



**AGENDA**  
**CITY COUNCIL/SUCCESSOR AGENCY/STANTON HOUSING AUTHORITY**  
**JOINT REGULAR MEETING**  
**STANTON CITY HALL, 7800 KATELLA AVENUE, STANTON, CA**  
**TUESDAY, JULY 28, 2020 - 6:30 P.M.**

**SAFETY ALERT – NOTICE REGARDING COVID-19**

The President, Governor, and the City of Stanton have declared a State of Emergency as a result of the threat of COVID-19 (aka the “Coronavirus”). The Governor also issued Executive Order N-25-20 that directs Californians to follow public health directives including cancelling all large gatherings. Governor Newsom also issued Executive Order N-29-20 which lifts the strict adherence to the Brown Act regarding teleconferencing requirements and allows local legislative bodies to hold their meetings without complying with the normal requirements of in-person public participation. Pursuant to the provisions of the Governor’s Executive Orders N-25-20 and N-29-20 the July 28, 2020, Joint Regular City Council Meeting will be held telephonically.

The health and well-being of our residents is the top priority for the City of Stanton and you are urged to take all appropriate health safety precautions. To that end, out of an abundance of caution the City of Stanton is eliminating in-person public participation. Members of the public wishing to access the meeting will be able to do so telephonically.

**In order to join the meeting via telephone please follow the steps below:**

1. Dial the following phone number +1 (669) 900-9128 US (San Jose).
2. Dial in the following **Meeting ID: (851 2279 9460)** to be connected to the meeting.

**ANY MEMBER OF THE PUBLIC WISHING TO PROVIDE PUBLIC COMMENT FOR ANY ITEM ON THE AGENDA MAY DO SO AS FOLLOWS:**

E-Mail your comments to [pvazquez@ci.stanton.ca.us](mailto:pvazquez@ci.stanton.ca.us) with the subject line “PUBLIC COMMENT ITEM #” (*insert the item number relevant to your comment*). Comments received no later than 5:00 p.m. before the meeting (*Tuesday, July 28, 2020*) will be compiled, provided to the City Council, and made available to the public before the start of the meeting. Staff will not read e-mailed comments at the meeting. However, the official record will include all e-mailed comments received until the close of the meeting.

The Stanton City Council and staff thank you for your continued patience and cooperation during these unprecedented times. Should you have any questions related to participation in the City Council Meeting, please contact the City Clerk’s Office at (714) 890-4245.

***In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (714) 890-4245. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to assure accessibility to this meeting.***

*The City Council agenda and supporting documentation is made available for public review and inspection during normal business hours in the Office of the City Clerk, 7800 Katella Avenue, Stanton California 90680 immediately following distribution of the agenda packet to a majority of the City Council. Packet delivery typically takes place on Thursday afternoons prior to the regularly scheduled meeting on Tuesday. The agenda packet is also available for review and inspection on the city's website at [www.ci.stanton.ca.us](http://www.ci.stanton.ca.us).*

**1. CLOSED SESSION(6:00 PM)**

- 2. ROLL CALL** Council / Agency / Authority Member Ramirez  
Council / Agency / Authority Member Taylor  
Council / Agency / Authority Member Van  
Mayor Pro Tem / Vice Chairperson Warren  
Mayor / Chairman Shawver

**3. PUBLIC COMMENT ON CLOSED SESSION ITEMS**

*Closed Session may convene to consider matters of purchase / sale of real property (G.C. §54956.8), pending litigation (G.C. §54956.9(a)), potential litigation (G.C. §54956.9(b)) or personnel items (G.C. §54957.6). Records not available for public inspection.*

**4. CLOSED SESSION**

**4A. CONFERENCE WITH COUNSEL - THREAT TO PUBLIC SERVICES OR FACILITIES**

Pursuant to Government Code Section 54957

Consultation with: City Attorney

**4B. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

Initiation of litigation pursuant to Government Code Section 54956.9 (d) (4)

Number of Potential Cases: 2

**4C. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)

Number of potential cases: 2

**5. CALL TO ORDER / SUCCESSOR AGENCY / STANTON HOUSING AUTHORITY MEETING**

- 6. ROLL CALL** Council / Agency / Authority Member Ramirez  
Council / Agency / Authority Member Taylor  
Council / Agency / Authority Member Van  
Mayor Pro Tem / Vice Chairperson Warren  
Mayor / Chairman Shawver

**7. PLEDGE OF ALLEGIANCE**

- 8. SPECIAL PRESENTATIONS AND AWARDS** None.

**9. CONSENT CALENDAR**

All items on the Consent Calendar may be acted on simultaneously, unless a Council/Board Member requests separate discussion and/or action.

**CONSENT CALENDAR**

- 9A. MOTION TO APPROVE THE READING BY TITLE OF ALL ORDINANCES AND RESOLUTIONS. SAID ORDINANCES AND RESOLUTIONS THAT APPEAR ON THE PUBLIC AGENDA SHALL BE READ BY TITLE ONLY AND FURTHER READING WAIVED**

**RECOMMENDED ACTION:**

City Council/Agency Board/Authority Board waive reading of Ordinances and Resolutions.

**9B. APPROVAL OF WARRANTS**

City Council approve demand warrants dated June 19 – July 16, 2020, in the amount of \$4,351,816.83.

**9C. APPROVAL OF MINUTES**

1. City Council approve Minutes of Special Meeting – July 1, 2020; and
2. City Council approve Minutes of Special Joint Meeting – July 14, 2020; and
3. City Council/Agency/Authority Board approve Minutes of Regular Joint Meeting – July 14, 2020.

**9D. JUNE 2020 GENERAL FUND REVENUE AND EXPENDITURE REPORT**

The monthly General Fund Revenue and Expenditure Report for the month ended June 30, 2020, has been provided to the City Manager in accordance with Stanton Municipal Code Section 2.20.080 (D) and is being provided to City Council.

**RECOMMENDED ACTION:**

1. City Council find that this item is not subject to California Environmental Quality Act (“CEQA”) pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the General Fund Revenue and Expenditure Report for the month ended June 30, 2020.

## **9E. JUNE 2020 INVESTMENT REPORT**

The Investment Report as of June 30, 2020, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

### **RECOMMENDED ACTION:**

1. City Council find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the Investment Report for the month of June 2020.

## **9F. JUNE 2020 INVESTMENT REPORT (SUCCESSOR AGENCY)**

The Investment Report as of June 30, 2020, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

### **RECOMMENDED ACTION:**

1. Successor Agency find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the Investment Report for the month of June 2020.

## **END OF CONSENT CALENDAR**

**10. PUBLIC HEARINGS**                      **None.**

**11. UNFINISHED BUSINESS**                      **None.**

## **12. NEW BUSINESS**

### **12A. AGREEMENT FOR CONSULTING SERVICES WITH KTGy FOR THE PREPARATION OF THE 2020 TOWN CENTER SPECIFIC PLAN**

On March 31, 2020, the Community Development Department invited qualified firms to submit proposals to assist the City in preparing the 2020 Town Center Specific Plan and CEQA review and documentation. Staff requests the City Council authorize the City Manager to enter into an agreement for consulting services with KTGy in the amount not to exceed \$300,000.

#### **RECOMMENDED ACTION:**

1. City Council declare the project is not subject to the California Environmental Quality Act ("CEQA") pursuant to Section 15060 (c)(3), the activity, as defined in Section 15378 of the Guidelines, California Code of Regulations, Title 14, Chapter 3, has no potential for resulting in physical change to the environment directly or indirectly; and
2. Approve the contract for KTGy; and
3. Authorize the City Manager to enter into an agreement for consulting services in the amount not to exceed \$300,000 for the preparation of the 2020 Town Center Specific Plan and CEQA review and documentation; and
4. Appropriate \$300,000 from the City's General Fund to cover the Specific Plan work effort, the CEQA review and optional tasks with an offsetting revenue adjustment of \$100,000 for the balance funded through the SB-2 grant.

## **13. ORAL COMMUNICATIONS - PUBLIC**

At this time members of the public may address the City Council/Successor Agency/Stanton Housing Authority regarding any items within the subject matter jurisdiction of the City Council/Successor Agency/Stanton Housing Authority, provided that NO action may be taken on non-agenda items.

- Members of the public wishing to address the Council/Agency/Authority during Oral Communications or on a particular item may do so by submitting their comments via E-Mail to [pvazquez@ci.stanton.ca.us](mailto:pvazquez@ci.stanton.ca.us) with the subject line "PUBLIC COMMENT ITEM #" (*insert the item number relevant to your comment*) or "PUBLIC COMMENT NON-AGENDA ITEM #". Comments received by 5:00 p.m. will be compiled, provided to the City Council, and made available to the public before the start of the meeting. Staff will not read e-mailed comments at the meeting. However, the official record will include all e-mailed comments received until the close of the meeting.

**14. WRITTEN COMMUNICATIONS**                      **None.**

**15. MAYOR/CHAIRMAN COUNCIL/AGENCY/AUTHORITY INITIATED BUSINESS**

**15A. COMMITTEE REPORTS/ COUNCIL/AGENCY/AUTHORITY ANNOUNCEMENTS**

At this time Council/Agency/Authority Members may report on items not specifically described on the agenda which are of interest to the community provided no discussion or action may be taken except to provide staff direction to report back or to place the item on a future agenda.

**15B. COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE MEETING**

At this time Council/Agency/Authority Members may place an item on a future agenda.

**15C. COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE STUDY SESSION**

At this time Council/Agency/Authority Members may place an item on a future study session agenda.

Currently Scheduled:              None.

**16. ITEMS FROM CITY ATTORNEY/AGENCY COUNSEL/AUTHORITY COUNSEL**

**17. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR**

**17A. ORANGE COUNTY SHERIFF'S DEPARTMENT**

At this time the Orange County Sheriff's Department will provide the City Council with an update on their current operations.

**18. ADJOURNMENT**

I hereby certify under penalty of perjury under the laws of the State of California, the foregoing agenda was posted at the Post Office, Stanton Community Services Center and City Hall, not less than 72 hours prior to the meeting. Dated this 23<sup>rd</sup> day of July, 2020.

s/ Patricia A. Vazquez, City Clerk/Secretary

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# Item: 9B

## CITY OF STANTON ACCOUNTS PAYABLE REGISTER

June 19, 2020 - July 16, 2020

Electronic Transaction Nos.	1046 - 1085	\$3,083,439.68
Check Nos.	132317 - 132530	\$1,268,377.15

TOTAL

**\$4,351,816.83**

Demands listed on the attached registers  
conform to the City of Stanton Annual  
Budget as approved by the City Council.

  
\_\_\_\_\_  
City Manager

Demands listed on the attached  
registers are accurate and funds  
are available for payment thereof.

  
\_\_\_\_\_  
Finance Director

**MINUTES OF THE CITY COUNCIL OF THE CITY OF STANTON  
SPECIAL MEETING JULY 1, 2020**

**1. CALL TO ORDER**

The meeting was called to order at 1:00 p.m. by Mayor Shawver.

**2. PLEDGE OF ALLEGIANCE**

Led by City Manager Jarad L. Hildenbrand.

**3. ROLL CALL**

Present: Council Member Ramirez, Council Member Taylor, Council Member Van,  
Mayor Pro Tem Ramirez, and Mayor Shawver.

Absent: None.

Excused: None.

**4. CLOSED SESSION**

**5. PUBLIC COMMENT ON CLOSED SESSION ITEMS** None.

**6. CLOSED SESSION**

The members of the Stanton City Council of the City of Stanton proceeded to closed session at 1:02 p.m. for discussion regarding:

**6A. CONFERENCE WITH COUNSEL - THREAT TO PUBLIC SERVICES  
OR FACILITIES**

Pursuant to Government Code Section 54957

Consultation with: City Attorney

**6B. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

Initiation of litigation pursuant to Government Code Section 54956.9 (d) (4)

Number of Potential Cases: 1

**6C. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)

Number of potential cases: 1

## **DRAFT**

### **6D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

**Existing litigation pursuant to Government Code section 54956.9(d)(1)**

**Number of cases: 1**

Orange County Catholic Worker et al v. Orange County et al, United States District Court, Central District of California Case Number: 8:18-cv-00155-DOC-JDE

### **7. CALL TO ORDER / SPECIAL CITY COUNCIL MEETING**

The meeting was called to order at 1:46 p.m. by Mayor Shawver.

The City Council reconvened in open session at 1:46 p.m.

The City Manager Jarad L. Hildenbrand reported that the Stanton City Council met in closed session from 1:02 to 1:46 p.m.

The City Manager Jarad L. Hildenbrand reported that there was no reportable action.

### **8. ADJOURNMENT** Motion/Second: Shawver/ Motion carried at 1:47 p.m.

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MAYOR

ATTEST:

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CITY CLERK

# **DRAFT**

## **MINUTES OF THE CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY OF THE CITY OF STANTON SPECIAL JOINT MEETING JULY 14, 2020**

### **1. CALL TO ORDER**

The meeting was called to order at 5:00 p.m. by Mayor/Chairman Shawver.

### **2. PLEDGE OF ALLEGIANCE**

Led by Ms. Jennifer A. Lilley, Community & Economic Development Director.

### **3. ROLL CALL**

Present: Council/Agency/Authority Member Ramirez, Council/Agency/Authority Member Taylor, Council/Agency/Authority Member Van, Mayor Pro Tem/Vice Chairperson Warren, and Mayor/Chairman Shawver.

Absent: None.

Excused: None.

### **4. CLOSED SESSION**

### **5. PUBLIC COMMENT ON CLOSED SESSION ITEMS** None.

### **6. CLOSED SESSION**

The members of the Stanton City Council/Successor Agency/Housing Authority of the City of Stanton proceeded to closed session at 5:02 p.m. for discussion regarding:

#### **6A. CONFERENCE WITH COUNSEL - THREAT TO PUBLIC SERVICES OR FACILITIES**

Pursuant to Government Code Section 54957

Consultation with: City Attorney

#### **6B. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION**

Initiation of litigation pursuant to Government Code Section 54956.9 (d) (4)

Number of Potential Cases: 1

## **DRAFT**

### **6C. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)

Number of potential cases: 1

### **6D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

**Existing litigation pursuant to Government Code section 54956.9(d)(1)**

**Number of cases: 1**

Orange County Catholic Worker et al v. Orange County et al, United States District Court, Central District of California Case Number: 8:18-cv-00155-DOC-JDE

### **6E. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Pursuant to Government Code Section 54956.8)**

Property: 8830 Tina Way, Anaheim, CA (APN 126-481-01)  
8840 Tina Way, Anaheim, CA (APN 126-481-02)  
8850 Tina Way, Anaheim, CA (APN 126-481-03)  
8860 Tina Way, Anaheim, CA (APN 126-481-04)  
8870 Tina Way, Anaheim, CA (APN 126-481-05)  
8880 Tina Way, Anaheim, CA (APN 126-481-06)  
8890 Tina Way, Anaheim, CA (APN 126-481-07)  
8900 Tina Way, Anaheim, CA (APN 126-481-08)  
8910 Tina Way, Anaheim, CA (APN 126-481-09)  
8920 Tina Way, Anaheim, CA (APN 126-481-10)  
8930 Tina Way, Anaheim, CA (APN 126-481-11)  
8940 Tina Way, Anaheim, CA (APN 126-481-12)  
8950 Tina Way, Anaheim, CA (APN 126-481-13)  
8960 Tina Way, Anaheim, CA (APN 126-481-14)  
8970 Tina Way, Anaheim, CA (APN 126-481-15)  
8841 Pacific Avenue, Anaheim, CA (APN 126-481-29)  
8851 Pacific Avenue, Anaheim, CA (APN 126-481-28)  
8861 Pacific Avenue, Anaheim, CA (APN 126-481-27)  
8870 Pacific Avenue, Anaheim, CA (APN 126-482-05)  
8871 Pacific Avenue, Anaheim, CA (APN 126-481-26)  
8880 Pacific Avenue, Anaheim, CA (APN 126-482-06)  
8881 Pacific Avenue, Anaheim, CA (APN 126-481-25)  
8890 Pacific Avenue, Anaheim, CA (APN 126-482-07)  
8891 Pacific Avenue, Anaheim, CA (APN 126-481-24)  
8900 Pacific Avenue, Anaheim, CA (APN 126-482-08)  
8901 Pacific Avenue, Anaheim, CA (APN 126-481-23)  
8910 Pacific Avenue, Anaheim, CA (APN 126-482-09)  
8911 Pacific Avenue, Anaheim, CA (APN 126-481-22)  
8920 Pacific Avenue, Anaheim, CA (APN 126-482-10)  
8921 Pacific Avenue, Anaheim, CA (APN 126-481-21)

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8930 Pacific Avenue, Anaheim, CA (APN 126-482-11)  
8931 Pacific Avenue, Anaheim, CA (APN 126-481-20)  
8940 Pacific Avenue, Anaheim, CA (APN 126-482-12)  
8941 Pacific Avenue, Anaheim, CA (APN 126-481-19)  
8950 Pacific Avenue, Anaheim, CA (APN 126-482-13)  
8951 Pacific Avenue, Anaheim, CA (APN 126-481-18)  
8960 Pacific Avenue, Anaheim, CA (APN 126-482-14)  
8961 Pacific Avenue, Anaheim, CA (APN 126-481-17)  
8970 Pacific Avenue, Anaheim, CA (APN 126-482-15)  
8971 Pacific Avenue, Anaheim, CA (APN 126-481-16)

Negotiating Parties: Jarad L. Hildenbrand, City Manager, City of Stanton  
Jarad L. Hildenbrand, Executive Director, Housing Authority  
Jarad L. Hildenbrand, Executive Director, Successor Agency  
Trachy Family Trust, Owner  
Steven W. Reiss Trust, Owner  
Jennie Trust, Owner  
Trang Trust, Owner  
Triple Star Company, LLC, Owner  
Sky Nguyen / SN Living Trust, Owner  
Steven W. Reiss Trust, Owner  
Ngoc Trieu and Andy Pham, Owner  
David M. Cook and Daphne Chakran, Owner

Under Negotiation: Instruction to negotiator will concern price and terms of payment.

### **6F. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Pursuant to Government Code Section 54956.8)**

Property: 11870 Beach Boulevard, Stanton, CA (APN 131-241-21)

Negotiating Parties: Jarad L. Hildenbrand, City Manager, City of Stanton, Owner

Under Negotiation: Instruction to negotiator will concern price and terms of payment.

### **7. CALL TO ORDER / SPECIAL CITY COUNCIL/SUCCESSOR AGENCY/HOUSING AUTHORITY MEETING**

The meeting was called to order at 6:00 p.m. by Mayor/Chairman Shawver.

The City Council/Successor Agency/Housing Authority reconvened in open session at 6:00 p.m.

The City Attorney/Agency Counsel reported that the Stanton City Council/Successor Agency/Housing Authority met in closed session from 5:02 to 6:00 p.m.

The City Attorney/Agency Counsel reported that there was no reportable action.

# DRAFT

8. **ADJOURNMENT** Motion/Second: Shawver/  
Motion carried at 6:00 p.m.

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MAYOR/CHAIRMAN

ATTEST:

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CITY CLERK/SECRETARY

# DRAFT

## MINUTES OF THE CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY OF THE CITY OF STANTON JOINT REGULAR MEETING JULY 14, 2020

### 1. CALL TO ORDER / CLOSED SESSION

The City Council / Successor Agency / Housing Authority meeting was called to order at 6:00 p.m. by Mayor / Chairman Shawver.

### 2. ROLL CALL

Present: Council/Agency/Authority Member Ramirez, Council/Agency/Authority Member Taylor, Council/Agency/Authority Member Van, Mayor Pro Tem/Vice Chairperson Warren, and Mayor/Chairman Shawver.

Absent: None.

Excused: None.

### 3. PUBLIC COMMENT ON CLOSED SESSION ITEMS None.

### 4. CLOSED SESSION

The members of the Stanton City Council/Stanton Housing Authority of the City of Stanton proceeded to closed session at 6:00 p.m. for discussion regarding:

#### 4A. CONFERENCE WITH COUNSEL - THREAT TO PUBLIC SERVICES OR FACILITIES

Pursuant to Government Code Section 54957

Consultation with: City Attorney

#### 4B. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

Initiation of litigation pursuant to Government Code Section 54956.9 (d) (4)

Number of Potential Cases: 2

#### 4C. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to Government Code section 54956.9(d)(2)

Number of potential cases: 2

# DRAFT

## 4D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Existing litigation pursuant to Government Code section 54956.9(d)(1)

Number of cases: 1

Orange County Catholic Worker et al v. Orange County et al, United States District Court, Central District of California Case Number: 8:18-cv-00155-DOC-JDE

## 4E. CONFERENCE WITH REAL PROPERTY NEGOTIATOR

(Pursuant to Government Code Section 54956.8)

Property: 8830 Tina Way, Anaheim, CA (APN 126-481-01)  
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8961 Pacific Avenue, Anaheim, CA (APN 126-481-17)  
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8971 Pacific Avenue, Anaheim, CA (APN 126-481-16)

Negotiating Parties: Jarad L. Hildenbrand, City Manager, City of Stanton  
Jarad L. Hildenbrand, Executive Director, Housing Authority  
Jarad L. Hildenbrand, Executive Director, Successor Agency  
Trachy Family Trust, Owner  
Steven W. Reiss Trust, Owner  
Jennie Trust, Owner  
Trang Trust, Owner  
Triple Star Company, LLC, Owner  
Sky Nguyen / SN Living Trust, Owner  
Steven W. Reiss Trust, Owner  
Ngoc Trieu and Andy Pham, Owner  
David M. Cook and Daphne Chakran, Owner

Under Negotiation: Instruction to negotiator will concern price and terms of payment.

#### **4F. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Pursuant to Government Code Section 54956.8)**

Property: 11870 Beach Boulevard, Stanton, CA (APN 131-241-21)

Negotiating Parties: Jarad L. Hildenbrand, City Manager, City of Stanton, Owner

Under Negotiation: Instruction to negotiator will concern price and terms of payment

#### **5. CALL TO ORDER / SUCCESSOR AGENCY / STANTON HOUSING AUTHORITY MEETING**

The meetings were called to order at 6:30 p.m. by Mayor / Chairman Shawver.

The City Attorney / Agency Counsel reported that the Stanton City Council / Successor Agency / Housing Authority met in closed session from 6:00 to 6:30 p.m.

The City Attorney / Agency Counsel reported that there was no reportable action.

# DRAFT

## 6. ROLL CALL

Present: Council/Agency/Authority Member Ramirez, Council/Agency/Authority Member Taylor, Council/Agency/Authority Member Van, Mayor Pro Tem/Vice Chairperson Warren, and Mayor/Chairman Shawver.

Absent: None.

Excused: None.

## 7. PLEDGE OF ALLEGIANCE

Led by Council Member Rigoberto A. Ramirez.

## 8. SPECIAL PRESENTATIONS AND AWARDS None.

## 9. CONSENT CALENDAR

Mayor Shawver requested to pull Item 9D from the Consent Calendar for separate discussion.

Motion/Second: Shawver/Ramirez  
Motion unanimously carried by the following vote:

AYES: 5 (Ramirez, Shawver, Taylor, Van, and Warren)

NOES: None

ABSTAIN: None

ABSENT: None

## CONSENT CALENDAR

### 9A. MOTION TO APPROVE THE READING BY TITLE OF ALL ORDINANCES AND RESOLUTIONS. SAID ORDINANCES AND RESOLUTIONS THAT APPEAR ON THE PUBLIC AGENDA SHALL BE READ BY TITLE ONLY AND FURTHER READING WAIVED

The City Council/Agency Board/Authority Board waived reading of Ordinances and Resolutions.

### 9B. APPROVAL OF WARRANTS

The City Council approved demand warrants dated June 5 – June 18, 2020, in the amount of \$1,719,487.94.

# **DRAFT**

## **9C. APPROVAL OF MINUTES**

1. The City Council approved Minutes of Special Joint Meeting – June 23, 2020; and
2. The City Council/Agency/Authority Board approved Minutes of Regular Joint Meeting – June 23, 2020.

## **9E. STANTON HOME REHABILITATION LOAN PROGRAM: LA NELL AND STEVEN MARTIN'S PROPOSED MORTGAGE REGINANCE**

In September of 2010, La Nell and Steven Martin (the “Martins”) obtained a 0% interest loan in the amount of \$50,000 through the Stanton Home Rehabilitation Loan Program. The Martins are currently looking to consolidate and refinance their home’s existing mortgage and home equity line of credit into a new loan with a lower interest rate. Both the existing mortgage and home equity line of credit are senior to the Martin’s Home Rehabilitation Loan. The Home Rehabilitation Loan Program’s Guidelines and Procedures prohibit refinances that, among other things, extend the term of a loan’s repayment period. The Martin’s senior obligations’ (i.e., the existing mortgage and home equity line of credit) have approximately 10 years left of repayment. After the proposed refinance, the Martin’s new mortgage will have a lower interest rate and a repayment period of 15 years. Because the proposed refinance extends the repayment period of the Martin’s senior obligations (from 10 years to 15 years), City Council action is needed to waive this restriction if the proposed refinance is to proceed.

1. The City Council finds that this item is not subject to California Environmental Quality Act (“CEQA”) State CEQA Guidelines Section 15378(b)(5)(Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Waived the restriction provided in the Stanton Home Rehabilitation Loan Program’s Guidelines and Procedures barring refinances that extend the term of repayment with respect to the Home Rehabilitation Loan extended to La Nell and Steven Martin in connection with 10271 Western Avenue, Stanton, California 90680.

## **DRAFT**

### **9F. APPROVE RESOLUTION AUTHORIZING AN AGREEMENT WITH THE STATE OF CALIFORNIA FRANCHISE TAX BOARD FOR ACCESS TO THE FRANCHISE TAX BOARD'S CITY BUSINESS TAX PROGRAM**

The City's current agreement with the California Franchise Tax Board (FTB) expired on December 31, 2019. The FTB's City Business Program allows access to secured data sharing software program between itself and various municipalities statewide to allow better governance of the contracted jurisdiction's business licensing compliance. The FTB requires the City Council approve a resolution authorizing staff to enter into a new agreement through December 31, 2022.

1. The City Council finds that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Section 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Adopted Resolution No. 2020-38 authorizing the City Manager to execute an agreement with the State of California Franchise Tax Board authorizing the reciprocal and confidential exchange of data, entitled:

**"A RESOLUTION OF THE CITY OF STANTON, CALIFORNIA, AUTHORIZING THE CITY OF STANTON TO ENTER INTO AN AGREEMENT WITH THE STATE OF CALIFORNIA FRANCHISE TAX BOARD AUTHORIZING THE RECIPROCAL AND CONFIDENTIAL EXCHANGE OF TAX DATA."**

### **9G. RESOLUTION AMENDING THE POSITION CLASSIFICATION MANUAL AND APPROPRIATION OF FUNDS**

The attached Resolution makes changes to the Position Classification Manual by adding the job classification of Outreach Coordinator. Staff is also requesting an appropriation of funds for the establishment of this position.

1. The City Council declared that this project is exempt from the California Environmental Quality Act ("CEQA") under Section 15378(b)(2) – continuing administrative or maintenance activities, such as purchases for supplies, personnel-related actions, general policy or procedure making; and
2. Adopted Resolution No. 2020-39 amending the Position Classification Manual, entitled:

**"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AMENDING THE POSITION CLASSIFICATION MANUAL"; and**

## **DRAFT**

3. Approved and adopted the updated Salary Schedule effective July 14, 2020; and
4. Approved an appropriation of \$83,175 from the City's General Fund reserves (Fund 101).

### **9H. PROFESSIONAL SERVICES AGREEMENT WITH DAVISFARR LLP**

Requested is the authorization to allow the Mayor to enter into a Professional Services Agreement in an amount not to exceed \$50,000 with DavisFarr LLP. This contract will provide access to DavisFarr's administrative support staff and expertise across a wide array of accounting matters.

1. The City Council declared that the action is not a project and is exempt from the California Environmental Quality Act ("CEQA") under Section 15378(b); and
2. Waived the competitive bidding requirements in the City's purchasing policy for this procurement; and
3. Approved and Authorized the Mayor to execute a Professional Services Agreement in an amount not to exceed \$50,000 with DavisFarr LLP for accounting consultant services.

## **END OF CONSENT CALENDAR**

### **9D. AWARD OF CONTRACT FOR ON-CALL CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES TO INTERWEST FOR THE FY 20/21 CITYWIDE STREET IMPROVEMENT PROJECT BY THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA**

Staff solicited proposals to provide Construction Inspection Services for the FY 20/21 Citywide Street Improvement Project. Eleven proposals were received and evaluated. Based on this qualifications-based selection process, staff recommends awarding the contract to Interwest. The cost for completing these services is a maximum of \$96,520.

Mayor Shawver questioned staff regarding the bidding process, selection of low bidder, contract costs, public inspector costs, contract award costs, use of City building inspector / official to perform dual inspection services, and the option to include future inspection costs into the original bid.

1. The City Council declared this project to be categorically exempt under the California Environmental Quality Act, Class 1, Section 15301 (c); and

## **DRAFT**

2. Awarded a contract for professional construction inspection services to Interwest to provide construction inspection services for a maximum contract amount of \$96,520; and
3. Authorized the City Manager to bind the City of Stanton and Interwest in a contract to provide professional construction inspection services.

Motion/Second: Shawver/Taylor

Motion unanimously carried by the following vote:

AYES: 5 (Ramirez, Shawver, Taylor, Van, and Warren)

NOES: None

ABSTAIN: None

ABSENT: None

### **10. PUBLIC HEARINGS**

#### **10A. ADOPT A RESOLUTION TO AMEND RESOLUTION NO. 2018-19 TO ADD CONSULTANT COST RECOVERY FEES FOR CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN AND CALIFORNIA ENVIRONMENTAL QUALITY ACT CLASS 32 TO THE SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES (RESOLUTION NO. 2020-33)**

The City has initiated and assessed cost recovery for consultant review and document preparation services for developer-initiated entitlement to include the following:

1. In accordance with the City's General Plan, Community Design Element, Action CD1.2.2(e), for Crime Prevention Through Environmental Design ("CPTED") and
2. In accordance with the California Environmental Quality Act ("CEQA") Section 15332 In-Fill Development Projects.

In accordance with the City's adopted policy, consultant cost recovery fees incurred as part of developer-initiated entitlement review and document preparation shall be passed on to applicants as applicable.

Staff report by Mr. Jarad L. Hildenbrand, City Manager.

The public hearing was opened.

No one appearing to speak, the public hearing was closed.

## DRAFT

Motion/Second: Ramirez/Van

ROLL CALL VOTE:	Council Member Ramirez	AYE
	Council Member Taylor	AYE
	Council Member Van	AYE
	Mayor Pro Tem Warren	AYE
	Mayor Shawver	AYE

Motion unanimously carried:

1. The City Council conducted the public hearing; and
2. Finds that this item is statutorily exempt from California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5)(Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
3. Adopted Resolution No. 2020-33, entitled:

**"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AMENDING RESOLUTION NO. 2018-19 AND ADDING CONSULTANT COST RECOVERY FEES FOR CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED) AND CALIFORNIA ENVIRONMENTAL QUALITY ACT CLASS 32 TO THE SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES."**

- 10B. PUBLIC HEARING TO CONSIDER ADOPTION OF A RESOLUTION TO ESTABLISH A BUSINESS TAX RATE FOR COMMERCIAL CANNABIS BUSINESSES (RESOLUTION NO. 2020-34); A RESOLUTION TO AMEND THE SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES TO ADD COMMERCIAL CANNABIS BUSINESS PERMIT FEE AND RENEWAL COMMERCIAL CANNABIS BUSINESS PERMIT FEES (RESOLUTION NO. 2020-21); A RESOLUTION ESTABLISHING THE MAXIMUM NUMBER OF EACH TYPE OF COMMERCIAL CANNABIS BUSINESSES THAT ARE PERMITTED TO OPERATE AT ONE TIME IN THE CITY (RESOLUTION NO. 2020-35) AND A RESOLUTION ESTABLISHING A POLICY REGARDING CONTACT BETWEEN CANNABIS BUSINESS PERMIT APPLICANTS AND CITY OFFICIALS/APPOINTEES (RESOLUTION NO. 2020-36)**

The City has initiated an amendment to the Municipal Code to modify regulations pertaining to the regulation of Commercial Cannabis Businesses. Specifically, the City Council adopted an ordinance adding Chapter 5.77 *Commercial Cannabis Businesses* and amending portions of Section 20.220.020.A *Allowed Land Uses*, Table 2-7 to permit and regulate Commercial Cannabis Business uses and permit processing fees.

## DRAFT

As part of the implementation plan for Commercial Cannabis Businesses, it is necessary to establish the following:

1. The tax rate for commercial cannabis businesses, and
2. A commercial cannabis business permit fee and renewal fee, and
3. The maximum number of each type of commercial cannabis businesses that may be permitted to operate at one time in the City, and
4. A policy regarding contact between cannabis business permit applicants and City officials/appointees.

Staff report by Mr. Jarad L. Hildenbrand, City Manager.

City Manager Hildenbrand noted for the record that there has been an amendment to Line Item No. 4 "Resolution No. 2020-21" which includes correction to the issued resolution number to Resolution No. 2020-40 and verbiage repealing Resolution No. 2020-21 in its entirety and replacing with Resolution No. 2020-40.\*

The public hearing was opened.

No one appearing to speak, the public hearing was closed.

The City Council opted to approve each recommended action separately.

The City Council questioned staff regarding adopting the tax rate at max, adopting the rate at 1%, adopting a low rate and adjusting as deemed necessary, the ability to bring back this item as needed for adjustments, and the need to abide by the voter approved rate.

Motion/Second: Shawver/Warren

ROLL CALL VOTE:	Council Member Ramirez	AYE
	Council Member Taylor	NO
	Council Member Van	NO
	Mayor Pro Tem Warren	AYE
	Mayor Shawver	AYE

Motion carried:

1. The City Council conducted the public hearing; and
2. Finds that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5)(Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
3. Adopted Resolution No. 2020-34, entitled:

## DRAFT

### **“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, SETTING THE INITIAL TAX RATES FOR COMMERCIAL CANNABIS BUSINESSES”;** and

Motion/Second: Ramirez/Warren

ROLL CALL VOTE:	Council Member Ramirez	AYE
	Council Member Taylor	AYE
	Council Member Van	AYE
	Mayor Pro Tem Warren	AYE
	Mayor Shawver	AYE

Motion unanimously carried:

The City Council conducted the public hearing; and

Finds that this item is not subject to California Environmental Quality Act (“CEQA”) pursuant to Sections 15378(b)(5)(Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and

4. Adopted Resolution No. 2020-40, entitled:

### **“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, REPEALING RESOLUTION NO. 2020-21 IN ITS ENTIRETY AND REPLACING WITH RESOLUTION ADDING AN INITIAL COMMERCIAL CANNABIS BUSINESS PERMIT FEE AND RENEWAL COMMERCIAL CANNABIS BUSINESS PERMIT FEE TO THE SCHEDULE OF FEES AND CHARGES FOR CITY SERVICES”;** and

*\*City Manager Hildenbrand noted for the record that there has been an amendment to Line Item No. 4 “Resolution No. 2020-21” which includes correction to the issued resolution number to Resolution No. 2020-40 and verbiage repealing Resolution No. 2020-21 in its entirety and replacing with Resolution No. 2020-40.*

Motion/Second: Shawver/Ramirez

Motion unanimously carried by the following vote:

AYES: 5 (Ramirez, Shawver, Taylor, Van, and Warren)

NOES: None

ABSTAIN: None

ABSENT: None

The City Council conducted the public hearing; and

## DRAFT

Finds that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5)(Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and

5. Adopted Resolution No. 2020-35, entitled:

**"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, ESTABLISHING THE MAXIMUM NUMBER OF EACH TYPE OF COMMERCIAL CANNABIS BUSINESSES THAT MAY OPERATE AT ONE TIME IN THE CITY";**

and

The City Council questioned staff regarding clarification on contact, fair and transparent process, equal opportunity, timeframe of no contact, consequences for the Planning Commission, City Council and application committee should there be a violation of the no contact resolution, no contact 30 days prior to the start of the application release date, and 60 days prior to the start of the application release date in 2021.

Motion/Second: Van/Ramirez

Motion unanimously carried by the following vote:

AYES: 5 (Ramirez, Shawver, Taylor, Van, and Warren)

NOES: None

ABSTAIN: None

ABSENT: None

The City Council conducted the public hearing; and

Finds that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5)(Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and

6. Adopted Resolution No. 2020-36, entitled:

**"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, ESTABLISHING A POLICY REGARDING CONTACT BETWEEN COMMERCIAL CANNABIS BUSINESS PERMIT APPLICANTS AND CITY OFFICIALS/APPOINTEES FOR COMMERCIAL CANNABIS BUSINESSES."**

11. **UNFINISHED BUSINESS** None.

12. **NEW BUSINESS** None.

## **DRAFT**

13. **ORAL COMMUNICATIONS – PUBLIC** None.
14. **WRITTEN COMMUNICATIONS** None.
15. **MAYOR/CHAIRMAN/COUNCIL/AGENCY/AUTHORITY INITIATED BUSINESS**
- 15A. **COMMITTEE REPORTS/COUNCIL/AGENCY/AUTHORITY ANNOUNCEMENTS**  
None.
- 15B. **COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE COUNCIL MEETING**  
None.
- 15C. **COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE STUDY SESSION**  
None.
- 15D. **CITY COUNCIL INITIATED ITEM — DISCUSSION REGARDING BANNING THE USE OF SAFE AND SANE FIREWORKS WITHIN THE CITY OF STANTON**

At the June 23, 2020 City Council meeting, Council Member Taylor requested that this item be agendaized for discussion.

The City Council questioned staff regarding enforcement, ticketing statistics, use of legal vs. non legal, the City's reporting process, verification of published reporting phone lines, real time data, fire hazards, benefit to non-profits, request earning data from non-profits, reporters fear of retaliation, creating a better plan leading up to the 4<sup>th</sup> of July holiday for use of safe and sane fireworks, use and process of neighboring cities, and wait process a staff report till the Orange County Fire Authority's report is released.

- Ms. Loreen Berlin, resident, submitted an e-comment requesting that the City Council continue to allow the use and sale of safe and sane fireworks, as banning the use and sale of safe and sane fireworks would cut off fundraising for local non-profit groups within the City and that monitoring of illegal fireworks is what needs to be addressed. Ms. Berlin asks that the City Council not ban safe and sane fireworks but work to find a solution to resolve and curtail the use of illegal fireworks, which is what she believes, is the real source of the problem.

Consensus was received and the City Council directed staff to proceed with research and a staff report obtaining facts and statistics regarding the use and sale of safe and sane fireworks and use of illegal fireworks within the City of Stanton.

## **DRAFT**

### **16. ITEMS FROM CITY ATTORNEY/AGENCY COUNSEL/AUTHORITY COUNSEL**

None.

### **17. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR**

City Manager Jarad L. Hildenbrand introduced the City's new Community and Economic Development Director Ms. Jennifer Lilley to the City Council.

### **17A. ORANGE COUNTY FIRE AUTHORITY**

At this time the Orange County Fire Authority will provide the City Council with an update on their current operations.

- Fire Division Chief Kelly Zimmerman provided the City Council with an update on their current operations.

### **18. ADJOURNMENT** in prayer and best wishes to Mr. Sal Sapien Motion/Second: Shawver/ Motion carried at 7:34 p.m.

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MAYOR/CHAIRMAN

ATTEST:

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CITY CLERK/SECRETARY

## CITY OF STANTON

### REPORT TO THE CITY COUNCIL

**TO:** Honorable Mayor and City Council

**DATE:** July 28, 2020

**SUBJECT: JUNE 2020 GENERAL FUND REVENUE AND EXPENDITURE REPORT**

#### **REPORT IN BRIEF:**

The monthly General Fund Revenue and Expenditure Report for the month ended June 30, 2020, has been provided to the City Manager in accordance with Stanton Municipal Code Section 2.20.080 (D) and is being provided to City Council.

#### **RECOMMENDED ACTION:**

1. City Council find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the General Fund Revenue and Expenditure Report for the month ended June 30, 2020.

#### **ANALYSIS:**

The attached reports summarize the City revenue and expenditure balances for the General Fund as of June 30, 2020. The reports include information for the month of June, on a year-to-date basis, the current fiscal year's budgeted balance and the year-to-date as a percentage of the budget. In addition, for comparison purposes, the year-to-date amount, final amount and a percentage of final for the previous fiscal year is included as well. Staff is in the closing the City's books for the end of the fiscal year in preparation for the City's year-end audit. Final figures for the year ended June 30, 2020 will be available when the City's year-end audit is complete in October.

As of June 30<sup>th</sup>, total General Fund revenues received to date was \$22.1 million, which represents 96% of the Fiscal Year 19/20 budgeted amount and is 4% less than the revenues collected for the same period last year. Final Fiscal Year 19/20 revenues are expected to be approximately 98% of the City's budgeted amount. In addition, total General Fund expenditures were \$26.4 million through June, which represents 94% of the 19/20 projected expenditures and is 1% less than the expenditures incurred for the same period last year. Final Fiscal Year 19/20 expenditures are expected to be

approximately 95% of the City's budgeted amount.

On April 28, 2020, the City Council approved an appropriation of \$500,000 from the available balance in the Transaction & Use Tax Fund (#102) to provide initial funding for the City's expenditures incurred for the COVID-19 pandemic. Through June, total expenditures incurred were \$387,134 (Attachment B, page 9), of which most will be reimbursed by CARES funding the City received from the State of California and County of Orange.

**FISCAL IMPACT:**

Per Attachment C, the City's General Fund reserves is expected to be \$17.7 million by June 30, 2020, after taking into account the impact of COVID-19 on General Fund revenues and expenditures as well as other appropriations that were approved by the City Council since July 1, 2019. In addition, the City's sales tax consultant, HdL, provided updated sales tax estimates for Fiscal Year 19/20, which improved staff's original estimate for sales tax revenue loss due to COVID-19 from \$510,000 to \$330,000.

**ENVIRONMENTAL IMPACT:**

None.

**LEGAL REVIEW:**

None.

**PUBLIC NOTIFICATION:**

Through the normal agenda posting process.

**STRATEGIC PLAN OBJECTIVE ADDRESSED**

4. Ensure Fiscal Stability and Efficiency in Governance

Prepared by:

s/ Michelle Bannigan

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Michelle Bannigan, CPA  
Finance Director

Approved by:

s/ Jarad L. Hildenbrand

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Jarad L. Hildenbrand  
City Manager

**Attachments:**

- A. June 2020 General Fund Revenues
- B. June 2020 General Fund Expenditures
- C. General Fund Reserves

**CITY OF STANTON**  
**June 2020 General Fund Revenues (100% of year)**

	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity		Percent of Budget	FY 2018/19 Actual *	% Change from Prior Year
		Activity During June	Year To Date Actual *			
<b>TAXES</b>						
Property Tax	\$ 6,213,200	\$ 19,024	\$ 6,426,307	103.43%	\$ 6,086,679	5.58%
Sales and Use Tax	4,385,000	375,355	3,476,564	79.28%	3,567,985	-2.56%
Transactions and Use Tax	4,331,000	395,489	3,745,693	86.49%	3,374,501	11.00%
Transient Occupancy Tax	520,000	73,991	467,973	89.99%	408,242	14.63%
Franchise Fees	1,041,000	125,517	1,012,891	97.30%	946,039	7.07%
Business Licenses	430,000	7,263	333,106	77.47%	413,907	-19.52%
Utility Users Tax	1,870,000	140,066	1,643,374	87.88%	1,729,967	-5.01%
Tax Increment Pass-thru Payment	355,000	-	356,277	100.36%	328,675	8.40%
<b>TAXES-TOTAL</b>	<b>19,145,200</b>	<b>1,136,705</b>	<b>17,462,185</b>	<b>91.21%</b>	<b>16,855,995</b>	<b>3.60%</b>
<b>INTERGOVERNMENTAL</b>						
County WDA Shared Revenue	-	-	142,389	**	128,528	10.78%
Mandated Cost Reimbursement	24,000	-	53,598	223.33%	27,574	94.38%
Motor Vehicle In Lieu	-	-	31,110	**	18,946	64.20%
Public Safety Augmentation Tax	160,124	11,254	133,364	83.29%	133,453	-0.07%
Planning Grants	60,000	-	-	0.00%	-	0.00%
<b>INTERGOVERNMENTAL-TOTAL</b>	<b>244,124</b>	<b>11,254</b>	<b>360,461</b>	<b>147.65%</b>	<b>308,501</b>	<b>16.84%</b>
<b>CHARGES FOR SERVICES</b>						
Charges for Services	140,000	-	140,000	100.00%	140,000	0.00%
Indirect Cost Reimbursement	269,210	-	269,210	100.00%	295,031	-8.75%
<b>CHARGES FOR SERVICES-TOTAL</b>	<b>409,210</b>	<b>-</b>	<b>409,210</b>	<b>100.00%</b>	<b>435,031</b>	<b>-5.94%</b>
<b>FEES AND PERMITS</b>						
Solid Waste Impact Fees	1,150,000	210,353	967,343	84.12%	961,361	0.62%
Building Permits and Fees	540,000	22,072	1,202,402	222.67%	780,088	54.14%
Planning Permits and Fees	147,600	13,135	285,583	193.48%	179,068	59.48%
Engineering Permits and Fees	45,000	3,269	76,911	170.91%	104,925	-26.70%
Public Benefit Fee	-	-	247,300	**	-	100.00%
Recycling Fees	95,000	-	62,475	65.76%	71,749	-12.93%
Other Permits and Fees	59,950	1,782	110,052	183.57%	78,983	39.34%
Community Services Fees	70,000	2,141	35,635	50.91%	58,177	-38.75%
<b>FEES AND PERMITS -TOTAL</b>	<b>2,107,550</b>	<b>252,752</b>	<b>2,987,701</b>	<b>141.76%</b>	<b>2,234,351</b>	<b>33.72%</b>
<b>FINES AND FORFEITURES</b>						
General Fines	500	2	643	128.60%	(6,985)	-109.21%
Motor Vehicle Fines	140,000	3,227	111,183	79.42%	138,840	-19.92%
Parking Citations	245,000	4,330	203,806	83.19%	200,104	1.85%
DMV Parking Collections	78,400	3,154	71,379	91.04%	72,164	-1.09%
Administrative Citation	5,000	200.000	8,260	165.20%	6,320	30.70%
<b>FINES AND FORFEITURES-TOTAL</b>	<b>468,900</b>	<b>10,913</b>	<b>395,271</b>	<b>84.30%</b>	<b>410,443</b>	<b>-3.70%</b>
<b>USE OF MONEY AND PROPERTY</b>						
Investment Earnings	200,000	1,237	3,845	1.92%	192,819	-98.01%
Rental Income	77,768	419	75,656	97.28%	145,559	-48.02%
<b>USE OF MONEY AND PROPERTY-TOTAL</b>	<b>277,768</b>	<b>1,656</b>	<b>79,501</b>	<b>28.62%</b>	<b>338,378</b>	<b>-76.51%</b>
<b>MISCELLANEOUS REVENUE</b>						
Miscellaneous Revenue	23,600	9,671	56,826	240.79%	1,789,019	-96.82%
<b>MISCELLANEOUS REVENUE-TOTAL</b>	<b>23,600</b>	<b>9,671</b>	<b>56,826</b>	<b>240.79%</b>	<b>1,789,019</b>	<b>-96.82%</b>
<b>TRANSFERS IN</b>						
From Gas Tax Fund	-	-	-	0.00%	260,000	-100.00%
From Protective Services Fund	380,000	-	380,000	100.00%	380,000	0.00%
<b>TRANSFERS IN-TOTAL</b>	<b>380,000</b>	<b>-</b>	<b>380,000</b>	<b>100.00%</b>	<b>640,000</b>	<b>-40.63%</b>
<b>TOTAL REVENUES AND TRANSFERS IN</b>	<b>\$ 23,056,352</b>	<b>\$ 1,422,951</b>	<b>\$ 22,131,155</b>	<b>95.99%</b>	<b>\$ 23,011,718</b>	<b>-3.83%</b>

\* = Actual data is reported for July through June 2020. (Fiscal Year 2019/20 figures are preliminary until the City's Fiscal Year 2019/20 year end closing entries are completed in October 2020.)

**TAXES**  
**June 2020 General Fund Revenues (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity		% of Budget	FY 2018/19 Actual*	% Change From Prior Year
			Activity During June	Year To Date Actual *			
<b>101</b>	<b>General Fund</b>						
430100	Current Year-Secured <sup>(1)</sup>	\$ 1,113,000	\$ -	\$ 1,094,271	98.32%	\$ 1,082,123	1.12%
430105	Current Year-Unsecured <sup>(1)</sup>	-	5,505	32,466	**	-	100.00%
430110	Property Tax-Prior Year	-	271	271	**	368	-26.36%
430115	Property Tax-Supplemental	25,000	529	18,082	72.33%	26,252	-31.12%
430120	Residual Redevelopment Property Tax	894,800	-	1,024,653	114.51%	913,872	12.12%
430121	In-Lieu Vehicle License Fee	4,060,000	-	4,154,079	102.32%	3,906,863	6.33%
430125	Property Tax-Public Utility	40,000	-	-	0.00%	43,707	-100.00%
430130	Tax Administration Fees	(5,000)	-	(4,706)	94.12%	(4,817)	-2.30%
430135	Homeowners Tax Relief	5,400	829	5,529	102.39%	5,868	-5.78%
430140	Property Transfer Tax	80,000	11,890	101,662	127.08%	112,443	-9.59%
430200	Sales And Use Tax	4,385,000	375,355	3,476,564	79.28%	3,567,985	-2.56%
430300	Transient Occupancy Tax	520,000	73,991	467,973	89.99%	408,242	14.63%
430405	Franchise Tax/Cable TV	225,000	-	212,748	94.55%	184,803	15.12%
430410	Franchise Tax/Electric	186,000	-	188,334	101.25%	195,245	-3.54%
430415	Franchise Tax/Gas	50,000	-	49,965	99.93%	57,115	-12.52%
430420	Franchise Tax/Refuse	500,000	125,517	484,071	96.81%	421,199	14.93%
430425	Franchise Tax/Water	80,000	-	77,773	97.22%	87,677	-11.30%
430500	Business License Tax	200,000	3,215	161,619	80.81%	193,738	-16.58%
430505	New/Moved Bus Lic Appl Rev	70,000	2,210	40,390	57.70%	61,041	-33.83%
430510	Business Tax Renewal Process	160,000	1,838	131,097	81.94%	159,128	-17.62%
430600	Util User Tax/Electricity	960,000	57,280	845,355	88.06%	884,366	-4.41%
430605	Util User Tax/Telephone	300,000	18,991	224,191	74.73%	281,349	-20.32%
430610	Util User Tax/Gas	200,000	16,662	199,939	99.97%	189,764	5.36%
430615	Util User Tax/Water	410,000	47,133	373,889	91.19%	374,488	-0.16%
440100	AB 1389 Pass Through from RDA	355,000	-	356,277	100.36%	328,675	8.40%
<b>101</b>	<b>General Fund</b>	<b>14,814,200</b>	<b>741,216</b>	<b>13,716,492</b>	<b>92.59%</b>	<b>13,481,494</b>	<b>1.74%</b>
<b>102</b>	<b>General Fund (Transactions &amp; Use Tax)</b>						
430250	Transactions & Use Tax	4,331,000	395,489	3,745,693	86.49%	3,374,501	11.00%
<b>102</b>	<b>General Fund (Transactions &amp; Use Tax)</b>	<b>4,331,000</b>	<b>395,489</b>	<b>3,745,693</b>	<b>86.49%</b>	<b>3,374,501</b>	<b>11.00%</b>
<b>TAXES - TOTAL</b>		<b>\$ 19,145,200</b>	<b>\$ 1,136,705</b>	<b>\$ 17,462,185</b>	<b>91.21%</b>	<b>\$ 16,855,995</b>	<b>3.60%</b>

<sup>(1)</sup> In Fiscal Year 2018/19, unsecured property tax revenue is reported with secured property tax revenue.

\* = Actual data is reported for July through June 2020. (Fiscal Year 2019/20 figures are preliminary until the City's Fiscal Year 2019/20 year end closing entries are completed in October 2020.)

**INTERGOVERNMENTAL**  
**June 2020 General Fund Revenues (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity		% of Budget	FY 2018/19 Actual*	% Change From Prior Year
			Activity During June	Year To Date Actual *			
<b>101</b>	<b>General Fund</b>						
432121	County WDA Shared Revenue	\$ -	\$ -	\$ 142,389	**	\$ 128,528	10.78%
432135	Mandated Cost Reimbursement	24,000	-	53,598	223.33%	27,574	94.38%
432150	Motor Vehicle In Lieu	-	-	31,110	**	18,946	64.20%
432180	Public Safety Augmentation Tax	160,124	11,254	133,364	83.29%	133,453	-0.07%
432245	Planning Grants	60,000	-	-	**	-	**
<b>INTERGOVERNMENTAL - TOTAL</b>		<b>\$ 244,124</b>	<b>\$ 11,254</b>	<b>\$ 360,461</b>	<b>147.65%</b>	<b>\$ 308,501</b>	<b>16.84%</b>

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**CHARGES FOR SERVICES**  
**June 2020 General Fund Revenues (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity		% of Budget	FY 2018/19 Actual*	% Change From Prior Year
			Activity During June	Year To Date Actual *			
<b>101</b>	<b>General Fund</b>						
433100	Charges For Services	\$ 140,000	\$ -	\$ 140,000	100.00%	\$ 140,000	0.00%
437136	Indirect Cost Reimbursement	269,210	-	269,210	100.00%	295,031	-8.75%
	<b>CHARGES FOR SERVICES - TOTAL</b>	<b>\$ 409,210</b>	<b>\$ -</b>	<b>\$ 409,210</b>	<b>100.00%</b>	<b>\$ 435,031</b>	<b>-5.94%</b>

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**FEES AND PERMITS**  
**June 2020 General Fund Revenues (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual*	% Change From Prior Year
			Activity During June	Year To Date Actual *	% of Budget		
<b>101</b>	<b>General Fund</b>						
431100	Building Plan Check Fees	\$ 100,000	\$ 2,565	\$ 182,986	182.99%	\$ 136,965	33.60%
431105	Mechanical Permits	100,000	2,340	176,670	176.67%	118,922	48.56%
431110	Building Permits	260,000	13,193	651,688	250.65%	423,003	54.06%
431115	Plumbing Permits	35,000	2,020	69,435	198.39%	49,303	40.83%
431120	Electrical Permits	45,000	1,954	121,623	270.27%	51,895	134.36%
431130	Engineering Plan Check Fees	5,000	-	21,390	427.80%	8,085	164.56%
431135	Public Works Permits	40,000	3,269	55,521	138.80%	96,840	-42.67%
431140	S M I P - Commercial Fees	50	(75)	30	60.00%	418	-92.82%
431145	S M I P-Residential Permits	200	(297)	969	484.50%	118	721.19%
431146	SB 1473 Fee	300	32	316	105.33%	216	46.30%
431160	Solid Waste Impact Fees	1,150,000	210,353	967,343	84.12%	961,361	0.62%
431185	Parking Permits	5,000	825	48,421	968.42%	4,295	1027.38%
431190	Towing Franchise Fee	20,000	-	13,410	67.05%	23,940	-43.98%
431194	Public Benefit Fee	-	-	247,300	**	-	100.00%
431195	Other Fees & Permits	31,000	1,015	38,993	125.78%	35,314	10.42%
433200	Conditional Use Permit	5,000	3,800	15,522	310.44%	19,685	-21.15%
433205	Precise Plan Of Design	12,000	3,070	30,760	256.33%	21,719	41.63%
433210	Variance	24,000	2,450	2,450	**	4,900	-50.00%
433220	Preliminary Plan Review	18,000	-	9,375	52.08%	1,875	400.00%
433225	Environmental Services	500	150	900	180.00%	865	4.05%
433227	Foreclosure Registration	12,000	-	10,703	89.19%	11,483	-6.79%
433230	Zoning Entitlements	-	-	4,730	**	-	100.00%
433235	Land Divisions	6,000	-	10,265	171.08%	7,765	32.20%
433240	Special Event Permits	700	90	1,170	167.14%	1,140	2.63%
433245	Sign/Ban'R/Gar Sa/Temp Use Per	6,400	200	5,905	92.27%	7,115	-17.01%
433250	Ministerial Services	7,500	1,705	13,820	184.27%	15,375	-10.11%
433260	Landscape Plan Check	1,200	-	975	81.25%	1,950	-50.00%
433266	Massage Establishment License	2,700	-	1,525	56.48%	3,050	-50.00%
433270	General Plan Maint Surcharge	5,000	420	15,605	312.10%	6,755	131.01%
433285	Other Developmental Fees	50,000	1,340	159,843	319.69%	79,581	100.86%
433305	General Recreation Programs	39,000	(30)	20,735	53.17%	38,266	-45.81%
433315	Sports Fields	31,000	2,171	14,800	47.74%	19,911	-25.67%
433320	Special Event Participant Fee	-	-	100	**	-	100.00%
437115	Recycling Fees	95,000	-	62,475	65.76%	71,749	-12.93%
430515	SB 1186	-	192	9,948	**	10,492	-5.18%
<b>FEES AND PERMITS - TOTAL</b>		<b>\$ 2,107,550</b>	<b>\$ 252,752</b>	<b>\$ 2,987,701</b>	<b>141.76%</b>	<b>\$ 2,234,351</b>	<b>33.72%</b>

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**FINES AND FORFEITURES**  
**June 2020 General Fund Revenues (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity		% of Budget	FY 2018/19 Actual*	% Change From Prior Year
			Activity During June	Year To Date Actual *			
<b>101</b>	<b>General Fund</b>						
434100	General Fines	\$ 500	\$ 2	\$ 643	128.60%	\$ (6,985)	-109.21%
434105	Motor Vehicle Fines	140,000	3,227	111,183	79.42%	138,840	-19.92%
434110	Parking Citations	245,000	4,330	203,806	83.19%	200,104	1.85%
434115	DMV Parking Collections	78,400	3,154	71,379	91.04%	72,164	-1.09%
434120	Administrative Citations	5,000	200	8,260	165.20%	6,320	30.70%
<b>FINES AND FORFEITURES - TOTAL</b>		<b>\$ 468,900</b>	<b>\$ 10,913</b>	<b>\$ 395,271</b>	<b>84.30%</b>	<b>\$ 410,443</b>	<b>-3.70%</b>

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**USE OF MONEY AND PROPERTY**  
**June 2020 General Fund Revenues (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity		% of Budget	FY 2018/19 Actual*	% Change From Prior Year
			Activity During June	Year To Date Actual *			
<b>101</b>	<b>General Fund</b>						
435100	Interest Earned	\$ 200,000	\$ 3	\$ 1,829	0.91%	\$ 192,498	-99.05%
435105	Interest On Tax Monies	-	1,234	2,016	**	321	528.04%
436115	Property Rental	-	-	1	**	4	-75.00%
436125	Indoor Facility Rental	42,500	(2,940)	45,442	106.92%	88,039	-48.38%
436126	SCP Building Rental	-	-	-	**	6,271	-100.00%
436127	Outdoor Picnic Shelters	15,000	-	10,165	67.77%	21,330	-52.34%
436128	SCP Fields Rental	-	-	-	**	8,760	-100.00%
436135	Pac Bell Mobile Svcs-Rent	20,268	3,359	20,048	98.91%	21,155	-5.23%
<b>USE OF MONEY AND PROPERTY - TOTAL</b>		<b>\$ 277,768</b>	<b>\$ 1,656</b>	<b>\$ 79,501</b>	<b>28.62%</b>	<b>\$ 338,378</b>	<b>-76.51%</b>

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**MISCELLANEOUS REVENUE**  
**June 2020 General Fund Revenues (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity		% of Budget	FY 2018/19 Actual*	% Change From Prior Year
			Activity During June	Year To Date Actual *			
<b>101</b>	<b>General Fund</b>						
437100	Sale Of Publications	\$ 100	\$ -	\$ 277	277.00%	\$ 96	188.54%
437105	Firework Services	1,500	473	473	**	709	**
437135	Expense Reimbursement	20,000	-	19,560	97.80%	29,679	-34.09%
437145	Sale Of Assets	-	-	660	**	-	100.00%
437195	Other Revenue	2,000	9,198	35,856	1792.80%	1,758,535	-97.96%
<b>MISCELLANEOUS REVENUE - TOTAL</b>		<b>\$ 23,600</b>	<b>\$ 9,671</b>	<b>\$ 56,826</b>	<b>240.79%</b>	<b>\$ 1,789,019</b>	<b>-96.82%</b>

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**TRANSFERS IN**  
**June 2020 General Fund Revenues (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity		% of Budget	FY 2018/19 Actual*	% Change From Prior Year
			Activity During June	Year To Date Actual *			
<b>101</b>	<b>General Fund</b>						
439211	Transfer From Gas Tax Fund	\$ -	\$ -	\$ -	**	\$ 260,000	-100.00%
439223	Transfer From Protective Services Fund	380,000	-	380,000	100.00%	380,000	0.00%
	<b>MISCELLANEOUS REVENUE - TOTAL</b>	<b>\$ 380,000</b>	<b>\$ -</b>	<b>\$ 380,000</b>	<b>100.00%</b>	<b>\$ 640,000</b>	<b>-40.63%</b>

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**City of Stanton**  
**June 2020 General Fund Expenditures (100% of year)**

Division No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual *	% Change from Prior Year
			Activity During June	Year to Date Actual *	Percent of Budget		
1100	City Council	\$ 115,442	\$ 9,750	\$ 102,744	89.00%	\$ 109,381	-6.07%
1200	City Attorney	260,000	30,072	184,249	70.87%	207,455	-11.19%
1300	City Manager	294,435	28,835	262,689	89.22%	269,713	-2.60%
1400	City Clerk	283,485	9,546	225,818	79.66%	213,688	5.68%
1410	Personnel/Risk Management	135,229	22,320	180,413	133.41%	174,969	3.11%
1430	Liability/Risk Management	89,000	-	68,829	77.34%	64,975	5.93%
1510	Information Technology	213,555	27,369	151,338	70.87%	131,217	15.33%
	<b>Administration</b>	<b>1,391,146</b>	<b>127,892</b>	<b>1,176,080</b>	<b>84.54%</b>	<b>1,171,398</b>	<b>0.40%</b>
1500	Finance	847,063	62,343	715,571	84.48%	765,339	-6.50%
1600	Non-Dept (excludes Transfers)	1,018,746	6,292	1,088,790	106.88%	94,162	1056.29%
	<b>Finance</b>	<b>1,865,809</b>	<b>68,635</b>	<b>1,804,361</b>	<b>96.71%</b>	<b>859,501</b>	<b>109.93%</b>
1520	Emergency Preparedness	530,500	107,301	387,134	72.98%	-	**
2100	Law Enforcement	11,718,307	26,547	10,736,516	91.62%	13,867,131	-22.58%
2200	Fire Protection	4,731,058	1,180,772	4,768,358	100.79%	7,164,192	-33.44%
4300	Parking Control	300,870	20,305	271,683	90.30%	188,478	44.15%
6200	Code Enforcement	494,297	43,440	492,358	99.61%	495,456	-0.63%
	<b>Public Safety</b>	<b>17,775,032</b>	<b>1,378,365</b>	<b>16,656,049</b>	<b>93.70%</b>	<b>21,715,257</b>	<b>-23.30%</b>
3100	Engineering	137,968	7,086	127,828	92.65%	125,542	1.82%
3200	Public Facilities	368,905	47,615	354,287	96.04%	386,591	-8.36%
3400	Parks Maintenance	415,474	42,132	345,483	83.15%	386,492	-10.61%
3500	Street Maintenance	298,485	32,357	288,266	96.58%	273,521	5.39%
3600	Storm Drains	125,000	7,582	91,913	73.53%	84,994	8.14%
6300	Graffiti Abatement	11,000	2,353	11,656	105.96%	-	**
	<b>Public Works</b>	<b>1,356,832</b>	<b>139,125</b>	<b>1,219,433</b>	<b>89.87%</b>	<b>1,257,140</b>	<b>-3.00%</b>
4100	Planning	430,423	33,486	298,271	69.30%	280,713	6.25%
4200	Building Regulation	428,442	56,700	643,441	150.18%	504,532	27.53%
4400	Business Relations	130,469	9,111	65,928	50.53%	96,300	-31.54%
	<b>Community Development</b>	<b>989,334</b>	<b>99,297</b>	<b>1,007,640</b>	<b>101.85%</b>	<b>881,545</b>	<b>14.30%</b>
5100	Parks and Recreation	582,116	48,317	559,408	96.10%	560,142	-0.13%
5200	Community Center	71,456	2,826	56,835	79.54%	35,014	62.32%
5300	Stanton Central Park	208,559	6,480	156,564	75.07%	175,843	-10.96%
	<b>Community Services</b>	<b>862,131</b>	<b>57,623</b>	<b>772,807</b>	<b>89.64%</b>	<b>770,999</b>	<b>0.23%</b>
	Transfer to Fact Grant	76,000	-	76,000	100.00%	25,000	204.00%
	Transfer to SCP Maintenance	-	-	-	**	27,500	-100.00%
	Transfer to Employee Benefits Fund	3,735,740	-	3,735,741	100.00%	-	**
	<b>Transfers to Other Funds</b>	<b>3,811,740</b>	<b>-</b>	<b>3,811,741</b>	<b>100.00%</b>	<b>52,500</b>	<b>7160.46%</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 28,052,024</b>	<b>\$ 1,870,937</b>	<b>\$ 26,448,111</b>	<b>94.28%</b>	<b>\$ 26,708,340</b>	<b>-0.97%</b>

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**Administration - Vasquez**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Actual Activity				FY 2018/19 Actual *	From Prior Year
		FY 2019/20 Amended Budget	Activity During June	Year to Date Actual *	% of Budget		
<b>101</b>	<b>General Fund</b>						
<b>1100</b>	<b>City Council</b>						
501105	Salaries-Elected	\$ 52,199	\$ 4,023	\$ 51,193	98.07%	\$ 50,389	1.60%
502120	Medicare/Fica	1,473	58	742	50.37%	730	1.64%
602100	Special Dept Expense	9,500	357	5,693	59.93%	7,052	-19.27%
602110	Office Expense	2,000	109	683	34.15%	1,060	-35.57%
607100	Membership/Dues	37,139	5,203	34,508	92.92%	36,403	-5.21%
607110	Travel/Conference/Meetings	10,500	-	7,294	69.47%	8,739	-16.54%
612115	Liability Insurance Charge	2,631	-	2,631	100.00%	1,887	39.43%
<b>1100</b>	<b>City Council Total</b>	<b>115,442</b>	<b>9,750</b>	<b>102,744</b>	<b>89.00%</b>	<b>106,260</b>	<b>-3.31%</b>
<b>1200</b>	<b>City Attorney</b>						
608105	Professional Services	260,000	30,072	184,249	70.87%	207,455	-11.19%
<b>1200</b>	<b>City Attorney Total</b>	<b>260,000</b>	<b>30,072</b>	<b>184,249</b>	<b>70.87%</b>	<b>207,455</b>	<b>-11.19%</b>
<b>1300</b>	<b>City Manager</b>						
501110	Salaries-Regular	194,613	26,687	171,497	88.12%	127,131	34.90%
501115	Salaries-Overtime	-	-	35	**	-	**
501120	Salaries-Part Time	-	-	-	**	53,021	-100.00%
502100	Retirement	17,558	620	13,827	78.75%	14,710	-6.00%
502105	Workers Comp Insurance	2,511	-	2,856	113.74%	2,996	-4.67%
502110	Health/Life Insurance	21,768	1,089	18,453	84.77%	15,681	17.68%
502115	Unemployment Insurance	608	-	473	77.80%	326	45.09%
502120	Medicare/Fica	3,071	386	2,476	80.63%	4,054	-38.92%
602110	Office Expense	930	28	1,298	139.57%	491	164.36%
607100	Membership/Dues	2,100	-	400	19.05%	1,800	-77.78%
607110	Travel/Conference/Meetings	3,000	25	3,098	103.27%	2,174	42.50%
612105	Vehicle Replacement Charge	748	-	748	100.00%	7,646	-90.22%
612115	Liability Insurance Charge	11,621	-	11,621	100.00%	8,464	37.30%
612125	Employee Benefits	35,907	-	35,907	100.00%	31,219	15.02%
<b>1300</b>	<b>City Manager Total</b>	<b>294,435</b>	<b>28,835</b>	<b>262,689</b>	<b>89.22%</b>	<b>269,713</b>	<b>-2.60%</b>
<b>1400</b>	<b>City Clerk</b>						
501110	Salaries-Regular	83,643	6,346	82,500	98.63%	79,923	3.22%
501115	Salaries-Overtime	-	-	389	**	-	**
502100	Retirement	14,322	1,093	13,656	95.35%	12,707	7.47%
502105	Workers Comp Insurance	3,694	-	3,693	99.97%	3,703	-0.27%
502110	Health/Life Insurance	14,623	1,191	13,767	94.15%	14,140	-2.64%
502115	Unemployment Insurance	412	-	257	62.38%	267	-3.75%
502120	Medicare/Fica	1,259	87	1,119	88.88%	1,073	4.29%
602110	Office Expense	2,500	716	1,751	70.04%	2,034	-13.91%
602120	Books/Periodicals	100	-	58	58.00%	57	1.75%
603105	Equipment Maintenance	4,044	-	4,044	100.00%	4,044	0.00%
607100	Membership/Dues	350	-	275	78.57%	330	-16.67%
607110	Travel/Conference/Meetings	530	-	165	31.13%	36	358.33%
607115	Training	650	-	-	0.00%	426	-100.00%
608105	Professional Services	6,000	-	6,345	105.75%	2,481	155.74%
608140	Elections	133,500	113	79,941	59.88%	78,471	1.87%
612105	Vehicle Replacement Charge	618	-	618	100.00%	626	-1.28%
612115	Liability Insurance Charge	4,215	-	4,215	100.00%	2,852	47.79%
612125	Employee Benefits	13,025	-	13,025	100.00%	10,518	23.84%
<b>1400</b>	<b>City Clerk Total</b>	<b>283,485</b>	<b>9,546</b>	<b>225,818</b>	<b>79.66%</b>	<b>213,688</b>	<b>5.68%</b>

\* = Actual data is reported for July through June 2020. (Fiscal Year 2019/20 figures are preliminary until the City's Fiscal Year 2019/20 year end closing entries are completed in October 2020.)

**Administration - Vasquez**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual *	From Prior Year
			Activity During June	Year to Date Actual *	% of Budget		
<b>1510</b>	<b>Information Technology</b>						
602113	Social Media	2,500	189	1,822	72.88%	2,557	-28.74%
602140	Materials & Supplies	4,000	-	5,427	135.68%	5,626	-3.54%
603105	Equipment Maintenance	43,055	1,367	39,282	91.24%	36,184	8.56%
604100	Communications	-	2,513	2,513	**	-	100.00%
608100	Contractual Services	-	352	352	**	-	100.00%
608145	Information Technology	70,000	10,023	74,277	106.11%	45,718	62.47%
701050	Computer Software	60,000	12,500	12,500	20.83%	-	**
701105	Equipment-General	34,000	425	15,165	44.60%	41,132	-63.13%
<b>1510</b>	<b>Information Technology Total</b>	<b>213,555</b>	<b>27,369</b>	<b>151,338</b>	<b>70.87%</b>	<b>131,217</b>	<b>15.33%</b>
<b>101</b>	<b>GENERAL FUND TOTAL</b>	<b>\$ 1,166,917</b>	<b>\$ 105,572</b>	<b>\$ 926,838</b>	<b>79.43%</b>	<b>\$ 928,333</b>	<b>-0.16%</b>
<b>102</b>	<b>General Fund (Transactions &amp; Use Tax)</b>						
<b>1100</b>	<b>City Council</b>						
607100	Membership/Dues	-	-	-	**	3,121	-100.00%
<b>102</b>	<b>TRANSACTIONS AND USE TAX TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>**</b>	<b>\$ 3,121</b>	<b>-100.00%</b>
	<b>TOTAL ADMINISTRATION-VASQUEZ</b>	<b>\$ 1,166,917</b>	<b>\$ 105,572</b>	<b>\$ 926,838</b>	<b>79.43%</b>	<b>\$ 931,454</b>	<b>-0.50%</b>

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**Administration - Guzman**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity		% of Budget	FY 2018/19 Actual *	% Change From Prior Year
			Activity During June	Year to Date Actual *			
<b>101</b>	<b>General Fund</b>						
<b>1410</b>	<b>Personnel/Risk Management</b>						
501110	Salaries-Regular	\$ 74,195	\$ 5,783	\$ 76,653	103.31%	\$ 70,963	8.02%
501115	Salaries-Overtime	-	-	56	**	-	100.00%
502100	Retirement	5,099	404	5,144	100.88%	4,673	10.08%
502105	Workers Comp Insurance	706	-	706	100.00%	685	3.07%
502110	Health/Life Insurance	14,588	1,157	13,980	95.83%	14,234	-1.78%
502115	Unemployment Insurance	434	-	273	62.90%	287	-4.88%
502120	Medicare/Fica	1,380	85	1,124	81.45%	1,012	11.07%
602110	Office Expense	2,350	533	2,002	85.19%	1,825	9.70%
607100	Membership/Dues	725	(150)	725	100.00%	725	0.00%
607115	Training	350	-	-	0.00%	-	**
608105	Professional Services	10,000	13,723	54,721	547.21%	57,781	-5.30%
608125	Advertising/ Business Dev't	1,960	785	1,210	61.73%	3,342	-63.79%
609125	Employee/Volunteer Recognition	7,500	-	7,877	105.03%	7,024	12.14%
612105	Vehicle Replacement Charge	650	-	650	100.00%	626	3.83%
612115	Liability Insurance Charge	3,739	-	3,739	100.00%	2,515	48.67%
612125	Employee Benefits	11,553	-	11,553	100.00%	9,277	24.53%
<b>1410</b>	<b>Personnel/Risk Management Total</b>	<b>135,229</b>	<b>22,320</b>	<b>180,413</b>	<b>133.41%</b>	<b>174,969</b>	<b>3.11%</b>
<b>1430</b>	<b>Liability/Risk Management</b>						
606105	Insurance Premium	89,000	-	68,829	77.34%	64,975	5.93%
<b>1430</b>	<b>Liability/Risk Management Total</b>	<b>89,000</b>	<b>-</b>	<b>68,829</b>	<b>77.34%</b>	<b>64,975</b>	<b>5.93%</b>
<b>TOTAL ADMINISTRATION-GUZMAN</b>		<b>\$ 224,229</b>	<b>\$ 22,320</b>	<b>\$ 249,242</b>	<b>111.16%</b>	<b>\$ 239,944</b>	<b>3.88%</b>

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**Finance-Bannigan**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual *	% Change From Prior Year
			Activity During June	Year to Date Actual *	% of Budget		
<b>101</b>	<b>General Fund</b>						
<b>1500</b>	<b>Finance</b>						
501110	Salaries-Regular	\$ 424,107	\$ 34,946	\$ 362,154	85.39%	\$ 439,553	-17.61%
501115	Salaries-Overtime	-	-	292	**	-	100.00%
501120	Salaries-Part Time	55,107	3,920	47,696	86.55%	46,065	3.54%
502100	Retirement	54,701	3,702	47,480	86.80%	51,087	-7.06%
502105	Workers Comp Insurance	4,713	-	4,713	100.00%	4,740	-0.57%
502110	Health/Life Insurance	34,695	2,625	30,171	86.96%	38,493	-21.62%
502115	Unemployment Insurance	3,342	42	2,056	61.52%	2,258	-8.95%
502120	Medicare/Fica	6,808	501	5,911	86.82%	6,044	-2.20%
602100	Special Dept Expense	19,000	532	14,572	76.69%	15,472	-5.82%
602110	Office Expense	11,000	3,018	8,091	73.55%	9,482	-14.67%
602120	Books/Periodicals	-	259	294	**	-	100.00%
607100	Membership/Dues	1,512	250	710	46.96%	1,262	-43.74%
607105	Mileage Reimbursement	200	-	74	37.00%	114	-35.09%
607110	Travel/Conference/Meetings	1,875	175	2,489	132.75%	1,951	27.58%
607115	Training	645	25	455	70.54%	470	-3.19%
608105	Professional Services	97,880	11,490	67,090	68.54%	58,914	13.88%
608130	Temporary Help	24,800	558	16,445	66.31%	-	100.00%
612105	Vehicle Replacement Charge	1,300	-	1,300	100.00%	1,252	3.83%
612115	Liability Insurance Charge	25,032	-	25,032	100.00%	17,830	40.39%
612125	Employee Benefits	77,346	-	77,346	100.00%	65,762	17.62%
<b>1500</b>	<b>Finance Total</b>	<b>844,063</b>	<b>62,043</b>	<b>714,371</b>	<b>84.63%</b>	<b>760,749</b>	<b>-6.10%</b>
<b>1600</b>	<b>Non-Departmental</b>						
602100	Special Dept Expense	8,746	50	80,206	917.06%	9,322	760.39%
602110	Office Expense	-	-	-	**	1,465	-100.00%
602115	Postage Clearing Account	-	(389)	2,241	**	(3,747)	-159.81%
603105	Equipment Maintenance	16,000	-	17,956	112.23%	14,202	26.43%
604100	Communications	9,000	2,631	9,308	103.42%	7,518	23.81%
607115	Training	4,000	-	(1,294)	-32.35%	8,395	-115.41%
608105	Professional Services	48,000	4,000	48,000	100.00%	24,000	100.00%
611105	Revenue Sharing-City of Anaheim	33,000	-	37,125	112.50%	33,007	12.48%
790100	Land Acquisition	900,000	-	895,248	99.47%	-	100.00%
<b>1600</b>	<b>Non-Departmental Total</b>	<b>1,018,746</b>	<b>6,292</b>	<b>1,088,790</b>	<b>106.88%</b>	<b>94,162</b>	<b>1056.29%</b>
<b>101</b>	<b>GENERAL FUND TOTAL</b>	<b>\$ 1,862,809</b>	<b>\$ 68,335</b>	<b>\$ 1,803,161</b>	<b>96.80%</b>	<b>\$ 854,911</b>	<b>110.92%</b>
<b>102</b>	<b>General Fund (Transactions &amp; Use Tax)</b>						
<b>1500</b>	<b>Finance</b>						
608105	Professional Services	3,000	300	1,200	40.00%	4,590	-73.86%
<b>z</b>	<b>TRANSACTIONS AND USE TAX TOTAL</b>	<b>\$ 3,000</b>	<b>\$ 300</b>	<b>\$ 1,200</b>	<b>40.00%</b>	<b>\$ 4,590</b>	<b>-73.86%</b>
	<b>TOTAL FINANCE</b>	<b>\$ 1,865,809</b>	<b>\$ 68,635</b>	<b>\$ 1,804,361</b>	<b>96.71%</b>	<b>\$ 859,501</b>	<b>109.93%</b>

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**Public Works - Rigg**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Actual Activity				FY 2018/19 Actual *	% Change From Prior Year
		FY 2019/20 Amended Budget	Activity During June	Year to Date Actual *	% of Budget		
<b>101</b>	<b>General Fund</b>						
<b>3100</b>	<b>Engineering</b>						
501110	Salaries-Regular	\$ 51,918	\$ 5,238	\$ 50,730	97.71%	\$ 50,210	1.04%
501115	Salaries-Overtime	-	-	258	**	199	29.65%
502100	Retirement	3,585	263	3,323	92.69%	3,220	3.20%
502105	Workers Comp Insurance	2,220	-	2,220	100.00%	2,040	8.82%
502110	Health/Life Insurance	9,480	771	9,120	96.20%	9,260	-1.51%
502115	Unemployment Insurance	282	-	177	62.77%	187	-5.35%
502120	Medicare/Fica	779	74	720	92.43%	714	0.84%
602110	Office Expense	1,000	52	587	58.70%	932	-37.02%
602140	Materials & Supplies	3,000	100	2,036	67.87%	2,741	-25.72%
607100	Membership/Dues	2,000	-	1,060	53.00%	1,288	-17.70%
607110	Travel/Conference/Meetings	1,200	72	132	11.00%	990	-86.67%
607115	Training	500	-	-	0.00%	-	**
608105	Professional Services	6,500	-	5,930	91.23%	1,740	240.80%
608110	Engineering Services	30,000	516	29,334	97.78%	29,997	-2.21%
608115	Inspection Services	1,000	-	-	0.00%	-	**
608120	Plan Checking Services	13,000	-	10,697	82.28%	13,328	-19.74%
612105	Vehicle Replacement Charge	804	-	804	100.00%	790	1.77%
612115	Liability Insurance Charge	2,616	-	2,616	100.00%	1,686	55.16%
612125	Employee Benefits	8,084	-	8,084	100.00%	6,220	29.97%
<b>3100</b>	<b>Engineering Total</b>	<b>137,968</b>	<b>7,086</b>	<b>127,828</b>	<b>92.65%</b>	<b>125,542</b>	<b>1.82%</b>
<b>3200</b>	<b>Public Facilities</b>						
501110	Salaries-Regular	42,941	4,765	44,922	104.61%	42,166	6.54%
501115	Salaries-Overtime	-	-	88	**	200	-56.00%
502100	Retirement	3,208	299	3,222	100.44%	2,932	9.89%
502105	Workers Comp Insurance	7,756	-	7,756	100.00%	6,969	11.29%
502110	Health/Life Insurance	7,645	820	8,047	105.26%	7,452	7.98%
502115	Unemployment Insurance	239	-	215	89.96%	154	39.61%
502120	Medicare/Fica	640	68	639	99.84%	600	6.50%
602100	Special Dept Expense	1,500	1,468	2,757	183.80%	726	279.75%
602110	Office Expense	200	19	114	57.00%	145	-21.38%
602125	Small Tools	-	-	157	**	-	100.00%
602130	Clothing	3,500	421	2,773	79.23%	2,667	3.97%
602135	Safety Equipment	100	-	69	69.00%	67	100.00%
602140	Materials & Supplies	2,500	635	2,257	90.28%	2,350	-3.96%
603105	Equipment Maintenance	-	-	887	**	-	100.00%
603110	Building Maintenance	100,000	22,722	99,769	99.77%	125,626	-20.58%
604100	Communications	23,000	4,291	24,643	107.14%	25,372	-2.87%
604105	Utilities	92,500	5,374	78,870	85.26%	85,406	-7.65%
608100	Contractual Services	52,000	6,733	47,884	92.08%	57,582	-16.84%
611110	O.C. Sanitation District User Fee	18,000	-	16,042	89.12%	14,912	7.58%
612105	Vehicle Replacement Charge	4,325	-	4,325	100.00%	4,253	1.69%
612115	Liability Insurance Charge	2,164	-	2,164	100.00%	1,496	44.65%
612125	Employee Benefits	6,687	-	6,687	100.00%	5,516	21.23%
<b>3200</b>	<b>Public Facilities Total</b>	<b>368,905</b>	<b>47,615</b>	<b>354,287</b>	<b>96.04%</b>	<b>386,591</b>	<b>-8.36%</b>

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**Public Works - Rigg**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual *	% Change From Prior Year
			Activity During June	Year to Date Actual *	% of Budget		
<b>3400</b>	<b>Parks Maintenance</b>						
501110	Salaries-Regular	44,783	5,265	49,260	110.00%	42,813	15.06%
501115	Salaries-Overtime	-	148	2,316	**	807	186.99%
501120	Salaries-Part Time	7,558	-	4,797	63.47%	7,992	-39.98%
502100	Retirement	3,464	349	3,723	107.48%	3,635	2.42%
502105	Workers Comp Insurance	9,462	-	9,462	100.00%	10,993	-13.93%
502110	Health/Life Insurance	6,401	799	7,775	121.47%	7,337	5.97%
502115	Unemployment Insurance	456	-	282	61.84%	373	-24.40%
502120	Medicare/Fica	829	78	815	98.31%	567	43.74%
602100	Special Dept Expense	8,000	715,000	6,085	76.06%	1,860	227.15%
603105	Equipment Maintenance	12,000	131	7,932	66.10%	6,978	13.67%
604105	Utilities	188,000	19,830	134,166	71.36%	159,906	-16.10%
605100	Land Lease	3,520	222	222	6.31%	8,219	-97.30%
608100	Contractual Services	115,000	14,595	102,647	89.26%	119,388	-14.02%
612105	Vehicle Replacement Charge	5,265	-	5,265	100.00%	5,179	1.66%
612115	Liability Insurance Charge	2,625	-	2,625	100.00%	2,228	17.82%
612125	Employee Benefits	8,111	-	8,111	100.00%	8,217	-1.29%
<b>3400</b>	<b>Parks Maintenance Total</b>	<b>415,474</b>	<b>42,132</b>	<b>345,483</b>	<b>83.15%</b>	<b>386,492</b>	<b>-10.61%</b>
<b>3500</b>	<b>Street Maintenance</b>						
501110	Salaries-Regular	99,435	16,978	117,738	118.41%	94,695	24.33%
501115	Salaries-Overtime	-	728	6,814,000	**	2,563	165.86%
501120	Salaries-Part Time	4,723	-	2,998	63.48%	4,995	-39.98%
502100	Retirement	8,683	1,386	10,049	115.73%	8,578	17.15%
502105	Workers Comp Insurance	19,809	-	19,809	100.00%	19,463	1.78%
502110	Health/Life Insurance	17,006	3,012	20,439	120.19%	18,058	13.19%
502115	Unemployment Insurance	749	-	537	71.70%	572	-6.12%
502120	Medicare/Fica	1,564	253	1,814	115.98%	1,346	34.77%
602100	Special Dept Expense	2,787	-	-	0.00%	-	**
602125	Small Tools	5,000	64	64	1.28%	6,828	-99.06%
602140	Materials & Supplies	56,000	6,956	36,295	64.81%	48,864	-25.72%
603105	Equipment Maintenance	5,000	-	-	0.00%	1,188	-100.00%
608100	Contractual Services	45,000	2,980	38,980	86.62%	36,972	5.43%
612105	Vehicle Replacement Charge	11,521	-	11,521	100.00%	11,331	1.68%
612115	Liability Insurance Charge	5,186	-	5,186	100.00%	3,854	34.56%
612125	Employee Benefits	16,022	-	16,022	100.00%	14,214	12.72%
<b>3500</b>	<b>Street Maintenance Total</b>	<b>298,485</b>	<b>32,357</b>	<b>288,266</b>	<b>96.58%</b>	<b>273,521</b>	<b>5.39%</b>
<b>3600</b>	<b>Storm Drain Maintenance</b>						
603100	Emergency Maintenance Services	5,000	-	-	0.00%	201	-100.00%
608155	Storm Water Monitor Program	120,000	7,582	91,913	76.59%	84,793	8.40%
<b>3600</b>	<b>Storm Drain Maintenance Total</b>	<b>125,000</b>	<b>7,582</b>	<b>91,913</b>	<b>73.53%</b>	<b>84,994</b>	<b>-91.60%</b>
<b>6300</b>	<b>Graffiti Abatement <sup>(1)</sup></b>						
602140	Materials & Supplies	11,000	2,353	11,656	105.96%	-	100.00%
<b>6300</b>	<b>Graffiti Abatement Total</b>	<b>11,000</b>	<b>2,353</b>	<b>11,656</b>	<b>105.96%</b>	<b>-</b>	<b>100.00%</b>
<b>TOTAL PUBLIC WORKS</b>		<b>\$ 1,356,832</b>	<b>\$ 139,125</b>	<b>\$ 1,219,433</b>	<b>89.87%</b>	<b>\$ 1,257,140</b>	<b>-3.00%</b>

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**Public Safety - Wren**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual *	% Change From Prior Year
			Activity During June	Year to Date Actual *	% of Budget		
<b>101</b>	<b>General Fund</b>						
<b>1520</b>	<b>Emergency Services</b>						
602140	Materials & Supplies	\$ 2,500	\$ -	\$ -	0.00%	\$ -	**
608100	Contractual Services	2,000	-	-	0.00%	-	**
<b>1520</b>	<b>Emergency Services</b>	<b>4,500</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>	<b>-</b>	<b>**</b>
<b>2100</b>	<b>Law Enforcement</b>						
501110	Salaries-Regular	88,155	2,701	68,635	77.86%	88,969	-22.86%
501120	Salaries-Part Time	19,881	1,117	20,181	101.51%	17,870	12.93%
502100	Retirement	6,100	381	7,130	116.89%	94,090	-92.42%
502105	Workers Comp Insurance	1,037	-	1,037	100.00%	1,047	-0.96%
502110	Health/Life Insurance	18,240	568	13,708	75.15%	17,807	-23.02%
502115	Unemployment Insurance	868	-	491	56.57%	574	-14.46%
502120	Medicare/Fica	1,758	56	1,319	75.03%	1,526	-13.56%
602100	Special Dept Expense	4,500	486	577	12.82%	2,700	-78.63%
602110	Office Expense	1,300	635	1,038	79.85%	673	54.23%
602145	Gas/Oil/Lube	-	239	1,796	**	-	100.00%
603110	Building Maintenance	18,500	2,411	15,598	84.31%	16,710	-6.65%
604100	Communications	59,840	5,592	55,667	93.03%	52,402	6.23%
604105	Utilities	28,000	4,895	25,804	92.16%	25,598	0.80%
607100	Membership/Dues	4,772	-	4,678	98.03%	4,678	0.00%
607105	Mileage Reimbursement	2,400	-	-	0.00%	1,311	-100.00%
607110	Travel/Conference/Meetings	3,400	-	-	0.00%	3,376	-100.00%
607115	Training	700	-	-	0.00%	-	**
608160	O.C.S.D. Contract	8,057,576	-	7,378,796	91.58%	8,057,576	-8.42%
608170	Animal Control Services	177,296	-	175,022	98.72%	168,853	3.65%
612115	Liability Insurance Charge	5,445	-	5,445	100.00%	3,844	41.65%
612125	Employee Benefits	16,823	-	16,823	100.00%	14,177	18.66%
<b>2100</b>	<b>Law Enforcement Total</b>	<b>8,516,591</b>	<b>19,081</b>	<b>7,793,745</b>	<b>91.51%</b>	<b>8,573,781</b>	<b>-9.10%</b>
<b>2200</b>	<b>Fire Protection</b>						
502100	Retirement	-	-	-	**	69,322	-100.00%
608185	O.C.F.A. Contract	3,763,098	972,021	3,802,813	101.06%	3,759,384	1.16%
608190	Contractual Ambulance Svcs	5,000	(517)	1,544	30.88%	3,580	-56.87%
<b>2200</b>	<b>Fire Protection Total</b>	<b>3,768,098</b>	<b>971,504</b>	<b>3,804,357</b>	<b>100.96%</b>	<b>3,832,286</b>	<b>-0.73%</b>
<b>4300</b>	<b>Parking Control</b>						
501110	Salaries-Regular	113,929	8,637	99,634	87.45%	63,484	56.94%
501120	Salaries-Part Time	45,625	3,311	42,634	93.44%	24,558	73.61%
502100	Retirement	14,228	1,228	14,195	99.77%	18,760	-24.33%
502105	Workers Comp Insurance	8,381	-	8,381	100.00%	4,884	71.60%
502110	Health/Life Insurance	13,111	1,092	11,476	87.53%	4,160	175.87%
502115	Unemployment Insurance	1,714	-	1,167	68.09%	770	51.56%
502120	Medicare/Fica	2,635	176	2,094	79.47%	1,309	59.97%
602110	Office Expense	13,500	56	8,331	61.71%	3,461	140.71%
602130	Clothing	1,000	-	207	20.70%	605	-65.79%
604100	Communications	700	109	654	93.43%	654	0.00%
608105	Professional Services	20,000	1,497	15,646	78.23%	18,293	-14.47%
612105	Vehicle Replacement Charge	4,189	-	4,189	100.00%	4,119	1.70%
612115	Liability Insurance Charge	8,041	-	8,041	100.00%	3,490	130.40%

\* = Actual data is reported for July through June 2020. (Fiscal Year 2019/20 figures are preliminary until the City's Fiscal Year 2019/20 year end closing entries are completed in October 2020.)

**Public Safety - Wren**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual *	% Change From Prior Year
			Activity During June	Year to Date Actual *	% of Budget		
<b>4300</b>	<b>Parking Control (Continued)</b>						
612125	Employee Benefits	24,845	-	24,845	100.00%	12,871	93.03%
<b>4300</b>	<b>Parking Control Total</b>	<b>271,898</b>	<b>16,106</b>	<b>241,494</b>	<b>88.82%</b>	<b>161,418</b>	<b>49.61%</b>
<b>6200</b>	<b>Code Enforcement</b>						
501110	Salaries-Regular	146,427	10,981	137,925	94.19%	150,985	-8.65%
502100	Retirement	25,161	1,923	23,676	94.10%	28,149	-15.89%
502105	Workers Comp Insurance	7,622	-	7,677	100.72%	8,121	-5.47%
502110	Health/Life Insurance	18,263	1,517	17,414	95.35%	18,111	-3.85%
502115	Unemployment Insurance	831	-	519	62.45%	560	-7.32%
502120	Medicare/Fica	2,163	158	1,993	92.14%	2,193	-9.12%
602100	Special Dept. Expense	-	650	650	**	-	100.00%
602110	Office Expense	2,500	114	2,782	111.28%	2,754	1.02%
602160	Code Enforcement Equipment	1,000	-	822	82.20%	1,675	-50.93%
603105	Equipment Maintenance	100	-	-	0.00%	-	**
604100	Communications	800	5,333	7,600	950.00%	550	1281.82%
607100	Membership/Dues	425	-	475	111.76%	425	11.76%
607105	Mileage Reimbursement	100	-	-	0.00%	-	**
607110	Travel/Conference/Meetings	1,000	-	467	46.70%	42	1011.90%
607115	Training	1,000	99	663	66.30%	1,153	-42.50%
608100	Contractual Services	-	315	3,465	**	-	**
608180	Prosecution/Code Enforcement	50,000	1,031	49,970	99.94%	65,037	-23.17%
612105	Vehicle Replacement Charge	6,509	-	6,509	100.00%	6,402	1.67%
612115	Liability Insurance Charge	7,679	-	7,679	100.00%	5,724	34.15%
612125	Employee Benefits	23,726	-	23,726	100.00%	21,112	12.38%
<b>6200</b>	<b>Code Enforcement Total</b>	<b>295,306</b>	<b>22,121</b>	<b>294,012</b>	<b>99.56%</b>	<b>312,993</b>	<b>-6.06%</b>
<b>101</b>	<b>GENERAL FUND TOTAL</b>	<b>\$ 12,856,393</b>	<b>\$ 1,028,812</b>	<b>\$ 12,133,608</b>	<b>94.38%</b>	<b>\$ 12,880,478</b>	<b>-5.80%</b>
<b>102</b>	<b>General Fund (Transactions &amp; Use Tax)</b>						
<b>1520</b>	<b>Emergency Preparedness (COVID-19)</b>						
501110-							
502120	Personnel Costs	445,000	29,811	283,605	63.73%	-	100.00%
602140	Materials and Supplies	15,000	14,317	25,086	167.24%	-	100.00%
608100	Contractual Services	10,000	27,429	30,789	307.89%	-	100.00%
608130	Temporary Help	2,000	1,305	3,915	195.75%	-	100.00%
608145	Information Technology	20,000	486	9,786	48.93%	-	100.00%
701050	Computer Software	34,000	33,953	33,953	99.86%	-	100.00%
<b>1520</b>	<b>Emergency Preparedness (COVID-19)</b>	<b>526,000</b>	<b>107,301</b>	<b>387,134</b>	<b>73.60%</b>	<b>-</b>	<b>100.00%</b>
<b>2100</b>	<b>Law Enforcement</b>						
501110	Salaries-Regular	36,639	6,656	38,756	105.78%	34,289	13.03%
502100	Retirement	2,779	220	2,727	98.13%	2,799,032	-99.90%
502105	Workers Comp Insurance	338	-	338	100.00%	328	3.05%
502110	Health/Life Insurance	295	24	285	96.61%	1,302	-78.11%
502115	Unemployment Insurance	109	-	68	62.39%	72	-5.56%
502120	Medicare/Fica	574	98	589	102.61%	510	15.49%
602110	Office Expense	-	-	616	**	-	**
602140	Materials and Supplies	-	468	468	**	-	100.00%
603125	Vehicle Maintenance	5,000	-	6,528	130.56%	12,385	-47.29%
608160	O.C.S.D. Contract	3,097,617	-	2,847,730	91.93%	2,396,364	18.84%

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**Public Safety - Wren**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual *	% Change From Prior Year
			Activity During June	Year to Date Actual *	% of Budget		
<b>2100</b>	<b>Law Enforcement (Continued)</b>						
608175	Crossing Guard Services	40,530	-	26,831	66.20%	33,201	-19.19%
612105	Vehicle Replacement Charge	10,284	-	10,284	100.00%	10,114	1.68%
612115	Liability Insurance Charge	1,846	-	1,846	100.00%	1,227	50.45%
612125	Employee Benefits	5,705	-	5,705	100.00%	4,526	26.05%
<b>2100</b>	<b>Law Enforcement Total</b>	<b>3,201,716</b>	<b>7,466</b>	<b>2,942,771</b>	<b>91.91%</b>	<b>5,293,350</b>	<b>-44.41%</b>
<b>2200</b>	<b>Fire Protection</b>						
501110	Salaries-Regular	7,328	1,331	7,751	105.77%	6,986	10.95%
502100	Retirement	556	44	545	98.02%	2,586,750	-99.98%
502105	Workers Comp Insurance	67	-	68	101.49%	66	3.03%
502110	Health/Life Insurance	59	5	57	96.61%	280	-79.64%
502115	Unemployment Insurance	22	-	14	63.64%	14	0.00%
502120	Medicare/Fica	115	20	118	102.61%	104	13.46%
608185	O.C.F.A. Contract	953,303	207,868	953,938	100.07%	736,556	29.51%
612115	Liability Insurance Charge	369	-	369	100.00%	245	50.61%
612125	Employee Benefits	1,141	-	1,141	100.00%	905	26.08%
<b>2200</b>	<b>Fire Protection Total</b>	<b>962,960</b>	<b>209,268</b>	<b>964,001</b>	<b>100.11%</b>	<b>3,331,906</b>	<b>-71.07%</b>
<b>4300</b>	<b>Parking Control</b>						
501110	Salaries-Regular	21,984	3,993	23,254	105.78%	20,830	11.64%
502100	Retirement	1,667	132	1,636	98.14%	1,410	16.03%
502105	Workers Comp Insurance	203	-	203	100.00%	197	3.05%
502110	Health/Life Insurance	177	15	171	96.61%	820	-79.15%
502115	Unemployment Insurance	65	-	41	63.08%	43	-4.65%
502120	Medicare/Fica	345	59	353	102.32%	309	14.24%
612115	Liability Insurance Charge	1,108	-	1,108	100.00%	736	50.54%
612125	Employee Benefits	3,423	-	3,423	100.00%	2,715	26.08%
<b>4300</b>	<b>Parking Control Total</b>	<b>28,972</b>	<b>4,199</b>	<b>30,189</b>	<b>104.20%</b>	<b>27,060</b>	<b>11.56%</b>
<b>6200</b>	<b>Code Enforcement</b>						
501110	Salaries-Regular	142,419	18,713	139,804	98.16%	132,641	5.40%
502100	Retirement	10,387	816	9,805	94.40%	9,016	8.75%
502105	Workers Comp Insurance	4,325	-	4,325	100.00%	4,312	0.30%
502110	Health/Life Insurance	9,704	1,521	12,601	129.85%	11,408	10.46%
502115	Unemployment Insurance	651	-	409	62.83%	430	-4.88%
502120	Medicare/Fica	2,151	269	2,048	95.21%	1,949	5.08%
602160	Code Enforcement Equipment	-	-	-	**	25	-100.00%
612115	Liability Insurance Charge	7,177	-	7,177	100.00%	4,838	48.35%
612125	Employee Benefits	22,177	-	22,177	100.00%	17,844	24.28%
<b>6200</b>	<b>Code Enforcement Total</b>	<b>198,991</b>	<b>21,319</b>	<b>198,346</b>	<b>99.68%</b>	<b>182,463</b>	<b>8.70%</b>
<b>102</b>	<b>TRANSACTIONS AND USE TAX TOTAL</b>	<b>\$ 4,918,639</b>	<b>\$ 349,553</b>	<b>\$ 4,522,441</b>	<b>91.94%</b>	<b>\$ 8,834,779</b>	<b>-48.81%</b>
	<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 17,775,032</b>	<b>\$ 1,378,365</b>	<b>\$ 16,656,049</b>	<b>93.70%</b>	<b>\$ 21,715,257</b>	<b>-23.30%</b>

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**Community Service - Bobadilla**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Actual Activity				FY 2018/19 Actual *	% Change from Prior Year
		FY 2019/20 Amended Budget	Activity During June	Year to Date Actual *	% of Budget		
<b>101</b>	<b>General Fund</b>						
<b>5100</b>	<b>Parks and Recreation</b>						
501110	Salaries-Regular	\$ 318,559	\$ 35,466	\$ 296,478	93.07%	\$ 237,501	24.83%
501115	Salaries-Overtime	-	-	120	**	-	**
501120	Salaries-Part Time	22,209	1,921	42,250	190.24%	38,477	9.81%
502100	Retirement	28,770	2,508	26,147	90.88%	21,518	21.51%
502105	Workers Comp Insurance	4,248	-	6,360	149.72%	5,268	20.73%
502110	Health/Life Insurance	43,531	3,431	35,789	82.21%	32,990	8.48%
502115	Unemployment Insurance	2,713	43	2,075	76.48%	2,486	-16.53%
502120	Medicare/Fica	5,503	534	4,872	88.53%	3,991	22.07%
602100	Special Dept Expense	7,727	181	5,072	65.64%	9,040	-43.89%
602110	Office Expense	3,184	131	2,877	90.36%	2,835	1.48%
602150	Recreation Brochure Mailing	32,000	-	23,905	74.70%	31,930	-25.13%
603105	Equipment Maintenance	200	-	-	0.00%	157	-100.00%
603110	Building Maintenance	10,400	2,089	5,689	54.70%	5,175	9.93%
606100	Special Event Insurance	-	-	-	**	8,751	-100.00%
607100	Membership/Dues	850	-	1,155	135.88%	360	220.83%
607115	Training	1,500	20	3,653	243.53%	2,180	67.57%
608100	Contractual Services	20,000	-	14,590	**	24,553	-40.58%
608105	Professional Services	-	-	-	**	5,038	-100.00%
608150	Contractual Recreation Program	-	-	-	**	19,921	-100.00%
609100	Special Events	6,645	1,993	6,447	97.02%	15,511	-58.44%
609115	Excursions	900	-	588	65.33%	962	-38.88%
609200	Senior Citizen Program	2,500	-	837	33.48%	16	5131.25%
612105	Vehicle Replacement Charge	7,857	-	7,857	100.00%	7,721	1.76%
612115	Liability Insurance Charge	15,360	-	17,763	115.64%	12,536	41.70%
612125	Employee Benefits	47,460	-	54,884	115.64%	46,238	18.70%
<b>5100</b>	<b>Parks and Recreation Total</b>	<b>582,116</b>	<b>48,317</b>	<b>559,408</b>	<b>96.10%</b>	<b>535,155</b>	<b>4.53%</b>
<b>5200</b>	<b>Community Services Center (Beach)</b>						
501120	Salaries-Part Time	10,405	442	7,179	69.00%	8,903	-19.36%
502105	Workers Comp Insurance	538	-	538	100.00%	535	0.56%
502115	Unemployment Insurance	282	1	95	33.69%	187	-49.20%
502120	Medicare/Fica	244	7	108	44.26%	135	-20.00%
602100	Special Dept Expense	2,820	305	2,221	78.76%	3,782	-41.27%
602110	Office Expense	2,000	-	1,226	61.30%	1,925	-36.31%
603105	Equipment Maintenance	200	-	58	29.00%	196	-70.41%
603110	Building Maintenance	42,200	486	34,124	80.86%	7,192	374.47%
604105	Utilities	10,200	1,585	8,719	85.48%	10,078	-13.48%
612105	Vehicle Replacement Charge	423	-	423	100.00%	407	3.93%
612115	Liability Insurance Charge	524	-	524	100.00%	357	46.78%
612125	Employee Benefits	1,620	-	1,620	100.00%	1,317	23.01%
<b>5200</b>	<b>Community Services Ctr (Beach)</b>	<b>71,456</b>	<b>2,826</b>	<b>56,835</b>	<b>79.54%</b>	<b>35,014</b>	<b>62.32%</b>

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**Community Service - Bobadilla**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual *	% Change from Prior Year
			Activity During June	Year to Date Actual *	% of Budget		
<b>5300</b>	<b>Stanton Central Park</b>						
501110	Salaries-Regular	41,500	3,805	33,213	80.03%	-	**
501120	Salaries-Part Time	113,654	1,555	75,623	66.54%	128,594	-41.19%
502100	Retirement	-	266	2,320	**	-	**
502105	Workers Comp Insurance	7,107	-	7,107	100.00%	7,724	-7.99%
502110	Health/Life Insurance	-	584	4,663	**	-	**
502115	Unemployment Insurance	3,038	66	1,439	47.37%	2,454	-41.36%
502120	Medicare/Fica	2,991	80	1,649	55.13%	1,922	-14.20%
602100	Special Dept Expense	4,000	26	1,219	30.48%	3,817	-68.06%
602110	Office Expense	2,000	-	382	19.10%	2,173	-82.42%
604105	Utilities	6,000	98	680	11.33%	5,362	-87.32%
612115	Liability Insurance Charge	6,912	-	6,912	100.00%	5,076	36.17%
612125	Employee Benefits	21,357	-	21,357	100.00%	18,721	14.08%
<b>5300</b>	<b>Stanton Central Park</b>	<b>208,559</b>	<b>6,480</b>	<b>156,564</b>	<b>75.07%</b>	<b>175,843</b>	<b>-10.96%</b>
<b>101</b>	<b>GENERAL FUND TOTAL</b>	<b>\$ 862,131</b>	<b>\$ 57,623</b>	<b>\$ 772,807</b>	<b>89.64%</b>	<b>\$ 746,012</b>	<b>3.59%</b>
<b>102</b>	<b>General Fund (Transactions &amp; Use Tax)</b>						
<b>5100</b>	<b>Parks and Recreation</b>						
501120	Salaries-Part Time	-	-	-	**	18,133	-100.00%
502105	Workers Comp Insurance	-	-	-	**	1,460	-100.00%
502115	Unemployment Insurance	-	-	-	**	748	-100.00%
502120	Medicare/Fica	-	-	-	**	263	-100.00%
612115	Liability Insurance Charge	-	-	-	**	935	-100.00%
612125	Employee Benefits	-	-	-	**	3,448	-100.00%
<b>5100</b>	<b>Parks and Recreation</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>**</b>	<b>24,987</b>	<b>-100.00%</b>
<b>102</b>	<b>TRANSACTIONS AND USE TAX TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>**</b>	<b>\$ 24,987</b>	<b>-100.00%</b>
	<b>TOTAL COMMUNITY SERVICES</b>	<b>\$ 862,131</b>	<b>\$ 57,623</b>	<b>\$ 772,807</b>	<b>89.64%</b>	<b>\$ 770,999</b>	<b>0.23%</b>

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**Community Development-Lilley**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Actual Activity				FY 2018/19 Actual *	% Change From Prior Year
		FY 2019/20 Amended Budget	Activity During June	Year to Date Actual *	% of Budget		
<b>101</b>	<b>General Fund</b>						
<b>4100</b>	<b>Planning</b>						
501110	Salaries-Regular	\$ 160,367	\$ 9,154	\$ 120,689	75.26%	\$ 149,203	-19.11%
501115	Salaries-Overtime	-	-	179	**	-	**
501120	Salaries-Part Time	13,632	546	10,970	80.47%	1,237	786.82%
501125	Salaries-Appointed	9,000	692	8,861	98.46%	7,927	11.78%
502100	Retirement	22,835	749	11,106	48.64%	16,520	-32.77%
502105	Workers Comp Insurance	2,167	-	2,057	94.92%	1,731	18.83%
502110	Health/Life Insurance	21,018	1,652	19,431	92.45%	21,277	-8.68%
502115	Unemployment Insurance	1,419	56	1,129	79.56%	1,105	2.17%
502120	Medicare/Fica	3,655	147	2,056	56.25%	2,358	-12.81%
602110	Office Expense	1,500	138	2,012	134.13%	1,169	72.11%
602120	Books/Periodicals	800	-	-	0.00%	352	-100.00%
607100	Membership/Dues	1,600	-	603	37.69%	1,413	-57.32%
607110	Travel/Conference/Meetings	2,000	-	306	15.30%	174	75.86%
607115	Training	1,000	-	1,250	125.00%	-	**
608100	Contractual Services	4,000	-	525	13.13%	2,625	-80.00%
608105	Professional Services	70,000	-	-	0.00%	42,990	-100.00%
608130	Temporary Help	45,405	14,414	66,134	145.65%	-	**
612105	Vehicle Replacement Charge	650	-	650	100.00%	626	3.83%
612115	Liability Insurance Charge	10,850	-	10,850	100.00%	6,400	69.53%
612125	Employee Benefits	33,525	-	33,525	100.00%	23,606	42.02%
<b>4100</b>	<b>Planning Total</b>	<b>405,423</b>	<b>27,548</b>	<b>292,333</b>	<b>72.11%</b>	<b>280,713</b>	<b>4.14%</b>
<b>4200</b>	<b>Building Regulation</b>						
501110	Salaries-Regular	50,142	2,723	48,445	96.62%	40,239	20.39%
502100	Retirement	3,710	190	3,427	92.37%	3,980	-13.89%
502105	Workers Comp Insurance	492	-	547	111.18%	538	1.67%
502110	Health/Life Insurance	8,437	527	8,473	100.43%	5,958	42.21%
502115	Unemployment Insurance	441	-	273	61.90%	427	-36.07%
502120	Medicare/Fica	728	38	697	95.74%	696	0.14%
602110	Office Expense	1,500	60	1,272	84.80%	1,656	-23.19%
602120	Books/Periodicals	400	-	76	19.00%	80	-5.00%
607100	Membership/Dues	-	-	135	**	135	0.00%
607115	Training	1,000	-	299	29.90%	100	199.00%
608115	Inspection Services	350,000	53,162	568,205	162.34%	440,851	28.89%
612105	Vehicle Replacement Charge	33	-	33	100.00%	31	6.45%
612115	Liability Insurance Charge	2,826	-	2,826	100.00%	2,099	34.64%
612125	Employee Benefits	8,733	-	8,733	100.00%	7,742	12.80%
<b>4200</b>	<b>Building Regulation Total</b>	<b>428,442</b>	<b>56,700</b>	<b>643,441</b>	<b>150.18%</b>	<b>504,532</b>	<b>27.53%</b>
<b>101</b>	<b>GENERAL FUND TOTAL</b>	<b>\$ 833,865</b>	<b>\$ 84,248</b>	<b>\$ 935,774</b>	<b>112.22%</b>	<b>\$ 785,245</b>	<b>19.17%</b>

\* = Actual data is reported for July through June 2020. (Fiscal Year 2019/20 figures are preliminary until the City's Fiscal Year 2019/20 year end closing entries are completed in October 2020.)

**Community Development-Lilley**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual *	% Change From Prior Year
			Activity During June	Year to Date Actual *	% of Budget		
<b>102</b>	<b>General Fund (Transactions &amp; Use Tax)</b>						
<b>4100</b>	<b>Planning</b>						
608105	Professional Services	25,000	5,938	5,938	23.75%	-	**
<b>4100</b>	<b>Planning</b>	<b>25,000</b>	<b>5,938</b>	<b>5,938</b>	<b>23.75%</b>	<b>-</b>	<b>**</b>
<b>4400</b>	<b>Business Relations</b>						
501110	Salaries-Regular	13,544	-	2,215	16.35%	40,361	-94.51%
502100	Retirement	6,590	-	369	5.60%	5,890	-93.74%
502105	Workers Comp Insurance	379	-	379	100.00%	811	-53.27%
502110	Health/Life Insurance	165	-	30	18.18%	509	-94.11%
502115	Unemployment Insurance	109	-	-	0.00%	72	-100.00%
502120	Medicare/Fica	210	-	86	40.95%	606	-85.81%
602110	Office Expense	1,500	38	1,017	67.80%	1,116	-8.87%
602120	Books/Periodicals	400	-	-	0.00%	99	**
607100	Membership/Dues	4,000	-	275	6.88%	768	-64.19%
607110	Travel/Conference/Meetings	4,000	15	1,326	33.15%	880	50.68%
607115	Training	2,000	-	-	0.00%	-	**
608105	Professional Services	45,000	-	-	0.00%	17,118	-100.00%
608125	Advertising/ Business Dev't	15,000	50	9,702	64.68%	13,298	-27.04%
608130	Temporary Help	28,375	9,008	41,332	145.66%	-	**
612105	Vehicle Replacement Charge	715	-	715	100.00%	689	3.77%
612115	Liability Insurance Charge	2,074	-	2,074	100.00%	3,004	-30.96%
612125	Employee Benefits	6,408	-	6,408	100.00%	11,079	-42.16%
<b>4400</b>	<b>Business Relations</b>	<b>130,469</b>	<b>9,111</b>	<b>65,928</b>	<b>50.53%</b>	<b>96,300</b>	<b>-31.54%</b>
<b>102</b>	<b>TRANSACTIONS AND USE TAX TOTAL</b>	<b>\$ 155,469</b>	<b>\$ 15,049</b>	<b>\$ 71,866</b>	<b>46.23%</b>	<b>\$ 96,300</b>	<b>-25.37%</b>
	<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>\$ 989,334</b>	<b>\$ 99,297</b>	<b>\$ 1,007,640</b>	<b>101.85%</b>	<b>\$ 881,545</b>	<b>14.30%</b>

\* = Actual data is reported for July through June 2020. (Fiscal Year 2019/20 figures are preliminary until the City's Fiscal Year 2019/20 year end closing entries are completed in October 2020.)

**Transfers to Other Funds-Bannigan**  
**June 2020 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2019/20 Amended Budget	FY 2019/20 Actual Activity			FY 2018/19 Actual *	% Change From Prior Year
			Activity During June	Year to Date Actual *	% of Budget		
<b>101</b>	<b>General Fund</b>						
<b>1600</b>	<b>Non-Departmental</b>						
800250	Transfer to Fact Grant	\$ 76,000	\$ -	\$ 76,000	100.00%	\$ 25,000	204.00%
800280	Transfer to SCP Maintenance Fund	-	-	-	**	27,500	-100.00%
800604	Transfer to Employee Benefits Fund	3,735,740	-	3,735,741	100.00%	-	100.00%
<b>TOTAL TRANSFERS OUT</b>		<b>\$ 3,811,740</b>	<b>\$ -</b>	<b>\$ 3,811,741</b>	<b>100.00%</b>	<b>\$ 52,500</b>	<b>7160.46%</b>

\* = Actual data is reported for July through June 2020. (Fiscal Year 2019/20 figures are preliminary until the City's Fiscal Year 2019/20 year end closing entries are completed in October 2020.)

## ATTACHMENT C

**General Fund - Fund Balance Status**

	General Fund (101)	Measure GG Transaction & Use Tax Fund (102)	Total
<u>Reserves as of June 30, 2019:</u>			
Economic Uncertainty	\$ 4,600,000		\$ 4,600,000
Emergency Equipment Maintenance	250,000		250,000
Emergency Disaster Continuity	2,500,000		2,500,000
Capital Improvement	5,911,735		5,911,735
Subtotal	13,261,735	-	13,261,735
Available Fund Balance (unreserved)	273,698	4,940,956	5,214,654
<b>Total Fund Balance (Reserves &amp; Available Fund Balance) as of June 30, 2019</b>	<b>13,535,433</b>	<b>4,940,956</b>	<b>18,476,389</b>
Estimated increase (decrease) of fund balance during Fiscal Year 2019-20 - per change	(432,344)	(567,336)	(999,680)
<b>Total Projected Fund Balance (Reserves &amp; Available Fund Balance) as of June 30, 2020</b>	<b>\$ 13,103,089</b>	<b>\$ 4,373,620</b>	<b>\$ 17,476,709</b>

## CITY OF STANTON

### REPORT TO THE CITY COUNCIL

**TO:** Honorable Mayor and City Council

**DATE:** July 28, 2020

**SUBJECT: JUNE 2020 INVESTMENT REPORT**

#### **REPORT IN BRIEF:**

The Investment Report as of June 30, 2020, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

#### **RECOMMENDED ACTIONS:**

1. City Council find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the Investment Report for the month of June 2020.

#### **BACKGROUND:**

The attached reports summarize the City investments and deposit balances as of June 2020. The City's cash and investment balances by fund type are presented in Attachment A. A summary of the City's investments and deposits is included as Attachment B. The details of the City's investments are shown in Attachment C.

#### **ANALYSIS:**

The City's investments in the State Treasurer's Local Agency Investment Fund (LAIF) and in PFM's California Asset Management Program (CAMP) continue to be available on demand. The effective yield on LAIF for the month of June 2020 was 1.22%. All City investments have safekeeping with Bank of the West. The City's investments are shown on Attachment C and have a weighted investment yield of 2.28%. Including LAIF, the City's Section 115 trust account with Public Agency Retirement Services (PARS), and the City's deposit in the Bank of the West money market account, the weighted investment yield of the portfolio is 1.98%, which is above the benchmark LAIF return of 1.22%.

The weighted average maturity of the City's investments on June 30, 2020, is 786 days (or 2.2 years). Including LAIF and a money market account, it is 273 days. LAIF's average maturity on June 30, 2020, was approximately 191 days.

With a weighted average maturity of 2.2 years, the City is well within the investment policy restriction of 3.5 years.

**FISCAL IMPACT:**

All deposits and investments have been made in accordance with the City's Fiscal Year 2019-20 Investment Policy. The portfolio will allow the City to meet its expenditure requirements for the next six months. Staff remains confident that the investment portfolio is currently positioned to remain secure and sufficiently liquid.

The City Treasurer controls a \$52.1 million portfolio, with \$18.4 million in investments with safekeeping with Bank of the West.

**ENVIRONMENTAL IMPACT:**

None.

**LEGAL REVIEW:**

None.

**PUBLIC NOTIFICATION:**

Through the agenda posting process.

**STRATEGIC PLAN OBJECTIVE ADDRESSED**

4. Ensure Fiscal Stability and Efficiency in Governance

Prepared by:

Approved by:

s/ Michelle Bannigan

s/ Jarad L. Hildenbrand

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Michelle Bannigan, CPA  
Finance Director

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Jarad L. Hildenbrand  
City Manager

**Attachments:**

- A. Cash and Investment Balances by Fund
- B. Investments and Deposits
- C. Investment Detail

**CITY OF STANTON  
CASH AND INVESTMENTS REPORT  
MONTH ENDED JUNE 30, 2020**

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
101-various	General Fund	\$ 15,066,015.73	\$ 1,645,355.27	\$ (1,941,037.88)	\$ 14,770,333.12
102-111101	General Fund (Transactions & Use Tax)	4,060,449.75	410,286.98	(313,413.07)	4,157,323.66
211-111101	Gas Tax Fund	32,446.68	99,870.040	(97,852.78)	34,463.94
215-111101	Road Maintenance and Rehabilitation act (RMRA) Fund	262,949.74	53,449.26	-	316,399.00
220-111101	Measure M Fund	466,473.42	-	-	466,473.42
222-111101	Community Development Block Grant (CDBG) Fund	250,945.03	-	-	250,945.03
223-111101	Protective Services Fund	34,305.75	-	-	34,305.75
224-111101	Lighting Maintenance 1919 Act Fund	305,802.51	1,727.89	-	307,530.40
225-111101	Lighting/Median Maintenance 1972 Act Fund	964,170.03	108,740.08	(63,419.40)	1,009,490.71
226-111101	Air Quality Improvement Fund	197,019.78	12,879.64	-	209,899.42
240-111101	Supplemental Law Enforcement Grant Fund (Fiscal Year 2016/17)	4,512.65	-	-	4,512.65
242-111101	Supplemental Law Enforcement Grant Fund (current)	393,745.27	-	-	393,745.27
250-111101	Families and Communities Together (FaCT) Grant Fund	1,762.31	60,773.67	(33,287.94)	29,248.04
251-111101	Senior Transportation Fund	20,368.64	3,236.44	(3,673.08)	19,932.00
255-111101	CalGRIP Grant Fund (Fiscal Year 2014/15)	37,520.01	-	(2,250.000)	35,270.01
256-111101	CARES Fund	-	934,190.05	(97,500.000)	836,690.05
261-111101	Street Impact Fees Fund	156,840.22	912.00	-	157,752.22
262-111101	Traffic Signal Impact Fees Fund	35,075.71	204.00	-	35,279.71
263-111101	Community Center Impact Fees Fund	110,014.73	590.00	-	110,604.73
264-111101	Police Services Impact Fees Fund	99,572.66	534.00	-	100,106.66
271-111101	Public Safety Task Force Fund	125,481.27	-	(9,154.96)	116,326.31
280-111101	Stanton Central Park Maintenance Fund	(21,771.21)	-	(5,104.00)	(26,875.21)
285-111101	Stanton Housing Authority Fund	2,355,942.51	64,598.38	(28,142.74)	2,392,398.15
305-111101	Capital Projects Fund	305,974.70	-	-	305,974.70
310-111101	Park and Recreation Facilities Fund	1,967,448.18	9,153.63	-	1,976,601.81
501-111101	Sewer Maintenance Fund	4,523,086.64	11,020.12	(101,557.29)	4,432,549.47
602-111101	Workers' Compensation Fund	450,122.82	-	-	450,122.82
603-111101	Liability Risk Management Fund	167,275.26	-	-	167,275.26
604-111101	Employee Benefits Fund	323,808.73	51,937.440	(124,332.63)	251,413.54
605-111101	Fleet Maintenance Fund	466,940.49	820.13	(6,720.16)	461,040.46
801-111101	City Trust Fund	316,430.96	30,137.68	(34,183.51)	312,385.13
901-111101	North Orange County Public Safety Task Force (NOCPSTF) Trust Fund	896,274.19	-	(247,441.35)	648,832.84
<b>Total Cash-Pooled <sup>(1)</sup></b>		<b>\$ 34,377,005.16</b>	<b>\$ 3,500,416.70</b>	<b>\$ (3,109,070.79)</b>	<b>\$ 34,768,351.07</b>

**CITY OF STANTON  
CASH AND INVESTMENTS REPORT  
MONTH ENDED JUNE 30, 2020**

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
<b><u>CASH-NON-POOLED</u></b>					
604-111404	Cash with Fiscal Agent (PARS) <sup>(2)</sup>	\$ 3,782,774.02	\$ 79,474.85	\$ (1,806.940)	\$ 3,860,441.93
285-111111	Housing Authority Local Agency Investment Fund (LAIF)	13,090,287.12	-	-	13,090,287.12
801-111107	City Trust Fund-Website Account	3,700.00	-	(400.00)	3,300.00
	<b>Total Cash-Non-Pooled</b>	<b>\$ 16,876,761.14</b>	<b>\$ 79,474.85</b>	<b>\$ (2,206.94)</b>	<b>\$ 16,954,029.05</b>
	<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$ 51,253,766.30</b>	<b>\$ 3,579,891.55</b>	<b>\$ (3,111,277.73)</b>	<b>\$ 51,722,380.12</b>

Note:

<sup>(1)</sup> - Pooled cash includes: petty cash on hand, the City's various Bank of the West bank and safekeeping accounts, the City's Local Agency Investment Fund (LAIF) account, and the California Asset Management Program (CAMP) account.

<sup>(2)</sup> - This is the City's irrevocable post-employment benefits trust account that can only be used to fund the City's pension and post-employment benefits programs. On April 28, 2020, the City Council approved the transfer of this account from the General Fund (#101) to the Employee Benefits Fund (#604).

**CITY OF STANTON, CA  
INVESTMENTS AND DEPOSITS  
June 30, 2020**

Investment Type	Issuer	Date of Maturity	Interest Rate		Cost <sup>2</sup>	% of Total	Market Value	Market Value Source
LAIF and BOW General Acct - City	State of California/ BOW	On Demand	1.22%	N/A	\$ 15,520,008	30.07%	\$15,520,008	LAIF
State Pool (LAIF) - HA Portion	State of California	On Demand	1.22%		13,090,287	25.36%	13,090,287	LAIF
Investments <sup>2</sup>	Various	Various	Various		17,899,303	34.68%	18,426,279	Bank of the West
California Asset Management Plan	PFM Asset Management	On Demand	0.51%		1,244,480	2.41%	1,244,480	PFM
Money Market Account <sup>3</sup>	Public Agency Retirement Services	On Demand	6.76%		3,860,442	7.48%	3,860,442	PARS
<b>Subtotal - Investments</b>					<b>51,614,520</b>	<b>100.00%</b>	<b>52,141,496</b>	
Imprest Accts & Petty Cash	Bank of the West	On Demand	N/A		107,860		107,860	Bank of the West
<b>Subtotal - Deposits</b>					<b>107,860</b>		<b>107,860</b>	

**Total Cash Investments and Deposits <sup>4</sup>**

<b>273</b>	<b>1.98%</b>
Weighted Average Maturity (days)	Weighted Average Yield

**\$ 51,722,380**

**\$ 52,249,356**

<sup>1</sup> Par Value amount represents entire LAIF and CAMP balances, including City, Successor Agency and Housing Authority portions.

<sup>2</sup> Cost amount includes \$11,398 adjustment made to City's books at 6/30/19 to adjust portfolio to market value, per GASB 31.

<sup>3</sup> These funds are in an irrevocable trust and can only be used to fund pension and other post employment benefits.

<sup>4</sup> Weighted average maturity and yield calculations include LAIF, CAMP and Investments.

**Notes:**

The City's portfolio is in compliance with the City's Investment Policy.

The portfolio will allow the City to meet its expenditure requirements for the next six months.

**CITY OF STANTON  
INVESTMENTS  
JUNE 30, 2020**

Investment Type/ Broker	Institution	CUSIP Number	Purchase Yield	Coupon Rate	Purchase Price	Settlement/ Date Purchased	Date of Maturity	Next Call Date (NC=noncallable)	Par Value	Purchase Amount	Current Market Value	Percent of Portfolio	Maximum Percent
<b>U.S. Government Agency Securities:</b>													
Stifel, Nicolaus & Company, Inc.	FFCB	3133EKT7	2.24%	2.23%	99.95	7/19/2019	7/8/2024	NC	1,000,000	999,500	1,000,410		
Cantella & Co., Inc	FAMCA	31422BJE1	2.26%	2.26%	100.00	7/24/2019	7/24/2020	7/24/2020	500,000	500,000	500,380		
Cantella & Co., Inc	FAMCA	31422BJE1	2.00%	2.26%	100.24	8/21/2019	7/24/2024	7/24/2020	500,000	501,180	500,380		
<b>Total U.S. Government Agency Securities</b>									<b>\$ 2,000,000</b>	<b>\$ 2,000,680</b>	<b>\$ 2,001,170</b>	<b>3.88%</b>	<b>100%</b>
<b>Municipal Bonds</b>													
First Empire Securities	Coachella Valley CA Unif School District	189849KY7	2.25%	2.89%	101.65	11/17/2017	8/1/2020	NC	440,000	447,260	440,647		
Cantella & Co., Inc	Banning CA RDA SA TAB	066616AD5	2.02%	1.90%	99.66	9/28/2017	9/1/2020	NC	250,000	249,150	250,300		
Multi-Bank Securities, Inc.	Banning CA RDA SA TAB	066616AD5	2.02%	1.90%	99.66	9/28/2017	9/1/2020	NC	250,000	249,150	250,300		
Multi-Bank Securities, Inc.	Pomona CA PFA Lease Bond	73208MCX4	2.25%	2.42%	100.60	6/23/2017	4/1/2021	NC	500,000	503,000	504,420		
Multi-Bank Securities, Inc.	CA ST Housing Finance Agency RDA	13034PZH3	2.32%	2.51%	100.75	7/24/2017	8/1/2021	NC	350,000	352,625	355,835		
Multi-Bank Securities, Inc.	CA ST Housing Finance Agency RDA	13034PZH3	2.22%	2.51%	101.09	8/18/2017	8/1/2021	NC	255,000	257,777	259,251		
Multi-Bank Securities, Inc.	Guadalupe Community Redevelopment	400559AD2	2.55%	2.25%	99.00	1/8/2018	8/1/2021	NC	225,000	222,750	226,881		
Cantella & Co., Inc	Oceanside CA Pension Obligation Bond Taxable	675371AX6	2.03%	3.25%	104.65	8/15/2017	8/15/2021	NC	280,000	293,013	286,059		
Cantella & Co., Inc	LA County CA RDA TAB Taxable West Covina Series B	54465AHP0	2.08%	2.50%	101.67	6/26/2017	9/1/2021	NC	400,000	406,684	404,016		
Cantella & Co., Inc	Yorba Linda RDA SA TAB Taxable Series B	986176AQ8	2.00%	2.00%	100.00	8/15/2017	9/1/2021	NC	360,000	360,000	362,714		
First Empire Securities	Riverside CA Pension Obligation Bond	769036BB9	2.25%	2.50%	101.16	6/20/2017	6/1/2022	NC	500,000	505,800	510,225		
First Empire Securities	Riverside CA Pension Obligation Bond	769036BB9	2.40%	2.50%	100.45	7/24/2017	6/1/2022	NC	240,000	241,080	244,908		
Cantella & Co., Inc	Arvin Community Redevelopment	043288AK5	2.35%	2.50%	100.51	8/8/2019	3/1/2023	NC	275,000	276,400	282,882		
Stifel, Nicolaus & Company, Inc.	Stockton CA Redevelopment Agency SA	861403AU7	2.60%	2.50%	99.59	5/1/2019	9/1/2023	NC	250,000	248,975	256,090		
Cantella & Co., Inc	Riverside CA Pension Obligation Bond	769036BD5	2.03%	2.75%	103.25	8/28/2019	6/1/2024	NC	250,000	258,120	259,540		
Cantella & Co., Inc	Fort Bragg Calif Uni Sch Dist	347028JZ6	2.38%	2.38%	100.56	9/18/2019	8/1/2024	NC	205,000	206,150	209,094		
<b>Total Municipal Bonds</b>									<b>\$ 5,030,000</b>	<b>\$ 5,077,934</b>	<b>\$ 5,103,161</b>	<b>9.85%</b>	<b>100%</b>
<b>Negotiable Certificates of Deposit:</b>													
Cantella & Co., Inc	Community Trust Bank Inc..	20416LAC3	1.85%	1.85%	100.00	8/10/2017	8/18/2020	NC	247,000	247,000	247,585		
First Empire Securities	First Bank Richmond	319267GC8	1.80%	1.80%	100.00	6/23/2017	11/23/2020	NC	247,000	247,000	248,677		
Multi-Bank Securities, Inc.	Numerica Credit Union	67054NAF0	2.00%	2.00%	100.00	5/30/2017	11/30/2020	NC	249,000	249,000	250,960		
First Empire Securities	BMW Bank	05580AGQ1	1.95%	1.95%	100.00	3/10/2017	3/10/2021	NC	248,000	248,000	251,152		
First Empire Securities	Medallion Bank	58403B6F8	2.00%	2.00%	100.00	4/6/2017	4/6/2021	NC	249,000	249,000	252,556		
Cantella & Co., Inc	Community Capital Bank	20033AAUK0	2.00%	2.00%	100.00	6/30/2017	6/30/2021	NC	249,000	249,000	253,574		
Cantella & Co., Inc	Barclays Bank	06740KKC0	2.00%	2.00%	100.00	7/12/2017	7/12/2021	NC	247,000	247,000	251,683		
First Empire Securities	Abacus Federal Savings Bank	00257TAY2	1.95%	1.95%	100.00	7/21/2017	7/21/2021	NC	249,000	249,000	253,701		
Cantella & Co., Inc	MB Financial Bank	55266CVW3	1.90%	1.90%	100.00	7/21/2017	7/21/2021	NC	249,000	249,000	253,572		
First Empire Securities	Third Federal Savings and Loan	88413QBN7	2.00%	2.00%	100.00	7/28/2017	7/28/2021	NC	248,000	248,000	252,898		
Multi-Bank Securities, Inc.	State Bank of India	8562846V1	2.35%	2.35%	100.00	3/14/2017	3/14/2022	NC	248,000	248,000	257,112		
Multi-Bank Securities, Inc.	Capital One Bank USA	140420Z52	2.35%	2.35%	100.00	3/15/2017	3/15/2022	NC	248,000	248,000	257,124		
Stifel, Nicolaus & Company, Inc.	Industrial and Commercial Bank of China	45581EAC5	2.10%	2.15%	100.12	8/15/2019	4/12/2022	NC	247,000	247,296	255,561		
Cantella & Co., Inc	Synchrony Bank	87165EL96	2.40%	2.40%	100.00	5/19/2017	5/19/2022	NC	247,000	247,000	257,231		
First Empire Securities	American Eagle Bank	02554BCN9	2.10%	2.10%	100.00	6/9/2017	5/23/2022	NC	150,000	150,000	155,372		
Cantella & Co., Inc	Goldman Sachs Bank USA	38148PKX4	2.35%	2.35%	100.00	6/21/2017	6/21/2022	NC	247,000	247,000	257,443		
Cantella & Co., Inc	Capital One NA	14042RGN5	2.30%	2.30%	100.00	7/19/2017	7/19/2022	NC	247,000	247,000	257,517		
Stifel, Nicolaus & Company, Inc.	TIAA FSB	87270LCM3	2.10%	2.10%	100.00	7/29/2019	7/29/2022	NC	247,000	247,000	256,618		
Multi-Bank Securities, Inc.	Sallie Mae Bank	795450B61	2.30%	2.30%	100.00	7/27/2017	8/2/2022	NC	248,000	248,000	258,736		
Cantella & Co., Inc	American Express Centurion Bank	02587DV47	2.35%	2.35%	100.00	8/3/2017	8/8/2022	NC	247,000	247,000	257,228		
First Empire Securities	American Express Bank, FSB	02587CFU9	2.40%	2.40%	100.00	8/22/2017	8/29/2022	NC	247,000	247,000	257,796		
Stifel, Nicolaus & Company, Inc.	Allegiance Bank Texas	01748DBB1	2.65%	2.65%	100.00	4/11/2019	2/14/2023	NC	249,000	249,000	264,388		
Multi-Bank Securities, Inc.	Greenstate Credit Union	39573LAF5	1.95%	1.95%	100.00	8/28/2019	8/28/2023	NC	249,000	249,000	259,966		
Stifel, Nicolaus & Company, Inc.	Mountain America FCU	62384RAF3	2.84%	3.00%	100.60	4/9/2019	3/27/2023	NC	249,000	250,494	267,376		
Stifel, Nicolaus & Company, Inc.	EagleBank	27002YEL6	2.65%	2.65%	100.00	4/30/2019	4/28/2023	NC	249,000	249,000	265,441		
Stifel, Nicolaus & Company, Inc.	University of Iowa Community Credit Union	91435LAG2	2.92%	3.05%	100.50	4/25/2019	5/15/2023	NC	248,000	249,240	267,433		
Stifel, Nicolaus & Company, Inc.	Merrick Bank	59013J7P8	2.60%	2.60%	100.00	4/23/2019	8/23/2023	NC	249,000	249,000	266,569		
Stifel, Nicolaus & Company, Inc.	Horizon Bank	44042TBQ6	2.10%	1.70%	98.43	7/29/2019	8/29/2023	NC	249,000	245,091	263,467		
Cantella & Co., Inc	First Technology Federal Credit Union	33715LCJ7	3.35%	3.35%	100.00	9/21/2018	9/27/2023	NC	240,000	240,000	263,138		
Stifel, Nicolaus & Company, Inc.	Morgan Stanley, NA	61690UDW7	3.10%	3.10%	100.00	2/7/2019	2/7/2024	NC	246,000	246,000	269,695		
Stifel, Nicolaus & Company, Inc.	Morgan Stanley Private Bank	61760AVJ5	3.10%	3.10%	100.00	2/7/2019	2/7/2024	NC	246,000	246,000	269,695		
Stifel, Nicolaus & Company, Inc.	Bank Hapoalim B. M.	06251AW48	2.90%	2.90%	100.00	4/24/2019	3/25/2024	NC	250,000	250,000	272,963		
Stifel, Nicolaus & Company, Inc.	Healthcare Systems FCU	42228LAD3	2.65%	2.65%	100.00	4/25/2019	4/25/2024	NC	246,000	246,000	266,654		
Stifel, Nicolaus & Company, Inc.	Main Street Bank	56065GAG3	2.60%	2.60%	100.00	4/26/2019	4/26/2024	NC	249,000	249,000	269,435		
Stifel, Nicolaus & Company, Inc.	Cornerstone Community Bank	219240BY3	2.60%	2.60%	100.00	5/17/2019	5/14/2024	NC	249,000	249,000	269,669		
Stifel, Nicolaus & Company, Inc.	Bank of New England	06426KBE7	2.65%	2.65%	100.00	5/23/2019	5/23/2024	NC	249,000	249,000	270,217		
Cantella & Co., Inc	McGregor TX	32112UDA6	2.20%	2.30%	100.47	7/12/2019	6/28/2024	NC	249,000	250,170	269,831		
Multi-Bank Securities, Inc.	EnerBank USA	29278TKA7	2.35%	2.35%	100.00	7/22/2019	7/22/2024	NC	247,000	247,000	247,304		
Stifel, Nicolaus & Company, Inc.	Evansville Teachers FCU	29954TAV1	2.25%	2.25%	100.00	7/22/2019	7/22/2024	NC	249,000	249,000	266,811		

## CITY OF STANTON

### REPORT TO THE SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY

**TO:** Honorable Chair and Members of the Successor Agency

**DATE:** July 28, 2020

**SUBJECT: JUNE 2020 INVESTMENT REPORT (SUCCESSOR AGENCY)**

#### **REPORT IN BRIEF:**

The Investment Report as of June 30, 2020, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

#### **RECOMMENDED ACTIONS:**

1. Successor Agency find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the Investment Report for the month of June 2020.

#### **BACKGROUND:**

The attached reports summarize the Successor Agency investments and deposit balances as of June 2020. The Agency's cash and investment balances by fund are presented in Attachment A. The Agency's investments and deposits are included as Attachment B.

#### **ANALYSIS:**

The Agency's share of the City's investment in the State Treasurer's Local Agency Investment Fund (LAIF) continues to be available on demand. The effective yield on LAIF for the month of June 2020 was 1.22%.

The Agency's investments are shown on Attachment B and have a weighted investment yield of 0.63%, which is below the benchmark LAIF return of 1.22%, as the portfolio is almost completely liquid and has significant funds held in custodial accounts accruing very little interest.

With a completely liquid portfolio, the weighted average maturity of the Agency's investments at June 30, 2020, is 1 day. LAIF's average maturity at June 30, 2020, is approximately 191 days.

**FISCAL IMPACT:**

All deposits and investments have been made in accordance with the City's Fiscal Year 2019-20 Investment Policy.

The portfolio will allow the Agency to meet its expenditure requirements for the next six months.

**ENVIRONMENTAL IMPACT:**

None

**LEGAL REVIEW:**

None.

**PUBLIC NOTIFICATION:**


Through the agenda posting process.

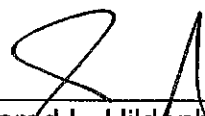
**STRATEGIC PLAN OBJECTIVE ADDRESSED:**

4. Ensure Fiscal Stability and Efficiency in Governance

Prepared by:

Approved by:

  
\_\_\_\_\_  
Michelle Bannigan, CPA  
Finance Director

  
\_\_\_\_\_  
Jarad L. Hildenbrand  
City Manager

**Attachments:**

- A. Cash and Investment Balances by Fund
- B. Investments and Deposits

**CITY OF STANTON  
INVESTMENTS  
JUNE 30, 2020**

Investment Type/ Broker	Institution	CUSIP Number	Purchase Yield	Coupon Rate	Purchase Price	Settlement/ Date Purchased	Date of Maturity	Next Call Date (NC=noncallable)	Par Value	Purchase Amount	Current Market Value	Percent of Portfolio	Maximum Percent
Stifel, Nicolaus & Company, Inc.	First National Bank of America	32110YMY8	2.20%	2.20%	100.00	7/22/2019	7/22/2024	2/22/2022	249,000	249,000	249,316		
Cantella & Co., Inc	Suntrust Bank	86789VZG5	2.30%	2.30%	100.00	7/24/2019	7/24/2024	NC	248,000	248,000	248,345		
Stifel, Nicolaus & Company, Inc.	First Tier Bank	33766LAJ7	1.95%	1.95%	100.00	8/23/2019	8/23/2024	NC	249,000	249,000	263,913		
Multi-Bank Securities, Inc.	Raymond James Bank NA	75472RAE1	2.00%	2.00%	100.00	8/23/2019	8/23/2024	NC	247,000	247,000	262,294		
Multi-Bank Securities, Inc.	Washington Federal Bank	938828BN9	1.95%	1.95%	100.00	8/28/2019	8/25/2024	NC	249,000	249,000	263,930		
<b>Total Negotiable Certificates of Deposit</b>									<b>\$ 10,809,000</b>	<b>\$ 10,809,291</b>	<b>\$ 11,321,948</b>	<b>20.94%</b>	<b>30%</b>
<b>Subtotal Investments</b>		<b>2.28%</b>						<b>786 days</b>		<b>\$ 17,839,000</b>	<b>\$ 17,887,905</b>	<b>\$ 18,426,279</b>	
Prior Year Adjustment GASB 31		<b>Weighted</b>						<b>WAM</b>		<b>-</b>	<b>\$ 11,398</b>	<b>-</b>	
<b>Investments Held With Bank of the West</b>		<b>Average</b>								<b>\$ 17,839,000</b>	<b>\$ 17,899,303</b>	<b>\$ 18,426,279</b>	
		<b>Yield</b>											
<b>State Treasurer's Pool</b>	Local Agency Investment Fund (LAIF) - City Portion	1.22%				7/1/2020			\$ 12,504,399	\$ 15,520,008	\$ 15,520,008	<b>30.07%</b>	<b>100%</b>
<b>State Treasurer's Pool</b>	Local Agency Investment Fund (LAIF) - HA Portion	1.22%				7/1/2020			13,090,287	13,090,287	13,090,287	<b>25.36%</b>	<b>100%</b>
<b>PFM</b>	California Asset Management Program (CAMP)	0.51%				7/1/2020			1,244,480	1,244,480	1,244,480	<b>2.41%</b>	<b>100%</b>
<b>Money Market Acct</b>	Public Agency Retirement Services (PARS)-Section 115 Trust	6.76%				7/1/2020			3,860,442	3,860,442	3,860,442	<b>7.49%</b>	<b>20%</b>
<b>Total Money Market, LAIF and Investments</b>		<b>1.98%</b>		incl LAIF, CAMP, investments, and money market				<b>273 days</b>		<b>\$ 48,538,608</b>	<b>\$ 51,614,520</b>	<b>\$ 52,141,496</b>	<b>100.00%</b>
		<b>Weighted</b>						<b>WAM</b>					
		<b>Average</b>											
		<b>Yield</b>											

**SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY  
CASH AND INVESTMENTS REPORT  
MONTH ENDED JUNE 30, 2020**

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
<b><u>CASH-POOLED</u></b>					
712-111101	Redevelopment Obligation Retirement Fund	\$ 4,865,476.69	\$ -	\$ (2,745,617.14)	\$ 2,119,859.55
731-111101	Administration Fund	(673,727.04)	690,833.93	(10,777.38)	6,329.51
	<b>Total Cash-Pooled <sup>(1)</sup></b>	<b>\$ 4,191,749.65</b>	<b>\$ 690,833.930</b>	<b>\$ (2,756,394.52)</b>	<b>\$ 2,126,189.06</b>
<b><u>CASH-RESTRICTED (with Fiscal Agent)</u></b>					
712-111412	2010 Tax Allocation Bonds	\$ 1,383,241.00	\$ 1.15	\$ (233,959.380)	\$ 1,149,282.77
712-111423	2016 Tax Allocation Bonds, Series A and B	824,175.41	823,849.59	(316,512.500)	1,331,512.50
712-111425	2016 Tax Allocation Bonds, Series C and D	1,236,619.42	1,236,130.58	(658,875.000)	1,813,875.00
	<b>Total Cash-Restricted (with Fiscal Agent)</b>	<b>\$ 3,444,035.83</b>	<b>\$ 2,059,981.32</b>	<b>\$ (1,209,346.880)</b>	<b>\$ 4,294,670.27</b>
	<b>TOTAL CASH AND INVESTMENTS</b>	<b>\$ 7,635,785.48</b>	<b>\$ 2,750,815.25</b>	<b>\$ (3,965,741.40)</b>	<b>\$ 6,420,859.33</b>

Note:

<sup>(1)</sup> - Includes: Bank of the West checking account and City's Local Agency Investment Fund (LAIF)

**SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY**  
**INVESTMENTS AND DEPOSITS**  
**June 30, 2020**

Investment Type	Institution	Issuer/ Broker		Date of Maturity	Interest Rate		Cost	Market Value	MV Source
LAIF and BOW General Acct	State of California/ BOW	State of California		On Demand	1.22%	N/A	\$ 2,126,189	\$ 2,126,189	LAIF

**Total Cash Investments and Deposits**

1	0.63%
Weighted Average	Weighted Average
Maturity (days)	Yield

\$ 2,126,189	\$ 2,126,189
--------------	--------------

Bond Funds Held by Trustees:

Investment Type	Institution	Issuer/ Broker	CUSIP Number	Date of Maturity		Interest Rate	Par Value	Cost	Market Value	MV Source
<b>2010 Tax Allocation Bonds (Tax-Exempt)</b>										
Principal:										
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand		0.02%	\$ 17	\$ 17	\$ 17	US Bank
Interest:										
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand		0.02%	12,322	12,322	12,322	US Bank
Special Fund:										
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand		0.02%	1	1	1	US Bank
Reserve Account:										
Cash Equivalent	LAIF	US Bank	99LA009W8	On Demand		1.22%	1,135,000	1,135,000	1,136,943	US Bank

Total 2010 Tax Allocation Bonds (Tax-Exempt)

\$ 1,147,340 \$ 1,149,283

Investment Type	Institution	Issuer/ Broker	CUSIP Number	Date of Maturity		Interest Rate	Par Value	Cost	Market Value	MV Source
<b>2016 Series A and B</b>										
Debt Service:										
Cash Equivalents	US Bank Money Market	US Bank	9AMMF05B2	On Demand		0.02%	\$ 1,331,483	\$ 1,331,483	\$ 1,331,483	US Bank
Principal:										
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand		0.02%	27	27	27	US Bank
Interest:										
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand		0.02%	2	2	2	US Bank

Total 2016 Series A and B

\$ 1,331,512 \$ 1,331,512

Investment Type	Institution	Issuer/ Broker	CUSIP Number	Date of Maturity		Interest Rate	Par Value	Cost	Market Value	MV Source
<b>2016 Series C and D</b>										
Debt Service:										
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand		0.02%	\$ 1,813,841	\$ 1,813,841	\$ 1,813,841	US Bank
Interest:										
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand		0.02%	1	1	1	US Bank
Principal:										
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand		0.02%	33	33	33	US Bank

Total 2016 Series C and D

\$ 1,813,875 \$ 1,813,875

**Total Bond Fund Investments and Deposits (3)**

<b>\$4,292,727</b>	<b>\$4,294,670</b>
--------------------	--------------------

**TOTAL - ALL CASH AND INVESTMENTS**

<b>\$6,418,916</b>	<b>\$6,420,859</b>
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Notes:

- (1) - There have been no exceptions to the Investment Policy.
- (2) - The Successor Agency is able to meet its expenditure requirements for the next six months.
- (3) - Restricted Bond Funds are held by the fiscal agent.

## **CITY OF STANTON**

### **REPORT TO THE CITY COUNCIL**

**TO:** Honorable Mayor and Members of the City Council

**DATE:** July 28, 2020

**SUBJECT: AGREEMENT FOR CONSULTING SERVICES WITH KTGy FOR THE PREPARATION OF THE 2020 TOWN CENTER SPECIFIC PLAN**

#### **REPORT IN BRIEF:**

On March 31, 2020, the Community Development Department invited qualified firms to submit proposals to assist the City in preparing the 2020 Town Center Specific Plan and CEQA review and documentation. Staff requests the City Council authorize the City Manager to enter into an agreement for consulting services with KTGy in the amount not to exceed \$300,000.

#### **RECOMMENDED ACTION:**

1. Declare the project is not subject to the California Environmental Quality Act ("CEQA") pursuant to Section 15060 (c)(3), the activity, as defined in Section 15378 of the Guidelines, California Code of Regulations, Title 14, Chapter 3, has no potential for resulting in physical change to the environment directly or indirectly;
2. Approve the contract for KTGy;
3. Authorize the City Manager to enter into an agreement for consulting services in the amount not to exceed \$300,000 for the preparation of the 2020 Town Center Specific Plan and CEQA review and documentation; and
4. Appropriate \$300,000 from the City's General Fund to cover the Specific Plan work effort, the CEQA review and optional tasks with an offsetting revenue adjustment of \$100,000 for the balance funded through the SB-2 grant.

#### **BACKGROUND:**

In 2010, the City initiated a planning effort to evaluate the area identified as the "Town Center" and develop a comprehensive, long-range guiding document consisting of policies, standards and design principles for future development of public and private land. Although the work was completed, the plan was not adopted. At this time, the

City is interested in moving forward to prepare and implement a vision for the Town Center.

The 2020 Town Center Specific Plan effort is intended to encourage development to serve the needs of the community; improve commercial and industrial areas, enhance Beach Boulevard, redevelop the City's Main Street, and provide for quality and a variety of housing unit types. The completion and adoption of the Town Center Specific Plan would:

- develop a cohesive, long-range plan for logical growth;
- encourage mixed-use development with a focus on housing, active transportation and pedestrian mobility;
- encourage quality development that is compatible with the surrounding area and the community; and
- provide a thorough evaluation of existing environmental conditions, current technical studies and a final environmental document.

#### **ANALYSIS/JUSTIFICATION:**

In 2019, the City of Stanton was awarded SB2 grant funding in the amount of \$160,000. This grant was issued to help prepare, adopt and implement plans and process improvements, streamline housing approvals and accelerate production. Of the total allocation, \$100,000 has been identified to offset the cost of the City's effort for the Town Center Specific Plan.

Earlier this year, the City requested proposals from qualified firms to assist in preparing the 2020 Town Center Specific Plan and CEQA analysis and documentation. Five firms submitted proposals. After thorough review, reference checks and initial interviews, four firms successfully demonstrated technical ability, staff resources and experience to complete the project.

The proposals were not consistent in their response to the request for this work effort. To establish a method to evaluate the diverse responses, the following categories were considered; total number of hours allocated to the effort; average hourly rate, CEQA approach and defensibility, overall cost; and outreach effort.

Company	MIG	RRM	KTGY	Michael Baker
Total Hours	596	458	1245	1174
Total Price	\$99,080.00	\$125,600.00	\$211,935.00	\$140,728.00
Average Hourly Rate	\$166.24	\$274.24	\$170.23	\$119.87
Total Price Without CEQA	\$97,800.00	\$111,200.00	\$98,980.00	\$69,425.00
CEQA Scope	Exemption	Addendum	IS/MND	IS/MND
CEQA Cost	\$1,280.00	\$14,400.00	\$112,935.00	\$71,303.00
Timing	12 months	12 months	21 months	18 months
Outreach Cost	\$22,840.00	\$22,720.00	\$20,710.00	\$10,018.00

As the above table illustrates MIG was the lowest bidder followed by RRM, Michael Baker and then KTGy. It is important to note, the two lowest bids included scope of work efforts focused on refining the 2010 plan using updated land use information, policy direction as well as input from the community. These proposals did not include a new environmental evaluation of the area or new technical studies (traffic, infrastructure, biological, etc.), as noted the provided an exemption option and addendum respectively. These firms were contacted to allow an opportunity to augment their proposals to prepare the requested scope of services including an Initial study and Mitigated Negative Declaration. MIG rescinded their proposal stating time and staff resources as the need to withdraw. RRM did provide additional information further clarifying their recommendation for the work effort and environmental approach.

Staff conducted a second round of interviews with the final three firms, RRM, Michael Baker and KTGy. After comparing all information gathered through this evaluation, staff has determined that the approach, experience, staff qualifications and environmental review offered by KTGy partnering with Psomas for the environmental team, offers the City the most thorough, dynamic and comprehensive project.

KTGY is a land use and environmental planning firm specializing in community planning, environmental studies, design, and development services. The management team has reviewed the City's standard Professional Services Agreement and has provided a comprehensive proposal (Attachment A) which includes all of the information requested in the RFP, including the qualifications of the team, a detailed scope of work, a project timeline, and budget including optional tasks.

#### **FISCAL IMPACT:**

The KTGy scope of work has a cost of \$98,980 to complete the Specific Plan. SB2 2019 Grants funds in the amount of \$100,000 will be utilized for this work effort.

The proposal includes the completion of an initial study and anticipated Mitigated Negative Declaration at a cost of \$112,935. Additional, optional tasks were included to offer services not requested, but recommended to complete a planning and economic development tool as the City envisions. These tasks include:

- Community Outreach Booklet - \$5,370
  - Specific Plan Audit Memo - \$5,000
  - Market Study - \$35,100
  - Development Impact Fee - 9,500
  - Signage and Pageantry - \$5,000
  - Program Model Water Quality Management Plan - \$5,000
  - Water Supply Assessment Coordination - \$3,000
  - Level of Service Analysis Traffic Study - \$2,900
  - Environmental Impact Report (EIR) - \$140,324
- Total of Optional Tasks - \$211,194  
Optional Tasks without EIR - \$70,870

Staff requests the Council allocate an additional \$200,000.00 from the General Fund to cover the environmental review (\$112,935) as well as the optional tasks outlined above (\$70,870) with the exception of the EIR and a small contingency of (\$16,195) for needs that may occur or unforeseen changes. It is important to note, one optional task listed above is the creation of a Development Impact Fee Program. This is a common tool used by agencies repay the upfront investment of this long-range planning effort. The cost the City incurs now relieves time and expense and offers future development a more streamlined and "turnkey" approach.

Therefore, staff is recommending an appropriation of \$300,000 in the planning budget for the preparation of 2020 Town Center Specific Plan. with a corresponding adjustment to increase revenues by \$100,000 to reflect grant funding.

**ENVIRONMENTAL IMPACT:**

This project is categorically exempt under the California Environmental Quality Act Section 15378(b)(5), Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

**LEGAL REVIEW:**

None.

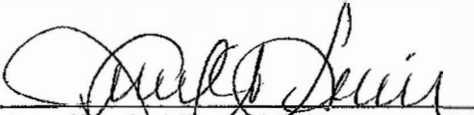
**STRATEGIC PLAN OBJECTIVE ADDRESSED:**

Objective 2: Provide a Strong Local Economy  
Objective 4: Ensure Fiscal Stability and Efficiency in Government  
Objective 5: Provide a High Quality of Life  
Objective 6: Maintain and Promote a Responsive, High Quality and Transparent Government.

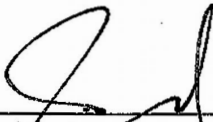
**PUBLIC NOTIFICATION:**

Through the normal agenda process.

Prepared by:

  
Jennifer A. Lilley, AICP  
Community and Economic  
Development Director

Approved by:

  
Jarad L. Hildenbrand  
City Manager

**Attachment:**

- A. KTG Y Proposal
- B. Draft Agreement for Consultant Services

# Attachment A

## PROPOSAL FOR TOWN CENTER SPECIFIC PLAN

PREPARED FOR:

CITY OF STANTON



Bolsa Row  
Westminster, CA



20200398

MAY 4, 2020



Heritage Square  
Signal Hill, CA

May 4, 2020

City of Stanton  
7800 Katella Avenue  
Stanton, CA 90680

17911 Von Karman Ave  
Suite 200  
Irvine, CA 92614  
949.851.2133

Re: Proposal – Town Center Specific Plan

To Ms. Stonich, and the Planning Division of the City of Stanton

KTGY is excited to submit our team's qualifications and proposal for the Town Center Specific Plan. Given the Specific Plan area's important context in the City, the Specific Plan area has great potential to be revitalized into a thriving and active neighborhood.

We understand a lot of hard work was put into the previous Specific Plan and environmental document. Our team's expertise is to review, enhance, and implement policy documents that work; we do not want them to sit on a shelf. With KTGY being a planning and architecture firm, we not only understand planning principals and urban design, but we design residential, mixed-use, and commercial developments in the same office. Projects such as the Bolsa Row Specific Plan, hotel, and mixed-use project in Westminster and AMLI's Uptown Orange project were both designed by skilled architects that sit down the hall from KTGY's Community Planning and Urban Design Studio. This close interaction provides real-world insight into architectural guidelines and land use policies that might look inventive and unique, but are in fact, cost-prohibitive. Our first tasks would be to conduct an audit of the existing Draft Specific Plan and identify areas that could be problematic to implement. Some examples we recommend reviewing is the unlikely mix of uses identified for the Transit Plaza area, as well as requiring underground parking for low-intensity of uses.

We have assembled a highly qualified team to assess infrastructure improvements and prepare the Mitigated Negative Declaration (Psomas), as well as an option to re-evaluate the economic assumptions in the current Draft Specific Plan (Keyser Marston Associates), especially given the current climate. Our team's process includes obtaining feedback from key stakeholders and businesses in conjunction with the Specific Plan audit that will build upon the work that has already been done. Updating the Draft Specific Plan will be done in a collaborative and innovative manner that draws on our team's collective expertise in planning, urban design, architecture, economics, environmental documentation, and civil engineering. Some key qualifications of our team include:

- Established experience in planning unique, lively, and well-crafted communities and destinations that incorporate enduring design, solid market fundamentals, flexible land use policies, and smart growth principles.
- Extensive environmental experience and knowledge of new State provisions to expedite project-level reviews and promote the development of affordable housing.
- An open and collaborative approach to planning and design.
- Experience in crafting Specific Plans that establish place-making principles, encourage strategic economic development, and include easy-to-read guidelines and standards.

The enclosed materials provide descriptions of our firm, team members and scope of work. We appreciate the opportunity and look forward to working with you and the City on this transformative project. Should you have any questions about the contents of this proposal, please do not hesitate to contact me, or my Director of Planning, John Moreland, at [jmoreland@ktgy.com](mailto:jmoreland@ktgy.com) or at 949.221.6216.

Sincerely,

Ken Ryan, Principal  
KTGY Group, Inc.  
949.851.2133 / [kryan@ktgy.com](mailto:kryan@ktgy.com)



Rouzan Village  
Baton Rouge, LA

## TABLE OF CONTENTS

<b>7.</b>	<b>Team Description</b>
<b>11.</b>	<b>Resumes</b>
<b>27.</b>	<b>Project Experience</b>
<b>41.</b>	<b>References</b>
<b>42.</b>	<b>Approach</b>
<b>44.</b>	<b>Scope of Work</b>
<b>63.</b>	<b>Cost Breakdown</b>
<b>65.</b>	<b>Timeline</b>



Tasman East Focus Area  
Santa Clara, CA

## TEAM DESCRIPTION

**KTGY Architecture + Planning**, a California corporation, was founded in 1991 by professionals who shared a common belief in creating a firm that would perpetuate its success by investing in superior, productive people with positive attitudes and encouraging a team philosophy. This philosophy fosters an environment of support, training, listening and artistry, which has attracted the best and brightest young people, as well as some of the industry's top seasoned professionals. KTGY serves clients worldwide from seven office locations including Irvine, Los Angeles, Oakland, Denver, Chicago, Tysons (Virginia), and Pune (India).

### Our Diversity

KTGY has a wealth of experience working on planning projects located in a variety of environments, communicating with neighborhood groups, stakeholders, and local jurisdictions, and presenting before multiple boards and commissions associated with complicated projects. From mixed-use, infill Specific Plan projects like Bolsa Row in Westminster to Specific Plans that transform a new gateway into a City such as the Pepper Avenue Specific Plan in Rialto, KTGY has demonstrated that the key to a successful project is a deep understanding of place and an integration of uses with its surroundings.

### Our Talents, Our People

At KTGY, we believe it takes more than great ideas to plan great places; it takes great people. Here, the energy, talent, and creativity of our staff converge with a dedication to exceptional service and the delivery of successful planning solutions. Our passion for placemaking, along with a culture dedicated to collaborating and inspiring professional and personal growth, has attracted some of the best talent in the industry. With over 350 employees, KTGY has the expertise to address a wide range of issues and locales. We pride ourselves on our ability to collaborate between offices, amongst studios, and across disciplines to achieve the best solutions for our clients.

The Town Center Specific Plan efforts will be led by Principal Ken Ryan, former mayor of Yorba Linda. He will be supported by a talented team of planners and architects who possess expertise specific to each project's unique elements, from visioning, master planning, land use policy, and entitlement to interfacing with the community and elected officials.

KTGY's ability to integrate architecture, community planning, urban design, and land use policy in a more concurrent, less linear fashion strengthens our ability to bridge vision with implementation. It also allows us to respond more deeply to contextual characteristics, jurisdiction needs, community issues, and market considerations, resulting in elevated work products and compelling, memorable places. We have a proven track record of delivering innovative, high-quality plans, exhibits, and documents on time and on-budget. We assembled a team of economists, civil engineers, and environmental planners to collaborate on this effort and these firms are summarized on the next page.

## TEAM DESCRIPTION CON'T.

**PSOMAS** is Dedicated to balancing the natural and built environment, Psomas is a full-service environmental, engineering, construction management, and land survey firm providing services for private and public-sector clients. Markets, including site development, transportation, water, and energy are served from offices throughout California, Arizona, and Utah.

The Environmental Group services include the preparation and peer review of California Environmental Quality Act (CEQA) and National Environmental Policy Act (NEPA) documentation; air quality and greenhouse gas emissions analyses; energy analyses; health risk assessments; noise and vibration analyses; cultural and tribal resources assessments and monitoring; biological resources surveys and assessments; regulatory services and permitting; habitat restoration planning; and Geographic Information Systems (GIS) mapping and spatial analyses.

The Environmental Group's project management style is rooted in their commitment to provide comprehensive consulting services and sound advice; accurate and legally-defensible environmental documents and technical studies; and regulation-compliant document processing. Psomas is committed to fostering trust-based client relations that will last well beyond any single project.

**Keyser Marston Associates, Inc. (KMA)** is a California Corporation that is a full-service real estate, financial, redevelopment and economic consulting firm specializing in real estate advisory and evaluation services to public agencies and institutions. KMA is a privately held corporation that was incorporated in 1973. KMA has one of the largest real estate advisory practices on the West Coast. The majority of KMA assignments involve long-standing client relationships. KMA has 19 professional staff members in offices located in Los Angeles, San Francisco and San Diego. The downtown Los Angeles office provides consulting services to government agencies and private sector clients throughout Southern California. The increased complexities of real estate transactions demand a strong technical understanding of market opportunities and constraints. KMA can provide services that are grounded in a fundamental understanding of the Southern California real estate market, valuations and investment financing. Unique characteristics possessed by KMA include:

**Experience** - KMA has 40 years of experience assisting clients throughout the West in real estate market and evaluation services; negotiation services; structuring public/private transactions; and project implementation services.

**Cost Effectiveness** - KMA is able to be cost effective for our clients given our ability to provide comprehensive services relating to market and financial feasibility, economic analysis, direct implementation experience and public finance without the need for multiple consultants.

**Commitment** - KMA offers the commitment of principals who are recognized leaders in real estate advisory services throughout California. The philosophy and structure of KMA results in clients having maximum direct contact with the firm's principals.

### Relevant Expertise

KMA works extensively in Southern California, and is very familiar with the unique, cultural, economic and physical characteristics that impact development patterns and opportunities in the region. Specifically, KMA has prepared numerous market and financial feasibility analyses for many cities within this unique region. This experience provides a strong background for understanding the strengths, weaknesses and opportunities present in the market area and their implications for the City. The proposed scope of services relies on this background and our experience with similar studies prepared throughout Southern California to address both market conditions and development feasibility. By addressing both of these issues, the analysis can provide the City with a clear understanding of the impact proposed programs, guidelines and requirements can have on future development opportunities. KMA's ability to address these issues is grounded in our relevant core areas of focus:

- **Market Feasibility** - KMA has undertaken feasibility studies for clients ranging from department stores to numerous public agencies. While the purpose of these studies varies considerably, the essence is to identify the basic demand for the use being tested, an essential component in the decision making process. The Los Angeles office has undertaken numerous commercial, retail and housing market opportunities assessments, and has assisted public agencies in the identification of mid- to long-term asset management strategies.
- **Financial Feasibility** - The use of pro forma financial analyses to evaluate the financial feasibility of a wide range of projects is a strength of KMA. These financial feasibility analyses are typically geared toward providing KMA's public clients with a perspective on the private sector development economics for proposed projects. This is often a key factor in identifying the value of public properties and/or the need for agency assistance.
- **Disposition Consulting** - This service covers a broad spectrum, in which KMA assists clients in the disposition of real estate holdings. KMA has taken an active role in the negotiations process leading to numerous DDA's, OPA's and ground leases.
- **Financial Consulting** - KMA has been engaged by numerous public agencies to act as fiscal consultant in the issuance of tax allocation bonds. In addition, KMA has provided financial services to public sector clients ranging from property tax increment projects to loan structuring for the implementation of various projects.

## PROJECT TEAM



*KTGY has assembled a top-notch team of subconsultants, whose experience and resumes speak for themselves. Consultants were selected based upon their familiarity with similar projects as well as their working relationship with KTGY.*

City of Stanton

KTGY

PSOMAS

KMA

## KEN RYAN

Principal



### Education

Bachelor of Science, Urban Planning  
California State Polytechnic University  
Pomona, CA

### Community Service

City of Yorba Linda  
- Past Two-Term Mayor and Councilman  
- Past Planning Commissioner/Chairman  
- Past Parks & Recreation Commissioner/  
Chairman

### Selected Affiliations

Placentia Linda Hospital  
-Governing Board Member | Past Chairman  
  
County of Riverside Transportation and Land  
Management Agency Housing Attainability  
Task Force  
-Board of Directors  
  
Andreas Canyon Club  
- President  
  
Foothill/Eastern Transportation Corridor  
Agency  
-Board of Directors Past Two-Term Chairman

### Selected Publications

"Obtaining Community Consent - Top Ten  
Principles" Multi Housing News  
"Advantages of TOD's" - GlobeSt.com  
"Creative Urban Solutions"- Multifamily  
Trends  
"City Makeover" - BuilderNews

### Contact

949.812.1361  
kryan@ktgy.com

Ken Ryan has served as a leader on projects involving complex regeneration/ mixed-use development, large scale master plans, sustainable design, resort/ recreation plans, community participation programs and governmental coordination. Mr. Ryan oversees the firm's Community Planning and Urban Design Studio.

Mr. Ryan is known for his leadership, strategic insight, creative thinking and communication skills. His experience overseeing projects from initial ideas to successful implementation provides him with and an understanding of the important interrelationship between marketplace, environmental setting, political sensitivities and design considerations.

As a leading industry expert, Mr. Ryan is a sought after speaker and media resource for his insights and observations. He has been selected numerous times in Builder & Developer's "Who's Who in Homebuilding," was recognized as one of the 25 Most Influential People in North Orange County Magazine, and was one of three representatives from the United States invited to participate in an international roundtable discussion held at the SINO-International Real Estate Summit in Shanghai, China. He has guest lectured at USC, Cal Poly Pomona and UCI, published numerous articles regarding the planning profession and has participated in Orange County radio and television programs.

### Selected Project Experience

#### Master Planning

Morongo Master Plan  
Cabazon, CA  
Morongo Band of Mission Indians

La Entrada  
Coachella, CA  
New West Development

Yokohl Ranch  
Tulare Co., CA  
J.G Boswell Company

La Floresta  
Brea, CA  
Chevron Land and Development

Salado Creek  
San Antonio, TX

#### Site Planning

Melrose Height  
Oceanside, CA

Commerce Executive Park  
Reston, VA

#### Urban Design

El Toro 100  
Irvine, CA  
  
Anaheim Convention Center Plaza  
Anaheim, CA

#### Transit Oriented Development

ARTIC Transit/Mixed-Use District  
Anaheim, CA  
City of Anaheim

#### Resort Planning

Desert Willow Resort  
Palm Desert, CA

Agua Caliente Resort and Casino  
Rancho Mirage, CA

#### Entitlement | Strategic Planning

Chapman University Specific Plan &  
Campus Improvement Projects  
Orange, CA  
Chapman University

Ridgeline Equestrian Estates  
Orange, CA  
JMI Real Estate

## JOHN MORELAND AICP

Director, Planning

Project Role: Project Manager/Policy Lead



John Moreland oversees the entitlement processing and advance planning division of the CPUD studio at KTGY. He brings over 15 years of experience in managing, processing and coordinating entitlement and planning projects in over 80 jurisdictions throughout the western United States for both public and private sector clients. Using his extensive knowledge of development plans, entitlements, specific plans, environmental documents and zoning code research he provides valuable insight to each of his projects. As a well-rounded professional, Mr. Moreland's versatile expertise allows him to manage complex development projects including those that involve Specific Plans, general plan amendments, as well as zoning code amendments and design guidelines. He is also experienced in writing, preparing and processing policy documents and environmental documentation, as well as managing consultants that prepare this documentation.

### Education

Masters of Urban and Regional Planning  
California State Polytechnic University,  
Pomona  
Pomona, CA

Bachelor of Science, Business Administration  
Pepperdine University  
Malibu, CA

### Affiliations

California Heights Neighborhood  
Association - Board Member  
Long Beach, CA

American Planning Association, APA

### Community Service

California Heights Neighborhood  
Association

Long Beach, CA - Contributor, Writer for  
Bi-Monthly Newsletter

California Heights Historic District  
Design Guidelines  
Long Beach, CA - Community Volunteer

### Contact

949.221.6216

jmoreland@ktgy.com

### Selected Project Experience

#### Entitlement | Government Relations

Rinker Health Science Campus  
Phases 1 - 4  
Irvine, CA  
Chapman University

Heritage Square  
Signal Hill, CA  
Signal Hill Petroleum

Chapman Grand Residences  
Anaheim, CA  
Chapman University

Center for Science & Technology  
Orange, CA  
Chapman University

Nicolas Eatery Restaurant Expansion  
Malibu, CA  
KW Sands, LLC

Saddle Crest Homes \*  
Trabuco Canyon, CA

Rancho Las Lomas Zoo &  
Event Center \*  
Trabuco Canyon, CA

#### Visioning | Public Outreach

Specific Plan Amendment No. 7  
Orange, CA  
Chapman University

Terraces at Walnut Specific Plan  
Walnut, CA  
Sunjoint Development, LLC

#### Specific Plans | Development Plans

Queen of the Valley Specific Plan  
West Covina, CA  
City of West Covina

Pepper Avenue Specific Plan  
Rialto, CA  
City of Rialto

100-Acre and West Alton  
Development Plans  
Irvine, CA  
County of Orange

The Enclave Specific Plan  
Simi Valley, CA  
Broadview Holdings, SV

The Commons Specific Plan  
Claremont, CA  
Clare Properties, LLC

Residences at Five Creek  
Development Plan  
Rohnert Park, CA  
MJW Investments, LLC

Walnut Esplanade Specific Plan  
Walnut, CA  
Olson Company

## LORA KENNEDY

Senior Project Manager, Planning

Project Role: Fill-in Project Manager/Policy Lead



Lora Kennedy has over 18 years of diverse experience in land use planning, policy development, and entitlement processing. She has been involved in a variety of public- and private-sector projects, including large-scale master planned communities, mixed-use infill development, campus improvements, community relations, and resort/entertainment destinations. Ms. Kennedy excels at project management, client/consultant team coordination, and preparation/processing of specific plans, master plans, design guidelines, and other planning/entitlement documents.

### Selected Project Experience

#### Education

Bachelor of Arts, History  
University of California, Los Angeles

#### Contact

949.567.3494 ext. 1494

lkennedy@ktgy.com

#### Entitlement | Specific Plans

Fanita Ranch  
Santee, CA  
HomeFed Corporation

Yokohl Ranch  
Tulare County, CA  
J.G. Boswell Company

Chapman University  
Orange, CA  
Chapman University

Lytle Creek Ranch  
Rialto, CA  
Lytle Development Company

Serrano Summit  
Lake Forest, CA  
Lewis Operating Corp.

Arantine Hills  
Corona, CA  
Bluestone Communities

Village One/Walkup Ranch  
Lincoln, CA  
Lake Development Group

#### Urban Design | Master Plans

Westminster Mall  
Westminster, CA  
City of Westminster

ARTIC Transit/Mixed-Use District  
Anaheim, CA  
City of Anaheim

The Experience at Gene Autry Way  
Anaheim, CA  
New Urban West

Anaheim Resort Hotel & Spa  
Anaheim, CA  
Lake Development Group

#### Design Guidelines

Pavilion Park at Great Park  
Neighborhoods  
Irvine, CA  
FivePoint

Beacon Park at Great Park  
Neighborhoods  
Irvine, CA  
FivePoint

Parasol Park at Great Park  
Neighborhoods  
Irvine, CA  
FivePoint

Cadence Park at Great Park  
Neighborhoods  
Irvine, CA  
FivePoint

District One West at Great Park  
Neighborhoods  
Irvine, CA  
FivePoint

Rancho Miramonte at The Preserve  
Chino, CA  
Trumark Companies

Minor Ranch  
Menifee, CA  
Brookfield Residential

New Haven at New Model Colony  
Ontario, CA  
Brookfield Residential

## JASMIN TORRES

Planning Associate

Project Role: Planner/Spanish Translator



Jasmin Torres is a Planning Associate, working alongside the Community Planning and Urban Design (CPUD) team at KTGY. Jasmin is responsible for being the public relations and marketing liaison to the corporate marketing team at the firm along with supporting the team of ten planners in the department. Her background and knowledge of Spanish Language Studies allows Jasmin to become involved in projects where a bilingual liaison is needed. During her tenure at KTGY, she has assisted on projects that include golf clubs, retail, multi-family and casinos.

### Education

Spanish Language Studies  
Elmhurst College  
Elmhurst, IL

### Community Service

Feed My Starving Children  
Make a Wish Foundation

### Affiliations

Chi Omega Sorority (Beta Lambda Chapter)

### Contact

949.797.8303  
jtorres@ktgy.com

### Selected Project Experience

#### Site Planning & Entitlement

Terraces at Walnut  
Walnut, CA  
Sunjoint Development, LLC

Shea Center Roseville  
Roseville, CA  
Shea Properties

Panther Village Phase 2  
Orange, CA  
Chapman University

Chapman Grand Residence  
Anaheim, CA  
Chapman University

#### Urban Design

Westminster Mall  
Westminster, CA  
City of Westminster

#### Master Planning & Visioning

Morongo  
Cabazon, CA  
Morongo Band of Mission Indians

Green River Golf Club  
Corona, CA  
County of Orange

#### Specific Plans | Development Plans

Queen of the Valley Hospital  
Specific Plan  
West Covina, CA  
City of West Covina

Pepper Avenue Specific Plan  
Rialto, CA  
City of Rialto

The Commons Specific Plan  
Claremont, CA  
Clare Properties

Specific Plan Amendment No. 7  
Orange, CA  
Chapman University

## Alia Hokuki, AICP

### Senior Project Manager



#### EDUCATION

1996/Masters of Urban Planning/  
University of California, Irvine

1991/BA/Development Studies/  
University of California,  
Los Angeles

#### CERTIFICATIONS

American Institute of Certified  
Planners/#112796/American  
Planning Association

#### PROFESSIONAL AFFILIATIONS

American Planning Association\

Association of Environmental  
Professionals

Society of American Military  
Engineers

FuturePorts

#### EXPERIENCE

With Psomas for 4 years; with  
other firms for 18 years

Alia Hokuki is a Senior Project Manager with over 22 years of experience in the environmental and policy planning field with a focus on environmental impact assessments for public and private sector clients. Alia's expertise includes the preparation and management and peer review of environmental compliance documents pursuant to the CEQA and NEPA. She has managed and prepared a number of CEQA and NEPA documents for a variety of projects, including mixed-use; urban infill and redevelopment; commercial and retail; high-density residential and planned communities; institutional (including universities and healthcare); and infrastructure projects. She has extensive knowledge of CEQA and NEPA, and planning and zoning law.

#### Experience

**The Queen of the Valley Hospital Specific Plan Program Environmental Impact Report, West Covina, CA:** Senior Quality Assurance/Quality Control Manager for an EIR for a new master plan and Specific Plan for the Queen of the Valley Hospital in West Covina. The project involves expansion of hospital facilities in the coming years plus two new parking structures. Major issues include traffic, parking, dust and noise during construction, impacts to an adjacent sports park, school, and apartments, and noise from possible emergency air ambulance (helicopter) services.

**Princessa Crossroads Development Specific Plan Environmental Impact Report, Santa Clarita, CA:** Project Manager for the preparation of an EIR for the Princessa Crossroads Development. The proposed project consists of 710 residential units and 680,000 SF of business park/retail/office uses on 189.2-acre site. The mixed-use development would include five planning areas, two designated for single- and multi-family residential, and the remaining three for business park/retail/office uses.

**Plaza Specific Plan Phase 2 Environmental Impact Report, Fullerton, CA:** As Environmental Planner for this project, helped manage and prepare an EIR for the proposed Phase 2 of the Plaza Specific Plan, which consisted of development of a 4-story, 97,895 SF medical and administrative office building; an 8.5-level, 531-space parking structure; access ways and visitor drop-off area; service areas; and landscape areas.

**El Toro, 100-Acre Parcel Development Plan Project Environmental Impact Report, Irvine, CA:** Project Manager for this project located in the City of Irvine at the southern edge of the former Marine Corps Air Station El Toro adjacent to the Orange County Great Park. The project proposes a mixed-use, low-impact development, which proposes 2,103 residential units, 1.8 million SF of office, 220,000 SF of retail, and a 242-room hotel. In addition, a number of neighborhood parks, private recreational spaces, focal gardens, and pocket parks will be provided, and some of which will be connected by a trail system. The project will require approvals by the County of Orange as the CEQA lead agency. In addition, the City of Irvine may consider a General Plan Amendment and Zone Change.

**Aliso Ridge Mixed Use Development Initial Study/Mitigated Negative Declaration and Environmental Impact Report, Mission Viejo, CA:** As Project Manager for this project, managed and prepared an IS/MND and later an EIR for a mixed-use development comprised of a 144-unit multi-family residential and a 140,790 SF big box retail development on a 23.42-acre site.

## Jim Hunter, ENV SP

Principal-in-Charge, Environmental Services



### EDUCATION

1984/BS/Environmental Planning and Management/University of California, Davis

### CERTIFICATIONS

Envision Sustainability Professional/Institute for Sustainable Infrastructure

### PROFESSIONAL AFFILIATIONS

Association of Environmental Professionals

### EXPERIENCE

With Psomas for 4 years; with other firms for 30 years

Jim Hunter has 34 years of experience providing strategic land use entitlement, environmental, and regulatory compliance services to private industry, municipal, and utility clients in Southern California. He has successfully managed the growth of consulting offices of engineers, planners, and scientists to deliver seamless client-centric solutions. Key experiences include assembling and leading high performing teams in the areas of CEQA and/or NEPA environmental review and permitting; preconstruction planning; and construction compliance monitoring for major land development and capital infrastructure across Southern California. His experience with multi-disciplinary and complex projects includes Principal-in-Charge and Contract Manager for multiple On-Call contracts including Los Angeles County Water Resources Branch and Metropolitan Water District of Southern California Planning Services as well as project specific work for a Pipeline Safety Enhancement Program across 12 counties for a Southern California Utility; environmental compliance for construction of a 153-mile, 500-kilovolt (kV) Southern California Edison (SCE) transmission line; an EIR/EIS for a major port container terminal; CEQA/NEPA and permitting approvals for a 2,304-bed correctional facility in rural Kern County; and various projects for water and wastewater utilities.

### Experience

**The Queen of the Valley Hospital Specific Plan Program Environmental Impact Report, West Covina, CA:** Principal-in-Charge for an EIR for a new Master Plan and Specific Plan for the Queen of the Valley Hospital in West Covina. The project involves expansion of hospital facilities in the coming years plus two new parking structures. Major issues include traffic, parking, dust and noise during construction, impacts to an adjacent sports park, school, and apartments, and noise from possible emergency air ambulance (helicopter) services.

**Newport Village Mixed-Use Project Environmental Impact Report, Newport Beach, CA:** Principal-in-Charge for the project, which involves demolishing existing structures and redeveloping the project site as a mixed-use development encompassing approximately 9.4 acres on the north and south sides of the West Coast Highway within the City of Newport Beach's Mariners' Mile corridor. The project consists of 14 residential condominium units on the South Parcel and 108 apartment units on the North Parcel and 128,640 SF of nonresidential floor area (i.e., 96,905 SF of existing and new office, 19,820 SF of boat and vehicle sales, and 11,915 SF of existing and new retail/food service uses). The project also includes a new publicly accessible waterfront promenade and 827 surface, structured, and subterranean parking spaces.

**Earvin Magic Johnson CEQA Addendum and Traffic Study, Los Angeles County, CA:** Team Leader for environmental permitting and planning for the development of an existing County park and the redevelopment of adjacent sites, covering a total area of over 100 acres in the County of Los Angeles. In addition to the traditional park amenities, the site will include a major cultural complex which will include an art museum, music center, and nature lab.

## Tin Cheung

Air Quality/GHG/Energy/Noise/Vibration Manager



### EDUCATION

1993/BA/Geography and Environmental Studies/University of California, Santa Barbara

### PROFESSIONAL AFFILIATIONS

Association of Environmental Professionals

### EXPERIENCE

With Psomas for 3 years; with other firms for 23 years

Tin Cheung has 26 years of experience conducting air quality, climate change, noise, and vibration studies for CEQA and NEPA compliance. His experience includes preparing air pollutant emissions inventories, dispersion modeling, climate change, and health risk assessments (HRAs) using a variety of computer data models. He is also proficient in conducting noise and vibration studies for stationary and mobile sources. He has employed monitoring equipment for the measurement of noise, vibration, and particulate matter. Tin's project experience includes analyses of land uses, including large-scale infrastructure, residential, commercial, industrial, educational, energy, and recreational uses. He has extensive knowledge of the CEQA/NEPA regulatory process and impact assessment methods established by USEPA, the California Air Resources Board (CARB), and local air quality management districts. Tin has also performed third-party reviews for technical adequacy and CEQA compliance in support of legal efforts and government quality assurance/quality control.

### Experience

**San Gabriel Plaza Project Air Quality and Greenhouse Gas Emissions Analysis, San Gabriel, CA:** Air Quality/GHG and Noise Manager for an EIR for the San Gabriel Plaza Project. The mixed-use development proposed for the project includes 163 one- to two-bedroom condominiums, 28,655 SF of commercial (retail/restaurant uses), a community center, and 585 parking spaces within three subterranean levels on a 3.59-acre lot. Special consideration of impacts to sensitive receptors, located directly adjacent to the project site, were made due to the demolition of eleven buildings and grading activities at the project site during the three-phased project schedule.

**Magnolia Tank Farm Specific Plan Environmental Impact Report, Huntington Beach, CA:** Air Quality/GHG and Noise Manager for the project which proposes redevelopment of the 29-acre site (within the coastal zone) with a mixed-use development consisting of a 230,000 SF lodge that includes a maximum of 175 guest rooms and guesthouse-style, budget-oriented, family/group overnight accommodations with 40 beds, and ancillary resident- and visitor-serving retail and dining; up to 250-unit for-sale residential village; 2.8 acres of Coastal Conservation area adjacent to Magnolia Marsh; and 2.6 acres of park. In addition, the Specific Plan designates the area adjacent to Magnolia Street as Open Space Park along the project sites entire eastern boundary. This open space area contains a pedestrian trail that will link the project's visitor-serving and residential uses to a future pedestrian trail within the Open Space Conservation area adjacent to the Huntington Beach Channel and the Magnolia Marsh.

**Citrus Grove Road Project Initial Study/Mitigated Negative Declaration, Orange, CA:** Air Quality/GHG Manager/Senior Reviewer for preparation of an IS/MND for a residential project that involves demolition of the existing shopping center, associated parking areas, and site improvements and construction of 32 single-family detached, two-story dwelling units; internal drive aisles; and common open space areas on the 2.9-acre site. The project would provide 6,020 SF of common space and 2,667 SF of allowable private open space for a total of 8,667 SF of usable open space.

## Darlene Danehy, PE, TE, PTOE, ENV SP, LEED AP

### Transportation Engineer



#### REGISTRATION

2017/CA/Traffic Engineer/2827

2009/AZ/Professional Engineer/  
Civil/50215

#### EDUCATION

2006/MS/Civil Engineering/Cornell  
University

2004/BS/Civil Engineering/  
University of Arizona

#### CERTIFICATIONS

Professional Traffic Operations  
Engineer/Transportation  
Professional Certification Board  
Inc.

Envision Sustainability  
Professional/Institute for  
Sustainable Infrastructure

LEED Accredited Professional/U.S.  
Green Building Council

#### PROFESSIONAL AFFILIATIONS

Institute of Transportation  
Engineers

American Society of Civil  
Engineers

#### EXPERIENCE

With Psomas for 14 years

Darlene Danehy is a Registered Professional Engineer in Arizona (civil) and California (traffic) and is a certified Professional Traffic Operations Engineer (PTOE). She has extensive experience with a variety of traffic engineering projects, including traffic impact studies, traffic reports, safety studies, signal warrant studies, corridor studies, signal timing and coordination, signing and striping design, and traffic signal design. Darlene has also prepared and overseen numerous traffic studies pursuant to CEQA and NEPA in southern California for both public and private projects. She also has experience with design and studies for alternate modes of travel, Road Safety Assessments, transportation planning, and roadway design. Darlene is well-versed in Synchro, SimTraffic, HCS, SIDRA, and GIS, and has experience with AutoCAD, MicroStation, and InRoads.

#### Experience

##### **Newport Village Mixed-Use Project Environmental Impact Report, Newport Beach, CA:**

Transportation Engineer for the project, which involves demolishing existing structures and redeveloping the project site as a mixed-use development encompassing approximately 9.4 acres on the north and south sides of the West Coast Highway within the City of Newport Beach's Mariners' Mile corridor. The project consists of 14 residential condominium units on the South Parcel and 108 apartment units on the North Parcel and 128,640 SF of nonresidential floor area (i.e., 96,905 SF of existing and new office, 19,820 SF of boat and vehicle sales, and 11,915 SF of existing and new retail/food service uses). The project also includes a new publicly accessible waterfront promenade and 827 surface, structured, and subterranean parking spaces.

##### **Citrus Grove Project Initial Study/Mitigated Negative Declaration, Orange, CA:**

Transportation Engineer for the preparation of an IS/MND for a residential project that involves demolition of the existing shopping center and associated parking areas and site improvements and construction of 32 single-family detached, two-story dwelling units; internal drive aisles; and common open space areas on the 2.9-acre site. The project would provide 6,020 SF of common space and 2,667 SF of allowable private open space for a total of 8,667 SF of usable open space.

##### **Queen of the Valley Hospital Specific Plan and Environmental Impact Report, West Covina, CA:**

Transportation Engineer responsible for the development of a traffic study in support of an EIR for a Specific Plan for the Queen of the Valley Hospital campus. The Hospital is planning for facility improvements as well as the construction of new facilities; Psomas is also responsible for the preparation of a parking study for the site. The traffic analysis will include a comparison of expected conditions to those in the City's General Plan.

##### **Mt. San Antonio College, EIR for the Educational Facilities Master Plan and Parking and Circulation Master Plan (PCMP), Walnut, CA:**

Transportation Engineer responsible for a traffic study in support of the EIR for the EFMP and PCMP for Mt. SAC. Both master plans were recently completed, and the College determined a single EIR to cover the improvements in both would be most efficient. The traffic study includes 27 intersections in five jurisdictions, as well as six Caltrans ramp intersections, and will include changes in traffic distribution on campus due to anticipated parking structure construction.

## Julie Cho

Project Manager



### EDUCATION

2000/MBA/Business  
Administration/University of  
California, Irvine

1995/Masters of Urban Planning/  
Urban and Regional Planning/  
University of California, Irvine

1993/BA/Social Ecology/University  
of California, Irvine

### EXPERIENCE

With Psomas for 18 years; with  
other firms for 9 years

Julie Cho is a Project Manager with 27 years of experience in the preparation and management of environmental compliance documents pursuant to CEQA and NEPA. Julie has managed and prepared a multitude of environmental documents, including EIRs, ISs, MNDs, and Environmental Assessments (EAs) for both private-sector and public-sector clients. She has worked on a variety of projects that involve residential, transportation, and mixed uses. Julie's recent project experience includes Project Manager and primary author of the EA for the Air Force Plant 42's Site 4 Facility Expansion. In addition, Julie has provided long-term contributions to the Centennial Corridor EIR/EIS and several on-call projects with the University of California, Los Angeles (UCLA). Her expertise in technical sections includes land use, aesthetics, and alternatives analyses.

### Experience

**Newport Village Mixed-Use Project Environmental Impact Report, Newport Beach, CA:** Environmental Planner for the project, which involves demolishing existing structures and redeveloping the project site as a mixed-use development encompassing approximately 9.4 acres on the north and south sides of the West Coast Highway within the City of Newport Beach's Mariners' Mile corridor. The project consists of 14 residential condominium units on the South Parcel and 108 apartment units on the North Parcel and 128,640 SF of nonresidential floor area (i.e., 96,905 SF of existing and new office, 19,820 SF of boat and vehicle sales, and 11,915 SF of existing and new retail/food service uses). The project also includes a new publicly accessible waterfront promenade and 827 surface, structured, and subterranean parking spaces.

**Chapman University Specific Plan Amendment No. 6 Initial Study/Mitigated Negative Declaration, Orange, CA:** Project Manager for this Specific Plan Amendment, which evaluated the development of the Center for the Arts, an approximate 88,142 SF performing arts center on the Chapman University campus. Key issues included land use compatibility and shade impacts with adjacent residential uses and plan consistency with the existing Specific Plan. Julie was the primary author of the IS/MND.

**Princessa Crossroads Development Specific Plan Environmental Impact Report, Santa Clarita, CA:** Environmental Planner for the preparation of an EIR for the Princessa Crossroads Development. The proposed project consists of 710 residential units and 680,000 SF of business park/retail/office uses on 189.2-acre site. The mixed-use development would include five planning areas, two designated for single- and multi-family residential, and the remaining three for business park/retail/office uses.

**Harbor Pointe Senior Living Project Environmental Impact Report, Newport Beach, CA:** Environmental Planner for the preparation of the EIR for the Harbor Pointe Senior Living Project, which consists of the demolition of an existing 8,800 SF restaurant and development of a three-story, approximately 85,000 SF assisted living facility (101 convalescent and congregate care units), associated ancillary uses, and subsurface parking.

## Megan Larum

Assistant Project Manager/Environmental Planner



### EDUCATION

2006/BS/Environmental Policy  
Analyses and Planning/University  
of California, Davis

### EXPERIENCE

With Psomas for 7 years; with  
other firms for 2 years

Megan Larum is an Assistant Project Manager with nine years of experience in environmental documentation and analysis consistent with CEQA and NEPA. She has experience in cultural resources management and has participated in Native American Heritage Commission (NAHC) requests, records searches, and Phase I Cultural Resources Assessments..

### Experience

#### **The Triangle Specific Plan Subsequent Environmental Impact Report, Murrieta, CA:**

Assistant Project Manager for preparation of environmental documentation for the Triangle Specific Plan mixed-use development project, which involves up to 1.77 MSF of development on an approximate 64.3-acre site. Proposed uses include retail, restaurant, entertainment, hotel, and office. The project is located at the confluence of I-215 and I-5 and involved revisions to the original Murrieta Springs Mall Specific Plan. Megan assisted in preparation of the EIR.

#### **Northlake Specific Plan Supplemental Environmental Impact Report, Santa Clarita, CA:**

Environmental Planner for preparation of environmental documentation for development of an approximate 1,330-acre project site near Castaic Lake in unincorporated Los Angeles County. This project involves development of a mix of single-family units; multi-family units; commercial, industrial, and recreational uses; open space and trails; and school and park facilities

#### **Harbor Walk Specific Plan Initial Study/Mitigated Negative Declaration, Fullerton, CA:**

Environmental Planner for this infill project, which involves the redevelopment of the approximate 2.8-acre site being used for automobile-related uses with a mixed-use development. The Specific Plan allows for a combination of multi-family residential (up to 150 units), commercial, and live/work units and associated parking, recreational, and support uses.

#### **Anaheim Resort Specific Plan and Convention Center Expansion Supplemental**

**Environmental Impact Report, Anaheim, CA:** Environmental Planner for the preparation of the Supplemental EIR for the Anaheim Resort Specific Plan. The Supplemental EIR is a supplement to a Master EIR prepared in 1992 that has been validated every five years, as required by CEQA. This Supplemental EIR also evaluates the expansion of the Anaheim Convention Center, including hotels and additional meeting and convention/exhibit hall square footage. Megan assisted in preparation of the Supplemental EIR.

#### **Planning Area 33 General Plan Amendment and Zone Change Environmental Impact**

**Report, Irvine, CA:** Environmental Planner for this project, which involved a General Plan Amendment and Zone Change to allow for the development of an additional 1,350 dwelling units (apartments at a density of approximately 55 units per net acre) in Planning Area 33. Megan assisted in preparation of the EIR.

#### **Chapman University Specific Plan Amendment No. 6 Initial Study/Mitigated Negative**

**Declaration, Orange, CA:** Environmental Planner for this Specific Plan Amendment, which evaluated the development of the Center for the Arts, an approximate 88,142-SF performing arts center on the Chapman University campus. Key issues included land use compatibility and shade impacts with adjacent residential uses and plan consistency with the existing Specific Plan. Megan assisted in preparation of the IS/MND.

# KEVIN ENGSTROM

Senior Principal



KEYSER MARSTON ASSOCIATES



Kevin Engstrom is a Senior Principal in the Los Angeles office of Keyser Marston. For 20 years he has provided public and private clients with real estate and financial expertise. Mr. Engstrom has provided public and private clients with real estate and financial expertise, including: market and financial feasibility studies, fiscal impact analyses, economic revitalization consulting, financial modeling, developer selection and disposition consulting.

## Education

Master of Arts,  
University of Arizona  
Tucson, AZ

Bachelor of Arts,  
Villanova University  
Villanova, PA

## Contact

714.526.0444

kengstrom@keysermarston.com

## Specific Areas of Expertise

### Market and Feasibility Studies

During his tenure at Keyser Marston, Mr. Engstrom has conducted a number of market and feasibility studies for cities throughout California. For these analyses Mr. Engstrom assessed current market conditions; projected future demand for residential, retail, office, industrial and hotel development; tested the financial feasibility of prototypical projects; prepared fiscal impact projections; and created implementation strategies. Projects have included general plan updates, specific plans, master plans, corridor studies, economic development strategies and highest and best use analyses. These studies have occurred throughout Orange, Los Angeles, Riverside, San Bernardino, Ventura and Fresno counties.

### Disposition Consulting

In addition, Mr. Engstrom has consulted in all areas of the disposition process for surplus properties for public agencies. His experience includes project planning, preparing and evaluating Requests for Proposals and Qualifications, developer selection, negotiation support and financial feasibility analyses for cities throughout the State, including Los Angeles, Anaheim, Brea, Glendale, Long Beach, Poway, Pasadena, Redondo Beach, Rancho Mirage, San Juan Capistrano and Monterey Park.

### Market and Financial Services for Hotel Projects

Mr. Engstrom has provided consulting services for over 75 hotel projects throughout California, including the Olympic North Hotels, Beverly Hills Montage, Huntington Beach Grand Hyatt, Anaheim Doubletree and the Glendale Embassy Suites. The analyses include, market assessments, financial feasibility analyses, public revenue projections, reviewing EB-5 financing strategies and developing financial assistance programs.

## Professional Credentials

For over five years, Mr. Engstrom instructed the Basic Pro and Advanced Pro Forma Class at the CRA's Redevelopment Institute in Southern California. In addition, he has taught a Real Estate Finance and Development Pro Forma class at the American Planning Association – California Chapter Annual Conference. Mr. Engstrom has also served as an instructor at California State University Fullerton in the Geography department.

## JAMES RABE

Senior Principal



KEYSER MARSTON ASSOCIATES



### Education

Master of Arts, Economics  
University of Southern California,  
Los Angeles, CA

Bachelor of Arts, Economics  
University of California,  
San Diego, CA

### Contact

213.622.8095

[jrabe@keysermarston.com](mailto:jrabe@keysermarston.com)

Mr. Rabe is a Senior Principal in Keyser Marston's Los Angeles office. For more than 25 years he has provided public and private clients with real estate and financial expertise. Mr. Rabe assists clients in public/private real estate and economic development activities from Keyser Marston's Los Angeles office. He provides public and private sector clients with services in the following areas: public finance, specific plan feasibility, fiscal impact, financial modeling, developer selection, asset management and deal structuring and transaction negotiation.

### Specific Areas of Expertise

#### Public/Private Development Specialist

Recognized as an expert in real estate advisory services, Mr. Rabe specializes in public/private transactions. Examples include the RiverPark planned development, Pacific View Mall, the revitalization of downtown Anaheim and several transit-oriented mixed-use projects. He has assisted public and private clients in the analysis and implementation of residential, commercial, industrial, office, hotel, and mixed-use projects, and master plan developments in California, Arizona and Nevada.

#### Additional Areas of Specialization

Mr. Rabe has consulted in all areas of the disposition process for redevelopment projects and surplus properties for public agencies, including project planning, Requests for Proposals and Qualifications, and developer selection. He has worked with planning consultants to develop feasible specific plans. He has also served as financial advisor, special tax consultant and developer's advisor for bond issues in California.

### Professional Credentials

Mr. Rabe is a member of the Counselors of Real Estate (CRE). He is a past board member of the California Association for Local Economic Development, a member of the California Redevelopment Association, the International Council of Shopping Centers and the Council for Urban Economic Development. He served as President of the Verdugo Hills Boy Scout Council and as a Resource Professional for Urban Land Institute and the California Redevelopment Association. Mr. Rabe has also served as a guest lecturer at the University of Southern California School of Urban and Regional Planning; and the University of California, Los Angeles School of Architecture and Urban Planning.

# COURTNEY HOLT

Senior Associate



KEYSER MARSTON ASSOCIATES



Courtney Holt is a Senior Associate in the Los Angeles office. She joined KMA in 2017 with a background in asset management, economic and market analysis, and land use planning. Prior to joining KMA, she worked as a consultant for public sector clients on a wide variety of projects including the creation of hybrid zoning codes and enhanced development standards to spur economic revitalization and affordable housing development. Ms. Holt's work at KMA focuses on affordable housing and nexus analyses, market and demographic studies, and inclusionary housing agreements for public sector clients.

## Education

Master of Planning,  
University of Southern California  
Los Angeles, CA

Bachelor of Arts, International  
Studies  
University of Washington  
Seattle, WA

## Contact

213.622.8095

cholt@keysermarston.com

## Specific Areas of Expertise

### Affordable Housing Strategies

Ms. Holt has assisted in the analysis of numerous affordable housing projects in both Los Angeles and Orange County. Past projects have included the physical and financial assessment of public housing developments in the City of Los Angeles, monitoring and compliance review, including review of financial pro formas for affordable housing projects in the City of Westminster, and an analysis of rent-stabilized housing and recommendations for affordable housing preservation in the City of Santa Monica.

### Market Studies

Ms. Holt has participated in preparing market demand analyses, economic studies, and demographic profiles for public sector clients around the Southern California region, including the cities of Long Beach, Los Angeles, and Los Angeles County.

### Professional Credentials

While pursuing her Planning degree, Ms. Holt drafted a Community Resilience Plan along with policy proposals for the 7th Ward of the City of New Orleans, participated in the creation of an economic development plan and zoning recommendations to foster greater economic growth in South Los Angeles, and prepared market and pro forma analyses for mixed-use projects throughout the greater Los Angeles region.

She is currently a member of the American Planning Association (APA) and the Young Professionals Group at the Urban Land Institute (ULI), and previously served on ULI's Transit-Oriented Development Committee.



ARTIC  
Anaheim, CA

## PROJECT EXPERIENCE

The projects indicated in the table below and detailed on the following pages have been selected to demonstrate our diverse experience and indicate the scope of services that the Project team can provide.

		Services Provided					Project Type		
		Land Use Design	Placemaking	Community Outreach	Master Planning/Phasing	Environmental Documentation	Specific Plan/Policy Document	Market/Site Analysis	Architecture Design
Projects	KTGY	Bolsa Row	■	■	■	■	■		■
		Pepper Ave Specific Plan	■	■	■	■	■	■	
		El Toro, 100-Acre Parcel	■	■		■	■		■
		Queen of the Valley Specific Plan			■	■	■		
		Renaissance Plaza							■
	PSOMAS	Newport Village Mixed-Use Development				■			
		Magnolia Tank Farm Specific Plan				■			
		Citrus Grove				■			
		El Toro, 100-Acre Parcel Development				■			
		Harbor Pointe Senior Living				■			
	KMA	City of Anaheim - Entertainment, Housing & Commercial Projects						■	
		City of Long Beach - Entertainment, Housing & Commercial Projects						■	
		City of Moorpark - Retail, Office, Industrial & Hotel Market Analyses						■	

# BOLSA ROW

Westminster, CA  
IP Westminster, LLC



20150726

## Typology

Planning | Infill

## Services

Master Planning | Specific Planning  
Site Planning | Government Relations

## Facts

Land Use: Retail, Multifamily,  
Hospitality, Function Space

Density: 33.5 du/ac

Units: 200

Hotel Keys: 150

Site Area: 6 ac

Parking: 708 Spaces

Number of Stories: 2-6

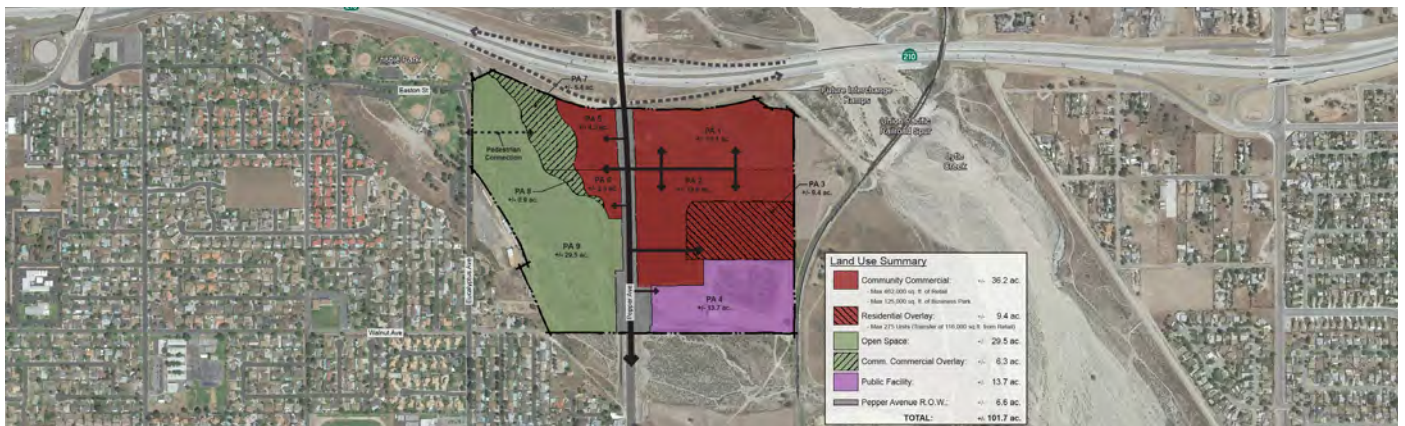
Retail: 40,000 sq. ft.

Function Space: 13,000 sq. ft.

Bolsa Row is situated at the southeast corner of Bolsa Avenue and Brookhurst Street in the heart of Little Saigon, the largest Vietnamese Community in the U.S.. This mixed-use development features a sophisticated French Colonial theme that recalls pre-war Saigon. Uses are synergistically centered around a lively festival street, designed to accommodate sidewalk cafes, outdoor seating and community events. The 6-story destination hotel includes 150 rooms and suites, a celebration bridge that connects to a large banquet hall at the second level, a pool and spa facility, and a garden space for smaller gathering. At the street corner, the retail and banquet building provides a landmark tower element reminiscent of Vietnam's famous Ben Thanh Market to serve as a gateway for Little Saigon. The 5 story residential at-grade wrap building with pool and spa facility, recreation, fitness and leasing space, has 200 for-rent units. Also, in a French Colonial style, the architecture greets the street and provides a welcoming and active street scene. KTGY services include entitlements, urban design, retail, preparation of the specific plan and residential architecture for this project.

# PEPPER AVENUE SPECIFIC PLAN

Rialto, CA  
City of Rialto



20130702

## Typology

Planning | Entitlement  
& Government Relations

Master Planning

## Services

Specific Plan  
Consultant Management  
Visioning  
City Support and Processing  
Land Use Planning

## Facts

Land Use: Retail, Multi-Family,  
Office, Public Services (Water  
District), Natural Open Space

Site Area: 102 ac

The City of Rialto selected KTGY Architecture + Planning to lead a team of planners, environmental consultants, engineers and other consultants to develop the Pepper Avenue Specific Plan. The City initiated this project to take advantage of a new freeway off-ramp projected to open in 2018, which will create a new gateway into the city. Almost half of the site consists of protected, natural habitat. At least one fault line, a nearby levee and railroad spur add to the constraints for this project. Part of this process includes facilitation of the project with interested neighbors, a diverse group of property owners and other stakeholders, coordination with City Staff, and guiding the project through the City's Planning process. KTGY held an interactive workshop that utilized of Turning Point technology, an interactive, polling software program. The instantaneous results allowed the planning discussions to go deeper into people's values, wants and desires. The interactive workshop was hailed as a success by the city and resulted in beneficial information for the land use plan.

KTGY represented the Specific Plan at the Planning Commission and City Council hearings, met with concerned citizens, and assisted with the preparation of Staff Reports. The Specific Plan was adopted on December 13, 2017 and will host a future, upcoming meeting with City Staff to help facilitate and train on Specific Plan implementation.

# EL TORO, 100- ACRE PARCEL

Irvine, CA  
County of Orange/Lowe Enterprises



20120038

## Typology

Planning | Master Planning  
Transit Oriented Development

## Services

Master Planning  
Urban Design

## Facts

Land Use: Mixed-Use Development  
Office Area: 1,876,000 sq. ft.  
Retail: 220,000 sq. ft.  
High-Density Residential: 2,103 du  
Hotel 242 Rooms  
Site Area: 108 ac

El Toro is a phased mixed-use development of approximately 108 acres located with the City of Irvine, California. The El Toro site, part of a former Marine Corps Air Station, is located near the intersection of Interstate 5 and Highway 133, adjacent to the Orange County Great Park, and just west of the planned Irvine Transportation Center. This public-private partnership between the County of Orange and Lowe Enterprises involves adaptive reuse of existing Building 317. The old warehouse building will serve as the heart and soul of a new mixed-use community, which will include retail, office, hospitality, and three to five-story apartment homes in a dynamic transit-oriented setting unique to Orange County. The site plan takes advantage of proximity to the Great Park by establishing a linear park along the project frontage, creating a park within a park, and providing strong visual and physical pedestrian connections through strategic building placement and orientation, multi-modal street designs, and a highly connected trail system.

# QUEEN OF THE VALLEY SPECIFIC PLAN

West Covina, CA  
City of West Covina



20180287

## Typology

Planning | Entitlement  
Government Relations

## Services

Specific Plan  
Contract Planner  
Community Outreach  
Hearing Reports

## Facts

Site Area: 28.79 ac

The City of West Covina selected Psomas and KTGY Architecture + Planning to work with Citrus Valley Health Partners (now Emanate Health) to update and modernize the nearly 30-year old Queen of the Valley Specific Plan and to allow for future improvements on this important medical campus in the City. In partnership with the City of West Covina and Psomas, KTGY worked with Emanate Health to assess the future needs of the campus as well as potential outcomes for meeting mandated OSHA requirements. KTGY also led community outreach meetings for the Specific Plan, where it was determined that design guidelines, pedestrian connectivity, and wayfinding were all important elements to stakeholders. After working with neighboring property owners, KTGY developed a comprehensive Specific Plan that responds to the needs of the community, stakeholders, the City, as well as the hospital. KTGY also acted as the Contract Planner for this project, including mailing all the public notices, and maintaining the public notification list, preparing the necessary staff reports, resolutions, and ordinances for the project, as well as preparing presentation materials for the public hearings.

# RENAISSANCE PLAZA

Stanton, CA  
Brandywine Homes



20040120

## Typology

Mixed-Use

## Facts

Density: 18 du/ac

Unit Plan Sizes: 1,100-2,400 sq. ft.

Number of Units: 144 du

Site Area: 12 ac

Commercial: 18,600 sq. ft.

Renaissance Plaza is an in-fill mixed-use project having both residential and commercial components. The project required almost six years for the acquisition, development and construction of the residential portions of this planned community. The core concept of the redevelopment plan was the creation of a new “town center” focal point for the city. The Stanton Plaza Specific Plan establishes the zoning and design standards for the 12-acre project area ensuring a well-designed and integrated mixed-use neighborhood. The completed residential elements consist of 106 three-story townhomes and 39 single family detached units. The commercial/retail portion of the plan consists of Renaissance Way, the new “Main Street” of Stanton which at build-out, will be bordered on the east by 27 townhomes and live-work units and on the west by approximately 18,600 square feet of commercial space.

# Newport Village Mixed-Use Development Project

## Environmental Impact Report | Psomas

Newport Beach, CA

### LEAD AGENCY

City of Newport Beach

The project site is approximately 9.4 acres and is located on six existing parcels that will be consolidated to two parcels on the north and south sides of West Coast Highway. The site is located in the Mariners' Mile corridor within the Coastal Zone. The south portion of the project site is adjacent to Lower Newport Harbor. The Project's North Parcel is approximately 5.3 acres and located at 2000–2244 West Coast Highway. The Project's South Parcel is approximately 4.1 acres and located at 2001-2241 West Coast Highway.



### RELEVANCE TO THIS PROJECT

- **Infill Project**
- **Redevelopment**
- **Mixed-Use**

The Project proposes to demolish existing structures and redevelop the project site and construct a mixed-use development encompassing approximately 9.4 acres on the north and south sides of West Coast Highway in the Mariners' Mile corridor. The existing structures at 2241 West Coast Highway (A'maree's) and 2244 West Coast Highway (office/vehicle sales) would remain. All other structures will be demolished, and existing uses will be discontinued or relocated upon Project implementation. The Project includes a total of 122 residential dwelling units (14 residential condominium units on the South Parcel and 108 apartment units on the North Parcel) and 128,640 square feet of nonresidential floor area (including 96,905 square feet of existing and new office, 19,820 square feet of boat/vehicle sales, and 11,915 square feet of existing and new retail/food service). The design includes a new publicly accessible waterfront promenade and 827 surface, structured, and subterranean parking spaces. The existing bulkheads would be reinforced and capped along the waterfront. The proposed marina design would add headwalk sections, a new gangway, and reduce the total number of slips from 68 slips to 63 slips.



Psomas' Environmental Planning Group is preparing an Environmental Impact report for the proposed Project and providing peer review services on all technical studies/analyses prepared by the Applicant's consultants. Numerous entitlements are required, including approval in concept; coastal development permit; conditional use permit; major site development review; tentative tract map; and traffic study.

# Magnolia Tank Farm Specific Plan Environmental Impact Report | Psomas

Huntington Beach, CA

## LEAD AGENCY

City of Huntington Beach

Psomas has been preparing a Program Environmental Impact Report (PEIR) pursuant to CEQA for the Magnolia Tank Farm Project. Psomas worked closely with the City in preparation of the NOP, draft and final EIRs, and Responses to Comments. In addition, Psomas conducted a Scoping Meeting and a Planning Commission Study Session.

The project site is located within the Coastal Zone, adjacent to Magnolia Marsh in the City of Huntington Beach. The project site

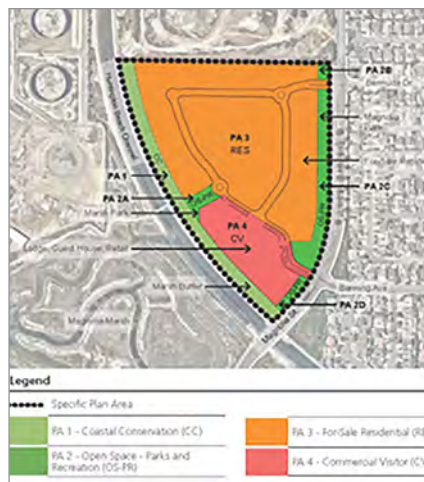
previously contained three oil storage tanks that were demolished in 2017. The Draft PEIR evaluates two development alternatives at an equal level of consideration. The alternatives have been identified as the proposed project (mixed-use) and Alternative 1 (residential).

Under the proposed project, the Specific Plan will establish a land use plan and develop standards and guidelines to allow for creation of the proposed mixed-use development comprised of a 211,000 SF lodge/guest house accommodations with a maximum of 215 rooms, including 175 guest rooms and family/group overnight accommodations with 40 rooms; 19,000 SF of ancillary and visitor-serving retail and dining; and up to 250 for-sale residential units (at 15 dwelling units per acre). Additionally, the proposed



## RELEVANCE TO THIS PROJECT

- **Specific Plan EIR**
- **Mixed-Use**
- **Redevelopment**



project includes 2.8 acres of Coastal Conservation area adjacent to Magnolia Marsh and 2.8 acres of park. Alternative 1 would eliminate the lodge, guest-house, and retail components, and would include a residential development at a maximum of 250 residential units (at 11 dwelling units per acre). All other components, including park and open space described above under the proposed project, would remain the same.

# Citrus Grove Project Initial Study/Mitigated Negative Declaration | Psomas

Orange, CA

## LEAD AGENCY

City of Orange

Psomas has prepared an Initial Study/Mitigated Negative Declaration for this project and collaborated with the project team in establishing sound approaches for the environmental document.

The project involves demolition and removal of the existing shopping center and associated parking areas and site improvements; preparation of the site for redevelopment (e.g., clearing and grading); and construction of 32 single-family, detached, two-story dwelling units (at a density of 11 units per acre), internal drive aisles, and common open space areas on the 2.9-acre site.

Common open space areas would be provided on site at three locations, along with private open spaces (i.e., front, side, and rear yards for each unit). The project would provide 6,020 SF of common space and 2,667 SF of allowable private open space for a total of 8,687 SF of usable open space.



## RELEVANCE TO THIS PROJECT

- Initial Study/Mitigated Negative Declaration
- Infill, Redevelopment Project
- Specific Plan Amendment



As part of project implementation, the existing Orange-Olive Specific Plan will be amended to extend the boundary to incorporate the proposed Citrus Grove Project. The proposed project is considered Phase 2 of the Orange-Olive Specific Plan.

# Harbor Pointe Senior Living Project

## Environmental Impact Report | Psomas

Newport Beach, CA

### LEAD AGENCY

City of Newport Beach

Psomas prepared the Environmental Impact Report (EIR) for the Harbor Pointe Senior Living Project, which is an infill senior assisted living and memory care community. The project will involve demolition and removal of the existing approximately 8,800 SF restaurant and associated parking, and construction of an approximately 85,000 SF, three-story assisted living facility, including 101 convalescent and congregate care units (120 beds), ancillary uses, and subsurface parking.

The proposed facility would include living rooms, grill, bistro, dining rooms, fitness room, spa/salon, theater, library, medication rooms, and support uses such as offices, lab, mail room, laundry, and housekeeping. Outdoor amenities such as interior courtyards, a walkway around the structure, and a roof garden on the third level are also proposed.

The key issues are the massing of the building; compatibility with surrounding land uses; aesthetics, including shade and shadow; and construction noise.

Addressing community concerns is also a key element of the project.

Psomas worked corroboratively with the City of Newport Beach in preparation of the document and conducted a Scoping Meeting. Psomas presented at the study sessions and public hearings.



### RELEVANCE TO THIS PROJECT

- **Redevelopment**
- **Infill Project**
- **Peer Review on Multiple Technical Studies**
- **Community Concerns**



# El Toro, 100-Acre Parcel Development Plan Program Environmental Impact Report | Psomas

Irvine, CA

## LEAD AGENCY

County of Orange

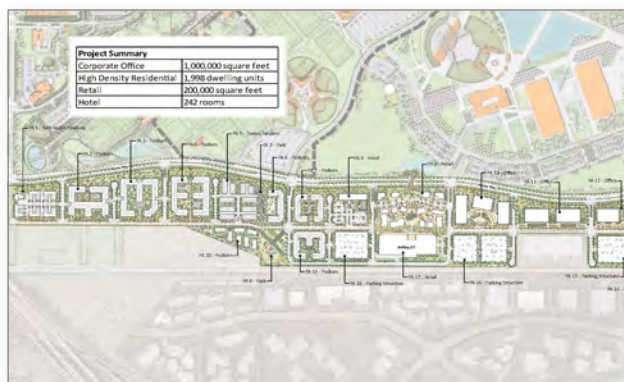
Psomas prepared a Program Environmental Impact Report (PEIR) for the proposed El Toro, 100-Acre Parcel Development Plan located on County of Orange-owned property within the City of Irvine, at the southern edge of the former Marine Corps Air Station El Toro (MCAS El Toro), across from the Orange County Great Park.

The project proposes an infill, mixed-use, low-impact development of 2,103 residential units (with 15 percent affordable units), 1.8 million SF of office and commercial, 220,000 SF of retail, and a 242-room hotel, which will benefit from the site's proximity to the Irvine Station (including a Metrolink Station and bus facilities). The County of Orange is the lead agency for the project. The PEIR for the project addresses the overall program for the phased implementation of the project. The project will require multiple agency coordination and approvals, including from the County of Orange, City of Irvine, California Department of Transportation, Irvine Ranch Water District, California Department of Fish and Wildlife, Regional Water Quality Control Board, Orange County Fire Authority, Orange County Flood Control District, South Coast Air Quality Management District, U.S. Army Corps of Engineers, Orange County Transportation Authority, and the Southern California Regional Rail Authority.



## RELEVANCE TO THIS PROJECT

- **Mixed-Use**
- **Redevelopment**
- **Infill Project**



The El Toro, 100-Acre Parcel Development Plan includes development standards and/or design guidelines that will establish parameters for all future development on the project site. Key environmental issues included Aesthetics, Air Quality, Biological Resources, Hazards and Hazardous Materials, Hydrology and Water Quality, Land Use Authority, Noise, Public Services, Recreation, Transportation/Traffic, and Utilities and Service Systems.



KEYSER MARSTON ASSOCIATES

## CITY OF ANAHEIM – ENTERTAINMENT, HOUSING AND COMMERCIAL PROJECTS

Anaheim, CA  
City of Anaheim

### Reference

John Woodhead  
Director Community & Economic  
Development  
City of Anaheim  
714-765-4300  
Jwoodhead@anaheim.net

### Project Context

KMA has represented the City and Agency as an economic consultant for a wide variety of projects including hotel and retail development as well as affordable housing projects and strategies since the late 1970s. KMA provides ongoing assistance to the City on a variety of real estate projects ranging from theme parks and one-of-a-kind entertainment venues to industrial, commercial, hotel and residential projects. KMA provides a multitude of real estate services to the City, including market evaluation and financial feasibility analyses for a variety of land uses. A small sample of projects in which KMA assisted the City include the preparation of a community based specific plan for the West Anaheim area, market and feasibility opportunities for the Beach Boulevard Corridor, market and feasibility opportunities for the Anaheim Boulevard Corridor, the Gardenwalk Entertainment and Hotel Project, the Anaheim Doubletree Hotel, the Packing House Redevelopment and Residential Project, Downtown Anaheim and the proposed ARCTIC station. For these projects, KMA evaluated market conditions, projected demand, estimated projected development costs, operating costs, evaluated operating parameters, assisted the City throughout the negotiation process for the subject properties and projected the fiscal impact of development.



KEYSER MARSTON ASSOCIATES

## CITY OF LONG BEACH – ENTERTAINMENT, HOUSING & COMMERCIAL PROJECTS

Long Beach, CA  
City of Long Beach

### Reference

Sergio Ramirez  
Deputy Director, Economic  
Development Department  
City of Long Beach  
562-570-6129  
[Sergio.Ramirez@longbeach.gov](mailto:Sergio.Ramirez@longbeach.gov)

### Project Context

KMA provides ongoing assistance to the City on a variety of real estate projects ranging from large scale retail entertainment projects, repositioning of retail centers, industrial and marina ground leases and hotels. KMA served as the real estate member of the negotiating team for the development of the Pike retail project at Queensway Bay. The Pike was developed by Oliver McMillan and Developer Diversified Realty. The development is on a State Tidelands lease and development assistance was provided through a public financing of the parking structure.

KMA has assisted the City evaluating the financial feasibility of numerous hotel projects, including a review of market projections, development costs, operating parameters, public revenue projections and feasibility gaps. Working with the City, the findings of the KMA analyses were utilized to structure subsidy programs to promote project feasibility. The City also has a large holding of leased properties in the Tidelands, Alamitos Bay, around Long Beach Airport and at other locations in the City. KMA works with the Economic & Property Development Department to evaluate the leases, participate in the rent renegotiation process and evaluate lease extension requests. Projects are as diverse as office building complexes, industrial buildings, flight operation buildings, yacht clubs, marine service yards as well as retail, restaurant and hotel projects (e.g. Breakers Hotel, American Life Hotel).



KEYSER MARSTON ASSOCIATES

## CITY OF MOORPARK - RETAIL, OFFICE, INDUSTRIAL AND HOTEL MARKET ANALYSES

Moorpark, CA  
City of Moorpark

### Reference

Karen Vaughn  
Community Development Director  
City of Moorpark  
805-517-6281  
Kvaughn@MoorparkCA.gov

### Project Context

KMA prepared a market analysis estimating the magnitude of the existing commercial development in the City and summarizing its current and future market conditions. The analysis estimated current and future demand for retail, office, industrial and hotel development. KMA evaluated the socio-economic characteristics of the three, five and ten-mile market area, City and Ventura County (County). Prepared a summary of existing employment and businesses in the community and the market area. Conducted an inventory study to evaluate the location, quality and scope of commercial development in the City. For the various land uses, KMA researched productivity levels, rents, vacancy levels, data from brokerage houses, contacted brokers and summarized data from public and private sources. Based on this research, KMA identified the type of development best suited for the City's opportunities sites, including its historic downtown (High Street). A key finding of the analysis was the overabundance of retail development in the City, causing many centers to have high vacancy rates. The KMA analysis identified alternative development opportunities for the commercial centers exhibiting the greatest issues. Based on these findings, KMA has worked with the City evaluating the financial feasibility of redevelopment projects on key thoroughfares and in the historic downtown.

## REFERENCES

### City of Westminster

#### Bolsa Row

Steven Ratkay  
Planning Manager  
Planning Division  
8200 Westminster Boulevard  
Westminster, CA 92683  
(714) 548-3484

### City of Rialto

#### Pepper Avenue Specific Plan

Gina Gibson-Williams  
Former Planning Manager  
City of Rialto

Currently Community Development Director  
City of Eastvale  
12363 Limonite Avenue, Suite 910  
Eastvale, CA 91752  
(951) 703-4425

### City of West Covina

#### Queen of the Valley Specific Plan

Jeff Anderson  
Community Development Director  
Planning Department  
1444 West Garvey Avenue South  
West Covina, CA 91790  
(626) 939-8422

### County of Orange

#### El Toro, 100-Acre Parcel

James Campbell  
Former Manager, Land Development

Currently Administrative Manager II  
CEO Real Estate  
601 N. Ross Street, 2nd Floor  
Santa Ana, CA 92701  
(714) 834-3767

### City of Walnut

#### Terraces at Walnut

Joelle Guerra  
Senior Management Analyst  
Community Development  
21201 La Puente Road  
Walnut, CA 91789  
(909) 595-7543 x405

### City of Anaheim

#### ARTIC

Jamie Lai  
Former Transit Manager  
City of Anaheim

Currently Director of Public Works/City Engineer  
City of Yorba Linda  
4845 Casa Loma Avenue  
Yorba Linda, CA 92886  
(714) 961-7170

### City of Grand Terrace

#### Barton Road Land Use

Steve Weiss  
Planning and Development Services Director  
City of Grand Terrace  
22795 Barton Road  
Grand Terraces, CA 92313  
(909) 824-6621 x225

## APPROACH

The Town Center Specific Plan project (Project) will implement a new and innovative Specific Plan for the City of Stanton. The project will help foster and enhance connectivity between residents, visitors, and businesses. Specific, multi-use, and strategically located catalysts will be included to encourage economic development and housing production within the Specific Plan area. Some of the key challenges for this Project would be communicating with stakeholders and the community during the COVID-19 pandemic and ensuring that the Specific Plan balances housing development to support the City's Regional Housing Needs Allocation (RHNA), feasible implementation, phasing, encourage multi-modal enhancements, and respecting the current built environment.

In keeping with our firm's philosophy, KTGy's approach will be a highly collaborative, multi-disciplinary effort involving the City, the local community, consultants from various technical fields of expertise, and other stakeholders. We understand that each participant offers unique experience and perspective that will contribute to the overall success and value of any planning effort and its relationship to the surrounding area. KTGy's outreach approach for the Project will focus on three main components: 1) frequent and clear communication with The City stakeholders; 2) include different virtual outreach methods to ensure a variety of input is received; and 3) ensure that constraints and regulatory requirements are part of the conversation.

Having previously worked in planning departments for the City of West Covina and the County of Orange, John Moreland, Project Manager for the Town Center Specific Plan, understands the need to provide clear and frequent communication, as well as how to keep a thorough record. Part of the frequent communication includes keeping the City updated as the project progresses. KTGy proposes to include bi-weekly video conference calls (via KTGy's Lifesize or Go-To Meeting platforms) to keep the City of Stanton updated on the development of the deliverables. These calls will include an agenda and action-item minutes.

Communication with the stakeholders will be documented in the same manner as the bi-weekly video conference calls. Included in our scope are two video or in-person community outreach meetings. The virtual outreach meetings could be conducted via Zoom, or TurningPoint, which is an online or in-person polling/question and answer platform. Our scope of work for outreach included within this proposal is flexible so that we can craft a refined community outreach strategy, or Public Participation Plan, with the City as "stay at home" orders evolve. Part of this strategy could also include the use of online surveys, links to the City's Facebook, Instagram, and/or Twitter page/feed, as well as writing articles in the City's newsletter.

Some topics that would be necessary to communicate to stakeholders are recent legislation related to RHNA and housing production, especially since Orange County Transportation Authority's (OCTA's) bus routes 29/529 meet the State's definition of a "high-quality transit corridor." Properties within a 15-minute walk of a high-quality transit corridor would allow for additional density for projects meeting certain affordable housing criteria, including expedited processing identified in Senate Bill 35 (SB35). These important provisions and their implications would need to be clearly communicated to decision makers and other stakeholders.

Initial stages of the Project will focus on evaluating and auditing the previous Draft Town Center Specific Plan. Upon initial review, there are a few assumptions within the Specific Plan that we would want to evaluate prior to conducting any community outreach. For example, the allowed density for the Transit Center site appears to be too low to encourage infill development. Generally,

permitted densities need to include at least 40 units per developable site for multi-family projects to achieve an economy of scale that would allow for transformative development. Rental projects are typically double that minimum number to effectively manage. Also, allowable densities generally need to be at least 70 units per acre to incorporate the expensive cost of underground parking. KTGy has designed a wide variety of both affordable and market-rate housing ranging from low-density housing in Irvine's Great Park to mixed-use developments in Orange and Westminster. In addition to auditing the existing Specific Plan, we have included an optional economic study in our scope to evaluate the economic assumptions behind the previous Specific Plan. Especially with the current crisis, it is important to understand the market to ensure that the development parameters within the Specific Plan are feasible. A memo would be provided to the City in the early stages of the Project, evaluating the implementation of the existing document.

Since a lot of hard work has already been done on the vision and framework of the Specific Plan, our team would keep these intact as much as possible, with some modifications needed to meet the goals identified in the RFP. The new Specific Plan will look at the area's experiential components and qualities, including potential multi-modal, bicycle, and pedestrian connections. Once key paths and nodes have been confirmed or refined, the team will focus on how to enhance the public and private realms through potential parks, open space and activity nodes, and how these elements interact with each other to create a functional, attractive, memorable, comfortable, and safe environment. Some initial Project goals include:

- Craft a vision for the Town Center that represents the character and identity desired by the City and the community.
- Provide an integrated and synergistic mix of land uses that serve the needs of area residents, business owners, visitors, and other stakeholders.
- Provide for horizontal and vertical mixed-use development in appropriate locations.
- Create safe and inviting pedestrian, bicycle, and multi-modal, and vehicular environments.
- Develop a Specific Plan that establishes context-sensitive standards and guidelines for site planning, building design, parking, landscape, walls/fencing, signage and lighting.
- Encourage and allow for new gateways into the Specific Plan area.
- Carefully consider phasing and allow flexibility to respond to changing market demands.
- Encourage private investment and economic development.

KTGY has extensive experience in working with multiple different property owners to develop a strategic phasing plan. It is important to look at individual parcels or blocks, as well as the entire Specific Plan area, to ensure that if a handful of property owners do not want to improve their property for a significant time, the vision could still be implemented. KTGy took this approach for the ARTIC Mixed-Use Transit District in Anaheim. For this project, we focused the vision and activity around the transit station. However, if components such as high-speed rail did not materialize, the overall vision can still be implemented. With the Town Center vision in mind, KTGy will evaluate the potential of the Project area, develop illustrations that support the vision and goals, and prepare the Specific Plan. KTGy crafts Specific Plan documents to not only function as a policy document, but also as a visual, marketing document that helps sell the project and clearly illustrates how the project will be implemented.

## SCOPE OF WORK

The KTGy team is pleased to submit the following proposal for providing the Town Center Specific Plan for the City of Stanton.

### **TASK 1: PROJECT KICK-OFF & PROJECT ADMINISTRATION**

#### **1.1 Project Kick-Off**

Immediately following the notice to proceed, the project team will attend one Kick-Off Meeting with the City of Stanton (City) to discuss the following:

- Confirmation of project objectives, scope of work, schedule, deliverable/milestone dates, communication protocols, and any applicable agency coordination.
- Summary of project history, context, and current plans, including updates on relevant studies or information since the RFP was released
- Determine schedule for standing bi-weekly video conference calls with City staff.
- Data needs and key contacts.
- Discuss Public Participation Plan (community outreach program).
- Discuss the approach to preparing the environmental document.
- Prepare a data needs request to obtain data needed for the Project

KTGY will prepare an agenda and action-item minutes for this meeting

#### **Site Tour**

After the initial Kick-Off Meeting and if timing permits, the project team will attend a site tour of the Project area. This tour will help the team better understand the challenges and opportunities associated with this project. The windshield and walking audit will begin with a brief introduction and discussion of goals, issues, and opportunities. The group will then conduct the tour both by vehicle and on foot. During the tour, positive practices, issues, and opportunity areas will be observed and noted.

#### **Task 1.1 Work Products**

- Agenda
- Updated Project Schedule, if necessary
- Meeting Minutes
- Data Needs Request
- Presentation Materials, if necessary

#### **Task 1.1 Meetings**

One (1) Project Kick-off Meeting with City staff

#### **1.2 Project Coordination & Quality Control**

To effectively manage the multiple deliverables of the project, KTGy will host bi-weekly video conference calls or meetings to update the City on upcoming deliverables and discuss any potential issues that may impact the scope of work. KTGy will draft agendas

in advance of these calls via email to the entire Project team. The agendas will identify action items and the responsible party to implement said action item. Action-item meeting minutes will also be provided after the video conference call.

In addition to these project meetings, KTGy will be available to City staff to answer questions, address concerns, or to clarify issues as they arise. Having staff that has worked in both politics and as public sector planners, KTGy brings a unique perspective and prides itself in being responsive to address any client needs.

#### Task 1.2 Work Products

- Agenda
- Meeting Minutes
- Presentation Materials, if necessary

#### Task 1.2 Meetings

Bi-Weekly Conference Calls

### **TASK 2: COMMUNITY OUTREACH**

#### **2.1 Develop Public Participation Plan (PPP)**

KTGY will craft a strategic Public Participation Program (PPP) to facilitate the project's outreach/community meetings. The PPP will build on the existing research and data available for the Specific Plan area. This PPP will outline the specific outreach and engagement approach, strategies, schedule, and milestone dates, in cooperation with the City and applicant. The PPP will serve as a public involvement blueprint to guide outreach for the duration of the project; however, it will remain flexible to the needs of the project to ensure proactive and strategic engagement of the public and interested stakeholders:

#### Task 2.1 Work Products

- Draft Public Participation Plan

#### **2.2 Conduct Community Outreach Meetings**

Conduct up to two (2) community outreach meetings hosted by the City. The meetings will occur over the course of the project, which are anticipated to be during the early stage of the project and prior the environmental document being released. Specific timing and dates for these meetings will be dependent upon consultation with the City and will be flexible to fit the needs of the Project. It is also anticipated that video conferencing

platforms and/or TurningPoint technology (an online-based or in-person interactive polling software designed to complement Microsoft PowerPoint) will be used. Pop-up events at significant City events could also be included, should the stay at home order be lifted. If not, targeted video conferences could be used.

This task assumes that City staff will handle meeting logistics and locations for in-person meetings, and each meeting will be approximately two (2) hours in duration.

#### Task 2.2 Meetings

- Up to Two (2) Community Meetings

### **2.3 Community Outreach Collateral**

Prepare supporting presentation exhibits and materials for use at the outreach meetings. The exhibits may be in the form of presentation boards, a PowerPoint presentation, handout materials, and comment cards. It is assumed that materials will be made in English with Spanish translation services if determined necessary as part of the PPP.

#### Task 2.3 Work Products

- Presentation Collateral, Boards, and/or PowerPoint, as Determined in Task 2.1

### **2.4 Social Media and Other Outreach Activities**

Two key elements of successful online media use include knowing your audience and providing a consistent source of accurate information. The following online media tools will be considered to help inform the public of key community events and key deliverables for the project:

- City Newsletter – Work with City staff to draft an article and/or prepare materials for project information.
- Social Media coordination – Work with City staff to advertise the Project on the City’s Facebook page, Twitter feed, and Instagram feed, which will increase public awareness and encourage public dialogue.

#### Task 2.4 Work Products

- A summary and/or screenshot of social media and other digital outreach efforts, with a summary of participant comments and engagement metrics (likes, views, shares).

### **2.5 Community Outreach Summary Document (OPTIONAL)**

All public and stakeholder comments received throughout the process will be documented to help inform and guide the planning process. All comments, key graphics, etc. will be included in a report that summarizes the outcomes of the community outreach meetings. A summary of findings and feedback will be provided to inform City staff and decision makers about community sentiment about the project and the process.

#### Task 2.5 Work Products

- **OPTIONAL:** COMMUNITY Outreach Summary Document

## **TASK 3: TECHNICAL STUDIES AND BACKGROUND INFORMATION**

### **3.1 Specific Plan and Zoning Code Audit**

This task includes an audit of the existing Specific Plan. A brief, bulleted summary will be prepared identifying the provisions of the Draft Specific Plan that could potentially inhibit high-density housing and mixed-use opportunities within the Specific Plan area, as well as provisions that are not consistent with recently enacted State legislation. The City of Stanton Zoning Code will also be audited for compliance with recently enacted State legislation. As an optional task, a formal memo can be prepared detailing these provisions. This optional memo will also include recommended modifications to the Draft Specific Plan and Zoning Code.

#### Task 3.1 Work Products

Specific Plan Summary

OPTIONAL: Specific Plan Audit Memo

### **3.2 Proposed Technical Analyses**

Several technical analyses will be prepared as part of IS/MND sections by Psomas' in-house technical experts in support of an adequate environmental document, consistent with CEQA requirements. These analyses include Air Quality, Energy, GHG Emissions, Noise, and Transportation Impact Assessment (TIA). The scopes of the said analyses are provided in Section 5.1.

### **3.3 Peer Review and Update of Existing Technical Studies**

In accordance with the City's Request for Proposal (RFP) and subsequent responses to questions as part of the RFP process, Psomas understands that a number of technical analyses/studies (e.g., Traffic Study, Infrastructure Analysis, Water and Sewer Infrastructure Study, and Hydrology and Water Quality) were prepared as part of the previous Specific Plan and associated IS/MND. Psomas' technical experts will conduct peer reviews of the said analyses/studies and provide updates for adequacy and compliance with CEQA. The updated analyses/studies will be used in preparation of the relevant sections of the IS/MND.

### **3.4 Market Study (OPTIONAL)**

#### Background Data Collection & Study Review

As a preliminary step, KMA will detail the residents' socio-economic characteristics and identify business and employment categories in the relevant market area. This information can be obtained through private firms specializing in demographic data. In addition, KMA will review previous market studies conducted for the area.

#### Market Opportunities Analysis

KMA will provide an overview of the market characteristics exhibited by the residential,

office, retail, and industrial uses in the market area. To that end, KMA will:

- Review real estate market conditions including: sales prices, sales activity/absorption in the region, current rents, marketplace voids and recent/proposed developments.
- Collect population, household and employment growth projections for the market area and region.
- Review current retail sales in the City, Market area, and County.
- Review existing employment and business patterns in the County and the market area to gain an understanding of the mix of jobs suited for potential office development and the demand they could generate.
- Prepare a surplus/leakage analysis for the market area to identify the type and scope of retail development that could be supported in new development.
- Review sales prices for new and existing for-sale residential in the market area.
- Summarize current apartment rents, vacancy, and demand by type of unit in the market area.
- Review and summarize industrial market trends; including, rents, vacancy levels, and product type best suited for the market area.
- Contact brokers and developers active in the region, as their insights are invaluable for assessing the current and future market conditions.

Based on the assessment of current market conditions KMA will identify development opportunities for the land uses identified above. The analysis will consider the suitability of the land uses for the Town Center and their potential synergy with existing development.

#### Financial Feasibility

KMA will analyze the financial feasibility of up to two Development Prototypes. The analysis will provide an understanding of the type, configuration and density of development that could be financially viable. For each selected site, KMA will conduct the following analysis:

- Site Analysis – KMA will work with the Project team to identify two sites that are representative of the community and economic development opportunities in the area. When identifying target sites, the analysis will consider the potential synergy of the station, its impact on surrounding land uses and its benefits to the transit station.
- Land Use - Working with the team, KMA will assist in identifying two alternative Development Prototypes. The Development Prototypes will consider both the existing and potential entitlements on the subject sites. The importance of entitlement changes cannot be understated, as increases in underlying land values could have a significant benefit to the vitality of the Town Center.
- Development Scope - Working with the Project team, KMA will estimate supportable developments/densities for the Development Prototypes.

- Project Feasibility - For the two Development Prototypes, KMA will prepare pro forma analyses, which will be based on the following assumptions:
  - » KMA will use construction and development cost information in its files in consultation with the Project Team to create the development cost estimates.
  - » Market and value information will be incorporated from the KMA Market Conditions Analysis; operating expense information will be drawn from KMA's files in consultation with the Project Team. The pro formas will include estimates of rents, sales prices and/or other performance and expense related metrics.
  - » Development return requirements will be based upon a review of current investment parameters for the uses being evaluated. The returns utilized by KMA will reflect our experience in the market area, current cap rates, future cap rates, market area characteristics, and the type of land use being evaluated. Given these factors, returns can range considerably based on land use, which the model needs to reflect.
- Feasibility – Based on the pro forma analysis, KMA will work with the Project team to identify a mix and density of land uses that will provide for a financially feasible Development Prototypes. The evaluation of these prototypes will inform the Project team as to the land uses, zoning, and design elements that will best promote the successful revitalization of the Town Center.

### Implementation

The implementation process needs to take into account the limited resources available to the public entities in Southern California. Understanding this, KMA will prepare a summary matrix identify in economic and financial incentives that can be used, if necessary, to make a project viable and to attract desirable, market supportable development. The incentive tools that will be considered include:

- Value Capture – Changes to entitlements can have a significant impact on underlying land values.
- Enhanced Infrastructure Finance Districts – The formation of one of these tax increment financing Districts could help fund some of the necessary infrastructure improvements required in the market area.
- Density Bonus – Through the provision of affordable housing, increased density and reduced parking requirements can enhance development feasibility.
- Site Specific Public Revenues – Incentive programs utilizing public revenues generated on site (e.g. sales tax, TOT, etc.)
- Assessment District Formation – The formation of such a district can provide capital improvements and revenues for services.

- Business Improvement District (BID) Formation – BIDs can successfully manage upkeep and maintenance in an area.
- Expedited Development Processing – Can reduce holding periods and improve the financial feasibility of projects.
- Revised Development Fees - Can improve the financial feasibility of projects.
- Community Development Block Grants (CDBG) – Federal funds that can be leverage for the development of preferred projects.

#### Task 3.4 Work Products

- OPTIONAL: Market Study

### **3.5 Development Impact Fee Report (OPTIONAL)**

As an optional task, KTGy will prepare a development impact fee report that the City could use to institute a fee program to recoup the cost of the preparation of the environmental documentation, Specific Plan, and any other off-site common improvements identified as mitigation. This program will be prepared in accordance with State Law and would be intended to be adopted by City Council after the environmental document has been certified. This optional task assumes up to two (2) revisions to the Impact Fee Report.

#### Task 3.5 Work Products

- OPTIONAL: Development Impact Fee Report

## **TASK 4 – Draft Specific Plan**

### **4.1 Screencheck Draft Specific Plan**

#### **Table of Contents**

Prepare a Table of Contents for the proposed Town Center Specific Plan (program-level). It is anticipated that the Specific Plan will include the following:

- Introduction
- Land use
- Circulation and multi-modal improvements (with input from Psomas)
- Infrastructure and public services (with input from City staff and Psomas)
- Streetscape beautification and mobility
- Design guidelines and/or desired design aesthetic
- Land use regulations (with the intent that uses would be looked at to allow for a vibrant mix of uses, including temporary uses that could immediately activate the area, such as a farmer's market)
- Development standards that implement the vision (depicted graphically for clarity). This scope of work assumes the signage, pageantry, and other similar elements will be subject to the existing development standards found in the City's code. A new signage section for the Specific Plan can be added as an optional task.
- Implementation and administration (includes potential phasing discussion)
- Consistency analysis with the City of Stanton General Plan

#### **Administrative Draft Specific Plan**

Prepare the Administrative Draft Specific Plan. Design/development program elements developed by the Project team will be incorporated into the document. The Specific Plan will serve to guide development within the project area. To expedite initial review and comments, it is anticipated that the Administrative Draft will not include a detailed General Plan consistency analysis. The Administrative Draft will include necessary graphics associated with the Specific Plan, including:

- Vicinity map
- Existing and surrounding land uses
- Land use plan
- Circulation plan
- Alleyway and other infrastructure improvements, graphically depicted
- Water plan
- Sewer plan
- Drainage plan

### Screencheck Draft Specific Plan

After client review, revise per comments received and prepare the Screencheck Specific Plan for review and comment, as well as incorporating the General Plan consistency analysis. It is assumed that this draft will be able to kick-off the environmental process identified in Task 5.

#### Task 4.1 Work Products:

- Draft Specific Plan Table of Contents (in PDF and Word)
- Administrative Draft Specific Plan (in PDF and Word)
- Screencheck Draft Specific Plan (in PDF and Revisions in Strike-Through Format in Word)
- OPTIONAL: Signage Section of Specific Plan

### **4.2 Draft Town Center Specific Plan**

Once comments have been incorporated into the Screencheck Specific Plan, KTGy will prepare the Draft Specific Plan. It is assumed that this draft will be presented to the community as part of the second community outreach meeting identified in Task 2.2. Comments will be collected from the public and the Project team will discuss with the City any revisions that would be necessary to update the Specific Plan.

#### Task 4.2 Work Products:

- Draft Specific Plan (assumes up to three (3) color hard copies, PDF, and Revisions in Strike-Through Format in Word)
- Summary of Comments

### **4.3 Final Town Center Specific Plan**

Once the Draft has been reviewed by the public, KTGy will update the Specific Plan and release a second draft for presentation at the Planning Commission and City Council. It is assumed that KTGy's attendance will be needed at up to three (3) public hearings. This task assumes that minor revisions would be required as a result of the Planning Commission and City Council hearings. Once adopted, KTGy will provide the City with a Final Specific Plan. KTGy will also provide the Specific Plan working files so the City can incorporate future amendments, should any be necessary. It is assumed that the Specific Plan would be created in InDesign. Part of our services includes an implementation session with City Staff to inform junior planning staff about key provisions within the Specific Plan.

#### Task 4.3 Work Products:

- Second Draft Specific Plan (assumes up to 20 total color hard copies, PDF, and Revisions in Strike-Through Format in Word)
- Final Specific Plan (assumes one (1) color hard copy, PDF, and InDesign working files)

## **TASK 5 – Initial Study/Mitigated Negative Declaration**

### **5.1 Administrative Draft Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program**

Psomas will prepare an Administrative Draft IS/MND using the updated CEQA Environmental Checklist Form (Appendix G). In compliance with Section 15063 of the State CEQA Guidelines, the IS/MND will contain the location of the Project site, a discussion of the environmental setting, a description of the Project, identification of the Project's potential environmental effects, and a discussion of any required mitigation.

The discussion of the environmental setting will be based on a review of existing information, including the General Plan EIR; the previous Town Center Specific Plan and associated IS/MND; review of aerial photographs; and a site visit. The environmental analysis will include an explanation for all checklist responses to provide an understanding of how the IS/MND conclusions were reached. Project-specific mitigation will be developed for impacts that are determined to be potentially significant.

The following discussion describes the work effort to be undertaken to assess potential environmental impacts of the Project relative to each topical issue.

#### **Aesthetics**

The analysis in the IS/MND will assess the potential visual changes in comparison with the existing views of the site. The site has been developed and is surrounded by existing residential, commercial, mixed-use, and industrial land uses. There are no public views of the site that would be impacted by the proposed Project, with the exception of the views of motorists on the surrounding streets. Photographs of the site will be taken from different vantage points and incorporated into the discussion and analysis. The potential impacts emanating from the changed light and glare associated with short-term construction and long-term operations of the proposed Specific Plan will also be analyzed in the IS/MND.

#### **Agricultural and Forest Resources**

The site has been developed and is surrounded by existing residential, commercial, mixed-use, and industrial land uses. The Project site is not being used, nor anticipated to be used, or zoned for agricultural purposes; it is not subject to a Williamson Act contract and it does not contain Prime Farmland or Farmland of Statewide Importance. Additionally, no forest land occurs on the Project site or in the surrounding area. The IS/MND will contain a statement identifying the site's lack of agricultural and forest resources.

#### **Air Quality and Greenhouse Gas Emissions**

Psomas will develop Air Quality and Greenhouse Gas (GHG) Emissions analyses based on a review the Project plans, traffic study, and related Project data. Psomas will prepare a Data Needs Request to obtain general data relative to phasing, building energy use, stationary sources, and Project features related to air quality for the level of information available for a Specific Plan. Based on the information provided, Psomas will draft reasonable worst-case scenarios for anticipated construction activities and long-term operations to be used as the basis of the air quality modeling.

Psomas will conduct the air quality analysis consistent with the South Coast Air Quality Management District's (SCAQMD's) recommended methods for CEQA analyses and will evaluate the Project's contribution to regional emissions to the air basin as well as

localized concentrations to uses proximate to the Project site. For the regional emissions analysis, Psomas will calculate the Project's construction and operational criteria pollutant regional (mass) emissions using the California Emissions Estimator Model (CalEEMod). Model results will be compared with the SCAQMD's CEQA regional emissions thresholds to determine the potential for Project related impacts to the air basin's regional emissions.

For the analysis of potential impacts to the local area proximate to the Project site, the SCAQMD requires that Project-related construction emissions be evaluated against the localized significance thresholds (LSTs). For the operations phase of the Project, it is expected that a qualitative analysis will demonstrate that the Project would not generate traffic congestion at a major intersection at a magnitude that would cause a local carbon monoxide (CO) "hotspot". Thus, no dispersion modeling is included in this SOW for CO analysis. Project area exposure to construction phase toxic air contaminants (TACs) and odors will also be addressed qualitatively. Additionally, the analysis will include an evaluation of Project conformity with the Air Quality Management Plan (AQMP) for the South Coast Air Basin (SoCAB).

Psomas will prepare a GHG emissions analysis. The quantitative Project analysis will use the data and scenarios developed for the air quality analysis and assumptions for the Project's anticipated electricity, natural gas, and water usage. Psomas will calculate construction and operational GHG emissions concurrently with the air quality emissions using CalEEMod. Psomas will compare the change in GHG emissions with criteria that have been recommended by the SCAQMD or a threshold determined by coordination with City staff. Psomas will also determine whether implementation of the Project would conflict with applicable State, regional, and City plans, policies, or regulations adopted for the purpose of reducing GHG emissions. If there is a potential significant impact, Psomas will recommend measures to reduce GHG emissions.

Mitigation measures that reduce construction and operations phase impacts will be identified, as necessary. If regional and/or local construction or operations phase emissions exceed the SCAQMD thresholds of significance, Psomas will work with the City to determine feasible mitigation measures. The findings will be provided in the Air Quality and GHG Emissions sections of the IS/MND with model results included in the appendix.

It should be noted that upon Project initiation, we propose to have a discussion with the City regarding the most appropriate Air Quality approach, in comparison to the approach in the 2012 IS/MND. It is important to minimize any potential public comments in regard to technical adequacy of the analysis, withstand legal challenge, and foresee the real-world implications of mitigation measures to avoid unnecessary extension of construction and increase in construction costs.

### **Biological Resources**

The proposed project site is within a highly developed area of the City of Stanton. Based on review of the aerial photograph, it is assumed that the project site is primarily comprised of developed and disturbed areas with scattered trees. These resources will be characterized as part of the IS/MND and mitigation measures will be identified, if needed, to avoid significant impacts related to nesting birds and raptors during Project construction. The SOW does not include a site visit.

### *Cultural Resources and Tribal Cultural Resources*

A request will be submitted to the California Historical Resources Information System (CHRIS) at the South-Central Coastal Information Center (SCCIC) to conduct a records search for the Specific Plan Project site. For purposes of this Project, this search will encompass a 1-mile search radius of the Project site. Copies of all previously recorded cultural resources records and relevant cultural resources reports within the search radius will be obtained. Psomas will also inspect any historical maps and aerials, USGS survey plats, and Government Land Office (GLO) plats that depict the Project site. Additionally, Psomas will request the Native American Heritage Commission (NAHC) conduct a search of the Sacred Lands File (SLF) database for the Project site.

Psomas will also request a paleontological resources records search and literature review for the Project site, including a ½-mile search radius, from the Vertebrate Paleontology Section of the Los Angeles County Museum of Natural History. The Natural History Museum provides a letter summarizing information on geological formations and known paleontological localities (if any) near the Project site, and a determination of the paleontological sensitivity of the geologic units underlying the site.

Psomas will provide support to the Lead Agency to fulfill the agency-to-agency consultation requirements under Senate Bill (SB) 18 and Assembly Bill (AB) 52. This includes assisting with consultation with California Native American Tribes, identification of tribal cultural resources, and developing appropriate mitigation measures. This task assumes the preparation of up to six letters on Lead Agency letterhead; one round of review by the Lead Agency; and up to three hours of telephone consultation in concert with the City, as needed to consult with Tribes. Psomas can provide further support related to SB 18 and AB 52 consultation, such as additional meetings, minutes, development of non-standard mitigation measures, or additional site visits, subject to a scope and budget augment.

The results of the records searches and tribal consultations will be compiled and described in the cultural, geological (paleontology), and tribal cultural resources (TCR) sections of the IS/MND, as appropriate. If potential significant impacts to resources are identified, Psomas will recommend mitigation measures to address those impacts.

### *Energy*

Psomas will develop an Energy analysis for the Project, which will include a discussion of regulatory setting, energy demands, Project energy efficiency measures, impact assessment and any necessary mitigation measures. The regulatory setting will include a discussion of the local, State and federal policies and regulations that apply to the Project. The discussion of Project related energy demands include quantification of anticipated energy consumption from the operations phases. Construction phase energy demand is due to diesel and gasoline consumption used during the development of the Project. The operations phase of the Project would consume energy related to lighting and heating needs as well as vehicle trips. Potential impacts will be assessed relative to Project consistency with those policies and measures related to energy efficiency and conservation within the 2008 General Plan and the State of California Energy Efficiency Standards. Mitigation measures, if needed, will be discussed to reduce any significant energy impacts.

### *Geology and Soils*

Based on a desktop research and review of the City's General Plan and associated EIR, as well as the Town Center Specific Plan IS/MND, Psomas will prepare the analysis for the Geology and Soils section of the IS/MND. If needed, mitigation measures will be identified to avoid significant impacts.

### *Hazards and Hazardous Materials*

Psomas will request a database records search through Environmental Data Resources (EDR) to provide current documentation on potential issues pertaining to hazardous materials on and near the Project site. The summary of the findings will be incorporated into the Hazards and Hazardous Materials section of the IS/MND and the EDR report will be included as an appendix in the IS/MND. Future projects/developments within the Specific Plan area may prepare Phase I Environmental Site Assessments (ESAs) for demolition and construction purposes.

### *Hydrology and Water Quality*

The previous draft Specific Plan (2010) and IS/MND (2012) included a Hydrology and Water Quality technical report, prepared by RBF Consulting. Psomas' civil engineer will review the report in detail and update, as necessary, in light of the current regulations and CEQA requirements, as applicable. It is assumed that information on hydrology will include the available capacity of existing infrastructure and potential impacts related to storm drainage, and that new Rational Method analyses will not be required. The analysis associated with water quality will identify tributaries, impaired waters, and pollutants of concern per the requirements in the current Model Water Quality Management Plan (WQMP) for North Orange County (2011). It should be noted that this scope assumes that a program-level WQMP is not needed to implement the project. The preparation of a program-level WQMP has been included as an optional task. The analysis will also identify whether the total maximum daily load standards have been established; storm water rate and volumes and flows that dictates the Best Management Practices (BMPs) proposed; and the potential for hydrologic conditions of concern. The report will be incorporated into the IS/MND, and the updated report will be included as appendix to the IS/MND.

### *Land Use and Planning*

Psomas will describe the existing condition of the site and the surrounding land uses based on a site tour (Task 1.1) and review of the relevant available documents and information and analyze the Project's compatibility with the surrounding uses. The Project requires a Zone Change and will include unique development standards and design guidelines in the Specific Plan to accommodate and support the uses and product types. Psomas will also evaluate the proposed Project's consistency with relevant local and regional planning policies, including, but not limited to, the City of Stanton General Plan policies, Southern California Association of Governments' (SCAG's) regional planning policies, and other relevant policy documents.

### *Mineral Resources*

Based on the California Department of Mines and Geology (CDMG), Generalized Mineral Land Classification of Orange County, California, the proposed Project site and the surrounding area are designated as Mineral Resource Zone (MRZ)-4, which identifies "area where available information is inadequate for assignment to any other MRZ zone". This designation will be discussed in the IS/MND and will contain a statement identifying the site's lack of mineral resources.

### Noise

Psomas will analyze temporary noise and vibration impacts from construction activities and will also review the Project plans, design, and traffic impact analyses to evaluate operational noise impacts to sensitive receptors. Consistent with the approach taken in the 2012 MND for the Project, no noise monitoring will be included. To characterize the existing noise environment, noise monitoring will be conducted based on existing traffic volumes. The Project is anticipated to involve noise sources, including HVAC (heating, ventilation, and air conditioning) units, outdoor recreational areas, parking lot, and industrial activities. The analysis will compare noise impacts with the standards in the City's General Plan and Noise Ordinances. Increases in traffic noise on local roadways will also be quantified using the Federal Highway Administrations RD-77-108 traffic noise model.

Mitigation measures that reduce construction and operations phase impacts will be identified, as necessary. If regional and/or local construction emissions exceed the noise thresholds of significance, Psomas will work with the City to determine feasible mitigation measures. The results will be provided in the Noise section of the IS/MND and supporting calculations will be included as an appendix.

### Population and Housing

The proposed Project will include approximately 1,500 residential units to meet the housing needs of the community. The increase in residential population in the City associated with the proposed Project will be discussed in relation to local projects. Additionally, Psomas will evaluate the direct and indirect impacts that the proposed uses could have on population, housing, and employment forecasts. Psomas will conduct an analysis to evaluate potential impacts related to population, housing, and employment projections for the Project area using the latest demographic data from the Orange County Projections (OCP 2018) and other relevant documents.

### Public Services and Recreation

Implementation of the proposed Project would directly generate additional population at the Project site; therefore, the Project has the potential to increase the demand for public services (fire, police, other public services such as schools, parks, and libraries). Psomas understands that fire and police services will be provided by the Orange County Fire Authority and the Orange County Sheriff Department, respectively. Four school districts (i.e., Anaheim Union High School District, Garden Grove Unified School District, Magnolia School District, and the Savanna School District) serve the Stanton area. The potential effects associated with implementation of the proposed Project are related to the provision of adequate service levels and the need to upgrade and/or provide additional facilities to serve the proposed Project. Psomas will coordinate with the above service providers to identify existing public service facilities and to determine whether the proposed Project can be adequately serviced without any increase in personnel or expansion of existing resources, including facilities.

### Transportation

Psomas will prepare a Traffic Impact Study (TIS) in support of the IS/MND per the City guidelines. The TIS will serve as an update to the study prepared for the Town Center Specific Plan in 2009 by RBF, and therefore include the same study intersections and time

periods. In addition, an analysis of vehicle miles traveled (VMT) will be provided per Senate Bill (SB) 743, which will be in effect on July 1, 2020. Orange County has not yet published guidelines for VMT analysis, so the final scope will need to be coordinated with both the City and per the County guidelines. However, the TIS is expected to include the following:

- Analysis for existing conditions, long-range without Project conditions, and long-range with Project conditions.
  - » Due to current conditions with COVID-19, traffic volumes will not be collected. Instead, it is assumed that the City will provide the most recent available data. Where data is not available, Psomas will propose a growth rate to apply to the volumes used in the 2009 study in order to estimate current traffic volumes.
    - Alternatively, Psomas can contact traffic counters in the area to determine if more recent adjustments may be made based on existing traffic volume data for an added service.
  - » Long-range without Project traffic volumes will be taken from the 2008 General Plan. Minor adjustments may be made based on existing traffic volume data.
  - » Project traffic volumes will be estimated using the ITE Trip Generation Manual, 10th Edition.
- This scope of work assumes that the Level of Service (LOS) analysis is not needed for the Project. A LOS analysis to study up to 10 intersections have been included as an optional task.

It is assumed that only one Project alternative will be evaluated. The final TIS will be stamped by a registered engineer.

#### *Utilities and Service Systems*

Implementation of the proposed Project would directly generate additional population at the project site; therefore, the Project has the potential to increase the demand for wet and dry utility services. Psomas will coordinate with applicable utility providers to obtain the necessary information regarding existing capacity, supply, and future demand from the proposed Project. Additionally, Psomas will review and update the 2012 IS/MND infrastructure studies for water and sewer based on any changes in land use and associated statistics. The updates and changes will be documented in a memorandum. This scope of work assumes that the previous Water Supply Assessment (WSA) is sufficient to implement the Project. If not, we are under the assumption that the Golden State Water Company (GSWC) will prepare a WSA for the Project at the request of the City. As an optional task, Psomas will assist the City staff in their coordination with the GSWC during this process. This task will include meetings, providing necessary statistical and graphic information to GSWC, and review and comment on the draft WSA. However, if City requests that Psomas prepare the WSA, we can provide a scope and cost. If, necessary, Psomas will coordinate with GSWC on their preparation of a WSA and is included as an optional task.

### Wildfire

According to CalFire, the Project site is not located within any fire hazard zone. Given that the site and general area is not within the path of a high fire hazard designation, no impacts to future development are anticipated. The fire hazard zones will be identified and described in detail in the IS/MND.

Through the course of IS/MND preparation, if mitigation measures are identified, in compliance with Section 21081.6 of the California Public Resources Code, Psomas will prepare a Mitigation Monitoring and Reporting Program (MMRP) as part of the Administrative Draft IS/MND document. The MMRP will be prepared in matrix format and will provide the timing and responsibility for each mitigation measure. It should be noted that, later during the public hearings, if the Planning Commission or City Council modify the Project and/or recommend standard conditions of approval/mitigation measures for the proposed Project, Psomas will revise the MMRP. However, substantial modifications to the MMRP are not assumed in the scope and fees for this Project.

Upon completion, the Administrative Draft IS/MND and the MMRP will be submitted for review by the City.

#### Task 5.1 Work Products:

- Administrative Draft IS/MND and MMRP (electronic version in Word)
- OPTIONAL: Program WQMP
- OPTIONAL: WSA Coordination
- OPTIONAL: LOS Analysis in Traffic Study

#### **5.2 Initial Study/Mitigated Negative Declaration, and Mitigation Monitoring and Reporting Program for Distribution**

Following review of the Administrative Draft IS/MND and MMRP by the City, Psomas will revise the document to incorporate comments received. This task anticipates that comments would require only one set of revisions. Psomas will then resubmit the document for final approval prior to distribution. The IS/MND will be submitted to the City for review before distribution.

Since the proposed Project requires submittal to the State Clearinghouse (SCH), a 30-day public review period is required. Fifteen CDs of the IS/MND, one copy of the Notice of Intent (NOI) to adopt an MND, and one copy of the State Clearinghouse (SCH) Notice of Completion (NOC) will be submitted to the SCH to start the 30-day public review period. Psomas will file the notice that the City intends to adopt an MND with the County Clerk and provide to the public. This notice is required to be published in local newspapers or, at a minimum, posted at the Project site. It is assumed that Psomas will prepare the notice, but the City will post it at the Project site and submit it to the newspaper for publication. The City will also pay for the County Clerk's filing fee of the NOI.

In addition to submittal to the SCH, it is assumed that CDs of the IS/MND will be provided to the City staff, decision makers, and for public distribution (note: this is in addition to the 15 CDs being submitted to the SCH). Psomas will distribute the CDs using a distribution list to be provided by the City.

#### Task 5.2 Work Products:

- IS/MND and MMRP (electronic version in Word)
- IS/MND, NOI, and NOC to the SCH (up to 15 Electronic or Hard Copies)
- Distribution of up to 30 Electronic Copies (CDs) of the IS/MND
- Preparation of Newspaper Notice
- Filing the NOI at the County Clerk
- Hard Copies, if requested by the City

#### **5.3 Final Initial Study/Mitigated Negative Declaration and Related Documents**

Once the public review period has ended, Psomas will coordinate with the City to review the comments received and to develop an approach on how to address the comments. Preparation of responses to comments on an IS/MND is not required by CEQA but recommended to assist the City in the decision-making process. All environmental comments on the IS/MND will receive responses. Topical responses will be used if multiple comments are received on the same issue and will be included with a summary of the response. This will allow a more complete response without undue repetition. The Response to Comments (RTC) document will be submitted to the City for review and then revised based on comments received and transmitted to the City. The City's decision-making body must consider the proposed IS/MND together with any comments received during the public review process. A total of 20 hours of technical staff time is assumed to prepare the RTC document. Should a large number of comments be received, the estimated budget for completing the RTC document may need to be revised and a budget augment requested. One round of review by the City staff is assumed for the Final IS/MND.

Psomas will prepare the Notice of Determination (NOD) for the Project, which will be signed by the City upon certification of the IS/MND and action on the Project. Psomas will file the NOD with the County Clerk and the SCH. This SOW does not include California Department of Fish and Wildlife fees or County filing fees, which will be paid by the City at the time the NOD is filed.

#### Task 5.3 Work Products:

- Responses to Comments (electronic copy in PDF)
- Final IS/MND (electronic copy in PDF)
- NOD (electronic copy in PDF)

## **TASK 6 – Public Hearings**

### **6.1 Public Hearing Preparation**

The project team will prepare digital versions of public notices for the Planning Commission and City Council hearings. It is assumed that public notices will only be prepared for the first hearing for each body. This scope of work assumes that the City will prepare the radius map, mailing list, and print/distribute the public notices.

This scope also assumes that City Staff will also prepare the staff reports for the hearings. The project team can review reports, resolutions, and ordinances, if desired by the City.

#### **Task 6.1 Work Products:**

- Two Sets of Public Notices (digital format only)

### **6.2 Public Hearing Attendance**

KTGY and key consultants will attend up to three (3) public hearings. This task includes documenting requested revisions to the Specific Plan requested at these hearings. PowerPoint presentations will be prepared as needed.

#### **Task 6.2 Work Products:**

- Comment Matrix (in PDF format)
- PowerPoint Presentations

#### **Task 6.2 Meetings:**

- Up to Three (3) Planning Commission and City Council Hearings

## **TASK 7 – Environmental Impact Report (Optional)\***

\*If this task is executed, Task 5: Initial Study/ Mitigated Negative Declaration, will not be needed and Task 7 will be provided instead.

### **7.1 Initial Study/Notice of Preparation**

Psomas will prepare an Administrative Draft Initial Study/Notice of Preparation (IS/NOP) for review by the City. If it can be adequately documented that there would be no Project impact on a topic, that topic will be “focused out” of the PEIR. For other topical issues, there may be specific checklist questions that would have no impact and could be focused out. Psomas will also prepare the NOP, which will provide an overview of the Project; Project objectives; alternatives to be evaluated; and expected required permits. The NOP will also serve as a Scoping Meeting notice.

Upon completion, the Draft IS/NOP will be submitted to the City. Psomas will revise the IS/NOP to address the City’s comments and prepare a Public Review Draft IS/NOP for approval prior to the 30-day public review. Psomas will revise and distribute the IS/NOP based on the City’s distribution list. Psomas will also prepare a Notice of Completion (NOC) and Notice of Availability (NOA) of the NOP. The IS/NOP and the NOC will be filed with the County Clerk-Recorder and the State Clearinghouse (SCH). It should be noted, as preparation of a PEIR has been determined, the City may decide to not prepare an IS and only circulate the NOP for 30 days. This would reduce the cost and schedule accordingly.

#### **Task 7.1 Work Products:**

- Electronic Copies (email) of the Administrative Draft and Public Review Draft IS/NOPs
- Electronic Copies (CDs) of IS/NOP for Public Review

### **7.2 Public Scoping Meeting**

Psomas will attend one EIR Scoping Meeting during the 30-day public review of the IS/NOP. It is assumed that the City will organize the Scoping Meeting at a venue of their choice. If requested by the City, Psomas will describe the environmental process in preparing the PEIR. This SOW assumes that Psomas will prepare Scoping Meeting materials (i.e., handouts, sign-in sheets, comment cards/sheets). If requested, Psomas can prepare a PowerPoint presentation for the Scoping Meeting. Subsequently, Psomas will document the meeting and prepare a summary of the meeting for inclusion in the PEIR.

#### **Task 7.2 Work Products:**

- Electronic Copies (email) of Scoping Meeting Materials
- Electronic Copy of the PowerPoint Presentation
- Electronic Copies (email) of IS/NOP for Public Review
- Attendance at Scoping Meeting

### **7.3 Draft Program Environmental Impact Report**

### 7.3.1 Administrative Draft Program Environmental Impact Report and Mitigation Monitoring and Reporting Program

Psomas will prepare an Administrative Draft PEIR in accordance with CEQA, the State CEQA Guidelines, and pertinent case law. The analysis will be based upon the IS/NOP comments received; community and agency input at the Scoping Meeting; technical evaluation of the proposed Project; and pertinent data.

Psomas' approach to preparing PEIR sections is provided below.

***Executive Summary:*** Psomas will summarize the Project location, Project description, areas of controversy and issues to be resolved, summary of impacts, mitigation measures, and alternatives.

***Introduction:*** The Introduction will include Project background and history; the purpose of the PEIR; the environmental issues assessed in the PEIR; the environmental review process; and organization of the PEIR. This section will also summarize the scoping process and include a general overview of the existing environmental setting of the site and the surrounding area.

***Project Description:*** Psomas will prepare an in-depth and detailed Project description based on Project information in coordination with the City and KTG. This section will include Project location, Project objectives, intended uses of the PEIR, discretionary actions, Project components and characteristics.

***Environmental Analysis:*** Each topical PEIR section will contain a discussion of existing conditions; the regulatory framework; applicable Project design features and regulatory requirements; significant environmental effects; and mitigation measures, if required.

- ***Aesthetics.*** The analysis in the PEIR will assess the potential visual changes in comparison with the existing views of the site. The site has been developed and is surrounded by existing residential, commercial, mixed-use, and industrial land uses. There are no public views of the site that would be impacted by the proposed Project, with the exception of the views of motorists on the surrounding streets. Photographs of the site will be taken from different vantage points and incorporated into the discussion and analysis. The potential impacts emanating from the changed light and glare associated with short-term construction and long-term operations of the proposed Specific Plan will also be analyzed in the PEIR. This SOW does not include preparation of visual simulations.
- ***Agricultural and Forest Resources.*** The site has been developed and is surrounded by existing residential, commercial, mixed-use, and industrial land uses. The Project site is not being used, nor anticipated to be used, or zoned for agricultural purposes; it is not subject to a Williamson Act contract; and it does not contain Prime Farmland or Farmland of Statewide Importance. Additionally, no forest land occurs on the Project site or in the surrounding area.
- ***Air Quality and Greenhouse Gas Emissions.*** Psomas will develop Air Quality and Greenhouse Gas (GHG) Emissions analyses based on a review the Project plans, traffic study, and related Project data. Psomas will prepare a Data Needs Request to obtain general data relative to phasing, building energy use, stationary sources, and Project

features related to air quality for the level of information available for a Specific Plan. Based on the information provided, Psomas will draft reasonable worst-case scenarios for anticipated construction activities (i.e., type of construction and construction start and completion dates) and long-term operations to be used as the basis of the air quality modeling.

Psomas will conduct the air quality analysis consistent with the South Coast Air Quality Management District's (SCAQMD's) recommended methods for CEQA analyses and will evaluate the Project's contribution to regional emissions to the air basin as well as localized concentrations to uses proximate to the Project site. For the regional emissions analysis, Psomas will calculate the Project's construction and operational criteria pollutant regional (mass) emissions using the California Emissions Estimator Model (CalEEMod). Model results will be compared with the SCAQMD's CEQA regional emissions thresholds to determine the potential for Project related impacts to the air basin's regional emissions. For the analysis of potential impacts to the local area proximate to the Project site, the SCAQMD requires that Project-related construction emissions be evaluated against the localized significance thresholds (LSTs). LSTs are used to determine whether sensitive uses near the Project site are exposed to air pollution that exceeds the ambient air quality standards (AAQS).

For the operations phase of the Project, it is expected that a qualitative analysis will demonstrate that the Project would not generate traffic congestion at a major intersection at a magnitude that would cause a local carbon monoxide (CO) "hotspot". Thus, no dispersion modeling is included in this SOW for CO analysis. Project area exposure to construction phase toxic air contaminants (TACs) and odors will also be addressed qualitatively. Additionally, the analysis will include an evaluation of Project conformity with the Air Quality Management Plan (AQMP) for the South Coast Air Basin (SoCAB).

Psomas will prepare a GHG emissions analysis. The quantitative Project analysis will use the data and scenarios developed for the air quality analysis and assumptions for the Project's anticipated electricity, natural gas, and water usage. Psomas will calculate construction and operational GHG emissions concurrently with the air quality emissions using CalEEMod. Psomas will compare the change in GHG emissions with criteria that have been recommended by the SCAQMD or a threshold determined by coordination with City staff. Psomas will also determine whether implementation of the Project would conflict with applicable State, regional, and City plans, policies, or regulations adopted for the purpose of reducing GHG emissions. If there is a potential significant impact, Psomas will recommend measures to reduce GHG emissions.

Mitigation measures that reduce construction and operations phase impacts will be identified, as necessary. If regional and/or local construction or operations phase emissions exceed the SCAQMD thresholds of significance, Psomas will work with the City to determine feasible mitigation measures. The findings will be provided in the Air Quality and GHG Emissions sections of the PEIR with model results included in the appendix.

It should be noted that upon Project initiation, we propose to have a discussion with the City regarding the most appropriate Air Quality approach, in comparison to the approach in the 2012 IS/MND. It is important to minimize any potential public comments in regard to technical adequacy of the analysis; withstand legal challenge; and foresee the real-world implications of mitigation measures to avoid unnecessary extension of construction and increase in construction costs.

- **Biological Resources.** The proposed project site is within a highly developed area of the City of Stanton. Based on review of the aerial photograph, it is assumed that the project site is primarily comprised of developed and disturbed areas with scattered trees. These resources will be characterized as part of the analysis in the biological resources section of the PEIR and mitigation measures will be identified, if needed, to avoid significant impacts related to nesting birds and raptors during Project construction. The SOW does not include a site visit.
- **Cultural Resources and Tribal Cultural Resources.** A request will be submitted to the California Historical Resources Information System (CHRIS) at the South-Central Coastal Information Center (SCCIC) to conduct a records search for the Specific Plan Project site. For purposes of this Project, this search will encompass a 1-mile search radius of the Project site. Copies of all previously recorded cultural resources records and relevant cultural resources reports within the search radius will be obtained. Psomas will also inspect any historical maps and aerials, USGS survey plats, and Government Land Office (GLO) plats that depict the Project site. The SCCIC currently estimates 12 weeks for an appointment to conduct background research. Additionally, Psomas will request the Native American Heritage Commission (NAHC) conduct a search of the Sacred Lands File (SLF) database for the Project site.

Psomas will also request a paleontological resources records search and literature review for the Project site, including a ½-mile search radius, from the Vertebrate Paleontology Section of the Los Angeles County Museum of Natural History. The Natural History Museum provides a letter summarizing information on geological formations and known paleontological localities (if any) near the Project site, and a determination of the paleontological sensitivity of the geologic units underlying the site.

Psomas' Senior Archaeologist, Charles Cisneros, RPA, will provide support to the Lead Agency to fulfill the agency-to-agency consultation requirements under Senate Bill (SB) 18 and Assembly Bill (AB) 52. This includes assisting with consultation with California Native American Tribes, identification of tribal cultural resources, and developing appropriate mitigation measures. This task assumes the preparation of up to six letters on Lead Agency letterhead; one round of review by the Lead Agency; and up to three hours of telephone consultation in concert with the City, as needed to consult with Tribes. Psomas can provide further support related to SB 18 and AB 52 consultation, such as additional meetings, minutes, development of non-standard mitigation measures, or additional site visits, subject to a scope and budget augment. The results of the records searches and tribal consultations will be compiled and described in the cultural, geological (paleontology), and tribal cultural resources (TCR) topical sections of the PEIR, as appropriate. If potential significant impacts to resources are identified, Psomas will recommend mitigation measures to address those impacts.

- **Energy.** Psomas will develop an Energy analysis for the Project, which will include a discussion of regulatory setting, energy demands, Project energy efficiency measures, impact assessment and any necessary mitigation measures. The regulatory setting will include a discussion of the local, State and federal policies and regulations that apply to the Project. The discussion of Project related energy demands include quantification of anticipated energy consumption from the operations phases. Construction phase energy demand is due to diesel and gasoline consumption used during the development of the Project. The operations phase of the Project would consume energy related to lighting and heating needs as well as vehicle trips. Potential impacts will be assessed relative to Project consistency with those policies and measures related to energy efficiency and conservation within the General Plan and the State of California Energy Efficiency Standards. Mitigation measures, if needed, will be discussed to reduce any significant energy impacts.
- **Geology and Soils.** Based on a desktop research and review of the City's General Plan and associated EIR, as well as the Town Center Specific Plan IS/MND, Psomas will prepare the analysis for the Geology and Soils section of the IS/MND. If needed, mitigation measures will be identified to avoid significant impacts. As an optional task, Group Delta, as subconsultant to Psomas, will prepare a geotechnical investigation report. The cost for this optional task is not included in the total cost estimate.
- **Hazards and Hazardous Materials.** Psomas will request a database records search through Environmental Data Resources (EDR) to provide current documentation on potential issues pertaining to hazardous materials on and near the Project site. The summary of the findings will be incorporated into the Hazards and Hazardous Materials topical section of the PEIR and the EDR report will be included as an appendix in the PEIR. Future projects/developments within the Specific Plan area may prepare Phase I Environmental Site Assessments (ESAs) for demolition and construction purposes.
- **Hydrology and Water Quality.** The previous IS/MND (2012) and Draft Specific Plan (2010) included a Hydrology and Water Quality technical report in Appendix C prepared by RBF Consulting. Psomas' civil engineer will review the report in detail and update, as necessary, in light of the current regulations and CEQA requirements, as applicable. It is assumed that information on hydrology will include the available capacity of existing infrastructure and potential impacts related to storm drainage, and that new Rational Method analyses will not be required. The analysis associated with water quality will identify tributaries, impaired waters, and pollutants of concern per the requirements in the current Model Water Quality Management Plan (WQMP) for North Orange County (2011). It will also identify whether the total maximum daily load standards have been established, storm water quality volumes and flows that dictate the Best Management Practices (BMPs) proposed; and the potential for hydrologic conditions of concern.

The findings of the report will be incorporated into the hydrology and water quality topical section of the PEIR and will be included as an appendix to the PEIR.

- **Land Use and Planning.** Psomas will describe the existing condition of the site and the surrounding land uses based on a site visit (Task 1.2) and review of the relevant available documents and information and analyze the Project's compatibility with the surrounding uses. The Project requires a Zone Change and will include unique development standards and design guidelines in the Specific Plan to accommodate and support the uses and product types. Psomas will also evaluate the proposed Project's consistency with relevant local and regional planning policies, including, but not limited to, the City

of Stanton General Plan policies; Southern California Association of Governments' (SCAG's) regional planning policies; and other relevant policy documents.

- **Mineral Resources.** Based on the California Department of Mines and Geology (CDMG), Generalized Mineral Land Classification of Orange County, California, the proposed Project site and the surrounding area are designated as Mineral Resource Zone (MRZ)-4, which identifies "area where available information is inadequate for assignment to any other MRZ zone". This designation will be discussed in the IS/NOP and will contain a statement identifying the site's lack of mineral resources.
- **Noise.** Psomas will analyze temporary noise and vibration impacts from construction activities and will also review the Project plans, design, and traffic impact analyses to evaluate operational noise impacts to sensitive receptors. Consistent with the approach taken in the 2012 IS/MND for the Project, no noise monitoring will be included. To characterize the existing noise environment, noise monitoring will be conducted based on existing traffic volumes. The Project is anticipated to involve noise sources, including HVAC (heating, ventilation, and air conditioning) units, outdoor recreational areas, parking lot, and industrial activities. The analysis will compare noise impacts with the standards in the City's General Plan and Noise Ordinances. Increases in traffic noise on local roadways will also be quantified using the Federal Highway Administrations RD- 77-108 traffic noise model.

Mitigation measures that reduce construction and operations phase impacts will be identified, as necessary. If regional and/or local construction emissions exceed the noise thresholds of significance, Psomas will work with the City to determine feasible mitigation measures. The results will be provided in the Noise section of the PEIR and supporting calculations will be included as an appendix.

- **Population and Housing.** The proposed Project will include approximately 1,500 residential units to meet the housing needs of the community. The increase in residential population in the City associated with the proposed Project will be discussed in relation to local projects. Additionally, Psomas will evaluate the direct and indirect impacts that the proposed uses could have on population, housing, and employment forecasts. Psomas will conduct an analysis to evaluate potential impacts related to population, housing, and employment projections for the Project area using the latest demographic data from the Orange County Projections (OCP 2018) and other relevant documents.
- **Public Services and Recreation.** Implementation of the proposed Project would directly generate additional population at the Project site; therefore, the Project has the potential to increase the demand for public services (fire, police, other public services such as schools, parks, and libraries). Psomas understands that fire and police services will be provided by the Orange County Fire Authority and the Orange County Sheriff Department, respectively. Four school districts (i.e., Anaheim Union High School District, Garden Grove Unified School District, Magnolia School District, and the Savanna School District) serve the Stanton area. The potential effects associated with implementation of the proposed Project are related to the provision of adequate service levels and the need to upgrade and/or provide additional facilities to serve the proposed Project. Psomas will coordinate with the above service providers to identify existing public service facilities and to determine whether the proposed Project can be adequately serviced without any increase in personnel or expansion of existing resources, including facilities.

- Transportation. Psomas will prepare a Traffic Impact Study (TIS) in support of the PEIR per the City guidelines. The TIS will serve as an update to the study prepared for the Town Center Specific Plan in 2009 by RBF, and therefore include the same study intersections and time periods. In addition, an analysis of vehicle miles traveled (VMT) will be provided per Senate Bill (SB) 743, which will be in effect on July 1, 2020. Orange County has not yet published guidelines for VMT analysis, so the final scope will need to be coordinated with both the City and per the County guidelines. However, the TIS is expected to include the following:
  - » Analysis of 10 study intersections
  - » Analysis for existing conditions, long-range without Project conditions, and long-range with Project conditions
    - Due to current conditions with COVID-19, traffic volumes will not be collected. Instead, it is assumed that the City will provide the most recent available data. Where data is not available, Psomas will propose a growth rate to apply to the volumes used in the 2009 study in order to estimate current traffic volumes.
      - » Alternatively, Psomas can contact traffic counters in the area to determine if more recent adjustments may be made based on existing traffic volume data.
    - Long-range without Project traffic volumes will be taken from the 2008 General Plan. Minor adjustments may be made based on existing traffic volume data.
    - Project traffic volumes will be estimated using the ITE Trip Generation Manual, 10th Edition.

It is assumed that only one Project alternative will be evaluated. The final TIS will be stamped by a registered engineer.

- Utilities and Service Systems. Implementation of the proposed Project would directly generate additional population at the project site; therefore, the Project has the potential to increase the demand for wet and dry utility services (e.g., water, wastewater treatment, solid waste, electricity, gas, telephone, and cable). Psomas will coordinate with applicable utility providers to obtain the necessary information regarding existing capacity, supply, and future demand from the proposed Project.

Additionally, Psomas will review and update the 2012 IS/MND infrastructure studies for water and sewer based on any changes in land use and associated statistics. The updates and changes will be documented in a memorandum. Psomas understands that preparation of a Water Supply Assessment (WSA) is required, as the Project is above the threshold of 500 dwelling units for residential. We understand a WSA was prepared (it is referenced as Appendix B of the 2012 IS/MND); however, we believe it needs to be updated, especially since it likely draws on the 2010 Urban Water Management Plan (UWMP), which is 10 years old. It is assumed that Golden State Water Company (GSWC) will prepare an updated WSA for the Project at the request of the City.

As an optional task and if requested by the City, Psomas will assist the City staff in their coordination with the GSWC during this process. This task will include meetings, providing necessary statistical and graphic information to GSWC, and review and comment on the draft WSA. The cost for this optional task is not included in the total cost estimate.

- Wildfire. According to CalFire, the Project site is not located within any fire hazard zone. Given that the site and general area is not within the path of a high fire hazard designation, no impacts to future development are anticipated. The fire hazard zones will be identified and described in detail in the PEIR.

Cumulative Impacts: In addition to the analysis of potential short- and long-term Project-specific impacts, Psomas will conduct a cumulative impact analysis based on the provisions of Section 15130(b)(1) of the State CEQA Guidelines. Psomas will coordinate with City staff to obtain a list of related projects. The evaluation method will vary depending on the technical issue to be addressed.

Alternatives: Psomas will provide an assessment of alternatives to the proposed Project. These alternatives will be based on the requirements of CEQA and discussions with City staff. This SOW assumes that up to three development alternatives and a No Project Alternative will be evaluated.

Required CEQA Topics: Other CEQA-required sections include long-term impacts; significant irreversible environmental changes; significant unavoidable adverse impacts; growth-inducing impacts; references; agencies and persons consulted; and preparers and contributors.

Through the course of PEIR preparation, if mitigation measures are identified, in compliance with Section 21081.6 of the California Public Resources Code, Psomas will prepare a Mitigation Monitoring and Reporting Program (MMRP) as part of the Administrative Draft PEIR document. The MMRP will be prepared in matrix format and will provide the timing and responsibility for each mitigation measure. It should be noted that, later during the public hearings, if the Planning Commission or City Council modify the Project and/or recommend standard conditions of approval/mitigation measures for the proposed Project, Psomas will revise the MMRP. However, substantial modifications to the MMRP are not assumed in the SOW and fees for this Project. Upon completion, the Administrative Draft PEIR and the MMRP will be submitted for review by the City.

#### Task 7.3.1 Work Products:

- Electronic Copy (email) of Administrative Draft PEIR and MMRP

#### 7.3.2 Public Review Draft Program Environmental Impact Report and Mitigation

Monitoring and Reporting Program Upon receipt of comments from the City, Psomas will review the comments, revise the document, including the MMRP, accordingly, and prepare the Public Review Draft PEIR and MMRP for a final review before distribution. This task assumes that no new technical analyses or new quantitative analyses will be required. If conflicting or unclear comments are received, Psomas will coordinate with the City to resolve any issues.

#### Task 7.3.2 Work Products:

- Electronic Copy (email) of Public Review Draft PEIR and MMRP

### 7.3.3 Draft Program Environmental Impact Report and Mitigation Monitoring and Reporting Program

This SOW assumes that only minor editorial revisions to the text of the Public Review Draft and MMRP will be required, and no substantive revisions to any technical analyses will be necessary. Psomas will revise the document, as necessary, and prepare the Draft PEIR, including MMRP for a final review prior to distribution. Psomas will distribute the Draft PEIR (CDs), including Technical Appendices and MMRP along with an NOA, for a 45-day public review period, using a distribution list to be provided by the City. Psomas will submit 15 CDs of the Draft PEIR and 15 hard copies of the Executive Summary or SCH electronic submittal form to the SCH with a NOC and NOA. Psomas will file the notices with the County Clerk.

#### Task 7.3.3 Work Products:

- Electronic Copy (email) of the Draft PEIR and MMRP
- Electronic or Hard Copies (15) of the Draft PEIR, NOI, and NOC to the SCH
- Distribution of up of 30 Electronic Copies (CDs) of the Draft PEIR
- Filing the NOI at the County Clerk
- Up to 5 Hard Copies, if requested by the City

## **7.4 Final Program Environmental Impact Report**

### 7.4.1 Administrative Draft Response to Comments/Errata

Following the 45-day public review period, Psomas will review the comments received and meet with the City to discuss the approach. Psomas, with assistance from the Project team, will prepare responses to comments that raise significant environmental issues. The revisions that result from the comments will be identified in a Revisions and Clarifications Section (Errata) of the Responses to Comments (RTC) document. It is assumed that Psomas will spend approximately 40 hours of technical staff time on this task. If it is determined that additional effort will be necessary, or if late comment letters are received that raise significant issues, a budget augment may be required.

#### **7.4.2 Public Review Draft Response to Comments/Errata and Final Program Environmental Impact Report**

Following the City's review of the Administrative Draft RTC, Psomas will revise the responses and compile the Final RTC/Errata and Final PEIR and coordinate with the Project team on the revisions. The revised Final PEIR will be submitted for a final review by the City prior to mailing responses to public agencies at least 10 days prior to a decision on the Final PEIR, as required by CEQA. Additionally, Psomas will prepare the Notice of Determination (NOD) to be signed by the City upon certification of the Final PEIR and action on the Project. Psomas will file the NOD with the County Clerk and the SCH. The cost estimate does not include the California Department of Fish and Wildlife filing fees, as necessary, and County Clerk Recorder processing fee. It is assumed that the City will provide a check for payment of these fees at the time the NOD is filed.

##### **Task 7.4.2 Work Products:**

- Electronic Copy (email) of RTC/Errata and Final PEIR
- Thirty (30) Electronic Copies (CDs) of the RTC/Errata for Distribution
- Electronic Copies of the Draft and Final NOD

#### **7.4.3 Findings of Fact and Statement of Overriding Considerations**

As part of the Final PEIR, Psomas will prepare the Findings of Fact and Statement of Overriding Considerations, if applicable, for the Project pursuant to Sections 21081 and 21081.6 of the California Public Resources Code. The draft and final version of the Findings will be submitted to the City for review and approval.

##### **Task 7.4.3 Work Products:**

- Electronic Copies (email) of the Draft and Final Findings of Fact and Statement of Overriding Consideration



La Floresta  
Brea, CA

**Town Center Specific Plan -- Cost Proposal**

	Ken Ryan (KTY)	John Moreland (KTY)	Lora Kennedy (KTY)	Jasmin Torres (KTY)	Alla Hokuki (PSOMAS)	Darlene Danehy (PSOMAS)	Julie Cho (PSOMAS)	Megan Larum (PSOMAS)	Support Staff (PSOMAS)	Hours	Estimated Cost
<b>Hourly Rate</b>	\$ 295.00	\$ 215.00	\$ 180.00	\$ 100.00	\$ 215.00	\$ 145.00	\$ 140.00	\$ 110.00	\$ 105.00		
<b>Task 1: Project Kick-Off &amp; Project Administration</b>											
Task 1.1 Project Kick-Off	5 \$ 1,475	5 \$ 1,075	\$ -	\$ -	9 \$ 1,935	\$ -	\$ -	8 \$ 880	4 \$ 420	31	5,785
Task 1.2 Project Coordination and Quality Control		80 \$ 17,200		20 \$ 2,000	20 \$ 4,300	\$ -	\$ -	\$ -	\$ -	120	23,500
<b>Task 2: Community Outreach</b>											
Task 2.1 Develop Public Participation Plan (PPP)	\$ -	4 \$ 860	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	4	860
Task 2.2 Conduct Community Outreach Meetings	16 \$ 4,720	16 \$ 3,440	\$ -	16 \$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ -	48	9,760
Task 2.3 Community Outreach Collateral	2 \$ 590	16 \$ 3,440	\$ -	36 \$ 3,600	\$ -	\$ -	\$ -	\$ -	\$ -	54	7,630
Task 2.4 Social Media and Other Outreach Activities	\$ -	4 \$ 860	\$ -	16 \$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ -	20	2,460
<b>Task 3: Technical Studies and Background Information</b>											
Task 3.1 Specific Plan and Zoning Code Audit	2 \$ 590	16 \$ 3,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	18	4,030
Task 3.2 Proposed Technical Analyses	\$ -	\$ -	\$ -	\$ -	52 \$ 11,180	159 \$ 23,055	100 \$ 14,000	32 \$ 3,520	\$ -	343	51,755
Task 3.3 Peer Review and Update of Existing Technical Studies	\$ -	\$ -	\$ -	\$ -	40 \$ 8,600	\$ -	64 \$ 8,960	18 \$ 1,980	\$ -	122	19,540
<b>Task 4: Draft Specific Plan</b>											
Task 4.1 Screencheck Draft Specific Plan	8 \$ 2,360	60 \$ 12,900	32 \$ 5,760	60 \$ 6,000	\$ -	\$ -	\$ -	\$ -	\$ -	160	27,020
Task 4.2 Draft Town Center Specific Plan	\$ -	16 \$ 3,440	6 \$ 1,080	16 \$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ -	38	6,120
Task 4.3 Final Town Center Specific Plan	\$ -	10 \$ 2,150	\$ -	12 \$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ -	22	3,350
<b>Task 5: Initial Study/Mitigated Negative Declaration*</b>											
Task 5.1 Administrative Draft Initial Study/Mitigated Negative Declaration and MMRP	\$ -	\$ -	\$ -	\$ -	25 \$ 5,375	\$ -	27 \$ 3,780	50 \$ 5,500	15 \$ 1,575	117	16,230
Task 5.2 Initial Study/Mitigated Negative Declaration, and MMRP for Distribution	\$ -	\$ -	\$ -	\$ -	15 \$ 3,225	\$ -	15 \$ 2,100	20 \$ 2,200	5 \$ 525	55	8,050
Task 5.3 Final Initial Study/Mitigated Negative Declaration and Related Documents	\$ -	\$ -	\$ -	\$ -	10 \$ 2,150	\$ -	10 \$ 1,400	14 \$ 1,540	3 \$ 315	37	5,405
<b>Task 6: Public Hearings</b>											
Task 6.1 Public Hearing Preparation	3 \$ 885	16 \$ 3,440	\$ -	16 \$ 1,600	\$ -	\$ -	\$ -	\$ -	\$ -	35	5,925
Task 6.2 Public Hearing Attendance	\$ -	15 \$ 3,225	\$ -	\$ -	6 \$ 1,290	\$ -	\$ -	\$ -	\$ -	21	4,515
<b>*Reimbursables Expenses (Printing, Mileage, Etc.)</b>	\$ 6,850	\$ -	\$ -	\$ -	\$ 3,150	\$ -	\$ -	\$ -	\$ -		\$ 10,000
<b>TOTAL LABOR HOURS AND COSTS</b>	<b>36 \$ 17,470</b>	<b>258 \$ 55,470</b>	<b>38 \$ 6,840</b>	<b>192 \$ 19,200</b>	<b>177 \$ 41,205</b>	<b>159 \$ 23,055</b>	<b>216 \$ 30,240</b>	<b>142 \$ 15,620</b>	<b>27 \$ 2,835</b>	<b>1,245</b>	<b>\$ 211,935</b>

**OPTIONAL TASKS**

Community Outreach Booklet (Task 2.5)	\$ 5,370
Specific Plan Audit Memo (Task 3.1)	\$ 5,000
Marketing Study (Task 3.4)	\$ 35,100
Development Impact Fee Report (Task 3.5)	\$ 9,500
Signage/Pageantry Section of Specific Plan (Task 4.1)	\$ 5,000
Program WQMP (Task 5.1)	\$ 5,000
WSA Coordination (Task 5.1)	\$ 3,000
LOS Analysis in Traffic Study (Task 5.1)	\$ 2,900
Environmental Impact Report (Tasks 7.1 through 7.4)*	\$ 140,324

**TOTAL INCLUDING OPTIONAL TASKS\* \$ 423,129**

\* Should Task 7: Environmental Impact Report be executed, Task 5: Initial Study/Mitigated Negative Declaration will not be necessary and not billed.



## SCHEDULE

### Town Center Specific Plan Anticipated Work Schedule (based on 20-month schedule)

	2020								2021												2022
	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
<b>Task 1: Project Kick-Off &amp; Project Administration</b>																					
Task 1.1: Project Kick-Off	★																				
Task 1.2: Project Coordination and Quality Control																					
<b>Task 2: Community Outreach</b>																					
Task 2.1 Develop Public Participation Plan (PPP)																					
Task 2.2 Conduct Community Outreach Meetings				★					★												
Task 2.3 Community Outreach Collateral																					
Task 2.4 Social Media and Other Outreach Activities																					
Task 2.5 Community Outreach Summary Document																					
<b>Task 3: Technical Studies and Background Information</b>																					
Task 3.1: Specific Plan and Zoning Code Audit																					
Task 3.2: Proposed Technical Analyses																					
Task 3.3: Peer Review and Update of Existing Technical Studies																					
Task 3.4: Market Study (Optional)																					
<b>Task 4: Draft Specific Plan</b>																					
Task 4.1: Screencheck Draft Specific Plan																					
Task 4.2: Draft Town Center Specific Plan																					
Task 4.3: Final Town Center Specific Plan																					
<b>Task 5: Initial Study/Mitigated Negative Declaration</b>																					
Task 5.1: Administrative Draft Initial Study/Mitigated Negative Declaration and MMRP																					
Task 5.2: Initial Study/Mitigated Negative Declaration, and MMRP for Distribution																					
Task 5.3: Final Initial Study/Mitigated Negative Declaration and Related Documents																					
<b>Task 6: Public Hearings</b>																					
Task 6.1: Public Hearing Preparation																					
Task 6.2: Public Hearing Attendance																					

★ -- Indicates Anticipated Timing of Community Meetings/Hearings or Other Meetings



Alameda Marina  
Alameda, CA



## CONTACT US



**KEN RYAN**

Principal

949.221.6244

[kryan@ktgy.com](mailto:kryan@ktgy.com)

**JOHN MORELAND, AICP**

Planning Director

949.221.6216

[jmoreland@ktgy.com](mailto:jmoreland@ktgy.com)

Chapman University Specific Plan  
Orange, CA

## CITY OF STANTON

### AGREEMENT FOR CONSULTING SERVICES

**THIS AGREEMENT**, is made and effective as of July 28, 2020, between the **City of Stanton**, a California Municipal Corporation ("City") and **KTGY GROUP, INC.**, ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. **TERM**

This Agreement shall commence on July 28, 2020 and shall remain and continue in effect until tasks described herein are completed, but in no event later than June 30, 2022 unless sooner terminated pursuant to the provisions of this Agreement.

2. **SERVICES**

Consultant shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A. When available, a more detailed work program shall be attached and incorporated into this agreement as a separate exhibit.

3. **PERFORMANCE**

Consultant shall at all times faithfully, competently and to the best of his/her ability, experience, and talent, perform all tasks described herein. Consultant shall employ, at a minimum, generally accepted standards and practices utilized by persons engaged in providing similar services as are required of Consultant hereunder in meeting its obligations under this Agreement.

4. **CITY MANAGEMENT**

City's Administrative Services Manager shall represent City in all matters pertaining to the administration of this Agreement, review and approval of all products submitted by Consultant, but not including the authority to enlarge the Tasks to Be Performed or change the compensation due to Consultant. City's City Manager shall be authorized to act on City's behalf and to execute all necessary documents that enlarge the Tasks to Be Performed or change Consultant's compensation, subject to Section 5 hereof.

5. **PAYMENT**

(a) The City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth herein, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed **three hundred thousand (\$300,000)** for the total term of the Agreement unless additional payment is approved as provided in this Agreement.

(b) Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given to Consultant for the performance of said services. The City Manager may approve additional work not to exceed ten percent (10%) of the amount of the Agreement, but in no event shall such sum exceed **thirty thousand dollars (\$30,000.00)**. Any additional work in excess of this amount shall be approved by the City Council.

(c) Consultant will submit invoices monthly for actual services performed. Invoices shall be submitted on or about the first business day of each month, or as soon thereafter as practical, for services provided in the previous month. Payment shall be made within thirty (30) days of receipt of each invoice as to all non-disputed fees. If the City disputes any of Consultant's fees it shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth on the invoice.

6. **SUSPENSION OR TERMINATION OF AGREEMENT WITHOUT CAUSE**

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

(b) In the event this Agreement is terminated pursuant to this Section, the City shall pay to Consultant the actual value of the work performed up to the time of termination, provided that the work performed is of value to the City. Upon termination of the Agreement pursuant to this Section, the Consultant will submit an invoice to the City pursuant to Section 3.

7. **DEFAULT OF CONSULTANT**

(a) The Consultant's failure to comply with the provisions of this Agreement shall constitute a default. In the event that Consultant is in default for cause under the terms of this Agreement, City shall have no obligation or duty to continue compensating Consultant for any work performed after the date of default and can terminate this Agreement immediately by written notice to the Consultant. If such failure by the Consultant to make progress in the performance of work hereunder arises out of causes beyond the Consultant's control, and without fault or negligence of the Consultant, it shall not be considered a default.

(b) If the City Manager or his/her delegate determines that the Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall cause to be served upon the Consultant a written notice of the default. The Consultant shall have ten (10) days after service of said notice in which to cure the default by rendering a satisfactory performance. In the event that the Consultant fails to cure its default within such period of time, the City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice to any other remedy to which it may be entitled at law, in equity or under this Agreement.

8. **OWNERSHIP OF DOCUMENTS**

(a) Consultant shall maintain complete and accurate records with respect to sales, costs, expenses, receipts, and other such information required by City that relate to the performance of services under this Agreement. Consultant shall maintain adequate records of services provided in sufficient detail to permit an evaluation of services. All such records shall be maintained in accordance with generally accepted accounting principles and shall be clearly identified and readily accessible. Consultant shall provide free access to the representatives of City or its designees at reasonable times to such books and records; shall give City the right to examine and audit said books and records; shall permit City to make transcripts there from as necessary; and shall allow inspection of all work, data, documents, proceedings, and activities related to this Agreement. Such records, together with supporting documents, shall be maintained for a period of three (3) years after receipt of final payment.

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. However, use of data by City for other than the project that is

the subject of this agreement shall be at City's sole risk without legal liability or exposure to Consultant. With respect to computer files, Consultant shall make available to the City, at the Consultant's office and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files.

9. **INDEMNIFICATION**

(a) Indemnification for Professional Liability. Where the law establishes a professional standard of care for Consultant's Services, to the fullest extent permitted by law, Consultant shall indemnify, protect, defend and hold harmless City, and any and all of its officials, employees and agents (collectively "Indemnified Parties"), from and against any and all claims, charges, complaints, liabilities, obligations, promises, benefits, agreements, controversies, costs, losses, debts, expenses, damages, actions, causes of action, suits, rights, and demands of any nature whatsoever, including but not limited to the extent same are caused or contributed to in whole or in part which relate to or arise out of any negligent, intentional or willful act, omission, occurrence, condition, event, transaction, or thing which was done, occurred, or omitted to be done (collectively "Claims"), by Consultant, its officers, agents, employees or subcontractors (or any entity or individual that Consultant shall bear the legal liability thereof) in the performance of professional services under this Agreement without regard to whether such Claims arise under the federal, state, or local constitutions, statutes, rules or regulations, or the common law. With respect to the design of public improvements, the Consultant shall not be liable for any injuries or property damage resulting from the reuse of the design at a location other than that specified in Exhibit A without the written consent of the Consultant.

(b) Indemnification for Other Than Professional Liability. In addition to indemnification related to the performance of professional services and to the full extent permitted by law, Consultant shall further indemnify, protect, defend and hold harmless the City and Indemnified Parties from and against any liability (including Claims) where the same arise out of, are a consequence of, or are in any way attributable to, in whole or in part, the performance of this Agreement by Consultant or by any individual or entity for which Consultant is legally liable, including but not limited to officers, agents, employees or subcontractors of Consultant.

(c) General Indemnification Provisions. Consultant agrees to obtain executed indemnity agreements which indemnify, protect, defend and hold harmless the City from liability, with provisions identical to those set forth here in this Section 9 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required, this failure shall be a

material breach of this Agreement, and Consultant agrees to be fully responsible according to the terms of this entire Section 9. City has no obligation to ensure compliance with this Section by Consultant and failure to do so will in no way act as a waiver. This obligation to indemnify and defend City is binding on the successors, assigns or heirs of Consultant, and shall survive the termination of this Agreement or this section.

(d) Obligation to Defend. It shall be the sole responsibility and duty of Consultant to fully pay for and indemnify the City for the costs of defense, including but not limited to reasonable attorney's fees and costs, for all Claims against the City and the Indemnified Parties, whether covered or uncovered by Consultant's insurance, against the City and the Indemnified Parties which arise out of any type of omission or error, negligent or wrongful act, of Consultant, its officers, agents, employees, or subcontractors. City shall have the right to select defense counsel.

10. **INSURANCE**

Consultant shall maintain prior to the beginning of and for the duration of this Agreement insurance coverage as specified in Exhibit B attached to and part of this Agreement.

11. **INDEPENDENT CONSULTANT**

(a) Consultant is and shall at all times remain as to the City a wholly independent Consultant. The personnel performing the services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant shall not at any time or in any manner represent that it or any of its officers, employees, or agents are in any manner officers, employees, or agents of the City. Consultant shall not incur or have the power to incur any debt, obligation, or liability whatever against City, or bind City in any manner.

(b) No employee benefits shall be available to Consultant in connection with the performance of this Agreement. Except for the fees paid to Consultant as provided in the Agreement, City shall not pay salaries, wages, or other compensation to Consultant for performing services hereunder for City. City shall not be liable for compensation or indemnification to Consultant for injury or sickness arising out of performing services hereunder.

12. **LEGAL RESPONSIBILITIES**

The Consultant shall keep itself informed of State and Federal laws and regulations, which in any manner affect those employed by it or in any way, affect the performance of its service pursuant to this Agreement. The Consultant shall at all times observe and comply with all such laws and regulations. The City, and its officers and employees, shall not be liable at law or in equity occasioned by failure of the Consultant to comply with this Section.

13. **UNDUE INFLUENCE**

Consultant declares and warrants that no undue influence or pressure is used against or in concert with any officer or employee of the City of Stanton in connection with the award, terms or implementation of this Agreement, including any method of coercion, confidential financial arrangement, or financial inducement. No officer or employee of the City of Stanton will receive compensation, directly or indirectly, from Consultant, or from any officer, employee or agent of Consultant, in connection with the award of this Agreement or any work to be conducted as a result of this Agreement. Violation of this Section shall be a material breach of this Agreement entitling the City to any and all remedies at law or in equity.

14. **NO BENEFIT TO ARISE TO LOCAL EMPLOYEES**

No member, officer, or employee of City, or their designees or agents, and no public official who exercises authority over or responsibilities with respect to the Project during his/her tenure or for one year thereafter, shall have any interest, direct or indirect, in any agreement or sub-agreement, or the proceeds thereof, for work to be performed in connection with the Project performed under this Agreement.

15. **RELEASE OF INFORMATION/CONFLICTS OF INTEREST**

(a) All information gained by Consultant in performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization. Consultant, its officers, employees, agents, or sub consultants, shall not without written authorization from the City Manager or unless requested by the City Attorney, voluntarily provide declarations, letters of support, testimony at depositions, response to interrogatories, or other information concerning the work performed under this Agreement or relating to any project or property located within the City. Response to a subpoena or court order shall not be considered "voluntary" provided Consultant gives City notice of such court order or subpoena.

(b) Consultant shall promptly notify City should Consultant, its officers, employees, agents, or sub consultants be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions, or other discovery request, court order, or subpoena from any person or party regarding this Agreement and the work performed there under or with respect to any project or property located within the City. City retains the right, but has no obligation, to represent Consultant and/or be present at any deposition, hearing, or similar proceeding. Consultant agrees to cooperate fully with City and to provide the opportunity to review any response to discovery requests provided by Consultant. However, City's right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

16. **NOTICES**

Any notices which either party may desire to give to the other party under this Agreement must be in writing and may be given either by (i) personal service, (ii) delivery by a reputable document delivery service, such as but not limited to, Federal Express, which provides a receipt showing date and time of delivery, or (iii) mailing in the United States Mail, certified mail, postage prepaid, return receipt requested, addressed to the address of the party as set forth below or at any other address as that party may later designate by notice:

To City:	City of Stanton 7800 Katella Ave Stanton, California 90680 Attention: City Clerk
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To Consultant:	KTGY Group, Inc. 17911 Von Karman Avenue Irvine, California 92614 Attention: Ken Ryan
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17. **ASSIGNMENT**

The Consultant shall assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, without prior written consent of the City. Because of the personal nature of the services to be rendered pursuant to this Agreement, only KTGY Group, Inc. shall perform the services described in this Agreement.

18. **LICENSES**

At all times during the term of this Agreement, Consultant shall have in full force and effect, all licenses required of it by law for the performance of the services described in this Agreement.

19. **GOVERNING LAW**

The City and Consultant understand and agree that the laws of the State of California shall govern the rights, obligations, duties, and liabilities of the parties to this Agreement and also govern the interpretation of this Agreement. Any litigation concerning this Agreement shall take place in the municipal, superior, or federal district court with jurisdiction over the City of Stanton.

20. **ENTIRE AGREEMENT**

This Agreement contains the entire understanding that between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations, and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

21. **CONTENTS OF PROPOSAL**

Consultant is bound by the contents of the proposal submitted by the Consultant, Exhibit "A" hereto.

22. **AUTHORITY TO EXECUTE THIS AGREEMENT**

The person or persons executing this Agreement on behalf of Consultant warrants and represents that he/she has the authority to execute this Agreement on behalf of the Consultant and has the authority to bind Consultant to the performance of its obligations hereunder.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed the day and year first above written.

**CITY OF STANTON**

**CONSULTANT**

By: \_\_\_\_\_  
Jarad L. Hildenbrand  
City Manager

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Typed Name)

Its: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Patricia A. Vazquez, City Clerk

Approved As To Form:

\_\_\_\_\_  
Matthew E. Richardson, City Attorney

## **EXHIBIT A**

### **TASKS TO BE PERFORMED**

Refer to the comprehensive Scope of Work in the attached proposal.

In summary, the following will be provided as part of the system implementation:

- A. Complete the Specific Plan and environmental documentation within the schedule established by SB2 Planning Grant Program timelines.
- B. Complete the Specific Plan consistent with State requirements concurrent with the 2021 Housing Element update.
- C. Complete any related amendments to the General Plan, Zoning Code, Land Use Map, and Zoning Map as needed to maintain internal consistency.
- D. Identify any implementation amendments to zoning designations or development regulations that may be necessary in order to achieve full compliance with State housing law. For budgeting purposes, proposals should assume that the actual work needed to complete such amendments, if any, will be done as an optional task with an additional budget to be determined after the nature and scope of the amendments is determined.
- E. Ensure that all legal requirements for public participation are satisfied, including consultation with other public agencies and Native American tribes. For scheduling and budgeting purposes, proposals should assume that a total of four public meetings or hearings will be held during the course of the project and that City staff will be responsible for posting all public notices.
- F. Ensure that all applicable CEQA requirements are satisfied. For budgeting purposes, proposals should assume that an EIR will not be required and that the consultant will be responsible for filing all CEQA notices and City staff will make payment of any filing fees.
- G. SPECIFIC PLAN
  - a. The Specific Plan should explore all elements of a Specific Plan including, but not limited to, land use relationships, opportunities for development and redevelopment programming of public space, landscaping, transportation, infrastructure and streetscape, cultural and historical resources, and opportunities for public art.
  - b. The Specific Plan shall identify the appropriate development standards to accommodate a variety of mixed-use and new

housing types within an already developed commercial area. The commercial and industrial uses should also be considered as part of the vital success of the area. The plan should determine appropriate development and design standards including appropriate heights, setbacks, parking and circulation improvements to facilitate new and adaptive reuse within the project area.

- c. The first phase of the project should focus on refining the scope by soliciting community input, developing a vision for the Town Center, determining plan boundaries, gathering information and assessing current conditions.
- d. The second phase should focus on developing a mixed-use overlay and specific plan alternatives, soliciting input on the draft alternatives and considering comments received on the first draft and potentially revising the plan based on those comments. The City's goals for the Town Center Specific Plan are to:
  - i. Allow for and encourage a broader mix of uses, while respecting the character of the community and creating a vibrant, pedestrian friendly environment;
  - ii. Establish clear, quantitative standards to ensure that future development that occurs within Town Center is consistent with the community's vision;
  - iii. Reduce vehicle trips and trip duration by encouraging efficiency between trip origin and trip destination;
  - iv. Reduce GHG emissions and pollution through zoning changes that reduce reliance on motorized vehicles and supporting active transportation modes;
  - v. Create new, affordable mixed-use housing options to support Regional Housing Needs Allocation (RHNA) and to provide housing options for the community;
  - vi. Revitalize and incentivize existing industrial uses and encourage implementation of compatible business practices;
  - vii. Ensure adequate and efficient infrastructure to support existing and future development; and
  - viii. Encourage economic development and incentivize investment in infill development.

## **EXHIBIT B**

### **INSURANCE REQUIREMENTS**

Prior to the beginning of and throughout the duration of the Work, Consultant will maintain insurance in conformance with the requirements set forth below. Consultant will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, Consultant agrees to amend, supplement or endorse the existing coverage to do so. Consultant acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds available to City in excess of the limits and coverage required in this Agreement and which is applicable to a given loss, will be available to City.

Consultant shall provide the following types and amounts of insurance:

1. **Commercial General Liability Insurance** using Insurance Services Office "Commercial General Liability" policy form CG 00 01 or the exact equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits are subject to review but in no event less than \$1,000,000 per occurrence.
2. **Business Auto Coverage** on ISO Business Auto Coverage form CA 00 01 including symbol 1 (Any Auto) or the exact equivalent. Limits are subject to review, but in no event to be less than \$1,000,000 per accident. If Consultant owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Consultant or Consultant's employees will use personal autos in any way on this project, Consultant shall provide evidence of personal auto liability coverage for each such person.
3. **Workers Compensation** on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident or disease.
4. **Professional Liability or Errors and Omissions Insurance** as appropriate shall be written on a policy form coverage specifically designed to protect against acts, errors or omissions of the consultant and "Covered Professional Services" as designated in the policy must specifically include work performed under this Agreement. The policy limit shall be no less than \$1,000,000 per claim and in the aggregate. The policy must "pay on behalf of" the insured and must include a provision establishing the insurer's duty to defend. The policy retroactive date shall be on or before the effective date of this Agreement.

Insurance procured pursuant to these requirements shall be written by insurers that are admitted carriers in the state of California and with an A.M. Bests rating of A or better and a minimum financial size VII.

**General conditions pertaining to provision of insurance coverage by Consultant.** Consultant and City agree to the following with respect to insurance provided by Consultant:

1. Consultant agrees to have its insurer endorse the third party general liability coverage required herein to include as additional insureds City, its officials, employees and agents, using standard ISO endorsement No. CG 2010 with an edition prior to 1992. Consultant also agrees to require all contractors, and subcontractors to do likewise.
2. No liability insurance coverage provided to comply with this Agreement shall prohibit Consultant, or Consultant's employees, or agents, from waiving the right of subrogation prior to a loss. Consultant agrees to waive subrogation rights against City regardless of the applicability of any insurance proceeds, and to require all contractors and subcontractors to do likewise.
3. All insurance coverage and limits provided by Contractor and available or applicable to this Agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations limits the application of such insurance coverage.
4. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.
5. No liability policy shall contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured or of any contractor or subcontractor.
6. All coverage types and limits required are subject to approval, modification and additional requirements by the City, as the need arises. Consultant shall not make any reductions in scope of coverage (e.g. elimination of contractual liability or reduction of discovery period) that may affect City's protection without City's prior written consent.
7. Proof of compliance with these insurance requirements, consisting of certificates of insurance evidencing all of the coverages required and an additional insured endorsement to Consultant's general liability policy, shall be delivered to City at or prior to the execution of this Agreement. In the event such proof of any insurance is not delivered as required, or in

- the event such insurance is canceled at any time and no replacement coverage is provided, City has the right, but not the duty, to obtain any insurance it deems necessary to protect its interests under this or any other agreement and to pay the premium. Any premium so paid by City shall be charged to and promptly paid by Consultant or deducted from sums due Consultant, at City option.
8. Certificate(s) are to reflect that the insurer will provide 30 days notice to City of any cancellation of coverage. Consultant agrees to require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, or that any party will “endeavor” (as opposed to being required) to comply with the requirements of the certificate.
  9. It is acknowledged by the parties of this Agreement that all insurance coverage required to be provided by Consultant or any subcontractor, is intended to apply first and on a primary, non-contributing basis in relation to any other insurance or self insurance available to City.
  10. Consultant agrees to ensure that subcontractors, and any other party involved with the project that is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with subcontractors and others engaged in the project will be submitted to City for review.
  11. Consultant agrees not to self-insure or to use any self-insured retentions or deductibles on any portion of the insurance required herein and further agrees that it will not allow any contractor, subcontractor, Architect, Engineer or other entity or person in any way involved in the performance of work on the project contemplated by this Agreement to self-insure its obligations to City. If Consultant’s existing coverage includes a deductible or self-insured retention, the deductible or self-insured retention must be declared to the City. At that time the City shall review options with the Consultant, which may include reduction or elimination of the deductible or self-insured retention, substitution of other coverage, or other solutions.
  12. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City will negotiate additional compensation proportional to the increased benefit to City.

13. For purposes of applying insurance coverage only, this Agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards performance of this Agreement.
14. Consultant acknowledges and agrees that any actual or alleged failure on the part of City to inform Consultant of non-compliance with any insurance requirement in no way imposes any additional obligations on City nor does it waive any rights hereunder in this or any other regard.
15. Consultant will renew the required coverage annually as long as City, or its employees or agents face an exposure from operations of any type pursuant to this Agreement. This obligation applies whether or not the Agreement is canceled or terminated for any reason. Termination of this obligation is not effective until City executes a written statement to that effect.
16. Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Proof that such coverage has been ordered shall be submitted prior to expiration. A coverage binder or letter from Consultant's insurance agent to this effect is acceptable. A certificate of insurance and/or additional insured endorsement as required in these specifications applicable to the renewing or new coverage must be provided to City within five days of the expiration of the coverages.
17. The provisions of any workers' compensation or similar act will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials and agents.
18. Requirements of specific coverage features or limits contained in this section are not intended as limitations on coverage, limits or other requirements nor as a waiver of any coverage normally provided by any given policy. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue, and is not intended by any party or insured to be limiting or all-inclusive.
19. These insurance requirements are intended to be separate and distinct from any other provision in this Agreement and are intended by the parties here to be interpreted as such.
20. The requirements in this Section supersede all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this Section.

21. Consultant agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge City or Consultant for the cost of additional insurance coverage required by this Agreement. Any such provisions are to be deleted with reference to City. It is not the intent of City to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against City for payment of premiums or other amounts with respect thereto.
22. Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve City.