

# Agenda Report

**TO:** CITY COUNCIL **DATE:** NOVEMBER 21, 2005

**FROM:** CITY MANAGER

**RE:** DIRECT THE CITY ATTORNEY TO PREPARE AN ORDINANCE AMENDING TITLE 5 OF THE PASADENA MUNICIPAL CODE REQUIRING COMMERCIAL BUILDING OWNERS AND HOSPITALS OR MEDICAL FACILITIES TO PROVIDE TENANT LISTING OF INDEPENDENT CONTRACTORS AND PHYSICIANS PROVIDING SERVICES AT THOSE LOCATIONS AND IMPOSE FINES TO GARDNERS, CONTRACTORS OR MOBILE BUSINESSES THAT FAIL TO DISPLAY BUSINESS LICENSE PERMITS.

**RECOMMENDATION:**

It is recommended that the City Council direct the City Attorney to prepare an Ordinance and return within 60 days with the proposed Ordinance amending Title 5 "Business Licenses and Regulations" of the Pasadena Municipal Code to require:

1. Commercial building owners and hospital/convalescent homes to provide a quarterly tenant listing of independent contractors or out-of-town physicians providing services at their facilities within the City of Pasadena (Municipal Code Section 5.16.270 and Section 5.16.190).
2. Permit stickers to be affixed to mobile business vehicles and impose fines to those businesses that fail to display said permit (Municipal Code Section 5.16.120 and Section 5.16.180)

## **BACKGROUND:**

Currently, there is no provision in the Municipal Code that requires commercial building owners or hospital/convalescent homes to provide a tenant listing to the City's business license staff. And the owners/managers of these facilities are currently reluctant to provide City staff with the information needed to enforce business license compliance. As a result, City staff is experiencing difficulty in bringing into compliance independent contractors operating within office space of other businesses located in the City, as well as, physicians whose primary business is located outside the City but provide contract services at hospital/convalescent facilities located in Pasadena.

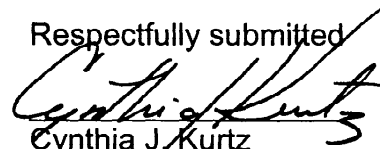
Amending the business license code to require commercial building owners and hospital/convalescent homes to provide a quarterly tenant listing of independent contractors or out-of-town physicians providing services at facilities within the City will aid business license staff in bringing unlicensed businesses into compliance with the business license code. Citations will be issued to businesses that do not comply with this requirement.

Operators of mobile businesses such as gardeners are issued permit stickers that are used to identify business operations in the City. In many instances, the businesses fail to affix these permits to their vehicles, thus hampering enforcement of business license regulations. Amending the Municipal Code to require mobile business owners to affix the permit sticker or face penalties will improve enforcement and enable business license staff as well as the public to easily identify those businesses operating within the City without a valid business and/or health permit. This will enable the City's Business License Inspectors, after proper authorization by the City Council, to issue citations onsite and bring violators of the City's business license code into compliance.

## **FISCAL IMPACT**

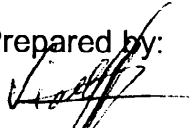
The recommended amendments will improve the enforcement of the City's business license code and will generate additional business license tax revenues to the General Fund.

Respectfully submitted



Cynthia J. Kurtz  
City Manager

Prepared by:



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Vic Ermanian  
City Treasurer

Approved by:



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Jay M. Goldstone  
Director of Finance