 111 Raging Waters Dr, an unidentified woman began a violent altercation on the tram subsequently causing Ms. Babakhanlou to be pushed off of the tram, causing her to fall and sustain injuries.

e. What particular action by the City, or its employees, caused the alleged damage or injury? The Department of Parks and Recreation failed to properly train employees and supervise staff and failed to provide a safe and secure environment for patrons.

4. Give a description of the injury, property damage or loss, so far as is known at the time of this claim. If there were no injuries, state "no injuries".

Injuries include but are not limited to: left elbow, ribs, back, neck, and right knee.

5. Give the name(s) of the City employee(s) causing the damage or injury:

Unknown

6. Name and address of any other person injured:

Pending

7. Name and address of the owner of any damaged property:

8. Damages claims:

a. Amount claimed as of this date: \$ Pending

b. Estimated amount of future costs: \$ Pending

c. Total amount claimed: \$ 100,000,000

d. Basis for computation of amounts claimed (attach copies of all bills, invoices, estimates, etc.)

9. Names and addresses of all witnesses, hospitals, doctors, etc.

a. Pending

b.

c.

d.

10. Any additional information that might be helpful in considering this claim:

WARNING: IT IS A CRIMINAL OFFENSE TO FILE A FALSE CLAIM! (Penal Code §72; Insurance Code §556.1)

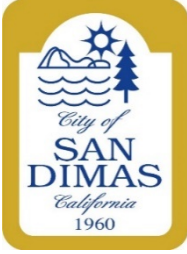
I have read the matters and statements made in the above claim and I know the same to be true of my own knowledge, except as to those matters stated upon information or belief as to such matters I believe the same to be true. I certify under penalty of perjury that the foregoing is TRUE AND CORRECT.

Signed this 4 day of February, 2025, at Los Angeles



Caleb Blumenshine OBO
Madlina Babakhanlou

Claimant's signature



Agenda Item Staff Report

To: Honorable Mayor and Members of City Council
For the Meeting of March 25, 2025

From: Brad McKinney, City Manager

Prepared by: Michael O'Brien, Director of Administrative Services

Subject: Receive and File the February 2025 Investment Report

SUMMARY

Monthly Reporting for the City of San Dimas investment of idle funds and cash condition.

RECOMMENDATION

Staff recommends that the City Council:

- Receive and file the Investment and Cash Condition report for the month of February 2025

GOVERNMENT CODE §84308 APPLIES:

<https://leginfo.legislature.ca.gov>

No

FISCAL IMPACT

There is no fiscal impact for the recommended action.

DISCUSSION/ANALYSIS

It is the policy of the City of San Dimas to invest public funds in a manner that will provide an optimal combination of security and investment return while meeting the daily cash flow demands of the City and conforming to all State and local statutes governing the investment of public funds.

The priority objectives of the City's investment activities are as follows: Safety, liquidity and returns.

The City's investment portfolio as of February 28, 2025 maintained liquid cash in the amount of \$17,955,167.11 held between BMO Harris, the City and LAIF and the CALTRUST Liquidity Fund which amounts to just over 23% of the portfolio to provide the cash flow necessary for City payroll

and operating expenditures as well as large capital project expenses and unforeseen emergencies that may occur come up throughout the year. The following chart displays the total investments and weighted average yield per investment category:

COLLATERALIZED, POOLED AND PUBLIC AGENCY INVESTMENTS	WEIGHTED AVG. YIELD	TOTAL INVESTMENT
BMO HARRIS - GENERAL ACCOUNT	0.75%	\$450,646.97
BMO HARRIS - MONEY MARKET ACCOUNT	3.91%	\$1,668,729.09
SAN DIMAS PETTY CASH - IMPREST FUNDS	0.00%	\$2,640.00
CALTRUST INVESTMENT LIQUIDITY FUNDS	4.40%	\$5,737,983.79
LOCAL AGENCY INVESTMENT FUND (LAIF) CA STATE TREASURER	4.33%	\$10,095,167.26
CALTRUST INVESTMENT PROGRAM-MEDIUM TERM-SHARES	4.20%	\$14,293,339.95
TOTAL OF ALL COLLATERALIZED, POOLED AND PUBLIC AGENCY ACCOUNTS	4.00%	\$32,248,507.06
INVESTMENTS PURCHASED THROUGH BROKERS	WEIGHTED AVG. YIELD	TOTAL INVESTMENT
GREAT PACIFIC SECURITIES CORPORATE & MUNICIPAL BONDS	4.71%	\$5,982,537.95
GREAT PACIFIC SECURITIES GOVERNMENT SPONSORED ENTERPRISE (GSE)	4.70%	\$744,175.00
TVI CORPORATE BONDS	1.95%	\$3,314,492.50
TVI NEGOTIABLE CERTIFICATES OF DEPOSIT	3.19%	\$1,727,000.00
TVI GOVERNMENT SPONSORED ENTERPRISES (GSE) AGENCY BONDS	4.27%	\$775,703.43
TVI COMMERCIAL & MUNICIPAL BONDS	4.32%	\$277,068.00
STIFEL GOVERNMENT SPONSORED ENTERPRISES (GSE) AGENCY BONDS	3.77%	\$13,621,106.54
STIFEL COMMERCIAL & MUNICIPAL BONDS	3.80%	\$1,237,350.00
STIFEL NEGOTIABLE CD'S OF DEPOSIT	3.50%	\$18,131,876.00
TOTAL BROKER ACCOUNTS	3.86%	\$45,811,309.42
TOTAL OF ALL INVESTMENTS	3.95%	\$78,059,816.48

The City's Banking Services Provider BMO Harris provides a fully collateralized checking account whose funds are used to make cash payments for City payroll and operational expenses. The City performs daily bank reconciliations to assure adequate cash is held in the checking account for upcoming expenditures. Cash held in the account earns income credits that accumulate at a rate of .75% which offsets banking service charges that are charged each quarter to the City. As of June 10, 2024, the City opened a collateralized money market account BMO Harris.

Petty Cash is held at City facilities for cashing purposes and to reimburse small dollar expenditures between \$0.01 and \$50.00.

The Local Agency Investment Fund (LAIF) is considered a Local Agency Investment Pool and acts much like a money market account. Funds can be deposited and withdrawn without penalty. The pool invests funds in short-term securities and can produce returns at rates like money markets but is considered more secure.

CALTRUST is a public agency that provides investment funds that are liquid, short term, and medium term. The assets held by CALTRUST are managed by State Street Global Advisors. Since the City first invested with CALTRUST in August of 2010, buying into the Medium-Term Fund. The City has made various contributions throughout the years as well as reinvested any accumulated interest earnings throughout the life of the fund.

In total the weighted average cost of investing in CALTRUST is \$9.99. Currently due to increasing interest rates driving market rates down for assets already held, the share price of the fund as of February 28, 2025 was \$9.86. Until interest rates decline to the point that share price would increase to \$9.99 or above, the City would be recognizing a loss on sale. However, the City could pull out funds at any time if liquidity needs arose.

Beginning in the month of February 2025, the City opened a liquid fund with CALTRUST which is not subject to market rate adjustments due to the type of investments utilized. The fund yielded 4.40% for the month of February, out yielding LAIF by .07%. The City intends to take advantage of the high yielding short term investments until yields are no longer inverted.

The City Treasurer also utilizes Brokers to purchase investment securities such as Government Sponsored Enterprises (Agency Bonds), Corporate Bonds, U.S. Treasuries and Negotiable CD's.

The investment policy and California Government Code Section 53600.3 allows the City to invest 30% of its portfolio in Certificates of Deposit and 20% of its portfolio in Corporate Bonds through Brokers. U.S. Treasuries and Government Sponsored Enterprises (Agency Bonds) have no investment limits; however, it is considered a best practice not to invest more than 5% in a single Government Sponsored Enterprises.

The following is a breakdown of the total invested in each type of investment along with its percentage of the portfolio:

INVESTMENTS BY TYPE		
Type	Amount	% of Portfolio
CHECKING & MONEY MARKET ACCOUNTS/CASH ON HAND	\$2,122,016.06	3%
LOCAL AGENCY INVESTMENT FUND (LAIF)	\$10,095,167.26	13%
CALTRUST	\$20,031,323.74	26%
GSE AGENCY BONDS	\$18,623,433.12	24%
COMMERCIAL & MUNICIPAL BONDS	\$7,329,000.30	9%
NEGOTIABLE CERTIFICATES OF DEPOSIT	\$19,858,876.00	25%
<i>TOTAL OF ALL INVESTMENTS</i>	<i>\$78,059,816.48</i>	<i>100%</i>

Additionally, per the Investment Policy, the City has an established maturity matrix with the investment ranges as follows:

Maturity Range Guideline Portfolio Percentage

1 Day to 1 Year	30% - 100%
1 Year to 3 Years	5% - 60%
3 Years to 5 Years	0% - 40%

The Cities current investment maturity range is as follows:

INVESTMENTS BY MATURITY		
Maturity Range	Amount	% of Portfolio
1 Day to 1 Yr.	\$ 40,741,008.06	52%
1 Yr. to 3 Yrs.	\$ 17,331,885.06	22%
3 Yrs. to 5 Yrs.	\$ 19,986,923.36	25%
<i>Total</i>	<i>\$ 78,059,816.48</i>	<i>100%</i>

The weighted average maturity for all City investments is 1.55 years, short term investments with maturity within six months continues to draw higher yields, however longer-term yields have been increasing making investing in longer term assets more appealing. Specific details pertaining to the City's investment names, CUSIP #'s, coupon and purchase yields, maturity dates, par and book values are included in the Investment and Cash Condition Report attachment.

ENVIRONMENTAL REVIEW

Pursuant to CEQA guidelines Section 15061 (b)(3), CEQA does not apply to this item because there is no potential for causing a significant effect on the environment. Therefore, no additional environmental review is needed at this time.

Respectfully submitted,

A handwritten signature in black ink that reads "Michael O'Brien". The signature is written in a cursive, flowing style.

Michael O'Brien
Director of Administrative Services

Attachments:

1. Investment and Cash Condition Report
2. Investment Authorization Form

**CITY OF SAN DIMAS
MONTHLY CASH BALANCE INVESTMENT REPORT
FEBRUARY 2025**

ATTACHMENT 1

SUMMARY OF BANK BALANCES				YIELD		ENDING BALANCE
BMO HARRIS - GENERAL ACCOUNT				0.75%		\$450,646.97
BMO HARRIS - MONEY MARKET ACCOUNT				3.91%		\$1,668,729.09
SAN DIMAS PETTY CASH - IMPREST FUNDS						\$2,640.00
LOCAL AGENCY INVESTMENT FUND (LAIF) CA STATE TREASURER				4.333%		\$10,095,167.26
CALTRUST LIQUIDITY FUND				4.40%		\$5,737,983.79
CALTRUST INVESTMENT PROGRAM-MEDIUM TERM				4.20%		\$14,293,339.95
INVESTMENTS	CUSIP #	COUPON YIELD	PURCHASE YIELD	MATURITY	PAR VALUE	BOOK VALUE
INVESTMENTS HELD WITH GREAT PACIFIC SECURITIES:						
CHEVRON - 3 YEAR BOND	166756ALO	1.02%	4.75%	8/12/2027	\$250,000.00	\$222,444.51
UNITED HEALTH GROUP - 4 YEAR BOND	91324PDK5	3.85%	4.73%	6/15/2028	\$250,000.00	\$241,935.46
ADVOCATE HEALTH & HOSPS CORP	007589AA2	3.83%	4.64%	8/15/2028	\$305,000.00	\$296,779.55
NY LIFE GLOBAL - 5 YEAR BOND	64952WFF5	4.70%	4.76%	1/29/2029	\$500,000.00	\$500,000.00
METLIFE GLOBAL - 5 YEAR BOND	59217GFR5	4.85%	4.90%	1/8/2029	\$250,000.00	\$249,451.14
MASS MUTUAL GLOBAL - 5 YEAR BOND	57629W4T4	5.15%	5.15%	5/30/2029	\$250,000.00	\$249,998.23
NORTHWESTERN MUT GLOBAL - 5 YEAR BOND	66815L2Q1	4.71%	5.16%	1/10/2029	\$250,000.00	\$245,327.02
ATHENE GLOBAL FDG - 5 YEAR BOND	04685A3G4	2.71%	4.43%	1/7/2029	\$350,000.00	\$326,841.60
TOYOTA MTR CORP	59217GFR5	3.65%	4.20%	1/9/2029	\$300,000.00	\$293,442.80
RGA GLOBAL - 5 YEAR BOND	76209PAB9	2.70%	4.50%	1/18/2029	\$300,000.00	\$278,689.63
MERCEDES BENZ - 4.85 YEAR BOND	233851DW1	3.10%	4.64%	8/15/2029	\$350,000.00	\$327,541.16
MUTUAL OF OMAHA - 5 YEAR BOND	62829D2E9	4.75%	4.75%	10/15/2029	\$250,000.00	\$249,997.05
<i>PACIFIC SECURITIES CORPORATE BONDS INVESTMENTS SUBTOTAL:</i>						\$3,482,448.15
CALIFORNIA ST DEPT WATER - 4 YEAR BOND	13067WRF1	1.32%	4.70%	12/1/2028	\$250,000.00	\$215,147.50
YUCAIPA VY CALIF WATER DISTRICT	98840BBD4	2.29%	4.72%	9/1/2027	\$250,000.00	\$232,227.50
ONTARIO CALIFORNIA PUB - 3 YEAR BOND	68304RCD0	1.81%	4.52%	10/1/2027	\$255,000.00	\$232,539.60
CALIFORNIA ST UNIV REV SYSTEMWIDE- 4 YEAR BOND	13077DQGO	3.85%	4.70%	6/15/2028	\$310,000.00	\$270,924.50
SOLANO CALIF COMMUNITY COLLEGE - 4 YEAR BOND	83412PHB1	1.48%	4.50%	8/1/2028	\$350,000.00	\$308,661.50
BMW US CAP LLC - 4.5 YEAR BOND	05565ECR4	4.65%	5.00%	8/13/2029	\$300,000.00	\$295,721.23
PACIFIC LIFE GLOBAL - 4.5 YEAR BOND	6944PL3C1	4.50%	4.55%	8/28/2029	\$250,000.00	\$248,463.27
AIG GLOBAL - 4.43 YEAR BOND	00138CBC1	4.90%	4.90%	12/3/2029	\$350,000.00	\$348,496.02
PROTECTIVE LIFE GLOBAL - 4.8 YEAR BOND	74368CCA0	4.77%	4.77%	12/9/2029	\$350,000.00	\$347,908.68
<i>PACIFIC SECURITIES COMMERCIAL & MUNICIPAL BONDS INVESTMENTS SUBTOTAL:</i>						\$2,500,089.80
FEDERAL NATIONAL MTG ASSN - 4 YEAR BOND	3135GASJ1	4.50%	4.70%	5/17/2028	\$250,000.00	\$248,175.00
FEDERAL HOME LOAN - 5 YEAR BOND	1334HA2L6	4.37%	4.55%	1/16/2030	\$500,000.00	\$496,000.00
<i>PACIFIC SECURITIES GOVERNMENT SPONSORED ENTERPRISES (GSE) AGENCY BONDS INVESTMENTS SUBTOTAL:</i>						\$744,175.00
INVESTMENTS HELD WITH TVI:						
WELLS FARGO & CO MEDIUM TERM - 3 YEAR BOND	95001DC40	4.50%	4.50%	7/28/2025	\$250,000.00	\$250,000.00
CFI- 5 YEAR BOND	17298CK64	1.00%	1.00%	8/28/2025	\$500,000.00	\$500,000.00
BANK OF AMERICA - 5 YEAR BOND	06048WK25	0.75%	0.75%	10/30/2025	\$250,000.00	\$250,000.00
GOLDMAN SACHS GROUP - 5 YEAR BOND	38150EH4	0.80%	0.80%	11/24/2025	\$290,000.00	\$290,000.00
JP MORGAN BOND - 5 YEAR BOND	48128G3G3	1.20%	1.20%	4/30/2026	\$285,000.00	\$285,000.00
EXXON MOBILE CORP - 7 YEAR BOND	30231GBD3	2.28%	0.98%	8/16/2026	\$250,000.00	\$264,953.75
GOLDMAN SACHS GROUP - 5 YEAR BOND	38150AJ63	1.70%	1.70%	10/29/2026	\$210,000.00	\$210,000.00
MORGAN STANLEY FIN GLOBAL - 5 YEAR BOND	61766YGT2	1.35%	1.35%	11/18/2026	\$250,000.00	\$250,000.00
JP MORGAN CHASE BOND - 5 YEAR BOND	48128G5Y2	2.10%	2.10%	1/29/2027	\$270,000.00	\$270,000.00
BANK OF AMERICA - 5 YEAR BOND	06048WS84	2.75%	2.75%	3/2/2027	\$250,000.00	\$250,000.00
MORGAN STANLEY-FIN GLOBAL 5 YEAR BOND	61766YJQ5	3.25%	3.25%	4/13/2027	\$250,000.00	\$250,000.00
INTEL CORP - 5 YEAR BOND	458140BY5	3.75%	4.25%	8/5/2027	\$250,000.00	\$244,538.75
<i>TVI CORPORATE BONDS INVESTMENTS SUBTOTAL:</i>						\$3,314,492.50

SYNCHRONY BK RETAIL - 3 YEAR CD	87164WQ68	3.30%	3.30%	8/26/2025	\$245,000.00	\$245,000.00
CAPITAL ONE BANK - 4 YEAR CD	14042TFH5	2.65%	2.65%	4/13/2026	\$246,000.00	\$246,000.00
TOYOTA FINANCIAL SAVINGS - 5 YEAR CD	89235MLC3	0.95%	0.95%	7/15/2026	\$248,000.00	\$248,000.00
MARINE FEDERAL CREDIT UNION - 2 YEAR CD	56824JBD54	4.20%	4.20%	11/27/2026	\$249,000.00	\$249,000.00
GOLDMAN SACHS BANK USA NEW YORK - 5 YEAR CD	38149M4T7	2.65%	2.65%	4/13/2027	\$246,000.00	\$246,000.00
STATE BANK OF INDIA - 5 YEAR CD	856285N64	3.30%	3.30%	6/1/2027	\$245,000.00	\$245,000.00
CENTRAL BANK LITTLE ROCK ARK - 5 YEAR CD	152577BS0	5.30%	5.30%	6/30/2028	\$248,000.00	\$248,000.00
TVI CD'S INVESTMENTS SUBTOTAL :					\$1,727,000.00	
CALIFORNIA STATE - 5 YEAR BOND	13063EGT7	4.50%	4.32%	8/1/2029	\$275,000.00	\$277,068.00
TVI MUNICIPAL BONDS SUBTOTAL :					\$277,068.00	
FEDERAL AGRIC MTG CORP - 3 YEAR BOND	31424WNJ7	4.54%	4.53%	9/9/2027	\$265,000.00	\$264,999.97
FEDERAL FARM CR BKS CONS SYSTEMWIDE - 5 YEAR BOND	3133ERL41	4.13%	4.40%	12/17/2029	\$517,000.00	\$510,703.46
TVI GOVERNMENT AGENCY BONDS SUBTOTAL :					\$775,703.43	
INVESTMENT HELD WITH STIFEL:						
FEDL NATL MTG ASSN- 5 YEAR BOND	3136G4A86	0.50%	0.55%	7/21/2025	\$250,000.00	\$249,375.00
FEDL FARM CREDIT BANK - 4 YEAR BOND	3133ENEH9	1.13%	1.13%	11/17/2025	\$250,000.00	\$250,000.00
FEDL HOME LOAN BANK - 5 YEAR BOND	3130AL2G8	0.60%	0.75%	2/18/2026	\$250,000.00	\$248,250.00
FEDL NATL MTG ASSN - DISC BOND - 3YEAR	3138LDPW7	2.68%	4.58%	5/1/2026	\$250,000.00	\$228,805.98
FEDL NATL MTG ASSN - 2 YEAR BOND	3138LDYL1	2.47%	4.93%	6/1/2026	\$500,000.00	\$473,750.00
FEDL HOME LOAN BANK - 5 YEAR BOND	3130ANMH0	1.10%	1.42%	8/20/2026	\$250,000.00	\$246,400.00
FEDL FARM CREDIT BANK BOND - 5 YEAR BOND	3133ENSZ4	2.75%	2.75%	4/1/2027	\$250,000.00	\$250,000.00
FEDL HOME LOAN MTG CORP MEDIUM TERM - 5 YEAR BOND	3134GXTZ7	3.50%	3.50%	5/26/2027	\$250,000.00	\$250,000.00
FEDL AGRIC MTG CORP - 3 YEAR BOND	31424WKN1	5.23%	5.23%	6/25/2027	\$500,000.00	\$500,000.00
FEDL HOME LOAN BANK - 5 YEAR BOND	3130ASF53	3.25%	3.41%	6/30/2027	\$500,000.00	\$499,250.00
FEDL HOME LOAN BANK - 5 YEAR BOND	3130ASZ69	4.05%	4.08%	8/27/2027	\$250,000.00	\$249,625.00
FEDL NATL MTG ASSN- 5 YEAR BOND	3140LBSE4	1.09%	4.38%	3/1/2028	\$350,000.00	\$306,250.00
FEDERAL FARM CREDIT BANK BOND - 5 YEAR BOND	3133ERVH1	4.60%	4.60%	1/2/2029	\$500,000.00	\$500,000.00
FEDL HOME LOAN MTG CORP MEDIUM TERM NOT- 5 YEAR BOND	3134H1U24	5.00%	5.14%	2/26/2029	\$500,000.00	\$497,000.00
FEDL NATL MTG ASSN - 5 YEAR BOND	3140NUUA5	4.52%	4.52%	3/1/2029	\$500,000.00	\$499,062.50
FEDL HOME LOAN MTG CORP - 5 YEAR BOND	3132XDBP7	4.15%	4.61%	4/1/2029	\$400,000.00	\$392,857.31
FEDL FARM CREDIT BANK BOND- 5 YEAR BOND	3133ERBB6	5.42%	5.42%	4/16/2029	\$300,000.00	\$299,190.00
FEDL HOME LOAN MTG CORP MEDIUM TERM NOTE - 5 YEAR BOND	3134H1Y23	5.09%	5.09%	6/12/2029	\$250,000.00	\$249,000.00
FEDL HOME LOAN MTG CORP - 5 YEAR BOND	3132XKSV0	3.81%	3.81%	7/1/2029	\$400,000.00	\$387,000.00
FEDL NATL MTG ASSN - 5 YEAR BOND	314HU7G5	2.74%	4.06%	8/1/2029	\$500,000.00	\$472,031.25
FEDL HOMELOAN MTG CORP - 5 YEAR BOND	3132XKTE7	4.02%	4.49%	8/1/2029	\$505,000.00	\$495,846.88
FEDL HOME LOAN MTG CORP MEDIUM TERM NOTE - 5 YEAR BOND	3134HADQ3	5.05%	5.05%	8/7/2029	\$500,000.00	\$500,000.00
FEDL HOME LOAN BANK - 5 YEAR BOND	3130B2BA2	5.05%	5.05%	8/20/2029	\$500,000.00	\$499,500.00
FEDL NATL MTG ASSN - 4.8 YEAR BOND	3140HVJ62	4.60%	2.61%	9/1/2029	\$390,000.00	\$357,946.88
FEDL HOME LOAN MTG CORP - 5 YEAR BOND	3132XF5R0	4.42%	4.71%	9/1/2029	\$500,000.00	\$494,687.50
FEDL HOME LOAN BANK - 5 YEAR BOND	3130B2KZ7	5.00%	5.00%	9/11/2029	\$500,000.00	\$500,000.00
FEDL HOME LOAN BANK BOND - 5 YEAR BOND	3130B2TY1	4.68%	4.68%	9/27/2029	\$500,000.00	\$500,000.00
FEDL NATL MTG ASSN - 5 YEAR BOND	340NWFK6	4.01%	4.37%	10/1/2029	\$500,000.00	\$492,656.25
FEDL NATL MTG ASSN - 5 YEAR BOND	3140HV4J0	2.14%	4.60%	10/1/2029	\$550,000.00	\$493,028.24
FEDL HOME LOAN BANK BOND - 5 YEAR BOND	3130B2YY5	4.63%	4.80%	10/9/2029	\$500,000.00	\$499,750.00
FEDL HOME LOAN BANK BOND - 5 YEAR BOND	3130B2YJ8	4.63%	4.63%	10/15/2029	\$750,000.00	\$750,000.00
FEDL NATL MTG ASSN - 5 YEAR CD	3140NXC50	4.56%	4.76%	1/1/2030	\$500,000.00	\$496,562.50
FEDL NATL MTG ASSN - 5 YEAR CD	3140HW4G4	2.43%	4.75%	1/1/2030	\$550,000.00	\$493,281.25
STIFEL GOVERNMENT SPONSORED ENTERPRISES (GSE) AGENCY BONDS INVESTMENTS SUBTOTAL:					\$13,621,106.54	
BANK OF AMERICA - 5 YEAR BOND	06048WP20	1.25%	1.25%	9/24/2026	\$250,000.00	\$250,000.00
BANK OF AMERICA - 5 YEAR BOND	06055JEC9	5.50%	5.50%	4/19/2028	\$500,000.00	\$500,000.00
APPLE INC - 10 YEAR CORPORATE BOND	037833CR9	3.20%	3.30%	5/11/2027	\$250,000.00	\$248,850.00
SADDLEBACK VALLEY - 7.75 YEAR BOND (MUNICIPAL BOND)	786318LF0	2.40%	3.41%	8/1/2027	\$250,000.00	\$238,500.00
STIFEL COMMERCIAL & MUNICIPAL BONDS SUBTOTAL:					\$1,237,350.00	
EVOLVE FEDL CR UN - 1 YEAR	30053QAB1	5.30%	5.30%	3/12/2025	\$249,000.00	\$249,000.00
SAFRA NATL BANK OF NY - 3 YEAR CD	78658RHM6	2.00%	2.00%	3/24/2025	\$248,000.00	\$248,000.00
LIVE OAK BANK- 5 YEAR CD	538036LD4	1.40%	1.40%	3/31/2025	\$249,000.00	\$249,000.00
MEDALLION BANK - 5 YEAR CD	58404DGR6	1.60%	1.60%	3/31/2025	\$248,000.00	\$248,000.00
CLEARPATH FEDERAL CU BURBANK- 2 YEAR CD	18507MAA9	5.15%	5.15%	4/28/2025	\$248,000.00	\$248,000.00
DISCOVER BK - 3 YEAR CD	254673B70	2.80%	3.00%	4/28/2025	\$241,000.00	\$247,000.00
UTAH COMMUNITY CU - 2 YEAR CD	917352AB2	4.80%	4.80%	4/28/2025	\$241,000.00	\$248,000.00

FLAGSTAR BANK - 5 YEAR CD	33847E3D7	1.15%	1.17%	4/29/2025	\$248,000.00	\$247,876.00
HSBC BANK - 5 YEAR CALLABLE CD	44329ME33	1.30%	1.30%	5/7/2025	\$248,000.00	\$248,000.00
INSTITUTION FOR SVGS - 3 YEAR CD	45780PBL8	3.10%	3.10%	5/20/2025	\$249,000.00	\$249,000.00
CARTER FEDERAL C.U 3 YEAR CD	14622LAC6	3.00%	3.00%	6/23/2025	\$249,000.00	\$249,000.00
CORP AMERICA FAMILY CU - 1 YEAR CD	219873AG1	5.25%	5.25%	6/30/2025	\$248,000.00	\$248,000.00
HUGHES FED CR - 2 YEAR CD	444425AA0	5.25%	5.25%	6/30/2025	\$248,000.00	\$248,000.00
MID AMERICAN CU - 2 YEAR CD	59522NAE4	5.25%	5.25%	6/30/2025	\$248,000.00	\$248,000.00
MERITRUST CR UN - 3 YEAR CD	59001PAS8	3.35%	3.35%	7/8/2025	\$249,000.00	\$249,000.00
CREDIT UNION OF TEXAS - 3 YEAR CD	22551KAB8	3.30%	3.30%	7/22/2025	\$246,000.00	\$246,000.00
TVA CMNTY CR UN - 3 YEAR CD	87305MAB6	3.25%	3.25%	8/4/2025	\$249,000.00	\$249,000.00
RESOURCE ONE CR UN - 3 YEAR CD	76124YAE6	3.30%	3.30%	8/18/2025	\$249,000.00	\$249,000.00
IDEAL CREDIT UNION - 3 YEAR CD	45157PAY6	4.00%	4.00%	8/29/2025	\$249,000.00	\$249,000.00
ALABAMA CREDIT UNION - 3 YEAR CD	01025RAB5	3.60%	3.60%	9/22/2025	\$249,000.00	\$249,000.00
UNIVERSITY CREDIT UNION - 3 YEAR CD	91424AA0	4.00%	4.00%	9/26/2025	\$249,000.00	\$249,000.00
BARCLAYS BANK - 4 YEAR CD	06740KNT0	1.00%	1.00%	12/15/2025	\$248,000.00	\$248,000.00
BELLCO CREDIT UNION - 18 MONTH CD	07833EAJ6	5.15%	5.15%	12/23/2025	\$249,000.00	\$249,000.00
US ALLIANCE FED C.U - 4 YEAR CD	90352RCD5	1.35%	1.35%	1/28/2026	\$249,000.00	\$249,000.00
FARMERS & MERCHANTS BANK- 3.5 YEAR CD	3078115EL9	3.20%	3.20%	2/5/2026	\$249,000.00	\$249,000.00
CONNEX CREDIT UNION - 18 MONTH CD	208212BN9	4.45%	4.45%	2/27/2026	\$249,000.00	\$249,000.00
CFG COMMUNITY BANK - 3.5 YEAR CD	12527CFL1	3.80%	3.80%	3/11/2026	\$245,000.00	\$245,000.00
ALASKA US FEDERAL CREDIT UNION - 3 YEAR CD	011852AH3	5.15%	5.15%	3/23/2026	\$248,000.00	\$248,000.00
COMENITY CAPITAL BANK- 4 YEAR CD	20033A2Z8	2.60%	2.60%	4/14/2026	\$249,000.00	\$249,000.00
BAXTER CR UN - 4 YEAR CD	07181JAD6	3.05%	3.05%	6/22/2026	\$249,000.00	\$249,000.00
INSPIRE FEDERAL CREDIT UNION - 3 YEAR CD	457731AQ0	5.00%	5.00%	6/30/2026	\$248,000.00	\$248,000.00
NEW YORK COMMUNITY BANK - 5 YEAR CD	649447UZ0	0.70%	0.70%	7/1/2026	\$249,000.00	\$249,000.00
SALLIE MAE BANK SALT LAKE CITY UT - 5 YEAR CD	795451AB9	1.00%	1.00%	7/21/2026	\$248,000.00	\$248,000.00
AUSTIN TELCO FED CR - 2 YEAR CD	052392DG9	4.25%	4.25%	8/21/2026	\$249,000.00	\$249,000.00
WORKERS CREDIT UNION - 2 YEAR CD	98138MCJ7	4.15%	4.15%	8/31/2026	\$249,000.00	\$249,000.00
FIRST STATE BANK - 4 YEAR CD	33650TAH3	3.60%	3.60%	9/16/2026	\$249,000.00	\$249,000.00
QUORUM FED CR - 4 YEAR CD	74909LAB6	3.85%	3.85%	9/23/2026	\$249,000.00	\$249,000.00
PENTAGON FEDERAL CR UN - 5 YEAR CD CUSIP #70962LAS1	70962LAS1	0.90%	0.90%	9/29/2026	\$249,000.00	\$249,000.00
ONPATH FEDERAL CREDIT UN - 4 YEAR CD	68283MAF3	3.25%	3.25%	9/30/2026	\$249,000.00	\$249,000.00
HAWAII CENTRAL FCU - 3 YEAR CD	419700AG4	5.50%	5.50%	10/27/2026	\$248,000.00	\$248,000.00
BANK UNITED NA - 5 YEAR CD	066519RW1	1.35%	1.35%	12/8/2026	\$248,000.00	\$248,000.00
RIZE FED CR UN - 2 YEAR CD	76971LAJ7	4.25%	4.25%	12/14/2026	\$249,000.00	\$249,000.00
BANK HAPOALIM BM - 5 YEAR CD	06251A3K4	1.35%	1.35%	12/16/2026	\$248,000.00	\$248,000.00
CONNEXUS CREDIT UNION - 5 YEAR CD	20825WAR1	1.25%	1.25%	12/23/2026	\$249,000.00	\$249,000.00
WEST VIRGINIA CENTRAL FCU - 2 YEAR CD	95649LAB6	4.60%	4.60%	12/23/2026	\$249,000.00	\$249,000.00
AMERANT BANK - 5 YEAR CD	02357QAQ0	1.60%	1.60%	2/16/2027	\$248,000.00	\$248,000.00
PIMA CREDIT UNION- 4.5 YEAR CD	722000AA4	5.15%	5.15%	2/17/2027	\$248,000.00	\$248,000.00
METRO CREDIT UNION - 5 YEAR CD	59161YAP1	1.70%	1.70%	2/18/2027	\$249,000.00	\$249,000.00
BEAL BANK PLANO TEXAS - 5 YEAR CD	07371AZQ9	2.05%	2.05%	3/3/2027	\$248,000.00	\$248,000.00
BEAL BANK USA LAS VEGAS - 5 YEAR CD	07371CK81	2.05%	2.05%	3/3/2027	\$248,000.00	\$248,000.00
SPOKANE TEACHERS CR	849061AF3	4.75%	4.75%	3/25/2027	\$249,000.00	\$249,000.00
MORGAN STANLEY- 5 YEAR CD	61773TDN0	3.00%	3.00%	4/29/2027	\$246,000.00	\$246,000.00
GENERATION BANK ROGERS AR CD - 5 YEAR CD	37149CAV9	3.10%	3.10%	5/6/2027	\$249,000.00	\$249,000.00
DEPARTMENT OF COMMERCE - 5 YEAR CD	24951TAT2	3.25%	3.25%	5/13/2027	\$249,000.00	\$249,000.00
CREDIT UNION NEW JERSEY - 3 YEAR CD	22552BAA9	5.40%	5.40%	7/9/2027	\$248,000.00	\$248,000.00
TRUSTONE FINL CR UN - 5 YEAR CD	89841MAF4	3.40%	3.40%	7/19/2027	\$249,000.00	\$249,000.00
BMO HARRIS BANK - 5 YEAR CD	05600XHE3	3.55%	3.55%	7/27/2027	\$247,000.00	\$247,000.00
THIRD FEDL S&L ASSN - 5 YEAR CD	88413QDM7	3.40%	3.40%	7/27/2027	\$245,000.00	\$245,000.00
CMNTY COMMERCE BANK CLAREMONT- 5 YEAR CD	20367GBH1	3.30%	3.30%	8/10/2027	\$249,000.00	\$249,000.00
ST VINCENT MED CTR CR - 5 YEAR CD	85279AAA0	3.50%	3.50%	8/12/2027	\$249,000.00	\$249,000.00
PITTSBURG CITY HALL FCU - 5 YEAR CD	72500MAA3	3.60%	3.60%	8/16/2027	\$249,000.00	\$249,000.00
SHARONVIEW FCU - 5 YEAR CD	819866BL7	3.50%	3.50%	8/16/2027	\$249,000.00	\$249,000.00
GHS FEDERAL CREDIT UNION - 5 YEAR CD	36266LAA4	3.80%	3.80%	9/15/2027	\$249,000.00	\$249,000.00
NEW ORLEANS FIREMANS FCU - 5 YEAR CD	647608AH1	5.00%	5.00%	7/17/2028	\$248,000.00	\$248,000.00
FIRST FED SVGS - 3 YEAR CD	32023HBT4	5.25%	5.25%	6/28/2027	\$248,000.00	\$248,000.00
NUMERICA CREDIT UNION - 5 YEAR CD	67054NBK8	5.10%	5.10%	7/31/2028	\$248,000.00	\$248,000.00
GREEN STATE CREDIT UNION- 5 YEAR CD	39573LEL8	5.00%	5.00%	8/29/2028	\$248,000.00	\$248,000.00
ALLIANT CREDIT UNION- 5 YEAR CD	01882MAH5	5.35%	5.35%	11/15/2028	\$248,000.00	\$248,000.00

SAN FRANCISCO FEDL CR UNION - 4 YEAR CD	79772FAL0	4.25%	4.25%	11/27/2028	\$249,000.00	\$249,000.00
USF FEDL CREDIT UNION - 5 YEAR CD	90353EBS1	4.65%	4.65%	12/20/2029	\$249,000.00	\$249,000.00
JP MORGAN CHASE BANK - 5 YEAR CD	46657VWH9	4.75%	4.75%	1/31/2030	\$248,000.00	\$248,000.00
SMARTBANK - 5 YEAR CD	83172HHT0	4.60%	4.60%	2/8/2030	\$249,000.00	\$249,000.00
WEST GATE BANK LINCOLN -5 YEAR CD	95285QCE6	4.60%	4.60%	2/19/2030	\$249,000.00	\$249,000.00
STIFEL CD'S INVESTMENT SUBTOTAL:						\$18,131,876.00
TOTAL CD's/GSE BONDS/ CORPORATE BONDS/TREASURY BILLS						\$45,811,309.42
TOTAL OF ALL INVESTMENTS						\$78,059,816.48
INVESTMENTS BY TYPE			INVESTMENTS BY MATURITY			
Type	Amount	% of Portfolio	Maturity Range	Amount	% of Portfolio	
CHECKING & MONEY MARKET ACCOUNTS/CASH ON HAND	\$2,122,016.06	3%	1 Day to 1 Yr.	\$ 40,741,008.06	52%	
LOCAL AGENCY INVESTMENT FUND (LAIF)	\$10,095,167.26	13%	1 Yr. to 3 Yrs.	\$ 17,331,885.06	22%	
CALTRUST	\$20,031,323.74	26%	3 Yrs. to 5 Yrs.	\$ 19,986,923.36	25%	
GSE AGENCY BONDS	\$18,623,433.12	24%	Total	\$ 78,059,816.48	100%	
COMMERCIAL & MUNICIPAL BONDS	\$7,329,000.30	9%				
NEGOTIABLE CERTIFICATES OF DEPOSIT	\$19,858,876.00	25%			Weighted Average Yield	3.95%
TOTAL OF ALL INVESTMENTS	\$78,059,816.48	100%			Weighted Average Maturity in Years	1.55

e above investments have met the requirements as stated in the City's Annual Investment Policy.



Michael O'Brien Administrative Services Director/City Treasurer


Prepared by: Jennifer Legaspi


**City of San Dimas
Investment Purchase Authorization Form**

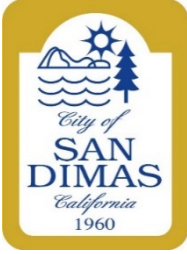
Investment Name	Term	Investment Type	Amount	Brokerage/Fund
BMO Checking	Liquid	Checking	\$ 152,030.01	BMO
BMO Money Market 3.91%	Liquid	Money Market	\$ (500,000.00)	BMO
Cash On Hand with Brokers	Matured	CD	\$ (2,713.53)	GPS
West Gate Bank 4.60% CUSIP 95285QCE6 Callable	5 Year	CD	\$ 249,000.00	Stifel
SmartBank 4.60% CUSIP 83172HHT0 Callable	5 Year	CD	\$ 249,000.00	Stifel
FNMA 4.560% DUS BOND CUSIP# 3140NXC50	5 Year	GSE	496,562.50	Stifel
FNMA 5.20% CUSIP 3135FAN31	Matured	GSE	\$ (499,375.00)	Stifel
First Foundation Bank 4.70% CUSIP 32026U5R3	Matured	CD	\$ (244,000.00)	Stifel
Wells Fargo Bank 4.85% CUSIP 949764PA6	Matured	CD	\$ (249,000.00)	Stifel
Corebridge Financial 5.00% CUSIP 00138CBC1	5 Year	Corporate Bond	\$ 348,496.02	GPS

Total Investment (Cash on Hand with Broker) 3-11-25

3.1.25

Authorized By:  Michael O'Brien, Administrative Services Director/City Treasurer

Authorized By:  Brad McKinney, City Manager



Agenda Item Staff Report

To: Honorable Mayor and Members of City Council
For the Meeting of March 25, 2025

From: Brad McKinney, City Manager

Prepared by: Peter Jacoy, Assistant Engineer

Subject: Approve Change Order No. 1 in the Amount of \$77,207.05 for Reroofing of City Yard Buildings 3 & 6 (Construction Contract 2024-06)

SUMMARY

Change Order No. 1 would add the repair of leaking roofs in building 3 and 6 to Construction Contract 2024-06 for the Refuse Building Roof Replacement. The original contract includes the replacement of existing structural trusses and re-roofing of the City Yard's Refuse Building.

RECOMMENDATION

City Staff recommends that the City Council:

1. Approve Change Order No. 1 for Reroofing of Buildings 3 & 6 in the amount of \$77,207.05 (Construction Contract 2024-06)

GOVERNMENT CODE §84308 APPLIES:

<https://leginfo.legislature.ca.gov>

Yes

FISCAL IMPACT

Change Order No. 1 will require a budget amendment of \$77,207.05 to Construction Contract 2024-06 for the Refuse Building Roof Replacement.

Approved Project Budget

The current budget for Construction Contract 2024-06, as approved by the City Council on November 14, 2024, is as follows:

Construction Proposal:	\$ 227,995.90
Engineering Services & Inspection:	\$ 26,404.92
Project Contingency (20%):	<u>\$ 45,599.18</u>
Total Approved Project Budget:	\$ 300,000.00

Proposed Change Order No. 1 Budget

The budget for Change Order No. 1 is outlined as follows:

Reroofing Building 6:	\$ 15,487.50
Reroofing Building 3:	\$ 48,851.71
Change Order Contingency (20%):	<u>\$ 12,867.84</u>
Total Change Order No. 1 Budget:	\$ 77,207.05

Revised Project Budget

Should City Council move forward approving Change Order No. 1 for the Construction Contract 2024-06 Refuse Building Roof Replacement Project, the total revised project budget will include the original contract construction costs, a 20% contingency, engineering services, and the Change Order No. 1 budget. The updated budget will be as follows:

Total Approved Project Budget (November 14, 2024):	\$ 300,000.00
Total Change Order No. 1 Budget:	<u>\$ 77,207.05</u>
Total Revised Project Budget:	\$ 377,207.05

The anticipated total construction revised project budget expenditure for CC2024-06 Refuse Building Roof Replacement Project is \$377,207.05. The Revised Project Budget was allocated in the FY 2024-25 Budget from Infrastructure funds (Fund 12).

BACKGROUND

The City Council awarded the construction contract to WC Construction Services at its November 14, 2024, meeting. During recent rain events, leaks were discovered in Buildings 3 and 6 at the City Yard, posing risks of further water intrusion, structural damage, and operational disruptions.

Building 3



Building 6



DISCUSSION/ANALYSIS

Since WC Construction is already performing roof repairs at the City Yard for the Refuse Building under Construction Contract 2024-06, the City requested a change order proposal from WC Construction to address the necessary repairs. Assigning this work to WC Construction will expedite the urgent roof restoration for Buildings 3 and 6, minimizing potential damage and ensuring continuity of operations.

ALTERNATIVES

The City Council may choose not to authorize Change Order No. 1 and not revise the construction budget for Construction Contract 2024-06, the Refuse Building Roof Replacement Project. However, delaying the repairs increases the risk of further water intrusion in Buildings 3 and 6 at the City Yard, potentially leading to structural damage and operational disruptions.

ENVIRONMENTAL REVIEW

This item is Categorical Exempt under the California Code of Regulations, Title 14, Section 6, Chapter 3, Article 19, Section 15301 Existing Facilities Class 1 operations which consists of the operation, repair, maintenance or minor alteration of existing public or private facilities involving negligible or no expansion of existing or former use.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'PJ', with a long horizontal flourish extending to the right.

Peter Jacoy
Assistant Engineer

Attachments:

1. WC Construction Services Building 6 Proposal
2. WC Construction Services Building 3 Proposal
3. City Council Staff Report – November 14, 2024
4. Levine Act Form

Date Tuesday, March 11, 2025

BID PROPOSAL

 Rev 1

Project SAN DIMAS CITY YARD ROOF & FACISA BLD 6 Client San Dimas City
 Phone _____ Labor Type Yes prevailing wage.
 Address 301 South Walnut Ave. City San Dimas
 Estimator AC Quoted by WC
 Prices Valid Until Thursday, April 10, 2025

Spec Section	Bid Item/Inclusions	Amount		
00000	Supplimental Cond.	\$ -		
01000	General Requirements	\$ 2,362.50		
02000	Site Construction	\$ -		
03000	Concrete	\$ -		
04100	Masonry	\$ -		
04200	Metals	\$ -		
06100	Rough carpentry	\$ -		
07100	Insulation	\$ -		
07209	Roof & Accessories	\$ 8,312.50		
10000	Specialties	\$ 4,812.50		
Building and Site work Total		\$ 15,487.50		
		\$ -		
PAYMENT SCHEDULE				
Draw	Description	Amount	BASIC BID	\$ 15,487.50
	TOTAL	\$ -		

The parties hereby execute this contract as the terms above. As well as understand this is subject to a 10% interest fee if payment is not complete. As well as agree to the above payment terms.

Exclusions and Clarifications	Alternates or Unit Prices	\$ Amount
EXCLUDES PERMITS	Per sheet replacement	300
EXCLUDED RAINGUTTERS		

Signature _____	Signature _____
X _____	X _____
Print Name _____ Date _____	Print Name _____ Date _____

Date Tuesday, March 11, 2025

BID PROPOSAL

 Rev 1

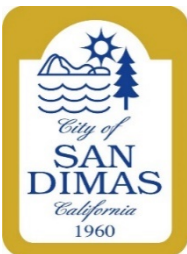
Project <u>SAN DIMAS CITY YARD ROOF & FASCIA BLD 3</u>	Client <u>San Dimas City</u>
Phone _____	Labor Type <u>Yes prevailing wage.</u>
Address <u>301 South Walnut Ave.</u>	City <u>San Dimas</u>
Estimator <u>AC</u>	Quoted by <u>WC</u>
Prices Valid Until <u>Thursday, April 10, 2025</u>	

Spec Section	Bid Item/Inclusions	Amount
00000	Supplimental Cond.	\$ -
01000	General Requirements	\$ 7,451.96
02000	Site Construction	\$ -
03000	Concrete	\$ -
04100	Masonry	\$ -
04200	Metals	\$ -
06100	Rough carpentry	\$ -
07100	Insulation	\$ -
07209	Roof & Accessories	\$ 31,456.25
10000	Specialties	\$ 9,943.50
Building and Site work Total		\$ 48,851.71
Deposit (10%):		4885.1705
		\$ -
PAYMENT SCHEDULE		
Draw	Description	Amount
		\$ 48,851.71
	TOTAL	\$ -

The parties hereby execute this contract as the terms above. As well as understand this is subject to a 10% interest fee if payment is not complete. As well as agree to the above payment terms.

Exclusions and Clarifications	Alternates or Unit Prices	\$ Amount
EXCLUDES PERMITS	Per sheet replacement	300
EXCLUDED RAINGUTTERS		

Signature _____	Signature _____
X _____	X _____
Print Name _____ Date _____	Print Name _____ Date _____



Agenda Item Staff Report

To: Honorable Mayor and Members of City Council
For the Meeting of November 12, 2024

From: Brad McKinney, City Manager

Prepared by: Peter Jacoy, Assistant Engineer

Subject: Award of Construction Contract 2024-06 Refuse Building Roof Replacement Project to WC Construction Services and Approve Overall Project Budget of \$300,000.00 Including Construction, Engineering and Contingency. Approve the Plans and Specifications for the Project on File in the Public Works Department.

SUMMARY

Construction Contract 2024-06 for the Refuse Building Roof Replacement includes both the replacement of existing structural trusses and reroofing. Located at the City Yard, this building roof, now approximately 40 years old, requires replacement due to structural deterioration. The facility is used for the transfer and processing of trash and debris, and these operations must comply with NPDES (National Pollutant Discharge Elimination System) and AQMD (Air Quality Management District) regulations.

RECOMMENDATION

Staff recommends that City Council approve the following:

1. Award Construction Contract for Project 2024-06, Refuse Building Roof Replacement, to WC Construction Services with a negotiated bid price of \$227,995.90.
2. Authorize the City Manager to execute the Construction Contract with WC Construction Services in a form approved by the City Attorney.
3. Authorize total project budget of \$300,000.00: \$227,995.90 for the construction contract, \$45,599.18 (20%) for contingency, and \$26,404.92 for construction and engineering services.
4. Approve Project Plans and specifications for Construction Contract 2024-06, on file in the Public Works Department.

FISCAL IMPACT

Construction Contract 2024-06 Refuse Building Roof Replacement budget of \$300,000 was allocated in the FY 2024-25 budget from Infrastructure funds (Fund 12).

Should Council move forward with Construction Contract 2024-06 Refuse Building Roof Replacement Project, the total project budget will include the contract construction costs, as well as 20% Contingency, and \$26,404.92 for construction and engineering service. Incorporating WC Construction Services proposal, the project budget is as follows:

Construction Proposal	\$227,995.90
Engineering Services & Inspection	\$ 26,404.92
Project Contingency, (20%)	<u>\$ 45,599.18</u>
Total Project Budget:	\$300,000.00

The anticipated total construction project budget expenditure for CC2024-06 Refuse Building Roof Replacement Project is \$300,000.00.

BACKGROUND

The roof of the refuse building at the City Yard is approximately 40 years old and requires replacement due to structural deterioration. The building is used for transfer and processing of trash and debris. These operations are required to be covered per National Pollutant Discharge Elimination System (NPDES) and Air Quality Management District (AQMD) regulations. Construction Contract 2024-06 for the Refuse Roof Replacement Project includes the following tasks:

- Bracing the existing reinforced concrete walls of the building.
- Removing and replacing the existing structural open-web roof trusses, plywood roof deck, and composition roofing.
- Disposing of collected debris at a legal disposal site.
- Furnishing all labor, materials, tools, equipment, transportation, and all incidental work and services required to replace the roof.

Project CC2024-06 was formally publicly bid, with only one bidder responding. At the City Council meeting on August 13, 2024, the City Council declared the bid non-responsive because the contractor was not registered with the Department of Industrial Relations, as required by PCC 10164 and Labor Code Section 1771.1 of the Public Contract Code.

Since the City did not receive a responsive bid PCC 22088(c) allows staff to negotiate a contract with a qualified contractor.

“22038. (c) If no bids are received through the formal or informal procedure, the project may be performed by the employees of the public agency by force account or negotiated contract without further complying with this article.”

DISCUSSION/ANALYSIS

City staff requested informal bids from WC Construction Services, Eco Grizzly, and BEST Contracting Services. However, only WC Construction Services and Eco Grizzly submitted complete proposals.

The proposal results are as follows:

Proposal	Contractor	Construction Bid
1	WC Construction Services	\$227,995.90
2	Eco Grizzly	\$320,400.00

Following the proposal results, staff reviewed the negotiated price submitted by the lowest responsible bidder, WC Construction Services. It was confirmed through the State Contractor's License Board that Contractor License #835696, Class B, is current and active, with an expiration date of June 30, 2025. Additionally, the contractor is registered with the Department of Industrial Relations, as required by law (Contractor's Registration No. 1000060518). Staff also checked the references provided, and WC Construction Services has successfully completed multiple projects for various agencies. Furthermore, WC Construction Services have executed several structural and roofing projects within the City. Once the project bond has been submitted, City staff will verify that it has been issued by an admitted surety, as required by Public Contract Code 20170.

WC Construction Services is the contractor whose original bid was disqualified for not being registered with the Department of Industrial Relations. The negotiated bid amount is the same price as received when the project was publicly bid. WC Construction Services did obtain their Department of Industrial Relations prior to submitting the negotiated price.

ALTERNATIVES

The City Council may choose not to award or authorize the construction budget for Construction Contract 2024-06, the Refuse Building Roof Replacement Project. If funding allocated for this project is redirected, it could be used for other future repairs. However, due to the roof's deteriorating condition, it is critical that the replacement work be completed before the storm season. Failure to address the roof's issues could lead to the refuse building being red-tagged or closed due to structural concerns.

ENVIRONMENTAL REVIEW

This item is Categorically Exempt under the California Code of Regulations, Title 14, Section 6, Chapter 3, Article 19, Section 15301 Existing Facilities Class 1 operations which consists of the operation, repair, maintenance or minor alteration of existing public or private facilities involving negligible or no expansion of existing or former use.

Respectfully submitted,



Peter Jacoy
Assistant Engineer

Attachments:

1. City Council Staff Report – August 13, 2024

EXHIBIT
LEVINE ACT/GC 84308 DISCLOSURE

California Government Code section 84308, commonly referred to as the Levine Act, prohibits any City of San Dimas Officer¹ ("Officer") from taking part in any action related to a contract if the Officer received a political contribution totaling more than \$500 within the previous twelve months, and for twelve months following the date a final decision concerning the contract has been made, from the person or company awarded the contract or their agent. The Levine Act also requires parties involved in such contracts to disclose any contributions made to the Officer. The Levine Act does not apply to competitively bid, labor, personal employment contracts, contracts valued under \$50,000, contracts between government agencies, or contracts where no party receives financial compensation.

- A. The Levine Act/GC 84308 DOES NOT apply to this Agreement.
- B. The Levine Act/GC 84308 does apply to this Agreement and the required disclosure is as follows:

Current Officers can be located on the City of San Dimas' websites below:

- Mayor & Council - [Welcome to San Dimas, CA \(sandimasca.gov\)](http://www.sandimasca.gov)
- Planning Commissioners – [Welcome to San Dimas, CA \(sandimasca.gov\)](http://www.sandimasca.gov)

The party making this certification is responsible for determining whether a recipient of a political contribution is an Officer prior to answering the following questions:

1. Have you or your company, or any participant or agent on behalf of you or your company, made any political contributions totaling more than \$500 to any Officer in the 12 months preceding the date you submitted your proposal, the date you completed this form, or the anticipated date of any Council action related to this Agreement?

YES: If yes, which Officer(s): Click or tap here to enter text.

NO:

¹ "Officer" means any elected or appointed officer of an agency, any alternate to an elected or appointed officer of an agency, and any candidate for elective office in an agency, other than a city attorney or county counsel providing legal advice to the agency who does not have the authority to make a final decision in the proceeding. (GC § 84308(a)(4).) The term "officer" is further defined 2 Cal. Code Regs. Section 18438.1, which states: An officer of an agency includes only those persons who make, participate in making, or in any way attempt to use their official position to influence a decision in the license, permit, or entitlement for use proceeding, or who exercise authority or budgetary control over the agency or officers who may do so, and: (1) Serve in an elected position, including an official appointed to an elected position due to an interim vacancy or an election otherwise canceled because the official was the sole candidate for the position; (2) Serve as a member of a board or commission; (3) Serve as the chief executive of a state agency, or county, city or district of any kind; or (4) Have decision making authority with respect to the proceeding involving a license, permit, or other entitlement for use and is also a candidate for elected office or has been a candidate for elective office in the 12 months prior to the proceeding.

2. Do you or your company, or any participant or agent on behalf of you or your company, anticipate or plan to make political contributions totaling more than \$500 to any Officer in the 12 months following the finalization of this Agreement or any Council action related to this Agreement?

YES: If yes, which Officer(s): Click or tap here to enter text.

NO:

Answering yes to either question above may not preclude the City of San Dimas from entering into or taking any subsequent action related to the Agreement. However, it may preclude the identified Officer(s) from participating in any actions related to the Agreement.

By signing below, you certify you also agree to disclose to the City any future contributions made to Officers by you or your agent(s) after the date of signing this disclosure form, and within 12 months following the approval, renewal, or extension of the Agreement.

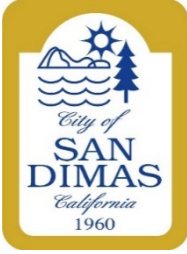
I HEREBY CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING IS TRUE AND CORRECT.

Signature: *Alyssa A Cota*
Print Name: *Alyssa Cota*
Title: *CEO*
Company: *WC Construction Services*

Date Signed: *3/14/2025*

Contribution Disclosure

Date	Amount	Recipient
<i> </i>	<i>0</i>	<i> </i>



Agenda Item Staff Report

To: Honorable Mayor and Members of City Council
For the Meeting of March 25, 2025

From: Brad McKinney, City Manager

Prepared by: Michael O'Brien, Director of Administrative Services

Subject: Approve Supplemental Budget Appropriations for the Cable Operating Room Cooling System, Color Plotter, San Dimas Canyon Sidewalk Project, and Grant Funding for CDBG Housing Rehabilitation Program

SUMMARY

Staff requests supplemental budget appropriations to account for expenditures that will be taking place in the current fiscal year.

RECOMMENDATION

Staff recommends the following:

1. Approve the supplemental appropriations as presented in Attachment 1.

GOVERNMENT CODE §84308 APPLIES:

<https://leginfo.legislature.ca.gov>

No

FISCAL IMPACT

There will be no fiscal impact on the estimated ending year fund balance as a result of the proposed supplemental appropriations.

The proposed expenditure amendments are being offset by additional grant revenues or by shifting funds from accounts where planned purchases have been delayed or canceled.

The final amendment was projected to be completed in the prior year but was not completed until the current fiscal year. Funds should have been carried over in October 2024, but the line item was inadvertently omitted during the initial carryover process.

DISCUSSION/ANALYSIS

The fund 40 increase in expenditures of \$35,359 is being offset by additional grant funding of an equal amount. The budget appropriation is to account for the increases of both the revenues and expenditures.

Budgets are being reduced from accounts that had funding allocated for potential expansion of the City Security Camera system, additional or replacement telephone equipment and maintenance costs that will not take place in the current fiscal year in order to fund a cooling unit that was necessary to protect the cable operating room equipment that was purchased as part of the Council Chamber room upgrade. Additionally, the color plotter used to produce blueprints and technical drawings needs to be replaced.

Lastly, the San Dimas Canyon sidewalk replacement project, budgeted last fiscal year but completed this fiscal year, was inadvertently omitted from the carryover list approved in October 2024. This amendment is to correct the omission and carry forward the available budget from last fiscal year to cover the expenses charged in the current fiscal year.

ALTERNATIVES

Council may elect not to approve the amendments which would create expense overages in certain accounts that could be noted as purchases without budget authority on the annual financial report.

ENVIRONMENTAL REVIEW

Pursuant to CEQA guidelines Section 15061 (b)(3), CEQA does not apply to this item because there is no potential for causing a significant effect on the environment. Therefore, no additional environmental review is needed at this time.

Respectfully submitted,



Michael O'Brien
Director of Administrative Services

Attachments:

1. Budget Amendment Form



CITY OF SAN DIMAS
BUDGET AMENDMENT

BA # 4.0001
Posted to G/L by: _____
Date: _____

Request for Budget Transfer/Supplemental Appropriation/Budget Modification

INSTRUCTIONS: As indicated in Budget Policies D.1, D.2 and E.2., identify the appropriate type of transfer request, supplemental appropriation or budget modification. Provide information, an explanation or justification for the request.

ATTACHMENTS REQUIRED: Attach any additional information such as a capital expense report, department expense report or other documentation to support your request.

Choose Type of Transfer/Supplemental Appropriation/Budget Modification Request:

X	Type of Request	Request Abbreviation	Detail	Authorization Required	Enter Amount
	Fund Transfer (BP-E.2)	FT	Appropriation transfer between funds.	Over \$0: ASD, CM, CC	
	Personnel to Non-Personnel (BP-D.1.f.1)	PNP	Appropriation transfer between personnel and non-personnel categories.	Over \$0: ASD, CM, CC	
x	Supplemental Appropriation (BP-E.2)	SA	An increase and/or decrease in an existing appropriation(s) in the City Council Adopted Budget or new appropriation(s) .	Over \$0: ASD, CM, CC	\$243,704
	Department Transfer (BP-D.1.f.2)	DT	Appropriation transfer between departments	Under \$10,000: ASD \$10,000 to \$50,000: ASD, CM Over \$50,000: ASD, CM, CC	
	Category Transfer (BP-D.1.f.3.)	CT	Appropriation transfer between expenditure categories.	Under \$25,000: ASD \$25,000 to \$50,000: ASD, CM Over \$50,000: ASD, CM, CC	
	Capital Projects Transfer - Same Year (BP-D.2.a)	PT.a	Appropriation transfer between capital projects (same year re-allocation of funding between projects).	Under \$100,000: CM Over \$100,000: CM, CC	
	Capital Projects Transfer - Different Year (BP-D.2.b)	PT.b	Appropriation transfer between capital projects (different year rescheduling projects).	Up to \$100,000: CM Over \$100,000: CM, CC	

Specific explanation and justification of this request:

Amendments to recognize revenue and expenditure due to a grant allocation, reallocation of budget resources from recognized savings to cover cost of improvements to the Cable Channel equipment room and carryover of budget from prior year to current year for San Dimas Canyon Avenue Sidewalk repair capital project completed in the 2024-25 fiscal year.

Approvals (see authorization column above) Before obtaining approvals, please route to the Finance Office for review and numbering.

X	Approval	Signature	Date
	Authorized Initiator		
	Department Director		
x	Admin. Services Director/Finance Director		
x	City Manager		
x	City Council Meeting Approval (City Clerk)		

ADMINISTRATIVE SERVICES DEPARTMENT USE ONLY

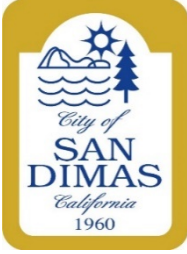
GL/Account # (if capital, include project #)	Account Description (Category/Object Detail)	Type of Request (see type above)	Current Budget	Increase to available budget	Decrease from available budget	New Budget Total
040.4112.820.821	Housing Rehabilitation	SA	\$72,289	\$28,287	\$0	\$100,576
040.4112.819.000	Administration	SA	\$18,072	\$7,072	\$0	\$25,144
040.359.047	CDBG Revenue	SA	\$170,361	\$35,359	\$0	\$205,720
070.4314.041.012	Equipment Replacement Council Chambers	SA	\$12,344	\$9,656	\$0	\$22,000
001.4190.015.003	Telephone Maintenance	SA	\$23,900		\$9,656	\$14,244
070.4314.041.003	Computer Equipment Replacement	SA	\$10,000	\$16,000	\$0	\$26,000
070.4314.041.027	Telephone/Cell Phones/Equip	SA	\$6,000		5,000	\$1,000
070.4314.041.042	Citywide Camera Systems	SA	\$30,000		11,000	\$19,000
012.4841.692.003	San Dimas Cyn/Allen Sidewalk	SA		\$208,345		\$208,345
TOTALS:			\$342,966	\$304,719	\$25,656	\$622,029

Budget Transfer No.: **12** Date added to index: _____ By: **SV**

Does this create a fund balance deficit? yes no Supplemental Formal Supplemental Confirming Budget Modification

Does fund revenue support expense yes no

Date added to Caselle: _____ By: _____ Scheduled for Council Meeting (Date): _____



Agenda Item Staff Report

To: Honorable Mayor and Members of City Council
For the Meeting of March 25, 2025

From: Brad McKinney, City Manager

Prepared by: Michael O'Brien, Director of Administrative Services

Subject: Approve an Increase to the Capitalization Threshold for Fixed Assets from \$5,000 to \$10,000

SUMMARY

The City of San Dimas maintains a Capitalization Policy that establishes the minimum threshold for capitalizing fixed assets. Currently, the threshold is set at \$5,000. In alignment with the Federal Government's decision to increase its capitalization threshold to \$10,000 effective October 1, 2024, staff recommends increasing the City's capitalization threshold for fixed assets to \$10,000. This adjustment will improve financial efficiency and align the City's policies with federal standards.

RECOMMENDATION

Staff recommends that the City Council approve the following:

- Adopt Resolution 2025-15, Approving the increase of the capitalization threshold for fixed assets from \$5,000 to \$10,000.

GOVERNMENT CODE §84308 APPLIES:

<https://leginfo.legislature.ca.gov>

No

FISCAL IMPACT

The proposed increase in the capitalization threshold will result in fewer assets being recorded as capital assets, thereby reducing administrative efforts related to asset tracking and depreciation calculations. This change is expected to improve efficiency in financial reporting without any adverse fiscal impact on the City's budget.

BACKGROUND

The City of San Dimas adheres to financial policies that ensure accurate and efficient asset management. The current capitalization threshold for fixed assets was previously established at \$5,000. However, with evolving financial standards, the Federal Government increased its capitalization threshold to \$10,000 effective October 1, 2024. Given the City's commitment to sound financial management, updating the City's threshold to align with federal standards is a prudent measure.

DISCUSSION/ANALYSIS

Increasing the capitalization threshold will allow the City to allocate financial and administrative resources more effectively by reducing the volume of lower-cost assets subject to capitalization and depreciation tracking. This policy adjustment will not affect the City's ability to manage and maintain accountability for assets under \$10,000 but will shift such assets to be recorded as operational expenses instead of capital assets. The Administrative Services Department has reviewed and supports this change, citing improved efficiency and consistency in financial reporting.

ALTERNATIVES

The City Council may elect to deny the Resolution and retain the capitalization threshold at \$5,000.

ENVIRONMENTAL REVIEW

Pursuant to CEQA guidelines Section 15061 (b)(3), CEQA does not apply to this item because there is no potential for causing a significant effect on the environment. Therefore, no additional environmental review is needed at this time.

Respectfully submitted,

Michael O'Brien
Director of Administrative Services

Attachments:

1. Resolution 2025-15

RESOLUTION 2025-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, AMENDING THE CITY'S CAPITALIZATION THRESHOLD FOR FIXED ASSETS FROM \$5,000 TO \$10,000

WHEREAS, the City of San Dimas maintains a Capitalization Policy that establishes the threshold for capitalizing fixed assets; and

WHEREAS, the current capitalization threshold for fixed assets in the City of San Dimas is set at \$5,000; and

WHEREAS, the Federal Government increased its capitalization threshold for fixed assets from \$5,000 to \$10,000 effective October 1, 2024; and

WHEREAS, aligning the City's capitalization threshold with the Federal Government's standard will enhance consistency, streamline financial reporting, and improve administrative efficiency; and

WHEREAS, increasing the capitalization threshold to \$10,000 will ensure that the City of San Dimas focuses its financial reporting and asset management resources on more significant capital assets; and

WHEREAS, this change has been reviewed by the City's Finance Department and is recommended for implementation to maintain compliance with updated governmental financial reporting standards;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of San Dimas does hereby amend the City's Capitalization Policy to increase the threshold for capitalizing fixed assets from \$5,000 to \$10,000, effective immediately.

PASSED, APPROVED AND ADOPTED this 25th day of March, 2025.

Emmett G. Badar, Mayor

ATTEST:

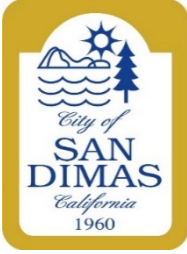
Debra Black, City Clerk

I, Debra Black, City Clerk, hereby certify that Resolution 2025-15 was adopted by the City Council of San Dimas at its regular meeting of March 25, 2025 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Debra Black, City Clerk

DRAFT



Agenda Item Staff Report

To: Honorable Mayor and Members of City Council
For the Meeting of March 25, 2025

From: Brad McKinney, City Manager

Prepared by: Scott Wasserman, Director of Parks & Recreation

Subject: Approve Resolution 2025-16, Naming the City's Skate Park After Former Los Angeles County Sheriff's Deputy, David L. Campbell.

SUMMARY

The City Council will consider naming the City's skate park after former Los Angeles County Sheriff's Deputy, David L. Campbell.

RECOMMENDATION

City staff recommends the City Council:

1. Approve Resolution 2025-16 Naming the City's skate park after Deputy Dave L. Campbell.
2. Appropriate \$1,000 for the purchase and installation of a dedication plaque.

GOVERNMENT CODE §84308 DOES NOT APPLY:

<https://leginfo.legislature.ca.gov>

No

FISCAL IMPACT

The fiscal impact is dependent on City Council action. If the City Council approves the recommended action, the fiscal impact will be \$1,000 for the purchase and installation of a dedication plaque.

BACKGROUND

Deputy David L. Campbell joined the Los Angeles County Sheriff's Department on October 28, 1974. He retired as a full-time deputy in 2003, later returning as a reserve deputy before retiring from the San Dimas Station on May 21, 2018. A proud veteran who served honorably in the United

States Marine Corps, Mr. Campbell was a deeply engaged community member, earning the nickname by some as “Mr. San Dimas” for his unwavering dedication to the city.

One of Mr. Campbell’s most significant contributions to San Dimas was his relentless push for the development of the city’s skate park. Prior to its construction in 1999, local skaters had no designated space to safely practice their sport. Recognizing this need while serving as a Sheriff’s Deputy, Mr. Campbell became the leading force behind the project, championing the idea and advocating tirelessly to make it a reality. His passion and persistence ensured that San Dimas youth would have a dedicated, safe venue to skate—leaving a lasting impact on the community.

DISCUSSION/ANALYSIS

This item was agendaized for discussion at the request of City Council Member Vienna. The City of San Dimas currently does not have a facility naming policy in place. If the City Council wishes to proceed with naming the facility after Mr. Campbell, staff recommends appropriating \$1,000 to install a dedication plaque at the skate park.

ALTERNATIVES

- **Maintain the Current Status:** The City Council could decide not to name the City’s skate park after former Los Angeles County Sheriff’s Deputy Dave L. Campbell. Under this alternative, the skate park would remain open for residents and would not be named after any individual.
- **Dedicate the Skate Park to an Alternative Individual:** The City Council could also decide to dedicate the facility to an individual other than Mr. Campbell.
- **Install a Dedication Plaque without Renaming:** The City Council could decide to install a dedication plaque at the skate park without officially renaming the skate park. This option would require the appropriation of \$1,000 for the purchase and installation of a dedication plaque.

ENVIRONMENTAL REVIEW

Pursuant to CEQA guidelines Section 15061 (b)(3), CEQA does not apply to this item because there is no potential for causing a significant effect on the environment. Therefore, no additional environmental review is needed at this time.

Respectfully submitted,

Scott Wasserman
Director of Parks & Recreation

Attachments:

1. Resolution 2025-16

RESOLUTION 2025-16

A RESOLUTION OF THE COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, NAMING THE CITY'S SKATE PARK AFTER FORMER LOS ANGELES COUNTY SHERIFF'S DEPUTY DAVE CAMPBELL AND APPROVING AN EXPENDITURE NOT TO EXCEED \$1,000 FOR THE PURCHASE OF DEDICATION PLAQUE.

WHEREAS, the City of San Dimas operates a full service Parks and Recreation Department that offers various recreation programming and amenities for residents of all ages; and

WHEREAS, the City of San Dimas strives to provide a safe location for youth to skate; and

WHEREAS, the City of San Dimas constructed a skate park at Pioneer Park, in 1999; and

WHEREAS, Los Angeles County Sheriff's Deputy Dave Campbell was a vocal advocate for the construction of the City of San Dimas's skate park.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of San Dimas as follows:

SECTION 1. The City Council finds the recitals set forth above to be true and incorporates each and every one into the findings in support of this Resolution.

SECTION 2. The City Clerk shall attest and certify the adoption of this resolution.

PASSED, APPROVED AND ADOPTED this 25th day of March, 2025.

Emmett G. Badar, Mayor

ATTEST:

Debra Black, City Clerk

I, Debra Black, City Clerk, hereby certify that Resolution 2024-16 was approved by vote of the City Council of the City of San Dimas at its regular meeting of March 25, 2025 by the following vote:

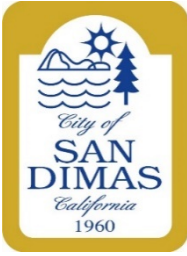
AYES:

NOES:

ABSENT:

ABSTAIN:

Debra Black, City Clerk



Agenda Item Staff Report

To: Honorable Mayor and Members of City Council
For the Meeting of March 25, 2025

From: Brad McKinney, City Manager

Prepared by: Anissa Livas, Sr. Management Analyst

Subject: Introduce Ordinance 1317, Adding a New Chapter 8.15 to the San Dimas Municipal Code to Establish Standards for the Management and Retrieval of Shopping Carts in the City

SUMMARY

The proposed ordinance establishes standards for shopping cart management and retrieval to reduce abandoned carts in public spaces. It requires businesses to implement measures to prevent cart removal and retrieve abandoned carts. Staff conducted outreach to affected businesses, provided information, and gathered feedback. The Sheriff's Department reviewed the ordinance and provided input on enforcement. The ordinance includes options for identifying carts and enforcement mechanisms in alignment with state law.

RECOMMENDATION

Staff recommends that the City Council:

- Introduce Ordinance 1317 and read by title.

GOVERNMENT CODE §84308 APPLIES:

<https://leginfo.legislature.ca.gov>

No

FISCAL IMPACT

There is no direct fiscal impact from this ordinance. Initially, the most significant impact will be related to staffing as the proposed ordinance touches almost every City department including Community Development who will review the Shopping Cart Retrieval Plans submitted by each business, Parks and Recreation who oversees Landscape Maintenance, including the collection and storage of the abandoned carts; and Code Compliance who interfaces with the public and businesses on many of the blight related issues. Although the ordinance will involve several departments, once implemented, the impact is expected to be minimal.

BACKGROUND

The issue of abandoned shopping carts has been an ongoing concern for the City, creating hazards for pedestrians and vehicular traffic, cluttering public spaces, and contributing to urban blight. The City currently collects 12 to 24 abandoned carts per week, despite ongoing retrieval efforts. When left unattended, carts obstruct sidewalks, roadways, and parks, posing safety concerns for residents and visitors.

This item was previously presented to the City Council on October 22, 2024. At that time, the Council discussed the proposed ordinance but opted not to introduce it, citing concerns about business outreach, enforcement clarity, and the impact on retailers. Council directed staff to conduct additional outreach to affected businesses and seek input from the Sheriff's Department regarding enforcement. There was also discussion about whether additional requirements, such as mandatory cart etching, should be included.

Since that meeting, staff has engaged in direct outreach efforts, including mailing notices to affected businesses and conducting in-person visits to discuss the ordinance. Staff also worked with the Sheriff's Department to review the enforcement provisions of the ordinance. Based on these efforts, the item is being brought back to the City Council for reconsideration with updated information.

The City's proposed ordinance seeks to address these concerns by requiring businesses with ten or more shopping carts to develop and implement a Shopping Cart Retrieval Plan (SCRP). The SCRП ensures businesses take proactive measures to prevent cart loss, retrieve abandoned carts, and maintain accountability. These plans allow for flexibility in compliance, enabling businesses to tailor their strategies to their specific operations.

DISCUSSION/ANALYSIS

State law (California Business and Professions Code Section 22435 et seq.) allows cities to regulate abandoned shopping carts but limits the ways enforcement can be carried out. While the removal of a shopping cart from a business premises is classified as a misdemeanor, prosecution is challenging because businesses often decline to press charges, and case law has made it difficult to enforce cart theft against homeless individuals.

To improve compliance and minimize abandoned carts, the proposed ordinance requires businesses to implement measures such as wheel-locking mechanisms, designated cart retrieval services, or security monitoring. These strategies have been effective in other jurisdictions in reducing the number of carts removed from business premises.

Staff conducted direct outreach to affected businesses by mailing notices and visiting businesses in person to discuss the ordinance with management and employees. This outreach allowed staff to answer questions, gather feedback, and ensure businesses understood the ordinance requirements.

The Sheriff's Department reviewed the ordinance and raised questions regarding enforcement, specifically regarding the City's discretion in prosecuting violations. The ordinance allows for enforcement through citations, administrative fines, or impoundment procedures, depending on the circumstances.

There was also consideration of requiring businesses to etch unique identifiers onto their carts to facilitate retrieval. However, staff research found no cities that mandate cart etching, although there were ordinances in which etching is described as an optional practice. Businesses may voluntarily adopt cart etching as part of their retrieval strategy, but it is not included as a requirement in the drafted ordinance. However, the ordinance has been updated to include "permanent etching" as a potential option for cart identification.

Enforcement remains a challenge, as businesses can be reluctant to take legal action, and an individual having possession of an unmarked shopping cart can complicate prosecution efforts. Other cities have encountered similar issues.

Staff recommends that the City continuously assess enforcement strategies and implement additional outreach efforts to encourage compliance. This includes ongoing public education on the ordinance, as well as regular reminders about key deadlines, such as shopping cart plan submissions and ordinance implementation milestones.

ALTERNATIVES

1. Maintain Current Approach: The City could choose to not adopt the proposed ordinance and continue to rely on existing state law (CA B&P Section 22435 et seq.) to manage abandoned shopping carts. While this approach would maintain the status quo, it may not fully address the increasing number of abandoned carts or provide the local control needed to reduce nuisance and public safety concerns.

2. Enhanced City Efforts Without Ordinance: The City could increase cart retrieval efforts by having staff conduct more frequent surveys of the City, alongside the existing My San Dimas app and reporting system. However, this approach would significantly increase the demand on staff time without addressing a key issue – shopping carts often lack proper identification, making it difficult to return them to the appropriate business.

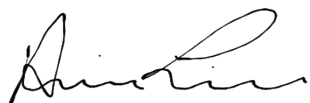
3. Adopt a Modified Version: The City could consider modifications to the proposed ordinance based on City Council feedback.

4. Implement Educational Campaign: Instead of an ordinance, the city could initiate an education campaign targeting businesses and residents about responsible shopping cart use and retrieval. This would necessitate the need for additional advertising and marketing which may increase general fund costs.

ENVIRONMENTAL REVIEW

Pursuant to CEQA guidelines Section 15061 (b)(3), CEQA does not apply to this item because there is no potential for causing a significant effect on the environment. Therefore, no additional environmental review is needed at this time.

Respectfully submitted,



Anissa Livas
Sr. Management Analyst

Attachments:

1. Ordinance 1317
2. Draft Shopping Cart Application
3. Frequently Asked Questions
4. Business Feedback on Proposed Shopping Cart Ordinance
5. Shopping Cart Ordinance Presentation
6. Public Hearing Notice

ORDINANCE 1317

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SAN DIMAS, COUNTY OF LOS ANGELES, CALIFORNIA, ADDING A NEW CHAPTER 8.15 TO THE SAN DIMAS MUNICIPAL CODE TO ESTABLISH STANDARDS FOR THE MANAGEMENT AND RETRIEVAL OF SHOPPING CARTS WITHIN THE CITY

WHEREAS, the City Council of the City of San Dimas recognizes the need to address issues related to abandoned shopping carts in our community; and

WHEREAS, the presence of abandoned, stolen, wrecked and/or dismantled shopping carts on public and private property creates visual blight, is aesthetically detrimental to the community, is injurious to the general welfare of the citizens of San Dimas, and constitutes a public nuisance; and

WHEREAS, the City Council of the City of San Dimas further finds and declares that the City's retrieval of abandoned, stolen, wrecked, and/or dismantled shopping carts is a drain on resources; and

WHEREAS, the California Business & Professions Code Sections 22435 et seq. set forth procedures for the retrieval and abatement of shopping carts, and cost recovery for such abatement; and

WHEREAS, the City Council and the City of San Dimas believes that it is in the public interest and welfare to add a new Chapter 8.15 of the San Dimas Municipal Code to establish standards for the management and retrieval of shopping carts within the City; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN DIMAS DOES ORDAIN AS FOLLOWS:

A. The establishment of standards for the management and retrieval of shopping carts will not adversely affect adjoining property values or be detrimental to the area. The proposed ordinance will mitigate issues related to abandoned carts and enhance the overall appearance of commercial areas.

B. The proposed ordinance will further the public health, safety, and general welfare. Implementing these standards will reduce the presence of abandoned carts in public spaces and promote a cleaner, safer environment for residents and visitors.

C. The City Council of the City of San Dimas hereby finds and determines that all the above recitals are true and correct and incorporates such recitals into the ordinance.

SECTION 1. ADOPTION. The City Council hereby adopts a new Chapter 8.15 to be added to the San Dimas Municipal Code, as set forth in Exhibit A, attached hereto and incorporated herein, to establish standards for the management and retrieval of shopping carts within the City.

SECTION 2. SEVERABILITY. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance is, for any reason, held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion

thereof, irrespective of the fact that any one or more section, subsection, subdivision, sentence, clause, phrase, or portion thereof be declared invalid or unconstitutional.

SECTION 3. EFFECTIVE DATE AND PUBLICATION. This Ordinance shall take effect 30 days after its final passage. The City Clerk shall certify to the adoption of this Ordinance and cause the same to be posted at the duly designated posting places within the City and published once within 15 days after passage and adoption as may be required by law in a newspaper of general circulation in the City of San Dimas hereby designated for that purpose; or, in the alternative, the City Clerk may cause to be published a summary of this Ordinance, and a certified copy of the text of this Ordinance shall be posted in the Office of the City Clerk five days prior to the date of adoption of this Ordinance; and, within 15 days after adoption, the City Clerk shall cause to be published the aforementioned summary and shall post a certified copy of this Ordinance, together with the vote for and against the same, in the Office of the City Clerk.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council of the City of San Dimas this 8th day of April, 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Emmett G. Badar, Mayor

ATTEST:

APPROVED AS TO FORM:

Debra Black, City Clerk

Jeff Malawy, City Attorney

I, DEBRA BLACK, CITY CLERK of the City of San Dimas, do hereby certify that Ordinance 1317 was introduced at a regular meeting of said City Council held on the 25th day of March, 2025, and thereafter passed, approved and adopted at a regular meeting of said City Council held on the 8th day of April, 2025.

Debra Black, City Clerk

Exhibit A

Chapter 8.15

ABANDONMENT OF SHOPPING CARTS

Sections:

- 8.15.010 Purpose**
- 8.15.020 Applicability**
- 8.15.030 Definitions**
- 8.15.040 Declaration of Public Nuisance**
- 8.15.050 Shopping Cart Identification Requirements**
- 8.15.060 Unlawful Removal or Possession of Shopping Carts**
- 8.15.070 Mandatory Shopping Cart Plan**
- 8.15.080 Shopping Cart Plan Timeline and Approval Process**
- 8.15.090 Plan Modification**
- 8.15.100 Revocation of Plan**
- 8.15.110 Penalties for Failing to Submit or Implement a Prevention Plan**
- 8.15.120 Authority to Impound Abandoned Cart**
- 8.15.130 Administrative Costs and Fines**
- 8.15.140 Disposal of Abandoned Shopping Carts**
- 8.15.150 Emergency Services**
- 8.15.160 Enforcement**
- 8.15.170 Records Required for Retrieval Services**
- 8.15.180 Business License Required for Retrieval Services**

8.15.010 Purpose

Abandoned shopping carts constitute a nuisance, create potential hazards to the public health and safety and interfere with pedestrian and vehicular traffic within the City. Wrecked, dismantled and/or abandoned shopping carts on public or private property create conditions that reduce property values and promote blight and deterioration within the City's neighborhoods.

The purpose of this Chapter is to ensure that measures are taken by cart owners to prevent the removal of shopping carts from store premises and parking lots and to facilitate the retrieval of abandoned carts as permitted by State law.

8.15.020 Applicability

This section applies to:

- a) Any business within the City that provides or maintains 10 or more shopping carts for customer use on the premises of a business establishment at any one location; and
- b) Any person in possession of an abandoned shopping cart off premises.

8.15.030 Definitions

The following definitions shall apply to this Chapter:

A. "Abandoned Shopping Cart" means any cart removed from a business establishment's premises without the written permission of the owner and located on either public or private property. This does not apply to carts that are removed for purposes of repair or maintenance.

B. "Cart" means the same as shopping cart.

C. "City" means the City of San Dimas or its designated representatives.

D. "Identified Shopping Cart" means a shopping cart that has permanently affixed sign that identifies, in accordance to section 8.15.050, the owner of the cart or the retailer or both.

E. "Owner" means a person or establishment providing shopping carts for customers to use.

F. "Parking Area" means a parking lot or other property provided by a retail establishment for use by a customer for parking an automobile or other vehicle. In a multi-store complex or shopping center, "parking area" includes the entire parking area used by or controlled by the complex or center.

G. "Parkway" means that area between the sidewalks and the curb of any street, and where there is no sidewalk, that area between the edge of the roadway and the property line adjacent thereto. Parkway shall also include any area within a roadway which is not open to vehicular travel.

H. "Premises" means the entire area owned under the control of the business owner, including the parking area or other off-street parking.

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I. "Public Property" means and includes, but is not limited to, all areas dedicated to public use for public facilities, parks, schools, public streets, roadways, parkways, alleys, sidewalks, flood control channels and any public right-of-way.

J. "Retail Establishment" or "Business Establishment" means any trade establishment selling goods, articles, commodities, services, or any type of merchandise where shopping carts are made available for and used by patrons and/or the public.

K. "Shopping Cart" means a basket which is mounted on wheels or a similar device generally used in a retail establishment by a customer for transporting goods of any kind from the display area to the register, then to the customer's vehicle on the premises; not for off-premises transportation of merchandise.

L. "Shopping Cart Plan" means a document submitted by the owner of the cart to the City pursuant to Section 8.15.070.

8.15.040 Declaration of Public Nuisance

The spread of abandoned shopping carts on public and private property causes blighted conditions in many areas of the City and results in the obstruction of public and private sidewalks, streets, parking lots, park spaces, and other areas, thereby creating hazards to the health and safety of the public. The City declares abandoned shopping carts to be a public nuisance.

8.15.050 Identified Shopping Cart Requirements

All shopping carts provided by a business are subject to the requirements of this Chapter and shall be properly identified by the owner thereof in accordance with Section 22435.1 of the California Business and Professions Code and include at minimum the following:

- a) A permanently affixed sign or permanent etching that identifies the owner of the cart or the retailer, or both.
- b) A valid address or telephone number that clearly identifies the cart owner for returning the cart removed to the owner or retailer.
- c) Notice to the public that unauthorized removal of the shopping cart from the premises of the business establishment, or unauthorized possession of the shopping cart, is a violation of State laws and a violation of City ordinance.
- d) Provides notice to the public of the procedure to be utilized for authorized removal of the shopping cart from the premises.

8.15.060 Unlawful Removal or Possession of Carts

A. It is unlawful for any person other than a shopping cart owner or its authorized representative to do any of the following acts, if a shopping cart is an identified shopping cart:

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- 1) To remove or cause to be removed any shopping cart from a retail establishment or a parking area without the prior written consent of the owner.
- 2) To possess any shopping cart that has been removed from a parking area without the prior written consent of the shopping cart owner or retail establishment, with the intent to temporarily or permanently deprive the owner of possession of the cart.
- 3) To alter, convert, or tamper with any shopping cart, or remove any part or portion thereof, or remove, obliterate or alter any identification, including but not limited to any serial numbers, or to possess any cart that has been altered, converted, or tampered with or whose identification has been removed, obliterated, or altered, with the intent to temporarily or permanently deprive the owner or retailer of possession of the cart without the prior written consent of the cart owner.
- 4) To abandon or leave any cart, which has been removed from a business establishment or a parking facility, upon any public property or upon any private property that is not the premises of the retail establishment or the parking facility.
- 5) For purposes of all provisions in this Chapter, any person removing a cart from the retail establishment or parking area with consent of the cart owner shall carry a copy of such written consent on their person.

B. The possession of a shopping cart by a licensed shopping cart retrieval service, including a contractor or agent of the city, for purposes of retrieving a shopping cart shall not be a violation of this Section.

8.15.070 Mandatory Shopping Cart Plan

Every owner of a business subject to the requirements of this Chapter shall develop and implement a shopping cart plan in accordance with this Section and Section 8.15.080. Two or more businesses may collaborate and submit a single plan. The shopping cart plan shall be provided to the Director of Community Development upon request for review and approval and at a minimum include the following elements:

- A. Shopping Cart Identification. Name, address, and telephone number of the business, and the name, email address, and telephone number of the on-site manager or designated agent.
- B. Shopping Cart Inventory. The number of on-site shopping carts held by the business, and a signed affidavit stating all carts will be in compliance with the shopping cart identification requirements listed in Section 8.15.050.
- C. Employee Training. A description of employee-training program to educate existing and new employees about the shopping cart plan.
- D. Notice to Customers. A description of the notification method(s) used to communicate to the public that unauthorized removal of a cart from the business premise is a violation of state law and the San Dimas Municipal Code. The method(s) used may include, but are not limited to, prominently displayed signage posted at each customer exit, printed on store shopping bags, printed on sales receipt, or other method approved by the City.
- E. Loss Prevention Measures. A description of the measures that the owner will implement to prevent the removal of shopping carts from the premises. These measures may include, but are

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not limited to, devices on shopping carts that automatically disable them if they are removed from the premises, designation of certain employees tasked to prevent the removal of shopping carts from the premises by assisting patrons with transporting groceries or merchandise to patrons' vehicles and then returning shopping carts to the location where the retail establishment keeps the shopping carts, installation of obstacles to prevent the removal of shopping carts, prohibiting shopping carts outside the building of the business unless accompanied by an employee, and bollards around the premises to prevent cart removal, collection of security deposits for use of all shopping carts, or the rental or sale of utility carts that can be temporarily or permanently used to transport purchases.

F. Retrieval Measures. Specific measures for the retrieval of abandoned carts by its employees, or proof that the owner has entered into a contract for shopping cart retrieval services.

8.15.080 Shopping Cart Plan Timeline and Approval Process

A proposed shopping cart plan shall be submitted to the City's Community Development Department within ninety (90) days following the effective date of this Chapter. Any establishment that opens after the effective date of this Chapter will have thirty (30) days from the issuance of their City business license application to submit a shopping cart plan to the Community Development Department for approval.

If a proposed shopping cart plan is rejected as incomplete or inadequate, or if additional information is needed, the City will notify the owner within thirty (30) days from the date of the plan submission. The owner has thirty (30) days to submit the additional information or a complete or adequate plan. The Director of Community Development may reject or deny a plan on any of the following grounds:

- a) The plan fails to include the information required under this Section or fails to adequately address the required elements.
- b) The plan fails to address any special or unique conditions due to the geographical location of the premises as they relate to cart retention and prevention efforts.
- c) Implementation of the plan violates this Chapter, or State or Federal law.
- d) The owner knowingly makes a false statement or omits relevant facts in the plan, or in any amendment or attachment or report.

The Director of Community Development's denial of a proposed shopping cart plan shall be final, unless appealed to the City Manager within fourteen (14) days. The City Manager shall review the director's determination and render a written decision within thirty (30) days, which shall be the final administrative decision. Upon notice to the owner that the City has approved the prevention plan, the owner has thirty (30) days to implement the shopping cart plan at their establishment.

8.15.090 Plan Modification

Proposed amendments or modifications to a previously approved shopping cart plan shall be submitted to the City's Community Development Department by the owner for approval prior to implementation of any proposed changes to a previously approved shopping cart plan. The City

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may require a business to submit a plan modification due to repeat impoundments or to modify ineffective provisions. The City shall review and consider the modification in the same manner set forth in Sections 8.115.070 and 8.15.080, and all modifications shall comply, at minimum, with the shopping cart plan requirements specified in Section 8-15-070.

8.15.100 Revocation of Plan

The Director of Community Development may revoke an approved shopping cart plan on any of the following grounds:

- a) The plan fails to address any changed circumstances related to cart retention and prevention efforts.
- b) The owner has failed to comply with a provision of this Chapter.
- c) The owner knowingly made a false statement or fails to disclose relevant information in an application, an amendment or in a report to the City.

The Director of Community Development's revocation of a shopping cart plan shall be final, unless appealed to the City Manager within fourteen (14) days. The City Manager shall review the director's determination and render a written decision within thirty (30) days, which shall be the final administrative decision.

Business owners whose plans have been revoked are subject to penalties as provided in Section 8.15.110.

8.15.110 Penalties for Failing to Submit or Implement a Prevention Plan

In addition to the penalties set forth in this Chapter, any owner who fails to submit a shopping cart plan, implement the shopping cart plan or implement any required modifications to the shopping cart plan as required by the City, within the time frames as specified in this Chapter, may be subject to enforcement of these requirements as set forth in Section 8.15.160. Each day during which an owner does not have an approved shopping cart plan consistent with the requirements of this Chapter shall constitute a separate violation.

Additionally, any owner who fails to submit a shopping cart plan, implement the shopping cart plan or implement any modifications to the shopping cart plan as required by the City, within the time frames as specified in this Chapter, may be required by the City to place disabling devices on all shopping carts owned, leased or used by the business establishment to prevent removal of shopping carts. Installation of disabling devices shall take place within sixty (60) days of the date of service of a notice of violation from the City. Any owner who fails to install disabling devices as required by the City shall be subject to the enforcement procedures as specified in Section 8.15.160, including but not limited to criminal infraction or misdemeanor prosecution.

8.15.120 Authority to Impound Abandoned Cart

A. When a shopping cart is left standing for any time frame on any public or private property, the shopping cart shall be deemed to be abandoned and therefore a public nuisance pursuant to this Chapter.

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B. The City shall have the authority to immediately remove and impound any shopping cart on public or private property located outside the premises or parking area of a retail establishment and that is an identified shopping cart under the following conditions:

- 1) The cart owner, or its agent or manager, is provided actual notice within twenty-four (24) hours following the impound. Notification may be provided in person, by phone, or by email, and the City shall document the notification used for each impounded cart.
- 2) The notification shall inform the cart owner, or its agent or manager, as to the location where the cart may be claimed.
- 3) Impounded carts shall be held at a location designated by the City which is reasonably convenient to the cart owner and open for at least six (6) hours of each business day.
- 4) Any cart reclaimed by the cart owner within three (3) City business days following the date of actual notification as provided pursuant to this Section, shall be released and surrendered to the owner or its agent at no charge whatsoever, including the waiver of any redemption fees that would otherwise be applicable pursuant to Section 8.15.130. Any cart reclaimed by the owner or its agent within three (3) City business days following the date of actual notice as provided pursuant to this Section, shall not be deemed an "occurrence" under Section 8.15.130.
- 5) Any cart not reclaimed by the cart owner or its agent within three (3) City business days following the date of actual notice as provided pursuant to this Subsection B, shall be subject to the collection of costs under Section 8.15.130 commencing on the fourth business day following the date of notice.

C. As an alternative to the procedure described in Subsection B of this Section, the City may remove and impound any shopping cart on public or private property located outside the premises or parking area of a retail establishment and that is an identified shopping cart under the following conditions:

- 1) The shopping cart is not retrieved within 3 business days from the date the cart owner receives actual notification of the shopping cart's discovery and location. Notification to the cart owner, or its agent or manager, may be provided in person, by phone, or by email, and the City shall document the notification used for each impounded cart.
- 2) Impounded shopping carts shall be held at a location designated by the City which is reasonably convenient to the cart owner and open for at least 6 hours of each business day.
- 3) Any shopping cart impounded by the City pursuant to this Subsection C shall be subject to the collection of costs under Section 8.15.130.

8.15.130 Administrative Costs and Fines

Pursuant to Business and Professions Code Section 22435.7, any owner that fails to retrieve its abandoned cart(s) within 3 business days after receiving notice from the City shall pay the City's actual costs for retrieving the cart(s) and providing the notification to the owner. Additionally, where a shopping cart is impounded because its location impedes emergency services pursuant to Section 8.15.150, the owner shall pay the City's actual costs for retrieving the cart(s) and providing the notification to the owner. The administrative costs shall be set forth in the City's Master Fee Schedule.

Any owner who fails to retrieve abandoned carts in accordance with this Chapter in excess of three (3) times during a specified six-month period shall be subject to an additional fifty (\$50.00) dollar fine for each occurrence. An occurrence includes all carts owned by the owner that are impounded by the City in a one-day period. The "specified six-month period" shall be the six-month periods ending on June 30th and December 31st of each calendar year.

8.15.140 Disposal of Abandoned Shopping Carts

Pursuant to State law, any shopping cart that is an identified shopping cart and that has been impounded by the City pursuant to Section 8.15.120 and not reclaimed from the City within thirty (30) days after notification to the owner may be sold or otherwise disposed of by the City or its agents as it sees fit.

If the shopping cart does not have a sign affixed to it in accordance with Section 8.15.050 and the owner cannot be reasonably ascertained, the shopping cart may be designated as "unidentified" and immediately impounded, sold, or disposed of by the City or its agents as it sees fit.

8.15.150 Emergency Services

Pursuant to Business and Professions Code Section 22435.7(c), any City officer, employee, or agent may immediately retrieve any shopping cart from public or private property if its location impedes emergency services.

8.15.160 Enforcement

Any person or business who violates the provisions of this Chapter is subject to any enforcement procedures permitted by law, including but not limited to: prosecution of a misdemeanor or an infraction, civil action for injunction, administrative enforcement procedures, including administrative citation, and revocation of a use permit if applicable.

8.15.170 Records Required for Retrieval Services

Any person or business who engages in the business of shopping cart retrieval shall retain records showing written authorization from the owners to retrieve abandoned shopping carts and to be in possession of the shopping carts retrieved. A copy of the records showing written authorization shall be maintained in each vehicle used for abandoned shopping cart retrieval.

8.15.180 Business License Required for Retrieval Services

Any person or business intending to operate a shopping cart retrieval service for the purposes described in this Chapter shall first obtain a business license from the City.

DRAFT

Shopping Cart Plan

* Required

* This form will record your name, please fill your name.

1. Business Name, DBA *

2. Business Address *

3. City, State *

San Dimas, CA

4. Zip Code *

91773

5. Corp Name, if applicable

6. Corp Address

7. City, State

8. Zip Code

9. How many carts are provided? *

DRAFT

Public Notice & Cart Identification

Every business providing shopping carts shall have a sign permanently affixed to each cart that includes all of the following information:

- A valid address, store identity number, telephone number, or some other form of markings that clearly identifies the cart owner
- Notice to the public that the unauthorized removal of the shopping cart from the premises of the business establishment, or the unauthorized possession of the shopping cart, is a violation of State laws and violation of City ordinance.

10. Loss Prevention Measures - Please identify all measures used at this location to aid in the prevention of carts being removed from the premises. *

- Carts have wheel locks or other disabling device
- Carts are not allowed outside the building
- Security personnel is used to monitor parking lot
- Employees assist customers to vehicle and return cart to store
- Other

11. Employee Training

Please provide the methods used to train employees on measures used to aid in retaining carts on-premise. *

- Discussed at regular staff meetings
- Discussed at employee orientation
- Information included in employee handbook
- Other

12. Mandatory Retrieval

Carts found off-premise may be impounded by the City. The owner of a properly identified cart will be notified of how to reclaim the cart. A storage fee will be collected for each cart not picked-up within 3 days following notification.

Retrieval Services

Does the business use a cart retrieval service? *

- Yes
- No

13. If yes, provide name of service provider

14. Contact Name *

15. Contact Phone *

16. Contact E-mail

17. Acknowledgement - I acknowledge the following: *

Please select 6 options.

- To the best of my knowledge, the above information is true and accurate.
- This plan shall be implemented within 30 days following approval and will remain in effect until modified
- I certify that all carts provided are properly marked and identified as required
- The City has the authority to impound carts in accordance with Section 8.15 of the SDMC
- The City has the authority to require the plan be revised due to repeat impoundments
- Businesses with excessive impoundments can be required to install wheel locking devices.

The following information/questions are intended to assist in the preparation of the Shopping Cart Plan application:

1. How does a business file its Shopping Cart Plan?

Businesses must complete the online application form available on the City's website (www.sandimasca.gov/shoppingcartplan)

Each cart should have a permanently affixed sign indicating the following:

- The valid address, telephone number, or some other form of markings that clearly identifies the cart owner and contact information for the responsible party.
- Notice to the public that the unauthorized removal of the shopping cart from the premises of the business establishment, or the unauthorized possession of the shopping cart, is a violation of state and local laws.

2. What information must a business provide to demonstrate efforts are made to retain the carts on the businesses' property?

As part of the Shopping Cart Plan submission, businesses will provide information on the methods used to keep carts on their premise. A variety of methods may be used including disabling devices (the preferred method), employees dedicated for cart retrieval, parking lot security or other loss prevention measures as described by the business.

3. What if the business uses a cart retrieval service?

- If a business utilizes a cart retrieval service (preferred method), the contact information for the service will need to be provided on the Shopping Cart Plan.
- If a business does not use a cart retrieval service, information on who to contact when carts are found abandoned will need to be provided on the Shopping Cart Plan.

4. What other information is needed to complete the Shopping Cart Plan?

As part of the Shopping Cart Plan submission, businesses will provide information on the training/communication methods used to inform employees on the measures used in retaining carts on premise. Measures may include discussion at staff meetings, inclusion of training as part of employee orientation and/or is part of the employee handbook, or a combination of training methods.

Business Feedback on Proposed Shopping Cart Ordinance

Introduction

This document summarizes feedback received from businesses regarding the proposed Shopping Cart Ordinance which aims to establish standards for shopping cart management and retrieval. As part of the outreach process, staff distributed mailers and conducted in-person visits with affected businesses to inform them of the ordinance and gather input.

Outreach Methodology

- **Mailers Sent:** 18 mailers were sent out to outlining the proposed ordinance, including a timeline of public hearings, contact information from staff for feedback and questions, and a link to additional information on the City website.
- **In-Person Visits:** Staff conducted site visits to 18 businesses, speaking with managers or staff to address questions and collect feedback.
- **Follow-Ups:** Additional follow-ups were conducted with businesses that requested further clarification.

Summary of Business Feedback

1. General Support

- Most businesses expressed general support for the ordinance, citing concerns over abandoned carts impacting public spaces.
- Businesses acknowledged that structured retrieval plans could improve efficiency and reduce cart loss.
- Almost all business expressed support for Ordinance language to cite individuals who are in possession of an identified shopping cart.

2. Concerns Raised

- **Implementation Challenges:** Some businesses expressed concerns about retrieving carts from the City yard, citing a lack of resources to transport them back to their locations. Staff clarified that, as a common practice, the City's contractor, Urban Graffiti, typically returns identified carts to businesses on the same day. However, while this practice is followed consistently, it is not guaranteed. The ordinance maintains language requiring businesses to retrieve their carts within a reasonable timeframe.
- **Enforcement Issues:** Businesses raised concerns about the consistency of enforcement and whether penalties would be directed at businesses or individuals. Staff clarified that the ordinance is intended as a partnership rather than a punitive measure. The City will not conduct on-site inspections for compliance but will instead require businesses to submit a Shopping Cart Retrieval Plan (SCRIP), allowing them to self-attest to their compliance.

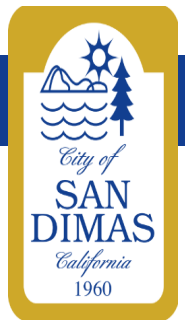
- Additionally, businesses inquired about how the City would cite individuals who take shopping carts. Enforcement depends on various factors, including the frequency of violations and whether personal belongings are stored in the carts. To prosecute, the City must prove intent to steal and have sufficient evidence, which can be challenging. However, the ordinance provides additional tools for enforcement, allowing for greater control over cart retrieval and management.

3. Suggestions & Requests

- **Alternative Solutions:** Several businesses suggested ensuring that Urban Graffiti can return carts on behalf of the business to help comply.
- **Flexibility in Compliance:** Businesses requested the ability to tailor cart management strategies to their operational needs.

Next Steps

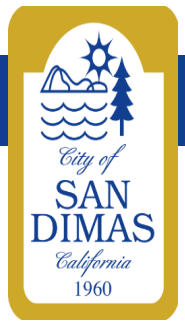
Staff will continue to refine the ordinance based on Council direction and consider potential amendments to address business concerns. Additionally, businesses will be encouraged to provide ongoing feedback during the implementation phase.



City Council Meeting

March 25, 2025

Shopping Cart Management & Retrieval Ordinance



Tonight's Presentation Proposed Shopping Cart Ordinance

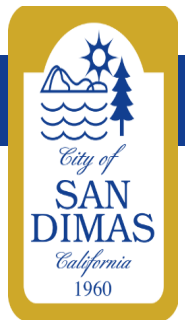
- Purpose of Ordinance
- Outreach & Feedback
- Current Retrievals
- Shopping Cart Retrieval Plan
- Alternatives
- Conclusion
- Recommendation

Purpose of Ordinance

- Address community concern about abandoned shopping carts.
- Minimize impacts on public works and facilities staff who assist in retrieval, disposal, and cart return.
- Enhance local control over shopping cart management and enforcement clarity.
- Reduce city costs while involving businesses in the solution.
- Implement a structured plan with compliance flexibility.

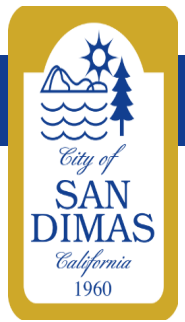
Outreach & Feedback

- Outreach Conducted: Mailers sent, posted in newspaper, in-person visits made, and feedback gathered.
- Sheriff's Review: Provided input on enforcement.
- Business Feedback: Concerns over retrieval logistics and enforcement.
- General Support: Businesses understand the need and support the City's efforts.



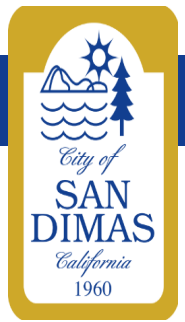
Current Retrievals

- City collects 12 to 24 carts per week, despite ongoing retrieval efforts
- Ordinance establishes a structured approach to minimize abandoned carts.



Enforcement Considerations

- Sheriff's Department reviewed ordinance and raised enforcement questions.
- Prosecution requires proving intent, which can be challenging.
- Businesses raised concerns about penalties and enforcement consistency.
- The ordinance provides more enforcement flexibility for the City.



Shopping Cart Retrieval Plan (SCRCP)

- Businesses with more than 10 carts must submit a SCRCP.
 - Plans must identify prevention strategies, retrieval processes, and employee training.
 - Carts must be marked with identification.
 - No fee for submitting or modifying the SCRCP.
 - Have 90 days to submit SCRCP upon effective date of ordinance.
- ✓ Estimated 18 retailers provide 10+ shopping carts.

Alternatives to Consider

- Maintain current approach relying on state law.
 - Staff may educate new businesses on shopping cart state law upon registering with the City.
- Increase city cart retrieval efforts.
- Adopt a modified version of the ordinance.

Conclusion & Recommendation

- Ordinance balances enforcement flexibility with business accountability.
- Proactively addresses abandoned carts while considering enforcement challenges.
- Provides long-term solution with minimal fiscal impact.
- Introduce Ordinance 1317 for first reading and waive full reading.

**CITY OF SAN DIMAS
CITY COUNCIL
NOTICE OF PUBLIC HEARINGS**

SUBJECT: Proposed Shopping Cart Ordinance

LOCATION: City of San Dimas

REQUEST: The City Council will consider a proposed ordinance to address abandoned and unattended shopping carts, aiming to reduce nuisances and improve community cleanliness. The ordinance would establish requirements for businesses and enforcement measures to ensure carts are properly managed. Public input will be heard before deliberation.

PUBLIC HEARING LOCATION: Council Chambers
San Dimas City Hall
245 E. Bonita Avenue
San Dimas, California 91773

**HEARING DATES:
AND TIME:** Tuesday, March 25, 2025 and Tuesday, April 8, 2025 at 7:00 p.m.

If you would like more information prior to the public hearing, please contact the City Clerk at cityclerk@sandimasca.gov and ask for information as listed above.

If you are unable or do not wish to attend the Public Hearing, you may submit written comments in support of or opposition to the proposal to the City Clerk at City Hall, 245 East Bonita Avenue, San Dimas, CA 91773, or via email at cityclerk@sandimasca.gov.

If you challenge the action on this project in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Clerk prior to this public hearing.

Debra Black
City Clerk