



**NOTICE AND CALL
CITY COUNCIL / SUCCESSOR AGENCY / STANTON HOUSING AUTHORITY
SPECIAL MEETING**

TO THE MEMBERS OF THE CITY COUNCIL / SUCCESSOR AGENCY / STANTON HOUSING AUTHORITY FOR THE CITY OF STANTON AND TO THE CITY CLERK / SECRETARY:

NOTICE IS HEREBY GIVEN that a Special Meeting of the City Council / Successor Agency / Stanton Housing Authority for the City of Stanton is hereby called by the Mayor / Chairman, to be held on January 14, 2025, commencing at 5:30 p.m. at 7800 Katella Avenue, Stanton, CA 90680.

The Agenda for the Special Meeting is attached to this Notice and Call.

Dated: January 9, 2025

s/ Patricia A. Vazquez, City Clerk / Secretary

PUBLIC ACCESS IN-PERSON AND VIA TELECONFERENCE
(Electronically / Telephonically)

Attendance by the members of the public may view the meeting live in one of the following ways:

- Attend in person - City Council Chambers: 7800 Katella Avenue, California 90680.
- Via Teleconference (electronically / telephonically) - Zoom:

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

1. Dial the following phone number +1 (669) 444-9171 (US).
2. Dial in the following **Meeting ID: (846 2258 1077)** to be connected to the meeting.

In order to join the meeting via electronic device please utilize the Zoom URL link below:

- <https://us02web.zoom.us/j/84622581077?pwd=TTFubieMKXfULNCTk5QbwEoAYSvXQd.1>

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

- Attend in person and complete and submit a request to speak card to the City Clerk.
- E-Mail your comments to Pvazquez@StantonCA.gov 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 scheduled meeting 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.

Should you have any questions related to participation in the City Council Meeting, please contact the City Clerk's Office at (714) 890-4245 or via e-mail at Pvazquez@StantonCA.gov.

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 PRIOR TO THE MEETING WILL ENABLE THE CITY TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING.



**AGENDA
CITY COUNCIL/SUCCESSOR AGENCY/STANTON HOUSING AUTHORITY
SPECIAL & JOINT REGULAR MEETING
STANTON CITY HALL, 7800 KATELLA AVENUE, STANTON, CA**

**TUESDAY, JANUARY 14, 2025
SPECIAL CLOSED SESSION - 5:30 P.M.
JOINT REGULAR SESSION - 6:30 P.M.**

PUBLIC ACCESS IN-PERSON AND VIA TELECONFERENCE
(Electronically / Telephonically)

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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 or via e-mail at Pvazquez@StantonCA.gov. Notification 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.StantonCA.gov.

The City Council is required to comply with the **Levine Act (Government Code § 84308)**. The purpose of the Levine Act is to prevent public officials from being influenced by campaign contributions from parties and other financially interested persons appearing before them and to prevent officials from using their position of authority to unduly influence applicants to make contributions to campaigns. The Levine Act only applies to certain matters brought to the City Council, including permits, licenses, some contracts, and other entitlements for use. While these matters are pending and for 12 months after a decision has been made, a Council Member may not accept, solicit, or direct campaign contributions of more than \$500 from parties/participants who have a financial interest in the proceedings, or their respective agents. In addition, a Council Member who has received such a contribution may be required to disclose the contribution and recuse themselves from consideration of an agenda item. This summary of the Levine Act does not constitute legal advice. Council members who need to recuse themselves from an agenda item may provide notice at any time during the Council meeting before consideration of the item. Under certain circumstances, contributions may be returned by the public official in order to participate in a decision or otherwise cure a potential violation.

1. CLOSED SESSION (5:30 PM)

- 2. ROLL CALL** Council / Agency / Authority Member Barrios
Council / Agency / Authority Member Taylor
Council / Agency / Authority Member Warren
Mayor Pro Tem / Vice Chairman Torres
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 LEGAL COUNSEL-ANTICIPATED LITIGATION

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

Number of Potential Cases: 1

- 5. **CALL TO ORDER STANTON CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY JOINT REGULAR MEETING (6:30 PM)**

- 6. **ROLL CALL** Council / Agency / Authority Member Barrios
 Council / Agency / Authority Member Taylor
 Council / Agency / Authority Member Warren
 Mayor Pro Tem / Vice Chairman Torres
 Mayor / Chairman Shawver

- 7. **PLEDGE OF ALLEGIANCE**

- 8. **SPECIAL PRESENTATIONS AND AWARDS**
 Update on City's homeless outreach activities.

- 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 November 15, 2024 – December 26, 2024, in the amount of \$4,943,959.34.

- 9C. **APPROVAL OF MINUTES**
 City Council/Successor Agency/Housing Authority approve Minutes of Special and Joint Regular Meeting – December 10, 2024.

9D. NOVEMBER 2024 INVESTMENT REPORT

The Investment Report as of November 30, 2024, 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 November 2024.

9E. NOVEMBER 2024 INVESTMENT REPORT (SUCCESSOR AGENCY)

The Investment Report as of November 30, 2024, 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 November 2024.

9F. NOVEMBER 2024 GENERAL FUND REVENUE AND EXPENDITURE REPORT; HOUSING AUTHORITY REVENUE AND EXPENDITURE REPORT; STATUS OF CAPITAL IMPROVEMENT PROGRAM

The Revenue and Expenditure Report for the month ended November 30, 2024, has been provided to the City Manager in accordance with Stanton Municipal Code Section 2.20.080 (D) and is being provided to the City Council. This report includes information on both the City's General Fund and the Housing Authority Fund.

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 and Housing Authority Fund November 2024 Revenue and Expenditure Reports and Status of Capital Improvement Projects for the month ended November 30, 2024.

9G. ACCEPTANCE OF THE CITYWIDE CONCRETE REPAIR PROJECT (TASK CODE NO. 2025-104) BY THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA

The Citywide Concrete Repair Project, consisting of the removing and replacing of various concrete infrastructure such as sidewalks, curb & gutters, and driveway approaches throughout the City, is now complete. The final construction cost for the project was \$203,949, less than the awarded contract amount and approved change order limit. The City Engineer, in his judgment, certifies that the work was satisfactorily completed as of December 12, 2024 and recommends that the City Council accept the completed work performed on this project.

RECOMMENDED ACTION:

1. City Council declare this project categorically exempt under the California Environmental Quality Act, Class 1, and 15301(c) as repair, maintenance, and minor alteration of existing public structures; and
2. Accept the completion of improvements for the Citywide Concrete Repair Project, as certified by the City Engineer, and affix the date of December 12, 2024 as the date of completion of all work on this project; and
3. Approve the final construction contract amount of \$203,949 with CJ Concrete Construction, Inc.; and
4. Direct the City Clerk within ten (10) days from the date of acceptance to file the Notice of Completion with the County Clerk-Recorder of the County of Orange; and
5. Direct City staff, after thirty-five (35) days has elapsed from the filing of the "Notice of Completion" with the County Clerk-Recorder, to make the retention payment to CJ Concrete Construction, Inc. in the amount of \$10,197.45.

9H. CONTINUANCE OF THE PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY CAUSED BY HOMELESSNESS CRISIS

At its meeting of November 26, 2024, the City Council adopted a resolution proclaiming the existence of a local emergency. Based on the continuing impacts of homelessness on public health and safety within the City of Stanton, the City's Council's proclamation of the existence of a local emergency will continue until further notice.

RECOMMENDED ACTION:

1. City Council declare that the proposed actions are not subject to the California Environmental Quality Act ("Public Resources Code section 21000 et seq.") ("CEQA") because they do not qualify as a "project" under CEQA Receive and file; and
2. Receive and file the report.

9I. MEETING DATES FOR THE STANTON CITY COUNCIL, STANTON PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION, STANTON PLANNING COMMISSION, AND STANTON PUBLIC SAFETY COMMITTEE

City Council review the attached 2025 meeting dates for the Stanton City Council, Stanton Parks, Recreation and Community Services Commission, Stanton Planning Commission, and Stanton Public Safety Committee.

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 Stanton City Council, Stanton Parks, Recreation and Community Services Commission, Stanton Planning Commission, and Stanton Public Safety Committee meeting dates for the year 2025.

9J. MAYOR’S APPOINTMENTS OF COUNCIL MEMBERS AS REPRESENTATIVES TO VARIOUS BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

Traditionally, Council Members have been appointed by the Mayor to serve on numerous outside committees, boards, commissions and agencies. Each appointee is responsible for representing the City and voting on behalf of the City Council. The Mayor conducts a review and selects appointees, as detailed in Attachment A, with the exception of the Orange County Fire Authority (“OCFA”) appointment, which is required to be made by City Council Resolution, the Mayor may otherwise make appointments to each committee, board, commission or agency by nomination and Minute Order confirmation. In addition, the Fair Political Practices Commission (“FPPC”) regulations require the adoption and posting of Form 806, Agency Report of Public Official Appointments, in order for individual Council Members to participate in a City Council vote that would result in him or her serving in a position that provides compensation of \$250 or more in any 12-month period.

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. City Council confirm the Mayor’s appointments; and
3. Approve Fair Political Practices Commission Form 806 and authorize the City Clerk to post the form on the City’s website.

9K. RENEWAL OF DECLARATION THAT AN EMERGENCY CONDITION EXISTS ARISING FROM DAMAGE TO THE WESTERLY END STANTON PARK PEDESTRIAN BRIDGE

Consideration of the City Council to continue declaring the repair an emergency. The westerly end pedestrian bridge at Stanton Park has been damaged and unusable since June 2023. The pedestrian bridge is a major pedestrian walkway serving many of the residents of the City.

RECOMMENDED ACTION:

1. City Council declare that this item is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Sections 15060(c)(2) and 15060(c)(3); and
2. Find that the City Council continues declaring the repairs an emergency.

9L. AMENDED RESPONSE TO THE 2023-2024 ORANGE COUNTY GRAND JURY REPORT DATED JUNE 11, 2024, ENTITLED, “TALKING TRASH: RECYCLABLES AND ORGANIC WASTE”

On June 11, 2024, the Orange County Grand Jury released a report entitled “Talking Trash: Recyclables and Organic Waste” (Attachment A). The purpose of the report was to review the challenges of complying with the requirements and goals of State of California Senate Bill 1383 which requires jurisdictions responsible for waste collection to coordinate with their residents to divert organic waste from landfill waste disposal streams. California Penal Code Sections 933 and 933.05 require any public agency that the Grand Jury reviews respond to the findings and recommendations of the Grand Jury Report. The City submitted their response letter after receiving Council authorization at its meeting on August 27, 2024. The Grand Jury has requested an amended response, which has been prepared for Council review (Attachment B).

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 or governments that will not result in direct or indirect physical changes in the environment); and
2. Authorize the Mayor to sign the amended response letter to the Orange County Grand Jury related to the findings and recommendations contained in the June 11, 2024, report entitled “Talking Trash: Recyclables and Organic Waste”.

9M. RESOLUTION AUTHORIZING THE APPLICATION FOR GRANT FUNDS FOR THE STANTON FAMILY RESOURCE CENTER UNDER THE COUNTY OF ORANGE FAMILIES AND COMMUNITIES TOGETHER (FaCT) PROGRAM

Resolution No. 2025-03 will authorize the City to submit an application for grant funds for the Stanton Family Resource Center under the County of Orange Families and Communities Together (FaCT) Program to provide human and social services from the County of Orange Social Services Agency.

RECOMMENDED ACTION:

1. City Council declare that the project is exempt from the California Environmental Quality Act (“CEQA”) under section 15061(b)(4) – the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment; and
2. Approve Resolution No. 2025-03, authorizing the application for FaCT grant funding, entitled:

“A RESOLUTION APPROVING THE APPLICATION FOR GRANT FUNDS FOR FAMILY RESOURCE CENTER UNDER THE COUNTY OF ORANGE FAMILIES AND COMMUNITY TOGETHER (FaCT) PROGRAM”; and

3. Authorize the Community Services Director to sign the Families and Community Together (FaCT) Program Grant Application.

9N. FISCAL YEAR 2025-2026 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) RESOLUTION NO. 2025-02

On November 6, 2024, the Orange County Community Resources Department released a Request for Applications (RFA) for Fiscal Year 2025-2026 Community Development Block Grant projects related to public facilities and improvements (PF&I). In response to the RFA, staff is proposing the City of Stanton Community Center Improvements - Phase 2. As part of the application process, the City Council must review and authorize Resolution No. 2025-02 authorizing the City Manager to execute the agreement, contract and other documents.

RECOMMENDED ACTION:

1. City Council declare that this project is not subject to the California Environmental Quality Act (CEQA) because it is not a “project” as defined by CEQA; and

2. Approve Resolution No. 2025-02 authorizing the City Manager to execute the agreement, contract and other documents required by the Orange County Community Resources Department for participation in the CDBG program on behalf of the City Council, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA TO APPROVE THE CITY’S PARTICIPATION IN THE FISCAL YEAR 2025-2026 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) WITH THE COUNTY OF ORANGE”.

END OF CONSENT CALENDAR

10. PUBLIC HEARINGS

10A. PUBLIC HEARING TO ADOPT THE MASTER FEE SCHEDULE FOR CITY PROGRAMS AND SERVICES

In 2021, the City contracted with Willdan Financial Services (Willdan) to complete a comprehensive user fee study. The City conducted the comprehensive study to determine the cost of providing City services, in a manner consistent with applicable State laws, rules, and regulations governing the collection of fees and rates for charges by public entities. Resolution No. 2025-04, which includes the proposed Master Fee Schedule, is provided in Attachment B utilizing the data provided by the comprehensive user fee study prepared by Willdan (Attachment A). The Resolution includes a provision to update the Master Fee Schedule annually, each July 1, beginning on July 1, 2025, to implement annual Consumer Price Index (CPI) based adjustments to all fees to ensure fees keep up with increasing costs.

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 User Fee Report; and
3. Open the public hearing and receive public input; and
4. Adopt Resolution No. 2025-04, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, ADOPTING A NEW CITY OF STANTON MASTER FEE SCHEDULE FOR CITY PROGRAMS AND SERVICES.”

11. UNFINISHED BUSINESS

- 11A. APPROVAL OF ORDINANCE NO. 1154 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA AMENDING AND RESTATING CHAPTER 9.52 OF THE STANTON MUNICIPAL CODE REGARDING PUBLIC LODGING FACILITIES REGULATIONS, AMENDING THE REFERENCE TO “LODGING – HOTEL OR MOTEL” IN SECTION 20.215.020, TABLE 2-5, AMENDING THE REFERENCE TO “LODGING” IN TABLE 2-11 OF SECTION 20.30.040, AND FINDING THE ORDINANCE TO BE EXEMPT FROM CEQA PURSUANT TO STATE CEQA GUIDELINES SECTIONS 15060(c)(2) AND 15060(c)(3) AND ALTERNATIVELY CATEGORICALLY EXEMPT PURSUANT TO SECTIONS 15301 AND 15061(b)(3) OF STATE CEQA GUIDELINES**

This Ordinance was introduced at the regular City Council meeting of December 10, 2024.

RECOMMENDED ACTION:

1. City Clerk read the title of Ordinance No. 1154, entitled:

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA AMENDING AND RESTATING CHAPTER 9.52 OF THE STANTON MUNICIPAL CODE REGARDING PUBLIC LODGING FACILITIES REGULATIONS, AMENDING THE REFERENCE TO “LODGING – HOTEL OR MOTEL” IN SECTION 20.215.020, TABLE 2-5, AMENDING THE REFERENCE TO “LODGING” IN TABLE 2-11 OF SECTION 20.30.040, AND FINDING THE ORDINANCE TO BE EXEMPT FROM CEQA PURSUANT TO STATE CEQA GUIDELINES SECTIONS 15060(c)(2) AND 15060(c)(3) AND ALTERNATIVELY CATEGORICALLY EXEMPT PURSUANT TO SECTIONS 15301 AND 15061(b)(3) OF STATE CEQA GUIDELINES”; and

2. City Council adopt Ordinance No. 1154.

12. NEW BUSINESS

12A. CONSIDERATION OF APPROVAL OF REVISED STANTON CITY OFFICIAL TRAVEL EXPENSE AND REIMBURSEMENT POLICY PURSUANT TO ASSEMBLY BILL 1234

The City's Travel and Expense Reimbursement Policy, pursuant to Assembly Bill 1234 (AB 1234) was last approved by Resolution No. 2006-13 on May 23, 2006. The proposed policy will replace the existing policy that was adopted via Resolution No. 2006-13.

RECOMMENDED ACTION:

1. City Council declare that this project is exempt from the California Environmental Quality Act ("CEQA") under Section 15378(b)(2) – continuing administrative or maintenance activities, such as purchase for supplies, personnel-related actions, general policy and procedure making; and
2. Adopt Resolution No. 2025-01, approving revised Stanton City Official Travel Expense and Reimbursement Policy, Administrative Policy No. IV-4-16, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, ADOPTING REVISED STANTON CITY OFFICIAL TRAVEL EXPENSE AND REIMBURSEMENT POLICY PURSUANT TO ASSEMBLY BILL 1234 AND REPEALING CITY COUNCIL RESOLUTION NO. 2006-13”.

12B. PARKS, RECREATION & COMMUNITY SERVICES (COMMUNITY SERVICES) COMMISSION COMPOSITION

Based on the recent difficulties in ensuring a quorum for the Community Services Commission and based on interest levels from the current pool of applicants, staff is requesting the City Council consider reducing the membership of the Community Services Commission from seven members to five members (in alignment with the Planning Commission and the Public Safety Committee).

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 or governments that will not result in direct or indirect physical changes in the environment); and
2. Provide direction to staff regarding the potential reduction in membership from seven to five commissioners of the Parks, Recreation & Community Services (Community Services) Commission.

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-Public or on a particular item are requested to fill out a REQUEST TO SPEAK form and submit it to the City Clerk. Request to speak forms must be turned in prior to Oral Communications-Public.
- When the Mayor/Chairman calls you to the microphone, please state your Name, slowly and clearly, for the record. A speaker's comments shall be limited to a three (3) minute aggregate time period on Oral Communications and Agenda Items. Speakers are then to return to their seats and no further comments will be permitted.
- Remarks from those seated or standing in the back of chambers will not be permitted. All those wishing to speak including Council/Agency/Authority and Staff need to be recognized by the Mayor/Chairman before speaking.

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 FIRE AUTHORITY

At this time the Orange County Fire Authority 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 9th day of January, 2025.

s/ Patricia A. Vazquez, City Clerk/Secretary

Item: 9B

[Click here to return to the agenda.](#)

CITY OF STANTON WARRANT REGISTER

November 15 - December 26 , 2024

Payments to Vendors:

Electronic Transaction Nos.	3480-3510	\$	2,924,851.49
Check Nos.	138662-138756 ^(A)		463,360.57
Other Electronic Transactions	ACH ^(B)		<u>1,099,411.44</u>
Total Payments to Vendors		\$	4,487,623.50

Direct Deposit Payments ^(C):

Payroll dated November 21, 2024		\$	154,499.01
Payroll dated December 5, 2024			147,865.97
Payroll dated December 19, 2024			151,253.20
Payroll dated December 24, 2024			<u>2,717.66</u>
Total Direct Deposit Payments		\$	456,335.84

TOTAL PAYMENTS **\$ 4,943,959.34**

Notes:

A = Check number 138714 was not issued because it was damaged during the check printing process.

B = These are electronic payments processed via a file exported from the City's Finance system and uploaded to the City's bank account. The City's Finance system designates these payment transactions as "ACH". A specific transaction number is not assigned.

C = Represents the total net payroll paid through direct deposit on pay date.

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

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

/s/ Hannah Shin-Heydorn
City Manager

/s/ Michelle Bannigan
Finance Director

Accounts Payable

Checks by Date - Detail by Check Number

User: MBannigan
Printed: 1/7/2025 11:35 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	BEN15755 15670 15670A 15670B	BENEFIT COORDINATORS CORPORAT December 2024 Prism Life Ins - City December 2024 Prism Disability Ins - City December 2024 Prism Life Ins - Employee	12/06/2024	475.20 2,763.57 1,096.85
Total for this ACH Check for Vendor BEN15755:				4,335.62
ACH	BES12575 1009879A 1009880 1009890A 1009891 1012008A 1012009	BEST BEST & KRIEGER LLP Code Enforcement Fees thru 8/31/2024 OCSD/Police Fees thru 8/31/2024 Code Enforcement Fees thru 9/39/2024 OCSD/Police Fees thru 9/30/2024 Code Enforcement Fees thru 10/31/2024 OCSD/Police Fees thru 10/31/2024	12/06/2024	8,289.44 3,600.02 14,589.60 8,796.20 5,886.25 9,002.75
Total for this ACH Check for Vendor BES12575:				50,164.26
ACH	INT15739 868015	INTERWEST CONSULTING GROUP, IN OCT-2024/Tina Pacific Relocation Services	12/06/2024	1,158.52
Total for this ACH Check for Vendor INT15739:				1,158.52
ACH	OCA2137 SH 70068	COUNTY OF ORANGE TREASURER- T Sheriff Contract Svcs. (Safer Streets Together Pr	12/06/2024	22,400.44
Total for this ACH Check for Vendor OCA2137:				22,400.44
ACH	ONW16569 7545	ONWARD ENGINEERING Main Street Improvement from Ross to Fern-Co:	12/06/2024	3,516.45
Total for this ACH Check for Vendor ONW16569:				3,516.45
ACH	SOC12606 719104 719105	SO CAL INDUSTRIES Fence Rental for 8970 Pacific -Dec Fence Rental for 8870 Pacific -Dec	12/06/2024	231.21 208.58
Total for this ACH Check for Vendor SOC12606:				439.79
ACH	THE16903 TR112624	THE RINKS FOUNDATION Payment for youth skating classes - Fall 2024	12/06/2024	332.50
Total for this ACH Check for Vendor THE16903:				332.50
ACH	ATH16520 REQUEST 21	ATHENS ADMINISTRATORS Account Escrow Replenishment	12/05/2024	3,738.17
Total for this ACH Check for Vendor ATH16520:				3,738.17
ACH	CAL17057 12/2/2024	CLAIMS CALIFORNIA JOINT POWERS General Liability Account Funding	12/05/2024	130.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for this ACH Check for Vendor CAL17057:				130.95
ACH	CAS680	CA ST PERS 103	12/06/2024	
	PPE 11/30/2024A	PR Batch 00305.12.2024 PERS Employee T1	PR Batch 00305.12.2024 PER	1,955.39
	PPE 11/30/2024B	PR Batch 00305.12.2024 PERS Employer	PR Batch 00305.12.2024 PER	15,968.15
	PPE 11/30/2024C	PR Batch 00305.12.2024 Survivors Benefit	PR Batch 00305.12.2024 Surv	40.92
	PPE 11/30/2024D	PR Batch 00305.12.2024 PERS Employee New	PR Batch 00305.12.2024 PER	6,251.78
	PPE 11/30/2024E	PR Batch 00305.12.2024 PERS Employee Class	PR Batch 00305.12.2024 PER	4,222.19
Total for this ACH Check for Vendor CAS680:				28,438.43
ACH	EDD1067	EDD	12/06/2024	
	11/30/2024A	PR Batch 00305.12.2024 State Income Tax	PR Batch 00305.12.2024 Stat	8,047.35
	11/30/2024B	PR Batch 00305.12.2024 State Unemployment I	PR Batch 00305.12.2024 Stat	49.12
Total for this ACH Check for Vendor EDD1067:				8,096.47
ACH	INT1569	INTERNAL REVENUE SERVICE	12/06/2024	
	11/30/2024A	PR Batch 00305.12.2024 Medicare Employer Po	PR Batch 00305.12.2024 Mec	2,752.46
	11/30/2024B	PR Batch 00305.12.2024 Medicare Employee Pc	PR Batch 00305.12.2024 Mec	2,882.87
	11/30/2024C	PR Batch 00305.12.2024 Federal Income Tax	PR Batch 00305.12.2024 Fed	21,053.11
Total for this ACH Check for Vendor INT1569:				26,688.44
ACH	MIS16496	MISSIONSQUARE	12/06/2024	
	PPE 11/30/2024	PR Batch 00305.12.2024 457 Deferred Compens	PR Batch 00305.12.2024 457	1,685.00
Total for this ACH Check for Vendor MIS16496:				1,685.00
ACH	PUB15477	PUBLIC AGENCY RISK SHARING AUT	12/06/2024	
	PPE 11/30/2024	PR Batch 00305.12.2024 Public Agency Retirem	PR Batch 00305.12.2024 Publ	1,420.56
Total for this ACH Check for Vendor PUB15477:				1,420.56
ACH	C3O13388	C3 TECHNOLOGY SERVICES	12/13/2024	
	INV189695	Sharp Copiers/All Facilities/Managed Print Svcs		776.96
Total for this ACH Check for Vendor C3O13388:				776.96
ACH	DAV15696	DAVIS FARR LLP	12/13/2024	
	2362	Temporary Accounting Services - Nov. 2024 (60		6,300.00
Total for this ACH Check for Vendor DAV15696:				6,300.00
ACH	GRE1360	GREAT SCOTT TREE SERVICE, INC	12/13/2024	
	122072A	Tree trimming FY 24/25 (80%) - Nov		1,578.24
	122072B	Tree trimming FY 24/25 (20%) - Nov		394.56
Total for this ACH Check for Vendor GRE1360:				1,972.80
ACH	GRU16389	GRUBER AND LOPEZ, INC	12/13/2024	
	4763	FY 2023/24 Annual Audit (City)		25,912.00
	4763A	FY 2023/24 Annual Audit (SHA)		3,902.00
Total for this ACH Check for Vendor GRU16389:				29,814.00
ACH	HAS16808	HASA INC.	12/13/2024	
	1005932A	Provide maintenance to the Splash Pad - Dotson-		250.00
	1005932B	Provide maintenance to the Splash Pad - SCP- N		250.00
Total for this ACH Check for Vendor HAS16808:				500.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	INF16720	INFINITY TECHNOLOGIES	12/13/2024	
	2725	ArcGIS Online Implementation Jul 24		1,427.88
	2776	Datto/Spanning Office 365 Cloud Backup Svcs J		189.00
	2777	Managed IT & Helpdesk Support Svcs/Jul 24		9,780.00
	2871	Managed IT & Helpdesk Support Svcs Aug 24		9,780.00
	2872	Datto/Spanning Office 365 Cloud Backup Svcs /		191.25
	2897	ArcGIS Online Implementation Aug 2024		1,360.00
	2937	General GIS Support Sept 24		950.00
	2987	Managed IT & Helpdesk Support Svcs Sept 24		9,780.00
	2988	Datto/Spanning Office 365 Cloud Backup Svcs 5		189.00
	3059	General GIS Support Oct 24		880.00
	3059A	GIS Data Development & Maintenance		100.00
	3107	Managed IT & Helpdesk Support Svcs Oct 24		9,780.00
	3108	Datto/Spanning Office 365 Cloud Backup Svcs C		180.00
	3167	Datto/Spanning Office 365 Cloud Backup Svcs 1		180.00
	3193	Managed IT & Helpdesk Support Svcs Nov 24		9,780.00
		Total for this ACH Check for Vendor INF16720:		54,547.13
ACH	NAT13166 020893	NATIONAL PLANT SVCS. INC Sewer Cleaning Services - Oct	12/13/2024	37,163.88
		Total for this ACH Check for Vendor NAT13166:		37,163.88
ACH	SOC12606 720997	SO CAL INDUSTRIES Fence Rental for 8910-8920 Pacific - Dec	12/13/2024	311.94
		Total for this ACH Check for Vendor SOC12606:		311.94
ACH	TOW14437 22573	TOWNSEND PUBLIC AFFAIRS, INC DEC-2024/ Legislative Advocacy & Grant Writi	12/13/2024	4,000.00
		Total for this ACH Check for Vendor TOW14437:		4,000.00
ACH	UND2984 1120240715A 1120240715B	UNDERGROUND SERVICE ALERT DigAlert monthly services - Nov DigAlert monthly services - Nov	12/13/2024	41.08 41.07
		Total for this ACH Check for Vendor UND2984:		82.15
ACH	VAN13002 E106A E106B	VAN RY MAINTENANCE Floor service Civic Center - Nov. Floor service FRC - Nov.	12/13/2024	450.00 150.00
		Total for this ACH Check for Vendor VAN13002:		600.00
ACH	ALL228 96495	ALL CITY MANAGEMENT SVCS, INC. School Crossing Guard Services - 10/13/24 - 10/	11/19/2024	3,369.60
		Total for this ACH Check for Vendor ALL228:		3,369.60
ACH	BOY13501 2104B	BOYS & GIRLS CLUBS OF GARDEN GI Contractual Services (FaCT) Boys & Girls Club	11/19/2024	7,344.33
		Total for this ACH Check for Vendor BOY13501:		7,344.33
ACH	DAV15696 2270	DAVIS FARR LLP Temporary Accounting Services-Oct 2024 (40.5C	11/19/2024	4,252.50
		Total for this ACH Check for Vendor DAV15696:		4,252.50
ACH	GRE1360	GREAT SCOTT TREE SERVICE, INC	11/19/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	122060	Tree trimming FY 24/25 (80%) - Oct		4,526.24
	122060-54694	Planting of tree at 8101 Chapman		591.00
	122060A	Tree trimming FY 24/25 (20%) - Oct		1,131.56
Total for this ACH Check for Vendor GRE1360:				6,248.80
ACH	GRU16389 4754	GRUBER AND LOPEZ, INC FY 2023-24 Annual Audit- 1st progress billing (l	11/19/2024	4,000.00
Total for this ACH Check for Vendor GRU16389:				4,000.00
ACH	WIL12778 010-60405 010-60405A	WILLDAN FINANCIAL SERVICES Sewer Rate Study - Oct 2024 Sewer Connection Fee Study - Oct 2024	11/19/2024	5,935.00 1,750.00
Total for this ACH Check for Vendor WIL12778:				7,685.00
ACH	AFL187 016367A 016367B	AFLAC-FLEX ONE PR Batch 00321.11.2024 Aflac- Nov 2024 Misc. Rounding	11/22/2024 PR Batch 00321.11.2024 Afla PR Batch 00321.11.2024 Afla	777.70 -0.05
Total for this ACH Check for Vendor AFL187:				777.65
ACH	BEN15755 B0GF1BA B0GF1BB	BENEFIT COORDINATORS CORPORAT Delta Dental Employer Share- Dec 2024 Delta Dental Employee-Dec 2024	11/22/2024 PR Batch 00321.11.2024 Delt PR Batch 00321.11.2024 Delt	1,895.10 207.60
Total for this ACH Check for Vendor BEN15755:				2,102.70
ACH	CAS680 PPE 11/16/2024A PPE 11/16/2024B PPE 11/16/2024C PPE 11/16/2024D PPE 11/16/2024E PPE 11/16/2024F	CA ST PERS 103 PR Batch 00321.11.2024 PERS Employee New PR Batch 00321.11.2024 PERS Employer PR Batch 00321.11.2024 Survivors Benefit PR Batch 00321.11.2024 PERS Employee Class PR Batch 00321.11.2024 PERS Employee T1 Rounding	11/22/2024 PR Batch 00321.11.2024 PER PR Batch 00321.11.2024 PER PR Batch 00321.11.2024 Surv PR Batch 00321.11.2024 PER PR Batch 00321.11.2024 PER PR Batch 00321.11.2024 PER	6,325.96 16,088.21 40.92 4,222.19 1,980.39 -0.01
Total for this ACH Check for Vendor CAS680:				28,657.66
ACH	EDD1067 11/16/2024A 11/16/2024B	EDD PR Batch 00321.11.2024 State Income Tax PR Batch 00321.11.2024 State Unemployment I	11/22/2024 PR Batch 00321.11.2024 Stat PR Batch 00321.11.2024 Stat	8,910.66 55.23
Total for this ACH Check for Vendor EDD1067:				8,965.89
ACH	INT1569 11/16/2024A 11/16/2024B 11/16/2024C	INTERNAL REVENUE SERVICE PR Batch 00321.11.2024 Federal Income Tax PR Batch 00321.11.2024 Medicare Employee Pc PR Batch 00321.11.2024 Medicare Employer Po	11/22/2024 PR Batch 00321.11.2024 Fede PR Batch 00321.11.2024 Med PR Batch 00321.11.2024 Med	22,287.88 2,972.50 2,878.83
Total for this ACH Check for Vendor INT1569:				28,139.21
ACH	MET12565 Dec-24A Dec-24B	METLIFE SBC Metlife Employee Share - Dec 2024 Rounding	11/22/2024 PR Batch 00321.11.2024 Met PR Batch 00321.11.2024 Met	32.00 -0.01
Total for this ACH Check for Vendor MET12565:				31.99
ACH	MIS16496 PPE 11/16/2024	MISSIONSQUARE PR Batch 00321.11.2024 457 Deferred Compens	11/22/2024 PR Batch 00321.11.2024 457	1,685.00
Total for this ACH Check for Vendor MIS16496:				1,685.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	PUB15477 PPE 11/16/2024	PUBLIC AGENCY RISK SHARING AUT PR Batch 00321.11.2024 Public Agency Retirem	11/22/2024 PR Batch 00321.11.2024 Publ	1,455.31
Total for this ACH Check for Vendor PUB15477:				1,455.31
ACH	VSP13387 821701367A 821701367B	VISION SERVICE PLAN - (CA) PR Batch 00321.11.2024 Vision Employer Share PR Batch 00321.11.2024 Vision Employee Share	11/22/2024 PR Batch 00321.11.2024 Visi PR Batch 00321.11.2024 Visi	460.42 53.90
Total for this ACH Check for Vendor VSP13387:				514.32
ACH	TOT13550 13796	TOTAL COMPENSATION SYSTEMS, IN GASB 75 Roll-Forward Valuation - 1st Installme	11/26/2024	810.00
Total for this ACH Check for Vendor TOT13550:				810.00
ACH	ABS16273 2020111309	ABSOLUTE SECURITY INTERNATIONAL, Security for Hall Rentals on 11/17, 11/23, 11/24,	12/18/2024	1,544.92
Total for this ACH Check for Vendor ABS16273:				1,544.92
ACH	ALL228 97271 97599	ALL CITY MANAGEMENT SVCS, INC. School Crossing Guard Svcs 11/10-23/24 School Crossing Guard Svcs 11/24-12/7/24	12/18/2024	2,996.42 1,684.80
Total for this ACH Check for Vendor ALL228:				4,681.22
ACH	BES12575 1015630 1015633 1015637 1015639 1015641 1015643 1015645 1015647 1015649 1015651 1015653	BEST BEST & KRIEGER LLP General Fees thru 11/30/24 Commercial Cannabis Fees thru 11/30/24 SHA Fees thru 11/30/24 Labor & Unemployment thru 11/30/24 General Fees thru 11/30/24 (Litigation) Labor & Unemployment thru 11/30/24 (Matter 5 General Fees thru 11/30/24 General Fees thru 11/30/24 SHA Fees thru 11/30/24 (Tina/Pacific Dev) SHA Fees thru 11/30/24 (Tina/Pacific Residents . General Fees thru 11/30/24 (BBK Class 1 Landfi	12/18/2024	20,009.42 1,156.00 1,089.00 231.00 99.00 47,082.26 2,656.00 3,069.00 4,125.00 16,167.30 355.20
Total for this ACH Check for Vendor BES12575:				96,039.18
ACH	BOY13501 2104C	BOYS & GIRLS CLUBS OF GARDEN GI Contractual Svcs (FaCT) Boys & Girls Club GG	12/18/2024	5,272.73
Total for this ACH Check for Vendor BOY13501:				5,272.73
ACH	CJC17055 2 3 R#2 R#3	C J CONCRETE CONSTRUCTION INC Construction for Citywide Concrete Repair Proje Construction for Citywide Concrete Repair Proje Citywide Concrete Repair Project Retention 5% Citywide Concrete Repair Project Retention 5%	12/18/2024	109,992.00 8,091.00 -5,499.60 -404.55
Total for this ACH Check for Vendor CJC17055:				112,178.85
ACH	CRI13190 25379 25428	C.R.I ELECTRIC, INC Camera Power for Security Cameras at SCP Troubleshoot Well Lights at City Hall	12/18/2024	11,194.21 1,050.00
Total for this ACH Check for Vendor CRI13190:				12,244.21
ACH	OCA2137	COUNTY OF ORANGE TREASURER- T.	12/18/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	November 2024 SH 70146	County Share Parking Citation Rev (637 Citation AFIS (Fingerprinting) Nov 24		7,007.00 1,169.00
Total for this ACH Check for Vendor OCA2137:				8,176.00
ACH	SOC12606 722385 722386	SO CAL INDUSTRIES Fence Rental for 10652 Bell St. Dec 24 Fence Rental Magnolia & Tina Way Dec 24	12/18/2024	59.11 603.27
Total for this ACH Check for Vendor SOC12606:				662.38
ACH	USB3019	US BANK	12/18/2024	
	405 Express	405 Express Lanes Tolls/ Tanaka Farms Excursic		3.05
	5.11 Tactical	Public Safety Clothing: Winterwear/ Pants		347.39
	5.11 Tactical	HOC's Clothing: Winterwear/Pants/Sweater		368.07
	5.11 Tactical	HOC's Clothing: Winterwear/Pants/Sweater		236.19
	Above All Cater	Catering Addition - Veterans Day		129.95
	Above All Cater	Catering Payment Veterans Day		2,500.00
	Above All Cater	Catering Deposit - Veterans Day		2,500.00
	Above All Cater	Catering Payment Veterans Day		1,389.46
	Above All Cater	Catering Payment - Veterans Day		947.65
	ACE Parking	CSMFO/ WPF Mentor Panel Parking/ V. Holgui		18.00
	ACE Parking	CSMFO/ WPF Mentor Panel Parking/ A. Massey		18.00
	Adobe	Acrobat Pro & Creative Cloud Apps for PCTA 11		383.95
	Allegretto Vine	Lunch for Conference		40.80
	Amazon	Scanner for Accounting Tech		432.71
	Amazon	November KNO: Refund on Drink Powder		-13.28
	Amazon	November KNO: Craft & Goody Bag Supplies		130.99
	Amazon	OST Paper Plates for Craft		5.38
	Amazon	November Teen Night Out: Activity Supplies		156.76
	Amazon	OST Craft Supplies		28.94
	Amazon	Finance Dept. Supplies		10.86
	Amazon	SCP: Caution Tape for Field		39.32
	Amazon	Command Hooks (40) Veterans Day Decor		31.90
	Amazon	Padfolio Notepad - Return		-20.65
	Amazon	Seat Covers/ Code Enf.		48.92
	Amazon	New Faucet for Bathroom		229.66
	Amazon	Office Supplies/ Wall Calendar		16.30
	Amazon	Office Supplies/ Daily Planner		27.13
	Amazon	Tree Lighting: Santa Candy Canes		129.00
	Amazon	Glove Container Kitchen/Meal Program		43.49
	Amazon	SCP: Mosquito Zapper		20.75
	Amazon	Tree Lighting: Decor Supplies		114.03
	Amazon	Steering Wheel Cover/ Code Enf.		29.24
	Amazon	OST - Masks for Craft		10.76
	Amazon	Padfolio Notepad		20.65
	Amazon	Halloween Event Hooks		12.60
	Amazon	Employee Holiday Luncheon Supplies		18.43
	Amazon	Network Supplies/Tools		89.37
	Amazon	Cord Covers		18.09
	Amazon	SCP: Metal Detector and Dig Out Tools for Base		49.30
	Amazon	Halloween: Sandbags		49.15
	Amazon	Employee Holiday Luncheon Supplies		65.22
	Amazon	Padfolio Notepad		20.65
	Amazon	November TNO: Extra Blacklights		133.27
	Amazon	Office Supplies/ Wall Calendar		28.28
	Amazon	Computer Hardware/Dell Laptops		1,543.38
	Amazon	November TNO: Refund on Blacklight		-73.19
	Amazon	Network Supplies/Tools		521.99
	Amazon	November KNO: Decorations		19.64

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	At Appliance	Repair to Refrigerator		642.55
	Big 5	Wagon for CEAC Use from America On Track		63.57
	Bos Bagels	OCS D/Investigations Meeting		107.80
	Canva	Safe Streets Postcard		74.50
	CEAOC	CEAOC Meeting Cesar & Elias		118.00
	Certifix Live	Oct-24/ Fingerprint Rolling Fees		124.00
	Chapman Ave	Car Wash		53.93
	Chapman Ave	Car Wash		33.99
	Chevron	OCS D Motor Officer/ Motorcycle Gas		27.25
	Classics Flower	Floral Centerpieces, Wreath Veterans Day		1,239.13
	Command Link	Internet Coverage for City/Nov 2024		2,207.27
	Constant Cont.	Monthly Subscription		44.00
	Costco	Halloween: Refund on Extra Candy		-107.33
	Costco	Halloween: Jumbo Pumpkins		27.96
	Costco	Supplies/Homeless Outreach/Waters & Snacks f		98.32
	Costco	Halloween: Jumbo Pumpkins		48.93
	Costco	Relocation Assistance/Gas Cards for Clients		100.00
	Costco	Halloween: Assorted Candy Bags		79.96
	Costco	Supplies/Homeless Outreach/Waters & Snacks f		68.44
	CPRS District10	CPRS Fall Brochure Exchange Entry Fee		10.00
	CSMFO	Annual Membership Dues/ A. Massey		150.00
	CSMFO	Annual Membership Dues/ Holguin		60.00
	CSMFO	Annual Membership Dues/ Bannigan		150.00
	CSMFO	CSMFO OC Meeting Holguin/Araiza		120.00
	CSMFO	CSMFO - OC Chapter Holiday Event (Member)		60.00
	Digital Space	Nov 2024 Domain Hosting Service		23.76
	Discovery Sci	Family Excursion Deposit		150.00
	Dollar Tree	November TNO: Cups		2.69
	Dollar Tree	OST Ribbon for Craft		2.69
	Dollar Tree	Supplies/ Employee Halloween Event		9.53
	Dollar Tree	Halloween Event - Tool Set and Sewing Kit		2.69
	Dollar Tree	Novmebers Kids Night Out: Tablecovers		10.78
	Dominos	OST Halloween Party Food		39.11
	Eberhard Equip	Mower		504.06
	Etsy	City Council & City Recognition Gifts		364.72
	Eventbrite	Eventbrite/PDAO C Legislative Update Mtg 10/3		25.00
	Five Below	November KNO: Raffle Prizes		15.88
	Food 4 Less	Pumpkins (2) Halloween Event		11.58
	Food 4 Less	EA for Family - Food		500.00
	G & M Oil	OCS D Motor Officer/ Motorcycle Gas		21.90
	G & M Oil	OCS D Motor Officer/ Motorcycle Gas		25.61
	Google LLC App	Work Order Program Usage Fee 11/5-12/5/24		450.00
	Government Tax	2024 Government Tax Webinar/ A. Massey		520.00
	GSWC/EZ-Pay	EA for Family - Utility		800.00
	HatchRotisserie	Lunch for Conference		34.63
	Herc Rentals	Halloween: Light Tower for Playground		521.30
	Herc Rentals	Halloween: Refund on Extra Fee		-35.35
	Hilton Hotels	Lodging Deposit for 2025 CSMFO Conference -		304.00
	Home Depot	Tools		52.18
	Home Depot	Supplies/ Code Enf./ Batteries		7.47
	Home Depot	Balance Returned/Carpet Cleaning Machine Ren		-22.77
	Home Depot	Upper Storage Organization Bins		130.24
	Home Depot	Supplies for City Repairs		29.19
	Home Depot	Fencing for Stanton Park		261.56
	Home Depot	Supplies/ Code Enf./ Field Operations		93.26
	Home Depot	Supplies/Code Enf/Field Operations		247.84
	Home Depot	3 Pack Mop Racks Facility Rentals/Storage		58.69
	Home Depot	Traffic Marker Paint		86.83
	Home Depot	Graffiti Supplies		380.29

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Home Depot	Supplies for Public Work Crew		122.50
	Home Depot	Code Enf. Equipment Maint./ Storage Cage		194.33
	Home Depot	Supplies for Public Work Crew		151.16
	Home Depot	Carpet Cleaning Supplies		13.54
	Home Depot	Supplies for City Christmas Tree		54.40
	Home Depot	Fire Extinguisher for FRC		32.09
	Home Depot	Repairs to the Park		245.12
	Home Depot	Carpet Cleaning Machine Rental/ Deposit Paid		50.00
	Home Depot	Janitorial Supplies		42.33
	Home Depot	Supplies for City Repair		252.77
	LAZ Parking	Parking Fee/OCCMA Meeting		5.00
	League of CA	Cal Cities OC Division Meeting Reg/ Council		30.00
	Lincoln Graphic	Embroidery for Maintenance Shirts		1,804.63
	Lyft, Inc.	Relocation Assistance/Transportation for Client		26.48
	Lyft, Inc.	Relocation Assistance/Transportation for Client		26.11
	Lyft, Inc.	Relocation Assistance/Transportation for Client		17.51
	Microsoft	Microsoft IT Svcs Oct 2024		25.35
	Municipal Water	OCEMO Meeting/Holiday Luncheon Registratio		124.00
	OC Imprints	Staff Uniforms		439.94
	OCTA Store	(92) 1-Day Bus Passes/Homeless Outreach		399.00
	Party City	Halloween Table Cloth Return		-10.78
	Pete Road Svc	Replace Tires on Tractor		851.07
	Raising Canes	City Council Closed Session Expense		107.47
	Ramco Petroleum	OCSD Motor Officer/ Motorcycle Gas		30.63
	RedKap	Return Work Clothes for Public Works Inspector		-178.30
	Sams Club	Halloween: Refund on Extra Candy		-15.94
	Shell Oil	OCSD Motor Officer/ Motorcycle Gas		23.61
	Shell Oil	OCSD Motor Officer/ Motorcycle Gas		25.31
	Smart & Final	CSMFO OC Chapter Meeting Costs (reimbursed		500.00
	Smart & Final	OCSD/Stanton Halloween Festival Candy		135.93
	Smart & Final	Waters for Staff		26.38
	Smart & Final	Supplies/ Employee Halloween Event		135.01
	Smart & Final	Coffee- Senior Halloween Party		13.99
	Smart & Final	November KNO: Chips		16.19
	Socal Edison	EA for Family Utility		766.06
	Socal Gas	EA for Family Utility		386.54
	Socal Newspaper	Pubic Notice/OC Register/Public Lodging 12/10.		841.25
	Socal Newspaper	Pubic Notice/OC Register/ADU & JADU 12/10/		683.51
	Socal Newspaper	Pub Notice/OC Register/Zoning Code Amen 24-		925.37
	Spotify	Spotify Acct for Events		11.99
	Sprouts	Pumpkins - Senior Halloween Party		46.67
	Staples	Office Supplies/Public Safety		113.07
	Staples	Goo Be Gone/Copy Paper		67.35
	Staples	SCP: Blakc/Colored Toner & Tissues		356.97
	Staples	Computer Hardware/Power		290.90
	Staples	Office Supplies/HOC's		58.45
	Staples	Office Supplies		91.64
	Staples	Mouse/File Folders		54.45
	Successories	Employee Service Awards		247.41
	Tacos El Jefe	November TNO: Taco Dinner		207.17
	Target	Adopt a Tree:Gift Bags		43.08
	Target	Cleaning Supplies/Public Safety		12.51
	Target	SCP: Wall/Air Fresheners		21.51
	Target	Upper Storage Organization Bins		45.26
	Target	Tree Lighting: Cookie Decorating		4.29
	Target	Adopt a Tree:Ornaments		301.70
	Target	Tree Lighting: Cookie Decorating		91.86
	Target	Tree Lighting: Wrapping Paper		7.47
	Target	Tree Lighting: Decor Supplies		137.39

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	Target	November KNO: Drink Powder		13.19
	The Grand Food	Employee Holiday Luncheon Catering Deposit		950.00
	Trader Joes	Halloween: Pumpkins		99.80
	Trader Joes	Pastries - Senior Halloween Party		32.03
	Tustin Ranch	CSMFO OC Chapter Meeting Costs (Reimburse		1,625.00
	Tustin Ranch	CSMFO OC Chapter Meeting Costs (Reimburse		1,625.00
	Ubiquiti	Computer Hardware/Network		1,095.33
	Ubiquiti	Computer Hardware/Network		1,148.62
	ULINE	Janitorial Cart Facility Rentals		229.43
	Uprinting	Veterans Day: Programs		188.02
	VitalUS	Refund/Birth Cert Request/State of Maryland Vit		-182.00
	Walmart	OST Party Chips and Juice		25.41
	Walmart	Halloween: Pumpkins		48.94
	Walmart	Adopt a Tree: Lights		184.51
	Yennis Party	Event Linen Rental Addition 2 6ft Navy		33.31
	Yennis Party	Linen Addition Veterans Day		6.83
	Yennis Party	Event Linen Rental Payment Veterans Day		783.29
Total for this ACH Check for Vendor USB3019:				43,540.59
ACH	WIL12778 010-60681 010-60681A	WILLDAN FINANCIAL SERVICES Sewer Rate Study Nov 24 Sewer Connection Fee Study Nov 24	12/18/2024	3,825.00 450.00
Total for this ACH Check for Vendor WIL12778:				4,275.00
ACH	All11857 July-Sept2024	ALLIANT INSURANCE SERVICES INC Special Event Ins/3rd Q/Raquel Chavez for 7/21,	11/27/2024	34.00
Total for this ACH Check for Vendor All11857:				34.00
ACH	ALL228 96922	ALL CITY MANAGEMENT SVCS, INC. School Crossing Guard Services - 10/27/24 - 11/	11/27/2024	3,369.60
Total for this ACH Check for Vendor ALL228:				3,369.60
ACH	BOY13501 698C	BOYS & GIRLS CLUBS OF GARDEN GI Contractual Services - Oct24	11/27/2024	6,682.12
Total for this ACH Check for Vendor BOY13501:				6,682.12
ACH	OCA2137 STCS002596	COUNTY OF ORANGE TREASURER- T 800Mhz 2nd Quarter ST0 Oct-Dec FY 24/25	11/27/2024	11,780.22
Total for this ACH Check for Vendor OCA2137:				11,780.22
ACH	PSI11874 48269	PSI Gloves	11/27/2024	43.66
Total for this ACH Check for Vendor PSI11874:				43.66
ACH	SOC12606 718298 718299	SO CAL INDUSTRIES Fence Rental for 10652 Bell St. - Dec 2024 Fence Rental for Magnolia and Tina Way - Dec 2	11/27/2024	59.11 603.27
Total for this ACH Check for Vendor SOC12606:				662.38
ACH	XPR15487 5048	XPRESS URGENT CARE STANTON Pre-Employment Exams Oct-24	11/27/2024	180.00
Total for this ACH Check for Vendor XPR15487:				180.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	BID16674 YR121624	BI DAN YU Pmt for Youth Art Classes Fall 2024	12/19/2024	640.50
Total for this ACH Check for Vendor BID16674:				640.50
ACH	WES15438 WG121624	WEST GROVE VOLLEYBALL, LLC Pmt for Youth Volleyball Classes Fall 2024	12/19/2024	446.60
Total for this ACH Check for Vendor WES15438:				446.60
ACH	ABS16273 2020111114	ABSOLUTE SECURITY INTERNATION, Security for Hall Rentals Oct 2024	11/27/2024	2,060.03
Total for this ACH Check for Vendor ABS16273:				2,060.03
ACH	BES12575	BEST BEST & KRIEGER LLP	11/27/2024	
	1007558	General Fees thru 08-31-2024 (BBK Class 1 lanc		1,968.00
	1009878	General Fees through 08-31-2024		17,129.39
	1009879	Commercial Cannabis Fees thru 08-31-2024		2,312.00
	1009881	Labor & Unemployment thru 08-31-2024		990.00
	1009882	General Fees thru 08-31-2024 (Litigation)		132.00
	1009883	Labor & Unemployment thru 08-31-2024 (Matte		7,887.00
	1009884	General fees thru 08-31-2024 (Litigation - CA or		297.00
	1009885	General Fees thru 08-31-2024		198.00
	1009886	SHA Fees thru 08-31-2024 (Tina/Pacific Develo		7,507.80
	1009887	SHA Fees thru 08-31-2024 (Tina/Pacific Non-De		25,891.00
	1009888	SHA Fees thru 08-31-2024 (Tina/Pacific Resider		13,056.67
	1009889	General fees thru 09-30-2024		16,610.72
	1009890	Commercial Cannabis Fees through 09-30-2024		2,422.83
	1009892	SHA Fees through 09-30-2024		759.00
	1009893	Labor & Unemployment through 09-30-2024		891.00
	1009894	General Fees through 09-30-2024 (Litigation)		82.80
	1009895	Labor & Unemployment through 09-30-2024 (M		12,730.70
	1009896	General Fees through 09-30-24(Litigation-CA O		132.00
	1009897	General Fees through 09-30-2024		50.00
	1009898	General Fees through 09-30-2024		462.00
	1009899	SHA Fees through 09-30-2024 (Tina/ Pacific De		33.00
	1009900	SHA Fees through 09/30/2024 (Tina/Pacific Non		3,036.00
	1009901	SHA Fees through 09/30/2024 (Tina/ Pacific Res		29,093.85
	1012007	General Fees through 10-31-2024		16,586.00
	1012008	Commercial Cannabis Fees through 10/31/2024		3,092.30
	1012010	General Fees through 10/31/2024		66.00
	1012011	SHA Fees through 10-31-2024		1,089.00
	1012012	Labor & Unemployment through 10-31-2024		6,039.00
	1012013	Labor & Unemployment through 10-31-2024 (M		27,383.10
	1012014	General Fees through 10-31-2024		396.00
	1012015	SHA Fees through 10-31-2024 (Tina/ Pacific De		1,390.00
	1012016	SHA Fees through 10-31-2024 (Tina/ Pacific No		3,399.00
	1012017	SHA Fees through 10-31-2024 (Tina/ Pacific Re		12,749.57
	1012019	General Fees through 10-31-2024 (BBK Class 1		99.00
Total for this ACH Check for Vendor BES12575:				215,961.73
ACH	BAC17074	BACKSTREET SURVEILLANCE	12/24/2024	
	73684-T	Purchase Solar Camera Trailer #116		29,148.00
	73684-TA	1 Year Video Storage for Solar Camera Trailer #		1,144.00
	73684-TB	Custom Wrap for Solar Camera Trailer #116		500.00
	73686-2(T)	Solar CameraTrailer #117		29,148.00
	73686-2(T)A	1 Year Video Storage for Solar CameraTrailer #1		1,144.00
	73686-2(T)B	Custom Wrap for Solar CameraTrailer #117		500.00
	74010-R	Monthly Cellular Data Service/Trailer #116		99.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	74010-RA	Monthly Cellular Data Service/Trailer #117		99.00
Total for this ACH Check for Vendor BAC17074:				61,782.00
ACH	BES12575	BEST BEST & KRIEGER LLP	12/24/2024	
	1015633A	Code Enforcement Fees thru 11/30/24		13,910.20
	1015635A	OCSD/Police Fees thru 11/30/24		4,646.31
Total for this ACH Check for Vendor BES12575:				18,556.51
ACH	BRI16960	BRIGHTVIEW LANDSCAPE SERVICES	12/24/2024	
	9102438	Landscaping Services - Parks Oct 24		16,541.13
	9102438A	Landscaping Services - Medians Oct 24		4,914.22
	9102438B	Landscaping Services - Streets Oct 24		575.88
	9102438C	Landscaping Services - Public Facilities Oct 24		1,712.11
	9102438D	Landscaping Services - Stanton Central Park Oct		7,424.26
	9135547	Landscaping Services - Parks Nov 24		16,541.13
	9135547A	Landscaping Services - Medians Nov 24		4,914.22
	9135547B	Landscaping Services - Streets Nov 24		575.88
	9135547C	Landscaping Services - Public Facilities Nov 24		1,712.11
	9135547D	Landscaping Services - Stanton Central Park No		7,424.26
	9167801	Landscaping Services - Parks Dec 24		16,541.13
	9167801A	Landscaping Services - Medians Dec 24		4,914.22
	9167801B	Landscaping Services - Streets Dec 24		575.88
	9167801C	Landscaping Services - Public Facilities Dec 24		1,712.11
	9167801D	Landscaping Services - Stanton Central Park Dec		7,424.26
Total for this ACH Check for Vendor BRI16960:				93,502.80
ACH	SOC12606	SO CAL INDUSTRIES	12/24/2024	
	723233	Fence Rental 8970 Pacific Dec-Jan 25		231.21
	723234	Fence Rental 8870 Pacific Dec-Jan 25		208.58
Total for this ACH Check for Vendor SOC12606:				439.79
3480	REC16138	RECTRAC REFUNDS	11/15/2024	
	79302978	Robert Valencia/ 11/15, 11/22, 11/29, 11/19, 11/2		300.00
Total for Check Number 3480:				300.00
3481	SOC2734	SO CAL EDISON	11/18/2024	
	11883-110124	Electric Services - Parks Oct 24		-63.13
	28651-110124	Electric Services - Parks Oct 24		183.21
	36885-110124	Electric Services - Parks Oct 24		39.96
	43683-110124	Electric Services - Parks Oct 24		24.47
	62430-110124	Electric Services - Parks Oct 24		-59.91
	62635-110124	Electric Services - Parks Oct 24		24.00
	74350-110124	Electric Services - Parks Oct 24		16.14
	75081-110124	Electric Services - Parks Oct 24		-57.35
	79935-110124	Electric Services - Parks Oct 24		-30.81
	80113-110124	Electric Services - Parks Oct 24		-57.38
	90825-110124	Electric Services - Parks Oct 24		219.86
Total for Check Number 3481:				239.06
3482	REC16138	RECTRAC REFUNDS	11/18/2024	
	78809488	Roman Catholic Bishop of Orange/10/19/Rfd.		98.00
	78809488A	Roman Catholic Bishop of Orange/10/19/Rfd.		259.47
	78846416	Rosa Martinez/10/26/Rfd.		799.27
Total for Check Number 3482:				1,156.74

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
3483	GOL1321 36873-102824	GOLDEN STATE WATER COMPANY Water Services Park 7/12-9/10/24	11/19/2024	1,604.47
Total for Check Number 3483:				1,604.47
3484	REC16138 77694145 79362278	RECTRAC REFUNDS Cindy Salenga/ 11/16/2024 Alexandria Tran/ 11/16/2024	11/20/2024	300.00 100.00
Total for Check Number 3484:				400.00
3485	SOC2734 23594-110124 41084-110124 61613-103024 61695-110124 61929-110124 99599-110124	SO CAL EDISON Stanton District Light - Oct 2024 Electric Service- Signals- Oct 2024 Electric Service-SCP- Oct 2024 Stanton District Light - Oct 2024 Stanton District Light - Oct 2024 Stanton District Light - Oct 2024	11/20/2024	5,265.92 68.81 3,639.49 4,847.95 1,183.65 18.23
Total for Check Number 3485:				15,024.05
3486	LAI16737 11-2024	LAIF To invest City Funds	11/20/2024	1,500,000.00
Total for Check Number 3486:				1,500,000.00
3487	SOC2734 13624-110624 81007-110524	SO CAL EDISON Electric Service - Parks - October 2024 Electric Service - Building - October 2024	11/25/2024	303.72 2,831.86
Total for Check Number 3487:				3,135.58
3488	GOL1321 26211-110124 40657-110124 69352-110124	GOLDEN STATE WATER COMPANY 9/30/24 - 10/30/24 Water Services Median 9/30/24 - 10/30/24 Water Services Median 9/30/24 - 10/30/24 Water Services Building	11/25/2024	191.35 342.67 245.41
Total for Check Number 3488:				779.43
3489	CAS683 Dec-24A Dec-24B Dec-24C Dec-24D Dec-24E	CA ST PERS-HEALTH BENEFIT December 24 Health Ins-City Share December 24 Health Ins-Employee December 24 Retiree Insurance December 24 Adm Services - Health Ins December 24 Adm Services - Retiree	11/25/2024	37,382.22 4,110.44 2,795.00 99.58 17.63
Total for Check Number 3489:				44,404.87
3490	REC16138 79749504 79749504A	RECTRAC REFUNDS Minerva Hundley/11/27/Picnic Shelter/Rfd. Minerva Hundley/11/27/Picnic Shelter Rentals R	11/25/2024	100.00 75.00
Total for Check Number 3490:				175.00
3491	GOL1321 01752-110424 05970-110424 17960-110424 26970-110424 32190-110424 38322-110424 45970-110424	GOLDEN STATE WATER COMPANY Water Services Housing Authority Oct 2024 Water Services Housing Authority Oct 2024 Water Services Housing Authority Oct 2024 Water Services Housing Authority Oct 2024 Water Services Housing Authority Oct 2024 Water Services Housing Authority Oct 2024 Water Services Housing Authority Oct 2024	11/26/2024	105.09 143.94 169.82 195.74 176.31 260.48 221.62

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	46996-110424	Water Services Housing Authority Oct 2024		292.85
	55640-110424	Water Services Housing Authority Oct 2024		137.45
	63566-110424	Water Services Park 10/2-31/24		651.73
	72239-110424	Water Services Housing Authority Oct 2024		487.08
	73992-110424	Water Services Housing Authority Oct 2024		189.25
	85970-110424	Water Services Housing Authority Oct 2024		202.19
	86352-110424	Water Services Housing Authority Oct 2024		292.85
	97284-110424	Water Services Housing Authority Oct 2024		241.05
			Total for Check Number 3491:	3,767.45
3492	GOL1321	GOLDEN STATE WATER COMPANY	11/27/2024	
	14128-110524	Water Services Median 10/2-11/1/24		314.36
	79865-110524	Water Services Building 10/2-11/1/24		56.35
	91646-110524	Water Services Building 10/2-11/1/24		302.13
	98865-110524	Water Services Building 10/2-11/1/24		439.54
			Total for Check Number 3492:	1,112.38
3493	GOL1321	GOLDEN STATE WATER COMPANY	11/29/2024	
	04128-110624	Water Services Park 10/4-11/4/24		225.21
	09159-110624	Water Services Median 10/4-11/4/24		245.41
	26129-110624	Water Services Median 10/4-11/4/24		239.25
	39851-110624	Water Services Park 10/4-11/4/24		102.48
	68159-110624	Water Services Median 10/4-11/4/24		257.60
	75841-110624	Water Services Park 10/4-11/4/24		767.55
	79851-110624	Water Services Park 10/4-11/4/24		34.64
	93128-110624	Water Services Park 10/4-11/4/24		367.65
			Total for Check Number 3493:	2,239.79
3494	SOC2734	SO CAL EDISON	12/03/2024	
	07103-111924	Stanton District Light Nov 24		60.91
	07335-111924	Stanton District Light Nov 24		27.27
	07570-111924	Electric Services - Medians Oct 24		32.61
	28051-112124	Electric Services - Building Nov 24		2,562.96
	57669-112124	Electric Services - Building Nov 24		4,950.72
	80787-112124	Electric Services - Building Nov 24		598.23
			Total for Check Number 3494:	8,232.70
3495	HOP16467 2024-0021	HOPE CENTER OF ORANGE COUNTY North OC Regional Outreach Engagement Svcs	12/03/2024	44,007.92
			Total for Check Number 3495:	44,007.92
3496	REC16138	RECTRAC REFUNDS	12/04/2024	
	68535109	Jonathan Magana/11/23/Banquet Hall/Rfd.		400.00
	74370349	Vicky Huynh/11/30/MPR/Rfd.		300.00
	75920446	Boy Scout Troop 2519/11/30/Banquet Hall/Rfd.		400.00
	78302592	Nicolette Santos/11/23/MPR/Rfd.		300.00
	79041535	Amanda Mata/11/23/Picnic Shelter/Rfd.		100.00
	79457925	Richard Magana/11/24/Picnic Shelter/Rfd.		150.00
	79457925A	Richard Magana/11/24/Picnic Shelter Rentals Rf		90.00
	79580384	Shaymaa Aldehan/11/21/Picnic Shelter/Rfd.		150.00
	79762089	Samantha Sumarinas/11/23/Picnic Shelter/Rfd.		150.00
	80005518	Wai Hong Vong/11/23/Picnic Shelter/Rfd.		150.00
	80057056	Andrew Dinh/11/30/Picnic Shelter/Rfd.		100.00
			Total for Check Number 3496:	2,290.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
3497	GOL1321	GOLDEN STATE WATER COMPANY	12/04/2024	
	09414-111224	Water Services Park - 10/10-11/07/24		45.41
	18873-111224	Water Services Park - 10/10-11/07/24		485.21
	25873-111224	Water Services Median - 10/10-11/07/24		89.77
	26873-111224	Water Services Median - 10/10-11/07/24		114.46
	27873-111224	Water Services Median - 10/10-11/07/24		89.77
	28426-111224	Water Services Park - 10/10-11/07/24		4,801.99
	30107-111224	Water Services Building - 10/10-11/07/24		30.17
	34873-111224	Water Services Median - 10/10-11/07/24		208.41
	35873-111224	Water Services Median - 10/10-11/07/24		89.77
	46873-111224	Water Services Park - 10/10-11/07/24		126.61
	49873-111224	Water Services Median - 10/10-11/07/24		50.96
	50973-111224	Water Services Park - 10/10-11/07/24		3,433.46
	56873-111224	Water Services Median - 10/10-11/07/24		102.11
	57873-111224	Water Services Median - 10/10-11/07/24		139.13
	59873-111224	Water Services Median - 10/10-11/07/24		69.42
	60472-111224	Water Services Park - 10/10-11/07/24		399.25
	63873-111224	Water Services Median - 10/10-11/07/24		233.07
	65873-111224	Water Services Median - 10/10-11/07/24		214.56
	68873-111224	Water Services Median - 10/10-11/07/24		114.46
	69873-111224	Water Services Median - 10/10-11/07/24		83.61
	75873-111224	Water Services Building - 10/10-11/07/24		43.26
	78873-111224	Water Services Median - 10/10-11/07/24		114.46
	85873-111224	Water Services Park - 10/10-11/07/24		861.77
	88279-111224	Water Services Building - 10/10-11/07/24		360.40
	88873-111224	Water Services Median - 10/10-11/07/24		114.46
	93873-111224	Water Services Median - 10/10-11/07/24		165.23
	95873-111224	Water Services Park - 10/10-11/07/24		2,879.18
	98873-111224	Water Services Median - 10/10-11/07/24		59.31
			Total for Check Number 3497:	15,519.67
3498	GOL1321	GOLDEN STATE WATER COMPANY	12/05/2024	
	47873-111324	Water Services Median 10/10/24-11/13/24		297.55
			Total for Check Number 3498:	297.55
3499	GOL1321	GOLDEN STATE WATER COMPANY	12/11/2024	
	36873-111924	Water Services Park 10/10-11/11/24		561.53
			Total for Check Number 3499:	561.53
3500	REC16138	RECTRAC REFUNDS	12/11/2024	
	77912437	Cynthia Morones/12/7/Picnic Shelter/Rfd.		150.00
	78361637	Florencio Lauro/12/7/Picnic Shelter/Rfd.		300.00
	79432962	Andrew Reams/12/6/Picnic Shelter/Rfd		200.00
	79432962A	Andrew Reams/12/6/Picnic Shelter Rfd.		150.00
			Total for Check Number 3500:	800.00
3501	GOL1321	GOLDEN STATE WATER COMPANY	12/13/2024	
	86346-112724	Water Services Building 11/7-26/24		327.73
			Total for Check Number 3501:	327.73
3502	OCA2137	COUNTY OF ORANGE TREASURER- T.	12/13/2024	
	SH 70173	Sheriff Contract Services Dec 24		798,211.16
	SH70173A	Sheriff Contract Services Dec 24		373,000.00
	SH70173B	Sheriff Contract Svcs Crime Prevention Speciali:		10,091.25
	SH70173C	Early Payment Discount .25%		-2,953.26

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 3502:	1,178,349.15
3503	SOC2734 22767-112324	SO CAL EDISON Electric Service - Signals Nov 24	12/16/2024	75.48
			Total for Check Number 3503:	75.48
3504	REC16138 79754352 79754352A 79754352B	RECTRAC REFUNDS Andrea Contreras/12/14/Picnic Shelter/Rfd Andrea Contreras/12/14/Picnic Shelter Rentals R Andrea Contreras/12/14/Cancellation Fee	12/16/2024	100.00 75.00 -35.00
			Total for Check Number 3504:	140.00
3505	SOC2734 11713-112524 13011-112524 20972-112524 30551-112524 36541-112524 47898-112524 61884-112524 63134-112524 73390-112524 80011-112524 80993-112524 86943-112524 91233-112524 98190-112524	SO CAL EDISON Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24 Electric Service - Signals 10/25-11/24/24	12/18/2024	93.90 130.81 139.91 88.54 132.68 89.94 87.60 147.16 35.05 56.77 44.35 75.46 99.29 108.85
			Total for Check Number 3505:	1,330.31
3506	REC16138 78284120 78578097 79550919 79556041	RECTRAC REFUNDS Elizabeth Mojia/12/14/Picnic Shelter/Rfd TIYYA/12/15/MPR/Rfd. Quang Cong Van/12/15/Picnic Shelter/Rfd. Adeline Masaniai/12/14/MPR/Rfd.	12/18/2024	100.00 200.00 300.00 200.00
			Total for Check Number 3506:	800.00
3507	HOP16467 2024-0022	HOPE CENTER OF ORANGE COUNTY North OC Regional Outreach & Engage Svcs Nc	12/18/2024	74,001.51
			Total for Check Number 3507:	74,001.51
3508	REC16138 77610589	RECTRAC REFUNDS Jonathan Magana/12/23/24/Sec Rfd.	12/20/2024	364.03
			Total for Check Number 3508:	364.03
3509	CAL12493 100000017760389	CALPERS 2025 Replacement Benefit Contribution	12/23/2024	4,843.08
			Total for Check Number 3509:	4,843.08
3510	SOC2734 11883-120224 23594-120224 28651-120224 29190-120524 36885-120224	SO CAL EDISON Electric Service - Parks - Nov Stanton District Light - Nov Electric Service - Parks - Nov Credit balance Electric Service - Parks - Nov	12/23/2024	23.72 5,265.92 197.47 -79.13 39.96

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	41084-120424	Electric Service - Signals - Nov		77.63
	43683-120224	Electric Service - Parks - Nov		111.68
	54768-120524	Nov 4 - Dec 4 Electric Services Housing Authori		17.31
	54858-120524	Nov 4 - Dec 4 Electric Services Housing Authori		47.79
	54940-120524	Nov 4 - Dec 4 Electric Services Housing Authori		15.24
	61695-120224	Stanton District Light - Nov		4,847.95
	61929-120224	Stanton District Light - Nov		1,183.65
	62430-120224	Electric Service - Parks - Nov		27.87
	62613-120224	Electric Service - SCP - Nov		3,687.51
	62635-120224	Electric Service - Parks - Nov		24.00
	68326-120524	Nov 4 - Dec 4 Electric Services Housing Authori		15.24
	74350-120224	Electric Service - Parks - Nov		16.14
	75081-120224	Electric Service - Parks - Nov		25.02
	79935-120224	Electric Service - Parks - Nov		60.99
	80063-120524	Nov 4 - Dec 4 Electric Services Housing Authori		15.24
	80113-120224	Electric Service - Parks - Nov		29.56
	81007-120624	Electric Service - Building - Nov		2,664.40
	86963-120524	Nov 4 - Dec 4 Electric Services Housing Authori		18.76
	90825-120224	Electric Service - Parks - Nov		219.86
	99599-120224	Stanton District Light - Nov		18.23
			Total for Check Number 3510:	18,572.01
138662	AUT12223 04072309102	AUTOZONE INC. Diesel Fuel Fluid	11/26/2024	42.17
			Total for Check Number 138662:	42.17
138663	BON17075 78590171	JUANA BONILLA Juana Bonilla/11/9/Picnic Shelter/Rfd.	11/26/2024	100.00
			Total for Check Number 138663:	100.00
138664	CAA556 35894 35903	CA AUTO & BRAKE INC Smog Check for 2008 Van Smog Check for 2022 F250	11/26/2024	69.75 69.75
			Total for Check Number 138664:	139.50
138665	CAS662 775090	CA ST DEPT OF JUSTICE Oct2024/Fingerprints	11/26/2024	98.00
			Total for Check Number 138665:	98.00
138666	CAS17079 06/18/2024	CASA LA PALMA APARTMENTS - LEA Emergency Assistance- Rental for Barrante Fami	11/26/2024	1,150.00
			Total for Check Number 138666:	1,150.00
138667	ECO15351 31154	ECONO TIRE, INC Oil Change for the 2017 Tacoma. Lic#1516938	11/26/2024	75.00
			Total for Check Number 138667:	75.00
138668	FRI13695 FY2425-03FC	FRIENDLY CENTER, INC Contractual Svcs (FaCT) Friendly Center - Sept2	11/26/2024	5,854.41
			Total for Check Number 138668:	5,854.41
138669	HAR1416 24-0727	HARTZOG & CRABILL INC On-call Traffic Signal Services Ops. for Oct 202	11/26/2024	945.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 138669:	945.00
138670	HIL1466 89438	HILL'S BROS LOCK & SAFE INC Repairs for Community Center front double door	11/26/2024	189.00
			Total for Check Number 138670:	189.00
138671	INT1579 FY2425-03STN	INTERVAL HOUSE Contractual Svcs (FaCT) Interval House - Sept24	11/26/2024	1,416.41
			Total for Check Number 138671:	1,416.41
138672	LIF16289 75035124C	LIFE CHRISTIAN CHURCH OF ORANG Life Christian Church/10/13/Sec Rfd	11/26/2024	200.88
			Total for Check Number 138672:	200.88
138673	LOP17077 11006817	VEDA J. LOPEZ Citation #11006817 Dismissed	11/26/2024	57.00
			Total for Check Number 138673:	57.00
138674	MAR17076 10008200	ZAZHA AILLA MARAPAO Citation #10008200 Dismissed	11/26/2024	41.00
			Total for Check Number 138674:	41.00
138675	MAS16783 11/18/2024	AMY MASSEY Employee Computer Loan - A. Massey	11/26/2024	855.50
			Total for Check Number 138675:	855.50
138676	MJJ16654 1701 1702	MJ JURADO, INC. Demo existing damaged asphalt.Replace & comp Remove & replace drive approach,cub,gutter.102	11/26/2024	3,800.00 3,700.00
			Total for Check Number 138676:	7,500.00
138677	QUA15782 2024-11 2024-11-PR	QUALITY MANAGEMENT GROUP, INC Property Mgmt Svcs Tina Pacific Dev Nov24 CM & Maintenance Salaries Tina Pacific Dev No	11/26/2024	4,687.50 9,044.00
			Total for Check Number 138677:	13,731.50
138678	RAN16475 11/7/24	CESAR RANGEL Mileage Reimbursement CJPIA Public Works Ac	11/26/2024	288.64
			Total for Check Number 138678:	288.64
138679	TRU13167 650224310	TRULY NOLEN OF AMERICA INC Monthly Pest Spraying for Nov. 2024	11/26/2024	191.00
			Total for Check Number 138679:	191.00
138680	WIR16966 103039	WIRELESS CCTV LLC Lease Cameras (3) Safe Streets Together 11/5-12	11/26/2024	4,667.88
			Total for Check Number 138680:	4,667.88
138681	YBA17078 79551938	ZALIYAH ELENA YBARRA Zalayah Elena Ybarra/11/17/Picnic Shelter Rfd	11/26/2024	150.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 138681:	150.00
138682	ZUN15286 77128971	MARTHA ZUNIGA Martha Zuniga/11/16/MPR Rfd.	11/26/2024	200.00
			Total for Check Number 138682:	200.00
138683	CAS17084 Unit #C	ESTHER CASTANEDA Emergency Assistance - Rent Baez Family	12/03/2024	1,550.00
			Total for Check Number 138683:	1,550.00
138684	UNI11850 12/2/24 12/2/24A	UNITED STATES POSTAL SERVICE Stanton Express Brochure - Winter/Spring 2025 Stanton Express Brochure - Winter/Spring 2025	12/03/2024	3,977.74 172.88
			Total for Check Number 138684:	4,150.62
138685	A2Z16590 1 R1	A2Z CONSTRUCT INC Construction for FRC Phase II CIP Project FRC Renovation Phase II Retention 5%	12/12/2024	91,400.00 -4,570.00
			Total for Check Number 138685:	86,830.00
138686	AME15118 570564	AMERICAN RENTALS, INC Rental of Boom Lift	12/12/2024	1,633.76
			Total for Check Number 138686:	1,633.76
138687	ATT377 000022638795	AT&T Cerritos/Magnolia	12/12/2024	30.04
			Total for Check Number 138687:	30.04
138688	AUT14715 0049746 0050490	AUTOMATED GATE SERVICES, INC Gate Repairs SCP SCP Gate Repair Doorcking Chain (2)	12/12/2024	352.00 675.00
			Total for Check Number 138688:	1,027.00
138689	AUT12223 04072334922 04072337136	AUTOZONE INC. Air Fresheners for Cars "16 Wiper Blade (1)	12/12/2024	18.44 8.47
			Total for Check Number 138689:	26.91
138690	BOY500 12/08/2024	BOYS & GIRLS CLUB OF STANTON B&G Club Harvest/Council/8 Seats	12/12/2024	800.00
			Total for Check Number 138690:	800.00
138691	BUC16516 384-02.01	BUCKNAM INFRASTRUCTURE GROU Preparation of the City's Pavement Management	12/12/2024	1,055.00
			Total for Check Number 138691:	1,055.00
138692	BRE515 13331	CITY OF BREA Re-issue Cornerstone Communications Chk #13:	12/12/2024	4,500.00
			Total for Check Number 138692:	4,500.00
138693	WLA16565	CONTINENTAL COMPUTERS/WLANM	12/12/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	PF-SO-134023	Mountable Blue Light Public Safety Cameras (11		45,826.76
			Total for Check Number 138693:	45,826.76
138694	CSG16451 58729 B241454 Rev. 1 B242064	CSG CONSULTANTS, INC. On-Call In house building svcs 9/28-10/25/24 Building Plan Review Svcs - July 24 Building Plan Review Svcs - Oct 24	12/12/2024	16,660.25 11,413.19 10,057.01
			Total for Check Number 138694:	38,130.45
138695	CYP925 73475 73476	CYPRESS ENGRAVING Employee of Year Plaques/Perpetual Plates Name Plate/L. Anaya	12/12/2024	262.09 54.38
			Total for Check Number 138695:	316.47
138696	DIS16517 24-298	DISABILITY ACCESS CONSULTANTS, ADA Self-Evaluation and Transition Plan	12/12/2024	1,395.00
			Total for Check Number 138696:	1,395.00
138697	DSY14997 11936	DSYL Winter/Spring 2025 Stanton Express - Design	12/12/2024	2,940.00
			Total for Check Number 138697:	2,940.00
138698	FER14172 63	FERNWOOD MOBILE HOME PARK Leasing agreement prop along SCP - Nov 24	12/12/2024	2,575.00
			Total for Check Number 138698:	2,575.00
138699	KUS1699 1757 1757A	GARY I. KUSUNOKI - HEARING EXAM Citation Hearings 12/4/24/1-IP/0-W (5 Hearing 1 CD Transfer/Duplication Fee	12/12/2024	100.00 10.00
			Total for Check Number 138699:	110.00
138700	GRA1350 9319949260	GRAINGER, INC. Graffiti Removal Spray	12/12/2024	206.32
			Total for Check Number 138700:	206.32
138701	GUZ13902 12/3/2024	CYNTHIA GUZMAN Employee Computer Loan - C. Guzman	12/12/2024	877.21
			Total for Check Number 138701:	877.21
138702	HAI16906 BH112624	BRYCE HAINES Pymt for CPR & First Aid Classes - Fall 2024	12/12/2024	140.00
			Total for Check Number 138702:	140.00
138703	HDL13965 SIN045377	HDL SOFTWARE, LLC BL Pmt Svcs - Period Ending 9/30/24	12/12/2024	126.21
			Total for Check Number 138703:	126.21
138704	HIL1466 89487	HILL'S BROS LOCK & SAFE INC Duplicate Keys & Rebuilding Cylinders Ford F5	12/12/2024	204.81
			Total for Check Number 138704:	204.81

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
138705	HIN1468 SIN044977 SIN044977A	HINDERLITER DELLAMAS & ASSOCI Contract Svcs - Sales Tax FY24/25 Q2 Sales Tax Auditing Services FY 2024/25 Q2	12/12/2024	1,360.33 63.88
Total for Check Number 138705:				1,424.21
138706	INT15953 2410-Ret	INTERIOR DEMOLITION, INC 8930 Pacific Demo/Abatement Retention 5%	12/12/2024	4,800.00
Total for Check Number 138706:				4,800.00
138707	HUN12150 STA1MS412409 STA1OS12409 STAFOG12409	JOHN L. HUNTER & ASSOCIATES, INC NPDES - Sept 24 DFN 24-0102 Fees Sept 24 FOG - Sept 24	12/12/2024	2,842.50 340.00 3,105.00
Total for Check Number 138707:				6,287.50
138708	LAN16723 11461040	LANGUAGE LINE SERVICES, INC Document Translation & Phone Interpretation Sv	12/12/2024	26.22
Total for Check Number 138708:				26.22
138709	LEI12358 64760	LEIGHTON CONSULTING INC. Geotechnical Svcs Prem Pk Proj 8/24/24-10/25/2	12/12/2024	2,508.75
Total for Check Number 138709:				2,508.75
138710	LIF16289 79090213	LIFE CHRISTIAN CHURCH OF ORANG Life Christian Church/12/8&12/15/Room Not Av	12/12/2024	160.00
Total for Check Number 138710:				160.00
138711	LON15449 50380 51182	LONG BEACH BMW MOTORCYCLES Sheriff Motorcycle repairs - Front rotors, electric Sheriff Motorcycle repairs - brake, brake light, c	12/12/2024	1,977.06 4,164.29
Total for Check Number 138711:				6,141.35
138712	MIS13025 509472 509538 509550	MITSUBISHI ELECTRIC & ELECTRONI Repairs to City Yard Elevator Annual Testing for Elevator Board Replacement for Elevator	12/12/2024	1,776.00 3,711.11 2,784.16
Total for Check Number 138712:				8,271.27
138713	PAC16839 9394	PACIFIC ADVANCED CIVIL ENGINEER Storm Drain Master Plan Update Svcs Oct 24	12/12/2024	33,362.50
Total for Check Number 138713:				33,362.50
138715	QUA15782 2024-12 2024-12-PR	QUALITY MANAGEMENT GROUP, INC Prop Mgmt Svcs for Tina Pacific Dev Dec 24 CM & Maint Salaries for Tina Pacific Dev Dec 2	12/12/2024	4,687.50 9,044.00
Total for Check Number 138715:				13,731.50
138716	SCA17032 136222SP 136495SP	SCA OF CA, LLC Provide Street Sweeping Svcs Oct 24 Provide Street Sweeping Svcs Nov 24	12/12/2024	16,588.25 16,588.25
Total for Check Number 138716:				33,176.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
138717	STA12282 6004663410	SECURITAS TECHNOLOGY CORPORA Service Call to City Hall	12/12/2024	366.25
Total for Check Number 138717:				366.25
138718	SMA14803 35829	SMARTCOVER SYSTEM Repairs to SmartCover Level Monitor	12/12/2024	250.00
Total for Check Number 138718:				250.00
138719	BCN14064 132420470	SOLEX - FUSION Lan Lines for SCP Oct 24	12/12/2024	51.84
Total for Check Number 138719:				51.84
138720	SOU11880 4450405 4453867	SOUTH COAST A.Q.M.D Rule 461 Liquid Fuel Dispensing System Fees C Emission Fees - City Yard FY24/25	12/12/2024	159.92 165.96
Total for Check Number 138720:				325.88
138721	WAT13601 34126	SOUTHLAND AUTOMOTIVE WORKS Replace Tire for 2024 Trailer	12/12/2024	112.44
Total for Check Number 138721:				112.44
138722	SPA15432 4096775 112924 4096775 112924A	SPARKLETTS Breakroom Water Delivery Svc 11/12/24 & 11/2 Senior Svcs Water Cooler Rental	12/12/2024	206.24 5.99
Total for Check Number 138722:				212.23
138723	SPE15087 38022 38022A	SPECTRUM SPECIALTIES & AWARDS Public Safety Clothing: Winterwear/Jackets/Polo HOC's Clothing: Winterwear/Jackets/Polo	12/12/2024	1,164.67 280.11
Total for Check Number 138723:				1,444.78
138724	STA2817 7002716121 7002716121A 7002716121B 7002716121C 7002716121D 7002716121E 7002716121F	STAPLES BUSINESS CREDIT Supplies/Building Maintenance Office Supplies/Public Works Admin Office Supplies/Facilities Office Supplies/Finance/Storage Boxes Office Supplies/City Clerk Supplies/Personnel/Risk Mgmt Office Supplies/Parks & Rec	12/12/2024	2,943.96 103.33 24.99 95.27 190.89 140.62 486.52
Total for Check Number 138724:				3,985.58
138725	SWR2862 SW-0301497 WD-0284011	STATE WATER RESOURCES CONTROL Annual Fee Waste Discharge Requirements 7/1/2 Storm Water Monitoring Annual Fee 7/1/24-6/30	12/12/2024	18,196.00 3,945.00
Total for Check Number 138725:				22,141.00
138726	TUR2970 44353 44354	TURBO DATA SYSTEMS INC Handheld Ticketwriter Envelopes (5k) Handheld Parking Citation Rolls (80/roll) (63)	12/12/2024	734.06 570.94
Total for Check Number 138726:				1,305.00
138727	VER3059	VERIZON WIRELESS	12/12/2024	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	9978869890	Mobile/Data Plans/Hotspots 10/17/24-11/16/24		1,061.05
	9978869891	Mobile/Data Plans/Hotspots 10/17/24-11/16/24		2,394.52
			Total for Check Number 138727:	3,455.57
138728	VIL14804 AV112624	ARACELY VILLARRUEL Pmt for Baile Folklorico Classes - Fall 2024 (2of	12/12/2024	1,219.12
			Total for Check Number 138728:	1,219.12
138729	VIS3077 2024-722109-00 2024-722601-00 2024-723958-00	VISTA PAINT CORP Graffiti Supplies Mask & Gloves Graffiti block beige & other supplies Grey Paint for Lightpoles	12/12/2024	131.84 508.59 714.65
			Total for Check Number 138729:	1,355.08
138730	WAG13143 INV7215281	WAGWORKS, INC Admin & Compliance Fees Nov 24	12/12/2024	110.00
			Total for Check Number 138730:	110.00
138731	WEL16807 5032245378	WELLS FARGO FINANCIAL LEASING, MFD Equip Lease Copiers(6), Scanner(1) 12/8/2	12/12/2024	1,683.94
			Total for Check Number 138731:	1,683.94
138732	WIR16966 103879	WIRELESS CCTV LLC Lease Cameras (2) Safe Street Together 11/26-12	12/12/2024	3,111.92
			Total for Check Number 138732:	3,111.92
138733	XCE17085 30678DP 30679	XCEPTIONAL NETWORKS, INC KnowBe4 PhishER Licenses (101-500)/1-Yr Sul KnowBe4 Mgmt/Platform & Campaigns/1Yr Su	12/12/2024	1,212.00 250.00
			Total for Check Number 138733:	1,462.00
138734	YUN16677 5610003752 90003359 90003361	YUNEX LLC Traffic Signal Response - Oct 24 Traffic Signal Maintenance Oct 24 Streetlight Maintenance - Oct 24	12/12/2024	1,766.00 1,297.50 758.40
			Total for Check Number 138734:	3,821.90
138735	PHA12971 56955	PARS PARS/Admin Svcs/Oct 24	12/12/2024	497.34
			Total for Check Number 138735:	497.34
138736	COA17068 2024-425	COASTLINE ROOFING #2024-425/10751 Chestnut Ave/Austin James Pe	12/12/2024	198.00
			Total for Check Number 138736:	198.00
138737	ASS12906 3857 3857A	ASSOCIATION OF CALIFORNIA CITIES 2025 ACC-OC Annual Membership Jan-Jun 25 Prepays/2025 ACC-OC Annual Membership Jul	12/19/2024	4,743.37 4,743.38
			Total for Check Number 138737:	9,486.75
138738	ATT377 000022625014	AT&T Cerritos Intercon 10/20-11/19/24	12/19/2024	186.50

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	000022679374	Cerritos/Knott Nov 24		30.65
			Total for Check Number 138738:	217.15
138739	FER14172 64	FERNWOOD MOBILE HOME PARK Lease Agreement for Property along SCP - Dec 2	12/19/2024	2,575.00
			Total for Check Number 138739:	2,575.00
138740	FRI13695 FY2425-04FC	FRIENDLY CENTER, INC Contractual Services (FaCT) Oct 24	12/19/2024	9,586.16
			Total for Check Number 138740:	9,586.16
138741	FRO13927 14015-120124	FRONTIER City Hall Frame Relay Port Dec 24	12/19/2024	65.78
			Total for Check Number 138741:	65.78
138742	GRA1350 9333716612	GRAINGER, INC. Light Ballast	12/19/2024	104.65
			Total for Check Number 138742:	104.65
138743	GUZ13902 13418	CYNTHIA GUZMAN Education Expense Reimbursement	12/19/2024	300.00
			Total for Check Number 138743:	300.00
138744	HAR1416 24-0769	HARTZOG & CRABILL INC On-Call Traffic Signal Services Ops. for Nov 24	12/19/2024	1,515.00
			Total for Check Number 138744:	1,515.00
138745	INT1579 FY2425-04STN	INTERVAL HOUSE Contractual Services (FaCT) - Oct 24	12/19/2024	1,569.53
			Total for Check Number 138745:	1,569.53
138746	LEM16973 AL121824	AUBREE LEMING Pmt for Youth Dance Classes Fall 2024	12/19/2024	235.20
			Total for Check Number 138746:	235.20
138747	NAT16752 24-010094	NATIONAL DATA & SURVEYING SERV Provide Citywide Sign Inventory	12/19/2024	8,144.00
			Total for Check Number 138747:	8,144.00
138748	ORA17031 101550060	ORACLE AMERICA, INC. Qtrly Pmt for Year 1 Subscription 9/13-12/12/24	12/19/2024	16,541.55
			Total for Check Number 138748:	16,541.55
138749	RGG16879 7 R#7	R.G. GENERAL ENGINEERING INC Construction for the Premier Park Renovation Pr Premier Park Renovation Project Retention Pmt	12/19/2024	6,521.00 -326.05
			Total for Check Number 138749:	6,194.95
138750	SCS13184 254540	S.C. SIGNS & SUPPLIES LLC Permit Parking Sign & Parts to Hang Signs	12/19/2024	1,667.97

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 138750:	1,667.97
138751	GAS1282	SOCALGAS	12/19/2024	
	53641-120224	Gas Services Corp Yard 10/25-11/26/24		30.64
	82007-120224	Gas Services City Hall 10/23-11/22/24		352.34
			Total for Check Number 138751:	382.98
138752	STA2817	STAPLES BUSINESS CREDIT	12/19/2024	
	7003127337	Supplies/Building Maintenance		982.90
	7003127337A	Office Supplies/Facilities		52.67
	7003127337B	Office Supplies/City Clerk		31.93
	7003127337C	Office Supplies/Council Office		12.27
	7003127337D	Office Supplies/Parks & Rec		447.56
			Total for Check Number 138752:	1,527.33
138753	TES17093	ADRIAN TESCON	12/19/2024	
	80223885	Adrian Tescon/12/8/Picnic Shelter/Rfd.		100.00
			Total for Check Number 138753:	100.00
138754	TUR2970	TURBO DATA SYSTEMS INC	12/19/2024	
	44205	Parking Citation Processing Oct 24		2,239.21
	44206	Administrative Citations Processing Oct 24		838.44
	44436	Parking Citations Processing Nov 24		4,797.18
	44437	Administrative Citations Processing Nov 24		653.96
			Total for Check Number 138754:	8,528.79
138755	TPX16519	U.S. TELEPACIFIC CORP	12/19/2024	
	183291323-0	Unified-Communications-as-a-Service Dec 24		2,934.14
	183291323-0A	Firewall Management Svcs Dec 24		1,447.68
			Total for Check Number 138755:	4,381.82
138756	VIS3077	VISTA PAINT CORP	12/19/2024	
	2024-740051-00	Graffiti Supplies - Graffiti Block (12)		891.84
			Total for Check Number 138756:	891.84
			Report Total (191 checks):	4,487,623.50

MINUTES OF THE CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY
OF THE CITY OF STANTON MEETING DECEMBER 10, 2024

SPECIAL CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY MEETING
(5:30 PM)

JOINT REGULAR CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY MEETING
(6:30 PM)

1. CALL TO ORDER / CLOSED SESSION

The City Council / Successor Agency / Housing Authority meeting was called to order at 5:30 p.m. by Mayor / Chairman Shawver.

2. ROLL CALL

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

Absent: None.

Excused: None.

3. PLEDGE OF ALLEGIANCE Will be conducted during the joint regular meeting.

4. PUBLIC COMMENT ON CLOSED SESSION ITEMS None.

5. CLOSED SESSION

The members of the City Council / Successor Agency / Housing Authority of the City of Stanton proceeded to closed session at 5:30 p.m. for discussion regarding:

5A. CONFERENCE WITH LEGAL COUNSEL-ANTICIPATED LITIGATION

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

Number of Potential Cases: 1

Closed session discussions continued through the 6:00 p.m. joint regular meeting agendized closed session discussions.

PUBLIC COMMENT ON CLOSED SESSION ITEMS None.

DRAFT

4A. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Existing litigation pursuant to Government Code section 54956.9(d)(1)
Number of cases: 1

Case Name: John Doe vs. Doe 2, City of Stanton, et al.
Orange County Superior Court Case Number: 30-2022-01295559-CU-PO-NJC

4B. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

Pursuant to Government Code section 54956.9(d)(1)
Number of cases: 1

Case Name: Tina Pacific Residents Association, et al. v. City of Stanton
Case Number: 30-2023-01316300-CU-WM-CXC

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

The City Council / Successor Agency / Housing Authority reconvened in open session at 6:36 p.m.

The City Attorney / Agency Counsel reported that the Stanton City Council / Successor Agency / Housing Authority met in closed session from 5:30 to 6:36 p.m.

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

6. ROLL CALL

Present: Council/Agency/Authority Member Taylor, Council/Agency/Authority Member Torres, 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 Mayor Pro Tem Carol Warren and Council Member Hong Alyce Van.

8. SPECIAL PRESENTATIONS AND AWARDS

Ms. Hannah Shin-Heydorn, City Manager, presented an update on the City's homeless outreach activities.

DRAFT

9. CONSENT CALENDAR

Motion/Second: Taylor/Warren
Motion carried by the following vote:

AYES: 5 (Shawver, Taylor, Torres, Van, and Warren)
NOES: None
ABSTAIN: None
ABSENT: None

Motion unanimously carried:

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 November 1, 2024 – November 14, 2024, in the amount of \$1,816,552.29.

9C. APPROVAL OF MINUTES

The City Council/Successor Agency/Housing Authority approved Minutes of Special and Joint Regular Meeting – November 26, 2024.

9D. OCTOBER 2024 INVESTMENT REPORT

The Investment Report as of October 31, 2024, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

1. The City Council 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
2. Received and filed the Investment Report for the month of October 2024.

DRAFT

9E. OCTOBER 2024 INVESTMENT REPORT (SUCCESSOR AGENCY)

The Investment Report as of October 31, 2024, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

1. The Successor Agency 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
2. Received and filed the Investment Report for the month of October 2024.

9F. OCTOBER 2024 GENERAL FUND REVENUE AND EXPENDITURE REPORT; HOUSING AUTHORITY REVENUE AND EXPENDITURE REPORT; STATUS OF CAPITAL IMPROVEMENT PROGRAM

The Revenue and Expenditure Report for the month ended October 31, 2024, has been provided to the City Manager in accordance with Stanton Municipal Code Section 2.20.080 (D) and is being provided to the City Council. This report includes information on both the City's General Fund and the Housing Authority Fund.

1. The City Council 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
2. Received and filed the General Fund and Housing Authority Fund October 2024 Revenue and Expenditure Reports and Status of Capital Improvement Projects for the month ended October 31, 2024.

9G. APPROVE RESOLUTION TO RECEIVE AND FILE FISCAL YEAR 2023/24 DEVELOPMENT IMPACT FEE REPORT AND MAKE CERTAIN FINDINGS PURSUANT TO GOVERNMENT CODE SECTION 66000, ET. SEQ.

The Fiscal Year 2023/24 Annual Financial Report of Development Impact Fees ("Fiscal Year 2023/24 Development Impact Fee Report") is hereby provided to City Council in Attachment A to this staff report as required by California Government Code Section 66006, which was enacted by Assembly Bill No. 1600 (AB 1600). All development impact fees that have been collected, including interest earned on the fees, have been spent or have been earmarked for spending as of June 30, 2024. Consequently, there are no funds that are required by California Government Code Section 66006 to be refunded to property owners. Staff recommends the City Council approve Resolution No. 2024-37 to approve the receipt and filing of the Fiscal Year 2023/24 Development Impact Fee Report and certain findings the California Government Code requires the City Council to affirm.

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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. Approved Resolution No. 2024-37 to receive and file the Fiscal Year 2023/24 Development Impact Fee Report and make certain findings pursuant to Government Code Section 66006, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON TO RECEIVE AND FILE THE FISCAL YEAR 2023/24 DEVELOPMENT IMPACT FEE REPORT AND MAKE CERTAIN FINDINGS, AS REQUIRED BY CALIFORNIA GOVERNMENT CODE SECTION 66000 ET. SEQ.”.

9H. RENEWAL OF DECLARATION THAT AN EMERGENCY CONDITION EXISTS ARISING FROM DAMAGE TO THE WESTERLY END STANTON PARK PEDESTRIAN BRIDGE

The City Council will consider continuing to declare the repair of the westerly end Stanton Park pedestrian bridge an emergency. The original emergency condition was declared on November 12, 2024.

1. The City Council declared that this item is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Sections 15060(c)(2) and 15060(c)(3); and
2. Continued to declare the repair of the westerly end Stanton Park pedestrian bridge an emergency.

9I. ACCEPTANCE OF THE PREMIER PARK RENOVATION PROJECT (TASK CODE # 2022-206)

The Premier Park Renovation Project consisting of installing new play equipment, exercise equipment, bio-retention area, lights, site furnishings and landscaping is now complete. The final construction cost for the project was \$1,248,906.46. The City Engineer, in his judgment, certifies that the work was satisfactorily completed as of November 7, 2024, and recommends that the City Council accept the completed work performed on this project.

1. The City Council declared this project categorically exempt under the California Environmental Quality Act, Class 2, Section 15302(c) as replacement or reconstruction of an existing facility; and

DRAFT

2. Accepted the completion of improvements for the Premier Park Renovation Project, as certified by the City Engineer, and affixed the date of November 7, 2024 as the date of completion of all work on this project; and
3. Approved the final construction contract amount of \$1,248,906.46 with R.G. General Engineering, Inc.; and
4. Directed the City Clerk within ten (10) days from the date of acceptance to file the Notice of Completion with the County Clerk-Recorder of the County of Orange; and
5. Directed City staff, after thirty-five (35) days has elapsed from the filing of the "Notice of Completion" with the County Clerk-Recorder, to make the retention payment to R.G. General Engineering, Inc. in the amount of \$62,445.32.

9J. AWARD A PROFESSIONAL SERVICES AGREEMENT TO RHA LANDSCAPE ARCHITECTS-PLANNERS, INC. FOR PROFESSIONAL DESIGN SERVICES FOR THE CENTRAL PARK TENNIS COURTS RENOVATION PROJECT (TASK CODE #2025-202)

The City is currently undertaking efforts to update the tennis courts and add lighting around the playground at Stanton Central Park. City staff recommends awarding RHA Landscape Architects-Planners, Inc. (RHA) a professional services agreement as the best qualified consultant to provide design services for improvements to the tennis courts and lighting to the existing playground area.

1. The City Council declared this project to be categorically exempt under the California Environmental Quality Act, Class 1, Section 15301(a) as operation, repair, and minor interior or exterior alterations of existing public facilities; and
2. Awarded a professional services agreement to RHA Landscape Architects-Planners, Inc. for Professional Design Services for the Central Park Tennis Courts Renovation Project the amount of \$62,510; and
3. Authorized the City Manager to bind the City of Stanton and RHA Landscape Architects-Planners, Inc. in an Agreement to provide the services; and
4. Authorized the City Manager to approve a contingency in the amount of \$6,250 to RHA Landscape Architects-Planners, Inc.

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9K. **ADOPT RESOLUTION CERTIFYING THE RESULTS OF THE GENERAL MUNICIPAL ELECTION HELD ON TUESDAY, NOVEMBER 5, 2024**

City Council consideration of adoption of a resolution certifying the results of the General Municipal Election held on Tuesday, November 5, 2024.

1. The City Council finds that the proposed action pertains to the organizational activities of the City and does not constitute a “project” under the California Environmental Quality Act (“CEQA”), and it can be seen with certainty that it will have no impact on the environment. Thus, this matter is exempt under CEQA; and
2. Adopted Resolution No. 2024-41, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, RECITING THE FACT OF THE GENERAL MUNICIPAL ELECTION HELD ON NOVEMBER 5, 2024, DECLARING THE RESULTS AND SUCH OTHER MATTERS AS PROVIDED BY LAW”.

9L. **AWARD OF CONTRACT TO INTEGRATED DEMOLITION AND REMEDIATION, INC. FOR THE 8871 PACIFIC AVENUE DEMOLITION AND ABATEMENT PROJECT PURSUANT TO THE CITY’S HOMELESSNESS STATE OF EMERGENCY AND IN THE INTEREST OF PUBLIC HEALTH, SAFETY, AND WELFARE IN THE AMOUNT OF \$79,800**

At its meeting of November 26, 2024, the City Council declared a local emergency caused by conditions and threatened conditions of homelessness within the City of Stanton. The Tina Pacific neighborhood has been particularly impacted by the state of emergency, with transients and homeless individuals regularly trespassing and breaking into vacant units. In fact, in two separate instances this year, one vacant unit and one garage has been severely damaged by fires started by transients and/or homeless individuals. In addition, calls for service specifically identified as homelessness-related have increased by 162 percent from 2023 to 2024 within the City, and the intensity and severity of complaints from Tina Pacific residents in relation to homelessness-related issues has increased over the last five months. Pursuant to the local emergency declaration, and in her capacity as the City’s Director of Emergency Services, the City Manager is requesting authorization to award a contract for demolition for 8871 Pacific Avenue, which has a history of being broken into by homeless individuals, to prevent further trespassing and vandalism and to preserve the public health, safety, and welfare of the community.

1. The City Council declared the work proposed under this scope increase to be categorically exempt under the California Environmental Quality Act (CEQA), Class 1, Section 15301(l)(3); and

DRAFT

2. Authorized staff to exercise an exception to the standard procurement procedures in the best interests of the City to preserve the public health, safety, and welfare of the community; and
3. Awarded a construction contract to Integrated Demolition and Remediation, Inc., to provide professional demolition and abatement services in the amount of \$79,800; and
4. Authorized the City Manager/Director of Emergency Services to bind the City of Stanton and Integrated Demolition and Remediation, Inc., in a contract to provide the services; and
5. Authorized the City Manager/Director of Emergency Services to approve contract change orders with Integrated Demolition and Remediation, Inc., as needed and determined by City staff, for any contingencies up to 15% of the contract amount.

9M. APPROVE COOPERATIVE AGREEMENT BETWEEN THE CITY OF STANTON AND THE COUNTY OF ORANGE FOR FUNDING, DESIGN, CONSTRUCTION, AND MAINTENANCE OF GILBERT STREET AND HARRIET LANE CULVERT; AND A GRANT DEED FROM THE COUNTY OF ORANGE FOR A DRAINAGE EASEMENT ASSIGNMENT LOCATED AT HARRIET LANE CULVERT; AND A GRANT DEED TO THE COUNTY OF ORANGE FOR A ROAD EASEMENT ASSIGNMENT LOCATED AT GILBERT STREET

The City of Stanton (“City”) and the County of Orange (“County”) are proposing to exchange real property easement rights for drainage and municipal purposes and for street improvement purposes. The exchange involves a Cooperative Agreement between the City and the County, a drainage easement assignment deed from the County, and a transfer of a road easement assignment deed to the County.

1. The City Council declared this project categorically exempt under the California Environmental Quality Act (“CEQA”) under Section 15378(b)(5) – Organizational or administrative activities of governments that will not result in direct or indirect changes in the environment; and
2. Approved the Cooperative Agreement between the City and the County for funding, design, construction, and maintenance of Gilbert Street and Harriet Lane culvert; and
3. Accepted a drainage easement assignment deed for drainage and municipal purposes from the County; and
4. Accepted a transfer of a road easement assignment deed for street improvement purposes to the County; and

DRAFT

5. Authorized the City Manager to execute the Cooperative Agreement; and
6. Authorized the Mayor and City Clerk to sign the Certificate of Acceptance for the drainage easement assignment deed; and
7. Authorized the City Clerk to submit the drainage easement assignment deed to the Orange County Clerk-Recorder for recordation.

9N. AWARD OF CONSTRUCTION CONTRACT FOR THE STANTON COMMUNITY CENTER IMPROVEMENT PROJECT – BACKUP GENERATOR (TASK CODE NO. 2023-603) AND APPROPRIATION OF FUNDS

On November 26, 2024, the City received one bid for the Stanton Community Center Improvement Project – Backup Generator. Based on the post-bid analysis of the bid received, staff has determined the bid submitted by Leddy Power Systems, Inc. to be the lowest responsible and responsive bid at \$338,608. At this time, staff is requesting the appropriation of funds to complete construction of the project and recommending awarding the construction contract to Leddy Power Systems, Inc.

1. The City Council declared this project to be categorically exempt under the California Environmental Quality Act, Class 1, Section 15301(a) as operation, repair, and minor interior or exterior alterations of existing public facilities; and
2. Awarded a construction contract for the Stanton Community Center Improvement Project – Backup Generator to Leddy Power Systems, Inc. for the bid amount of \$338,608; and
3. Authorized the City Manager to bind the City of Stanton and Leddy Power Systems, Inc. in a contract for the construction; and
4. Authorized the City Manager to approve contract change orders, not to exceed \$16,930; and
5. Appropriated a total of \$282,430 from the Public Benefit Fees Fund (104) to increase the Stanton Community Center Improvement Project (Task Code No. 2023-603) Fiscal Year 2024-2025 budget from \$350,325 to \$632,755.

END OF CONSENT CALENDAR

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10. PUBLIC HEARINGS

10A. ORDINANCE NO. 1150 AMENDING TITLE 20.400.330 REGARDING ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS TO COMPLY WITH RECENT CHANGES IN STATE LAW AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER SECTION 21080.17 OF THE PUBLIC RESOURCES CODE

The City Council is asked to hold a public hearing before considering adoption of Ordinance No. 1150 which proposes to amend Section 20.400.330 of the Stanton Municipal Code to comply with recent changes to state law that impose new limits on local authority to regulate Accessory Dwelling Units (“ADUs”) and Junior Accessory Dwelling Units (“JADUs”).

Staff report by Ms. Crystal Landavazo, Community and Economic Development Director.

The public hearing was opened.

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

Motion/Second: Warren/Taylor

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

Motion unanimously carried:

1. The City Council conducted the second reading, waived the full reading, and conducted the public hearing for Ordinance No. 1150, entitled:

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON AMENDING SECTION 20.400.330 OF THE CITY OF STANTON MUNICIPAL CODE RELATING TO ACCESSORY DWELLING UNITS AND JUNIOR ACCESSORY DWELLING UNITS AND FINDING THE ACTION TO BE STATUTORILY EXEMPT FROM CEQA UNDER PUBLIC RESOURCES CODE § 21080.17”; and

2. Finds that the adoption of the proposed ordinance is statutorily exempt from review under the California Environmental Quality Act (“CEQA”) under Public Resources Code section 21080.17; and
3. Adopted Ordinance No. 1150 amending Section 20.400.330 of the Stanton Municipal Code related to Accessory Dwelling Units in compliance with new legislation.

DRAFT

10B. CONSIDERATION OF ORDINANCE NO. 1154 AMENDING CHAPTER 9.52 (PUBLIC LODGING) REGARDING PUBLIC LODGING FACILITY STANDARDS AND AMENDING PERMITTED LAND USES IN CHAPTERS 20.215 (COMMERCIAL ZONES) AND 20.230 (MIXED-USE OVERLAY ZONES) REGARDING HOTELS, MOTELS, AND LODGING AS A USE

The City of Stanton (“City”) observed that several public lodging facilities had become hubs for criminal activity. Each year, law enforcement responded to incidents at these locations, including prostitution, narcotics violations, theft, weapons possession, gang activity, and assaults resulting in a cost of hundreds of thousands of dollars annually in law enforcement, code enforcement, and public safety efforts. The City Council sought to address this by adopting an interim urgency ordinance to temporarily prohibit the establishment or expansion of public lodging businesses in December 2023 and directed staff to research and prepare new regulations for public lodging facilities. The moratorium was extended in January and October 2024 to provide time to study the ongoing impacts of these establishments and craft new regulations to address the challenges they pose.

An Ordinance was prepared to amend Chapter 9.52 of the Municipal Code to strengthen the regulatory portions that govern public lodging facilities and establish security standards. The Ordinance also proposes to amend Chapter 20.215 and 20.230 of the Municipal Code so that all public lodging facilities are required to obtain a Conditional Use Permit and establish public lodging facilities in certain zoning districts and strengthen the regulatory portions that govern public lodging. The City Council is asked to hold a public hearing and consider adoption of the proposed Ordinance.

Staff report by Ms. Crystal Landavazo, Community and Economic Development Director.

The public hearing was opened.

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

Motion/Second: Torres/Taylor

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

Motion unanimously carried:

1. The City Council conducted the public hearing, waived the full reading, and introduced for first reading by title only, Ordinance No. 1154, entitled:

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“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA AMENDING AND RESTATING CHAPTER 9.52 OF THE STANTON MUNICIPAL CODE REGARDING PUBLIC LODGING FACILITIES REGULATIONS, AMENDING THE REFERENCE TO “LODGING – HOTEL OR MOTEL” IN SECTION 20.215.020, TABLE 2-5, AMENDING THE REFERENCE TO “LODGING” IN TABLE 2-11 OF SECTION 20.30.040, AND FINDING THE ORDINANCE TO BE EXEMPT FROM CEQA PURSUANT TO STATE CEQA GUIDELINES SECTIONS 15060(C)(2) AND 15060(C)(3) AND ALTERNATIVELY CATEGORICALLY EXEMPT PURSUANT TO SECTIONS 15301 AND 15061(B)(3) OF STATE CEQA GUIDELINES”; and

2. Finds that the adoption of the proposed ordinance is exempt from the requirements of the California Environmental Quality Act (“CEQA”) pursuant to Section 15060(c)(2) of the CEQA Guidelines because the actions have no potential for resulting in a direct or reasonably foreseeable indirect physical change in the environment and 15060(c)(3) because the activities are not a project as defined in Section 15378 of the CEQA Guidelines. Alternatively, find that the action is categorically exempt pursuant to Section 15301 of the State CEQA Guidelines as it involves restrictions on public lodging facilities within existing private structures with negligible or no expansion of existing or former use and under Section 15061(b)(3) as there is no possibility that the action might have a significant effect on the environment; and
3. Set January 14, 2025, as the date for second reading for adoption of Ordinance No. 1154.

11. UNFINISHED BUSINESS

11A. APPROVAL OF ORDINANCE NO. 1155 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA ADDING CHAPTER 2.05 TO TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE STANTON MUNICIPAL CODE RELATING TO LOCAL ELECTION CAMPAIGN CONTRIBUTION LIMITS AND REGULATIONS

This Ordinance was introduced at the regular City Council meeting of November 26, 2024.

Staff report by Ms. Patricia A. Vazquez, City Clerk.

DRAFT

Motion/Second: Van/Torres

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

Motion carried:

1. The City Clerk read the title of Ordinance No. 1155, entitled:

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA ADDING CHAPTER 2.05 TO TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE STANTON MUNICIPAL CODE RELATING TO LOCAL ELECTION CAMPAIGN CONTRIBUTION LIMITS AND REGULATIONS”; and

2. The City Council adopted Ordinance No. 1155.

11B. APPROVAL OF ORDINANCE NO. 1156 - ORDINANCE ADDING CHAPTER 12.38 (OBSTRUCTION OF PUBLIC RIGHTS-OF-WAY AND FACILITIES) TO TITLE 12 (STREETS AND SIDEWALKS) PROHIBITING INTERFERENCE WITH THE PUBLIC’S RIGHT OF ACCESS TO PUBLIC STREETS, SIDEWALKS, RIGHTS-OF-WAY AND FACILITIES

At its November 26, 2024 meeting, the City Council introduced proposed Ordinance No. 1156 to create regulations prohibiting sleeping, sitting, and laying and/or storing personal property in a manner that interferes with the public’s access to public streets, sidewalks, rights-of-way, and facilities. As part of the Ordinance’s first reading, the Council incorporated additional regulations prohibiting sleeping, sitting, laying, and/or storing personal property in a manner that interferes with (1) critical infrastructure such as power plants, energy plants, or similar facilities, utility poles, and storm drains, and (2) the public’s access to, and safe ingress and egress from, senior residential projects and residential care facilities for the elderly. The Council will consider conducting second reading of Ordinance No. 1156.

Staff report by Ms. Patricia A. Vazquez, City Clerk.

Motion/Second: Shawver/Warren

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

Motion unanimously carried:

DRAFT

1. The City Clerk read the title of Ordinance No. 1156, entitled:

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AMENDING THE STANTON MUNICIPAL CODE BY ADDING CHAPTER 12.38 (OBSTRUCTION OF PUBLIC RIGHTS-OF-WAY AND FACILITIES) TO TITLE 12 (STREETS AND SIDEWALKS) PROHIBITING INTERFERENCE WITH THE PUBLIC’S RIGHT OF ACCESS TO PUBLIC STREETS, SIDEWALKS, RIGHTS-OF-WAY AND FACILITIES”; and

2. The City Council adopted Ordinance No. 1156.

11C. APPROVAL OF ORDINANCE NO. 1157 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AMENDING THE STANTON MUNICIPAL CODE BY ADDING CHAPTER 9.14 RELATING TO THE PROHIBITION ON REPAIRS AND SALES OF BICYCLES AND BICYCLE PARTS ON PUBLIC PROPERTY

This Ordinance was introduced at the regular City Council meeting of November 26, 2024.

Staff report by Ms. Patricia A. Vazquez, City Clerk.

Motion/Second: Shawver/Taylor

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

Motion unanimously carried:

1. The City Clerk read the title of Ordinance No. 1157, entitled:

“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AMENDING THE STANTON MUNICIPAL CODE BY ADDING CHAPTER 9.14 RELATING TO THE PROHIBITION ON REPAIRS AND SALES OF BICYCLES AND BICYCLE PARTS ON PUBLIC PROPERTY”; and

2. The City Council adopted Ordinance No. 1157.

DRAFT

12. **NEW BUSINESS** None.
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 THE ESTABLISHMENT OF A VIETNAMESE COMMUNITY LIAISON POSITION WITHIN THE CITY**

At the November 26, 2024, City Council meeting, Council Member Van requested that this item be agendaized for discussion. Council Member Van is requesting to discuss the establishment of a Vietnamese Community Liaison position within the City in hope to bridge access to services for the City's Vietnamese community.

Presentation by Council Member Van.

The City Council received consensus and directed staff to proceed with research and to bring this item back for City Council review at a future City Council meeting.

15E. **SWEARING IN / SEATING OF NEW COUNCIL MEMBERS**

The Orange County Registrar of Voters and the Stanton City Council has declared and determined that as a result of the General Municipal Election held on November 5, 2024:

- Mr. Victor Barrios was elected as Member of the City Council to represent Electoral District 2 for the full term of four years; and
- Mr. John Douglas Warren was elected as Member of the City Council to represent Electoral District 4 for the full term of four years.

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Ms. Christina Barrios ceremoniously administered the Oath of Office to Mr. Victor Barrios.

Mayor Pro Tem Carol Warren ceremoniously administered the Oath of Office to Mr. John D. Warren.

The City Council expressed their congratulations to Council Member Barrios and Council Member Warren on a successful election season.

15F. RECOGNITION OF OUTGOING MAYOR PRO TEM CAROL WARREN AND COUNCIL MEMBER HONG ALYCE VAN

- Presentation of honors to Mayor Pro Tem Carol Warren by the City Council.
- Presentation of honors to Council Member Hong Alyce Van by the City Council.

The City Council expressed their gratitude to outgoing Mayor Pro Tem Carol Warren and Council Member Hong Alyce Van for their outstanding service to the Stanton community.

Mayor Pro Tem Carol Warren and Council Member Hong Alyce Van expressed their gratitude to the City Council, city staff, and Stanton Community.

15G. REORGANIZATION OF CITY COUNCIL

Annually, the City Council elects a Mayor Pro Tem.

The City Clerk opened nominations for Mayor Pro Tem.

Council Member Torres nominated Council Member Gary Taylor for the office of Mayor Pro Tem.

Mayor Shawver nominated Council Member Donald Torres for the office of Mayor Pro Tem.

The City Clerk closed nominations for Mayor Pro Tem.

1. Council Member Gary Taylor for the office of Mayor Pro Tem.

Motion/Second: Torres/

Motion failed due to the lack of a second.

DRAFT

2. Council Member Donald Torres for the office of Mayor Pro Tem.

Motion/Second: Shawver/J.Warren

ROLL CALL VOTE:	Council Member Barrios	AYE
	Council Member Taylor	NO
	Council Member Torres	AYE
	Council Member J.Warren	AYE
	Mayor Shawver	AYE

Motion carried:

Council Member Donald Torres was elected as Mayor Pro Tem.

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

None.

17. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR

- Ms. Hannah Shin-Heydorn, City Manager, reported on the opening of registration for the City's Winter/Spring 2025 classes and programs.
- Ms. Zenia Bobadilla, Community Services Director, reported on the success of the City's Christmas Tree Lighting event, which was held on December 5, 2024 at Stanton City Hall.

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.

Division Chief Steve Dohman provided the City Council with an update on their current operations.

DRAFT

Mayor Shawver motioned for reconsideration of Unfinished Business Item 11A.

Motion/Second: Shawver/J.Warren
Mayor Shawver motioned to not accept staff recommendations.

Mayor Shawver called for the question.

Mayor Shawver motioned for reconsideration.

Motion/Second: Shawver/J.Warren

ROLL CALL VOTE:	Council Member Barrios	AYE
	Council Member Taylor	NO
	Council Member Torres	NO
	Council Member J.Warren	AYE
	Mayor Shawver	AYE

Motion carried:

Unfinished Business Item 11A presented to the City Council for reconsideration.

11A. APPROVAL OF ORDINANCE NO. 1155 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA ADDING CHAPTER 2.05 TO TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE STANTON MUNICIPAL CODE RELATING TO LOCAL ELECTION CAMPAIGN CONTRIBUTION LIMITS AND REGULATIONS

This Ordinance was introduced at the regular City Council meeting of November 26, 2024.

Council Member J.Warren called for a substitute motion: Requesting that the City Council not accept staff recommendations.

Motion/Second: Shawver/Barrios

Motion that the City Council not accept staff recommendations.

Motion/Second: J.Warren/Shawver

ROLL CALL VOTE:	Council Member Barrios	AYE
	Council Member Taylor	NO
	Council Member Torres	NO
	Council Member J.Warren	AYE
	Mayor Shawver	AYE

Motion carried:

DRAFT

1. The City Council motioned to not accept staff recommendations; and
2. Ordinance No. 1155 was not passed/adopted.

~~“AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA ADDING CHAPTER 2.05 TO TITLE 2 (ADMINISTRATION AND PERSONNEL) OF THE STANTON MUNICIPAL CODE RELATING TO LOCAL ELECTION CAMPAIGN CONTRIBUTION LIMITS AND REGULATIONS”.~~

18. **ADJOURNMENT** Motion/Second: Shawver/
Motion carried at 8:35 p.m.

DAVID J. SHAWVER, MAYOR

ATTEST:

CITY CLERK/SECRETARY

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: NOVEMBER 2024 INVESTMENT REPORT

REPORT IN BRIEF:

The Investment Report as of November 30, 2024, 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 November 2024.

BACKGROUND:

Changes in the City's cash and investment balances during the month of November are summarized below:

	<u>Beginning Balance</u>	<u>Net Change</u>	<u>Ending Balance</u>
Cash and Investment Accounts (Pooled-All Funds)	\$ 66,193,367.66	\$ 1,010,619.88	\$ 67,203,987.54
Cash (Non-Pooled)	4,904,105.03	162,421.73	5,066,526.76
Total Cash and Investments	<u>\$ 71,097,472.69</u>	<u>\$ 1,173,041.61</u>	<u>\$ 72,270,514.30</u>

Between October 31, 2024, and November 30, 2024, the City's total cash and investments increased by approximately \$1.2 million.

The City's cash and investment balances by fund type are presented in Attachment A. The detail of investments by type that are managed by Chandler Asset Management, LLC ("Chandler"), of which staff determined provide a net advantage to the City, are presented in Attachment B.

ANALYSIS:

The monthly cash and investment report provides a summary of the cash and investment accounts held by the City as of the end of that month. In order to manage its cash and investments, the City combines cash resources from all funds into a single pool consisting of a variety of accounts and securities. The balance in the pooled cash account includes cash and certain liquid investments that are available to meet the City’s current cash needs. Cash in excess of the City’s current cash needs is invested in interest-bearing investments with various maturities.

As of November 30, 2024, the market value of the City’s total investment portfolio was \$64.9 million, of which \$26.8 million (41%) was invested in the State Local Agency Investment Fund (LAIF) and \$38.1 million (59%) was managed by Chandler. Detailed information regarding the securities contained in the City’s investment portfolio is provided in Attachment B. As of November 30, 2024, City investments consisted of the following:

Investment Type	Market Value as of November 30, 2024	Percentage of Portfolio Invested by Type	Maximum Percentage of Portfolio Permitted by Investment Policy	In Compliance?
<i>Managed by Chandler:</i>				
U.S. Treasury Notes	\$ 13,028,777.34	20.06%	100.00%	Yes
Corporate Notes	9,494,348.44	14.62%	30.00%	Yes
Federal Agency Securities	6,172,248.07	9.50%	100.00%	Yes
Asset Backed Securities	2,795,355.43	4.30%	20.00%	Yes
Collateralized Mortgage Obligations	4,610,751.07	7.10%	20.00%	Yes
Supranational	852,643.09	1.31%	30.00%	Yes
Commercial Paper	639,938.65	0.99%	25.00%	Yes
Municipal Bonds	398,211.35	0.61%	100.00%	Yes
Money Market Fund/Cash	158,582.48	0.24%	20.00%	Yes
Total Managed by Chandler (Attachment B)	38,150,855.92	58.74%		
Local Agency Investment Fund (LAIF)	26,793,993.26	41.26%	100.00%	Yes
Total Investments	\$ 64,944,849.18	100.00%		

The City’s investment portfolio is well-diversified with investments spread across nine different security types. Likewise, the average maturity of the City’s portfolio (except for LAIF) is approximately 3.0 years, which is within the 3.5 years target in the City’s investment policy.

FISCAL IMPACT:

All deposits and investments have been made in accordance with the City's Fiscal Year 2024/25 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.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda posting process.

STRATEGIC PLAN OBJECTIVE:

Obj. No. 4: Ensure fiscal stability and efficiency in governance.

Prepared by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. Cash and Investment Balances by Fund
- B. Investment Portfolio Detail

[Click here to return to the agenda.](#)

**CITY OF STANTON
CASH AND INVESTMENTS REPORT
MONTH ENDED NOVEMBER 30, 2024**

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
101-various	General Fund	\$ 35,210,535.98	\$ 3,382,917.13	\$ (3,254,286.56)	\$ 35,339,166.55
102-111101	General Fund (Transactions & Use Tax)	(844,711.59)	496,205.78	(373,000.00)	(721,505.81)
103-111101	PCTA Administration	(2,877.29)	-	(2,488.37)	(5,365.66)
104-111101	Public Benefit Fees Fund	1,930,965.83	11,645.69	-	1,942,611.52
105-111101	Beautification Fees Fund	240,000.00	-	-	240,000.00
106-111101	Neighborhood Preservation Fees Fund	114,000.00	-	-	114,000.00
107-111101	Cannabis Community Benefit Fees Fund	48,750.00	18,500.00	(7,827.13)	59,422.87
210-111101	Certified Access Specialists (CASP) Program Fund	70,559.76	-	-	70,559.76
211-111101	Gas Tax Fund	2,685,558.28	94,877.99	(42,249.88)	2,738,186.39
215-111101	Road Maintenance and Rehabilitation act (RMRA) Fund	1,136,684.65	159,128.76	(724.36)	1,295,089.05
220-111101	Measure M Fund	1,024,815.16	120,848.92	-	1,145,664.08
221-111101	Community Development Block Grant-CV (CDBG-CV) Fund	71,487.74	58,900.00	-	130,387.74
222-111101	Community Development Block Grant Fund	205,824.54	-	-	205,824.54
223-111101	Protective Services Fund	-	44,677.12	(44,677.12)	-
224-111101	Lighting Maintenance 1919 Act Fund	1,420,386.61	41,630.81	(12,153.47)	1,449,863.95
225-111101	Lighting/Median Maintenance 1972 Act Fund	744,058.80	44,414.26	(17,823.73)	770,649.33
226-111101	Air Quality Improvement Fund	158,266.99	-	(66.08)	158,200.91
227-111101	Other Grants Fund	(317,771.75)	69,247.06	(1,361.03)	(249,885.72)
242-111101	Supplemental Law Enforcement Grant Fund	354,403.11	25,415.31	(13,333.34)	366,485.08
245-111101	Justice Assistance Grant (JAG) Grant Fund	(206.62)	38,243.36	(38,419.31)	(382.57)
250-111101	Families and Communities Together (FaCT) Grant Fund	(53,467.61)	37,599.67	(37,433.67)	(53,301.61)
251-111101	Senior Transportation Fund	123,188.97	7,845.97	(1,167.16)	129,867.78
261-111101	Street Impact Fees Fund	254,426.43	2,785.56	-	257,211.99
262-111101	Traffic Signal Impact Fee	31,893.52	622.50	-	32,516.02
263-111101	Community Center Impact Fees Fund	288,812.49	1,616.40	-	290,428.89
264-111101	Police Services Impact Fees Fund	261,109.61	1,462.98	-	262,572.59
271-111101	Public Safety Task Force Fund (City Funds)	33,384.04	100,000.00	-	133,384.04
280-111101	Stanton Central Park Maintenance Fund	157.99	9,064.59	(250.00)	8,972.58
285-various	Stanton Housing Authority Fund	8,818,030.23	2,604.99	(233,269.53)	8,587,365.69
305-111101	Capital Projects Fund	32,484.20	29,730.73	(28,615.42)	33,599.51
310-111101	Park and Recreation Facilities Fund	3,139,433.42	61,220.54	(26,596.74)	3,174,057.22
501-111101	Sewer Maintenance Fund	7,692,001.39	235,694.56	(21,019.46)	7,906,676.49
502-111101	Sewer Capital Improvement Fund	15,309.23	-	-	15,309.23
602-111101	Workers' Compensation Fund	813,354.37	6,681.13	(5,944.56)	814,090.94
603-111101	Liability Risk Management Fund	(2,383.05)	54,138.15	(12,730.47)	39,024.63
604-111101	Employee Benefits Fund	(136,524.07)	127,648.10	(90,211.62)	(99,087.59)

CITY OF STANTON
CASH AND INVESTMENTS REPORT
MONTH ENDED NOVEMBER 30, 2024

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
605-111101	Fleet Maintenance Fund	601,458.03	15,881.30	(17,500.97)	599,838.36
801-111101	Developer Deposits Fund	29,968.27	4,505.00	(16,484.50)	17,988.77
901-111101	North Orange County Public Safety Collaborative	-	4,500.00	-	4,500.00
Total Pooled Cash and Investments⁽¹⁾		\$ 66,193,367.66	\$ 5,310,254.36	\$ (4,299,634.48)	\$ 67,203,987.54
Less: Investments⁽¹⁾		\$ (63,307,567.33)	\$ (1,640,556.03)	\$ 3,274.18	\$ (64,944,849.18)
Cash - BMO Bank General Checking Account		\$ 2,885,800.33	\$ 3,669,698.33	\$ (4,296,360.30)	\$ 2,259,138.36
 <u>CASH-NON-POOLED</u>					
xxx-111103	Payroll Account	\$ -	\$ 307,450.01	\$ (307,450.01)	\$ -
101-111109	Flexible Spending/AFLAC	1,984.83	-	(317.35)	1,667.48
101-111505	Petty Cash	600.00	-	-	600.00
285-111403	Cash with Property Management Company (QMG)	15,945.57	18,096.38	-	34,041.95
604-111404	Cash with Fiscal Agent (PARS) ⁽²⁾	4,885,574.63	147,071.49	(2,428.79)	5,030,217.33
Total Cash-Non-Pooled		\$ 4,904,105.03	\$ 472,617.88	\$ (310,196.15)	\$ 5,066,526.76
 <u>INVESTMENTS</u>					
POOLED ALL FUNDS		\$ 63,307,567.33	\$ 1,640,556.03	\$ (3,274.18)	\$ 64,944,849.18
Total Investments⁽³⁾		\$ 63,307,567.33	\$ 1,640,556.03	\$ (3,274.18)	\$ 64,944,849.18
 TOTAL CASH AND INVESTMENTS		 \$ 71,097,472.69	 \$ 5,782,872.24	 \$ (4,609,830.63)	 \$ 72,270,514.30

Notes:

⁽¹⁾ - Pooled cash includes: City's general checking and safekeeping accounts with BMO Harris Bank, the City's Local Agency Investment Fund (LAIF) account, the Housing Authority's LAIF account, and the City's investment portfolio account with Chandler Asset Management.

⁽²⁾ - The Public Agency Retirement Services (PARS) account is an irrevocable trust that can be used for pension and other post employment benefits only. This fund is excluded from the compliance requirements set forth in the City's investment policy.

⁽³⁾ - Additional information regarding the City's investments is included in Attachment B.

MONTHLY ACCOUNT STATEMENT

City of Stanton | Account #10991 | As of November 30, 2024

CHANDLER ASSET MANAGEMENT | chandlerasset.com

Chandler Team:

For questions about your account, please call (800) 317-4747,
or contact clientservice@chandlerasset.com

Custodian:

US Bank

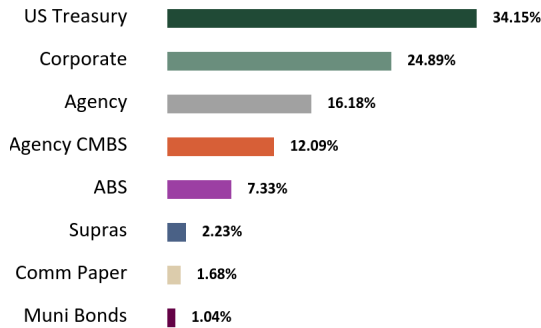
PORTFOLIO SUMMARY

City of Stanton | Account #10991 | As of November 30, 2024

Portfolio Characteristics

Average Modified Duration	2.58
Average Coupon	3.84%
Average Purchase YTM	4.34%
Average Market YTM	4.36%
Average Quality	AA
Average Final Maturity	3.02
Average Life	2.67

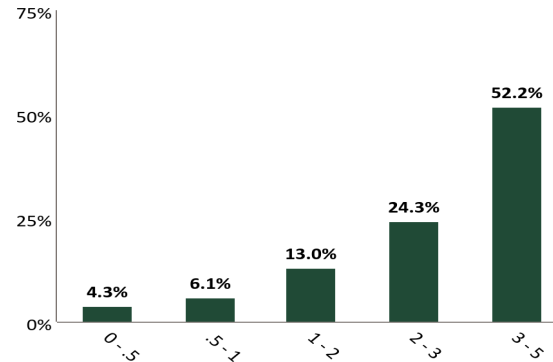
Sector Allocation



Account Summary

	Beg. Values as of 11/01/2024	End Values as of 11/30/2024
Market Value	38,016,665.70	38,150,855.92
Accrued Interest	291,736.67	335,682.12
Total Market Value	38,308,402.37	38,486,538.04
Income Earned	121,763.95	101,452.54
Cont/WD	0.00	0.00
Par	38,386,880.84	38,467,156.76
Book Value	37,752,777.47	37,830,228.08
Cost Value	37,752,777.47	37,830,228.08

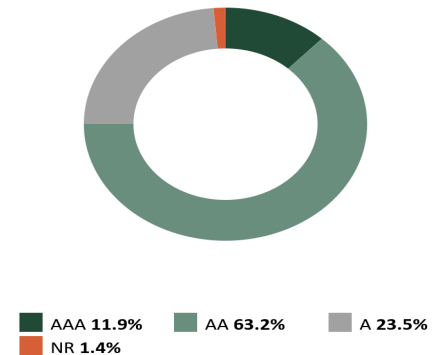
Maturity Distribution



Top Issuers

United States	34.15%
FHLMC	12.09%
Farm Credit System	10.68%
Federal Home Loan Banks	3.86%
Mitsubishi UFJ Financial Group, Inc.	1.68%
FNMA	1.64%
Hyundai Auto Receivables Trust	1.55%
The Home Depot, Inc.	1.32%

Credit Quality



*See Footnote

Performance Review

Total Rate of Return	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	Since Inception (12/01/22)
City of Stanton	0.47%	0.29%	3.78%	5.34%	4.38%	--	--	--	4.38%
Benchmark Return*	0.38%	0.18%	3.49%	5.02%	3.93%	--	--	--	3.93%

*Periods over 1 year are annualized.

Benchmark: ICE BofA 1-5 Year Unsubordinated US Treasury & Agency Index Secondary Benchmark: The credit quality is a weighted average calculation of the highest of S&P, Moody's' and Fitch

Execution Time: 12/06/2024 04:13:22 PM

Chandler Asset Management | info@chandlerasset.com | www.chandlerasset.com | 800.317.4747

CONFIDENTIAL | 2

RECONCILIATION SUMMARY

City of Stanton | Account #10991 | As of November 30, 2024

Maturities / Calls

Month to Date	0.00
Fiscal Year to Date	0.00

Principal Paydowns

Month to Date	(45,044.68)
Fiscal Year to Date	(223,478.72)

Purchases

Month to Date	680,779.47
Fiscal Year to Date	26,917,227.57

Sales

Month to Date	(978,583.55)
Fiscal Year to Date	(15,212,355.29)

Interest Received

Month to Date	59,221.02
Fiscal Year to Date	542,773.98

Purchased / Sold Interest

Month to Date	(1,713.94)
Fiscal Year to Date	(46,326.59)

Accrual Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Book Value	37,752,777.47	26,329,358.87
Maturities/Calls	0.00	0.00
Principal Paydowns	(45,044.68)	(223,478.72)
Purchases	680,779.47	26,917,227.57
Sales	(978,583.55)	(15,212,355.29)
Change in Cash, Payables, Receivables	417,373.92	(10,044.12)
Amortization/Accretion	0.00	0.00
Realized Gain (Loss)	2,925.45	29,519.76
Ending Book Value	37,830,228.08	37,830,228.08

Fair Market Activity Summary

	Month to Date	Fiscal Year to Date (07/01/2024)
Beginning Market Value	38,016,665.70	26,279,060.77
Maturities/Calls	0.00	0.00
Principal Paydowns	(45,044.68)	(223,478.72)
Purchases	680,779.47	26,917,227.57
Sales	(978,583.55)	(15,212,355.29)
Change in Cash, Payables, Receivables	417,373.92	(10,044.12)
Amortization/Accretion	0.00	0.00
Change in Net Unrealized Gain (Loss)	56,739.60	370,925.94
Realized Gain (Loss)	2,925.45	29,519.76
Ending Market Value	38,150,855.92	38,150,855.92

HOLDINGS REPORT

City of Stanton | Account #10991 | As of November 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
ABS									
43815PAC3	HAROT 2022-2 A3 3.73 07/20/2026	201,636.29	09/21/2022 4.08%	199,115.83 199,115.83	99.56 4.75%	200,751.37 271.59	0.53% 1,635.53	NA/AAA AAA	1.64 0.44
89238FAD5	TAOT 2022-B A3 2.93 09/15/2026	157,258.91	09/13/2022 3.53%	153,757.44 153,757.44	99.27 4.84%	156,117.84 204.79	0.41% 2,360.40	Aaa/AAA NA	1.79 0.38
02582JIT8	AMXCA 2022-2 A 3.39 05/17/2027	350,000.00	09/13/2022 4.14%	343,382.81 343,382.81	99.44 4.69%	348,039.48 527.33	0.91% 4,656.67	NA/AAA AAA	0.45 0.44
47800BAC2	JDOT 2022-C A3 5.09 06/15/2027	76,102.47	10/12/2022 5.09%	76,096.57 76,096.57	100.23 4.79%	76,274.80 172.16	0.20% 178.23	Aaa/NA AAA	2.54 0.63
58770JAD6	MBALT 2024-A A3 5.32 01/18/2028	70,000.00	05/17/2024 5.32%	69,991.81 69,991.81	101.29 4.58%	70,901.13 165.51	0.19% 909.32	Aaa/NA AAA	3.13 1.61
44933XAD9	HART 2023-B A3 5.48 04/17/2028	500,000.00	07/11/2024 5.27%	502,675.78 502,675.78	101.04 4.59%	505,181.20 1,217.78	1.32% 2,505.42	NA/AAA AAA	3.38 1.08
47787CAC7	JDOT 2023-C A3 5.48 05/15/2028	300,000.00	12/05/2023 5.15%	303,117.19 303,117.19	101.23 4.51%	303,691.02 730.67	0.80% 573.83	Aaa/NA AAA	3.46 1.18
161571HT4	CHAIT 2023-1 A 5.16 09/15/2028	280,000.00	09/07/2023 5.17%	279,922.38 279,922.38	101.24 4.48%	283,472.31 642.13	0.74% 3,549.93	NR/AAA AAA	3.79 1.67
448973AD9	HART 2024-A A3 4.99 02/15/2029	85,000.00	03/11/2024 5.00%	84,981.26 84,981.26	100.79 4.58%	85,675.38 188.51	0.22% 694.12	NA/AAA AAA	4.21 1.72
096919AD7	BMWOT 2024-A A3 5.18 02/26/2029	120,000.00	06/04/2024 5.24%	119,981.77 119,981.77	101.30 4.44%	121,560.83 103.60	0.32% 1,579.06	Aaa/AAA NA	4.24 1.62
47786WAD2	JDOT 2024-B A3 5.2 03/15/2029	65,000.00	06/11/2024 5.26%	64,987.29 64,987.29	101.53 4.43%	65,996.10 150.22	0.17% 1,008.81	Aaa/NA AAA	4.29 1.84
02582JKH2	AMXCA 2024-1 A 5.23 04/16/2029	110,000.00	04/16/2024 5.23%	109,977.45 109,977.45	101.81 4.47%	111,988.49 255.69	0.29% 2,011.04	NA/AAA AAA	4.38 2.18
05522RDJ4	BACCT 2024-1 A 4.93 05/15/2029	135,000.00	06/06/2024 4.93%	134,992.43 134,992.43	101.18 4.46%	136,589.71 295.80	0.36% 1,597.28	Aaa/AAA NA	4.45 2.26
89239TAD4	TAOT 2024-D A3 4.4 06/15/2029	120,000.00	10/10/2024 4.44%	119,993.30 119,993.30	99.96 4.46%	119,948.10 234.67	0.31% (45.20)	Aaa/AAA NA	4.54 2.20
92970QAE5	WFCIT 2024-2 A 4.29 10/15/2029	210,000.00	10/17/2024 4.33%	209,968.79 209,968.79	99.60 4.48%	209,167.69 400.40	0.55% (801.10)	Aaa/AAA NA	4.87 2.64
Total ABS		2,779,997.66	4.79%	2,772,942.10	100.56 4.58%	2,795,355.43 5,560.85	7.33% 22,413.33	Aaa/AAA AAA	3.16 1.32

AGENCY

HOLDINGS REPORT

City of Stanton | Account #10991 | As of November 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
3133ENP95	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 09/30/2025	650,000.00	09/23/2022 4.31%	648,875.50 648,875.50	99.84 4.44%	648,954.31 4,680.90	1.70% 78.81	Aaa/AA+ AA+	0.83 0.80
3133ERKR1	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.625 07/10/2026	650,000.00	07/19/2024 4.54%	650,981.50 650,981.50	100.56 4.26%	653,638.57 11,774.48	1.71% 2,657.07	Aaa/AA+ AA+	1.61 1.51
3135G0Q22	FEDERAL NATIONAL MORTGAGE ASSOCIATION 1.875 09/24/2026	650,000.00	09/14/2022 3.73%	605,208.50 605,208.50	96.02 4.18%	624,131.61 2,268.23	1.64% 18,923.11	Aaa/AA+ AA+	1.82 1.75
3133ERFJ5	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 05/20/2027	450,000.00	05/23/2024 4.80%	446,330.25 446,330.25	100.67 4.21%	453,017.30 618.75	1.19% 6,687.05	Aaa/AA+ AA+	2.47 2.31
3133ERMB4	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.25 07/23/2027	650,000.00	07/18/2024 4.26%	649,798.50 649,798.50	100.11 4.21%	650,694.11 9,822.22	1.71% 895.61	Aaa/AA+ AA+	2.64 2.44
3130ATS57	FEDERAL HOME LOAN BANKS 4.5 03/10/2028	500,000.00	03/22/2023 4.04%	510,315.00 510,315.00	101.19 4.11%	505,957.03 5,062.50	1.33% (4,357.98)	Aaa/AA+ AA+	3.28 2.99
3133EPGW9	FEDERAL FARM CREDIT BANKS FUNDING CORP 3.875 04/25/2028	250,000.00	04/24/2023 3.76%	251,255.00 251,255.00	99.01 4.19%	247,519.60 968.75	0.65% (3,735.40)	Aaa/AA+ AA+	3.40 3.14
3130AWTR1	FEDERAL HOME LOAN BANKS 4.375 09/08/2028	300,000.00	09/13/2023 4.48%	298,555.11 298,555.11	100.76 4.15%	302,292.06 3,026.04	0.79% 3,736.95	Aaa/AA+ AA+	3.77 3.41
3133EPWK7	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.5 09/22/2028	500,000.00	09/25/2023 4.67%	496,185.00 496,185.00	101.11 4.18%	505,565.80 4,312.50	1.33% 9,380.80	Aaa/AA+ AA+	3.81 3.44
3130AXQK7	FEDERAL HOME LOAN BANKS 4.75 12/08/2028	650,000.00	12/07/2023 4.18%	666,646.50 666,646.50	102.39 4.10%	665,543.74 14,837.15	1.74% (1,102.76)	Aaa/AA+ AA+	4.02 3.55
3133ERAK7	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.375 04/10/2029	400,000.00	04/08/2024 4.48%	398,068.00 398,068.00	100.83 4.16%	403,303.26 2,479.17	1.06% 5,235.26	Aaa/AA+ AA+	4.36 3.91
3133ERDH1	FEDERAL FARM CREDIT BANKS FUNDING CORP 4.75 04/30/2029	500,000.00	05/08/2024 4.55%	504,355.00 504,355.00	102.33 4.17%	511,630.70 2,045.14	1.34% 7,275.70	Aaa/AA+ AA+	4.41 3.94
Total Agency		6,150,000.00	4.32%	6,126,573.86	100.39 4.20%	6,172,248.07 61,895.83	16.18% 45,674.21	Aaa/AA+ AA+	2.89 2.63
AGENCY CMBS									
3137BTUM1	FHMS K-061 A2 3.347 11/25/2026	341,974.62	09/22/2022 4.23%	329,698.26 329,698.26	97.72 4.54%	334,184.78 953.82	0.88% 4,486.51	Aaa/AA+ AAA	1.99 1.78
3137BVZ82	FHMS K-063 A2 3.43 01/25/2027	350,000.00	09/13/2022 3.91%	342,412.11 342,412.11	97.89 4.46%	342,608.46 1,000.42	0.90% 196.35	Aaa/AA+ AAA	2.15 1.90

HOLDINGS REPORT

City of Stanton | Account #10991 | As of November 30, 2024

Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
3137F2LJ3	FHMS K-066 A2 3.117 06/25/2027	350,000.00	09/13/2022 3.88%	337,640.63 337,640.63	96.83 4.45%	338,893.21 909.13	0.89% 1,252.58	Aaa/AA+ AAA	2.57 2.29
3137FAWS3	FHMS K-067 A2 3.194 07/25/2027	310,000.00	09/22/2022 4.19%	295,856.25 295,856.25	96.84 4.44%	300,203.66 825.12	0.79% 4,347.41	Aaa/AA+ AA+	2.65 2.44
3137FBU79	FHMS K-069 A2 3.187 09/25/2027	496,602.00	05/18/2023 4.13%	477,028.89 477,028.89	96.81 4.39%	480,764.02 1,318.89	1.26% 3,735.12	Aaa/AAA AA+	2.82 2.55
3137FG6X8	FHMS K-077 A2 3.85 05/25/2028	510,000.00	05/24/2023 4.20%	500,636.72 500,636.72	98.03 4.44%	499,929.29 1,636.25	1.31% (707.44)	Aaa/AA+ AAA	3.48 3.12
3137FKSHO	FHMS K-086 A2 3.859 11/25/2028	500,000.00	07/18/2024 4.47%	486,640.63 486,640.63	97.84 4.43%	489,211.45 1,607.92	1.28% 2,570.82	Aaa/AA+ AA+	3.99 3.58
3137FKUP9	FHMS K-087 A2 3.771 12/25/2028	400,000.00	06/05/2024 4.64%	384,812.50 384,812.50	97.52 4.44%	390,074.16 1,257.00	1.02% 5,261.66	Aaa/AAA AA+	4.07 3.54
3137H5YC5	FHMS K-748 A2 2.26 01/25/2029	525,000.00	10/17/2024 4.18%	485,030.27 485,030.27	91.82 4.47%	482,039.83 988.75	1.26% (2,990.44)	Aaa/AA+ AAA	4.15 3.79
3137FLMV3	FHMS K-090 A2 3.422 02/25/2029	400,000.00	07/08/2024 4.57%	380,031.25 380,031.25	96.08 4.43%	384,326.12 1,140.67	1.01% 4,294.87	Aaa/AAA AA+	4.24 3.81
3137FLYV0	FHMS K-092 A2 3.298 04/25/2029	250,000.00	05/30/2024 4.85%	232,578.13 232,578.13	95.45 4.44%	238,625.75 687.08	0.63% 6,047.62	Aaa/AA+ AAA	4.40 3.95
3137FMCR1	FHMS K-093 A2 2.982 05/25/2029	350,000.00	09/19/2024 3.76%	337,667.97 337,667.97	94.25 4.44%	329,890.37 869.75	0.86% (7,777.61)	Aaa/AA+ AAA	4.48 3.95
Total Agency CMBS		4,783,576.61	4.25%	4,590,033.62 4,590,033.62	96.42 4.44%	4,610,751.07 13,194.79	12.09% 20,717.45	Aaa/AA+ AAA	3.44 3.08
CASH									
CCYUSD	Receivable	21,446.26	-- 0.00%	21,446.26 21,446.26	1.00 0.00%	21,446.26 0.00	0.06% 0.00	Aaa/AAA AAA	0.00 0.00
Total Cash		21,446.26	0.00%	21,446.26	0.00%	0.00	0.00	AAA	0.00
COMMERCIAL PAPER									
62479LQX6	MUFG Bank, Ltd. - New York Branch 03/31/2025	650,000.00	07/29/2024 5.19%	627,705.00 627,705.00	98.45 4.69%	639,938.65 0.00	1.68% 12,233.65	P-1/A-1 NA	0.33 0.33
Total Commercial Paper		650,000.00	5.19%	627,705.00 627,705.00	98.45 4.69%	639,938.65 0.00	1.68% 12,233.65	P-1/A-1 NA	0.33 0.33

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Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
CORPORATE									
808513BB0	CHARLES SCHWAB CORP 4.2 03/24/2025	250,000.00	09/16/2022 4.37%	249,015.00 249,015.00	99.82 4.75%	249,549.22 1,954.17	0.65% 534.22	A2/A- A	0.31 0.31
756109AV6	REALTY INCOME CORP 3.875 04/15/2025	250,000.00	09/13/2022 4.47%	246,425.00 246,425.00	99.67 4.75%	249,187.05 1,237.85	0.65% 2,762.05	A3/A- WR	0.37 0.36
06368D3S1	BANK OF MONTREAL 3.7 06/07/2025	350,000.00	09/13/2022 4.50%	342,912.50 342,912.50	99.48 4.73%	348,185.86 6,259.17	0.91% 5,273.36	A2/A- AA-	0.52 0.49
63743HFE7	NATIONAL RURAL UTILITIES COOPERATIVE FINANCE CORP 3.45 06/15/2025	250,000.00	09/19/2022 4.42%	243,805.00 243,805.00	99.28 4.83%	248,195.43 3,977.08	0.65% 4,390.43	A2/A- A	0.54 0.52
91324PCP5	UNITEDHEALTH GROUP INC 3.75 07/15/2025	125,000.00	09/21/2022 4.36%	122,981.25 122,981.25	99.47 4.63%	124,334.21 1,770.83	0.33% 1,352.96	A2/A+ A	0.62 0.60
89236TKF1	TOYOTA MOTOR CREDIT CORP 3.65 08/18/2025	350,000.00	09/13/2022 4.23%	344,498.00 344,498.00	99.38 4.54%	347,824.84 3,655.07	0.91% 3,326.84	A1/A+ A+	0.71 0.69
24422EWJ4	JOHN DEERE CAPITAL CORP 4.05 09/08/2025	125,000.00	09/21/2022 4.36%	123,933.75 123,933.75	99.63 4.54%	124,537.03 1,167.19	0.33% 603.28	A1/A A+	0.77 0.74
713448FQ6	PEPSICO INC 4.55 02/13/2026	65,000.00	02/13/2023 4.57%	64,962.30 64,962.30	100.17 4.40%	65,110.48 887.25	0.17% 148.18	A1/A+ NA	1.21 1.06
46647PCZ7	JPMORGAN CHASE & CO 4.08 04/26/2026	200,000.00	09/13/2022 4.57%	195,980.00 195,980.00	99.65 5.65%	199,293.36 793.33	0.52% 3,313.36	A1/A AA-	1.40 0.39
61747YET8	MORGAN STANLEY 4.679 07/17/2026	200,000.00	09/13/2022 4.61%	199,302.00 199,302.00	99.87 5.73%	199,743.09 3,483.26	0.52% 441.09	A1/A- A+	1.63 0.60
06051GLA5	BANK OF AMERICA CORP 4.827 07/22/2026	200,000.00	09/13/2022 4.73%	199,336.00 199,336.00	100.00 5.74%	200,001.79 3,459.35	0.52% 665.79	A1/A- AA-	1.64 0.61
06406RBJ5	BANK OF NEW YORK MELLON CORP 4.414 07/24/2026	350,000.00	-- 4.35%	348,501.00 348,501.00	99.69 5.53%	348,904.50 5,450.06	0.91% 403.50	Aa3/A AA-	1.65 0.62
74340XBK6	PROLOGIS LP 3.25 10/01/2026	250,000.00	09/14/2022 4.30%	240,397.50 240,397.50	97.83 4.50%	244,562.94 1,354.17	0.64% 4,165.44	A3/A WR	1.84 1.74
26442CAS3	DUKE ENERGY CAROLINAS LLC 2.95 12/01/2026	250,000.00	09/16/2022 4.31%	237,035.00 237,035.00	97.06 4.51%	242,646.09 3,687.50	0.64% 5,611.09	Aa3/A WR	2.00 1.91
17275RBQ4	CISCO SYSTEMS INC 4.8 02/26/2027	300,000.00	07/08/2024 4.74%	300,429.00 300,429.00	100.94 4.35%	302,813.30 3,800.00	0.79% 2,384.30	A1/AA- NA	2.24 2.00
857477CL5	STATE STREET CORP 4.993 03/18/2027	300,000.00	03/13/2024 4.99%	300,000.00 300,000.00	101.08 4.49%	303,247.28 3,037.41	0.79% 3,247.28	Aa3/A AA-	2.30 2.05
46647PCB0	JPMORGAN CHASE & CO 1.578 04/22/2027	250,000.00	09/15/2022 4.95%	221,377.50 221,377.50	95.69 5.10%	239,214.46 427.38	0.63% 17,836.96	A1/A AA-	2.39 1.34

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Cusip	Security Description	Par Value/ Units	Purchase Date Purchase Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody's/ S&P/ Fitch	Maturity Duration
91324PEG3	UNITEDHEALTH GROUP INC 3.7 05/15/2027	250,000.00	09/13/2022 4.21%	244,607.50 244,607.50	98.39 4.40%	245,974.28 411.11	0.64% 1,366.78	A2/A+ A	2.45 2.31
89115A2C5	TORONTO-DOMINION BANK 4.108 06/08/2027	200,000.00	09/13/2022 4.73%	194,794.00 194,794.00	98.63 4.69%	197,252.46 3,948.24	0.52% 2,458.46	A2/A- NA	2.52 2.31
61747YEC5	MORGAN STANLEY 1.512 07/20/2027	250,000.00	09/15/2022 4.69%	219,305.00 219,305.00	94.80 5.09%	236,998.51 1,375.50	0.62% 17,693.51	A1/A- A+	2.64 1.57
06051GJS9	BANK OF AMERICA CORP 1.734 07/22/2027	250,000.00	09/15/2022 4.86%	219,722.50 219,722.50	95.17 5.11%	237,921.65 1,553.38	0.62% 18,199.15	A1/A- AA-	2.64 1.57
09290DAH4	BLACKROCK INC 4.6 07/26/2027	475,000.00	07/18/2024 4.57%	475,408.50 475,408.50	100.70 4.32%	478,317.96 7,586.81	1.25% 2,909.46	Aa3/AA- NA	2.65 2.36
78016FZS6	ROYAL BANK OF CANADA 4.24 08/03/2027	200,000.00	09/13/2022 4.73%	195,794.00 195,794.00	99.32 4.51%	198,638.81 2,779.56	0.52% 2,844.81	A1/A AA-	2.67 2.46
14913R3A3	CATERPILLAR FINANCIAL SERVICES CORP 3.6 08/12/2027	250,000.00	09/13/2022 4.27%	242,635.00 242,635.00	98.23 4.30%	245,586.54 2,725.00	0.64% 2,951.54	A2/A A+	2.70 2.51
023135BC9	AMAZON.COM INC 3.15 08/22/2027	250,000.00	09/14/2022 4.17%	238,730.00 238,730.00	97.06 4.30%	242,655.35 2,165.63	0.64% 3,925.35	A1/AA AA-	2.73 2.55
24422EWK1	JOHN DEERE CAPITAL CORP 4.15 09/15/2027	250,000.00	09/13/2022 4.29%	248,480.00 248,480.00	99.40 4.38%	248,512.13 2,190.28	0.65% 32.13	A1/A A+	2.79 2.58
74456QBU9	PUBLIC SERVICE ELECTRIC AND GAS CO 3.7 05/01/2028	300,000.00	09/06/2023 5.10%	282,837.00 282,837.00	97.68 4.44%	293,039.79 925.00	0.77% 10,202.79	A1/A WR	3.42 3.16
58933YBH7	MERCK & CO INC 4.05 05/17/2028	300,000.00	-- 4.08%	299,617.50 299,617.50	99.41 4.24%	298,215.98 472.50	0.78% (1,401.52)	A1/A+ NA	3.46 3.19
89115A2U5	TORONTO-DOMINION BANK 5.523 07/17/2028	200,000.00	12/18/2023 4.89%	205,150.00 205,150.00	102.69 4.71%	205,376.48 4,111.57	0.54% 226.48	A2/A- AA-	3.63 3.20
69371RS80	PACCAR FINANCIAL CORP 4.6 01/31/2029	365,000.00	01/24/2024 4.64%	364,405.05 364,405.05	100.65 4.43%	367,363.88 5,643.31	0.96% 2,958.83	A1/A+ NA	4.17 3.70
17275RBR2	CISCO SYSTEMS INC 4.85 02/26/2029	140,000.00	02/21/2024 4.86%	139,951.00 139,951.00	101.60 4.43%	142,244.26 1,791.81	0.37% 2,293.26	A1/AA- NA	4.24 3.68
341081GT8	FLORIDA POWER & LIGHT CO 5.15 06/15/2029	300,000.00	06/13/2024 4.82%	304,159.46 304,159.46	102.47 4.54%	307,421.18 7,639.17	0.81% 3,261.72	Aa2/A+ AA-	4.54 3.79
437076DC3	HOME DEPOT INC 4.75 06/25/2029	500,000.00	07/08/2024 4.72%	500,690.00 500,690.00	101.07 4.49%	505,344.23 10,291.67	1.32% 4,654.23	A2/A A	4.57 3.92
713448FX1	PEPSICO INC 4.5 07/17/2029	400,000.00	07/16/2024 4.52%	399,592.00 399,592.00	100.71 4.33%	402,841.83 6,700.00	1.06% 3,249.83	A1/A+ NA	4.63 4.01
171239AL0	CHUBB INA HOLDINGS LLC 4.65 08/15/2029	450,000.00	08/22/2024 4.31%	456,678.00 456,678.00	100.48 4.53%	452,152.11 7,033.13	1.19% (4,525.89)	A2/A A	4.71 4.06

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14913UUA4	CATERPILLAR FINANCIAL SERVICES CORP 4.7 11/15/2029	150,000.00	11/12/2024 4.74%	149,755.50 149,755.50	100.76 4.53%	151,140.14 313.33	0.40% 1,384.64	A2/A A+	4.96 4.37
Total Corporate		9,545,000.00	4.55%	9,363,202.81 9,363,202.81	99.50 4.65%	9,494,348.44 116,058.02	24.89% 131,145.63	A1/A A+	2.62 2.20

MONEY MARKET FUND									
31846V203	FIRST AMER:GVT OBLG Y	137,136.22	-- 4.26%	137,136.22 137,136.22	1.00 4.26%	137,136.22 0.00	0.36% 0.00	Aaa/ AAAm AAA	0.00 0.00
Total Money Market Fund		137,136.22	4.26%	137,136.22 137,136.22	1.00 4.26%	137,136.22 0.00	0.36% 0.00	Aaa/AAAm AAA	0.00 0.00

MUNICIPAL BONDS									
13063EGT7	CALIFORNIA ST 4.5 08/01/2029	395,000.00	10/30/2024 4.37%	397,081.65 397,081.65	100.81 4.30%	398,211.35 1,283.75	1.04% 1,129.70	Aa2/AA- AA	4.67 4.11
Total Municipal Bonds		395,000.00	4.37%	397,081.65 397,081.65	100.81 4.30%	398,211.35 1,283.75	1.04% 1,129.70	Aa2/AA- AA	4.67 4.11

SUPRANATIONAL									
459058KT9	INTERNATIONAL BANK FOR RECONSTRUCTION AND DEVELOPM 3.5 07/12/2028	225,000.00	08/17/2023 4.55%	214,688.25 214,688.25	97.78 4.17%	220,006.56 3,040.63	0.58% 5,318.31	Aaa/AAA NA	3.62 3.31
45950KDD9	INTERNATIONAL FINANCE CORP 4.5 07/13/2028	230,000.00	07/06/2023 4.53%	229,744.70 229,744.70	101.13 4.16%	232,609.67 3,967.50	0.61% 2,864.97	Aaa/AAA NA	3.62 3.25
4581X0EN4	INTER-AMERICAN DEVELOPMENT BANK 4.125 02/15/2029	400,000.00	03/14/2024 4.39%	395,324.00 395,324.00	100.01 4.12%	400,026.86 4,858.33	1.05% 4,702.86	Aaa/AAA NA	4.21 3.78
Total Supranational		855,000.00	4.47%	839,756.95 839,756.95	99.74 4.14%	852,643.09 11,866.46	2.23% 12,886.14	Aaa/AAA NA	3.90 3.51

US TREASURY									
912828M56	UNITED STATES TREASURY 2.25 11/15/2025	500,000.00	07/29/2024 4.67%	484,980.47 484,980.47	98.02 4.39%	490,097.66 497.24	1.28% 5,117.19	Aaa/AA+ AA+	0.96 0.93

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9128287B0	UNITED STATES TREASURY 1.875 06/30/2026	650,000.00	09/15/2022 3.78%	606,632.81 606,632.81	96.43 4.24%	626,792.97 5,100.20	1.64% 20,160.16	Aaa/AA+ AA+	1.58 1.52
9128282A7	UNITED STATES TREASURY 1.5 08/15/2026	650,000.00	09/13/2022 3.72%	597,923.83 597,923.83	95.56 4.23%	621,156.25 2,861.41	1.63% 23,232.42	Aaa/AA+ AA+	1.71 1.65
91282CJC6	UNITED STATES TREASURY 4.625 10/15/2026	500,000.00	07/19/2024 4.42%	502,148.44 502,148.44	100.74 4.21%	503,691.41 2,985.92	1.32% 1,542.97	Aaa/AA+ AA+	1.87 1.76
91282CEF4	UNITED STATES TREASURY 2.5 03/31/2027	650,000.00	09/14/2022 3.66%	618,591.80 618,591.80	96.38 4.15%	626,488.28 2,767.86	1.64% 7,896.48	Aaa/AA+ AA+	2.33 2.22
91282CKV2	UNITED STATES TREASURY 4.625 06/15/2027	650,000.00	07/08/2024 4.41%	653,833.98 653,833.98	101.17 4.13%	657,617.19 13,881.32	1.72% 3,783.21	Aaa/AA+ AA+	2.54 2.32
91282CKZ3	UNITED STATES TREASURY 4.375 07/15/2027	650,000.00	07/16/2024 4.24%	652,462.89 652,462.89	100.60 4.13%	653,910.15 10,741.34	1.71% 1,447.26	Aaa/AA+ AA+	2.62 2.41
91282CFH9	UNITED STATES TREASURY 3.125 08/31/2027	650,000.00	09/13/2022 3.57%	636,822.26 636,822.26	97.40 4.13%	633,115.24 5,162.29	1.66% (3,707.02)	Aaa/AA+ AA+	2.75 2.57
91282CFU0	UNITED STATES TREASURY 4.125 10/31/2027	650,000.00	07/08/2024 4.37%	645,074.22 645,074.22	100.04 4.11%	650,253.90 2,296.10	1.70% 5,179.68	Aaa/AA+ AA+	2.92 2.71
91282CGC9	UNITED STATES TREASURY 3.875 12/31/2027	350,000.00	01/24/2023 3.59%	354,470.70 354,470.70	99.32 4.11%	347,607.42 5,675.61	0.91% (6,863.28)	Aaa/AA+ AA+	3.08 2.83
91282CGH8	UNITED STATES TREASURY 3.5 01/31/2028	500,000.00	02/22/2023 4.12%	486,269.53 486,269.53	98.16 4.13%	490,800.78 5,849.18	1.29% 4,531.25	Aaa/AA+ AA+	3.17 2.93
91282CGP0	UNITED STATES TREASURY 4.0 02/29/2028	500,000.00	07/19/2024 4.22%	496,367.19 496,367.19	99.62 4.13%	498,085.94 5,082.87	1.31% 1,718.75	Aaa/AA+ AA+	3.25 2.98
91282CGT2	UNITED STATES TREASURY 3.625 03/31/2028	350,000.00	04/24/2023 3.61%	350,259.77 350,259.77	98.46 4.12%	344,626.95 2,161.06	0.90% (5,632.82)	Aaa/AA+ AA+	3.33 3.08
91282CHE4	UNITED STATES TREASURY 3.625 05/31/2028	500,000.00	06/22/2023 4.02%	491,308.59 491,308.59	98.40 4.12%	491,992.19 49.79	1.29% 683.60	Aaa/AA+ AA+	3.50 3.24
91282CHK0	UNITED STATES TREASURY 4.0 06/30/2028	500,000.00	09/20/2023 4.51%	489,179.69 489,179.69	99.61 4.12%	498,066.41 8,369.57	1.31% 8,886.72	Aaa/AA+ AA+	3.58 3.25
91282CHQ7	UNITED STATES TREASURY 4.125 07/31/2028	350,000.00	08/24/2023 4.39%	345,953.13 345,953.13	100.00 4.12%	350,013.67 4,825.58	0.92% 4,060.54	Aaa/AA+ AA+	3.67 3.32
91282CJA0	UNITED STATES TREASURY 4.625 09/30/2028	350,000.00	10/18/2023 4.89%	345,912.11 345,912.11	101.76 4.12%	356,152.34 2,757.21	0.93% 10,240.23	Aaa/AA+ AA+	3.84 3.46
91282CJR3	UNITED STATES TREASURY 3.75 12/31/2028	400,000.00	01/22/2024 4.00%	395,468.75 395,468.75	98.63 4.12%	394,515.62 6,277.17	1.03% (953.13)	Aaa/AA+ AA+	4.08 3.68
91282CJW2	UNITED STATES TREASURY 4.0 01/31/2029	650,000.00	02/12/2024 4.14%	646,013.67 646,013.67	99.55 4.12%	647,105.47 8,690.22	1.70% 1,091.80	Aaa/AA+ AA+	4.17 3.75

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91282CKG5	UNITED STATES TREASURY 4.125 03/31/2029	650,000.00	07/16/2024 4.12%	650,000.00 650,000.00	100.04 4.11%	650,253.90 4,566.96	1.70% 253.90	Aaa/AA+ AA+	4.33 3.90
91282CKT7	UNITED STATES TREASURY 4.5 05/31/2029	500,000.00	07/19/2024 4.14%	507,812.50 507,812.50	101.64 4.10%	508,183.60 61.81	1.33% 371.10	Aaa/AA+ AA+	4.50 4.04
91282CKX8	UNITED STATES TREASURY 4.25 06/30/2029	650,000.00	07/08/2024 4.24%	650,355.47 650,355.47	100.59 4.11%	653,833.99 11,560.46	1.71% 3,478.52	Aaa/AA+ AA+	4.58 4.05
91282CLC3	UNITED STATES TREASURY 4.0 07/31/2029	500,000.00	07/29/2024 4.30%	498,632.81 498,632.81	99.58 4.10%	497,890.63 6,684.78	1.31% (742.19)	Aaa/AA+ AA+	4.67 4.16
91282CLK5	UNITED STATES TREASURY 3.625 08/31/2029	500,000.00	09/17/2024 3.44%	504,218.75 504,218.75	98.01 4.09%	490,039.06 4,606.35	1.28% (14,179.69)	Aaa/AA+ AA+	4.75 4.27
91282CFL0	UNITED STATES TREASURY 3.875 09/30/2029	350,000.00	11/14/2024 4.29%	343,656.25 343,656.25	99.00 4.11%	346,486.33 2,310.10	0.91% 2,830.08	Aaa/AA+ AA+	4.83 4.33
Total US Treasury		13,150,000.00	4.11%	12,954,349.61	99.11 4.14%	13,028,777.34 125,822.42	34.15% 74,427.73	Aaa/AA+ AA+	3.24 2.96
Total Portfolio		38,467,156.76	4.34%	37,830,228.08	98.81 4.36%	38,150,855.92 335,682.12	100.00% 320,627.84	Aa2/AA- AA	3.02 2.58
Total Market Value + Accrued						38,486,538.04			

CITY OF STANTON

REPORT TO THE SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY

TO: Honorable Chairman and Members of the Successor Agency

DATE: January 14, 2025

SUBJECT: NOVEMBER 2024 INVESTMENT REPORT (SUCCESSOR AGENCY)

REPORT IN BRIEF:

The Investment Report as of November 30, 2024, 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 November 2024.

BACKGROUND:

The attached report summarizes the Successor Agency's investment and deposit balances as of November 30, 2024. During the month of November, the Successor Agency's total cash and investments increased by approximately \$1,796. During the month of November, the Successor Agency paid \$5,500 to the City of Stanton for its administrative cost allowance. The Successor Agency's cash and investment balances by fund are presented in Attachment A. The Successor Agency's investments and deposits by financial institution are included as Attachment B.

ANALYSIS:

The Successor 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 November 2024 was 4.48%.

The Successor Agency's investments are shown on Attachment B and have a weighted investment yield of 4.48%, which is equal to the benchmark LAIF return of 4.48%, as the entire portfolio (excluding funds held with the bond fiscal agents) represents the Successor Agency's portion of the City's pooled cash and investments. With a completely liquid portfolio, the weighted average maturity of the Successor Agency's investments on November 30, 2024, was 1 day. LAIF's average maturity on November 30, 2024, was approximately 257 days.

FISCAL IMPACT:

All deposits and investments have been made in accordance with the City's Fiscal Year 2024/25 Investment Policy.

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

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the agenda posting process.

Prepared by: Michelle Bannigan, Finance Director
Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

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

**SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY
CASH AND INVESTMENTS REPORT
MONTH ENDED NOVEMBER 30, 2024**

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
<u>CASH-POOLED</u>					
712-111101	Redevelopment Obligation Retirement Fund	\$ 1,387,662.26	\$ 7,280.00	\$ (5,500.00)	\$ 1,389,442.26
	Total Cash-Pooled ⁽¹⁾	\$ 1,387,662.26	\$ 7,280.00	\$ (5,500.00)	\$ 1,389,442.26
<u>CASH-RESTRICTED (with Fiscal Agent)</u>					
712-111423	2016 Tax Allocation Bonds, Series A and B	\$ 1,165,346.98	\$ 4.95	\$ -	\$ 1,165,351.93
712-111425	2016 Tax Allocation Bonds, Series C and D	1,875,998.26	7.97	-	1,876,006.23
712-111426	2020 Tax Allocation Refunding Bonds, Series A	695,413.07	2.95	-	695,416.02
	Total Cash-Restricted (with Fiscal Agent)	\$ 3,736,758.31	\$ 15.87	\$ -	\$ 3,736,774.18
	TOTAL CASH AND INVESTMENTS	\$ 5,124,420.57	\$ 7,295.87	\$ (5,500.00)	\$ 5,126,216.44

Note:

⁽¹⁾ - Includes the Successor Agency's share of the City's BMO Harris Bank checking account and Local Agency Investment Fund (LAIF).

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**SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY
INVESTMENTS AND DEPOSITS
MONTH ENDED NOVEMBER 30, 2024**

Investment Type	Institution	Issuer/ Broker	Date of Maturity	Interest Rate	Cost	Market Value	MV Source
LAIF and BMO General Acct	State of California/ BMO	State of California	On Demand	4.48% N/A	\$ 1,389,442	\$ 1,389,442	LAIF

Total Cash Investments and Deposits

1	4.48%	\$ 1,389,442	\$ 1,389,442
Weighted Average	Weighted Average		
Maturity (days)	Yield		

Bond Funds Held by Trustees:

Investment Type	Institution	Issuer/ Broker	CUSIP Number	Date of Maturity	Interest Rate	Par Value	Cost	Market Value	MV Source
2016 Series A and B									
Debt Service:									
Cash Equivalents	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	\$ 26	\$ 26	\$ 26	US Bank
Interest:									
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	260,325	260,325	260,325	US Bank
Principal:									
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	905,001	905,001	905,001	US Bank

Total 2016 Series A and B \$ 1,165,352 \$ 1,165,352

Investment Type	Institution	Issuer/ Broker	CUSIP Number	Date of Maturity	Interest Rate	Par Value	Cost	Market Value	MV Source
2016 Series C and D									
Debt Service:									
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	\$ 1,876,005	\$ 1,876,005	\$ 1,876,005	US Bank
Principal:									
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	1	1	1	US Bank

Total 2016 Series C and D \$ 1,876,006 \$ 1,876,006

Investment Type	Institution	Issuer/ Broker	CUSIP Number	Date of Maturity	Interest Rate	Par Value	Cost	Market Value	MV Source
2020 Tax Allocation Refunding Bonds									
Special Fund:									
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	\$ 695,416	\$ 695,416	\$ 695,416	US Bank

Total 2020 Tax Allocation Bonds (Tax-Exempt) \$ 695,416 \$ 695,416

Total Bond Fund Investments and Deposits (3)

\$ 3,736,774 \$ 3,736,774

TOTAL - ALL CASH AND INVESTMENTS

\$5,126,216 \$5,126,216

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: January 14, 2025

SUBJECT: NOVEMBER 2024 GENERAL FUND REVENUE AND EXPENDITURE REPORT; HOUSING AUTHORITY REVENUE AND EXPENDITURE REPORT; STATUS OF CAPITAL IMPROVEMENT PROGRAM

REPORT IN BRIEF:

The Revenue and Expenditure Report for the month ended November 30, 2024, has been provided to the City Manager in accordance with Stanton Municipal Code Section 2.20.080 (D) and is being provided to the City Council. This report includes information on both the City's General Fund and the Housing Authority Fund.

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 and Housing Authority Fund November 2024 Revenue and Expenditure Reports and Status of Capital Improvement Projects for the month ended November 30, 2024.

ANALYSIS:

General Fund Revenue and Expenditure Reports

Attachments A and B summarize the General Fund's revenue and expenditure activity through November 30, 2024. The reports include information for the month of November, on a year-to-date basis through November, 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 (through November) are included as well.

As of November 30, total General Fund revenues received to date were approximately \$8.2 million, which is 25% of the Fiscal Year 2024/25 budgeted amount and is approximately \$1.0 million (15%) higher than the revenues recognized for the same period last year (Attachment A, page 2), primarily due to the following:

- \$551,587 is attributed to the positive increase of, to reflect the change in fair value of the City's investment portfolio, a *non-cash transaction*, due to the volatility in the investment market;
- \$189,968 is due to more interest income earned on the City's portfolio compared to the same period during the previous fiscal year; and
- \$335,958 is due to increased cannabis tax revenue collected due higher sales in the current year.

Total General Fund expenditures were approximately \$12.0 million through November 30, which represents 33% of the Fiscal Year 2024/25 projected expenditures and is approximately \$838,638 (8%) higher than the expenditures incurred for the same period last year (Attachment B, page 2), primarily due to the following:

- \$447,662 for increased law enforcement costs contracted with the County of Orange;
- \$120,431 for the Safe Streets Together Campaign;
- \$86,898 for increased facilities and parks maintenance costs;
- \$72,190 for increased liability insurance costs;
- \$56,253 for increased fire protection costs contracted with the Orange County Fire Authority; and,
- \$44,228 in increased capital project funding compared to the same period last year (primarily to fund the Storm Drain Master Plan project).

Per Attachment C, the City's General Fund reserves and available fund balance ("discretionary fund balance") is estimated to be \$34.7 million by June 30, 2025, as shown in the table below.

	Estimated Balance at 6/30/25
Set aside per Reserve Policy	\$ 14,900,000
Assigned Fund Balance	383,196
Unassigned Fund Balance	19,394,284
Total Discretionary Fund Balance	\$ 34,677,480

Housing Authority Revenue and Expenditure Reports

Attachment D summarizes the Housing Authority Fund’s revenue and expenditure activity through November 30, 2024. The report includes information on the activity during the month of November, information on a year-to-date basis through November, 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 (through November) are included as well.

As of November 30, total Housing Authority Fund revenues received to date were approximately \$377,537, which is 52% of the Fiscal Year 2024/25 budgeted amount and is \$75,617 (17%) less than the revenue collected through the same period last year. Rent received from the Tina/Pacific housing project is \$57,451 (22%) lower than the same period last year due to increased vacant units since last year.

Total Housing Authority Fund expenditures were approximately \$1.2 million through November 30, which is 23% of the Fiscal Year 2024/25 budget and \$777,138 (201%) higher than the expenditures incurred for the same period last year, primarily due to emergency relocation payments made during the month of November 2024. The Housing Authority spent \$512,094 on relocation costs for the Tina Pacific housing project through November 30, 2024. In addition, \$198,790 was spent for the demolitions at 8930 and 8940 Pacific Avenue.

Per Attachment E, the City’s Housing Authority Fund’s available fund balance is expected to be \$5.1 million by June 30, 2025.

Status of Capital Improvement Projects (CIP) (Attachment F)

The Fiscal Year 2024/25 CIP budget includes \$8.1 million from the Fiscal Year 2024/25 Adopted Budget and \$14.1 million in carryover funding from Fiscal Year 2023/24 and \$300,000 in additional appropriations approved by the City Council since July 1, 2024, for a total amended budget of \$22.5 million as of November 30, 2024. As of November 30, capital project expenditures totaled \$1.1 million (5% of the amended budget) with an additional \$2.2 million (10% of the amended budget) under contract (encumbered) for work currently underway, for a total amount spent or encumbered to date of \$3.4 million (15% of the amended budget) as of November 30, 2024.

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda posting process.

STRATEGIC PLAN OBJECTIVES:

Obj. No. 3: Provide a quality infrastructure.

Obj. No. 4: Ensure fiscal stability and efficiency in governance.

Prepared by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. November 2024 General Fund Revenues
- B. November 2024 General Fund Expenditures
- C. General Fund Reserve Balances
- D. November 2024 Housing Authority Revenue and Expenditures
- E. Housing Authority Reserve Balance
- F. Status of Capital Improvement Projects as of November 30, 2024

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CITY OF STANTON
November 2024 General Fund Revenues (42% of year)

	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25		Percent of Budget	FY 2023/24 Actual*	% Change From Prior Year
			Activity During November	Year To Date Actual *			
TAXES							
Property Tax	\$ 9,210,285	\$ 9,210,285	\$ 254,239	\$ 297,430	3.23%	\$ 270,569	9.93%
Sales and Use Tax	5,560,880	5,560,880	427,631	1,339,167	24.08%	1,317,951	1.61%
Transactions and Use Tax	6,282,000	6,282,000	496,206	1,524,759	24.27%	1,516,129	0.57%
Transient Occupancy Tax	600,000	600,000	54,011	228,643	38.11%	234,915	-2.67%
Franchise Fees	1,345,300	1,345,300	68,971	286,427	21.29%	218,648	31.00%
Business Licenses	158,000	158,000	1,032	17,687	11.19%	43,044	-58.91%
Utility Users Tax	2,593,900	2,593,900	257,844	959,594	36.99%	809,739	18.51%
Cannabis Tax	1,232,570	1,232,570	44,972	529,778	42.98%	193,820	173.34%
Tax Increment Pass-thru Payment	752,850	752,850	-	-	0.00%	-	0.00%
TAXES-TOTAL	27,735,785	27,735,785	1,604,906	5,183,485	18.69%	4,604,815	12.57%
INTERGOVERNMENTAL							
County WDA Shared Revenue	100,000	100,000	-	-	0.00%	-	0.00%
Mandated Cost Reimbursement	30,000	30,000	-	-	0.00%	-	0.00%
Motor Vehicle In Lieu	40,000	40,000	-	-	0.00%	-	0.00%
Public Safety Augmentation Tax	206,300	206,300	15,944	56,487	27.38%	57,011	-0.92%
Other Grants	4,200	4,200	350	1,400	33.33%	2,861	-51.07%
INTERGOVERNMENTAL-TOTAL	380,500	380,500	16,294	57,887	15.21%	59,872	-3.32%
CHARGES FOR SERVICES							
Charges for Services	151,500	151,500	14,100	73,199	48.32%	55,999	30.71%
Information Technology Charges	47,440	47,440	3,755	18,773	39.57%	15,204	23.47%
CHARGES FOR SERVICES-TOTAL	198,940	198,940	17,855	91,972	46.23%	71,203	29.17%
FEES AND PERMITS							
Solid Waste Impact Fees	1,307,000	1,307,000	103,930	577,208	44.16%	404,965	42.53%
Building Permits and Fees	865,000	865,000	160,951	609,159	70.42%	540,417	12.72%
Planning Permits and Fees	59,150	59,150	9,188	48,346	81.73%	42,275	14.36%
Engineering Permits and Fees	123,500	123,500	9,865	35,599	28.83%	39,577	-10.05%
Developer Contributions	-	-	-	1,000	0.00%	363,650	-99.73%
Recycling Fees	87,700	87,700	19,470	19,470	22.20%	41,980	-53.62%

CITY OF STANTON
November 2024 General Fund Revenues (42% of year)

	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25		Percent of Budget	FY 2023/24 Actual*	% Change From Prior Year
			Activity During November	Year To Date Actual *			
Other Permits and Fees	261,925	261,925	26,441	88,117	33.64%	176,459	-50.06%
Community Services Fees	90,000	90,000	1,864	28,610	31.79%	39,253	-27.11%
FEES AND PERMITS -TOTAL	2,794,275	2,794,275	331,709	1,407,509	50.37%	1,648,576	-14.62%
FINES AND FORFEITURES							
General Fines	2,000	2,000	-	(285)	-14.25%	(60)	375.00%
Motor Vehicle Fines	50,000	50,000	-	10,752	21.50%	15,982	-32.72%
Parking Citations	270,000	270,000	27,635	85,940	31.83%	100,789	-14.73%
DMV Parking Collections	71,000	71,000	6,483	26,122	36.79%	23,058	13.29%
Administrative Citation	10,000	10,000	4,540	16,480	164.80%	2,149	666.87%
FINES AND FORFEITURES-TOTAL	403,000	403,000	38,658	139,009	34.49%	141,918	-2.05%
USE OF MONEY AND PROPERTY							
Investment Earnings	250,000	250,000	-	443,633	177.45%	253,665	74.89%
Unrealized Gains (Losses)	-	-	3,092	624,052	0.00%	72,465	761.18%
Loan Interest	-	-	-	368	0.00%	2,745	-86.59%
Rental Income	153,930	153,930	11,852	83,265	54.09%	67,731	22.93%
USE OF MONEY AND PROPERTY-TOTAL	403,930	403,930	14,944	1,151,318	285.03%	396,606	190.29%
MISCELLANEOUS REVENUE							
Miscellaneous Revenue	46,535	80,720	5,621	20,534	25.44%	31,532	-34.88%
MISCELLANEOUS REVENUE-TOTAL	46,535	80,720	5,621	20,534	25.44%	31,532	-34.88%
TRANSFERS IN							
From Gas Tax Fund	90,000	90,000	7,500	37,500	41.67%	58,333	-35.71%
From Protective Services Fund	382,000	382,000	44,677	50,516	13.22%	79,889	-36.77%
From Other Grants Fund	40,000	40,000	-	-	0.00%	-	0.00%
From Supplemental Law Enforcement Grants Fund	160,000	160,000	13,333	66,667	41.67%	66,667	0.00%
From JAG Grant Fund	-	-	-	-	0.00%	781	-100.00%
From Sewer Maintenance Fund	20,000	20,000	-	-	0.00%	-	0.00%
From Fleet Maintenance Fund	20,000	20,000	-	-	0.00%	-	0.00%
TRANSFERS IN-TOTAL	712,000	712,000	65,510	154,683	21.73%	205,670	-24.79%
TOTAL REVENUES AND TRANSFERS IN	\$ 32,674,965	\$ 32,709,150	\$ 2,095,497	\$ 8,206,397	25.09%	\$ 7,160,192	14.61%

* = Actual data is reported through November.

TAXES
November 2024 General Fund Revenues (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year To Date Actual *	Percent of Budget		
101	General Fund							
430100	Current Year-Secured	\$ 1,169,700	\$ 1,169,700	\$ 206,094	\$ 206,094	17.62%	\$ 214,889	-4.09%
430105	Current Year-Unsecured	32,600	32,600	-	19,263	59.09%	14,402	33.75%
430115	Property Tax-Supplemental	25,000	25,000	1,992	4,909	19.64%	6,059	-18.98%
430120	Residual Redevelopment Property Tax	1,821,750	1,821,750	-	-	0.00%	-	0.00%
430121	In-Lieu Vehicle License Fee	6,036,435	6,036,435	-	-	0.00%	-	0.00%
430135	Homeowners Tax Relief	4,800	4,800	-	-	0.00%	-	0.00%
430140	Property Transfer Tax	120,000	120,000	-	21,011	17.51%	35,219	-40.34%
430200	Sales And Use Tax	5,560,880	5,560,880	427,631	1,339,167	24.08%	1,317,951	1.61%
430300	Transient Occupancy Tax	600,000	600,000	54,011	228,643	38.11%	234,915	-2.67%
430405	Franchise Tax/Cable TV	250,000	250,000	-	40,860	16.34%	-	100.00%
430410	Franchise Tax/Electric	280,000	280,000	-	-	0.00%	-	0.00%
430415	Franchise Tax/Gas	100,000	100,000	-	-	0.00%	-	0.00%
430420	Franchise Tax/Refuse	627,300	627,300	68,971	245,567	39.15%	218,648	12.31%
430425	Franchise Tax/Water	88,000	88,000	-	-	0.00%	-	0.00%
430500	Business License Tax	158,000	158,000	1,032	17,687	11.19%	43,044	-58.91%
430600	Util User Tax/Electricity	1,449,210	1,449,210	171,584	619,755	42.77%	516,586	19.97%
430605	Util User Tax/Telephone	235,590	235,590	15,074	63,082	26.78%	65,383	-3.52%
430610	Util User Tax/Gas	484,100	484,100	19,885	62,826	12.98%	72,587	-13.45%
430615	Util User Tax/Water	425,000	425,000	51,301	213,931	50.34%	155,183	37.86%
430700	Cannabis Tax-Retail	1,232,570	1,232,570	44,972	529,778	42.98%	193,820	173.34%
430705	Cannabis Tax-Cultivation	-	-	46,153	46,153	0.00%	-	100.00%
440100	AB 1389 Pass Through from RDA	752,850	752,850	-	-	0.00%	-	0.00%
101	General Fund	21,453,785	21,453,785	1,108,700	3,658,726	17.05%	3,088,686	18.46%
102	General Fund (Transactions & Use Tax)							
430250	Transactions & Use Tax	6,282,000	6,282,000	496,206	1,524,759	24.27%	1,516,129	0.57%
102	General Fund (Transactions & Use Tax)	6,282,000	6,282,000	496,206	1,524,759	24.27%	1,516,129	0.57%
TAXES - TOTAL		\$ 27,735,785	\$ 27,735,785	\$ 1,604,906	\$ 5,183,485	18.69%	\$ 4,604,815	12.57%

* = Actual data is reported through November.

INTERGOVERNMENTAL
November 2024 General Fund Revenues (42% of year)

Acct. No.	Description	FY 2024/25		FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During November	Year To Date Actual *	Percent of Budget		
101	General Fund							
432121	County WDA Shared Revenue	\$ 100,000	\$ 100,000	\$ -	\$ -	0.00%	\$ -	0.00%
432135	Mandated Cost Reimbursement	30,000	30,000	-	-	0.00%	-	0.00%
432150	Motor Vehicle In Lieu	40,000	40,000	-	-	0.00%	-	0.00%
432180	Public Safety Augmentation Tax	206,300	206,300	15,944	56,487	27.38%	57,011	-0.92%
432256	Other Grants	4,200	4,200	350	1,400	33.33%	2,861	-51.07%
INTERGOVERNMENTAL - TOTAL		\$ 380,500	\$ 380,500	\$ 16,294	\$ 57,887	15.21%	\$ 59,872	-3.32%

* = Actual data is reported through November.

CHARGES FOR SERVICES
November 2024 General Fund Revenues (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year To Date Actual *	Percent of Budget		
101	General Fund							
433100	Charges For Services	\$ 151,500	\$ 151,500	\$ 14,100	\$ 73,199	48.32%	\$ 55,999	30.71%
433136	Information Technology Charges	47,440	47,440	3,755	18,773	39.57%	15,204	23.47%
	CHARGES FOR SERVICES - TOTAL	\$ 198,940	\$ 198,940	\$ 17,855	\$ 91,972	46.23%	\$ 71,203	29.17%

* = Actual data is reported through November.

FEES AND PERMITS
November 2024 General Fund Revenues (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year To Date Actual *	Percent of Budget		
101	General Fund							
431100	Building Plan Check Fees	\$ 135,000	\$ 135,000	\$ 14,778	\$ 99,029	73.35%	\$ 99,077	-0.05%
431105	Mechanical Permits	80,000	80,000	16,925	54,550	68.19%	49,250	10.76%
431110	Building Permits	500,000	500,000	113,394	376,114	75.22%	316,786	18.73%
431115	Plumbing Permits	50,000	50,000	10,885	38,090	76.18%	26,140	45.72%
431120	Electrical Permits	100,000	100,000	4,969	41,376	41.38%	49,164	-15.84%
431130	Engineering Plan Check Fees	30,000	30,000	4,220	6,198	20.66%	6,507	-4.75%
431135	Public Works Permits	93,500	93,500	5,645	29,401	31.44%	33,070	-11.09%
431140	S M I P - Commercial Fees	400	400	-	6	1.50%	45	-86.67%
431145	S M I P-Residential Permits	250	250	-	115	46.00%	45	155.56%
431146	SB 1473 Fee	2,500	2,500	117	1,011	40.44%	975	3.69%
431160	Solid Waste Impact Fees	1,307,000	1,307,000	103,930	577,208	44.16%	404,965	42.53%
431180	P/W Inspections	10,000	10,000	533	2,134	21.34%	5,335	-60.00%
431185	Parking Permits	6,000	6,000	2,250	5,900	98.33%	7,865	-24.98%
431190	Towing Franchise Fee	25,000	25,000	990	9,180	36.72%	4,410	108.16%
431192	Beautification/Enhancement Fee	-	-	-	-	0.00%	50,000	-100.00%
431193	Neighborhood Preservation Fees	-	-	-	-	0.00%	6,000	-100.00%
431194	Public Benefit Fee	-	-	-	1,000	0.00%	307,650	-99.67%
431195	Other Fees & Permits	60,000	60,000	6,547	36,481	60.80%	37,939	-3.84%
431196	Forfeited Deposits	-	-	-	-	0.00%	75,466	-100.00%
431201	Cannabis Business Renewal Permit Fee	5,600	5,600	14,000	14,000	250.00%	-	100.00%
433200	Conditional Use Permit	7,000	7,000	2,485	2,485	35.50%	4,970	-50.00%
433205	Precise Plan Of Design	10,000	10,000	-	3,070	30.70%	3,070	0.00%
433220	Preliminary Plan Review	3,750	3,750	-	3,750	100.00%	-	100.00%
433225	Environmental Services	4,400	4,400	75,000	150	3.41%	225	-33.33%
433227	Foreclosure Registration	-	-	563	1,126	0.00%	-	100.00%
433230	Zoning Entitlements	4,000	4,000	-	-	0.00%	-	0.00%
433235	Land Divisions	2,500	2,500	-	-	0.00%	-	0.00%
433240	Special Event Permits	1,000	1,000	-	-	0.00%	540	-100.00%
433245	Sign/Ban'R/Gar Sa/Temp Use Per	4,000	4,000	600	2,905	72.63%	3,555	-18.28%

FEES AND PERMITS
November 2024 General Fund Revenues (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year To Date Actual *	Percent of Budget		
101	General Fund							
433250	Ministerial Services	12,000	12,000	2,620	14,365	119.71%	7,955	80.58%
433260	Landscape Plan Check	1,500	1,500	325	650	43.33%	975	-33.33%
433270	General Plan Maint Surcharge	10,000	10,000	2,520	19,845	198.45%	21,525	-7.80%
433305	General Recreation Programs	60,000	60,000	481	17,122	28.54%	28,993	-40.94%
433315	Sports Fields	30,000	30,000	1,383	11,488	38.29%	10,260	11.97%
437115	Recycling Fees	87,700	87,700	19,470	19,470	22.20%	41,980	-53.62%
430505	New/Moved Bus Lic Appl Rev	34,000	34,000	1,680	10,950	32.21%	12,620	-13.23%
430510	Business Tax Renewal Process	115,000	115,000	200	8,025	6.98%	28,924	-72.25%
430515	SB 1186	2,175	2,175	124	315	14.48%	2,295	-86.27%
FEES AND PERMITS - TOTAL		\$ 2,794,275	\$ 2,794,275	\$ 331,709	\$ 1,407,509	50.37%	\$ 1,648,576	-14.62%

* = Actual data is reported through November.

FINES AND FORFEITURES
November 2024 General Fund Revenues (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year To Date Actual *	Percent of Budget		
101	General Fund							
434100	General Fines	\$ 2,000	\$ 2,000	\$ -	\$ (285)	-14.25%	\$ (60)	-375.00%
434105	Motor Vehicle Fines	50,000	50,000	-	10,752	21.50%	15,982	-32.72%
434110	Parking Citations	270,000	270,000	27,635	85,940	31.83%	100,789	-14.73%
434115	DMV Parking Collections	71,000	71,000	6,483	26,122	36.79%	23,058	13.29%
434120	Administrative Citations	10,000	10,000	4,540	16,480	164.80%	2,149	666.87%
FINES AND FORFEITURES - TOTAL		\$ 403,000	\$ 403,000	\$ 38,658	\$ 139,009	34.49%	\$ 141,918	-2.05%

* = Actual data is reported through November.

USE OF MONEY AND PROPERTY
November 2024 General Fund Revenues (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25		Percent of Budget	FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year To Date Actual *			
101	General Fund							
435100	Interest Earned	\$ 250,000	\$ 250,000	\$ -	\$ 443,633	177.45%	\$ 253,665	74.89%
435110	Unrealized Gains (Losses)	-	-	3,092	624,052	0.00%	72,465	-761.18%
435200	Loan Interest	-	-	-	368	0.00%	2,745	-86.59%
436100	Bus Shelter Site Rental	-	-	1,771	1,771	0.00%	-	100.00%
436115	Property Rental	15,025	15,025	1,234	6,168	41.05%	6,000	2.80%
436125	Indoor Facility Rental	90,000	90,000	5,640	52,480	58.31%	41,783	25.60%
436127	Picnic Shelters	25,000	25,000	1,200	10,980	43.92%	10,405	5.53%
436135	Pac Bell Mobile Svcs-Rent	23,905	23,905	2,007	11,866	49.64%	9,543	24.34%
USE OF MONEY AND PROPERTY - TOTAL		\$ 403,930	\$ 403,930	\$ 14,944	\$ 1,151,318	285.03%	\$ 396,606	190.29%

* = Actual data is reported through November.

MISCELLANEOUS REVENUE
November 2024 General Fund Revenues (42% of year)

Acct. No.	Description	FY 2024/25		FY 2024/25		Percent of Budget	FY 2023/24 Actual*	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During November	Year To Date Actual *			
101	General Fund							
437100	Sale Of Publications	\$ -	\$ -	\$ -	\$ 1	0.00%	\$ 154	-99.35%
437105	Firework Services	475	475	-	-	0.00%	-	0.00%
437110	Candidate Statements	1,500	1,500	-	-	0.00%	-	0.00%
437125	Donations	-	2,300	1,800	2,300	100.00%	1,759	30.76%
437130	Insurance Reimbursement	-	-	-	-	0.00%	6,765	-100.00%
437135	Expense Reimbursement	34,560	66,445	-	11,565	17.41%	20,543	-43.70%
437195	Other Revenue	10,000	10,000	3,821	6,668	66.68%	2,311	188.53%
MISCELLANEOUS REVENUE - TOTAL		\$ 46,535	\$ 80,720	\$ 5,621	\$ 20,534	25.44%	\$ 31,532	-34.88%

* = Actual data is reported through November.

TRANSFERS IN
November 2024 General Fund Revenues (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25		Percent of Budget	FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year To Date Actual *			
101	General Fund							
439211	Transfer From Gas Tax Fund	\$ 90,000	\$ 90,000	\$ 7,500	\$ 37,500	41.67%	\$ 58,333	-35.71%
439223	Transfer From Protective Services Fund	382,000	382,000	44,677	50,516	13.22%	79,889	-36.77%
439227	Transfer from Other Grants Fund	40,000	40,000	-	-	0.00%	-	0.00%
439242	Transfer From Supp Law Enf Grant	160,000	160,000	13,333	66,667	41.67%	66,667	0.00%
439245	Transfer From JAG Grant Fund	-	-	-	-	0.00%	781	-100.00%
439501	Transfer from Sewer Maintenance Fund	20,000	20,000	-	-	0.00%	-	0.00%
439605	Transfer from Fleet Maintenance Fund	20,000	20,000	-	-	0.00%	-	0.00%
TRANSFERS IN - TOTAL		\$ 712,000	\$ 712,000	\$ 65,510	\$ 154,683	21.73%	\$ 205,670	-24.79%

* = Actual data is reported through November.

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City of Stanton
November 2024 General Fund Expenditures (42% of year)

Division No.	Description	FY 2024/25		FY 2024/25		Percent of Budget	FY 2023/24 Actual*	% Change from Prior Year
		Adopted Budget	Amended Budget	Activity During November	Year to Date Actual *			
1100	City Council	\$ 215,025	\$ 216,510	\$ 4,532	\$ 94,320	43.56%	\$ 59,424	58.72%
1200	City Attorney	400,000	550,000	110,130	151,139	27.48%	162,472	6.98%
1300	City Manager	593,420	627,550	39,177	213,267	33.98%	217,851	-2.10%
1400	City Clerk	307,135	307,135	21,828	95,888	31.22%	85,909	11.62%
1410	Personnel/Risk Management	326,670	326,670	20,575	113,041	34.60%	106,989	5.66%
1510	Information Technology	1,458,295	1,654,330	39,204	308,008	18.62%	375,808	-18.04%
	Administration	3,300,545	3,682,195	235,446	975,663	26.50%	1,008,453	-3.25%
1500	Finance	1,163,585	1,177,562	83,018	408,291	34.67%	383,844	6.37%
1600	Non-Dept (excludes Transfers)	527,100	424,000	-	-	0.00%	-	0.00%
	Finance	1,690,685	1,601,562	83,018	408,291	25.49%	383,844	6.37%
1520	Emergency Preparedness	5,000	5,000	150	150	3.00%	-	100.00%
2100	Law Enforcement	14,236,595	14,386,595	1,205,988	5,963,437	41.45%	5,515,775	8.12%
2200	Fire Protection	5,796,580	5,777,485	-	1,430,029	24.75%	1,373,776	4.09%
2230	Contractual Ambulance Svcs	2,500	2,500	127	127	5.08%	724	82.46%
2300	Homeless Prevention	329,880	329,880	16,617	82,324	24.96%	80,851	1.82%
2400	Animal Control Services	221,565	221,565	-	125,076	56.45%	121,672	2.80%
2500	Public Safety-Other	994,125	694,567	34,837	212,507	30.60%	109,901	93.36%
4300	Parking Control	265,100	265,100	23,831	119,051	44.91%	100,365	18.62%
6200	Code Enforcement	746,155	773,853	55,245	304,135	39.30%	237,129	28.26%
	Public Safety	22,597,500	22,456,545	1,336,795	8,236,836	36.68%	7,540,193	9.24%
3000	Public Works Administration	673,240	673,240	33,159	290,228	43.11%	242,303	19.78%
3100	Engineering	363,340	346,340	18,770	102,724	29.66%	165,156	-37.80%
3200	Public Facilities	659,665	676,964	45,963	270,498	39.96%	252,097	7.30%
3300	Crossing Guard	48,500	48,500	9,772	22,408	46.20%	14,143	58.44%
3400	Parks Maintenance	615,445	762,935	44,362	237,128	31.08%	197,907	19.82%
3500	Street Maintenance	459,340	440,500	10,601	107,210	24.34%	136,398	-21.40%
3600	Storm Drains	206,500	206,500	51,655	65,948	31.94%	117,661	-43.95%
6300	Graffiti Abatement	117,555	117,555	6,093	34,996	29.77%	30,788	13.67%
	Public Works	3,143,585	3,272,534	220,375	1,131,140	34.56%	1,156,453	-2.19%

* = Actual data is reported through November.

City of Stanton
November 2024 General Fund Expenditures (42% of year)

Division No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25		Percent of Budget	FY 2023/24 Actual*	% Change from Prior Year
				Activity During November	Year to Date Actual *			
4000	Community Development Administration	445,490	445,490	30,176	187,736	42.14%	136,944	37.09%
4100	Planning	486,105	659,335	31,972	150,403	22.81%	116,919	28.64%
4200	Building Regulation	435,375	435,375	14,052	81,125	18.63%	138,871	-41.58%
4400	Economic Development	186,115	12,885	952	1,080	8.38%	319	238.56%
	Community Development	1,553,085	1,553,085	77,152	420,344	27.07%	393,053	6.94%
5000	Public Information Office	186,165	208,915	10,925	53,995	25.85%	78,361	-31.09%
5100	Community Services Administration	764,335	770,140	59,601	318,320	41.33%	231,649	37.41%
5200	Community Center Operations	152,755	264,714	19,050	78,330	29.59%	49,637	57.81%
5300	Park Operations	360,685	360,685	23,977	115,523	32.03%	133,340	-13.36%
5400	Senior Citizen Programs	78,765	78,765	3,811	35,515	45.09%	20,456	73.62%
5500	Recreation Programs	114,200	110,695	(165)	37,970	34.30%	44,207	-14.11%
	Community Services	1,656,905	1,793,914	117,199	639,653	35.66%	557,650	14.71%
	Transfer to FACT Grant	113,570	113,570	4,170	11,055	9.73%	7,190	53.76%
	Transfer to Senior Transportation Fund	3,030	3,030	-	-	0.00%	69	-100.00%
	Transfer to SCP Maintenance	108,775	108,775	9,065	45,323	41.67%	26,990	67.93%
	Transfer to Capital Projects Fund	540,000	1,821,520	-	126,645	6.95%	82,417	53.66%
	Transfers to Other Funds	765,375	2,046,895	13,235	183,023	8.94%	116,666	56.88%
	TOTAL EXPENDITURES	\$ 34,707,680	\$ 36,406,730	\$ 2,083,220	\$ 11,994,950	32.95%	\$ 11,156,312	7.52%

* = Actual data is reported through November.

**Administration - Shin-Heydorn
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
101	General Fund							
1100	City Council							
501105	Salaries-Elected	\$ 52,200	\$ 52,200	\$ 4,023	\$ 20,065	38.44%	\$ 20,065	0.00%
502115	Unemployment Insurance	630	630	-	-	0.00%	-	0.00%
502120	Medicare/Fica	760	760	58	291	38.29%	291	0.00%
502130	Other Benefit Charges	750	750	5	27	3.60%	18	50.00%
602100	Special Dept Expense	10,240	10,240	43	4,493	43.88%	4,051	10.91%
602110	Office Expense	2,000	2,000	159	305	15.25%	347	-12.10%
602115	Postage	-	-	-	-	0.00%	4	-100.00%
607100	Membership/Dues	44,545	44,545	-	28,037	62.94%	27,873	0.59%
607110	Travel/Conference/Meetings	15,000	15,000	-	2,205	14.70%	4,049	-45.54%
612115	Liability Insurance Charge	3,900	3,900	244	3,900	100.00%	2,726	43.07%
701105	Equipment-General	85,000	86,485	-	34,997	40.47%	-	100.00%
1100	City Council Total	215,025	216,510	4,532	94,320	43.56%	59,424	58.72%
1200	City Attorney							
608105	Professional Services	400,000	550,000	110,130	151,139	27.48%	162,472	-6.98%
1200	City Attorney Total	400,000	550,000	110,130	151,139	27.48%	162,472	-6.98%
1300	City Manager							
501110	Salaries-Regular	340,290	314,360	21,717	108,371	34.47%	126,775	-14.52%
501115	Salaries-Overtime	500	500	-	-	0.00%	-	0.00%
501120	Salaries-Part-Time	-	43,375	484	5,756	13.27%	-	100.00%
502100	Retirement	93,500	94,975	6,826	34,350	36.17%	27,503	24.90%
502105	Workers Comp Insurance	5,250	5,250	391	2,009	38.27%	2,117	-5.10%
502110	Health/Life Insurance	31,595	31,595	2,372	10,675	33.79%	9,574	11.50%
502111	Medical In-Lieu Pay	2,100	2,100	30	133	6.33%	1,599	-91.68%
502115	Unemployment Insurance	285	285	-	-	0.00%	-	0.00%
502120	Medicare/Fica	4,445	4,655	324	1,613	34.65%	1,820	-11.37%
502125	Leave Disbursals	-	-	1,040	1,040	0.00%	-	100.00%
502130	Other Benefit Charges	55	55	30	155	281.82%	114	35.96%

* = Actual data is reported through November.

**Administration - Shin-Heydorn
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
1300	City Manager, Continued							
602110	Office Expense	10,600	10,600	309	2,590	24.43%	2,269	14.15%
602115	Postage	200	200	-	176	88.00%	28	528.57%
602120	Books/Periodicals	100	100	-	-	0.00%	-	0.00%
607100	Membership/Dues	1,000	1,000	-	585	58.50%	495	18.18%
607110	Travel/Conference/Meetings	4,800	4,800	32	197	4.10%	-	100.00%
608105	Professional Services	73,000	88,000	4,000	20,255	23.02%	20,000	1.28%
612105	Vehicle Replacement Charge	580	580	48	242	41.72%	860	-71.86%
612115	Liability Insurance Charge	25,120	25,120	1,574	25,120	100.00%	24,697	1.71%
1300	City Manager Total	593,420	627,550	39,177	213,267	33.98%	217,851	-2.10%
1400	City Clerk							
501110	Salaries-Regular	134,875	134,875	9,992	49,958	37.04%	51,548	-3.08%
501115	Salaries-Overtime	500	500	54	195	39.00%	249	21.69%
502100	Retirement	49,915	49,915	3,945	19,727	39.52%	15,070	30.90%
502105	Workers Comp Insurance	2,170	2,170	176	879	40.51%	861	2.09%
502110	Health/Life Insurance	25,210	25,210	1,926	8,663	34.36%	7,644	13.33%
502111	Medical In-Lieu Pay	-	-	44	200	0.00%	24	733.33%
502115	Unemployment Insurance	140	140	-	-	0.00%	-	0.00%
502120	Medicare/Fica	1,880	1,880	202	771	41.01%	731	5.47%
502125	Leave Disbursals	-	-	4,161	4,161	0.00%	-	100.00%
502130	Other Benefit Charges	35	35	14	68	194.29%	46	47.83%
602110	Office Expense	2,750	2,750	471	748	27.20%	379	97.36%
602115	Postage	500	500	29	350	70.00%	311	12.54%
602120	Books/Periodicals	100	100	-	-	0.00%	-	0.00%
607100	Membership/Dues	510	510	-	475	93.14%	250	90.00%
607110	Travel/Conference/Meetings	1,200	1,200	-	-	0.00%	-	0.00%
607115	Training	2,500	2,500	180	540	21.60%	1,275	-57.65%
608105	Professional Services	5,865	5,865	-	1,145	19.52%	1,209	5.29%
608135	Microfilming	15,000	15,000	-	-	0.00%	-	0.00%

* = Actual data is reported through November.

**Administration - Shin-Heydorn
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
1400	City Clerk, Continued							
608140	Elections	54,000	54,000	-	(1,752)	-3.24%	-	0.00%
612105	Vehicle Replacement Charge	385	385	32	160	41.56%	240	-33.33%
612115	Liability Insurance Charge	9,600	9,600	602	9,600	100.00%	6,072	58.10%
1400	City Clerk Total	307,135	307,135	21,828	95,888	31.22%	85,909	11.62%
1410	Personnel/Risk Management							
501110	Salaries-Regular	134,280	134,280	9,999	49,996	37.23%	42,459	17.75%
501120	Salaries-Part-Time	50,180	50,180	1,935	13,544	26.99%	23,238	-41.72%
502100	Retirement	48,000	48,000	2,936	14,984	31.22%	11,645	28.67%
502105	Workers Comp Insurance	2,960	2,960	210	1,118	37.77%	1,097	1.91%
502110	Health/Life Insurance	26,655	26,655	2,039	9,177	34.43%	7,787	17.85%
502111	Medical In-Lieu Pay	500	500	46	231	46.20%	-	100.00%
502115	Unemployment Insurance	250	250	-	-	0.00%	-	0.00%
502120	Medicare/FICA	2,660	2,660	167	895	33.65%	924	-3.14%
502130	Other Benefit Charges	180	180	16	86	47.78%	59	45.76%
602110	Office Expense	1,400	1,400	-	70	5.00%	259	-72.97%
602115	Postage	200	200	11	52	26.00%	97	-46.39%
607100	Membership/Dues	1,725	1,725	-	1,300	75.36%	525	147.62%
607110	Travel/Conference/Meetings	2,000	2,000	-	144	7.20%	-	100.00%
607115	Training	7,500	7,500	236	221	2.95%	5,195	-95.75%
607120	Education Reimbursement Program	10,000	10,000	-	-	0.00%	1,250	-100.00%
608105	Professional Services	10,500	10,500	558	4,577	43.59%	4,443	3.02%
608125	Advertising/ Business Dev't	2,200	2,200	-	-	0.00%	-	0.00%
609125	Employee/Volunteer Recognition	12,000	12,000	1,565	3,504	29.20%	1,640	-113.66%
612105	Vehicle Replacement Charge	580	580	48	242	41.72%	223	8.52%
612115	Liability Insurance Charge	12,900	12,900	809	12,900	100.00%	6,148	109.82%
1410	Personnel/Risk Management	326,670	326,670	20,575	113,041	34.60%	106,989	5.66%

* = Actual data is reported through November.

**Administration - Shin-Heydorn
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
1510	Information Technology							
501110	Salaries-Regular	107,035	107,035	7,928	43,604	40.74%	37,752	15.50%
501115	Salaries-Overtime	6,000	6,000	297	644	10.73%	3,067	-79.00%
502100	Retirement Charges	39,720	39,720	3,131	16,444	41.40%	11,602	41.73%
502105	Workers Comp Insurance	1,730	1,730	140	767	44.34%	630	21.75%
502110	Health/Life Insurance	21,440	21,440	1,672	7,523	35.09%	6,409	17.38%
502115	Unemployment Insurance	125	125	-	-	0.00%	-	0.00%
502120	Medicare/Fica	1,495	1,495	108	590	39.46%	542	8.86%
502130	Other Benefit Charges	30	30	11	59	196.67%	34	73.53%
602140	Materials & Supplies	15,000	15,000	28	4,397	29.31%	649	-577.50%
603105	Equipment Maintenance	50,000	48,515	4,600	31,782	65.51%	20,432	-55.55%
604100	Communications	94,700	94,700	5,193	30,816	32.54%	37,087	-16.91%
607100	Membership/Dues	47,280	47,280	485	31,535	66.70%	2,935	974.45%
608100	Contractual Services	326,125	368,125	5,257	120,298	32.68%	247,566	-51.41%
612105	Vehicle Replacement Charge	-	-	-	-	0.00%	2,508	-100.00%
612115	Liability Insurance Charge	7,615	7,615	477	7,615	100.00%	4,595	65.72%
701050	Computer Software	700,000	855,520	5,877	7,934	0.93%	-	100.00%
701105	Equipment-General	40,000	40,000	4,000	4,000	10.00%	-	100.00%
1510	Information Technology Total	1,458,295	1,654,330	39,204	308,008	18.62%	375,808	-18.04%
	TOTAL ADMINISTRATION	\$ 3,300,545	\$ 3,682,195	\$ 235,446	\$ 975,663	26.50%	\$ 1,008,453	-3.25%

* = Actual data is reported through November.

Finance-Bannigan
November 2024 General Fund Expenditures (42% of year)

Acct. No.	Description	FY 2024/25					FY 2023/24 Actual*	% Change From Prior Year
		FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	Activity During November	Year to Date Actual *	% of Budget		
101	General Fund							
1500	Finance							
501110	Salaries-Regular	\$ 566,125	\$ 552,205	\$ 40,274	\$ 196,941	35.66%	\$ 185,428	6.21%
501115	Salaries-Overtime	1,000	5,000	310	2,281	45.62%	395	477.47%
501120	Salaries-Part Time	68,655	68,655	2,801	19,244	28.03%	22,652	-15.05%
502100	Retirement	162,670	162,670	12,516	61,356	37.72%	41,072	49.39%
502105	Workers Comp Insurance	10,035	10,035	758	3,805	37.92%	3,475	9.50%
502110	Health/Life Insurance	106,755	106,755	6,280	28,612	26.80%	26,688	7.21%
502111	Medical In-Lieu Pay	1,490	1,490	495	1,934	129.80%	570	239.30%
502115	Unemployment Insurance	950	950	21	128	13.47%	252	-49.21%
502120	Medicare/FICA	8,835	8,835	510	2,580	29.20%	2,524	2.22%
502130	Other Benefit Charges	585	585	58	430	73.50%	202	112.87%
602102	Legal Notices	-	5,000	-	1,220	24.40%	-	100.00%
602110	Office Expense	6,000	6,000	-	(1,481)	-24.68%	654	326.45%
602115	Postage	3,500	3,500	39	517	14.77%	977	-47.08%
602120	Books/Periodicals	350	350	-	-	0.00%	-	0.00%
607100	Membership/Dues	1,260	1,260	-	380	30.16%	25	1420.00%
607105	Mileage Reimbursement	100	100	-	29	29.00%	-	100.00%
607110	Travel/Conference/Meetings	5,900	5,900	1,428	2,158	36.58%	2,225	-3.01%
607115	Training	1,750	1,750	135	135	7.71%	846	-84.04%
608100	Contractual Services	-	3,600	-	3,600	100.00%	-	100.00%
608105	Professional Services	143,385	157,362	10,113	29,345	18.65%	51,596	-43.13%
608107	Financial Services	24,600	24,600	3,517	8,926	36.28%	8,561	4.26%
611116	Payment to Other Agencies	1,000	1,000	-	93	9.30%	52	78.85%
612105	Vehicle Replacement Charge	1,545	1,545	129	644	41.68%	1,394	-53.80%
612115	Liability Insurance Charge	44,095	44,095	2,764	44,095	100.00%	33,896	30.09%
701100	Equipment-Office	-	1,320	870	870	65.91%	-	100.00%
1500	Finance Total	1,160,585	1,174,562	83,018	407,842	34.72%	383,484	6.35%

* = Actual data is reported through November.

Finance-Bannigan
November 2024 General Fund Expenditures (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
1600	Non-Departmental							
602100	Special Dept Expense	132,100	29,000	-	-	0.00%	-	0.00%
610235	Economic Development Loan Repayment	350,000	350,000	-	-	0.00%	-	0.00%
611105	Revenue Sharing-City of Anaheim	45,000	45,000	-	-	0.00%	-	0.00%
1600	Non-Departmental Total	527,100	424,000	-	-	0.00%	-	0.00%
101	GENERAL FUND TOTAL	\$ 1,687,685	\$ 1,598,562	\$ 83,018	\$ 407,842	25.51%	\$ 383,484	6.35%
102	General Fund (Transactions & Use Tax)							
1500	Finance							
608105	Professional Services	3,000	3,000	-	449	14.97%	360	24.72%
1500	Finance Total	3,000	3,000	-	449	14.97%	360	24.72%
102	TRANSACTIONS AND USE TAX TOTAL	\$ 3,000	\$ 3,000	\$ -	\$ 449	14.97%	\$ 360	24.72%
	TOTAL FINANCE	\$ 1,690,685	\$ 1,601,562	\$ 83,018	\$ 408,291	25.49%	\$ 383,844	6.37%

* = Actual data is reported through November.

**Public Safety-Wren
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25		FY 2024/25			FY 2023/24	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During November	Year to Date Actual *	% of Budget		
101	General Fund							
1520	Emergency Services							
602140	Materials & Supplies	\$ 5,000	\$ 5,000	\$ 150	\$ 150	3.00%	\$ -	100.00%
1520	Emergency Services	5,000	5,000	150	150	3.00%	-	100.00%
2100	Law Enforcement							
602100	Special Dept Expense	1,500	151,500	14,668	37,564	24.79%	1,835	1947.08%
602110	Office Expense	4,000	4,000	-	-	0.00%	1,371	-100.00%
602145	Gas/Oil/Lube	3,000	3,000	141	639	21.30%	896	-28.68%
604100	Communications	61,200	61,200	11,780	23,560	38.50%	20,504	14.90%
608100	Contractual Services	14,100	14,100	-	4,676	33.16%	7,125	-34.37%
608160	O.C.S.D. Contract	9,664,190	9,664,190	805,349	4,026,746	41.67%	3,303,533	21.89%
612105	Vehicle Replacement Charge	12,605	12,605	1,050	5,252	41.67%	2,508	109.41%
2100	Law Enforcement Total	9,760,595	9,910,595	832,988	4,098,437	41.35%	3,337,772	22.79%
2200	Fire Protection							
602100	Special Department Expense	47,760	47,760	-	-	0.00%	-	0.00%
608185	O.C.F.A. Contract	4,153,820	4,134,725	-	1,031,279	24.94%	995,558	3.59%
2200	Fire Protection Total	4,201,580	4,182,485	-	1,031,279	24.66%	995,558	3.59%
2230	Ambulance Services							
608190	Contractual Ambulance Svcs	2,500	2,500	127	127	5.08%	724	-82.46%
2230	Ambulance Services Total	2,500	2,500	127	127	5.08%	724	-82.46%
2300	Homeless Prevention							
501110	Salaries-Regular	153,415	153,415	11,515	57,574	37.53%	60,737	-5.21%
502100	Retirement	39,975	39,975	3,205	16,027	40.09%	11,438	40.12%
502105	Workers Comp Insurance	2,470	2,470	203	1,013	41.01%	1,014	-0.10%
502110	Health/Life Insurance	25,750	25,750	1,188	5,347	20.77%	5,049	5.90%
502111	Medical In-Lieu Pay	3,820	3,820	319	1,433	37.51%	1,575	-9.02%
502115	Unemployment Insurance	240	240	-	-	0.00%	85	-100.00%
502120	Medicare/Fica	2,200	2,200	171	852	38.73%	898	-5.12%

* = Actual data is reported through November.

**Public Safety-Wren
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
2300	Homeless Prevention, Continued							
502130	Other Benefits	60	60	16	78	130.00%	55	41.82%
610230	North SPA Navig Ctr Cost Share	101,950	101,950	-	-	0.00%	-	0.00%
2300	Homeless Prevention Total	329,880	329,880	16,617	82,324	24.96%	80,851	1.82%
2400	Animal Control Services							
608170	Animal Control Services	221,565	221,565	-	125,076	56.45%	121,672	2.80%
2400	Animal Control Services Total	221,565	221,565	-	125,076	56.45%	121,672	2.80%
2500	Public Safety-Other							
501110	Salaries-Regular	113,710	113,710	8,309	41,023	36.08%	38,391	6.86%
501115	Salaries-Overtime	-	50,000	8,468	47,801	95.60%	-	100.00%
502100	Retirement Charges	33,920	33,920	2,746	13,599	40.09%	9,380	44.98%
502105	Workers Comp Insurance	1,745	1,745	146	722	41.38%	641	12.64%
502110	Health/Life Insurance	6,965	11,810	1,299	6,787	57.47%	2,063	228.99%
502111	Medical In-Lieu Pay	2,100	2,100	249	1,121	53.38%	828	35.39%
502115	Unemployment Insurance	105	105	-	-	0.00%	-	0.00%
502120	Medicare/FICA	1,540	2,265	244	1,293	57.09%	569	127.24%
502130	Other Benefit Charges	30	30	11	56	186.67%	35	60.00%
602100	Special Department Expense	720,000	404,430	7,780	31,089	7.69%	-	100.00%
602102	Legal Notices	-	442	-	442	100.00%	-	100.00%
602110	Office Expense	1,500	1,500	110	597	39.80%	522	14.37%
602115	Postage	150	150	-	-	0.00%	-	0.00%
602130	Clothing	4,500	4,500	1,618	1,618	35.96%	297	444.78%
607100	Membership/Dues	500	500	-	-	0.00%	-	0.00%
607115	Training	500	500	-	-	0.00%	-	0.00%
608100	Contractual Services	4,820	4,820	-	4,819	99.98%	4,678	3.01%
612115	Liability Insurance Charge	61,540	61,540	3,857	61,540	100.00%	52,141	18.03%
701105	Equipment-General	40,000	-	-	-	0.00%	-	0.00%

* = Actual data is reported through November.

**Public Safety-Wren
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
2500	Public Safety-Other, Continued							
702100	Office Furniture	500	500	-	-	0.00%	356	-100.00%
2500	Public Safety-Other Total	994,125	694,567	34,837	212,507	30.60%	109,901	93.36%
4300	Parking Control							
501110	Salaries-Regular	111,050	111,050	8,271	41,327	37.21%	51,254	-19.37%
501115	Salaries-Overtime	100	100	-	-	0.00%	80	-100.00%
501120	Salaries-Part Time	44,815	44,815	3,721	16,296	36.36%	10,812	50.72%
502100	Retirement	35,835	35,835	2,912	14,553	40.61%	12,526	16.18%
502105	Workers Comp Insurance	2,470	2,470	211	1,014	41.05%	1,037	-2.22%
502110	Health/Life Insurance	13,960	13,960	1,058	4,670	33.45%	6,041	-22.69%
502111	Medical In-Lieu Pay	1,625	1,625	121	557	34.28%	407	36.86%
502115	Unemployment Insurance	300	300	-	-	0.00%	63	-100.00%
502120	Medicare/FICA	2,185	2,185	172	828	37.89%	899	-7.90%
502130	Other Benefit Charges	180	180	16	78	43.33%	56	39.29%
602110	Office Expense	3,500	3,500	-	2,528	72.23%	2,974	-15.00%
602115	Postage	300	300	32	135	45.00%	81	66.67%
604100	Communications	-	-	-	-	0.00%	156	-100.00%
608105	Professional Services	31,000	31,000	-	5,360	17.29%	8,964	-40.21%
611116	Payment to Other Agencies	-	-	5,835	24,297	0.00%	-	100.00%
612105	Vehicle Replacement Charge	17,780	17,780	1,482	7,408	41.66%	5,015	47.72%
4300	Parking Control Total	265,100	265,100	23,831	119,051	44.91%	100,365	18.62%
6200	Code Enforcement							
501110	Salaries-Regular	453,620	453,620	33,461	167,254	36.87%	156,962	6.56%
502115	Salaries-Overtime	100	100	-	-	0.00%	-	0.00%
501120	Salaries-Part Time	44,815	44,815	3,721	16,296	36.36%	10,812	50.72%
502100	Retirement	134,010	134,010	10,833	54,158	40.41%	36,770	47.29%
502105	Workers Comp Insurance	7,800	7,800	654	3,230	41.41%	2,802	15.27%

* = Actual data is reported through November.

**Public Safety-Wren
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
6200	Code Enforcement, Continued							
502110	Health/Life Insurance	55,275	55,275	3,780	17,448	31.57%	16,455	6.03%
502111	Medical In-Lieu Pay	3,725	3,725	375	1,700	45.64%	1,208	40.73%
502115	Unemployment Insurance	735	735	-	-	0.00%	63	-100.00%
502120	Medicare/FICA	6,925	6,925	537	2,651	38.28%	2,439	8.69%
502130	Other Benefit Charges	290	290	50	249	85.86%	151	64.90%
602110	Office Expense	2,000	2,000	26	123	6.15%	176	-30.11%
602115	Postage	1,500	1,500	245	2,096	139.73%	902	132.37%
602160	Code Enforcement Equipment	6,000	6,000	-	444	7.40%	105	-322.86%
603105	Equipment Maintenance	1,000	1,000	-	-	0.00%	350	-100.00%
607100	Membership/Dues	600	600	-	-	0.00%	-	0.00%
607110	Travel/Conference/Meetings	1,000	1,000	-	-	0.00%	-	0.00%
607115	Training	1,000	1,000	-	-	0.00%	-	0.00%
608100	Contractual Services	-	28,140	-	28,140	100.00%	1,575	1686.67%
608105	Professional Services	6,000	6,000	-	2,529	42.15%	698	262.32%
612105	Vehicle Replacement Charge	18,760	18,760	1,563	7,817	41.67%	5,015	55.87%
702100	Office Furniture	1,000	558	-	-	0.00%	646	-100.00%
6200	Code Enforcement Total	746,155	773,853	55,245	304,135	39.30%	237,129	28.26%
101	GENERAL FUND TOTAL	\$ 16,526,500	\$ 16,385,545	\$ 963,795	\$ 5,973,086	36.45%	\$ 4,983,972	19.85%
102	General Fund (Transactions & Use Tax)							
2100	Law Enforcement							
608160	O.C.S.D. Contract	4,476,000	4,476,000	373,000	1,865,000	41.67%	2,178,003	-14.37%
2100	Law Enforcement Total	4,476,000	4,476,000	373,000	1,865,000	41.67%	2,178,003	-14.37%
2200	Fire Protection							
608185	O.C.F.A. Contract	1,595,000	1,595,000	-	398,750	25.00%	378,218	5.43%
2200	Fire Protection Total	1,595,000	1,595,000	-	398,750	25.00%	378,218	5.43%
102	TRANSACTIONS AND USE TAX TOTAL	\$ 6,071,000	\$ 6,071,000	\$ 373,000	\$ 2,263,750	37.29%	\$ 2,556,221	-11.44%
	TOTAL PUBLIC SAFETY	\$ 22,597,500	\$ 22,456,545	\$ 1,336,795	\$ 8,236,836	36.68%	\$ 7,540,193	9.24%

* = Actual data is reported through November.

Public Works-Rangel
November 2024 General Fund Expenditures (42% of year)

Acct. No.	Description	FY 2024/25					FY 2023/24 Actual*	% Change From Prior Year
		FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	Activity During November	Year to Date Actual *	% of Budget		
101	General Fund							
3000	Public Works Administration							
501110	Salaries-Regular	\$ 402,810	\$ 402,810	\$ 19,476	\$ 154,365	38.32%	\$ 139,688	10.51%
501120	Salaries-Part Time	18,150	18,150	-	2,714	14.95%	6,032	-55.01%
502100	Retirement Charges	106,730	106,730	5,704	43,571	40.82%	29,041	50.03%
502105	Workers Comp Insurance	6,505	6,505	343	2,765	42.51%	2,434	13.60%
502110	Health/Life Insurance	63,825	63,825	2,891	19,844	31.09%	19,429	2.14%
502111	Medical In-Lieu Pay	400	400	-	-	0.00%	162	-100.00%
502115	Unemployment Insurance	490	490	-	-	0.00%	10	-100.00%
502120	Medicare/FICA	5,695	5,695	274	2,241	39.35%	2,067	8.42%
502125	Leave Disbursals	-	-	-	1,900	0.00%	-	100.00%
502130	Other Benefit Charges	245	245	26	213	86.94%	131	62.60%
602110	Office Expense	2,000	2,000	99	99	4.95%	318	-68.87%
602115	Postage	200	200	1	17	8.50%	29	-41.38%
602120	Books/Periodicals	200	200	-	-	0.00%	-	0.00%
607100	Membership/Dues	1,750	1,750	-	516	29.49%	-	100.00%
607110	Travel/Conference/Meetings	2,000	2,000	407	643	32.15%	150	328.67%
607115	Training	1,000	1,000	100	100	10.00%	100	0.00%
612105	Vehicle Replacement Charge	-	-	-	-	0.00%	2,508	-100.00%
612115	Liability Insurance Charge	61,240	61,240	3,838	61,240	100.00%	40,204	52.32%
3000	Public Works Administration Total	673,240	673,240	33,159	290,228	43.11%	242,303	19.78%
3100	Engineering							
501110	Salaries-Regular	127,735	127,735	12,315	56,402	44.16%	39,094	44.27%
501115	Salaries-Overtime	1,500	1,500	-	-	0.00%	-	0.00%
501120	Salaries-Part Time	-	-	-	-	0.00%	36,624	-100.00%
502100	Retirement	35,035	35,035	3,513	16,067	45.86%	10,613	51.39%
502105	Workers Comp Insurance	2,080	2,080	217	993	47.74%	1,265	-21.50%
502110	Health/Life Insurance	17,340	17,340	1,198	5,105	29.44%	3,842	32.87%

* = Actual data is reported through November.

**Public Works-Rangel
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
3100	Engineering, Continued							
502111	Medical In-Lieu Pay	-	-	116	523	0.00%	103	407.77%
502115	Unemployment Insurance	130	130	-	-	0.00%	126	-100.00%
502120	Medicare/FICA	1,840	1,840	180	825	44.84%	1,097	-24.79%
502130	Other Benefit Charges	35	35	17	77	220.00%	68	13.24%
602130	Clothing	1,000	1,000	(6)	234	23.40%	655	-64.27%
602140	Materials & Supplies	2,000	2,000	-	192	9.60%	-	100.00%
608110	Engineering Services	132,000	115,000	-	14,524	12.63%	58,371	-75.12%
608115	Inspection Services	10,000	10,000	-	1,680	16.80%	4,200	-60.00%
608120	Plan Checking Services	18,000	18,000	-	-	0.00%	6,090	-100.00%
612105	Vehicle Replacement Charge	14,645	14,645	1,220	6,102	41.67%	3,008	102.86%
3100	Engineering Total	363,340	346,340	18,770	102,724	29.66%	165,156	-37.80%
3200	Public Facilities							
501110	Salaries-Regular	57,955	57,955	7,394	30,920	53.35%	28,728	7.63%
501115	Salaries-Overtime	2,000	2,000	362,000	1,759	87.95%	1,280	37.42%
502100	Retirement	15,005	15,005	2,051	8,580	57.18%	5,420	58.30%
502105	Workers Comp Insurance	930	930	130	544	58.49%	480	13.33%
502110	Health/Life Insurance	11,765	11,765	1,102	3,826	32.52%	3,271	16.97%
502111	Medical In-Lieu Pay	420	420	117	526	125.24%	788	-33.25%
502115	Unemployment Insurance	125	125	-	-	0.00%	46	-100.00%
502120	Medicare/FICA	825	825	114	479	58.06%	447	7.16%
502130	Other Benefit Charges	30	30	10	42	140.00%	26	61.54%
602100	Special Dept Expense	-	-	30	221	0.00%	-	100.00%
602110	Office Expense	9,000	9,000	380	919	10.21%	1,788	-48.60%
602130	Clothing	7,900	7,900	1,271	4,733	59.91%	4,620	-2.45%
602135	Safety Equipment	500	500	-	265	53.00%	168	-57.74%
602140	Materials & Supplies	10,500	10,500	122	3,400	32.38%	1,491	128.03%
603105	Equipment Maintenance	12,000	12,000	-	-	0.00%	11,132	-100.00%

* = Actual data is reported through November.

**Public Works-Rangel
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
3200	Public Facilities, Continued							
603110	Building Maintenance	140,240	150,249	7,444	57,595	38.33%	44,629	29.05%
604100	Communications	9,000	9,000	160	371	4.12%	3,001	-87.64%
604105	Utilities	195,000	195,770	16,524	90,901	46.43%	68,467	32.77%
608100	Contractual Services	162,970	166,515	8,019	54,727	32.87%	56,205	-2.63%
611110	O.C. Sanitation District User Fee	14,700	17,675	-	7,023	39.73%	3,906	79.80%
612105	Vehicle Replacement Charge	8,800	8,800	733	3,667	41.67%	16,204	-77.37%
3200	Public Facilities Total	659,665	676,964	45,963	270,498	39.96%	252,097	7.30%
3300	Crossing Guard							
608175	Crossing Guard Services	48,500	48,500	9,772	22,408	46.20%	14,143	-58.44%
3300	Crossing Guard Total	48,500	48,500	9,772	22,408	46.20%	14,143	-58.44%
3400	Parks Maintenance							
501110	Salaries-Regular	99,890	99,890	6,605	38,587	38.63%	35,865	7.59%
501115	Salaries-Overtime	3,000	3,000	553	1,391	46.37%	1,297	7.25%
502100	Retirement	25,760	25,760	1,828	10,692	41.51%	6,767	58.00%
502105	Workers Comp Insurance	1,595	1,595	116	679	42.57%	599	13.36%
502110	Health/Life Insurance	21,510	21,510	842	4,234	19.68%	4,529	-6.51%
502111	Medical In-Lieu Pay	210	210	187	841	400.48%	429	96.04%
502115	Unemployment Insurance	215	215	-	-	0.00%	80	-100.00%
502120	Medicare/Fica	1,410	1,410	105	587	41.63%	545	7.71%
502130	Other Benefit Charges	55	55	9	52	94.55%	32	62.50%
602100	Special Dept Expense	13,000	13,000	1,726	4,720	36.31%	2,383	98.07%
603105	Equipment Maintenance	20,000	20,000	2,755	7,514	37.57%	1,089	589.99%
604105	Utilities	195,000	195,000	21,604	86,171	44.19%	77,594	11.05%
605100	Land Lease	4,500	4,500	-	3,805	84.56%	4,026	-5.49%
608100	Contractual Services	171,500	318,990	6,965	72,522	22.73%	58,659	-23.63%
612105	Vehicle Replacement Charge	12,800	12,800	1,067	5,333	41.66%	4,013	32.89%

* = Actual data is reported through November.

Public Works-Rangel
November 2024 General Fund Expenditures (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
3400	Parks Maintenance, Continued							
750103	Stanton Central Park Improvements	45,000	45,000	-	-	0.00%	-	0.00%
3400	Parks Maintenance Total	615,445	762,935	44,362	237,128	31.08%	197,907	19.82%
3500	Street Maintenance							
501110	Salaries-Regular	93,760	93,760	6,035	30,382	32.40%	26,702	13.78%
501115	Salaries-Overtime	5,000	5,000	232	1,059	21.18%	1,431	-26.00%
502100	Retirement	24,265	24,265	1,670	8,420	34.70%	5,015	67.90%
502105	Workers Comp Insurance	1,500	1,500	106	535	35.67%	446	19.96%
502110	Health/Life Insurance	15,235	15,235	587	2,709	17.78%	3,363	-19.45%
502111	Medical In-Lieu Pay	1,260	1,260	187	841	66.75%	825	1.94%
502115	Unemployment Insurance	185	185	-	-	0.00%	53	-100.00%
502120	Medicare/FICA	1,335	1,335	93	465	34.83%	420	10.71%
502130	Other Benefit Charges	50	50	8	41	82.00%	24	70.83%
602125	Small Tools	6,000	6,000	-	-	0.00%	-	0.00%
602140	Materials & Supplies	50,000	50,000	551	15,749	31.50%	18,405	-14.43%
608100	Contractual Services	200,750	181,910	1,132	42,159	23.18%	74,603	-43.49%
612105	Vehicle Replacement Charge	-	-	-	-	0.00%	4,890	-100.00%
710190	Pavement Maintenance	60,000	60,000	-	4,850	8.08%	221	-2094.57%
3500	Street Maintenance Total	459,340	440,500	10,601	107,210	24.34%	136,398	-21.40%
3600	Storm Drain Maintenance							
603100	Emergency Maintenance Services	10,000	10,000	-	-	0.00%	-	0.00%
608155	Storm Water Monitor Program	196,500	196,500	51,655	65,948	33.56%	117,661	-43.95%
3600	Storm Drain Maintenance Total	206,500	206,500	51,655	65,948	31.94%	117,661	-43.95%
6300	Graffiti Abatement							
501110	Salaries-Regular	43,780	43,780	2,550	11,743	26.82%	10,750	9.24%
501115	Salaries-Overtime	9,000	9,000	605	2,748	30.53%	3,043	-9.69%
502100	Retirement Charges	11,315	11,315	704	3,254	28.76%	2,022	60.93%
502105	Workers Comp Insurance	695	695	45	207	29.78%	180	15.00%

* = Actual data is reported through November.

**Public Works-Rangel
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
6300	Graffiti Abatement, Continued							
502110	Health/Life Insurance	2,945	2,945	104	441	14.97%	781	-43.53%
502111	Medical In-Lieu Pay	1,890	1,890	175	788	41.69%	712	10.67%
502115	Unemployment Insurance	80	80	-	-	0.00%	9	-100.00%
502120	Medicare/FICA	630	630	48	221	35.08%	210	5.24%
502130	Other Benefit Charges	20	20	3	16	80.00%	10	60.00%
602140	Materials & Supplies	25,000	25,000	426	6,230	24.92%	8,339	-25.29%
603105	Equipment Maintenance	5,000	5,000	-	2,181	43.62%	92	2270.65%
612105	Vehicle Replacement Charge	17,200	17,200	1,433	7,167	41.67%	4,640	54.46%
6300	Graffiti Abatement Total	117,555	117,555	6,093	34,996	29.77%	30,788	13.67%
TOTAL PUBLIC WORKS		\$ 3,143,585	\$ 3,272,534	\$ 220,375	\$ 1,131,140	34.56%	\$ 1,156,453	-2.19%

* = Actual data is reported through November.

**Community Development-Landavazo
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
101	General Fund							
4000	Community Development Administration							
501110	Salaries-Regular	\$ 269,980	\$ 269,980	\$ 19,132	\$ 95,481	35.37%	\$ 61,612	54.97%
502100	Retirement Charges	72,350	72,350	5,725	28,592	39.52%	12,998	119.97%
502105	Workers Comp Insurance	4,150	4,150	337	1,680	40.48%	1,029	63.27%
502110	Health/Life Insurance	38,410	38,410	997	4,485	11.68%	3,606	24.38%
502111	Medical In-Lieu Pay	-	-	407	1,833	0.00%	74	2377.03%
502115	Unemployment Insurance	240	240	-	-	0.00%	-	0.00%
502120	Medicare/FICA	3,615	3,615	277	1,383	38.26%	895	54.53%
502130	Other Benefit Charges	60	60	26	130	216.67%	55	136.36%
602110	Office Expense	2,500	2,500	122	4,058	162.32%	41	9797.56%
602120	Books/Periodicals	1,200	1,200	-	-	0.00%	-	0.00%
607100	Membership/Dues	1,600	1,600	-	-	0.00%	125	-100.00%
607110	Travel/Conference/Meetings	-	-	-	134	0.00%	-	100.00%
607115	Training	1,200	1,200	-	-	0.00%	-	0.00%
612105	Vehicle Replacement Charge	385	385	32	160	41.56%	435	-63.22%
612115	Liability Insurance Charge	49,800	49,800	3,121	49,800	100.00%	56,074	-11.19%
4000	Community Development Administration Total	445,490	445,490	30,176	187,736	42.14%	136,944	37.09%
4100	Planning							
501110	Salaries-Regular	266,955	378,140	19,402	97,008	25.65%	83,009	16.86%
501115	Salaries-Overtime	1,200	1,200	368	1,337	111.42%	150	791.33%
501125	Salaries-Appointed	9,000	9,000	554	2,838	31.53%	3,462	-18.02%
502100	Retirement	71,850	103,765	5,401	27,004	26.02%	15,723	71.75%
502105	Workers Comp Insurance	4,370	6,190	341	1,707	27.58%	1,386	23.16%
502110	Health/Life Insurance	52,795	79,340	2,887	12,962	16.34%	10,619	22.06%
502115	Unemployment Insurance	1,010	1,135	-	47	4.14%	-	100.00%

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**Community Development-Landavazo
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
4100	Planning, Continued							
502120	Medicare/FICA	3,965	5,575	297	1,476	26.48%	1,252	17.89%
502111	Medical In-Lieu Pay	-	-	201	903	0.00%	70	1190.00%
502130	Other Benefit Charges	850	880	26	132	15.00%	75	76.00%
602102	Legal Notices	2,000	2,000	2,419	3,975	198.75%	-	100.00%
602115	Postage	500	500	(21)	9	1.80%	(166)	105.42%
607100	Membership/Dues	1,200	1,200	-	522	43.50%	-	100.00%
607110	Travel/Conference/Meetings	8,200	8,200	-	-	0.00%	-	0.00%
607115	Training	1,050	1,050	-	-	0.00%	495	-100.00%
608105	Professional Services	60,000	60,000	-	-	0.00%	-	0.00%
612105	Vehicle Replacement Charge	1,160	1,160	97	483	41.64%	844	-42.77%
4100	Planning Total	486,105	659,335	31,972	150,403	22.81%	116,919	28.64%
4200	Building Regulation							
501110	Salaries-Regular	58,785	58,785	5,277	23,291	39.62%	21,139	10.18%
501115	Salaries-Overtime	-	-	-	-	0.00%	42	-100.00%
502100	Retirement	16,090	16,090	1,469	6,484	40.30%	4,004	61.94%
502105	Workers Comp Insurance	980	980	93	410	41.84%	353	16.15%
502110	Health/Life Insurance	1,295	1,295	109	492	37.99%	470	4.68%
502111	Medical In-Lieu Pay	4,200	4,200	350	1,575	37.50%	1,575	0.00%
502115	Unemployment Insurance	125	125	-	-	0.00%	-	0.00%
502120	Medicare/FICA	915	915	82	361	39.45%	330	9.39%
502130	Other Benefit Charges	30	30	7	32	106.67%	19	68.42%
602115	Postage	200	200	25	70	35.00%	96	-27.08%
602120	Books/Periodicals	1,000	1,500	-	1,265	84.33%	-	100.00%
607100	Membership/Dues	1,200	1,200	-	-	0.00%	-	0.00%
607110	Travel/Conference/Meetings	500	500	-	-	0.00%	-	0.00%

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**Community Development-Landavazo
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
4200	Building Regulation, Continued							
607115	Training	1,000	500	-	-	0.00%	35	-100.00%
608115	Inspection Services	236,420	236,420	-	32,883	13.91%	65,164	-49.54%
608120	Plan Checking Services	110,000	110,000	6,608	13,380	12.16%	42,599	-68.59%
611116	Payment to Other Agencies	2,250	2,250	-	722	32.09%	537	34.45%
612105	Vehicle Replacement Charge	385	385	32	160	41.56%	2,508	-93.62%
4200	Building Regulation Total	435,375	435,375	14,052	81,125	18.63%	138,871	-41.58%
4400	Economic Development							
501110	Salaries-Regular	111,185	-	-	-	0.00%	-	0.00%
502100	Retirement Charges	31,915	-	-	-	0.00%	-	0.00%
502105	Workers Comp Insurance	1,820	-	-	-	0.00%	-	0.00%
502110	Health/Life Insurance	26,545	-	-	-	0.00%	-	0.00%
502115	Unemployment Insurance	125	-	-	-	0.00%	-	0.00%
502120	Medicare/FICA	1,610	-	-	-	0.00%	-	0.00%
502130	Other Benefit Charges	30	-	-	-	0.00%	-	0.00%
607100	Membership/Dues	2,000	2,000	920	920	46.00%	319	-188.40%
607110	Travel/Conference/Meetings	1,500	1,500	-	-	0.00%	-	0.00%
607115	Training	1,000	1,000	-	-	0.00%	-	0.00%
608100	Contractual Services	3,000	3,000	-	-	0.00%	-	0.00%
609100	Special Events	5,000	5,000	-	-	0.00%	-	0.00%
612105	Vehicle Replacement Charge	385	385	32	160	41.56%	-	100.00%
4400	Economic Development Total	186,115	12,885	952	1,080	8.38%	319	238.56%
TOTAL COMMUNITY DEVELOPMENT		\$ 1,553,085	\$ 1,553,085	\$ 77,152	\$ 420,344	27.07%	\$ 393,053	6.94%

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Community Service - Bobadilla
November 2024 General Fund Expenditures (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
101	General Fund							
5000	Public Information Office							
501110	Salaries-Regular	\$ 96,450	\$ 96,450	\$ 6,705	\$ 32,454	33.65%	\$ 32,403	0.16%
502100	Retirement Charges	25,490	25,490	1,867	9,035	35.45%	6,138	47.20%
502105	Workers Comp Insurance	1,560	1,560	118	571	36.60%	541	5.55%
502110	Health/Life Insurance	4,075	4,075	317	1,398	34.31%	1,256	11.31%
502111	Medical In-Lieu Pay	4,200	4,200	350	1,575	37.50%	1,575	0.00%
502115	Unemployment Insurance	160	160	-	126	78.75%	-	100.00%
502120	Medicare/FICA	1,440	1,440	120	511	35.49%	493	3.65%
502125	Leave Disbursals	-	-	1,208	1,208	0.00%	-	100.00%
502130	Other Benefit Charges	40	40	9	(93)	-232.50%	14	-764.29%
602100	Special Dept Expense	50,000	65,000	-	-	0.00%	-	0.00%
602113	Social Media	2,475	2,475	231	1,210	48.89%	666	81.68%
607100	Membership/Dues	275	275	-	-	0.00%	275	-100.00%
608105	Professional Services	-	7,750	-	6,000	77.42%	35,000	-82.86%
5000	Public Information Office	186,165	208,915	10,925	53,995	25.85%	78,361	-31.09%
5100	Community Services Administration							
501110	Salaries-Regular	386,895	386,895	27,563	137,615	35.57%	124,686	10.37%
501120	Salaries-Part Time	11,215	11,215	-	179	1.60%	5,688	-96.85%
502100	Retirement	108,590	108,590	8,608	43,036	39.63%	28,100	53.15%
502105	Workers Comp Insurance	6,090	6,090	485	2,425	39.82%	2,177	11.39%
502110	Health/Life Insurance	37,630	37,630	2,931	13,191	35.05%	11,299	16.74%
502111	Medical In-Lieu Pay	6,000	6,000	500	2,250	37.50%	2,481	-9.31%
502115	Unemployment Insurance	475	475	-	-	0.00%	-	0.00%
502120	Medicare/FICA	5,480	5,480	444	2,015	36.77%	1,871	7.70%
502125	Leave Disbursals	-	-	3,624	3,624	0.00%	-	100.00%
502130	Other Benefit Charges	240	240	37	187	77.92%	117	59.83%
602100	Special Dept Expense	12,100	10,900	698	4,181	38.36%	3,821	9.42%
602110	Office Expense	3,185	3,185	405	1,051	33.00%	1,584	-33.65%
602115	Postage	600	600	-	309	51.50%	228	35.53%
607100	Membership/Dues	550	550	-	115	20.91%	170	32.35%

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Community Service - Bobadilla
November 2024 General Fund Expenditures (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
5100	Community Services Administration, Continued							
607115	Training	6,135	6,135	-	138	2.25%	350	60.57%
603110	Building Maintenance	9,900	9,900	450	1,575	15.91%	2,250	-30.00%
609100	Special Events	71,600	78,605	7,427	17,517	22.28%	3,716	371.39%
612105	Vehicle Replacement Charge	14,980	14,980	1,248	6,242	41.67%	5,844	6.81%
612115	Liability Insurance Charge	82,670	82,670	5,181	82,670	100.00%	37,267	121.83%
5100	Community Services Administration Total	764,335	770,140	59,601	318,320	41.33%	231,649	37.41%
5200	Community Center Operations							
501110	Salaries-Regular	69,305	69,305	5,484	26,864	38.76%	14,191	89.30%
501115	Salaries-Overtime	-	-	-	-	0.00%	47	-100.00%
501120	Salaries-Part Time	35,830	35,830	3,376	16,391	45.75%	10,567	55.11%
502100	Retirement	21,410	21,410	1,747	8,427	39.36%	3,038	177.39%
502105	Workers Comp Insurance	1,715	1,715	156	761	44.37%	413	84.26%
502110	Health/Life Insurance	13,390	13,390	1,022	4,595	34.32%	3,416	34.51%
502111	Medical In-Lieu Pay	720	720	138	692	96.11%	415	66.75%
502115	Unemployment Insurance	280	280	-	-	0.00%	126	-100.00%
502120	Medicare/FICA	1,515	1,515	128	625	41.25%	366	70.77%
502130	Other Benefit Charges	190	190	12	59	31.05%	22	168.18%
602100	Special Dept Expense	4,500	4,500	28	1,966	43.69%	644	205.28%
602110	Office Expense	1,000	1,000	127	498	49.80%	66	654.55%
603110	Building Maintenance	2,900	2,900	150	600	20.69%	656	-8.54%
608105	Professional Services	-	111,959	6,682	16,852	15.05%	15,670	7.54%
5200	Community Center Operations	152,755	264,714	19,050	78,330	29.59%	49,637	57.81%
5300	Park Operations							
501110	Salaries-Regular	74,855	74,855	5,365	25,630	34.24%	30,229	-15.21%
501115	Salaries-Overtime	-	-	25	279	0.00%	1,068	-73.88%
501120	Salaries-Part Time	213,430	213,430	15,079	72,373	33.91%	85,138	-14.99%
502100	Retirement	21,155	21,155	1,493	7,228	34.17%	5,726	26.23%
502105	Workers Comp Insurance	4,760	4,760	360	1,725	36.24%	1,927	-10.48%
502110	Health/Life Insurance	28,265	28,265	1,022	4,585	16.22%	3,953	15.99%
502111	Medical In-Lieu Pay	3,950	3,950	138	692	17.52%	2,061	-66.42%

* = Actual data is reported through November.

Community Service - Bobadilla
November 2024 General Fund Expenditures (42% of year)

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
5300	Park Operations , Continued							
502115	Unemployment Insurance	1,385	1,385	90	521	37.62%	106	391.51%
502120	Medicare/FICA	4,215	4,215	299	1,435	34.05%	1,718	-16.47%
502130	Other Benefit Charges	1,670	1,670	28	133	7.96%	104	27.88%
602100	Special Dept Expense	4,000	4,000	58	305	7.63%	1,155	-73.59%
602110	Office Expense	3,000	3,000	20	617	20.57%	155	298.06%
5300	Park Operations	360,685	360,685	23,977	115,523	32.03%	133,340	-13.36%
5400	Senior Citizens Programs							
501120	Salaries-Part Time	72,505	72,505	3,569	33,193	45.78%	19,334	71.68%
502105	Workers Comp Insurance	1,150	1,150	63	584	50.78%	323	80.80%
502110	Health/Life Insurance	630	630	-	-	0.00%	-	0.00%
502111	Medical In-Lieu Pay	1,560	1,560	92	646	41.41%	462	39.83%
502115	Unemployment Insurance	330	330	-	-	0.00%	-	0.00%
502120	Medicare/FICA	1,000	1,000	53	492	49.20%	287	71.43%
502125	Leave Disbursals	-	-	-	111	0.00%	-	100.00%
502130	Other Benefit Charges	390	390	5	45	11.54%	17	164.71%
602100	Special Dept Expense	-	-	(14)	-	0.00%	-	0.00%
609200	Senior Citizen Program	1,200	1,200	43	444	37.00%	33	1245.45%
5400	Senior Citizens Programs	78,765	78,765	3,811	35,515	45.09%	20,456	73.62%
5500	Recreation Programs							
602110	Office Expense	1,200	695	-	695	100.00%	291	138.83%
602115	Postage	12,000	12,000	-	4,132	34.43%	3,881	6.47%
602150	Recreation Brochure Mailing	32,000	32,000	-	10,706	33.46%	10,028	6.76%
608150	Contractual Recreation Program	69,000	66,000	(165)	22,437	34.00%	30,007	-25.23%
5500	Recreation Programs	114,200	110,695	(165)	37,970	34.30%	44,207	-14.11%
TOTAL COMMUNITY SERVICES		\$ 1,656,905	\$ 1,793,914	\$ 117,199	\$ 639,653	35.66%	\$ 557,650	14.71%

* = Actual data is reported through November.

**Transfers to Other Funds-Bannigan
November 2024 General Fund Expenditures (42% of year)**

Acct. No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual*	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
101	General Fund							
1600	Non-Departmental							
800250	Transfer to FACT Grant	\$ 113,570	\$ 113,570	\$ 4,170	\$ 11,055	9.73%	\$ 7,190	53.76%
800251	Transfer to Senior Transportation Fund	3,030	3,030	-	-	0.00%	69	-100.00%
800280	Transfer to SCP Maintenance Fund	108,775	108,775	9,065	45,323	41.67%	26,990	67.93%
800305	Transfer to Capital Projects Fund	540,000	1,821,520	-	126,645	6.95%	82,417	53.66%
	TOTAL TRANSFERS OUT	\$ 765,375	\$ 2,046,895	\$ 13,235	\$ 183,023	8.94%	\$ 116,666	56.88%

* = Actual data is reported through November.

ATTACHMENT C

Click here to return to the agenda.

City of Stanton GENERAL FUND DISCRETIONARY FUND BALANCE

	Estimated Beginning Balance 7/1/2024 (A)	Fiscal Year 2024/25 Increase (Decrease)	Adjustments	Projected Ending Balance 6/30/2025
GENERAL FUNDS				
<u>General Fund (#101)</u>				
Unassigned	\$ 18,774,664	\$ 600,785	\$ -	\$ 19,375,449
Reserve - Continuing Appropriations (Carryovers)	40,976	(40,976)	-	-
Reserve - Prepaid Items	43,590	(43,590)	-	-
Reserve - Economic Uncertainty ⁽¹⁾	6,400,000	-	-	6,400,000
Reserve - Emergency Disaster Continuity ⁽¹⁾	3,200,000	-	-	3,200,000
Reserve - Capital Improvement ⁽¹⁾	5,000,000	-	-	5,000,000
Reserve -Equipment and Maintenance ⁽¹⁾	150,000	-	-	150,000
Reserve -Technology Equipment ⁽¹⁾	150,000	-	-	150,000
Assigned - General Plan Maintenance Surcharge ⁽²⁾	60,000	(40,000)	-	20,000
Assigned for Special Projects ⁽³⁾	4,536,995	(4,173,799)	-	363,196
Total General Fund	38,356,225	(3,697,580)	-	34,658,645
<u>Transaction & Use Tax Fund (#102)</u>				
Unassigned	18,835	-	-	18,835
Total Transaction & Use Tax Fund	18,835	-	-	18,835
TOTAL	\$ 38,375,060	\$ (3,697,580)	\$ -	\$ 34,677,480

Notes:

(A) - The beginning fund balance is subject to change pending the completion of the City's fiscal year end closing process and annual audit.

(1) - Per City Council Reserve Policy adopted annually.

(2) - This user fee was established to fund the update to the City's General Plan.

(3) - Assigned by City Council on June 13, 2023.

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HOUSING AUTHORITY FUND (#285)
November 2024 Revenues and Expenditures (42% of year)

Account No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual *	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
REVENUES								
435100	Interest	\$ 100,000	\$ 100,000	\$ -	\$ 109,759	109.76%	\$ 89,247	22.98%
435110	Unrealized Gains/Losses	-	-	-	58,811	0.00%	97,489	-39.67%
436140	Tina Way/Pacific Ave. Property Rent	620,000	620,000	38,007	208,967	33.70%	266,418	-21.56%
TOTAL REVENUES		\$ 720,000	\$ 720,000	\$ 38,007	\$ 377,537	52.44%	\$ 453,154	-16.69%
EXPENDITURES AND OTHER USES								
Salaries and Benefits								
501110	Salaries-Regular	118,430	121,505	8,454	41,731	34.35%	50,011	-16.56%
501120	Salaries-Part-Time	1,985	1,985	132	567	28.56%	879	-35.49%
502100	Retirement	31,360	31,620	2,493	12,319	38.96%	10,534	16.95%
502105	Workers' Compensation	1,860	1,860	124	744	40.00%	850	-12.47%
502110	Health/Life Insurance	14,605	14,605	828	3,749	25.67%	5,360	-30.06%
502111	Medical in Lieu	440	440	88	360	81.82%	43	737.21%
502115	Unemployment Insurance	100	100	2	14	14.00%	13	7.69%
502120	Medicare/FICA	1,600	1,640	121	596	36.34%	677	-11.96%
502130	Other Benefits	40	40	12	57	142.50%	46	23.91%
Total-Salaries and Benefits		170,420	173,795	12,254	60,137	34.60%	68,413	-12.10%
Maintenance and Operations								
602100	Special Dept Expense	500	500	182	182	36.40%	-	100.00%
602115	Postage	500	500	-	84	16.80%	28	200.00%
602130	Clothing	2,500	2,500	-	-	0.00%	945	-100.00%
602140	Materials and Supplies	2,500	2,500	110	252	10.08%	1,645	-84.68%
603110	Building Maintenance	-	-	436	436	0.00%	-	100.00%
604105	Utilities	50,000	50,000	3,116	21,095	42.19%	22,566	-6.52%
607100	Membership Dues	4,800	4,800	-	-	0.00%	-	0.00%
607110	Travel/Conference/Meetings	1,500	1,500	-	-	0.00%	-	0.00%
607115	Training	2,000	2,000	-	-	0.00%	-	0.00%
608100	Contractual Services	20,000	20,000	1,355	7,087	35.44%	7,609	-6.86%
608105	Professional Services	328,950	337,500	111,736	189,331	56.10%	105,711	79.10%
610130	Tina Pacific Operating Expense (QMG)	243,825	235,275	12,536	69,451	29.52%	94,626	-26.60%
610131	Bad Debt Expense (QMG)	40,000	40,000	6,839	44,378	110.95%	21,098	110.34%

HOUSING AUTHORITY FUND (#285)
November 2024 Revenues and Expenditures (42% of year)

Account No.	Description	FY 2024/25 Adopted Budget	FY 2024/25 Amended Budget	FY 2024/25			FY 2023/24 Actual *	% Change From Prior Year
				Activity During November	Year to Date Actual *	% of Budget		
Maintenance and Operations , Continued								
610135	Relocation Assistance	40,000	3,617,749	8,223	512,094	14.16%	11,435	4378.30%
610230	Navigation Center (North SPA)	168,050	168,050	-	-	0.00%	-	0.00%
611110	O.C. Sanitation User Fee	25,000	25,000	-	28,742	114.97%	24,292	18.32%
Total-Maintenance and Operations		930,125	4,507,874	144,533	873,132	19.37%	289,955	201.13%
Allocated Charges								
612105	Vehicle Replacement Charge	7,025	7,025	585	2,927	41.67%	5,127	-42.91%
612115	Liability Insurance Charge	13,890	13,890	871	13,890	100.00%	7,334	89.39%
612140	Information Technology Charge	21,515	21,515	1,793	8,965	41.67%	8,006	11.98%
614205	Admin Overhead	17,600	17,600	1,382	6,843	38.88%	8,711	-21.44%
Total-Allocated Charges		60,030	60,030	4,631	32,625	54.35%	29,178	11.81%
Capital Outlay								
760100	Demolition/Condemnation	100,000	290,560	96,000	198,790	68.42%	-	100.00%
Total-Capital Outlay		100,000	290,560	96,000	198,790	68.42%	-	100.00%
TOTAL EXPENDITURES		\$ 1,260,575	\$ 5,032,259	\$ 257,418	\$ 1,164,684	23.14%	\$ 387,546	200.53%
REVENUES OVER (UNDER) EXPENDITURES		\$ (540,575)	\$ (4,312,259)	\$ (219,411)	\$ (787,147)		\$ 65,608	

* = Actual data is reported through November.

ATTACHMENT E

Click here to return to the agenda.

Housing Authority Fund (Fund 285) - Fund Balance Status

Available Fund Balance as of June 30, 2024 ^(A)	\$ 9,376,492
Estimated increase (decrease) of fund balance during Fiscal Year 2024-25	<u>(4,312,259)</u>
Projected Available Fund Balance as of June 30, 2025	<u><u>\$ 5,064,233</u></u>

Notes:

(A) - The beginning fund balance is subject to change pending the completion of the City's fiscal year end closing process and annual audit.

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CITY OF STANTON
FY 2024/25
STATUS OF CAPITAL IMPROVEMENT PROJECTS (CIP)
JULY 1, 2024 THROUGH NOVEMBER 30, 2024

Task Code	Description	Adopted Budget 2024/25	FY 2023/24 Budget Carryover	Other Budget Adjustments	Amended Budget 2024/25	YTD Actual 2024/25	Encumbrances	% Spent (Includes Encumbrances)	Remaining Budget
Street Projects									
2022-102	Citywide Street Sign Replacement	\$ 535,000	\$ 133,650	\$ -	\$ 668,650	\$ -	\$ 24,300	3.6%	\$ 644,350
2023-101	Citywide Street Rehabilitation (FY 2022/23)	-	300,000	-	300,000	41,573	-	13.9%	258,427
2024-101	Citywide Street Rehabilitation (FY 2023/24)	-	1,539,590	-	1,539,590	5,239	-	0.3%	1,534,351
2025-101	Citywide Street Rehabilitation (FY 2024/25)	1,690,000	-	-	1,690,000	210	-	0.0%	1,689,790
2025-102	Vision Zero Action Plan	200,000	-	-	200,000	-	-	0.0%	200,000
2025-103	Fern Street Rehabilitation	145,000	-	50,000	195,000	214	120,478	61.9%	74,308
2025-104	Citywide Concrete Repair	240,000	-	-	240,000	87,551	119,134	86.1%	33,315
2025-105	Orangewood Complete Streets	850,000	-	-	850,000	-	-	0.0%	850,000
2025-106	Pavement Management Plan	35,000	-	-	35,000	-	24,940	71.3%	10,060
Total Street Projects		\$ 3,695,000	\$ 1,973,240	\$ 50,000	\$ 5,718,240	\$ 134,787	\$ 288,852	7.4%	\$ 5,294,601
Parks Projects									
2022-204	Norm Ross Sports Park	\$ -	\$ 9,355,020	\$ -	\$ 9,355,020	4,406	\$ 375,200	4.1%	\$ 8,975,414
2022-206	Premier Park Renovation	-	1,108,905	-	1,108,905	792,430	122,012	82.5%	194,463
2022-833	Stanton Park Refresh	-	403,930	-	403,930	17,580	267,190	70.5%	119,160
2023-201	Family Resource Center Improvements (Phase 2)	-	281,715	-	281,715	446	267,174	95.0%	14,095
2025-201	Dotson Park Resurfacing Project	220,000	-	-	220,000	-	-	0.0%	220,000
2025-202	Stanton Central Park Tennis Court Renovation	565,000	-	-	565,000	-	-	0.0%	565,000
2025-804	Capital Improvement Reserve	780,000	-	-	780,000	-	-	0.0%	780,000
2025-805	Westerly End Stanton Park Pedestrian Bridge Repair	-	-	250,000	250,000	-	250,000	100.0%	-
Total Parks Projects		\$ 1,565,000	\$ 11,149,570	\$ 250,000	\$ 12,964,570	\$ 814,862	\$ 1,281,576	16.2%	\$ 10,868,132
Sewer									
2022-301	Sewer Master Plan Update	\$ -	\$ 187,020	\$ -	\$ 187,020	\$ 33,867	\$ 149,675	98.1%	\$ 3,478
2025-301	Annual Sewer Rehabilitation (FY 2024/25)	1,420,000	-	-	1,420,000	399	22,220	0.0%	1,397,381
Total Sewer		\$ 1,420,000	\$ 187,020	\$ -	\$ 1,607,020	\$ 34,266	\$ 171,895	12.8%	\$ 1,400,859
Facilities									
2022-834	City Fire Alarm Upgrade Project	\$ -	\$ 27,620	\$ -	\$ 27,620	\$ -	\$ 27,494	99.5%	\$ 126
2022-839	ADA Transition Plan	-	11,665	-	11,665	-	10,965	94.0%	700
2023-603	Stanton Community Center Improvements	-	350,325	-	350,325	58,900	201,388	74.3%	90,037
2025-601	Stanton Community/Senior Center Improvements	420,000	-	-	420,000	457	40,000	9.6%	379,543
2025-602	Public Safety Center Upgrades	1,000,000	-	-	1,000,000	-	-	0.0%	1,000,000
Total Facilities		\$ 1,420,000	\$ 389,610	\$ -	\$ 1,809,610	\$ 59,357	\$ 279,847	18.7%	\$ 1,470,406

CITY OF STANTON
FY 2024/25
STATUS OF CAPITAL IMPROVEMENT PROJECTS (CIP)
JULY 1, 2024 THROUGH NOVEMBER 30, 2024

Task Code	Description	Adopted Budget 2024/25	FY 2023/24 Budget Carryover	Other Budget Adjustments	Amended Budget 2024/25	YTD Actual 2024/25	Encumbrances	% Spent (Includes Encumbrances)	Remaining Budget
Storm Drain									
2024-801	Storm Drain Master Plan	\$ -	\$ 388,305	\$ -	\$ 388,305	\$ 109,065	\$ 219,107	84.5%	\$ 60,133
Total Storm Drain		\$ -	\$ 388,305	\$ -	\$ 388,305	\$ 109,065	\$ 219,107	84.5%	\$ 60,133
GRAND TOTAL		\$ 8,100,000	\$ 14,087,745	\$ 300,000	\$ 22,487,745	\$ 1,152,337	\$ 2,241,277	15.1%	\$ 19,094,131

Funding Source

101	General Fund Assigned Fund Balance	\$ 540,000	\$ 1,031,520	\$ 250,000	\$ 1,821,520	\$ 126,645	\$ 780,293	49.8%	\$ 914,582
104	Public Benefit Fees Fund	1,100,000	-	-	1,100,000	-	-	0.0%	1,100,000
105	Beautification Fees Fund	240,000	-	-	240,000	-	-	0.0%	240,000
211	Gas Tax Fund	115,000	433,650	50,000	598,650	43,258	54,240	16.3%	501,152
215	RMRA Fund	1,045,270	806,285	-	1,851,555	5,449	-	0.3%	1,846,106
220	Measure M Turnback Fund	789,730	733,305	-	1,523,035	214	120,478	7.9%	1,402,343
221	CDBG-CV Grant Fund	-	350,325	-	350,325	58,900	201,388	74.3%	90,037
222	CDBG Grant Fund	350,000	-	-	350,000	-	40,000	11.4%	310,000
227	Other Grants Fund	2,210,000	7,449,435	-	9,659,435	90,272	583,749	7.0%	8,985,414
305	Capital Projects Fund (Reserves)	70,000	-	-	70,000	457	-	0.7%	69,543
310	Park In-Lieu Fund	220,000	3,096,205	-	3,316,205	792,876	289,234	32.6%	2,234,095
501	Sewer Maintenance Fund	1,420,000	187,020	-	1,607,020	34,266	171,895	12.8%	1,400,859
GRAND TOTAL		\$ 8,100,000	\$ 14,087,745	\$ 300,000	\$ 22,487,745	\$ 1,152,337	\$ 2,241,277	15.1%	\$ 19,094,131

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: ACCEPTANCE OF THE CITYWIDE CONCRETE REPAIR PROJECT (TASK CODE NO. 2025-104) BY THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA

REPORT IN BRIEF:

The Citywide Concrete Repair Project, consisting of the removing and replacing of various concrete infrastructure such as sidewalks, curb & gutters, and driveway approaches throughout the City, is now complete. The final construction cost for the project was \$203,949, less than the awarded contract amount and approved change order limit. The City Engineer, in his judgment, certifies that the work was satisfactorily completed as of December 12, 2024 and recommends that the City Council accept the completed work performed on this project.

RECOMMENDED ACTION:

1. City Council declare this project categorically exempt under the California Environmental Quality Act, Class 1, and 15301(c) as repair, maintenance, and minor alteration of existing public structures; and
2. Accept the completion of improvements for the Citywide Concrete Repair Project, as certified by the City Engineer, and affix the date of December 12, 2024 as the date of completion of all work on this project; and
3. Approve the final construction contract amount of \$203,949 with CJ Concrete Construction, Inc.; and
4. Direct the City Clerk within ten (10) days from the date of acceptance to file the Notice of Completion with the County Clerk-Recorder of the County of Orange; and
5. Direct City staff, after thirty-five (35) days has elapsed from the filing of the "Notice of Completion" with the County Clerk-Recorder, to make the retention payment to CJ Concrete Construction, Inc. in the amount of \$10,197.45.

BACKGROUND:

On July 23, 2024, the City Council authorized staff to advertise this project for construction and approved the plans and specifications.

The scope of work for the Citywide Concrete Repair Project consists of removing and replacing various concrete infrastructure such as sidewalks, curb & gutters, and driveway approaches throughout the City.

On September 24, 2024, CJ Concrete Construction, Inc. was awarded the contract for the project as the lowest responsible bidder in the amount of \$165,300, and the City Manager was given the authority to approve contract change orders, not to exceed \$39,700.

ANALYSIS/JUSTIFICATION:

There were minor quantity discrepancies during construction as the actual construction amount was less than the bid amounts; therefore, a credit of \$5,988 was available to the City.

A change order was issued for additional sidewalks, curb & gutters, and driveway approaches to be removed and replaced in the amount of \$44,637. The available credit was applied to the change order, and so the total amount is \$38,649, an increase of 23.4 percent of the contract amount.

The total construction cost for this project was \$203,949, which is below the awarded contract amount and approved change order limit equaling a total of \$205,000.

The Citywide Concrete Repair Project has been completed in conformance with the project plans and specifications and has been accepted by the City Engineer.

FISCAL IMPACT:

The adopted Fiscal Year (FY) 2024/2025 Capital Improvement Program budget included \$240,000 for the Citywide Concrete Repair Project (Task Code No. 2025-104). The total amount paid to CJ Concrete Construction, Inc. for construction is \$203,949.

This project is funded partially by the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) via State funds, in the amount of \$200,000, with the remaining \$40,000 funded through the Gas Tax Fund (#211). Staff will be requesting reimbursement from the State for the CRRSAA funds. The budget savings from the project will be returned to the Gas Tax Fund's available fund balance during the Mid-Year Budget process.

ENVIRONMENTAL IMPACT:

This project is exempt under the California Environmental Quality Act (“CEQA”), Class 1, Section 15301(c) as repair, maintenance, and minor alteration of existing streets, sidewalks, gutters, and similar facilities.

LEGAL REVIEW:

None.

STRATEGIC PLAN OBJECTIVE:

Obj. No. 3: Provide a high quality infrastructure.

PUBLIC NOTIFICATION:

Notifications were performed through the normal agenda process.

Prepared by: Han Sol Yoo, P.E., Civil Engineer

Reviewed by: Cesar Rangel, P.E., Director of Public Works/City Engineer

Fiscal Impact Reviewed by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

ATTACHMENT:

A. Notice of Completion

Recording requested by and
when recorded mail to:

Attachment: A
Click here to return to the agenda.

CITY OF STANTON
7800 KATELLA AVE.
STANTON, CA 90680

(Space above this line for Recorder's use)

EXEMPT FROM RECORDING FEES PER
GOVERNMENT CODE SECTION 27383

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, must be filed within 10 days after completion.

Notice is hereby given that:

1. The undersigned is owner or corporate officer of the owner of the interest or estate stated below in the property hereinafter described:
2. The full name of the owner is the City of Stanton.
3. The full address of owner is 7800 Katella Avenue, Stanton, CA 90680.
4. The nature of the interest or estate of the owner is: Public Right of Way.
5. A work of improvement on the property hereinafter described was substantially completed on December 12, 2024. The work was the Citywide Concrete Repair Project.
6. The name of the contractor for such work of improvement was: CJ Concrete Construction, Inc.
7. The property on which said work of improvement was completed is in the City of: Stanton, County of Orange, and State of California.

Dated: _____, City of Stanton
Verification for Individual Owner Cesar Rangel, City Engineer

VERIFICATION

I, the undersigned, say: I am the City Engineer of the City of Stanton, the declarant of the foregoing Notice of Completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 2025, at Stanton, California.

_____, City of Stanton
Cesar Rangel, City Engineer

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: CONTINUANCE OF THE PROCLAMATION OF THE EXISTENCE OF A LOCAL EMERGENCY CAUSED BY HOMELESSNESS CRISIS

REPORT IN BRIEF:

At its meeting of November 26, 2024, the City Council adopted a resolution proclaiming the existence of a local emergency. Based on the continuing impacts of homelessness on public health and safety within the City of Stanton, the City's Council's proclamation of the existence of a local emergency will continue until further notice.

RECOMMENDED ACTION:

1. City Council declare that the proposed actions are not subject to the California Environmental Quality Act ("Public Resources Code section 21000 et seq.") ("CEQA") because they do not qualify as a "project" under CEQA Receive and file; and
2. Receive and file the report.

BACKGROUND AND ANALYSIS:

The City has seen an increase in its homeless population since 2019, despite significant allocation of resources and funds to combat homelessness in the City. This increase has been coupled with an increase in health and safety concerns, such as an increase in criminal activity, open-air drug use (fentanyl in particular), open fires, obscene/lewd acts in public, increase in vectors, and public defecation; individuals sleeping, camping, and storing personal property in a manner that obstructs access to the public right-of-way; interruption in the enjoyment and access to public facilities equally by all residents; and death, illness, injury and poor living conditions for those unable to find housing. In response to public health and safety concerns, at its meeting of November 26, 2024, the City Council adopted a resolution proclaiming the existence of a local emergency caused by the homelessness crisis (Attachment A).

Based on the continuing impacts of homelessness on public health and safety within the City of Stanton, and pursuant to the City's police power, the City's Council's proclamation of the existence of a local emergency will continue until further notice.

- For the month of November 2024, City staff had at least 100 encounters with homeless individuals. Regarding placement and referral exits, out of 90 actions, 73% resulted in homeless individuals declining shelter. The City continues to get numerous calls of concern and complaints from the following hotspot locations:
 - Beach Blvd. and Chapman
 - Beach Blvd. and Lampson
 - Court St. and Garden Grove Blvd.
 - Tina Pacific
- On December 12, 2024, at approximately 5:15 p.m. there was a call for service to the Orange County Fire Authority regarding signs of a fire. Crews responded and discovered a fire in a vacant four-plex that had been boarded up but repeatedly broken into by homeless and transients. Thankfully, there were no civilian or firefighter injuries. The vacant four-plex is scheduled to be demolished later this month.





FISCAL IMPACT:

The fiscal impact of declaring a local emergency is unknown at this time but it confers the powers required to provide an immediate, necessary response to the City's homelessness crisis to protect all City residents and businesses.

ENVIRONMENTAL IMPACT:

The proposed actions are not subject to the California Environmental Quality Act ("Public Resources Code section 21000 et seq.") ("CEQA") because they do not qualify as a "project" under CEQA. Section 15378 explicitly excludes from its definition of "project" the "organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment." (State CEQA Guidelines, § 15378(b)(5).) This action would declare a continuing local emergency under the Stanton Municipal Code and continue to empower the director and assistant director of emergency services to direct the emergency organization of the City in response to the homeless crisis. This action is considered administrative because it will not result in a physical change in the environment, and therefore is not subject to CEQA.

Moreover, the action will not result in a direct or reasonably foreseeable physical change in the environment, and the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment.

PUBLIC NOTIFICATION:

Notification and advertisement were performed as prescribed by law.

STRATEGIC PLAN OBJECTIVES ADDRESSED:

Obj. No. 1: Provide a safe community.

Obj. No. 2: Promote a strong local economy.

Obj. No. 5: Provide a high quality of life.

Obj. No. 6: Maintain and promote a responsive, high quality and transparent government.

Prepared by: Hannah Shin-Heydorn, City Manager

Reviewed by: HongDao Nguyen, City Attorney

Approved by: Hannah Shin-Heydorn, City Manager

ATTACHMENT:

- A. Staff report from November 26, 2024, entitled, "Resolution finding and declaring a local emergency caused by homelessness crisis".

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: November 26, 2024

**SUBJECT: RESOLUTION FINDING AND DECLARING A LOCAL EMERGENCY
CAUSED BY HOMELESSNESS CRISIS**

REPORT IN BRIEF:

The City has seen an increase in its homeless population since 2019, despite significant allocation of resources and funds to combat homelessness in the City. This increase has been coupled with an increase in health and safety concerns, such as an increase in criminal activity, open-air drug use (fentanyl in particular), open fires, obscene/lewd acts in public, increase in vectors, and public defecation; individuals sleeping, camping, and storing personal property in a manner that obstructs access to the public right-of-way; interruption in the enjoyment and access to public facilities equally by all residents; and death, illness, injury and poor living conditions for those unable to find housing.

Declaring a local emergency under the Stanton Municipal Code and the Government Code will provide the City Manager with additional powers as Director of Emergency Services in order to take necessary steps to address the homelessness crisis.

RECOMMENDED ACTIONS:

1. City Council declare the action to not be subject to CEQA pursuant to State CEQA Guidelines, section 15378(b)(5).); and
2. Adopt proposed Resolution No. 2024-40, entitled:

“RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY CAUSED BY CONDITIONS AND THREATENED CONDITIONS OF HOMELESSNESS WITHIN THE CITY OF STANTON, WHICH IF NOT CORRECTED, CONSTITUTES AN IMMINENT AND PROXIMATE THREAT TO THE SAFETY OF PERSONS AND PROPERTY IN THE CITY”.

BACKGROUND:

Like many other regions in California, the City of Stanton (“City”) has seen a rapid and troubling growth in homelessness in the City. The COVID-19 pandemic exacerbated this circumstance, which has been difficult to address given the high cost of housing and shortage of emergency, transitional, and affordable housing across the State.

The City’s Investments in Combating the Homelessness Crisis:

Independently, and in conjunction with the State’s directives to combat homelessness and address the housing crisis, the City has made significant investments in assisting its unhoused community. Additionally, the City is a member of the North Service Planning Area (“North SPA”), an organization of 14 cities in Orange County established in 2019 to combat homelessness in the region. The City’s investments include, but are not limited to the following activities, representing funding of over \$15 million since 2017:

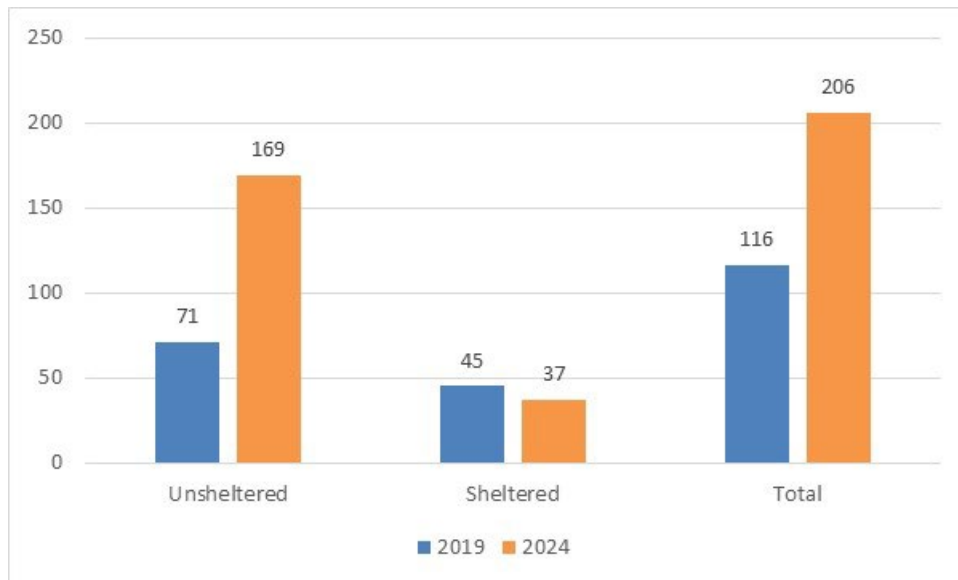
- Funding two full-time and one part-time Homeless Outreach Coordinator positions at the City, for a total cost since 2017 of just over \$2 million;
- Funding and welcoming three Project Homekey permanent supportive housing projects to the City, totaling 153 units, and connecting unhoused residents throughout the region to those units. The City’s contribution across the Project Homekey sites was \$6 million, and was the first city in the State to open three sites in their jurisdiction;
- Funding two navigation centers in Buena Park and Placentia to provide safe and secure shelter housing as well as providing comprehensive programs and services. The City’s contribution to the centers during the first five years of operation has been approximately \$660,000, and the City’s financial commitment in the next five years is estimated to be \$2.5 million based on increased maintenance and operational costs;
- Funding the regional Homeless Outreach and Proactive Engagement (“HOPE”) Center of Orange County in the amount of \$5 million and serving as their fiscal agent;
- Having the City Manager serve on the Board of the North SPA Collaborative;
- Partnering with Illumination Foundation to expand shelter access in the region. The Illumination Foundation is an Orange County-based 501(c)(3) nonprofit dedicated to providing comprehensive services for the most vulnerable homeless population;
- Providing bridge housing opportunities since 2020 at just over \$150,000;
- Providing transportation services; and
- Providing document retrieval assistance and funding to recover important documents, to connect homeless people with resources and employment.

Additionally, the City’s law enforcement and Public Safety staff spend a disproportionate amount of time and resources addressing the City’s homelessness crisis. This causes the City’s Public Safety staff to work overtime, increasing personnel costs to the City, and exacerbating delays in addressing other public safety matters. The City’s Public Safety Department collectively devotes one-third of their time on issues related to homelessness.

The City's Homeless Population Increase Over Time, Despite Significant Investments

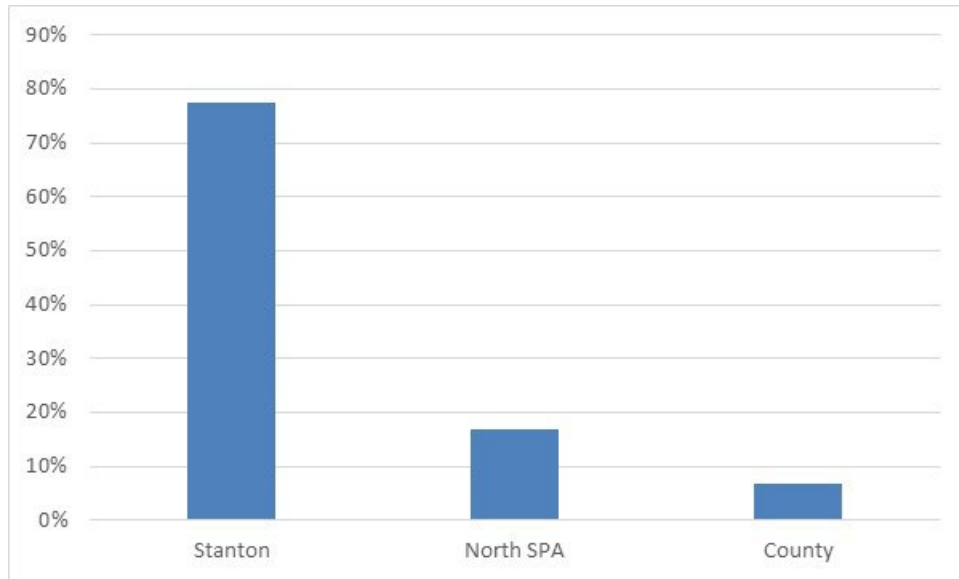
Despite these significant efforts, the City's homeless population has exponentially increased since 2019. According to the County's 2024 Point in Time Count, the City has experienced a 138 percent increase in its unsheltered population from 2019 to 2024, and a 78 percent total increase in its homeless population (including both sheltered and unsheltered individuals). (See <https://ceo.ocgov.com/sites/ceo/files/2024-05/2024%20PIT%20Summary%20-%20FINAL%205.16.24.pdf>.)

Table 1. City of Stanton Point in Time Homeless Count
2019 to 2024



In contrast, the County of Orange has experienced a much smaller 7 percent increase in its homeless population since 2019, and the North SPA has experienced a 17 percent increase in its homeless population since 2019.

Table 2. % Increase in Total Homelessness
2019 to 2024



The City's homeless population ranks as the fifth largest homeless population within the North SPA even though, geographically, it is one of the smallest cities within the area at only 3.1 square miles. Only significantly larger North SPA cities (Anaheim, Fullerton, Buena Park, and Orange) have a higher homeless count. Among all 34 Orange County cities, the City's homeless population ranks as the 11th largest.

While the City has been able to successfully refer a small number of homeless individuals to the North SPA navigation centers in the Cities of Buena Park and Placentia, those centers are now at capacity. In 2024, the City has only been able to successfully refer 18 people to the two navigation centers for assistance. County-wide, only 1 out of every 12 homeless individuals are successfully connected to housing.

Additionally, many homeless individuals also struggle with substance use disorder and serious mental illness. These are in addition to other challenges that the City is not equipped to support without the combined forces of other political subdivisions to combat, such as Orange County Behavioral Health Services, and state and federal agencies.¹ The graphic, below, gives a snapshot of just some of the challenges that homeless adults in Orange County face.

¹ 2024 Point In Time Summary, County of Orange.

Table 3. Disabling Conditions Impacting Homeless Individuals

	UNSHELTERED	SHELTERED
ADULTS	4,074	2,557
CHRONIC HOMELESSNESS	38.44% 1,566 Adults	34.30% 877 Adults
SUBSTANCE USE DISORDER	49.85% 2,031 Adults	23.46% 600 Adults
PHYSICAL DISABILITY	31.42% 1,280 Adults	29.88% 764 Adults
SERIOUS MENTAL ILLNESS	30.68% 1,250 Adults	35.31% 903 Adults
DEVELOPMENTAL DISABILITY	17.43% 710 Adults	0.20% 5 Adults
DOMESTIC VIOLENCE	10.01% 408 Adults	10.40% 266 Adults
HIV/AIDS	2.26% 92 Adults	6.84% 175 Adults

Notes:
Data only includes adults ages 18 and older. Some adults may identify with more than one subpopulation and/or report more than one disabling condition.

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These difficulties are exacerbated by the nationwide fentanyl crisis. According to a 2024 Orange County Sheriff’s Department report², the leading cause of death among people experiencing homelessness is accidental, with the vast majority of accidental deaths caused by drug use with fentanyl. These numbers have increased steadily since 2018. In 2021, 7 out of 8 deaths among people experiencing homelessness in Stanton were accidental.³ From 2021 to 2022, the number of deaths among people experiencing homelessness in Stanton rose by 150 percent, from 8 reported deaths to 12.⁴

² Report on 2022 Orange County Homeless Deaths, Sheriff-Coroner Homeless Death Review Committee. Orange County Sheriff’s Department. The report may be found at: <https://www.ocsheriff.gov/sites/ocsd/files/2024-04/2022%20Homeless%20Death%20Review%20Committee%20Report.pdf>

³ Report on 2021 Orange County Homeless Deaths, Sheriff-Coroner Homeless Death Review Committee. Orange County Sheriff’s Department. The report may be found at: https://www.ocsheriff.gov/sites/ocsd/files/2023-02/Homeless%20Death%20Review%20paper_FINAL.pdf

⁴ Report on 2022 Orange County Homeless Deaths, Sheriff-Coroner Homeless Death Review Committee. Orange County Sheriff’s Department.

Table 1: Manner of Death to PEH (2018 to 2022)

Homeless Deaths	2018		2019		2020		2021		2022	
	Number	Percent	Number	Percent	Number	Percent	Number	Percent	Number	Percent
Manner of Death										
Accident	91	43%	99	46%	181	54%	235	59%	324	65%
Homicide	12	6%	6	3%	7	2%	11	3%	8	2%
Natural	89	42%	94	43%	126	37%	109	28%	128	26%
COVID-19					6	2%	17	4%	5	1%
Suicide	15	7%	14	7%	15	4%	22	6%	19	4%
Undetermined/ Pending*	3	1%	4	2%	3	1%	1	0%	14	3%
Total	210	100%	217	100%	338	100%	395	100%	496	100%

Table 2: Top 5 Leading Causes of Death in Orange County (2022)

	%PEH Deaths
Accidents (unintentional injuries)	65%
Diseases of the heart	14%
Intentional self-harm (suicide)	4%
Chronic liver disease and cirrhosis	3%
Assault (homicide)	<2%

Table 3: Accidental (Unintentional Injury) Cause Group Detail

	Homeless	%Homeless Deaths
Poisoning/Overdose with Fentanyl	209	42.1%
Poisoning/Overdose (Non-Fentanyl)	64	12.9%
Pedestrian Traffic	32	6.5%
Motor Vehicle Traffic	5	1.0%
Falls	<5	<1.0%
Pedal Cyclist Traffic	<5	<1.0%
Drowning	5	1.0%
Other/Unknown/Ill-Defined	<5	<1.0%
Total	324	65.3%

The City must create multiple paths to address a complex and growing homelessness crisis. Like many California cities, Stanton has a continuing need for affordable, permanent housing, along with shelters and interim housing to be developed quickly to better transition people off the streets. The City also needs additional assistance from County, State, and federal agencies to address complex health and safety issues beyond the scope of its current staff and resources. Moreover, the City needs increased ability and resources to hire or contract critical roles, including candidates with specific expertise necessary to provide a critical response to the City's homelessness crisis.

Declaring a local emergency would provide the City with greater flexibility, increased ability, and streamlined systems to address the City's homelessness crisis with necessary urgency.

ANALYSIS/JUSTIFICATION:

Chapter 2.64 of the Stanton Municipal Code, "Emergency Organization and Functions," allows the City Council to declare a local emergency on its own accord or at the request of the City Manager to provide for (1) the preparation and carrying out of plans for the protection of persons and property within the city in the event of an emergency; (2) the direction of the emergency organization; and (3) the coordination of the emergency functions of this city with all other public agencies, corporations, organizations, and affected private persons.

A "local emergency," as defined under Section 2.64.020, means the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this city caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions which are or are likely to be beyond the control of the services, personnel, equipment, and facilities of the City, requiring the combined forces of other political subdivisions to combat.

When a "local emergency" is declared by the City Council, the City Manager, as Director of Emergency Services or the City, is granted additional power and authority related to the City's response to the local emergency. The City Manager is empowered to:

- Control and direct the effort of the emergency organization of the City for the accomplishment of addressing the local emergency;
- Direct cooperation between and coordination of services and staff of the emergency organization of the City;
- Represent the City in all dealings with public or private agencies on matters pertaining to emergencies as defined in this chapter;
- Make and issue rules and regulations on matters reasonably related to the protection of life and property as affected by such emergency; provided, however, such rules and regulations must be confirmed at the earliest practical time by the City Council;
- Obtain vital supplies, equipment, and such other properties found lacking and needed for the protection of life and property on behalf of the City, and, if required immediately, to commandeer the same for public use;
- Require emergency services of any city officer or employee and to command the aid of as many citizens of this community as he/she deems necessary in the execution of his/her duties; such persons shall be entitled to all privileges, benefits, and immunities as are provided by state law for registered disaster service workers;
- Requisition necessary personnel or material of any city department or agency;
- Execute all existing authority as City Manager and all special power conferred upon him/her by the City Council, by resolution, ordinance, or emergency plan;
- Appoint an Assistant Director of Emergency Services, who shall, under the supervision of the Director and with the assistance of emergency service chiefs, develop emergency plans and manage the emergency programs of the City; and shall have such other powers and duties as may be assigned by the Director.

Additionally, the City Disaster Council is empowered to develop and recommend for approval to the City Council emergency and mutual aid plans and agreements, and any ordinances, resolutions, rules, and regulations necessary to implement such plans and agreements. The Disaster Council is comprised of the Mayor, City Manager, Assistant Director of Emergency Services, Chiefs of Emergency Services, and others appointed by the Director with the advice and consent of the City Council.

By declaring a local emergency, the City Manager, Disaster Council, and City Council will be able to provide an immediate, necessary response to the City's homelessness crisis to protect all City residents. The City's normal hiring and contracting processes may be expedited, and the City will be able to immediately allocate necessary resources and personnel to take emergency action.

In accordance with California Government Code, Section 8630(c), the emergency declaration requires the City Council to review the need for continuing the local emergency at least every 60 days until the City Council terminates the local emergency.

FISCAL IMPACT:

The report details over \$15 million in funding that has been allocated to address issues related to homelessness, including outreach services, since 2017. This fiscal impact reflects those categories of expenditures that are easily tracked and coded to homelessness efforts and initiatives. The true amount the City has expended over the years to address issues related to homelessness would be significantly larger if all personnel activities and efforts were meticulously allocated.

The fiscal impact of declaring a local emergency is unknown at this time but it confers the powers required to provide an immediate, necessary response to the City's homelessness crisis to protect all City residents and businesses.

ENVIRONMENTAL IMPACT:

The proposed actions are not subject to the California Environmental Quality Act ("Public Resources Code section 21000 et seq.") ("CEQA") because they do not qualify as a "project" under CEQA. Section 15378 explicitly excludes from its definition of "project" the "organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment." (State CEQA Guidelines, § 15378(b)(5).) This action would declare a local emergency under the Stanton Municipal Code and empower the director and assistant director of emergency services to direct the emergency organization of the City in response to the homeless crisis. This action is considered administrative because it will not result in a physical change in the environment, and therefore is not subject to CEQA.

Moreover, the action will not result in a direct or reasonably foreseeable physical change in the environment, and the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Any permit that may be issued will be subject to its own CEQA analysis.

PUBLIC NOTIFICATION:

Notification and advertisement were performed as prescribed by law.

STRATEGIC PLAN OBJECTIVES ADDRESSED:

Obj. No. 1: Provide a safe community.

Obj. No. 2: Promote a strong local economy.

Obj. No. 5: Provide a high quality of life.

Obj. No. 6: Maintain and promote a responsive, high quality and transparent government.

Prepared by: Hannah Shin-Heydorn, City Manager

Reviewed by: James Wren, Director of Public Safety Services

Reviewed by: HongDao Nguyen, City Attorney

Approved by: Hannah Shin-Heydorn, City Manager

Attachment:

A. Proposed Resolution No. 2024-40

Attachment "A"

RESOLUTION NO. 2024-40

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY CAUSED BY CONDITIONS AND THREATENED CONDITIONS OF HOMELESSNESS WITHIN THE CITY OF STANTON, WHICH IF NOT CORRECTED, CONSTITUTES AN IMMINENT AND PROXIMATE THREAT TO THE SAFETY OF PERSONS AND PROPERTY IN THE CITY

THE CITY COUNCIL OF THE CITY OF STANTON DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the City of Stanton "City" is a municipal corporation, duly organized under the constitution and laws of the State of California; and

WHEREAS, California Government Code 8630, et seq., and Chapter 2.64 of Title 2 of the Stanton Municipal Code provide that the Stanton City Council ("City Council") may proclaim local emergencies; and

WHEREAS, like many other regions in California, the City has seen a rapid and troubling growth in the homeless population of the City, a condition that has been difficult to address given the traditionally high cost of housing and property in the region, and the historic shortage of emergency, transitional, and affordable housing across the state; and

WHEREAS, Executive Order N-1-24, signed by Governor Gavin Newsom on July 24, 2024, acknowledged the dire state of the homelessness crisis in California and ordered state agencies and departments to address encampments on state property. Moreover, the Executive Order ordered that local governments are encouraged to use all available resources and infrastructure, to take action with the urgency this crisis demands to humanely remove encampments from public spaces, prioritizing those encampments that most threaten the life, health, and safety of those in and around them; and

WHEREAS, independently and in conjunction with the State's directives to combat homelessness and address the housing crisis, the City has made significant investments in assisting its unhoused community. These investments include, but are not limited to: creating and funding additional staff positions dedicated to homelessness outreach, funding and participating in regional outreach and navigation centers, expanding transportation services and shelter access in the region, and funding and welcoming three Project Homekey permanent supportive housing projects to the City totaling 153 units; and

WHEREAS, according to the City's 2024 Point in Time Count, the City has experienced a 138 percent increase in its unsheltered population from 2019 to 2024, and a 78 percent total increase in its homeless population (including both sheltered and unsheltered individuals), despite the City's significant investments in combating homelessness and

assisting the unhoused community. In contrast, Orange County has experienced only a 7 percent increase in its homeless population since 2019, and surrounding cities have experienced significantly less homeless population growth; and

WHEREAS, despite the City's efforts to connect homeless individuals with regional assistance centers, the City has only been able to refer 18 people in the last 10 months to the regional Navigation Centers in Buena Park and Placentia due to overpopulation; and

WHEREAS, regional data shows that a significant percentage of unsheltered homeless individuals also suffer disproportionately from complex health issues, such as substance use disorder, serious mental illness, and physical disability, and require assistance from the City, Orange County Behavioral Health Services, and other local, state, and federal health agencies and nonprofit organizations to provide the necessary public services; and

WHEREAS, the homelessness crisis confronting the City has grown both incrementally and exponentially, leading to death, illness, injury, and poor living conditions. According to the Orange County Sheriff's Department Report of 2022 Orange County Homeless Deaths, 65 percent of deaths among people experiencing homelessness were caused by accidents, and the leading cause of accidental deaths is drug use with fentanyl. This is compared to 2019, when 46 percent of deaths among people experiencing homelessness were caused by accidents, and 2020, when 54 percent of deaths among people experiencing homelessness were caused by accidents, and 2021, when 59 percent of deaths among people experiencing homelessness were caused by accidents. Between 2021 and 2022, the number of deaths among people experiencing homelessness in Stanton has risen by 150 percent; and

WHEREAS, the displacement of the number of people living on the streets of the City today is a daily recurring emergency, constituting the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property in the City which are beyond the control of the services, personnel, equipment, and facilities of this city, and requires the combined forces of other political subdivisions to combat; and

WHEREAS, notwithstanding the City's continued commitment to addressing the homelessness crisis, including dedication of funding and investments into homelessness solutions, programs, and initiatives, an emergency declaration is necessary to mobilize resources, faster and with urgency, for the public health, welfare, and safety of all; and

WHEREAS, the City's ability to mobilize local resources, coordinate interagency response, accelerate procurement of housing units, use mutual aid, and seek assistance and potential reimbursement by the State and Federal governments will be critical to successfully responding to this homelessness crisis; and

WHEREAS, during the pendency of the existence of a local emergency, the City Council shall retain its full authority to consider a variety of City ordinances to codify the measures necessary to address this homelessness crisis; and

WHEREAS, the benefits of this emergency declaration, coupled with past and future actions by the City Council to address the homelessness crisis, will help ensure that this local emergency will be of a temporary nature.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE, AND ORDER AS FOLLOWS:

SECTION 1: That the foregoing Recitals are true and correct and are incorporated herein by this reference.

SECTION 2: The City Council finds this Resolution is exempt from the California Environmental Quality Act (“CEQA”) pursuant to State CEQA Guidelines Section 15061(b)(3) in that the Resolution is not anticipated to result in a direct or reasonably foreseeable indirect physical change in the environment, nor will the Resolution have the potential for causing a significant effect on the environment. Additionally, the City Council finds that the proposed Resolution is not a “project” under State CEQA Guidelines Section 15378(b)(5), which excludes the “organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment,” as the Resolution is not anticipated to result in a direct or indirect physical change in the environment.

SECTION 3: Pursuant to California Government Code Section 8630 and Stanton Municipal Code sections 2.64.020 and 2.64.060(A)(1), the City Council hereby finds and proclaims the existence of a local emergency caused by conditions or threatened conditions of homelessness in Stanton, which, if not corrected, constitutes a threat to the safety of persons and property within the territorial limits of the City beyond the control of the services, personnel equipment, and facilities of the City, requiring the combined forces of other political subdivisions to combat.

SECTION 4: During the continued threatened existence and actual existence of the local emergency, the powers, functions and duties of the City Manager, as the Director of Emergency Services, the Assistant Director of Emergency Services, to be appointed by the Director, the Disaster Council of the City, and the emergency organization of the City shall be those prescribed by state law, by ordinances and resolutions of the City and approved by the City Council.

SECTION 5: The City Manager, as the Director of Emergency Services, is hereby authorized to furnish information, to enter into agreements, including, but not limited to, applications and agreements for grant funding, and to take all actions necessary to obtain emergency assistance from State and federal agencies to implement preventive measures to protect and preserve the City within the scope of the local emergency hereby declared, pursuant to the powers and duties prescribed under Chapter 2.64 of the Stanton Municipal Code. Pursuant to Section 2.64.090 of the Stanton Municipal Code, any expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the City.

SECTION 6: City staff are hereby directed to provide the City Council with a report of actions taken under this Resolution at the next practicable opportunity, and no less than on a monthly basis.

SECTION 7: The City shall coordinate its efforts to address this proclaimed emergency with the other local jurisdictions, the County of Orange, the State of California, and the federal government.

SECTION 8: Executive Order N-1-24, signed by Governor Gavin Newsom on July 24, 2024, acknowledged the dire state of the homelessness crisis in California and directed resources to state agencies and departments to address encampments. The City Council requests the Governor to proclaim a "state of emergency" to combat homelessness and direct resources to support the efforts of major cities in the State of California to address the problem, in furtherance and consistent with Executive Order N-1-24.

SECTION 9: This Proclamation of Emergency shall sunset on December 31, 2025, subject to being renewed. The setting of a specific time frame allows for actions to be taken to make permanent, necessary structural changes. Pursuant to California Government Code Section 8630, the City Council shall, by minute action, review the need for continuing the local emergency at least once every 60 days until it terminates the local emergency.

SECTION 10: Pursuant to Government Code section 3100, in protection of the health and safety and preservation of the lives and property of the people from emergencies which result in conditions of extreme peril to life, property and resources, all public employees are hereby declared disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law.

SECTION 11: Severability. If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications, and to this end the provisions of this Resolution are declared to be severable.

SECTION 12: Effective Date. This Resolution shall become effective immediately. The City clerk shall attest and certify to the passage and adoption thereof.

PASSED, APPROVED, AND ADOPTED this 26th day of November, 2024.

DAVID J. SHAWVER, MAYOR

APPROVED AS TO FORM:

HONGDAO NGUYEN, CITY ATTORNEY

ATTEST:

I, Patricia A. Vazquez, City Clerk of the City of Stanton, California DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2024-40 has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the Stanton City Council, held on November 26, 2024, and that the same was adopted, signed and approved by the following vote to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

PATRICIA A. VAZQUEZ, CITY CLERK



MEETING DATES 2025

City of Stanton | 7800 Katella Avenue, Stanton, CA 90680 | StantonCA.gov

Item: 9I
[Click here to return to the agenda.](#)

CITY COUNCIL	PLANNING COMMISSION	PARKS & RECREATION COMMISSION	PUBLIC SAFETY COMMITTEE
2 nd & 4 th Tuesday 6:30 P.M.	1 st & 3 rd Wednesday 6:30 P.M.	3 rd Monday 5:30 P.M.	4 th Wednesday (Meets Quarterly) 6:00 P.M.
January 14	January 1	January 20 (Holiday-TBD)	January 22
January 28	January 15		
February 11	February 5	February 17 (Holiday-TBD)	April 23
February 25	February 19		
March 11	March 5	March 17	July 23
March 25	March 19		
April 8	April 2	April 21	October 22
April 22	April 16		
May 13	May 7	May 19	
May 27	May 21		
June 10	June 4	June 16	
June 24	June 18		
July 8	July 2	July 21	
- DARK - SUMMER RECESS	July 16		
August 12	August 6	August 18	
August 26	August 20		
September 9	September 3	September 15	
September 23	September 17		
October 14	October 1	October 20	
October 28	October 15		
November 11 (Holiday-TBD)	November 5	November 17	
November 25	November 19		
December 9	December 3	December 15	
	December 17		

****City Council Study Sessions: when scheduled, are held on the 3rd Tuesday of the month****

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: MAYOR'S APPOINTMENTS OF COUNCIL MEMBERS AS REPRESENTATIVES TO VARIOUS BOARDS, COMMISSIONS, COMMITTEES AND AGENCIES

REPORT IN BRIEF:

Traditionally, Council Members have been appointed by the Mayor to serve on numerous outside committees, boards, commissions and agencies. Each appointee is responsible for representing the City and voting on behalf of the City Council. The Mayor conducts a review and selects appointees, as detailed in Attachment A, with the exception of the Orange County Fire Authority ("OCFA") appointment, which is required to be made by City Council Resolution, the Mayor may otherwise make appointments to each committee, board, commission or agency by nomination and Minute Order confirmation. In addition, the Fair Political Practices Commission ("FPPC") regulations require the adoption and posting of Form 806, Agency Report of Public Official Appointments, in order for individual Council Members to participate in a City Council vote that would result in him or her serving in a position that provides compensation of \$250 or more in any 12-month period.

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. City Council confirm the Mayor's appointments; and
3. Approve Fair Political Practices Commission Form 806 and authorize the City Clerk to post the form on the City's website.

BACKGROUND:

At the first meeting of the year, the Mayor traditionally reviews the list of Council Members designated on the submitted Mayor's Appointments list. Historically, at the first meeting of the year, the City Council has confirmed the existing memberships through reappointments or made new appointments, and has also added or deleted board, commission, committee, and agency memberships, as appropriate. Based on changes to the FPPC Regulation 18705.5 (Materiality Standard: Economic Interest in Personal Finances) a public official may participate in a Council vote that would result in him or her serving in a position that provides compensation in the form of stipends, reimbursement or direct payment of \$250 or more in any 12-month period. The revised regulation specifies, however, that the body making such an appointment(s) must adopt and post a list of the appointments on its website as required by the FPPC.

ANALYSIS/JUSTIFICATION:

The "Mayor's Appointments of Council Members as Representatives to Various Agencies List" (Attachment A) documents the various committees and boards to which the Mayor proposes to appoint Council Members. In previous years, the Mayor has reviewed the list prior to the first meeting of the new year, and any changes, additions, or deletions to any of the appointments are made by Minute Order.

FISCAL IMPACT:

There is minimal fiscal impact associated with the recommended action.

ENVIRONMENTAL IMPACT:

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).

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Public notification provided through the regular agenda process.

STRATEGIC PLAN OBJECTIVE:

Obj. No. 6: Maintain and promote a responsive, high quality and transparent government.

Prepared by: Patricia A. Vazquez, City Clerk

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. Draft Mayor's Appointments of Council Members as Representatives to Various Agencies List
- B. Draft FPPC Form 806



MAYOR'S APPOINTMENTS OF COUNCIL MEMBERS AS REPRESENTATIVES TO VARIOUS AGENCIES

City of Stanton | 7800 Katella Avenue, Stanton, CA 90680 | www.stantonca.gov

Council Committees		
Economic Development Committee	David J. Shawver	Gary Taylor
Contractual Services	David J. Shawver	John D. Warren

Stanton Non-Profit Liaisons		
Non-Profit	Liaison	Alternate
Stanton Collaborative	Gary Taylor	Donald Torres
Stanton Community Foundation	John D. Warren	Donald Torres
Boys and Girls Club	Victor Barrios	Gary Taylor
Lions Club	John D. Warren	Gary Taylor
Orange County Housing Finance Trust	Gary Taylor	Victor Barrios

JPA and/or Membership Organizations		
League of California Cities	David J. Shawver	N/A
Association of California Cities – Orange County	David J. Shawver	N/A
Southern California Association of Governments (SCAG)	David J. Shawver	John D. Warren
Public Cable Television Authority (PCTA)	David J. Shawver	John D. Warren
Santa Ana River Flood Protection Agency	Gary Taylor	Victor Barrios
California Joint Powers Insurance Authority	Gary Taylor	Victor Barrios
Regional Military Affairs Committee JFTB	John D. Warren	Gary Taylor

Representatives to Joint Governmental Committees		
Agency	Delegate	Alternate, if applicable
Bridges at Kraemer Place Emergency Shelter Advisory Board	Donald Torres	N/A
Orange County Emergency Management Organization (OCMO) Executive Committee	Gary Taylor	John D. Warren
Orange County Library Advisory Board	Gary Taylor	Victor Barrios
Orange County Sanitation District	David J. Shawver	John D. Warren
Orange County Mosquito and Vector Control District Trustee	Gary Taylor	N/A
Orange County Fire Authority ¹ (OCFA)	David J. Shawver	N/A

¹ OCFA requires appointment by resolution (Resolution No. 2012-02)

Agency Report of: Public Official Appointments

A Public Document

1. Agency Name City of Stanton		California Form 806 For Official Use Only
Division, Department, or Region (If Applicable) City Council		
Designated Agency Contact (Name, Title) Patricia A. Vazquez, City Clerk		
Area Code/Phone Number (714) 890-4245	E-mail pvazquez@stantonca.gov	Page <u>1</u> of <u>1</u>
		Date Posted: January 14, 2025 <small>(Month, Day, Year)</small>

2. Appointments

Agency Boards and Commissions	Name of Appointed Person	Appt Date and Length of Term	Per Meeting/Annual Salary/Stipend
Orange County Fire Authority	▶ Name <u>Shawver, David J.</u> <small>(Last, First)</small> Alternate, if any <u>None</u> <small>(Last, First)</small>	▶ <u>01 / 14 / 25</u> <small>Appt Date</small> <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>100.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u>Other</u>
Orange County Mosquito and Vector Control District	▶ Name <u>Taylor, Gary</u> <small>(Last, First)</small> Alternate, if any <u>None</u> <small>(Last, First)</small>	▶ <u>01 / 14 / 25</u> <small>Appt Date</small> <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>100.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u>Other</u>
Orange County Sanitation District No. 3	▶ Name <u>Shawver, David J.</u> <small>(Last, First)</small> Alternate, if any <u>Warren, John D.</u> <small>(Last, First)</small>	▶ <u>01 / 14 / 25</u> <small>Appt Date</small> <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>315.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input type="checkbox"/> \$1,001-\$2,000 <input checked="" type="checkbox"/> <u>\$2,000-\$3,800</u> <small>Other</small>
Public Cable Television Authority	▶ Name <u>Shawver, David J.</u> <small>(Last, First)</small> Alternate, if any <u>Warren, John D.</u> <small>(Last, First)</small>	▶ <u>01 / 14 / 25</u> <small>Appt Date</small> <u>1 Year</u> <small>Length of Term</small>	▶ Per Meeting: \$ <u>100.00</u> ▶ Estimated Annual: <input type="checkbox"/> \$0-\$1,000 <input type="checkbox"/> \$2,001-\$3,000 <input checked="" type="checkbox"/> \$1,001-\$2,000 <input type="checkbox"/> <u>Other</u>

3. Verification

I have read and understand FPPC Regulation 18702.5. I have verified that the appointment and information identified above is true to the best of my information and belief.

<u>Patricia A. Vazquez</u> <small>Signature of Agency Head or Designee</small>	<u>Patricia A. Vazquez</u> <small>Print Name</small>	<u>City Clerk</u> <small>Title</small>	<u>01/14/2025</u> <small>(Month, Day, Year)</small>
---	---	---	--

Comment: _____

Print

Clear

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: RENEWAL OF DECLARATION THAT AN EMERGENCY CONDITION EXISTS ARISING FROM DAMAGE TO THE WESTERLY END STANTON PARK PEDESTRIAN BRIDGE

REPORT IN BRIEF:

Consideration of the City Council to continue declaring the repair an emergency. The westerly end pedestrian bridge at Stanton Park has been damaged and unusable since June 2023. The pedestrian bridge is a major pedestrian walkway serving many of the residents of the City.

RECOMMENDED ACTION:

1. City Council declare that this item is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) and 15060(c)(3); and
2. Find that the City Council continues declaring the repairs an emergency.

BACKGROUND:

In late June 2023, a vehicle collided with the Westerly End Pedestrian Bridge at Stanton Park ("the pedestrian bridge"), causing significant damage to the pedestrian bridge. Due to immediate safety concerns, the pedestrian bridge was promptly closed and secured. However, these fixes are only temporary, and the City will need to procure additional services immediately to make additional repairs to the pedestrian bridge.

On November 12, 2024, City Council adopted Resolution 2024-36, which authorized that an emergency condition exists arising from damage to the Westerly End Stanton Park Pedestrian Bridge.

ANALYSIS/JUSTIFICATION:

Currently, staff are working on executing the contract and obtaining the necessary bonds prior to the start of construction.

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

None

STRATEGIC PLAN OBJECTIVE:

Obj. No. 3: Provide a quality infrastructure.

Prepared by: Cesar Rangel P.E., Director of Public Works/City Engineer

Approved by: Hannah Shin-Heydorn, City Manager

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: AMENDED RESPONSE TO THE 2023-2024 ORANGE COUNTY GRAND JURY REPORT DATED JUNE 11, 2024, ENTITLED, "TALKING TRASH: RECYCLABLES AND ORGANIC WASTE"

REPORT IN BRIEF:

On June 11, 2024, the Orange County Grand Jury released a report entitled "Talking Trash: Recyclables and Organic Waste" (Attachment A). The purpose of the report was to review the challenges of complying with the requirements and goals of State of California Senate Bill 1383 which requires jurisdictions responsible for waste collection to coordinate with their residents to divert organic waste from landfill waste disposal streams. California Penal Code Sections 933 and 933.05 require any public agency that the Grand Jury reviews respond to the findings and recommendations of the Grand Jury Report. The City submitted their response letter after receiving Council authorization at its meeting on August 27, 2024. The Grand Jury has requested an amended response, which has been prepared for Council review (Attachment B).

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 or governments that will not result in direct or indirect physical changes in the environment); and
2. Authorize the Mayor to sign the amended response letter to the Orange County Grand Jury related to the findings and recommendations contained in the June 11, 2024, report entitled "Talking Trash: Recyclables and Organic Waste".

BACKGROUND:

In 2016, the State of California enacted Senate Bill (SB) 1383, requiring jurisdictions responsible for waste collection to coordinate with their residents to divert organic waste, including food scraps, from landfill waste disposal streams. SB 1383 set goals to reduce organic waste sent to landfills below the 2014 baseline by 50% no later than January 1, 2020 and 75% by January 1, 2025. This diversion goal is meant to move the State towards the desired "circular economy" where organic waste is collected,

converted into new materials or products, and reused for other purposes. However, a 2023 Little Hoover Commission report states that despite the law's requirements, the amount of organic waste sent to landfills statewide has increased 23% above the 2014 baseline.

As specified by SB1383, each jurisdictions' responsibilities relating to residential units include:

- Providing organics collection services to all residents.
- Conducting education and outreach to the community.
- Procuring recyclable and recovered organic products.
- Securing access to recycling capacity.
- Monitoring compliance and conducting enforcement.

The Orange County Grand Jury released the "Talking Trash: Recyclables and Organic Waste" report on June 11, 2024. The purpose of the report was to examine how the Orange County jurisdictions are responding to the single-family residential unit organics diversion mandate under SB 1383, successes and challenges, and the impact of this requirement. The report focuses on the specific requirements associated with SB 1383, local actions taken so far to meet those requirements, success of those actions and how they are measured, local agency outreach and education efforts, and the challenges that remain for the County of Orange and the County's 34 cities.

The report identifies the following as key challenges in implementing SB1383:

- Container Standardization
- Funding and Enforcement
- Education and Outreach
- Procurement of Recovered Organic Waste Products

ANALYSIS AND JUSTIFICATION:

California Penal Code Sections 933 and 933.05 require any public agency that the Grand Jury reviews respond to the findings and recommendations of the Grand Jury report. The City submitted their response letter after receiving Council authorization at its meeting on August 27, 2024. The Grand Jury has requested an amended response, which has been prepared for Council review. The City's amended responses are in bold, with additional explanation and commentary in regular typeface. References to the "City" refer to the City of Stanton.

F1 The majority of Orange County jurisdictions have not yet required their haulers to distribute residential containers that meet the CalRecycle standardized colors, leaving legacy and often incorrect or illegible labeling and embossing in place.

The respondent agrees with the finding.

F2 *While a jurisdiction may not delegate its overall responsibility for compliance with State requirements to a hauler, some jurisdictions have designated the task of imposing the collecting fines from residents to the hauler in accordance with State law. However, not all jurisdictions are clear on who ultimately receives and retains the collected fines.*

The respondent agrees with the finding.

F3 *All jurisdictions will eventually start collecting fines from residents for non-compliance, but some have not yet determined whether the revenues will go into a waste and recycling enterprise fund or into the jurisdiction's general fund.*

The respondent agrees with the finding.

F4 *In most jurisdictions, education and outreach is a joint effort between jurisdiction, hauler, and sometimes consultants, with the jurisdiction reviewing the materials before publication. The methods of dissemination vary by jurisdiction and hauler but frequently rely on a resident actively seeking the information, which requires the resident to have some awareness of the new mandates in the first place. Most efforts primarily revolve around intermittent hard-copy paper mailings.*

The respondent agrees with the finding.

F5 *Most jurisdictions currently have no way to accurately determine the effectiveness of their respective education and outreach efforts other than the eventual inspections or audits that will take place.*

The respondent agrees with the finding.

F6 *There is some concern that there are not enough composting facilities in Orange County to process all organic waste, forcing some jurisdictions/haulers to transport it long distances for processing.*

The respondent agrees with the finding.

F7 *There is currently no infrastructure in the county that is a State-approved source of Renewable Natural Gas (RNG) and energy from organic waste. Jurisdictions that use vehicles running on RNG procured from non-approved sources cannot count that RNG towards fulfillment of their procurement requirement.*

The respondent agrees with the finding.

The City's amended response to the Grand Jury is due on January 23, 2025.

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

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

PUBLIC NOTIFICATION:

Public notification provided through the regular agenda process.

LEGAL REVIEW:

None.

STRATEGIC PLAN OBJECTIVE:

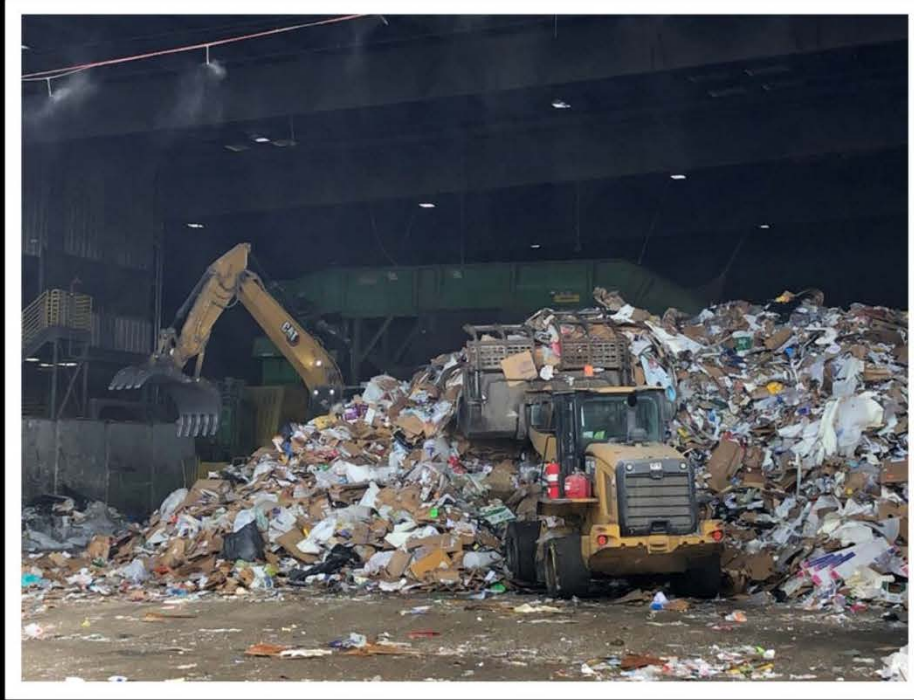
Obj. No. 6: Maintain and promote a responsive, high quality and transparent government.

Prepared by: Cesar Rangel, Director of Public Works

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. Grand Jury Report “Talking Trash: Recyclables and Organic Waste”
- B. City Response to Report



Talking Trash: Recyclables and Organic Waste



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SUMMARY

In 2016, the State of California enacted Senate Bill (SB) 1383, requiring counties, cities, and other organizations responsible for waste collection to coordinate with their residents to divert organic waste, including food scraps, from the landfill waste disposal stream. Another provision makes jurisdictions responsible for procuring a quantity of the recovered organic waste products resulting from the diversion. The 2023-2024 Orange County Grand Jury (OCGJ) investigated how Orange County jurisdictions are complying with the requirements and goals of SB 1383 that impact single-family residential units.

The investigation revealed that the approaches to meeting SB 1383's requirements vary greatly from jurisdiction to jurisdiction. The majority of Orange County jurisdictions have not yet distributed residential waste containers that meet the SB 1383 standardization requirements, leaving outdated labeling/embossing in place. Education and outreach have not yet taken place at all in some jurisdictions. Even when information has been disseminated in other jurisdictions, the methods disproportionately favor intermittent paper mailings. Also, the State's unrealistic targets for the procurement of recycled organic waste products do not account for a jurisdiction's population density or geographic size, which frequently makes them extremely difficult to meet.

The local enforcement stage of SB 1383 started on January 1, 2024. However, the majority of Orange County jurisdictions are unlikely to meet the SB 1383 targeted seventy-five percent reduction in the amount of organic waste sent to landfills by January 2025.

The OCGJ concludes there is a clear need to improve education and outreach efforts, develop enforcement mechanisms and processes, and to coordinate and collaborate among all jurisdictions to collectively address the challenges and to achieve the goals and targets of SB 1383.

BACKGROUND

Organic waste comprises more than a third of the waste stream in California and includes green waste, wood, food waste, and fibers such as paper and cardboard. When left to decompose in landfills, organic waste releases large amounts of methane gas which is harmful to the environment (CalRecycle, 2024). In September 2016, SB 1383 set reduction targets in a statewide effort to reduce emissions of Short-Lived Climate Pollutants (SLCP) including methane. Simply put, this required all statewide jurisdictions to implement mandatory organic waste collection and recycling to divert organic waste from landfills. Another key benefit of the diversion of organic and other recyclable material from landfills is the preservation of overall landfill capacity.

In 2014, the State conducted random sampling of twenty-six landfills, Material Recovery Facilities (MRF), and Transfer Stations located in twenty-one of California's fifty-eight counties (none in Orange County). The results were used to establish the baseline for

the required reduction in organic waste destined for landfills. SB 1383 then set goals to reduce organic waste sent to landfills below the 2014 baseline by fifty percent no later than January 1, 2020, and seventy-five percent by January 1, 2025. However, despite the law's requirements, the amount of organic waste sent to landfills statewide actually increased by twenty-three percent above the 2014 baseline (Little Hoover Commission, 2023).

SB 1383 requires all jurisdictions to memorialize the bill's requirements in their municipal codes and ordinances no later than January 1, 2022. One of the results of these changes is that each jurisdiction had to amend or renegotiate their waste haulers' franchise agreements to incorporate the new requirements.

In accordance with SB 1383, as of January 1, 2024, all jurisdictions (and therefore all waste producers) will be subject to enforcement, including monetary fines. While SB 1383 has a myriad of requirements for commercial as well as residential waste producers, the OCGJ narrowed its investigation to the impacts associated with local jurisdiction compliance with SB 1383 on Orange County residents. This report focuses on the specific requirements associated with SB 1383, the local actions taken so far to meet those requirements, the success of those actions and how they are measured, local agency outreach and education efforts, and the challenges that remain for the County of Orange and the county's thirty-four cities.

REASON FOR THE STUDY

The organics diversion mandate under SB 1383 began to take effect in California on January 1, 2022. This means that jurisdictions in California were required to implement programs for the separation and diversion of organic waste, including food scraps, from landfill disposal. The actual enforcement of this requirement started on January 1, 2024. The OCGJ's intent was to take a closer look at how Orange County jurisdictions are responding to this mandate, their successes and challenges, and the impact of this new requirement on the Orange County residents.

The OCGJ initially focused on two questions:

- What actions have Orange County jurisdictions taken to implement organics collection for their residential customers, and how do they measure the success of these actions?
- Given that one key to the success of SB 1383 is public participation, have local jurisdictions conducted sufficient outreach and education?

While investigating the answers to these questions, the OCGJ discovered additional information about Orange County recycling and waste management that is notably relevant to this topic and is included in this report.

METHOD OF STUDY

The OCGJ toured several local waste facilities, including:

- The Frank R. Bowerman landfill in Irvine, owned by the County of Orange and managed and operated by OC Waste & Recycling (OCW&R). This enabled the OCGJ to gain a better understanding of the refuse collection and disposal process.
- The MRF operated by Rainbow Environmental Services, located at 17121 Nichols Lane in the city of Huntington Beach. This facility was previously decommissioned then reopened on short notice when the newer Anaheim MRF was destroyed by fire in February 2022.
- The MRF operated by Waste Management, located at 2050 North Glassell Street in the city of Orange. This tour allowed the OCGJ to gain information on the operation of a newer, larger MRF.

The OCGJ reviewed SB 1383 and related documents, training videos, public meeting recordings, and presentations available on the CalRecycle website.

The OCGJ reviewed online publications from various organizational and media sources related to trash hauling and general operations of the waste and recycling industry and conducted fourteen interviews with representatives from the waste industry, local jurisdictions, and the State's enforcement agency.

The OCGJ also disseminated a nine-question survey to each of the thirty-four Orange County cities and the County to obtain their perspectives on local implementation of SB 1383. Follow-up interviews were conducted with representatives of the same ten cities included in the 2019-2020 OCGJ report "OC Recycling: Doing it the Right Way" and the County for additional insight into each jurisdiction's implementation of, and compliance with, SB 1383's requirements.

The OCGJ utilized the same sampling of ten cities as well as the County of Orange (for its unincorporated areas) because they represent different geographical areas of the county (from Brea in the north to Dana Point in the south) and reflect a variety of larger cities by population and/or land area (e.g., Santa Ana, Irvine) and some that are smaller (e.g., Buena Park, Mission Viejo).

Individual members of the OCGJ also observed the types and colors of carts, their labeling, and their contents at various locations throughout the county. These observations were documented via photographs to illustrate dissimilar details and nuances among jurisdictions and haulers.

INVESTIGATION AND ANALYSIS

Overview of SB 1383

SB 1383 set ambitious targets for reducing organic waste disposal in landfills from the 2014 baseline: fifty percent by January 2020 (which was not met), and seventy-five percent by January 2025. Organic waste comprises more than half the waste stream in California and includes green waste, wood, food waste, and fibers such as paper and cardboard. When left to decompose in landfills, organic waste releases large amounts of methane gas. The overall goal of the bill is to reduce greenhouse gas emissions by at least four million metric tons per year by 2030 by requiring that “organics” going to the landfill be reduced to 5.7 million metric tons by 2025.

This groundbreaking legislation is a statewide effort to reduce Short-Lived Climate Pollutants (SLCPs). SLCPs such as methane, black carbon, tropospheric (ground level) ozone, and hydrofluorocarbons remain in the atmosphere for a shorter time than carbon dioxide but have a much stronger warming effect. Therefore, reducing SLCPs has the potential to significantly slow global climate change in the near term (California Air Resources Board, 2024). The State’s efforts and policies are intended to substantially increase the rate of organic material diversion away from landfills. This diversion goal is meant to move the State towards the desired “circular economy” where organic waste is collected, converted into new materials or products, and reused for other purposes.

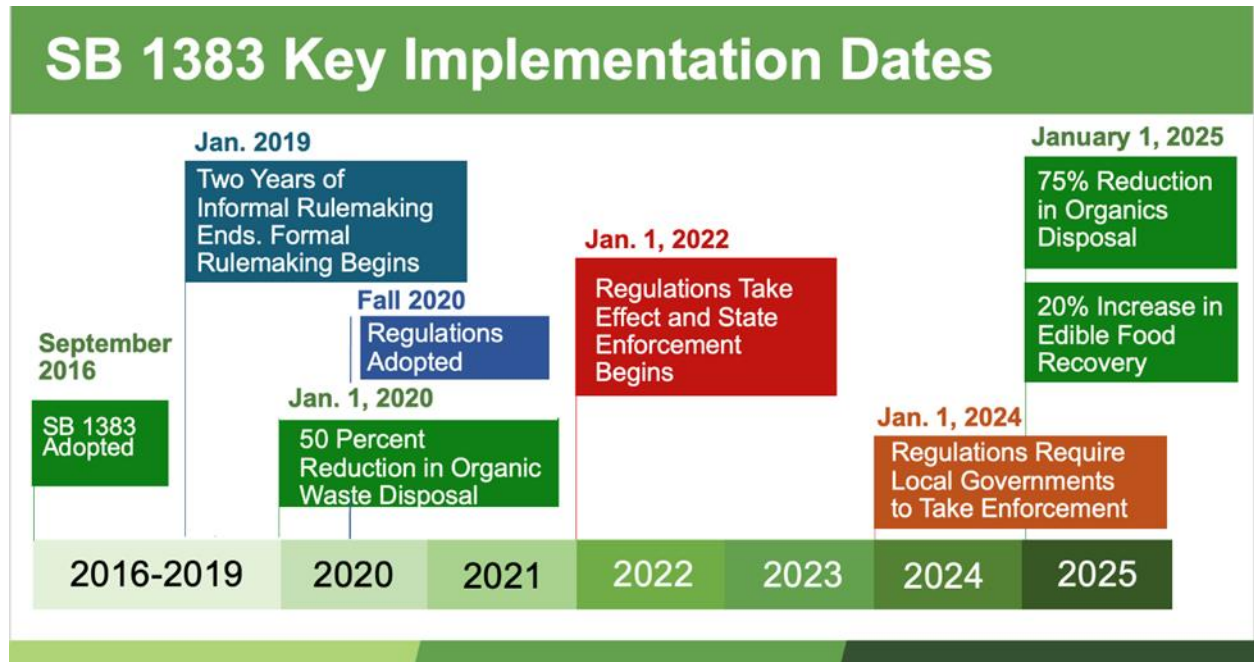


Figure 1

Source: CalRecycle

How Are Jurisdictions Impacted by SB 1383?

In this context, a jurisdiction may be a city, county, city and county, or special district that collects solid waste.

The jurisdictions' responsibilities specified by SB 1383 relating to residential units include (CalRecycle, 2024):

- Providing organics collection services to all residents
- Conducting education and outreach to community
- Procuring recyclable and recovered organic products
- Securing access to recycling capacity
- Monitoring compliance and conducting enforcement

SB 1383 contains a significant amount of detail regarding the types of allowable collection programs. Critical requirements are listed below:

- Each resident must subscribe to an organic waste collection service that either “source-separates” the waste by using separate bins or transports all unsegregated waste to a facility that recovers seventy-five percent of the organic content collected.
- SB 1383 requires one of the following collection options:
 - A one-can system – all contents are transported to a facility that recovers seventy-five percent of the organic content.
 - A two-can system – at least one of the containers (whichever includes organic waste and garbage) must be transported to a facility that recovers seventy-five percent of the organic content.
 - A three-can system – organic waste is required to be source separated (recyclables in blue, food and yard waste in green).

Jurisdictions must also conduct education and outreach to all residents regarding collection service requirements, contamination standards, self-haul requirements, and overall compliance with SB 1383. Educational material must be linguistically accessible to non-English speaking residents.

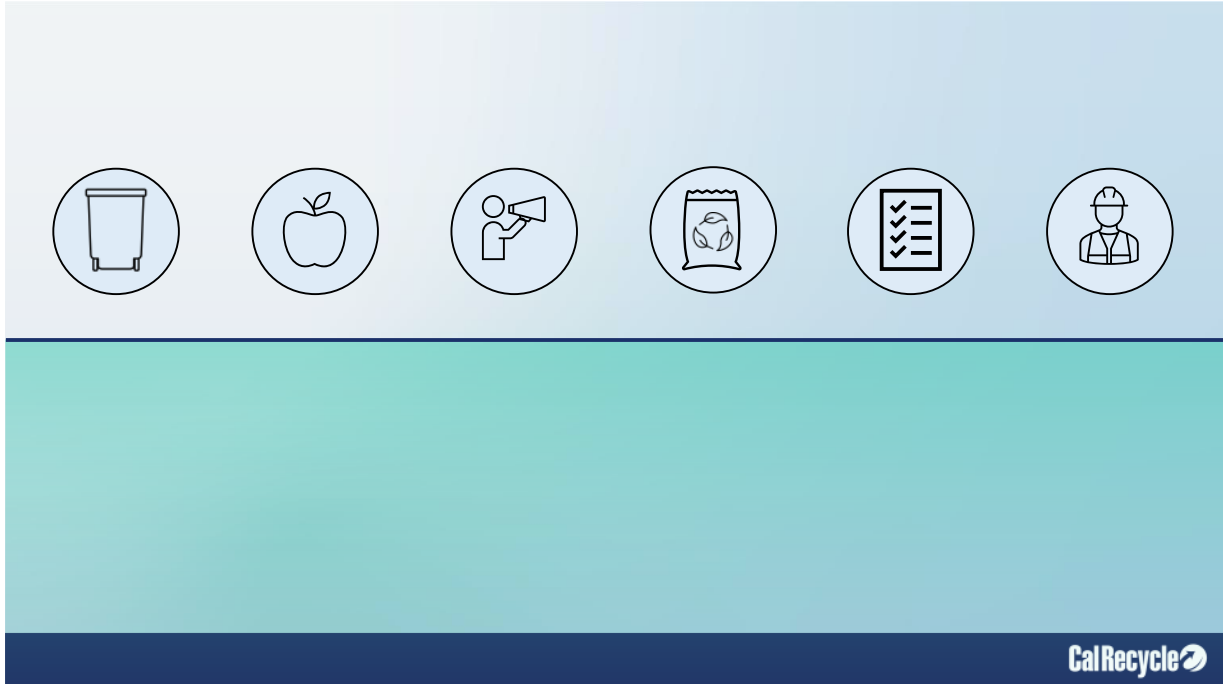


Figure 2

Source: CalRecycle

Orange County Jurisdictions' SB 1383 Implementation Status

How do jurisdictions assess their own progress?

The OCGJ sent a ten-question survey to thirty-four cities and OC Waste & Recycling (OCW&R) and received thirty-one responses. The purpose of the survey was to verify how these agencies measure their progress on the implementation of various aspects of SB 1383. Survey participants were asked to mark their progress on the scale from 1 (significant challenges) to 5 (excellent) for each of the questions. The survey questions as well as more detailed information on responses and follow-up comments and explanations is included in Appendix A.

Main Implementation Issues

To follow-up on the survey, the OCGJ conducted a series of interviews with jurisdictions to learn more about their specific challenges in implementing SB 1383, successes, concerns, and solutions to common issues. The eleven jurisdictions interviewed were the same included in the 2019-2020 OCGJ report "OC Recycling: Doing it the Right Way" representing different geographical areas of the county and a variety of populations and/or land areas. Several themes emerged from the interviews:

- **Container Standardization**

SB 1383 requires standardized colors for residential and business curbside containers (green for organics, blue for recyclables, and grey for trash). It also requires container

Talking Trash: Recyclables and Organic Waste

labels on new containers. The color scheme for collection containers must meet either of these requirements:

- The lid of the container is the correct designated color
- The body of the container is the correct designated color, and the lid is also the same specified color or may be gray or black

Out of the eleven jurisdictions interviewed, only two have distributed containers that meet the State requirements. However, jurisdictions are not required to replace containers prior to January 1, 2036. Most are replacing their containers gradually over time. The variety of colors used by various jurisdictions contributes to the confusion and potentially increases contamination rates. In many cases, existing containers include embossed information that is no longer accurate or labels with outdated information (see examples below).

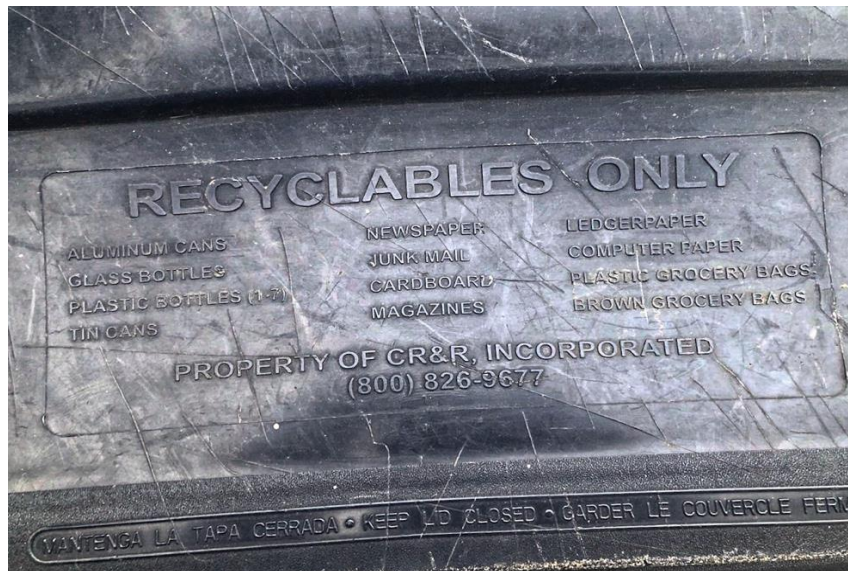


Figure 3. The embossed information wrongly directs residents to put plastic grocery bags in the recycling container. Photo: OCGJ

Talking Trash: Recyclables and Organic Waste



Figure 4. The old sticker incorrectly directs residents to put shoes, clothes, and other textiles in the recycling container. Photo: OCGJ



Figure 5. Outside label on the 'green waste' container contains no information regarding food scraps. Photo: OCGJ

The following two images of the “Food Scrap” container (outside and inside) were taken by an OCGJ member in a public park. The contents of the container, which contains unallowable items, such as plastic packaging, further underscores the need for clear signage and more public education.

Talking Trash: Recyclables and Organic Waste



Figure 6. Lid of the “Food Scraps” container in a public park from November 2023 showing correct information. Photo: OCGJ



Figure 7. Contents of the same “Food Scraps” container in the public park from November 2023. Photo: OCGJ

Talking Trash: Recyclables and Organic Waste

Another standardization issue is that what is accepted for recycling varies among the jurisdictions and haulers.

For example, some allow palm fronds into organics bins while others do not, and some allow food scraps to be deposited in compostable bags while others do not, further adding to the confusion.

- **Funding and Enforcement**

While conducting interviews with the Orange County jurisdictions, the OCGJ learned that there are two approaches to funding their solid waste management programs (including SB 1383 implementation activities): (1) using an enterprise fund; and (2) using the general fund. Using an enterprise fund ensures that all revenues generated by the solid waste management program are reinvested in that program rather than being diverted into other needs of the jurisdiction.

Even though enforcement activities were effective starting January 1, 2024, jurisdictions only conduct inspections and spot-checks of residential customers' organic and trash containers using either "lid flipping" or smart trucks that record the contents of the containers as they are being emptied. Haulers (via contracts) have been designated to perform these functions. If residents are found to be in violation, the first step is to provide them with additional educational materials and information. If the violation persists, warning notices are issued. The final step is issuing fines. *The penalties imposed by a jurisdiction are based on Government Code Sections 53069.4, 25132, and 36900, and are as follows:*

- *First violation: \$50-\$100 per violation;*
- *Second violation: \$100-\$200 per violation;*
- *Third or subsequent violation: \$250-\$500 per violation*

Penalties increase when an entity violates the same requirement within a one-year period (CalRecycle, 2024).

While jurisdictions have yet to collect fines, some have not even established the collection protocol or the account where collected fines will be deposited.

- **Education and Outreach**

Clearly, there is a need for more education and outreach. The success of SB 1383 implementation and the ability to reach the CalRecycle goal of a seventy-five percent diversion rate depend largely on residents' compliance and behavior change. Education and outreach is the first and most critical component of that change.

"The accuracy of consumer disposal decisions directly influences the performance of the recycling system." (Christian Blanco C. S., 2023)

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Most interviewed jurisdictions collaborate with haulers to create and distribute educational materials. Others also use consulting services for that purpose. Outreach strategies, the number of outreach events and communications, as well as participation rates vary greatly from jurisdiction to jurisdiction, but most rely heavily on paper mailings, which may not be the most effective way of reaching the public. If combined with junk mail, the educational material may go unread into a recycling bin, if not the trash. Frequently, the information flyers are mailed together with hard-copy utility bills, which may overlook those who subscribe to electronic billing.

As part of their outreach/education campaigns, some of the interviewed jurisdictions purchased kitchen pails for recycling food scraps to distribute to some or all households. These purchases were funded through SB 1383 assistance grants from CalRecycle, which most of the Orange County jurisdictions applied for and received.

The OCGJ reviewed a sampling of educational materials being distributed by several cities and concluded that the quality of these materials can range from highly informative publications with accessible and attractive designs to flimsy “newsletters” issued by haulers for their respective jurisdictions with graphics and instructions that are barely legible.

Paper mailings have their role but represent only one of many possible outreach methods. The recycling industry itself is embracing technological advancements, including the use of Artificial Intelligence (AI), in waste sorting, predicting trends, the use of smart hauler trucks and smart bins, as well as in outreach and education (Recycling Inside, 2023).

According to Recycling Inside, “AI can play a pivotal role in educating the public about recycling practices. Chatbots and virtual assistants powered by AI can provide real-time guidance on waste disposal, recycling guidelines, and collection schedules. By engaging with individuals through personalized interactions, AI-driven platforms can raise awareness, promote recycling behavior, and facilitate proper waste management at the consumer level.”

According to research by the Recycling Partnership, “People have a misconception that what is recyclable doesn’t change. They are recycling incorrectly in some cases because they are basing decisions on past guidelines and recycling knowledge such as believing milk cartons are wax coated and should not be recycled, or envelopes with windows should not be recycled. They think they know what they need to know about recycling because that’s what they’ve always known.” (Center for Sustainable Behavior & Impact, 2022)

More than seventy percent of people surveyed wish there was an easier way to get information on what can and can’t be recycled in their community. (Center for Sustainable Behavior & Impact, 2022)

Talking Trash: Recyclables and Organic Waste

Determining the success of their outreach efforts is another challenge that Orange County jurisdictions are facing in the near future. Most jurisdictions need to determine how to measure outreach efforts, as the enforcement started January 1, 2024. Having common standards and methods to measure the success of public education and compliance, and regularly posting this information on the jurisdiction's website related to SB 1383 goals, will give the public an incentive to comply with SB 1383. However, in the interim, there is a significant amount of visual evidence regarding the level of residents' confusion as evidenced by the photo below. The photo is the amount of waste in the first five hours of a workday that was improperly included in residential recyclable containers and delivered to a MRF, where it had to be hand sorted out.



Figure 8: Waste improperly included in recyclable containers Photo: OCGJ

- **Procurement of Recovered Organic Waste Products**

Representatives from most of the jurisdictions the OCGJ interviewed indicated that meeting the procurement requirements of SB 1383 is challenging. This is due to their jurisdictions' State-calculated procurement targets far exceeding the quantity of recovered organic waste products that they can utilize.

To comply with SB 1383, jurisdictions must procure recovered organic waste products to meet an annual procurement target. Recovered organic waste products include:

- *Compost*
- *Mulch*

Talking Trash: Recyclables and Organic Waste

- *Renewable energy (transportation fuel, electricity, and gas for heating) from anaerobic digestion*
- *Electricity from biomass conversion*

Each jurisdiction's procurement target is calculated by multiplying its population, as reported by the California Department of Finance, by the per capita procurement target (0.08 tons of organic waste per California resident per year). The resulting procurement target can then be multiplied by product conversion factors (as established by the regulations) to determine the annual procurement requirements for recovered organic waste products.

Source: CalRecycle

As one of the survey respondents stated:

"Meeting the annual procurement target presents a significant challenge. In addition, the formula used to calculate a jurisdiction's procurement target does not account for density or square miles. Denser areas equal less space to distribute mulch or compost. More people equals higher procurement target."

As a result, a number of jurisdictions with high procurement targets had to use grant funding to purchase the required amounts of compost/mulch. Because the required target procurement amounts exceeded what they can utilize in their communities, they had to distribute the compost/mulch (via hauler) to agricultural communities outside Orange County. They also admitted that without grant funding, meeting the targets will be even more difficult and will require diverting resources from their own communities or raising rates.

The regulations limit procurement to *"use or giveaway, and do not include the sale of products [14CCR Section 18993.1(e)(1)] so jurisdictions cannot sell the procured recovered organic waste products, such as compost, via a third party."* (CalRecycle, 2022)

Renewable Natural Gas (RNG) is one of the products that can be counted towards meeting a jurisdiction's procurement goal. Haulers operating in Orange County, including Republic, CR&R, and Waste Management, utilize trucks powered by RNG. However, in most cases the RNG they use is not purchased from an approved facility so it cannot be counted towards the required procurement goal. CalRecycle maintains a [list of anaerobic digestion facilities in California](#) to help jurisdictions find renewable gas that may be eligible towards their SB 1383 procurement obligations.

Currently, this list contains only six facilities that produce Compressed Natural Gas (CNG), which in this case is presumably compressed RNG. None of these facilities is located in Orange County. The closest are located in Riverside County (Perris), San Bernardino County (Victorville and Rialto), and San Diego County (Escondido).

The issue of RNG is further complicated by the fact that some sewage treatment plants also produce RNG, which (according to CalRecycle) is mostly ineligible. Below is the

Talking Trash: Recyclables and Organic Waste

information included in “Frequently Asked Questions” on RNG on the CalRecycle website (CalRecycle, 2022):

Renewable gas derived solely from sewage is ineligible for meeting the procurement target because a Publicly Owned Treatment Work (POTW) is not a solid waste facility and therefore not in the scope of the legislative intent of SB 1383. Sewage is also not typically destined for a landfill, so its use does not help achieve the landfill diversion goals.

However, [Title 14](#) explicitly authorizes POTWs to accept food waste without a solid waste facility permit, making it functionally similar to incentivizing biomethane from a solid waste facility. Therefore, it is justifiable to allow the portion of renewable gas resulting from the digestion of food waste at POTWs to count toward the procurement targets, provided the POTW accepts food waste from specified facilities or operations [see 14 CCR Section 18993.1(h)(1)] and meets all other applicable regulatory requirements. For more information, please see the [Final Statement of Purpose and Necessity](#) (pages 178-180).

The issue of procurement difficulties encountered by California jurisdictions is mentioned in the Little Hoover Commission 2023 report on the implementation of SB 1383. The Commission recommended that “the state should expand the list of compliance pathways and products eligible to count toward a jurisdiction’s procurement requirements.” (Little Hoover Commission, 2023)

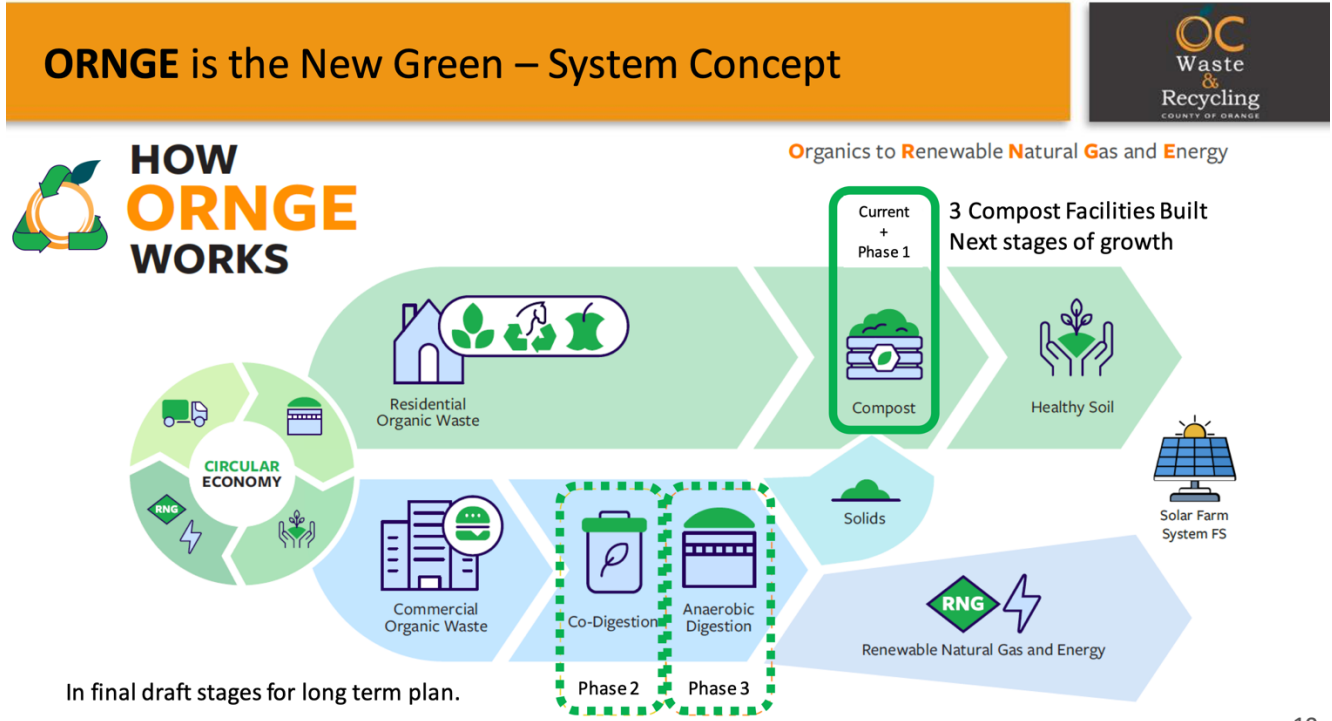
- **Coordination and Vision for the Future**

In a county with thirty-four cities and several other jurisdictions, coordination, collaboration, and sharing resources and best practices can be a challenge. The OCGJ learned that county-wide groups meet on a regular basis, including a waste management coordinators’ group, a haulers’ group, and a market development group. Additionally, the OCGJ learned that OCW&R has assumed a leadership role in positioning Orange County for a greener, more sustainable future.

OCW&R has a clear vision for a regional, county-wide approach to the implementation of SB 1383, which includes not only organics and edible food strategies, but also market creation and development, procurement and compliance, and regional standardization and collaboration.

The details of their vision are outlined in the 2024 presentation to the legislative group, which is available on the OCW&R website (OC Waste & Recycling, 2024).

The following slide has been taken from this presentation.



10

Figure 9. Circular economy concept for Orange County

Source: OCW&R

• **Other Issues**

Multi-family housing units: While not within the scope of this report, it should be noted that services to multi-family units still pose a significant challenge. Jurisdictions are required to provide organic waste collection to multi-family units. Many find it difficult to provide a three-bin source-separated service to these units due to limited space. Creative solutions, such as providing smaller organics containers or containers that are placed in a common area to serve multiple units, have been utilized by Orange County cities, but full compliance is difficult to achieve.

The cost of SB 1383 implementation: The Little Hoover Commission Report states that the gross cost of implementation was determined to be \$40 billion between 2019 and 2030. (CalRecycle, 2019) “About 5 percent of this figure represents soft costs (i.e. the work local jurisdictions must do to create organic waste programs, educate the public, and ensure health, safety, and quality control measures are met). The other 95 percent represents the cost of disposing of organic waste, including constructing infrastructure” (Little Hoover Commission, 2023). Most Orange County jurisdictions interviewed by the OCGJ indicated that they had to increase their residential and/or business waste collection rates to cover the cost of expanded services mandated by SB 1383.

COMMENDATIONS

- County of Orange, OC Waste & Recycling is commended for having successfully met SB 1383 mandates, developing new composting infrastructure, a model education and outreach program, moving towards robust and repurposing recycling programs, and developing gas-to-energy facilities to produce renewable energy.
- City of Mission Viejo, Solid Waste Program is commended for their proactive implementation of SB 1383 mandates, distributing compliant waste containers to all residents, and producing a robust outreach and education program using numerous delivery methods.
- City of Santa Ana Public Works, Trash and Recycling Program is commended for proactively revising their hauler contract to meet SB 1383 requirements, producing a notable and ongoing outreach and education program, distributing compliant waste containers to all residents, and fostering a highly collaborative relationship with their hauler.

FINDINGS

In accordance with California Penal Code Sections 933 and 933.05, the 2023-2024 Grand Jury requires responses from each agency affected by the findings presented in this section. The responses are to be submitted to the Presiding Judge of the Superior Court.

Based on its investigation titled “Talking Trash: Recyclables and Organic Waste,” the 2023-2024 Orange County Grand Jury has arrived at the following principal findings:

Container Standardization

- F1. The majority of Orange County jurisdictions have not yet required their haulers to distribute residential containers that meet the CalRecycle standardized colors, leaving legacy and often incorrect or illegible labeling and embossing in place.

Funding and Enforcement

- F2. While a jurisdiction may not delegate its overall responsibility for compliance with State requirements to a hauler, some jurisdictions have designated the task of imposing and collecting fines from residents to the hauler in accordance with State law. However, not all jurisdictions are clear on who ultimately receives and retains the collected fines.
- F3. All jurisdictions will eventually start collecting fines from residents for non-compliance, but some have not yet determined whether the revenues will go into a waste and recycling enterprise fund or into the jurisdiction’s general fund.

Education and Outreach

- F4. In most jurisdictions, education and outreach is a joint effort between jurisdiction, hauler, and sometimes consultants, with the jurisdiction reviewing the materials before publication. The methods of dissemination vary by jurisdiction and hauler but frequently rely on a resident actively seeking the information, which requires the resident to have some awareness of the new mandates in the first place. Most efforts primarily revolve around intermittent hard-copy paper mailings.
- F5. Most jurisdictions currently have no way to accurately determine the effectiveness of their respective education and outreach efforts other than the eventual inspections or audits that will take place.

Procurement of Recovered Organic Waste Products

- F6. There is some concern that there are not enough composting facilities in Orange County to process all organic waste, forcing some jurisdictions/haulers to transport it long distances for processing.
- F7. There is currently no infrastructure in the county that is a State-approved source of Renewable Natural Gas (RNG) and energy from organic waste. Jurisdictions that use vehicles running on RNG procured from non-approved sources cannot count that RNG towards fulfillment of their procurement requirement.
- F8. The formula used by the State to calculate a jurisdiction's procurement target does not account for a jurisdiction's population density or geographic size (square miles). As such, meeting the annual procurement target presents a significant challenge for most jurisdictions.
- F9. Many Orange County jurisdictions were unable to meet the requirement in SB 1383 to reduce organic waste sent to landfills by the 2020 deadline. It is unlikely the required seventy-five percent reduction will be achieved by the 2025 deadline.
- F10. The current procurement requirements mandated by SB 1383 are unrealistic and likely unachievable by most jurisdictions.

RECOMMENDATIONS

In accordance with California Penal Code Sections 933 and 933.05, the 2023-2024 Grand Jury requires responses from each agency affected by the recommendations presented in this section. The responses are to be submitted to the Presiding Judge of the Superior Court.

Talking Trash: Recyclables and Organic Waste

Based on its investigation titled “Talking Trash: Recyclables and Organic Waste,” the 2023-2024 Orange County Grand Jury makes the following recommendations:

Container Standardization

R1. All jurisdictions should expedite the acquisition and distribution of residential containers that meet the CalRecycle standardized colors. Additionally, until the compliant containers can be distributed, all jurisdictions should ensure the distribution of labeling for non-compliant containers that explain the current SB 1383 requirements applicable to their jurisdiction by June 30, 2025.

Funding and Enforcement

R2. By December 31, 2024, all jurisdictions should ensure their waste hauling agreements are in compliance with State statute so that haulers may be designated to perform certain required tasks but are not improperly delegated overall responsibility for compliance. Additionally, all jurisdictions should ensure that any fines collected by a hauler are forwarded to the jurisdiction.

R3. The OCGJ recommends that all jurisdictions utilize a dedicated waste and recycling enterprise fund for collection of fines for non-compliance with SB 1383 by December 31, 2024.

Education and Outreach

R4. By December 31, 2024, all jurisdictions should diversify the methods and media used for education and outreach to include, among others, various social media platforms, emails to residents, newspaper, television, flyer mailings, community events, and appearances at other public gatherings.

R5. By December 31, 2024, and in order to gauge the effectiveness of their education and outreach efforts, all jurisdictions should develop new methods to engage residents directly to help determine their awareness of the requirements associated with SB 1383, such as surveys, online quizzes, and door-to-door polling.

Procurement of Recovered Organic Waste Products

R6. By June 30, 2025, the OCGJ recommends that all jurisdictions participate in the OCW&R-led efforts to develop a coordinated county-wide approach to the organics recycling infrastructure and programs as well as procurement requirements associated with SB 1383, working towards creating circular economy as a long-term goal.

- R7. By December 31, 2024, the Orange County Board of Supervisors and all Orange County cities should lobby appropriate members of the State Legislature and/or CalRecycle to revise the organic waste diversion targets to better reflect Orange County's waste amounts, revise the jurisdictions' procurement requirements to better represent the limited options currently available for procurement, the jurisdictions' varying populations, population densities, and geographic size, and to delay associated enforcement actions by the State.

RESPONSES

The following excerpts from the California Penal Code provide the requirements for public agencies to respond to the Findings and Recommendations of this Grand Jury report:

Section 933

(c) No later than 90 days after the grand jury submits a final report on the operations of any public agency subject to its reviewing authority, the governing body of the public agency shall comment to the presiding judge of the superior court on the findings and recommendations pertaining to matters under the control of the governing body, and every elected county officer or agency head for which the grand jury has responsibility pursuant to Section 914.1 shall comment within 60 days to the presiding judge of the superior court, with an information copy sent to the board of supervisors, on the findings and recommendations pertaining to matters under the control of that county officer or agency head and any agency or agencies which that officer or agency head supervises or controls. In any city and county, the mayor shall also comment on the findings and recommendations. All of these comments and reports shall forthwith be submitted to the presiding judge of the superior court who impaneled the grand jury. A copy of all responses to grand jury reports shall be placed on file with the clerk of the public agency and the office of the county clerk, or the mayor when applicable, and shall remain on file in those offices. One copy shall be placed on file with the applicable grand jury final report by, and in the control of the currently impaneled grand jury, where it shall be maintained for a minimum of five years.

Section 933.05.

(a) For purposes of subdivision (b) of Section 933, as to each grand jury finding, the responding person or entity shall indicate one of the following:

- (1) The respondent agrees with the finding.
- (2) The respondent disagrees wholly or partially with the finding, in which case the response shall specify the portion of the finding that is disputed and shall include an explanation of the reasons thereof.

Talking Trash: Recyclables and Organic Waste

(b) For purposes of subdivision (b) of Section 933, as to each grand jury recommendation, the responding person or entity shall report one of the following actions:

- (1) The recommendation has been implemented, with a summary regarding the implemented action.
- (2) The recommendation has not yet been implemented, but will be implemented in the future, with a timeframe for implementation.
- (3) The recommendation requires further analysis, with an explanation and the scope and parameters of an analysis or study, and a timeframe for the matter to be prepared for discussion by the officer or head of the agency or department being investigated or reviewed, including the governing body of the public agency when applicable. This timeframe shall not exceed six months from the date of publication of the grand jury report.
- (4) The recommendation will not be implemented because it is not warranted or is not reasonable, with an explanation, thereof.

Responses Required

Comments to the Presiding Judge of the Superior Court in compliance with Penal Code Section 933.05 are required from:

Findings – 90 Day Response Required

OC Board of Supervisors:	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
City Councils of:	
Aliso Viejo	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Anaheim	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Brea	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Buena Park	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Costa Mesa	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Cypress	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Dana Point	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Fountain Valley	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Fullerton	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10

Talking Trash: Recyclables and Organic Waste

Garden Grove	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Huntington Beach	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Irvine	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
La Habra	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
La Palma	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Laguna Beach	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Laguna Hills	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Laguna Niguel	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Laguna Woods	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Lake Forest	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Los Alamitos	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Mission Viejo	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Newport Beach	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Orange	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Placentia	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Rancho Santa Margarita	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
San Clemente	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
San Juan Capistrano	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Seal Beach	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Stanton	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Tustin	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Villa Park	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10
Westminster	F1, F2, F3, F4, F5, F6, F7, F8, F9, F10

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Yorba Linda F1, F2, F3, F4, F5, F6, F7, F8, F9, F10

Recommendations – 90 Day Response Required

OC Board of Supervisors: R1, R2, R3, R4, R5, R6, R7

City Councils of:

Aliso Viejo R1, R2, R3, R4, R5, R6, R7

Anaheim R1, R2, R3, R4, R5, R6, R7

Brea R1, R2, R3, R4, R5, R6, R7

Buena Park R1, R2, R3, R4, R5, R6, R7

Costa Mesa R1, R2, R3, R4, R5, R6, R7

Cypress R1, R2, R3, R4, R5, R6, R7

Dana Point R1, R2, R3, R4, R5, R6, R7

Fountain Valley R1, R2, R3, R4, R5, R6, R7

Fullerton R1, R2, R3, R4, R5, R6, R7

Garden Grove R1, R2, R3, R4, R5, R6, R7

Huntington Beach R1, R2, R3, R4, R5, R6, R7

Irvine R1, R2, R3, R4, R5, R6, R7

La Habra R1, R2, R3, R4, R5, R6, R7

La Palma R1, R2, R3, R4, R5, R6, R7

Laguna Beach R1, R2, R3, R4, R5, R6, R7

Laguna Hills R1, R2, R3, R4, R5, R6, R7

Laguna Niguel R1, R2, R3, R4, R5, R6, R7

Laguna Woods R1, R2, R3, R4, R5, R6, R7

Lake Forest R1, R2, R3, R4, R5, R6, R7

Los Alamitos R1, R2, R3, R4, R5, R6, R7

Mission Viejo R1, R2, R3, R4, R5, R6, R7

Newport Beach R1, R2, R3, R4, R5, R6, R7

Orange R1, R2, R3, R4, R5, R6, R7

Talking Trash: Recyclables and Organic Waste

Placentia	R1, R2, R3, R4, R5, R6, R7
Rancho Santa Margarita	R1, R2, R3, R4, R5, R6, R7
San Clemente	R1, R2, R3, R4, R5, R6, R7
San Juan Capistrano	R1, R2, R3, R4, R5, R6, R7
Seal Beach	R1, R2, R3, R4, R5, R6, R7
Stanton	R1, R2, R3, R4, R5, R6, R7
Tustin	R1, R2, R3, R4, R5, R6, R7
Villa Park	R1, R2, R3, R4, R5, R6, R7
Westminster	R1, R2, R3, R4, R5, R6, R7
Yorba Linda	R1, R2, R3, R4, R5, R6, R7

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GLOSSARY

AB	Assembly Bill
CalRecycle	California Department of Resources Recycling and Recovery

Talking Trash: Recyclables and Organic Waste

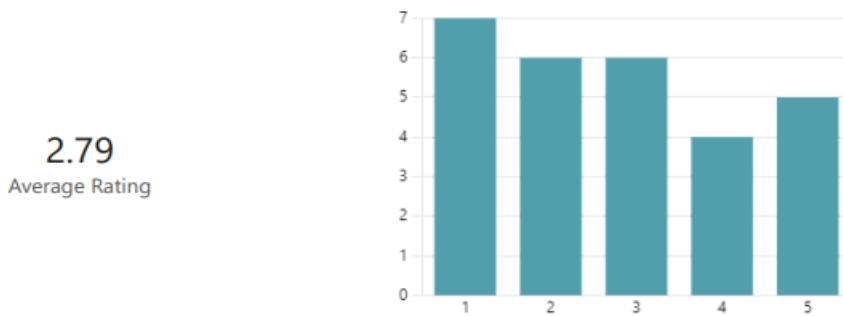
Circular Economy	Current economic models consist of acquiring materials, making them into products, and then those products become waste. A circular economy reduces material use, redesigns materials and products to be less resource intensive, and recaptures “waste” as a resource to manufacture new materials and products.
Compost	Compost is made from a variety of organic materials and is used to add nutrients and improve soil structure by mixing it into the soil.
Mulch	Mulch is typically made from a single material like straw, grass clippings, or wood chips and is spread on top of the soil to suppress weeds, retain moisture, regulate soil temperature, and protect plant roots.
MRF	Material Recovery Facility
OCGJ	Orange County Grand Jury
OCW&R	OC Waste & Recycling, a department of the County of Orange
Organic Waste	Solid wastes originated from living organisms and their metabolic waste products, and from petroleum, which contain naturally produced organic compounds, and which are biologically decomposable by microbial and fungal action into the constituent compounds of water, carbon dioxide, and other simpler organic compounds. Sometimes called biodegradable waste.
ORNGE	Organics to Natural Gas and Energy
POTW	Publicly Owned Treatment Work
Recycling	Using waste as material to manufacture a new product. Recycling involves altering the physical form of an object or material and making a new object from the altered material.
RNG	Renewable Natural Gas
SB	Senate Bill
SLCP	Short-Lived Climate Pollutants
Solid Waste	Discarded or abandoned materials. Solid wastes can be solid, liquid, semi-solid or containerized gaseous material.
Waste	Objects or materials for which no use or reuse is intended.

APPENDICES

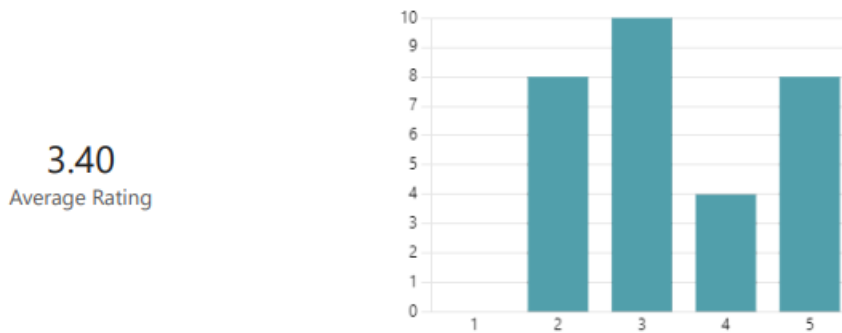
APPENDIX A – SURVEY RESULTS

Survey participants were asked to mark their progress on a scale from 1 (significant challenges) to 5 (excellent progress) for each of the nine questions. On the following bar graphs, the 'x' axis (horizontal) depicts the rating scale from 1 to 5. The 'y' axis (vertical) represents the number of respondents that gave themselves a particular rating.

Was your city successful in meeting the goal of reducing organic waste disposal 50% by 2020?



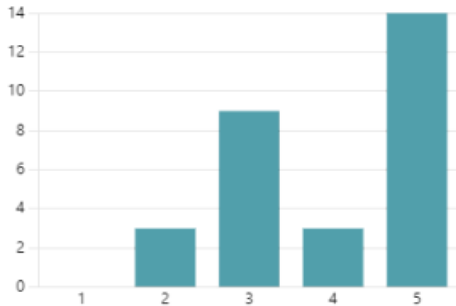
Are you confident that your city will meet the goal of reducing organic waste 75% by 2025?



Talking Trash: Recyclables and Organic Waste

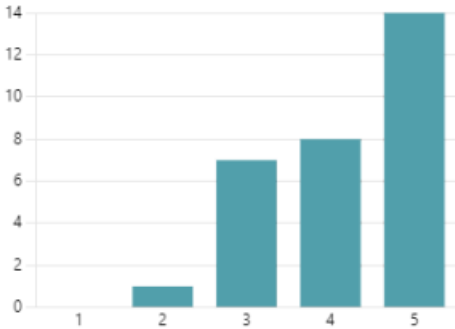
How would you rate your city's success in providing organic waste collection services to all residents?

3.97
Average Rating



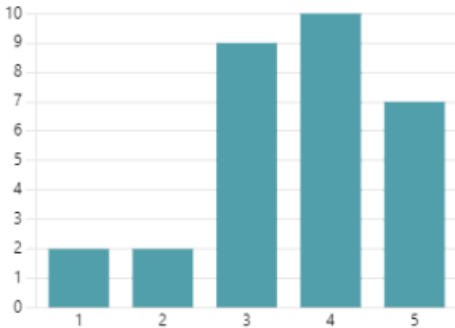
How successful is your city in recycling these organic materials?

4.17
Average Rating



How would you rate your confidence that city residents have been educated to have sufficient knowledge of the composting requirements (and associated restrictions) with the proper disposal of yard trimmings and food scraps?

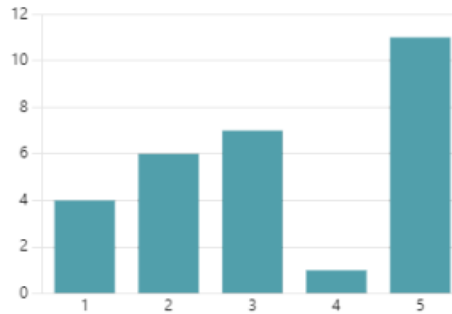
3.60
Average Rating



Talking Trash: Recyclables and Organic Waste

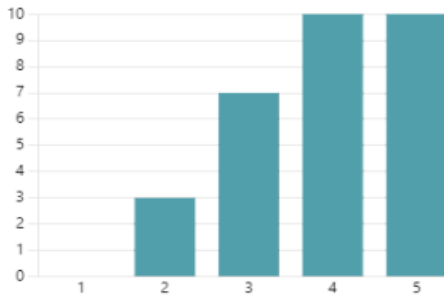
How successful was your city in procuring a quantity of recovered organic waste products annually?

3.31
Average Rating



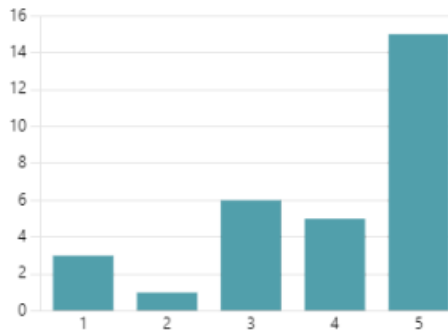
How would you rate your city's success in meeting the record-keeping requirements associated with SB1383, including but not limited to, inspection and enforcement, compliance reviews, investigation of complaints, and alleged violations?

3.90
Average Rating



How satisfied are you that your current agreements(s) with the hauler(s) that service your city are adequate to comply with all provisions of residential services required by SB1383?

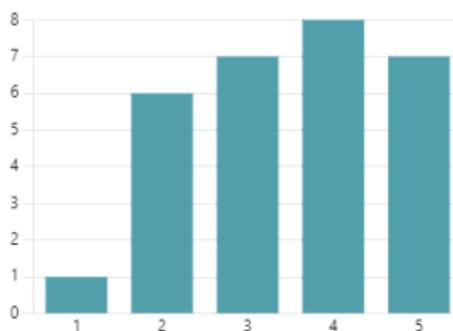
3.93
Average Rating



Talking Trash: Recyclables and Organic Waste

Are your city's current staffing levels that are, or will become, responsible for all aspects of full SB1383 compliance adequate to meet the tasks at hand?

3.48
Average Rating



The following examples of additional comments or explanations for their answers to the questions above were provided by survey respondents:

“Comprehensive implementation and effective management of SB 1383 would require additional resources and financial support. Despite our [jurisdiction’s] proactive approach, including securing a new hauler/franchise agreement . . . that aligns with SB 1383’s requirements and achieving near-complete adoption of these guidelines, there remains a widespread reluctance towards organic recycling. Ongoing educational efforts are in place and will continue; however, achieving significant behavioral change and compliance will require additional resources.”

“[Our jurisdiction has] been working on compliance regarding SB 1383 with new franchise agreements, building out local infrastructure, meeting the SB 619 procurement targets, providing education and outreach, programs are being implemented to incrementally improve participation and increase diversion. We are increasing staffing levels to help with continued support for compliance as it requires increased effort for more inspections, waste characterizations, more education and outreach, further program development, market creation and development for compost and mulch, inspections, education, and enforcement support. Although meeting the 75% goal requires more heavy lifting, I anticipate we will see incremental improvements from our efforts.”

“SB 1383 has proven to challenge the recycling habits of many throughout the [jurisdiction]. Through updated franchise agreements . . . and CalRecycle grant funding, we have been able to educate and encourage change in disposal habits as required via SB 1383. Additional outreach outlining the requirements and benefits of recycling organic material will be key in successfully transitioning residents and business owners to recycle organic material.”

“[We] started a new franchise agreement after an RFP process This allowed us to incorporate all hauler-related SB 1383 compliance activities and select an innovative

Talking Trash: Recyclables and Organic Waste

organic waste collection program. We are facing procurement challenges as energy related products are not readily available (particularly) RNG for collection vehicles. Staffing may prove to be a challenge, depending upon the amount of complaints, inspections, and enforcement actions we are required to address.”

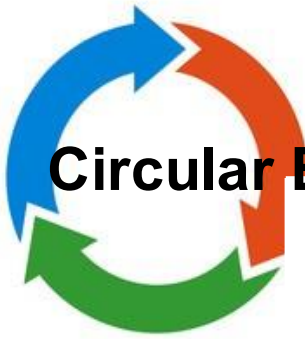
“Procurement [is our] biggest challenge.”

“Our agreement with [the hauler] required that they implement 1383 compliant programming immediately for residential. It also includes education/outreach, contamination monitoring, purchase or compost/mulch on our behalf. Residential 3-cart was implemented on day one of the agreement. However, even with education, residents are hesitant to participate with food in the organics container due to not being allowed to use compostable bags and therefore attracting bugs and vermin.”

“Meeting the annual procurement target presents a significant challenge. [The hauler’s] collection trucks are fueled with RNG. The RNG purchased is California produced, though not SB 1383 qualified. In addition, the formula used to calculate a jurisdiction’s procurement target does not count for density or square miles. Denser areas equal less space to distribute mulch or compost. More people equals higher procurement target.”

“As with any new program where you need to change habits and behavior, it is going to a long-term project to get adults in the habit of separating their food scraps. State of CA should implement a statewide outreach campaign, and not just rely on local jurisdictions to provide all the outreach.”

APPENDIX B – CIRCULAR ECONOMY STARTS IN YOUR KITCHEN



Circular Economy at work



Food scraps collected on the kitchen



Compost resultin



7800 Katella Avenue
Stanton, CA 90680



P | (714) 890-4245
F | (714) 890-1443



DShawver@StantonCA.gov
www.StantonCA.gov

Date:

January 15, 2025

**Presiding Judge of the
Superior Court
700 Civic Center Drive West
Santa Ana, CA 92701**

Dear Honorable Judge Maria Hernandez,

The City of Stanton received the 2023-2024 Orange County Grand Jury report entitled “Talking Trash: Recyclables and Organic Waste”. As required by California Penal Code Sections 933 and 933.05, the City of Stanton submitted its initial response in August 2024. The City received a response from the Grand Jury in a letter dated January 2, 2025, asking for amended responses for Findings 1 through 7. Please find those amended responses below.

Note: The original Grand Jury findings are repeated below in italics. The City’s responses are in bold, with additional explanation and commentary in regular typeface. References to the “City” refer to the City of Stanton, California.

Findings

F1 The majority of Orange County jurisdictions have not yet required their haulers to distribute residential containers that meet the CalRecycle standardized colors, leaving legacy and often incorrect or illegible labeling and embossing in place.

The respondent agrees with the finding.

F2 While a jurisdiction may not delegate its overall responsibility for compliance with State requirements to a hauler, some jurisdictions have designated the task of imposing the collecting fines from residents to the hauler in accordance with State law. However, not all jurisdictions are clear on who ultimately receives and retains the collected fines.

The respondent agrees with the finding.

F3 All jurisdictions will eventually start collecting fines from residents for non-compliance, but some have not yet determined whether the revenues will go into a waste and recycling enterprise fund or into the jurisdiction’s general fund.

The respondent agrees with the finding.

F4 In most jurisdictions, education and outreach is a joint effort between jurisdiction, hauler, and sometimes consultants, with the jurisdiction reviewing the materials before publication. The methods of dissemination vary by jurisdiction and hauler but frequently rely on a resident actively seeking the information, which requires the resident to have some awareness of the new mandates in the first place. Most efforts primarily revolve around intermittent hard-copy paper mailings.

The respondent agrees with the finding.



Date:
January 15, 2025

**Presiding Judge of the
Superior Court
700 Civic Center Drive West
Santa Ana, CA 92701**



7800 Katella Avenue
Stanton, CA 90680



P | (714) 890-4245
F | (714) 890-1443



DShawver@StantonCA.gov
www.StantonCA.gov

F5 *Most jurisdictions currently have no way to accurately determine the effectiveness of their respective education and outreach efforts other than the eventual inspections or audits that will take place.*

The respondent agrees with the finding.

F6 *There is some concern that there are not enough composting facilities in Orange County to process all organic waste, forcing some jurisdictions/haulers to transport it long distances for processing.*

The respondent agrees with the finding.

F7 *There is currently no infrastructure in the county that is a State-approved source of Renewable Natural Gas (RNG) and energy from organic waste. Jurisdictions that use vehicles running on RNG procured from non-approved sources cannot count that RNG towards fulfillment of their procurement requirement.*

The respondent agrees with the finding.

Should you have any questions or need any additional information, please contact Hannah Shin-Heydorn, City Manager, at (714) 890-4277 or via email at HShinheydorn@StantonCA.gov.

Respectfully,

David J. Shawver
Mayor

Cc: Orange County Grand Jury
700 Civic Center Drive West
Santa Ana, CA 92701

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: RESOLUTION AUTHORIZING THE APPLICATION FOR GRANT FUNDS FOR THE STANTON FAMILY RESOURCE CENTER UNDER THE COUNTY OF ORANGE FAMILIES AND COMMUNITIES TOGETHER (FaCT) PROGRAM

REPORT IN BRIEF:

Resolution No. 2025-03 will authorize the City to submit an application for grant funds for the Stanton Family Resource Center under the County of Orange Families and Communities Together (FaCT) Program to provide human and social services from the County of Orange Social Services Agency.

RECOMMENDED ACTION:

1. City Council declare that the project is exempt from the California Environmental Quality Act ("CEQA") under section 15061(b)(4) – the creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment; and
2. Approve Resolution No. 2025-03, authorizing the application for FaCT grant funding, entitled:

“A RESOLUTION APPROVING THE APPLICATION FOR GRANT FUNDS FOR FAMILY RESOURCE CENTER UNDER THE COUNTY OF ORANGE FAMILIES AND COMMUNITY TOGETHER (FaCT) PROGRAM”; and

3. Authorize the Community Services Director to sign the Families and Community Together (FaCT) Program Grant Application.

BACKGROUND:

The County of Orange Social Services Agency (SSA) released a request for proposals on December 9, 2024 for the Families and Communities Together (FaCT) Family Resource Center (FRC) Services.

The purpose of this program is to strengthen prevention and intervention services designed to reduce the risk of child abuse and neglect. FaCT is a public-private partnership of the County of Orange SSA. The partnership is a network of FRCs located throughout Orange County's highest-risk communities providing essential family support services, education, and resources.

FaCT's mission is to identify and promote promising and best practices, train, fund, and advocate for FRCs to be Orange County's community-based platform for prevention activities and family support services. SSA is currently requesting proposals to provide services for the following four (4) Service Components:

- Family Resource Center (FRC) Services
- Family Stabilization (FS) Services
- Elder Adult Support (EAS) Services
- Differential Response - Path One (DR – Path One) Services

The County intends to award a minimum of two (2) FRCs per required FRC Service Region. The City of Stanton resides in service region #4 along with Brea, Buena Park, Fullerton, La Habra, Placentia, and portions of Anaheim.

Proponents must propose for all FaCT services components: FRC Services, FS Services, EAS Services, and DR-Path One Services. The following services are to be provided by FaCT FRCs:

- Case Management Team
- Counseling
- Differential Response – Path Two
- Emergency Response
- Family Support Services
- Information and Referral Services
- Parenting Education and Supports
- Personal Empowerment Program
- Childcare Services
- FS Services – Four (4) FRCs
- EAS Services – Five (5) FRCs
- DR – Path One Services – Five (5) FRCs

The City currently acts as the lead fiscal agent with sub-contractors/collaborative members assisting with the provision of services, receiving this grant award for the past three funding cycles, which initiated the programs at the Stanton Family Resource Center.

ANALYSIS/JUSTIFICATION:

The Stanton Family Resource Center has been partially funded by the FaCT grant for the past 25 years, with the current agreement and funding set to expire on June 30, 2025. If awarded this cycle, the term of the resulting contract will begin on July 1, 2025, and terminate on June 30, 2028.

The estimated amounts available for each year of the three-year contract are listed in the table below:

Type of Service	Estimated Amount Per Fiscal Year	Number Of Contracts To Be Awarded
Family Resource Center (FRC)	\$380,000	Sixteen (16)
Family Stabilization (FS)	\$175,000	Four (4)
Elder Adult Support Services (EAS)	\$140,000	Five (5)
Differential Response – Path One Services	\$150,000	Five (5)
TOTAL	\$845,000	

The County intends to conduct oral interviews with the highest-ranked proposer(s) to confirm and clarify aspects of the proposal in February 2025 and final award announcements in the spring of 2025.

FISCAL IMPACT:

If awarded, the total amount of the grant is potentially \$845,000 each year, for three (3) years. The City as lead fiscal agent has supported the FaCT grant during the current agreement with approximately \$50,300 from the General Fund each year, off-setting costs associated with the delivery of social and human service programs at the Stanton Family Resource Center.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda process.

STRATEGIC PLAN OBJECTIVES ADDRESSED:

Obj. No. 4: Ensure fiscal stability and efficiency in governance.

Obj. No. 5: Provide a high quality of life.

Prepared by: Zenia Bobadilla, Community Services Director

Fiscal Impact Reviewed by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn City Manager

Attachment:

A. Resolution No. 2025-03

RESOLUTION NO. 2025-03

A RESOLUTION APPROVING THE APPLICATION FOR GRANT FUNDS FOR FAMILY RESOURCE CENTER UNDER THE COUNTY OF ORANGE FAMILIES AND COMMUNITY TOGETHER (FaCT) PROGRAM

WHEREAS, the County of Orange, California is soliciting proposals for grants for the project shown above; and

WHEREAS, the City of Stanton Community Services Department desires to act as the lead agency (Proponent) and submit a grant proposal for human and social services for the City of Stanton; and

WHEREAS, the County of Orange Social Services Agency has been delegated the responsibility for the administration of the grant program, including establishing necessary procedures; and

WHEREAS, said procedures established by the County of Orange Social Services Agency require the Proponent to certify, by resolution, the approval of applications before submission of said applications to the County of Orange Social Services Agency.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: Approves the filing of an application for local assistance for the Stanton Family Resource Center.

SECTION 2: Certifies that Proponent understands the assurances and certification in the application form.

SECTION 3: Certifies that Proponent has reviewed and understands the General Provisions contained in the Model Contract shown in the Request for Proposal.

SECTION 4: Appoints the City Manager and/or the Community Services Director as agent to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, and so on, which may be necessary for the completion of the aforementioned project.

ADOPTED, SIGNED AND APPROVED this 14th day of January, 2025.

DAVID J. SHAWVER, MAYOR

APPROVED AS TO FORM:

HONG DAO NGUYEN, CITY ATTORNEY

ATTEST:

I, Patricia A. Vazquez, City Clerk of the City of Stanton, California DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2025-03 has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the Stanton City Council, held on January 14, 2025 and that the same was adopted, signed and approved by the following vote to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

PATRICIA A. VAZQUEZ, CITY CLERK

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: FISCAL YEAR 2025-2026 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) RESOLUTION NO. 2025-02

REPORT IN BRIEF:

On November 6, 2024, the Orange County Community Resources Department released a Request for Applications (RFA) for Fiscal Year 2025-2026 Community Development Block Grant projects related to public facilities and improvements (PF&I). In response to the RFA, staff is proposing the City of Stanton Community Center Improvements - Phase 2. As part of the application process, the City Council must review and authorize Resolution No. 2025-02 authorizing the City Manager to execute the agreement, contract and other documents.

RECOMMENDED ACTION:

1. City Council declare that this project is not subject to the California Environmental Quality Act (CEQA) because it is not a “project” as defined by CEQA; and
2. Approve Resolution No. 2025-02 authorizing the City Manager to execute the agreement, contract and other documents required by the Orange County Community Resources Department for participation in the CDBG program on behalf of the City Council, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA TO APPROVE THE CITY’S PARTICIPATION IN THE FISCAL YEAR 2025-2026 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) WITH THE COUNTY OF ORANGE”.

BACKGROUND:

Each year the County of Orange receives funding from the U.S. Department of Housing and Urban Development (HUD) for assistance to low- and moderate-income households through the CDBG program. The County distributes these funds to non-entitlement cities with populations of less than 50,000 residents. The funds are to be used for physical improvements to those areas of the City where at least 43 percent of the population qualify for low- and moderate-income assistance and support programs. The County of Orange

accepts one PF&I application from each of the twelve participating jurisdictions and the County. It is up to the discretion of the local jurisdiction (City/County) as to what application is submitted from that jurisdiction. City Council review and approval is a requirement in the application and a copy of the approved resolution must be sent to the Orange County Community Resources Department.

Fiscal Year 2025-2026 CDBG funding may increase or decrease based on HUD's final allocation of CDBG funds to the Urban County/OC Community Services. The County of Orange Community Services Department is estimating \$2,450,000 available for PF&I projects for Fiscal Year 2025-2026. As such, each city may submit one application and receive a maximum of \$250,000 with no leveraged funds or \$450,000 with 20% of leveraged funds. The proposed Fiscal Year 2025-2026 CDBG project application requests \$450,000 in CDBG funds.

ANALYSIS/JUSTIFICATION:

Staff is recommending that the City Council approve the authorizing resolution and funding for the City of Stanton Community Center Improvements - Phase 2. The proposed project requests \$450,000 in CDBG funds, with a 20% match from the City.

The following provides additional details regarding the proposed project.

- City of Stanton Community Center Improvements - Phase 2
The City will use CDBG funds to complete ongoing construction efforts to replace the Stanton Community Center HVAC system and to install a permanent emergency generator. Additional improvements to the Stanton Community Center are also included as part of this project. This will serve residents who benefit from the Community Center's resources, mainly older adults, who use the Center for senior exercise classes, recreational opportunities (painting classes, karaoke, game nights), senior nutritious meals and pantry item distribution, and referrals to transportation options, health, legal, and cultural resources like Alzheimer's medical assistance, tax counselling services, or public legal services.

Staff submitted the application package in accordance with CDBG regulations. Proposals will be judged and awarded funding based on goals and objectives outlined in the County's five-year Consolidated Plan with priority given to those projects which assist low and moderate-income families and households, the elderly and disabled.

Public Works projects that focus on preserving neighborhoods will also be considered a priority. The goal of the proposed project is to upgrade living conditions, enhance community safety, and help encourage a sense of community pride and public involvement. The proposed project would also satisfy goals and action items contained within the City of Stanton's General Plan by addressing deficiencies in the City's infrastructure.

FISCAL IMPACT:

The City is requesting \$450,000 in CDBG funds. If awarded, the 20% required match (\$90,000) will be allocated from the General Fund Special Projects Assigned Fund Balance.

ENVIRONMENTAL IMPACT:

In accordance with the requirements of the California Environmental Quality Act (CEQA) the project has been determined to be categorically exempt under Section 15301, Class 1 and Section 15332 Class 32.

PUBLIC NOTIFICATION:

Public notice for this item was made through the regular agenda process.

STRATEGIC PLAN OBJECTIVES:

- Objective No. 5: Provide a high quality of life
- Objective No. 6: Maintain and promote a responsive, high quality and transparent government.

Prepared by: Zenia Bobadilla, Community Services Director
Fiscal Impact Reviewed By: Michelle Bannigan, Finance Director
Approved by: Hannah Shin-Heydorn, City Manager

ATTACHMENT:

- A. Resolution No. 2025-02

RESOLUTION NO. 2025-02

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA TO APPROVE THE CITY'S PARTICIPATION IN THE FISCAL YEAR 2025-2026 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) WITH THE COUNTY OF ORANGE

WHEREAS, the City of Stanton submitted an application under FY 2025-26 FOR PUBLIC FACILITIES & IMPROVEMENTS REQUEST FOR APPLICATION BID NO. 012-25010431- NC; and

WHEREAS, the CDBG Program is a federally funded program administered by the Housing and Urban Development Department (HUD) through grants to forty-nine States; and

WHEREAS, the CDBG Program is designed to assist local jurisdictions with projects such as the construction or reconstruction of streets, sewer and storm drain, neighborhood centers, recreation facilities, and with the rehabilitation of public and private buildings; and

WHEREAS, the City of Stanton desires to accept the award of CDBG funds and authorizes the execution of the necessary agreements, contracts and amendments and other corresponding documentation to accept the CDBG funds.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, DOES HEREBY RESOLVE, DETERMINE, FIND AND ORDER AS FOLLOWS:

1. The City of Stanton hereby accepts the award of CDBG funds through the County's Urban Counties Program, which will be used to support the City of Stanton's Public Facilities & Improvements Stanton Community/Senior Center Improvement Project-Phase II under Bid No. 012-25010431- NC.
2. The City of Stanton authorizes the City Manager or his/her designee to execute, for and on behalf of the City of Stanton, the necessary agreements(s) and/or any other documents or instruments required by the County and/or the United States Department of Housing and Urban Development for participation in the Urban Counties Program and/or for acceptance of the CDBG funds under Bid No. 012-25010431- NC

ADOPTED, SIGNED AND APPROVED this 14th day of January, 2025.

DAVID J. SHAWVER, MAYOR

APPROVED AS TO FORM:

HONGDAO NGUYEN, CITY ATTORNEY

ATTEST:

I, PATRICIA A. VAZQUEZ, City Clerk of the City of Stanton, California DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2025-02 has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the Stanton City Council, held on January 14, 2025 and that the same was adopted, signed and approved by the following vote to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

PATRICIA A. VAZQUEZ, CITY CLERK

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: PUBLIC HEARING TO ADOPT THE MASTER FEE SCHEDULE FOR CITY PROGRAMS AND SERVICES

REPORT IN BRIEF:

In 2021, the City contracted with Willdan Financial Services (Willdan) to complete a comprehensive user fee study. The City conducted the comprehensive study to determine the cost of providing City services, in a manner consistent with applicable State laws, rules, and regulations governing the collection of fees and rates for charges by public entities. Resolution No. 2025-04, which includes the proposed Master Fee Schedule, is provided in Attachment B utilizing the data provided by the comprehensive user fee study prepared by Willdan (Attachment A). The Resolution includes a provision to update the Master Fee Schedule annually, each July 1, beginning on July 1, 2025, to implement annual Consumer Price Index (CPI) based adjustments to all fees to ensure fees keep up with increasing costs.

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 User Fee Report; and
3. Open the public hearing and receive public input; and
4. Adopt Resolution No. 2025-04, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, ADOPTING A NEW CITY OF STANTON MASTER FEE SCHEDULE FOR CITY PROGRAMS AND SERVICES."

BACKGROUND:

The City's last citywide user fee study was completed by City staff in 2018. Best practice is that this study be performed by a firm that is fully qualified and experienced in this type of work. On January 12, 2021, the City Council approved an agreement with Willdan for the preparation of an overhead cost allocation plan and comprehensive user fee study. Willdan completed the overhead cost allocation plan and began the user fee study phase of the project in Fall 2021 using the City's cost data from the Fiscal Year 2021/22 Adopted Budget. However, the project was placed on hold in 2022 when both the Public Works Director and Community & Economic Development Director positions became vacant. On November 28, 2023, the City Council approved the Third Amendment to Willdan's professional services agreement to add additional hours to the project for Willdan to update the estimated actual cost of services in the user fee study using the Fiscal Year 2023/24 Adopted Budget data.

ANALYSIS/JUSTIFICATION:

As provided under State law, cities can collect user fees to recover some, or all costs incurred in providing a specific discretionary service from which one or more individuals obtain a benefit. A discretionary service is defined as a service where the customer is identifiable, and the service is measurable. Examples include building permits, encroachment permits, and building plan checks.

State law, including Propositions 26 and 218, sets parameters under which user fees can be established and administered by public agencies. User fees may not exceed the estimated reasonable cost of providing the service for which the fee is charged. As such, fees are set based upon studies that calculate the full cost of providing specific discretionary services, including direct, indirect, and support costs.

Willdan's user fee study was completed to meet the following objectives:

- a) To determine the full cost of the services that the City provides;
- b) To develop a rational basis for setting fees;
- c) To identify a subsidy amount, if applicable, for each fee;
- d) To ensure compliance with State law;
- e) To develop an updatable and comprehensive list of fees;
- f) To maintain accordance with City policies and goals.

The proposed fees in the user fee study (Attachment A) and the City's Master Fee Schedule (Exhibit A of Attachment B) are based on 100% full cost recovery for all City services, with no subsidy provided by the General Fund. This means staff recommends the City charge its customers the fees necessary to recover the cost for each service provided. The exceptions to full cost recovery in the City's Master Fee Schedule are the fees proposed for the Community Services Department. The estimated cost recovery for their programs is approximately 34% to keep programs and services affordable to the community.

The overall results of the user fee study are as follows:

- 50 new fees would be established for services or costs the City is providing but not charging a fee for. For example, a credit card convenience fee of 2.6% for all credit card payments is a new fee proposed in the Master Fee Schedule;
- 236 fees would increase based on updated cost estimates since the 2018 comprehensive user fee study;
- 65 fees would decrease based on staff efficiencies in providing certain services that resulted in a lower cost since 2018; and
- 28 fees would remain the same.

FISCAL IMPACT:

The proposed fees represent the cost for services that are discretionary on the part of the user. As such, the fiscal impact will be based on activity levels after the new fees are adopted and implemented, effective February 1, 2025. Furthermore, the approval of the new fees proposed by staff will allow the City to recover costs that are currently being subsidized by other General Fund resources.

ENVIRONMENTAL IMPACT:

This project is categorically exempt under the California Environmental Quality Act Section 15301, Class 1(c) as improvements to existing facilities.

LEGAL REVIEW:

The City Attorney reviewed the Resolution as to form.

STRATEGIC PLAN OBJECTIVE:

Obj. No. 4: Ensure fiscal stability and efficiency in governance.

PUBLIC NOTIFICATION:

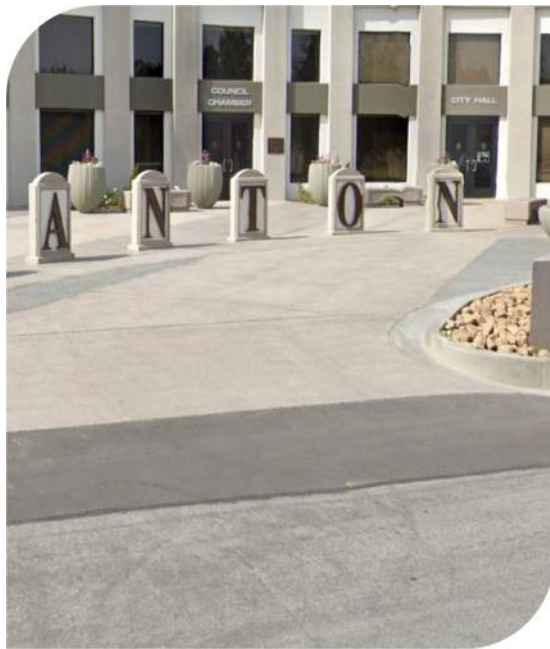
Through the normal agenda notification process. In addition, on December 19, 2024, the Office of the City Clerk posted a public notice to notify the public that reports are available for public inspection. The notice was posted at the following locations: Stanton City Hall, Stanton Community Services Center (Family Resource Center), United States Post Office (Stanton), and online at www.StantonCA.gov (City of Stanton Website). The notice was also published in *The Orange County Register* on January 3, 2025, and January 9, 2025.

Prepared by: Amy Massey, Accounting Manager
Reviewed by: Michelle Bannigan, Finance Director
Approved by: Hannah Shin-Heydorn, City Manager

ATTACHMENTS:

- A. Willdan User Fee Study
- B. Resolution No. 2025-04

City of Stanton



User Fee Study

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Executive Summary

The City of Stanton engaged Willdan Financial Services (Willdan) to determine the full costs incurred by the City to support the various activities for which the City charges user fees. Due to the complexity and the breadth of performing a comprehensive review of fees, Willdan employed a variety of fee methodologies to identify the full costs of individual fee and program activities. This report and the appendices herein identify 100% full cost recovery for City services and the recommended level of recovery as determined through discussion with departmental staff.

The recommended fees identified herein are at full cost recovery, except for the Community Services Department's recommended fees. The Community Services Department's recommended fees are less than full cost recovery to keep programs and services affordable to the community.

User Fee Background

Background

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole. As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefits. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee.

California User Fee History

Before Proposition 13, California cities were less concerned with potential subsidies and recovering the cost of their services from individual fee payers. In times of fiscal shortages, cities simply raised property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Since the public continues to resist efforts to raise local government taxes, cities have little control and very few successful options for new revenues. Compounding this limitation, the State of California took a series of actions in the 1990's and 2000's to improve the State's fiscal situation—at the expense of local governments. As an example, in 2004-05, the Educational Revenue Augmentation Funds (“ERAF”) take-away of property taxes and the reduction of Vehicle License Fees have severely reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person's activities. Proposition 26 contains seven categories of exceptions. The vast majority of fees that cities would seek to adopt will most likely fall into one or more of these exemptions.

Additional Policy Considerations

The recent trend for municipalities is to update their fee schedules to reflect the actual costs of certain public services primarily benefiting users. User Fees recover costs associated with the provision of specific services benefiting the user, thereby reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover support costs. Support costs are those costs relating to a local government's central service departments that are properly allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the Cost Allocation Plan. This plan was developed prior to the User Fee study to determine the burden placed upon central services by the operating departments in order to allocate a proportionate share of central service cost.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City Council, by resolution, to annually increase or decrease the fees.

The City may employ many different inflationary factors. The most commonly used inflator is the regional Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every three to five years, which would include adding or removing fees for any new or eliminated programs/services, as well as updating the underlying cost and personnel data.

Study Objective

As the City of Stanton seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. These tools provide assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principal goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

Scope of the Study

The scope of this study encompasses a review and calculation of the user fees charged by the following Stanton departments and fee groups:

- Administrative Services
- Community Development
- Building & Safety
- Public Safety
- Community Services
- Public Works

The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

Aim of the Report

The User Fee Study focused on the cost of City services, as City staff currently provides them at existing, known, or reasonably anticipated service and staff levels. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide influential dissertation on the qualities of the utilized tools, techniques, or other approaches.

Project Approach and Methodology

Conceptual Approach

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for property-related (non-discretionary) fees is the “estimated, reasonable cost” principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

Fully Burdened Hourly Rates

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits, but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

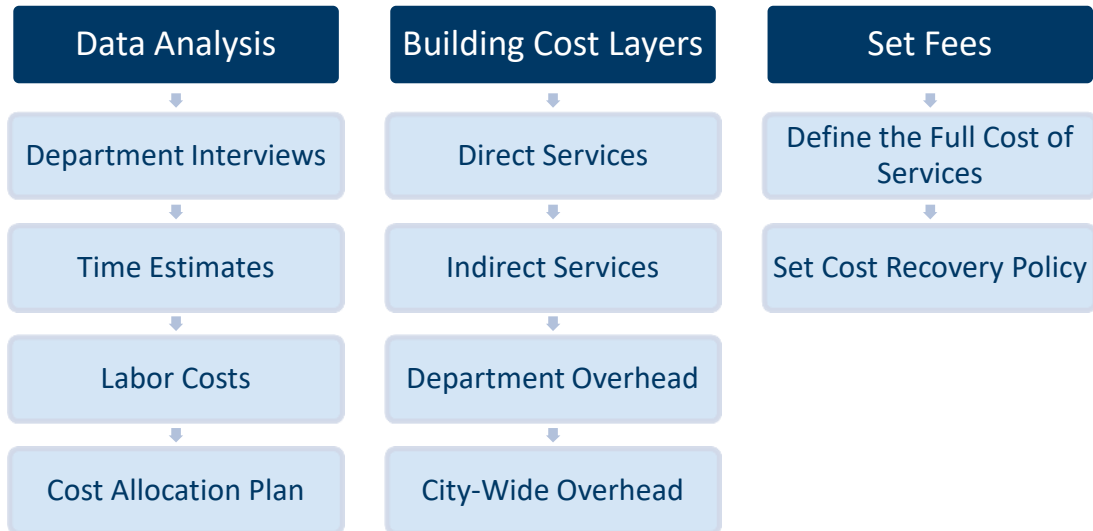
- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Indirect City-wide overhead costs

An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to account for calculated or anticipated hours’ employees are involved in non-billable activities such as paid vacation, sick leave, emergency leave, holidays, and other considerations as necessary. Dividing the full cost by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate, to calculate a fees' cost based on the personnel and the amount of their time that is involved in providing each service.

Summary Steps of the Study

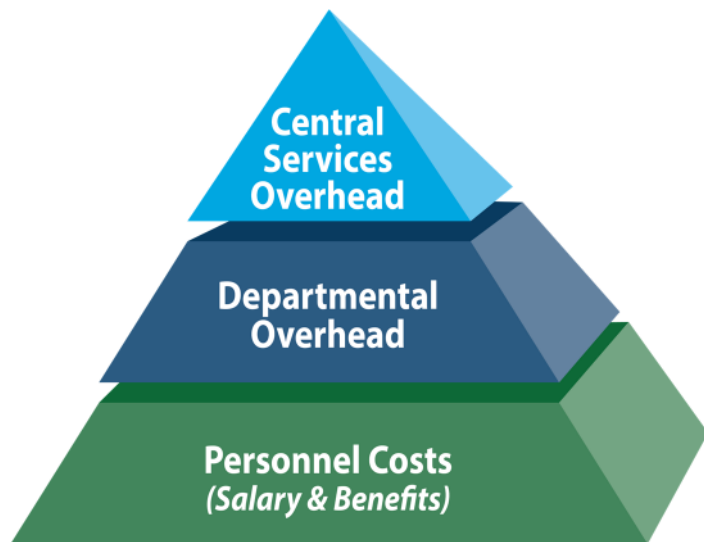
The methodology to evaluate most User Fee levels is straightforward and simple in concept. The following list provides a summary of the study process steps:



Allowable Costs

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service (**Appendix A**). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City’s central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These costs, as provided via the City’s Cost Allocation Plan, represent services provided by those Central Services Departments whose primary function is to support other City departments.



Methodology

The two methods of analysis for calculating fees used in this report are the:

Case Study Method (Standard Unit Cost Build-Up Approach): This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

Programmatic Approach: In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit the programs' needs and goals. Typical programmatic approach cases are facility use fees, penalties, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

Quality Control/Quality Assurance

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonableness tests and validation
- Normalcy/expectation ranges
- FTE balancing
- Internal and external reviews
- Cross-checking

Reasons for cost increases/decreases over current fees

Within the fee tables in **Appendix C**, the differences are identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:

- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
- Staffing levels and the positions that complete fee and service activity may vary from when the previous costs were calculated

-
- Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
 - Costs that this study has identified as part of the full cost of services may not have been accounted for in a previous study
 - Departmental overhead and administration costs
 - Vehicle and Facility Maintenance support costs
 - Indirect overhead from central service support
 - Changes in processes and procedures within a department, or the City as a whole

City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct and indirect work hours (billable/non-billable)
- Time estimates to complete work tasks
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments—on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.

Stanton User Fees

Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in **Appendix C**. Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were predominately determined by Willdan and City Staff through a time and materials survey conducted for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time and materials survey used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The principal goal of this study was to identify the cost of City services, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility to determine the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Stanton, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

Subsidization

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) who receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, many services fall into the range between these two extremes.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.

Of course, subsidization can be an effective public policy tool, since it can be used to reduce fees to encourage certain activities (such as compliance inspections to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can

be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without burdensome costs.

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, such as the General Fund. Therefore, the general taxpayer will potentially help to fund private benefits, and/or other City services will not receive funds that are otherwise directed to cover subsidies.

Impact on Demand (Elasticity)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The cost of service Study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

Summary

If the City's principal goal of this study were to maximize revenues from user fees, Willdan would recommend setting user fees at 100% of the full cost identified in this study. However, we understand that revenue enhancement is not the only goal of a cost of service study, and sometimes full-cost recovery is not needed, desired, or appropriate. Other City and departmental goals, City Council priorities, policy initiatives, past experience, implementation issues, and other internal and external factors may influence staff recommendations and City Council decisions. City staff has reviewed the full costs and identified the "recommended fee levels" for consideration by City Council. The attached appendices exhibit these unit fees individually.

The preceding sections provide background for each department or division and the results of this study's analysis of their fees. For the full list of each fee and their analysis, refer to [Appendix C](#) of this report.

Administrative Services

The Finance Department is charged with providing financial management, budgeting, accounting, cash management, business licensing, revenue collection, payroll, purchasing, information technology and general administrative support services for the City, Successor Agency to the Stanton Redevelopment Agency and the Stanton Housing Authority.

Analysis

Willdan individually reviewed the services and programs associated with Administrative Services. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Administrative Services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fees are recovering the costs associated with the requested services. The analysis found that most flat rate fees are set below the full cost of providing the service. It is recommended that the City set Administrative fees at the levels detailed in [Appendix C](#). As a result, there would be:

- an increase to 6 fees;
- 2 new fees will be added;
- 5 fees would remain as currently set, and;
- the average estimated fee increase would be around 14% for flat fees.

Community Development

The Community and Economic Development Department is responsible for administering the activities of the City's Planning, Building, Economic Development and Housing Divisions, and acts as staff to the Housing Authority and Planning Commission and technical support staff to the City Council. The Community Development team is responsible for the health, safety, and welfare of the public as it relates to uses, buildings, neighborhoods, and all development within the City. Our staff strives to provide the highest level of customer care through efficient and effective operations. We use all resources possible to overcome challenges and create opportunities to preserve and enhance the quality of life for all of Stanton. This multi-disciplinary team is responsible for: monitoring long-range and regional planning issues as they relate to Stanton, issuing building permits, conducting field inspections, collecting development fees, preserving property standards, implementing affordable housing programs, providing business attraction and business retention services, and managing the City's real estate. The team also supports other City Departments seeking land use, construction, housing, and project management expertise.

Analysis

Willdan individually reviewed the services and programs associated with the Community Development Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Community Development Services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most flat rate fees are set below the full cost of providing the services. It is recommended that the City set Community Development fees at the levels detailed in [Appendix C](#). As a result, there would be:

- an increase to 42 fees;
- 4 fees would change to flat from Consultant cost and deposit-based fee;
- 1 fee, General Plan & Implementation Maintenance Fee, would change to percentage-based fee from a flat fee;
- 8 fees would decrease;
- 12 new fees would be added;
- 5 fees would remain as currently set, and;
- the average estimated fee increase would be around 46% for flat fee services.

Building & Safety

The Building and Safety Section is responsible for implementation of the uniform codes, thereby ensuring the general health, safety and welfare of the community through effective Building and Safety services. The Building and Safety Division is responsible for the enforcement of codes and regulations designed to establish minimum health and property standards. All applications, plans and specifications are subject to a plan check review process to verify that construction improvements comply with the minimum standards specified in the various uniform codes and municipal ordinances. Field inspections are conducted of all building and property development activities.

Analysis

Willdan individually reviewed the services and programs associated with Building & Safety. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Building & Safety Services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fees are not completely in line with the full cost of providing service. It is recommended that the City set Building & Safety fees at the cost recovery levels detailed in [Appendix C](#). As a result, there would be:

- an increase to 166 fees;
- 5 fees would be added;
- 49 fees would decrease;
- 1 fee would remain as currently set, and;
- The current tiered Building Permit fee table was simplified and is recommended to be set at full cost recovery

Public Safety

Public Safety Services contributes to the safety and aesthetic maintenance of public and private properties including parking enforcement, homeless outreach, and prepares for responding to emergencies and disasters.

The primary activity of the Code Enforcement Program is enforcement of City Codes and Ordinances in response to public requests, field observations and as directed by City officials. The enforcement activity involves field inspections; responding to public inquiries in person, by telephone or writing; documentation of facts; review and research of City files and archives; record keeping and issuance of citations. The Program is responsible for enforcement of the City's Zoning Ordinance, Business License inspections, Home Occupation inspections, condition compliance monitoring, verification of specific conditions imposed on projects by the City and various other codes or sections thereof.

The primary activity of the Parking Control Program is the enforcement of City Codes and Ordinances, the Municipal Code, and the California Vehicle Code as they relate to parking. Enforcement activities involve conducting the review and hearing process for those who contest parking citations, collecting all parking fines, and preparing monthly reports of all activities. Parking Control also administers the permit-parking program and educates the public via handouts, personal contact, and the City web site.

The primary activities of the Emergency Preparedness Program include emergency management training for City employees, plan and execute tabletop and functional training exercises including safety services partners (OCFA & OCSD), distribute emergency preparedness information to the community, as well as the expenditure of resources for goods and services necessary to prepare the City and Emergency Operations Center for emergencies and disasters.

Analysis

Willdan individually reviewed the services and programs associated with Public Safety. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Public Safety Services relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current flat rate fees are not in line with the full cost of providing service. It is recommended that the City set Public Safety fees at the levels detailed in [Appendix C](#). As a result, there would be:

- an increase to 4 fees;
- 2 new fees will be added;
- 5 fees would remain as currently set,
- Parking Bail Schedule will remain as currently set, and;
- the average estimated fee increase would be around 21% for flat fee services.

Community Services

The Community Services Department organizes and provides a variety of recreational opportunities for all residents of Stanton. Personnel assigned to this department plan, develop, initiate, and administer safe and comprehensive programs, events and services at the City's community centers and parks. The adult, teen, youth, and senior programs offered through this department include sports, arts, crafts, dance, outdoor recreation, special interest classes, excursions, clubs, and life-enrichment activities.

In addition, Department staff is responsible for administering all public communication for the City including the City's website and social media accounts; managing communication programs that promote the City and its services; planning, organizing, and preparing marketing publications related to City operations; coordinating and administering communication with media representatives for City events and services.

The Department also oversees the use of community facilities and disseminates an array of resources and family support services through the 11.3-acre, multi-service Stanton Central Park, the Family Resource Center, seven neighborhood parks, and one sports facility.

Analysis

Willdan individually reviewed the services and programs associated with the Community Services Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of most Community Services programs encompassed facility rentals and other recreation services. The fee for use for government owned facilities and property can be set discretionally by the City, typically based on past usage characteristics, policy goals, and surrounding jurisdiction comparison. The cost of capital acquisition, maintenance, repair, and upgrade to the City and subsequently the public is offset through rental or use fees. As such these fees should be set using the knowledge of activity use for the facilities, policy desires of the City, and market factors when desirable. It is generally accepted that some Recreation programs provide a measure of public benefit to the residents and City as a whole, and as such is it common for services to bear significant subsidies. In addition, cities generally want to ensure that their programs and services remain affordable to the community at large, and that the programs remain competitive with surrounding jurisdictions. Overall Community Services cost recovery was analyzed and is to be about 34% and staff is recommending the fees detailed in [Appendix C](#).

Public Works

The City of Stanton Public Works Department is responsible for the maintenance and improvement of the City's vital infrastructure, including streets, sidewalks, parks, landscaping, sewers, storm drains and public facilities. Services are provided using a combination of in-house personnel and private contractors/consultants and are divided into two subdivisions: Maintenance and Engineering.

Analysis

Willdan individually reviewed the services and programs associated with the Public Works Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Public Works Department relied primarily upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that most fees are currently set below the full cost of providing service. It is recommended that the City set Public Works fees at the levels detailed in [Appendix C](#). As a result, there would be:

- an increase to 12 fees;
- 1 fee would change to flat fee from Base Fee plus Consultant Fee based fee;
- 19 new fees would be added;
- 5 fees would decrease, and;
- 4 fees would remain as currently set, and;
- the average estimated decrease would be around 5% for current fees.

Appendix A – Total Allowable Cost to be Recovered

Below are the total department costs for those departments included in the fee study. However, only a percentage of the total cost is realized as staff does not just work on services related to User Fees, but also works on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, passthrough contract costs, and any other costs that are charged directly to the service requestor.

City of Stanton - User Fee Overhead Rate Calculations

Department	Total Salaries & Benefits	Department Operations & Administration	Direct Overhead %	Indirect Allocation %
101: City Clerk	169,295	14,860	9%	0%
101: City Manager	389,175	36,020	9%	0%
101: Community Development	401,835	36,810	9%	45%
101: Community Services	830,500	167,130	20%	57%
101: Finance	702,650	53,680	8%	0%
101: Information Technology	136,990	45,165	33%	0%
101: Personnel/Risk Management	130,810	34,275	26%	0%
101: Public Information Office	118,100	2,500	2%	0%
101: Public Facilities Maintenance	33,335	25,645	77%	0%
101: Public Safety	777,570	172,715	22%	9%
101: Public Works	390,135	165,415	42%	39%
251: Sr Transportation	49,165	2,000	4%	48%
285: Housing Authority	386,460	222,040	57%	20%
501: Sewer Maintenance	39,035	22,500	58%	27%

Appendix B – Fully Burdened Hourly Rates

Below are fully burdened hourly rates (FBHR's) of staff positions that provide for the services detailed in **Appendix C**. The FBHR's were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position as determined by the department they are assigned to. Refer previously to **Appendix A** for identifying the percentage overheads for each department. For any user fee service request that is outside the scope of the fees detailed in **Appendix C**, or for services for which there is no fee currently set, the City can notify and charge up to the full cost of the personnel, third party, or material cost involved to the service requestor.

City of Stanton - User Fee Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
101: Community Development	CD - Assistant Planner	\$101.97
101: Community Development	CD - Building Inspector	\$118.96
101: Community Development	CD - Permit Technician	\$69.03
101: Community Development	CD - Planning Commissioner	\$0.00
101: Community Development	CD - Planning Manager	\$169.80
101: Community Development	CD - Planning Technician	\$83.88
101: Community Development	CD - Senior Planner	\$150.20
101: City Clerk	Clerk - City Clerk	\$126.13
101: City Clerk	Clerk - Departmental Assistant	\$68.61
101: City Manager	CM - City Clerk	\$126.68
101: City Manager	CM - City Manager	\$234.64
101: City Manager	CM - Departmental Assistant	\$68.91
101: City Manager	CM - Management Analyst (Temporary Position)	\$67.02
101: Community Services	CS - Community Services Coordinator	\$108.84
101: Community Services	CS - Community Services Director	\$270.12
101: Community Services	CS - Community Services Manager	\$179.24
101: Community Services	CS - Departmental Assistant	\$129.19
101: Community Services	CS - Recreation Leader	\$37.92
101: Community Services	CS - Recreation Leader (Temporary Position)	\$33.28
101: Community Services	CS - Senior Recreation Leader	\$41.94
101: Public Facilities	Facilities - Facilities Maintenance Worker I	\$78.32
101: Public Facilities	Facilities - Facilities Maintenance Worker II	\$90.34
101: Finance	Fin - Accounting Manager	\$110.74
101: Finance	Fin - Administrative Clerk	\$24.38
101: Finance	Fin - Administrative Services Supervisor	\$87.28
101: Finance	Fin - Finance Director	\$172.94
101: Finance	Fin - Intern (Finance)	\$18.31
101: Finance	Fin - Senior Accounting Technician	\$68.25
101: Finance	Fin - Senior Accounting Technician (Temporary Position)	\$81.66

City of Stanton - User Fee

Fully Burdened Hourly Rate Calculation

Department	Position	Fully Burdened Hourly Rate
285: Housing Authority	Housing - Accounting Manager	\$194.97
285: Housing Authority	Housing - Administrative Clerk	\$42.92
285: Housing Authority	Housing - Administrative Services Supervisor	\$153.67
285: Housing Authority	Housing - Assistant Planner	\$121.93
285: Housing Authority	Housing - City Manager	\$407.00
285: Housing Authority	Housing - Community & Economic Development Director	\$298.74
285: Housing Authority	Housing - Finance Director	\$304.49
285: Housing Authority	Housing - Senior Accounting Technician	\$120.16
285: Housing Authority	Housing - Senior Planner	\$179.60
101: Personnel/Risk Management	HR - Human Resources Analyst	\$58.14
101: Personnel/Risk Management	HR - Human Resources Manager	\$126.68
101: Information Technology	IT - Information Technology Specialist	\$121.30
101: Public Information Office	PI Office - Community Services Manager	\$97.25
101: Public Information Office	PI Office - Marketing Assistant	\$46.15
101: Public Safety	PS - Code Enforcement Officer	\$88.49
101: Public Safety	PS - Code Enforcement/Parking Control Manager	\$141.04
101: Public Safety	PS - Departmental Assistant	\$83.63
101: Public Safety	PS - Outreach Coordinator	\$79.76
101: Public Safety	PS - Outreach Coordinator (Temporary Position)	\$70.60
101: Public Safety	PS - Parking Control/Code Enforcement Specialist	\$58.58
101: Public Safety	PS - Public Safety Services Director	\$201.91
101: Public Works	PW - Associate Engineer	\$152.22
101: Public Works	PW - Facilities Maintenance Worker I	\$85.51
101: Public Works	PW - Facilities Maintenance Worker II	\$102.80
101: Public Works	PW - Senior Public Works Inspector	\$177.20
101: Public Works Administration	PW Admin - Departmental Assistant	\$54.32
101: Public Works Administration	PW Admin - Intern	\$17.01
101: Public Works Administration	PW Admin - Public Works Director/City Engineer	\$157.64
101: Public Works Administration	PW Admin - Public Works Manager	\$106.82
501: Sewer Maintenance	Sewer - Associate Engineer	\$154.42
501: Sewer Maintenance	Sewer - Senior Public Works Inspector	\$179.76
251: Sr Transportation	Fund 251 - Community Services Coordinator	\$99.10
251: Sr Transportation	Fund 251 - Senior Recreation Leader	\$34.63

Appendix C – Cost Recovery Analysis

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees in which the full cost, existing fee and suggested fee is listed as “NA”, the amount or percentage was not calculable based on cost data or variable fee structure. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one-to-one basis, a full cost was not calculated (for penalties, fines, and facility use), or when there is not a current fee amount to compare against.

Administrative Services

#	Description	Current Fee/Charge	Unit	Notes
1	New/Moved Business License Appl Review	110.00		
2	New/Moved Business License Appl Review - Online	80.00		
3	Business Tax Renewal Processing	60.00		
4	Business Tax Renewal Processing - Online	50.00		
5	Returned Checks (NSF) Processing	25/35		Civil Code Section 1719 allows for a \$25 charge for the first returned check and \$35 for subsequent returned checks
6	Document Printing & Copying	0.10	Per page	
7	Electronic Media Copy Processing	20.00	Per CD/USB	
8	Council Agenda/Minute Mailing Service	140.00		
9	Initiative Petition Processing Fee	200.00		CA Elections Code Section 9202(b) caps fees at \$200. If the election official certifies the sufficiency of the petition, the fee is to be refunded.
10	Document Certification	20.00	Per page	
11	Municipal Code Subscription Service	140.00		+ Direct Costs of Code Book or supplements and postage
12	Credit Card Convenience Fee	New	Transaction Amount	
13	Chargeback Fee	New	each	Direct Charge

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$136.03	0%	\$136.00	\$26
\$92.39	0%	\$92.00	\$12
\$86.30	0%	\$86.00	\$26
\$58.38	1%	\$58.00	\$8
NA	NA	\$25/\$35	\$0
\$0.10	0%	\$0.10	\$0
\$20.00	0%	\$20.00	\$0
\$160.00	0%	\$160.00	\$20
NA	NA	\$200.00	\$0
NA	NA	\$20.00	\$0
\$160.00	0%	\$160.00	\$20
2.6%	0%	2.6%	NA
\$25.00	0%	\$25.00	NA

Community Development

#	Description	Current Fee/Charge	Unit	Notes
1	Administrative Review - Minor SPDR, Minor CUP, Minor Variance	820.00		
2	Annexation Processing	16,050.00	Deposit/FBHR	
3	Appeal to City Council	2,185.00		
4	Appeal to Planning Commission	1,210.00		
5	Conditional Use Permit	2,485.00		
6	Conditional Use Permit - Major/Amendment	1,080.00		
7	Condominium Conversion	4,765.00		
8	Development Agreement (DA)	7,440.00	Deposit/FBHR	
9	General Plan Amendment	4,000.00	Deposit	
10	General Plan Map Amendment	Consultant costs	Deposit	
11	Minor Variances	540.00		
12	Planned Development Permit	3,090.00		
13	Planning Commission Hearing	New		
14	Preliminary Plan Review	1,875.00		
15	Site Plan and Design Review - Major/Modification	3,070.00		
16	Site Plan and Design Review - Minor	1,050.00		
17	Specific Plan	New	Deposit	
18	Specific Plan Amendment	Consultant costs	Deposit	
19	Time Extension Review	490.00		
20	Variance	2,450.00		
21	Zone Change	2,645.00	Deposit	
22	Zoning Code Amendment	3,595.00	Deposit/FBHR	
23	Zoning Map Amendment	Consultant costs	Deposit	
24	Lot Line Adjustment	1,535.00		
25	Lot Merger	New		
26	Tentative Parcel Map	2,500.00		
27	Tentative Tract Map	3,730.00		
28	Planning Commission Agenda/Minute Mailing Service (postage fees, preparing notifications, publication costs)	60.00		
29	California Environmental Quality Act Class 32	0.00		Consultant costs
30	Environmental - Categorical Exempt Notice (NOE)	50.00		Base Fee + County Filing Fees
31	Environmental Impact Report Review	4,505.00		Base Fee + Consultant Costs
32	Fish & Game Fee Admin	75.00		Base Fee + County Filing Fees
33	Fish & Game Fees	New		Time plus County Filing Fees
34	Mitigated Negative Declaration Review	2,750.00		Base Fee + Consultant Costs
35	Mitigation Monitoring	1,925.00		Deposit/FBHR - Inspections hourly
36	Annual Advertising Permit	60.00		
37	Crime Prevention Through Environmental Design	0.00		Consultant costs
38	Determination of Public Convenience or Necessity	150.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$1,650.29	0%	\$1,650.00	\$830
\$16,556.32	0%	\$16,556.00	\$506
\$4,415.72	0%	\$4,415.00	\$2,230
\$2,888.47	0%	\$2,888.00	\$1,678
\$2,790.71	0%	\$2,790.00	\$305
\$2,960.51	0%	\$2,960.00	\$1,880
\$4,404.05	0%	\$4,404.00	-\$361
\$9,607.95	0%	\$9,607.00	\$2,167
\$9,607.95	0%	\$9,607.00	\$5,607
\$9,607.95	0%	\$9,607.00	NA
\$781.64	0%	\$781.00	\$241
\$9,607.95	0%	\$9,607.00	\$6,517
\$1,359.34	0%	\$1,359.00	NA
\$1,254.56	0%	\$1,254.00	-\$621
\$3,615.86	0%	\$3,615.00	\$545
\$1,807.93	0%	\$1,807.00	\$757
\$9,607.95	0%	\$9,607.00	NA
NA	NA	100% of City staff time and consultant costs charged + 20% overhead rate with initial deposit of \$5,000 to begin	NA
\$407.89	0%	\$407.00	-\$83
\$2,354.75	0%	\$2,354.00	-\$96
\$9,607.95	0%	\$9,607.00	\$6,962
\$6,455.19	0%	\$6,455.00	\$2,860
\$9,607.95	0%	\$9,607.00	NA
\$1,567.03	0%	\$1,567.00	\$32
\$2,765.92	0%	\$2,765.00	NA
\$2,765.92	0%	\$2,765.00	\$265
\$3,544.75	0%	\$3,544.00	-\$186
\$1,258.98	0%	\$1,258.00	\$1,198
\$271.77	1%	\$270.00	\$270
\$288.85	0%	\$288.00	\$238
\$6,780.29	0%	\$6,780.00	\$2,275
\$101.97	1%	\$101.00	\$26
\$101.97	1%	\$101.00	NA
\$3,445.59	0%	\$3,445.00	\$695
\$3,702.38	0%	\$3,702.00	\$1,777
\$407.89	0%	\$407.00	\$347
NA	NA	Consultant Cost	\$0
\$203.95	0%	\$203.00	\$53

Community Development

#	Description	Current Fee/Charge	Unit	Notes
39	Fence Permit	35.00		
40	General Plan & Implementation Maintenance Fee	105.00		Surcharge
41	Home Occupation Permit	185.00		
42	Innovative Sign Permit	New		
43	Interpretation or Similar Use Determination	310.00		
44	Landscape Inspection	220.00		
45	Planning Inspection	New		
46	Reasonable Accommodations	150.00		
47	Sign Face Change Fee	50.00		
48	Sign Permit	160.00		
49	Sign Program	455.00		
50	Special Events Permit	180.00		
51	Temporary Use Permit	250.00		
52	Temporary Sign	60.00		
53	Zoning Clearance	260.00		
54	Cannabis Appeal Fee	New	Base fee + direct costs	third party hearing officer cost
55	Cannabis Background and Verification Fee	5500 + direct costs		Consultant costs
56	Cannabis Employee Verification	New	base fee + direct costs	background verification (e.g. Livescan)
57	Commercial Cannabis Business Permit Fee (New Application)	2,600.00		
58	Commercial Cannabis Business Permit Fee (Renewal)	1,015.00		
59	Adult-Oriented Live Entertainer	42.83		Plus cost of approved live scan vendor & DOJ background check
60	Adult-Oriented Live Entertainer Renewal	21.46		Plus cost of DOJ background check if required due to changed circumstances
61	Special License - Adult Entertainment	1,160.00		
62	City Attorney Review	1,000.00	Deposit	At fully burdened hourly rates
63	Concurrent Processing	New		
64	Zoning Confirmation Letter	285.00		
65	Precise Grading Plan Check (includes private property improvements) Building	New		
66	Public Property Improvement (Street Improvement) Public Works	7,590.00		
67	Geotechnical Report Review Fee Building	New	hour	
68	Rough Grading Plan Review Building	Trust Dep.	hour	
69	Single Family Residential Lot Grading Plan Check Bldg	New		For Single-Family Home Projects and ADUs that require a grading permit
70	Special License Permit Fees:			
71	Film Permit Fee	385.00		
72	Film Location Fee	385.00	Per day	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$101.97	1%	\$101.00	\$66
3%	0%	3%	NA
\$305.92	0%	\$305.00	\$120
\$951.44	0%	\$951.00	NA
\$577.69	0%	\$577.00	\$267
\$203.95	0%	\$203.00	-\$17
\$203.95	0%	\$203.00	NA
\$203.95	0%	\$203.00	\$53
\$101.97	1%	\$101.00	\$51
\$203.95	0%	\$203.00	\$43
\$1,516.97	0%	\$1,516.00	\$1,061
\$186.87	0%	\$186.00	\$6
\$1,109.08	0%	\$1,109.00	\$859
\$101.97	1%	\$101.00	\$41
\$203.95	0%	\$203.00	-\$57
\$7,133.45	0%	\$7,133.00	NA
NA	NA	5500 + direct costs	\$0
\$101.97	1%	\$101.00	NA
\$2,793.82	0%	\$2,793.00	\$193
\$1,758.50	0%	\$1,758.00	\$743
\$101.97	1%	\$101.00	\$58
\$50.99	2%	\$50.00	\$29
\$1,868.73	0%	\$1,868.00	\$708
NA	NA	\$1,000.00	\$0
NA	NA	Sum of Fees	NA
\$305.92	0%	\$305.00	\$20
\$2,629.80	0%	\$2,629.00	NA
\$2,784.22	0%	\$2,784.00	-\$4,806
\$2,354.48	0%	\$2,354.00	NA
\$1,664.41	0%	\$1,664.00	NA
\$1,345.92	0%	\$1,345.00	NA
\$431.32	0%	\$431.00	\$46
NA	NA	\$385.00	\$0

Community Development

#	Description	Current Fee/Charge	Unit	Notes
73	Film-Additional Fees	NA		Reimbursement for all costs in excess of Film Permit Fee and Location Fee for activities con-ducted under Film Permit Fee

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	NA	\$0

Building & Safety

#	Description	Current Fee/Charge	Unit	Notes
1	Mechanical	Current Fee/Charge	Unit	
2	Forced air furnace wall syst 90,000 BTU's or less	125.00		
3	Forced are furnace 91,000 BTU's or greater	125.00		
4	A/C Refrig unit over 2 1/2 tons and not greater than 5 tons	125.00		
5	A/C Refrig unit over 5 tons and not greater than 10 tons	125.00		
6	A/C Refrig unit over 10 tons	125.00		
7	Each Supply opening	30.00		
8	Each return opening	30.00		
9	Each air handling unit	60.00		
10	Bathroom exhaust fan and duct	95.00		
11	Residential Range Hood	60.00		
12	Commercial kitchen range hood	135.00		
13	Makeup air or evaporative cooling unit	60.00		
14	Boiler up to 100 BTU	75.00		
15	Over 100K and not greater than 500K BTU	85.00		
16	Over 501K and not greater than 1 million BTU	110.00		
17	Over 1 million and not greater than 1.75 million BTU	110.00		
18	1,750,000 BTU's and over	125.00		
19	Issuance Fee	15.00		
20	Supplemental Fee	15.00		
21	Plumbing	Current Fee/Charge	Unit	
22	Plumbing fixtures or trap or set of fixtures on one trap (including water, drainage piping and backflow protection therefore) - one to four	30.00		
23	each additional	20.00		
24	Water heater, one to four	85.00		
25	Each additional water heater	30.00		
26	building sewer	60.00		
27	gas piping system one to four outlets	90.00		
28	each additional outlet	20.00		
29	Grease interceptor	80.00		
30	Installation, alteration or repair of water piping and or water treatment equipment	70.00		
31	Swimming pool piping	60.00		
32	Issuance Fee	15.00		
33	Supplemental Fee	15.00		
34	Electrical	Current Fee/Charge	Unit	

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$222.36	0%	\$222.00	\$97
\$222.36	0%	\$222.00	\$97
\$222.36	0%	\$222.00	\$97
\$222.36	0%	\$222.00	\$97
\$222.36	0%	\$222.00	\$97
\$222.36	0%	\$222.00	\$192
\$222.36	0%	\$222.00	\$192
\$222.36	0%	\$222.00	\$162
\$222.36	0%	\$222.00	\$127
\$222.36	0%	\$222.00	\$162
\$304.44	0%	\$304.00	\$169
\$222.36	0%	\$222.00	\$162
\$222.36	0%	\$222.00	\$147
\$393.28	0%	\$393.00	\$308
\$410.54	0%	\$410.00	\$300
\$410.54	0%	\$410.00	\$300
\$410.54	0%	\$410.00	\$285
\$140.28	0%	\$140.00	\$125
\$140.28	0%	\$140.00	\$125
\$222.36	0%	\$222.00	\$192
\$222.36	0%	\$222.00	\$202
\$222.36	0%	\$222.00	\$137
\$222.36	0%	\$222.00	\$192
\$222.36	0%	\$222.00	\$162
\$222.36	0%	\$222.00	\$132
\$222.36	0%	\$222.00	\$202
\$222.36	0%	\$222.00	\$142
\$222.36	0%	\$222.00	\$152
\$680.13	0%	\$680.00	\$620
\$34.51	1%	\$34.00	\$19
\$34.51	1%	\$34.00	\$19

Building & Safety

#	Description	Current Fee/Charge	Unit	Notes
35	First 10 outlets or less	30.00		
36	Each additional outlets	2.00	each	
37	First 20 fixtures	30.00		
38	Additional 21-100 fixtures	30.00		
39	Additional 101 and over fixtures	30.00		
40	Panel subfeed	85.00		
41	Fractional HP motor	45.00		
42	1 HP through 5 HP motor	45.00		
43	Over 5 HP motor	55.00		
44	Temporary pole or pedestal	45.00		
45	Range	30.00		
46	Dryer	30.00		
47	Electrical hot water heater	60.00		
48	Private swimming pool	60.00		
49	Pole and platform mounted fixtures	30.00		
50	Services up to and including 200 amperes	80.00		
51	Service 201 to 1,000 amperes	110.00		
52	1-25 KVA transformers	60.00		
53	26-75 KVA transformers	60.00		
54	76-112 KVA transformers	85.00		
55	112.5 & over	100.00		
56	Outline & marquee (Signs)	60.00		
57	Additional Signs	15.00		
58	Miscellaneous fee	55.00		
59	Issuance fee	15.00		
60	Supplemental fee	15.00		
61	Hourly Rates - All Services			
62	Standard Hourly Rate	175.00		
63	Accelerated Hourly Rate	260.00		
64	After Hours Inspection per hour (2 hour min)	260.00		
65	Change Permit holder/reissuance fee	30.00		
66	Misc Plan check per 1/2 hour	85.00		
67	Misc inspection per 1/2	50.00		
68	Private Landscape R/W	150.00		
69	Minor project NPDES - non-grading	280.00		
70	NPDES Permit Building review only - Deposit	2,265.00		
71	Over the Counter Plan Check	105.00		
72	Third Party Review and Inspection	Actual Cost		
73	Building Plan Check Fee only	35% of total fee		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$222.36	0%	\$222.00	\$192
\$222.36	0%	\$222.00	\$220
\$222.36	0%	\$222.00	\$192
\$222.36	0%	\$222.00	\$192
\$222.36	0%	\$222.00	\$192
\$222.36	0%	\$222.00	\$137
\$222.36	0%	\$222.00	\$177
\$222.36	0%	\$222.00	\$177
\$222.36	0%	\$222.00	\$167
\$222.36	0%	\$222.00	\$177
\$222.36	0%	\$222.00	\$192
\$222.36	0%	\$222.00	\$192
\$222.36	0%	\$222.00	\$162
\$304.44	0%	\$304.00	\$244
\$311.21	0%	\$311.00	\$281
\$222.36	0%	\$222.00	\$142
\$222.36	0%	\$222.00	\$112
\$222.36	0%	\$222.00	\$162
\$222.36	0%	\$222.00	\$162
\$222.36	0%	\$222.00	\$137
\$222.36	0%	\$222.00	\$122
\$222.36	0%	\$222.00	\$162
\$222.36	0%	\$222.00	\$207
\$34.51	1%	\$34.00	-\$21
\$34.51	1%	\$34.00	\$19
\$34.51	1%	\$34.00	\$19
\$222.36	0%	\$222.00	\$47
\$328.13	0%	\$328.00	\$68
\$410.21	0%	\$410.00	\$150
\$140.28	0%	\$140.00	\$110
\$140.28	0%	\$140.00	\$55
\$222.36	0%	\$222.00	\$172
\$116.59	1%	\$116.00	-\$34
\$34.51	1%	\$34.00	-\$246
\$34.51	1%	\$34.00	-\$2,231
\$246.05	0%	\$246.00	\$141
NA	NA	Actual Cost	\$0
NA	NA	45% of total fee	10%

Building & Safety

#	Description	Current Fee/Charge	Unit	Notes
74	Energy Permit	30% of bldg permit		
75	Energy Plan Check Fee only	65% of energy permit		
76	Building Permit Issuance Fee	15.00		
77	Accessibility Compliance			
78	Miscellaneous accessibility compliance inspection	100.00		
79	Parking Lot Restriping	100.00		
80	Ramp	200.00		
81	Antenna			
82	Radio <30 ft. each	410.00		
83	Radio >30 ft. each	410.00		
84	Dish> 2 ft. each	280.00		
85	Awning or Canopy (supported by building)			
86	Awning Aluminum	205.00		
87	Awning Canvas	205.00		
88	Balcony			
89	Balcony Addition	410.00		
90	Additional Balcony	410.00		
91	Deck (wood) with footings	460.00		
92	Additional Deck	410.00		
93	Carport			
94	Carport	600.00		
95	Certificate of Occupancy			
96	Certificate of Occupancy	200.00		
97	Temporary Construction trailer with ramp	685.00		
98	Close Existing Openings			
99	Interior wall	205.00		
100	Exterior wall	205.00		
101	Covered Porch			
102	Covered Porch	410.00		
103	Demolition			
104	Demolition up to \$3,000 sq. ft.	280.00		
105	Additional Demolition each add'l 3,000 sq. ft.	280.00		
106	Door			
107	Replacement	205.00		
108	Structural shear wall masonry	205.00		
109	New door non structural	460.00		
110	Each additional door 50% of first 1-5	102.50		
111	Fencing			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	40% of bldg permit	10%
NA	NA	75% of energy permit	10%
\$34.51	1%	\$34.00	\$19
\$328.13	0%	\$328.00	\$228
\$328.13	0%	\$328.00	\$228
\$328.13	0%	\$328.00	\$128
\$505.82	0%	\$505.00	\$95
\$505.82	0%	\$505.00	\$95
\$505.82	0%	\$505.00	\$225
\$393.28	0%	\$393.00	\$188
\$393.28	0%	\$393.00	\$188
\$482.13	0%	\$482.00	\$72
\$482.13	0%	\$482.00	\$72
\$482.13	0%	\$482.00	\$22
\$482.13	0%	\$482.00	\$72
\$587.90	0%	\$587.00	-\$13
\$222.36	0%	\$222.00	\$22
\$410.21	0%	\$410.00	-\$275
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	\$17
\$482.13	0%	\$482.00	\$72
\$222.36	0%	\$222.00	-\$58
\$222.36	0%	\$222.00	-\$58
\$222.36	0%	\$222.00	\$17
\$311.21	0%	\$311.00	\$106
\$222.36	0%	\$222.00	-\$238
\$222.36	0%	\$222.00	\$120

Building & Safety

#	Description	Current Fee/Charge	Unit	Notes
112	Fence or Freestanding Wall - Wood up to 100 l.f.	280.00		
113	Fence or free standing wall additional wood fend each 100 l.f.	205.00		
114	Chain Link up to 100 l.f.	280.00		
115	additional chain link each additional 100 l.f	205.00		
116	Stucco with wood frame up to 100 l.f.	280.00		
117	Additional stucco fence each additional 100 l.f.	205.00		
118	Wire fence up to 100 l.f.	280.00		
119	Wire fence each additional 100 l.f.	205.00		
120	Wrought iron fence up to 100 l.f.	280.00		
121	Additional iron fence each additional 100 l.f.	205.00		
122	Masonry (Blockwall), 42" - 6' high up to 100 l.f.	280.00		
123	Additional Masonry 42" - 6' high each additional 100 l.f.	205.00		
124	Masonry (Block wall), Special design over 6' high up to 100 l.f.	445.00		
125	Additional Masonry over 6' high each additional 100 l.f.	325.00		
126	Flag pole			
127	Flag pole	280.00		
128	Fireplace			
129	Masonry or concrete	330.00		
130	Metal	280.00		
131	Factory Built	280.00		
132	Sprinkler Systems			
133	Fire Sprinkler System up to 100 sprinklers	510.00		
134	Additional sprinklers (1 hour min.)	195.00		
135	Garage			
136	Wood frame up to 500 sq ft	560.00		
137	Each additional 500 sq ft 35% of first 500 sq ft	196.00		
138	Masonry up to 500 sq ft	635.00		
139	Each additional 500 sq ft 35% of first 500 sq ft	222.25		
140	Wood frame up to 420 sq. ft	560.00		
141	Masonry up to 420 sq. ft.	635.00		
142	Grading (on-site)			
143	Plan Review/Check	1,445.00		
144	Inspection	735.00		
145	Lighting Pole			
146	Lighting pole each	205.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$222.36	0%	\$222.00	-\$58
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	-\$58
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	-\$58
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	-\$58
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	-\$58
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	-\$58
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	-\$223
\$222.36	0%	\$222.00	-\$103
\$311.21	0%	\$311.00	\$31
\$304.44	0%	\$304.00	-\$26
\$304.44	0%	\$304.00	\$24
\$304.44	0%	\$304.00	\$24
\$304.44	0%	\$304.00	-\$206
\$304.44	0%	\$304.00	\$109
\$393.28	0%	\$393.00	-\$167
\$311.21	0%	\$311.00	\$115
\$304.44	0%	\$304.00	-\$331
\$222.36	0%	\$222.00	\$0
\$482.13	0%	\$482.00	-\$78
\$393.28	0%	\$393.00	-\$242
\$1,701.44	0%	\$1,701.00	\$256
\$1,537.28	0%	\$1,537.00	\$802
\$393.28	0%	\$393.00	\$188

Building & Safety

#	Description	Current Fee/Charge	Unit	Notes
147	Each additional pole	50.00		
148	Partition			
149	Partition - interior up to 30 l.f.	205.00		
150	Partition additional 30 l.f.	50.00		
151	Patio Cover			
152	Wood frame	280.00		
153	Metal frame	280.00		
154	Other frame	280.00		
155	Additional patio	120.00		
156	Enclosed wood frame	325.00		
157	Enclosed metal frame	325.00		
158	Additional enclosed patio	325.00		
159	Pile Foundation			
160	Pile foundation up to 50 l.f. of pile	685.00		
161	Concrete case in place	685.00		
162	Steel piles	685.00		
163	Additional pile foundation	205.00		
164	Plastering (Stucco)			
165	Inside: per 100 l.f.	135.00		
166	Outside: per 100 l.f.	205.00		
167	Each additional 100 l.f.	40.00		
168	Retaining Wall			
169	Concrete or masonry Standard 3-6' high up to 50 lf	460.00		
170	Additional retaining wall each 50 sq. ft.	70.00		
171	Concrete or masonry special design 7-9' high up to 50 lf	485.00		
172	Concrete or masonry - additional retaining wall each 50 sf	70.00		
173	Concrete or masonry special design 10'+ high up to 30 lf	550.00		
174	Concrete or masonry additional retaining wall each 30 sf	70.00		
175	Reroofing			
176	Gravel, Built up to 1500 sq. ft.	195.00		
177	Composition shingles up to 1500 sq. ft	120.00		
178	Fiberglass shingles up to 1500 sq. ft	120.00		
179	Asbestos cement shingles up to 1500 sq. ft	120.00		
180	Wood shingles to 1500 sq. ft	195.00		
181	Wood shakes up to 1500 sq. ft	195.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$311.21	0%	\$311.00	\$261
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	\$172
\$304.44	0%	\$304.00	\$24
\$393.28	0%	\$393.00	\$113
\$393.28	0%	\$393.00	\$113
\$311.21	0%	\$311.00	\$191
\$499.05	0%	\$499.00	\$174
\$587.90	0%	\$587.00	\$262
\$587.90	0%	\$587.00	\$262
\$977.13	0%	\$977.00	\$292
\$977.13	0%	\$977.00	\$292
\$977.13	0%	\$977.00	\$292
\$977.13	0%	\$977.00	\$772
\$222.36	0%	\$222.00	\$87
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	\$182
\$505.82	0%	\$505.00	\$45
\$276.69	0%	\$276.00	\$206
\$505.82	0%	\$505.00	\$20
\$311.21	0%	\$311.00	\$241
\$505.82	0%	\$505.00	-\$45
\$258.32	0%	\$258.00	\$188
\$304.44	0%	\$304.00	\$109
\$304.44	0%	\$304.00	\$184
\$304.44	0%	\$304.00	\$184
\$304.44	0%	\$304.00	\$184
\$304.44	0%	\$304.00	\$109
\$304.44	0%	\$304.00	\$109

Building & Safety

#	Description	Current Fee/Charge	Unit	Notes
182	Aluminum shingles up to 1500 sq. ft	195.00		
183	Clay tiles up to 1500 sq. ft	195.00		
184	Concrete tile up to 1500 sq. ft	195.00		
185	Each additional re-roof up to 1000 sq. ft	50.00		
186	Roof structure replacement			
187	Roof structure replacement up to 100 s.f.	280.00		
188	Additional roof structure replacement each 100 s.f.	50.00		
189	Room Addition			
190	Up to 100 sq. ft.	460.00		
191	101-300 sq. ft.	650.00		
192	301-500 sq. ft.	810.00		
193	501-700 sq. ft.	995.00		
194	Each additional 200 sq. ft. over 700 sq. ft.	160.00		
195	Remodel - Residential			
196	Less than 500 sq. ft.	510.00		
197	Kitchen includes MEPS	585.00		
198	Additional remodel - each 500 sq. ft.	205.00		
199	Bathroom Remodel each	New		
200	Sauna			
201	Sauna - steam	280.00		
202	Siding			
203	Aluminum up to 100 sq. ft.	230.00		
204	Stone and Brick Veneer (interior or exterior) up to 100 sq. ft.	230.00		
205	Other up to 100 sq. ft.	230.00		
206	Additional siding 100 sq. ft.	50.00		
207	Sign			
208	Monument signs - electrical not included	410.00		
209	Channel letter signs - electrical not included	275.00		
210	Nonilluminated signs	205.00		
211	Sign Face Change	150.00		
212	Skylight			
213	Less than 10 sq. ft.	120.00		
214	Greater than 10' or structural	230.00		
215	Solar			
216	Residential Solar Panels - 10 Kw or less w/exp pln ck	250.00		
217	Residential Solar Panels - 15 Kw or less w/nrml pln ck	500.00		
218	Residential Solar Panels - Over 15 Kw	500.00		Plus 15/Kw

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$304.44	0%	\$304.00	\$109
\$304.44	0%	\$304.00	\$109
\$304.44	0%	\$304.00	\$109
\$304.44	0%	\$304.00	\$254
\$311.21	0%	\$311.00	\$31
\$311.21	0%	\$311.00	\$261
\$505.82	0%	\$505.00	\$45
\$505.82	0%	\$505.00	-\$145
\$505.82	0%	\$505.00	-\$305
\$505.82	0%	\$505.00	-\$490
\$400.05	0%	\$400.00	\$240
\$304.44	0%	\$304.00	-\$206
\$304.44	0%	\$304.00	-\$281
\$304.44	0%	\$304.00	\$99
\$222.36	0%	\$222.00	NA
\$304.44	0%	\$304.00	\$24
\$222.36	0%	\$222.00	-\$8
\$222.36	0%	\$222.00	-\$8
\$222.36	0%	\$222.00	-\$8
\$169.48	0%	\$169.00	\$119
\$416.98	0%	\$416.00	\$6
\$222.36	0%	\$222.00	-\$53
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	\$72
\$222.36	0%	\$222.00	\$102
\$222.36	0%	\$222.00	-\$8
\$328.13	0%	\$328.00	\$78
\$410.21	0%	\$410.00	-\$90
\$410.21	0%	\$410.00	-\$90

Building & Safety

#	Description	Current Fee/Charge	Unit	Notes
219	Commercial Solar Panels - 50 Kw or less	1,000.00		
220	Commercial Solar Panels - 51 Kw-250 Kw	1,000.00		Plus 7/Kw
221	Commerical Solar Panels - Over 250 Kw	2,400.00		Plus 5/Kw
222	Stairs			
223	One story	280.00		
224	Additional stairs per story	275.00		
225	Storage			
226	Up to 100 linear feet	280.00		
227	Additional racks (same type) - per 100 linear feet	70.00		
228	Swimming Pool, Spa or Hot Tub			
229	Spa or Hot Tub - gunite only	285.00		
230	Vinyl Lined up to 500 sq. ft.	1,085.00		
231	Fiberglass up to 500 sq. ft.	1,085.00		
232	gunite up to 500 sq. ft.	1,085.00		
233	Additional pool over 500 sq. ft.	95.00		
234	Commercial pool	1,960.00		
235	pool/spa demo	280.00		
236	portable spa/ self-contained equipment	205.00		
237	portable spa - separate equipment	280.00		
238	Trash Enclosure			
239	Trash enclosure	410.00		
240	Window or Sliding Glass Door			
241	Replacement (1-5)	205.00		
242	New window non structural (1-5)	230.00		
243	New window structural shear wall masonry (1-5)	460.00		
244	Bay window	330.00		
245	Each Additional 50% of first 1-5	102.50		
246	Electric Vehicle Charging Station - Commerical (4)	New		
247	Each additonal	New		
248	Electric Vehicle Charging Station - Residential each	New		
249	Change of Address	90.00		
250	Building Board of Appeal	855.00		
251	Building Plan Review	115.00		Plus Deposit for Plan check
252	Building Plan Revision Review	75.00		FBHR + Direct Costs
253	Building Inspection - Permit Issuance	70.00		Permit Issuance
254	Plan Check Extension	50.00		
255	Building Permit Extension	50.00		
256	Special Inspection/Re-inspection	50.00		+ Direct Costs
257	Miscellaneous Plan Check Review	20.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$963.59	0%	\$963.00	-\$37
\$963.59	0%	\$963.00	-\$37
\$963.59	0%	\$963.00	-\$1,437
\$311.21	0%	\$311.00	\$31
\$311.21	0%	\$311.00	\$36
\$311.21	0%	\$311.00	\$31
\$311.21	0%	\$311.00	\$241
\$574.36	0%	\$574.00	\$289
\$574.36	0%	\$574.00	-\$511
\$574.36	0%	\$574.00	-\$511
\$574.36	0%	\$574.00	-\$511
\$574.36	0%	\$574.00	\$479
\$574.36	0%	\$574.00	-\$1,386
\$574.36	0%	\$574.00	\$294
\$574.36	0%	\$574.00	\$369
\$574.36	0%	\$574.00	\$294
\$393.28	0%	\$393.00	-\$17
\$222.36	0%	\$222.00	\$17
\$222.36	0%	\$222.00	-\$8
\$222.36	0%	\$222.00	-\$238
\$222.36	0%	\$222.00	-\$108
\$222.36	0%	\$222.00	\$120
\$785.90	0%	\$785.00	NA
\$304.44	0%	\$304.00	NA
\$222.36	0%	\$222.00	NA
\$111.69	1%	\$111.00	\$21
\$1,533.23	0%	\$1,533.00	\$678
\$203.95	0%	\$203.00	\$88
\$101.97	1%	\$101.00	\$26
\$101.97	1%	\$101.00	\$31
\$161.62	0%	\$161.00	\$111
\$161.62	0%	\$161.00	\$111
\$250.46	0%	\$250.00	\$200
\$50.99	2%	\$50.00	\$30

Building & Safety

#	Description	Current Fee/Charge	Unit	Notes
258	Investigation for Compliance	55.00		
259	Temporary Certificate of Occupancy	340.00		
260	Scanning of Building Plans/Permits	1.50		Per Sheet
261	Technology Fee	New		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$1,118.66	0%	\$1,118.00	\$1,063
\$267.38	0%	\$267.00	-\$73
\$55.85	2%	\$55.00	\$54
13.1%	1%	13% of Building Permit	NA

BUILDING PERMIT FEES - CONSTRUCTION TYPES: II B, III B, IV B, V B

CBC Occupancy	Square Footage	Total Cost	Total Cost New Construction Fee Schedule		
Commercial	1	\$3,093.15	\$3,093.15	plus	27.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
	1,000	3,634.06	3,634.06	plus	13.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
	5,000	4,746.55	4,746.55	plus	19.29 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
	10,000	6,675.57	6,675.57	plus	12.96 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
	20,000	9,267.99	9,267.99	plus	4.48 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
	50,000	11,955.67	11,955.67	plus	3.65 for each additional 100 s.f. or fraction thereof
Tenant Improvements	1	\$1,878.04	\$1,878.04	plus	20.44 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
	800	2,204.65	2,204.65	plus	19.05 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,200 s.f.
	1,250	2,376.13	2,376.13	plus	25.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,500 s.f.
	2,500	3,021.19	3,021.19	plus	19.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
	5,000	4,001.04	4,001.04	plus	5.44 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12,500 s.f.
	12,500	4,817.58	4,817.58	plus	4.45 for each additional 100 s.f. or fraction thereof
Residential - New	1	\$1,827.51	\$1,827.51	plus	28.10 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
	800	2,276.61	2,276.61	plus	54.22 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1200 s.f.
	1,200	2,710.37	2,710.37	plus	11.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.
	2,000	2,899.17	2,899.17	plus	9.44 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3,000 s.f.
	3,000	3,087.98	3,087.98	plus	21.69 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4,000 s.f.
	4,000	3,521.74	3,521.74	plus	29.22 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6,000 s.f.
	6,000	4,690.39	4,690.39	plus	10.53 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
	10,000	5,532.42	5,532.42	plus	10.52 for each additional 100 s.f. or fraction thereof
Residential - Addition	1	\$1,786.69	\$1,786.69	plus	68.27 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.
	300	2,194.96	2,194.96	plus	- for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
	500	2,194.96	2,194.96	plus	17.86 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
	800	2,302.10	2,302.10	plus	7.65 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.
	1,500	2,409.25	2,409.25	plus	16.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.
	2,000	2,572.56	2,572.56	plus	14.07 for each additional 100 s.f. or fraction thereof
Residential - Remodel	1	\$1,224.81	\$1,224.81	plus	61.45 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.
	300	1,592.25	1,592.25	plus	- for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
	500	1,592.25	1,592.25	plus	- for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
	800	1,592.25	1,592.25	plus	26.25 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.
	1,500	1,959.69	1,959.69	plus	- for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.
	2,000	1,959.69	1,959.69	plus	- for each additional 100 s.f. or fraction thereof

BUILDING PERMIT FEES - CONSTRUCTION TYPES: II B, III B, IV B, V B

CBC Occupancy	Square Footage	Total Cost	Total Cost New Construction Fee Schedule			
Industrial	1	\$3,144.14	\$3,144.14	plus	25.80	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
	1,000	3,659.55	3,659.55	plus	18.31	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
	5,000	5,124.15	5,124.15	plus	16.02	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
	10,000	6,726.56	6,726.56	plus	13.63	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
	20,000	9,451.61	9,451.61	plus	4.86	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
	50,000	12,367.26	12,367.26	plus	3.97	for each additional 100 s.f. or fraction thereof
Shell Building	1	\$3,062.48	\$3,062.48	plus	25.80	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
	1,000	3,577.90	3,577.90	plus	15.25	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
	5,000	4,797.53	4,797.53	plus	18.47	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
	10,000	6,644.90	6,644.90	plus	13.63	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
	20,000	9,369.96	9,369.96	plus	4.86	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
	50,000	12,285.61	12,285.61	plus	3.97	for each additional 100 s.f. or fraction thereof
Garage, Workshop, Storage	200	\$1,337.59	\$1,337.59	plus	38.28	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 200 s.f.
	1,000	1,950.00	1,950.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
	1,500	1,950.00	1,950.00	plus	-	for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.

Public Safety

#	Description	Current Fee/Charge	Unit	Notes
1	Vehicle Abatement	190.00		
2	Vehicle Abandonment	190.00		
3	Parking Scofflaws/Auto Release Charge	190.00		Plus payment of all outstanding citations
4	Garage Sale and Inspection	10.00		
5	Nuisance Abatement	2,010.00		
6	Administrative Hearing	145.00		
7	Fireworks Stand Permit	292.00		
8	Commercial Abatement	New		
9	Property Board-Up Fee	New		
10	Massage Establishment Amortization Fee	440.00		
11	Massage Establishment User Fee	1,525.00		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$229.54	0%	\$229.00	\$39
\$229.54	0%	\$229.00	\$39
\$229.54	0%	\$229.00	\$39
NA	NA	\$10.00	\$0
NA	NA	\$2,010.00	\$0
NA	NA	\$145.00	\$0
\$423.13	0%	\$423.00	\$131
\$176.99	1%	\$176.00	NA
\$378.90	0%	\$378.00	NA
NA	NA	\$440.00	\$0
NA	NA	\$1,525.00	\$0

Parking Bail Schedule

Code	Section	Description	Current Fee/Charge
BOUNCE	BOUNCE CHECK	Bounced Check Charge	25.00
4000-A	4000-A CVC	Expired Reg	33.00

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$25.00	\$0
NA	NA	\$33.00	\$0

COMMUNITY SERVICES FEES

Facility Use fees vary by user category and are prioritized as follows:

A: Stanton Resident/Stanton Non-Profit/Stanton Businesses

B: Individual/Non-Profit/Business Residing Outside of Stanton

NC: No charge, scheduling based on approval by Community Services Department

HOURLY FACILITY RATES

STANTON COMMUNITY/CIVIC CENTER	ORIGINAL	NEW	UNIT	TYPE
Activity Room				
A	NEW	50	hour	city discretion
B	NEW	60	hour	city discretion
Banquet Hall				
A	150	150	hour	city discretion
B	300	300	hour	city discretion
1/3 Banquet Hall				
A	NEW	NC	hour	city discretion
B	NEW	NC	hour	city discretion
Picnic Shelters (Dotson and Stanton Park)				
A	30	50	flat	city discretion
B	55	60	flat	city discretion
FAMILY RESOURCE CENTER				
Multi-purpose Meeting Room				
A	70	50	hour	city discretion
B	140	60	hour	city discretion
STANTON CENTRAL PARK				
Stanton Central Park Picnic Shelters				
A	75	100	flat	city discretion
B	100	120	flat	city discretion
Stanton Central Park Multi-Purpose Room				
A	40	50	hour	city discretion
B	40	60	hour	city discretion
Sports Field (unlined, unmarked) - with Lights				
A	50-55	55	hour	city discretion
B	50-55	55	hour	city discretion
Sports Field (unlined, unmarked) - without Lights				
A	18-20	30	hour	city discretion
B	35	45	hour	city discretion
Sport Court (Pickleball, Tennis, Basketball)				
A	NEW	10	hour	city discretion
B	NEW	15	hour	city discretion
ADDITIONAL FACILITY RENTAL FEES				
Facility Rental Deposits				
Indoor (no alcohol)	200-400	300	flat	deposit
Indoor (with alcohol)	500	400	flat	deposit
Outdoor Rentals	50-100	100	flat	deposit
Facility Rental Cancellation Fee (upon approval by the Department)				
30 days or more in advance	35	35	flat	city discretion
less than 30 days in advance	Deposit	Deposit withheld	flat	city discretion
Security				
Security Guard	35	<i>Established by Contract</i>	hour	city discretion
Event Supervisor	35	<i>Established by Contract</i>	hour	city discretion
Insurance				
Special Event Insurance	No Change	<i>Established by Contract</i>		
Staffing Fee				
Recreation Leader	NEW	Fully Burdened Hourly Rate, Step C	hour	city discretion
Sr. Recreation Leader	NEW	Fully Burdened Hourly Rate, Step C	hour	city discretion
OTHER FEES				
Contract Classes	No Change	<i>Established by Contract</i>		
Group Liability Insurance Fee	No Change	<i>Established by JPIA</i>		
Recreation Programs	NEW	<i>Up to 75% of Operation Costs</i>		
Event Booths	NEW	<i>15% of Gross Sales (Non-Profit Groups) 20% of Gross Sales (For-Profit Groups)</i>		

Public Works

#	Description	Current Fee/Charge	Unit	Notes
1	Tracts/Commercial/Industrial Grading Inspection	New		Includes private property improvements.
2	Tracts/Commercial/Industrial Improvement Inspection (Street, Sewer & Storm Drain)	2,120.00		
3	After Hours Public Improvement Inspection (Minimum 4 hours)	New	Base Fee + Consultant Fee	Per inspection 4 hours min.
4	Public (Street, Sewer & Storm Drain) Improvement Plan Check (Up to 3 plan checks)	New	Base Fee + Consultant Fee	
5	Wide, Overweight, Overlong Load Review - Single	20.00		Permit-Single Trip - State rate
6	Wide, Overweight, Overlong Load Review - Annual	125.00		Permit-Annual/Repetitive Trips - State rate
7	Hazardous Material Clean-up	FBHR + Direct Costs/Deposit		
8	Spilled Load Clean-up	FBHR + Direct Costs		
9	Damage to City Property	FBHR + Direct Costs		
10	Safeguard Private Property	FBHR + Direct Costs		PW Field Staff
11	Encroachment Permit (Up to 3 plan check & Inspection)	455.00		Technical Review, Inspection & Admin. Processing.
12	Public Right-Of-Way Improvement Agreement	New		Technical Review & Admin. Processing
13	Public Street Obstruction Permit (Dumpster/Container)	New		Inspection & Admin. Processing
14	Traffic Control Encroachment Permit (Minor plan check & Inspection)	455.00		Technical Review, Inspection & Admin. Processing. Per inspection
15	Annual Monitoring Well Permit (Inspection)	New		Technical Review, Inspection & Admin. Processing
16	Lot Line Adjustment (Up to 3 technical plan checks)**	New	Base Fee + Consultant Fee	Technical Review
17	Street Vacation**	8,410.00	Base Fee + Consultant Fee	Processing & Technical Review
18	Easement/Dedications and Quitclaim Deeds (Up to 3 plan checks)**	New	Base Fee + Consultant Fee	Processing & Technical Review
19	Hydrology, Geotechnical Report & Sewer Study Review (Up to 3 plan checks)**	New	Base Fee + Consultant Fee	Technical Review
20	Plans and Specs	cost		
21	Tentative Parcel Map Review (Up to 3 plan checks)**	New	Base Fee + Consultant Fee	Technical Review
22	Final Parcel Map Review (Up to 3 plan checks)**	New	Base Fee + Consultant Fee	Processing & Technical Review
23	SB9 Parcel Map Review (Up to 3 plan checks)**	New	Base Fee + Consultant Fee	Technical Review
24	SB9 Tract Map Review (Up to 3 plan checks)**	New	Base Fee + Consultant Fee	
25	Tentative Tract Map Review (Up to 3 plan checks)**	New	Base Fee + Consultant Fee	
26	Final Tract Map Review (Up to 3 plan checks)**	New	Base Fee + Consultant Fee	Processing & Technical Review
27	WQMP Exemption**	Base Fee + Consultant Fee		Technical Review
28	Preliminary WQMP (Up to 3 plan checks)**	810.00	Base Fee + Consultant Fee	Technical Review
29	Final WQMP (Up to 3 plan checks)**	1,620.00	Base Fee + Consultant Fee	Technical Review
30	Non-Priority WQMP (Up to 3 plan checks)**	1,215.00	Base Fee + Consultant Fee	Technical Review
31	WQMP Tracts/Commercial/Industrial Inspection**	New	Base Fee + Consultant Fee	
32	Penalties for Doing Work Without Permit	New	2x Base Fees	
33	Annual FOG Inspection Fee	190.00	Base Fee + Consultant Fee	Yearly inspection fee paid by food service establishments. Billed in conjunction with business license tax.
34	Annual Sewer Mitigation Fee	190.00		Yearly fee paid by food service establishments that do NOT have a grease control device. Billed in conjunction with business license tax.

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$2,367.68	0%	\$2,367.00	NA
\$2,013.27	0%	\$2,013.00	-\$107
\$1,186.24	0%	\$1,186.00	NA
\$2,013.27	0%	\$2,013.00	NA
NA	NA	\$16.00	-\$4
NA	NA	\$90.00	-\$35
NA	NA	FBHR + Direct Costs/Deposit	\$0
NA	NA	FBHR + Direct Costs	\$2
NA	NA	FBHR + Direct Costs	\$3
NA	NA	FBHR + Direct Costs	\$4
\$950.07	0%	\$950.00	\$495
\$297.84	0%	\$297.00	NA
\$219.02	0%	\$219.00	NA
\$615.23	0%	\$615.00	\$160
\$1,501.24	NA	\$1,501.00	NA
\$2,551.13	NA	\$2,551.00	NA
\$6,284.74	NA	\$6,284.00	-\$2,126
\$2,866.41	0%	\$2,866.00	NA
\$1,393.49	0%	\$1,393.00	NA
NA	NA	cost	\$0
\$1,393.49	0%	\$1,393.00	NA
\$2,866.41	0%	\$2,866.00	NA
\$2,966.41	0%	\$2,966.00	NA
\$4,181.68	0%	\$4,181.00	NA
\$1,866.41	0%	\$1,866.00	NA
\$3,581.68	0%	\$3,581.00	NA
\$191.82	0%	\$191.00	NA
\$1,817.38	0%	\$1,817.00	\$1,007
\$2,351.13	0%	\$2,351.00	\$731
\$1,693.49	0%	\$1,693.00	\$478
\$2,095.67	0%	\$2,095.00	NA
NA	NA	2 X Permit fee	NA
\$191.82	0%	\$191.00	\$1
\$362.45	0%	\$362.00	\$172

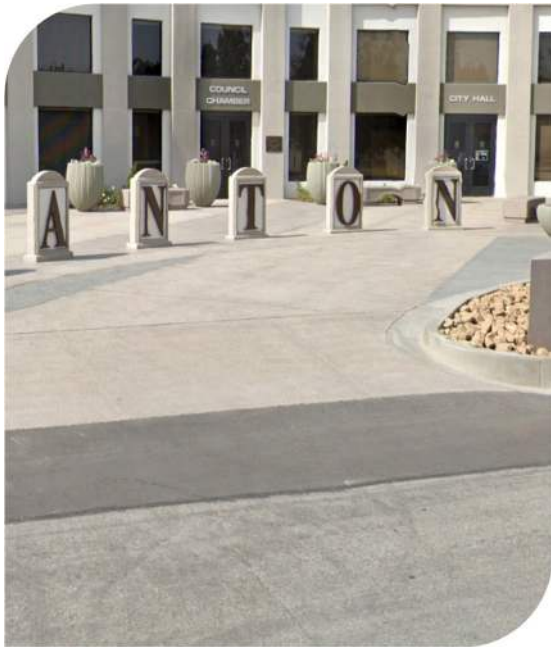
Public Works

#	Description	Current Fee/Charge	Unit	Notes
35	FOG Plan Review (Up to 3 plan checks)**	550.00	Base Fee + Consultant Fee	For food service establishments where a grease control device is required in accordance with the Building Code. Average Plan Review Cost from JLHA \$300.00
36	FOG Follow-Up Inspections/Violation FOG Followup Inspection**	150.00	Base Fee + Consultant Fee	Paid per inspection
37	Single Family Residential Grading & WQMP Inspection**	New		For Single-Family Home Projects and ADUs that require a grading permit
38	Small Wireless Application Review (Up to 3 plan checks)	New		
39	Sewer Connection - City**	2,900.00		
40	Biannual Permit Parking fee	25.00		
41	Permit Parking District Application Review fee	660.00		

*Fees are based on in house fees. Consultant are based on actual cost plus 35% admin fee

**If the project requires additional hours, the City will charge the fully-burdened hourly rate for City staff or the Consultant cost.

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$732.45	0%	\$732.00	\$182
\$412.45	0%	\$412.00	\$262
\$1,528.45	0%	\$1,528.00	NA
\$1,677.48	0%	\$1,677.00	NA
\$747.90	0%	\$747.00	-\$2,153
NA	NA	\$25.00	\$0
NA	NA	\$660.00	\$0



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RESOLUTION NO. 2025-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, ADOPTING A NEW CITY OF STANTON MASTER FEE SCHEDULE FOR CITY PROGRAMS AND SERVICES

WHEREAS, the City of Stanton (the “City”) City Council has authority to establish fees or service charges which do not exceed the reasonable cost of providing various regulatory activities or providing various programs or services; and

WHEREAS, the City retained a third-party consultant to conduct a user fee study (the “Study”) analyzing the City’s costs of providing various programs and services; and

WHEREAS, the City has established a policy of recovering the full costs reasonably borne of providing programs and services of a voluntary and limited nature; such that general taxes are not diverted from general services of a broad nature, and thereby utilized to subsidize unfairly and inequitably such programs and services; and

WHEREAS, the City’s user fees (the “Fees”) are adopted in accordance with Government Code section 66018 (“Section 66018”) which require the Fees to be adopted by the City Council by Resolution, after providing notice and holding a public hearing; and

WHEREAS, the City made publicly available the Study indicating the amount of cost, or estimated cost, required to provide the programs and services for which the Fees are to be imposed at least ten (10) days prior to the date of the public hearing; and

WHEREAS, on January 14, 2025, the City Council conducted a duly noticed public hearing, pursuant to Section 66018, regarding the adoption of the Fees in this Resolution at which all oral and written presentations were made as part of a regularly scheduled meeting; and

WHEREAS, it is the intention of the City Council to amend the master fee schedule of fees (the “Master Fee Schedule”) based on the findings of the Study, the City’s budgeted and projected costs reasonably borne for the Fiscal Year beginning July 1, 2023; and

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

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, HEREBY FINDS, DETERMINES AND RESOLVES AS FOLLOWS:

SECTION 1: The City Council finds that the above recitations are true and correct and, accordingly, are incorporated as a material part of this Resolution.

SECTION 2: The City Council further finds that all procedural requirements of Section 66018 Act have been satisfied and the Fees specified by this Resolution do not exceed the reasonably estimated costs of providing the programs and services or the regulatory actions for which the Fees are imposed.

SECTION 3: The Master Fee Schedule, as listed in Exhibit A attached hereto and incorporated herein by this reference, is hereby adopted and directed to be computed by and applied by the various City departments, and to be collected by the Finance Department for the City's various programs and services when provided by the City or its designated contractors.

SECTION 4: All fees established by this Resolution are for each identified process; additional fees shall be required for each additional process or service that is requested or required. Where fees are indicated on a per-unit of measurement basis, the fee is for each identified unit or portion thereof within the indicated ranges of such units.

SECTION 5: This Resolution may be interpreted by the several City department heads in consultation with the City Manager and, should there be a conflict between two fees, then the lower in dollar amount of the two shall be applied.

SECTION 6: On July 1, 2025, and on each July 1 thereafter, the fees included in the City's Master Fee Schedule shall increase by the percentage increase in the Consumer Price Index ("CPI") for all urban consumers in the Los Angeles-Long Beach-Anaheim area as published by the United States Government Bureau of Labor Statistics for the month of December. However, no CPI adjustment resulting in a decrease of any fee imposed by this subsection shall be made.

SECTION 7: If any section, subsection, sentence, clause, phrase, or portion of this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Resolution. The City Council of the City of Stanton hereby declares that it would have adopted this Resolution and each section, subsection, sentence, clause, phrase, or portion thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases, or portions be declared invalid or unconstitutional.

SECTION 8: The approval of the Fees herein is not a project under the California Environmental Quality Act ("CEQA") pursuant to State Guidelines Section State CEQA Guidelines, sections 15060, subd. (c)(2)-(3), 15378 because it has no potential to result in either a direct, or reasonably foreseeable indirect, physical change in the environment. (State CEQA Guidelines, §§ 15060, subd. (c)(2)-(3), 15378.)

SECTION 9: All prior resolutions and other actions of the City Council in conflict with the contents of this Resolution are hereby superseded.

SECTION 10: This Resolution and the Master Fee Schedule shall go into full force and effect immediately upon its adoption.

SECTION 11: The City Clerk shall certify to the adoption of this Resolution.

ADOPTED, SIGNED AND APPROVED this 14th day of January, 2025.

DAVID J. SHAWVER, MAYOR

APPROVED AS TO FORM:

HONGDAO NGUYEN, CITY ATTORNEY

ATTEST:

I, Patricia A. Vazquez, City Clerk of the City of Stanton, California DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2025-04 has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the Stanton City Council, held on January 14, 2025, and that the same was adopted, signed and approved by the following vote to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

PATRICIA A. VAZQUEZ, CITY CLERK

EXHIBIT "A"

2025 MASTER FEE SCHEDULE

Administrative Services

Fee Description	% Of Recovery	Full Cost	Proposed Fee
New/Moved Business License Appl Review	100%	\$ 136	\$ 136
New/Moved Business License Appl Review - Online	100%	\$ 92	\$ 92
Business Tax Renewal Processing	100%	\$ 86	\$ 86
Business Tax Renewal Processing - Online	100%	\$ 58	\$ 58
Returned Checks (NSF) Processing (2)	NA	NA	\$25/\$35
Document Printing & Copying (per page)	100%	\$ 0.10	\$ 0.10
Electronic Media Copy Processing (per CD/USB)	100%	\$ 20	\$ 20
Council Agenda/Minute Mailing Service	100%	\$ 160	\$ 160
Initiative Petition Processing Fee (1)	NA	NA	\$ 200
Document Certification (per page)	NA	NA	\$ 20
Municipal Code Subscription Service (3)	100%	\$ 160	\$ 160
Credit Card Convenience Fee (4)	100%	2.6%	2.6%
Chargeback Fee (each)	100%	\$ 25	\$ 25

Notes:

NA: Not available

(1) CA Elections Code Section 9202(b) caps fees at \$200. If the election official certifies the sufficiency of the petition, the fee is to be refunded.

(2) Civil Code Section 1719 allows for a \$25 charge for the first returned check and \$35 for subsequent returned checks

(3) Plus Direct Costs of Code Book or supplements and postage

(4) Percentage of Transaction Amount

Building & Safety

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Mechanical			
Forced air furnace wall syst 90,000 BTU's or less	100%	\$ 222	\$ 222
Forced are furnace 91,000 BTU's or greater	100%	\$ 222	\$ 222
A/C Refrig unit over 2 1/2 tons and not greater than 5 tons	100%	\$ 222	\$ 222
A/C Refrig unit over 5 tons and not greater than 10 tons	100%	\$ 222	\$ 222
A/C Refrig unit over 10 tons	100%	\$ 222	\$ 222
Each Supply opening	100%	\$ 222	\$ 222
Each return opening	100%	\$ 222	\$ 222
Each air handling unit	100%	\$ 222	\$ 222
Bathroom exhaust fan and duct	100%	\$ 222	\$ 222
Residential Range Hood	100%	\$ 222	\$ 222
Commercial kitchen range hood	100%	\$ 304	\$ 304
Makeup air or evaporative cooling unit	100%	\$ 222	\$ 222
Boiler up to 100 BTU	100%	\$ 222	\$ 222
Over 100K and not greater than 500K BTU	100%	\$ 393	\$ 393
Over 501K and not greater than 1 million BTU	100%	\$ 411	\$ 411
Over 1 million and not greater than 1.75 million BTU	100%	\$ 411	\$ 411
1,750,000 BTU's and over	100%	\$ 411	\$ 411
Issuance Fee	100%	\$ 140	\$ 140
Supplemental Fee	100%	\$ 140	\$ 140
Plumbing			
Plumbing fixtures or trap or set of fixtures on one trap (including water, drainage piping and backflow protection therefore) - one to four	100%	\$ 222	\$ 222
each additional	100%	\$ 222	\$ 222
Water heater, one to four	100%	\$ 222	\$ 222
Each additional water heater	100%	\$ 222	\$ 222
building sewer	100%	\$ 222	\$ 222
gas piping system one to four outlets	100%	\$ 222	\$ 222
each additional outlet	100%	\$ 222	\$ 222
Grease interceptor	100%	\$ 222	\$ 222
Installation, alteration or repair of water piping and or water treatment equipment	100%	\$ 222	\$ 222
Swimming pool piping	100%	\$ 680	\$ 680
Issuance Fee	100%	\$ 35	\$ 35
Supplemental Fee	100%	\$ 35	\$ 35
Electrical			
First 10 outlets or less	100%	\$ 222	\$ 222
Additional outlets (each)	100%	\$ 222	\$ 222
First 20 fixtures	100%	\$ 222	\$ 222
Additional 21-100 fixtures	100%	\$ 222	\$ 222
Additional 101 and over fixtures	100%	\$ 222	\$ 222

* This fee schedule is not comprehensive of all City fees and charges. There may be other fees established by other City Council approved resolutions or ordinances.
 **Fees may be annually adjusted by the Consumer Price Index.

Building & Safety

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Panel subfeed	100%	\$ 222	\$ 222
Fractional HP motor	100%	\$ 222	\$ 222
1 HP through 5 HP motor	100%	\$ 222	\$ 222
Over 5 HP motor	100%	\$ 222	\$ 222
Temporary pole or pedestal	100%	\$ 222	\$ 222
Range	100%	\$ 222	\$ 222
Dryer	100%	\$ 222	\$ 222
Electrical hot water heater	100%	\$ 222	\$ 222
Private swimming pool	100%	\$ 304	\$ 304
Pole and platform mounted fixtures	100%	\$ 311	\$ 311
Services up to and including 200 amperes	100%	\$ 222	\$ 222
Service 201 to 1,000 amperes	100%	\$ 222	\$ 222
1-25 KVA transformers	100%	\$ 222	\$ 222
26-75 KVA transformers	100%	\$ 222	\$ 222
76-112 KVA transformers	100%	\$ 222	\$ 222
112.5 & over	100%	\$ 222	\$ 222
Outline & marquee (Signs)	100%	\$ 222	\$ 222
Additional Signs	100%	\$ 222	\$ 222
Miscellaneous fee	100%	\$ 35	\$ 35
Issuance fee	100%	\$ 35	\$ 35
Supplemental fee	100%	\$ 35	\$ 35
Hourly Rates - All Services			
Standard Hourly Rate	100%	\$ 222	\$ 222
Accelerated Hourly Rate	100%	\$ 328	\$ 328
After Hours Inspection per hour (2 hour min)	100%	\$ 410	\$ 410
Change Permit holder/reissuance fee	100%	\$ 140	\$ 140
Misc Plan check per 1/2 hour	100%	\$ 140	\$ 140
Misc inspection per 1/2	100%	\$ 222	\$ 222
Private Landscape R/W	100%	\$ 117	\$ 117
Minor project NPDES - non-grading	100%	\$ 35	\$ 35
NPDES Permit Building review only - Deposit	100%	\$ 35	\$ 35
Over the Counter Plan Check	100%	\$ 246	\$ 246
Third Party Review and Inspection	NA	NA	Actual Cost
Building Plan Check Fee only	NA	NA	45% of total fee
Energy Permit	NA	NA	40% of bldg permit
Energy Plan Check Fee only	NA	NA	75% of energy permit
Building Permit Issuance Fee	100%	\$ 35	\$ 35
Accessibility Compliance			
Miscellaneous accessibility compliance inspection	100%	\$ 328	\$ 328
Parking Lot Restriping	100%	\$ 328	\$ 328
Ramp	100%	\$ 328	\$ 328

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Building & Safety

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Antenna			
Radio <30 ft. each	100%	\$ 506	\$ 506
Radio >30 ft. each	100%	\$ 506	\$ 506
Dish > 2 ft. each	100%	\$ 506	\$ 506
Awning or Canopy (supported by building)			
Awning Aluminum	100%	\$ 393	\$ 393
Awning Canvas	100%	\$ 393	\$ 393
Balcony			
Balcony Addition	100%	\$ 482	\$ 482
Additional Balcony	100%	\$ 482	\$ 482
Deck (wood) with footings	100%	\$ 482	\$ 482
Additional Deck	100%	\$ 482	\$ 482
Carpport			
Carpport	100%	\$ 588	\$ 588
Certificate of Occupancy			
Certificate of Occupancy	100%	\$ 222	\$ 222
Temporary Construction trailer with ramp	100%	\$ 410	\$ 410
Close Existing Openings			
Interior wall	100%	\$ 222	\$ 222
Exterior wall	100%	\$ 222	\$ 222
Covered Porch			
Covered Porch	100%	\$ 482	\$ 482
Demolition			
Demolition up to \$3,000 sq. ft.	100%	\$ 222	\$ 222
Additional Demolition each add'l 3,000 sq. ft.	100%	\$ 222	\$ 222
Door			
Replacement	100%	\$ 222	\$ 222
Structural shear wall masonry	100%	\$ 311	\$ 311
New door non structural	100%	\$ 222	\$ 222
Each additional door 50% of first 1-5	100%	\$ 222	\$ 222
Fencing			
Fence or Freestanding Wall - Wood up to 100 l.f.	100%	\$ 222	\$ 222
Fence or free standing wall additional wood fend each 100 l.f.	100%	\$ 222	\$ 222
Chain Link up to 100 l.f.	100%	\$ 222	\$ 222
additional chain link each additional 100 l.f	100%	\$ 222	\$ 222
Stucco with wood frame up to 100 l.f.	100%	\$ 222	\$ 222
Additional stucco fence each additional 100 l.f.	100%	\$ 222	\$ 222
Wire fence up to 100 l.f.	100%	\$ 222	\$ 222
Wire fence each additional 100 l.f.	100%	\$ 222	\$ 222
Wrought iron fence up to 100 l.f.	100%	\$ 222	\$ 222
Additional iron fence each additional 100 l.f.	100%	\$ 222	\$ 222

* This fee schedule is not comprehensive of all City fees and charges. There may be other fees established by other City Council approved resolutions or ordinances.

**Fees may be annually adjusted by the Consumer Price Index.

Building & Safety

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Masonry (Blockwall), 42" - 6' high up to 100 l.f.	100%	\$ 222	\$ 222
Additional Masonry 42" - 6' high each additional 100 l.f.	100%	\$ 222	\$ 222
Masonry (Block wall), Special design over 6' high up to 100 l.f.	100%	\$ 222	\$ 222
Additional Masonry over 6' high each additional 100 l.f.	100%	\$ 222	\$ 222
Flag pole			
Flag pole	100%	\$ 311	\$ 311
Fireplace			
Masonry or concrete	100%	\$ 304	\$ 304
Metal	100%	\$ 304	\$ 304
Factory Built	100%	\$ 304	\$ 304
Sprinkler Systems			
Fire Sprinkler System up to 100 sprinklers	100%	\$ 304	\$ 304
Additional sprinklers (1 hour min.)	100%	\$ 304	\$ 304
Garage			
Wood frame up to 500 sq ft	100%	\$ 393	\$ 393
Each additional 500 sq ft 35% of first 500 sq ft	100%	\$ 311	\$ 311
Masonry up to 500 sq ft	100%	\$ 304	\$ 304
Each additional 500 sq ft 35% of first 500 sq ft	100%	\$ 222	\$ 222
Wood frame up to 420 sq. ft	100%	\$ 482	\$ 482
Masonry up to 420 sq. ft.	100%	\$ 393	\$ 393
Grading (on-site)			
Plan Review/Check	100%	\$ 1,701	\$ 1,701
Inspection	100%	\$ 1,537	\$ 1,537
Lighting Pole			
Lighting pole each	100%	\$ 393	\$ 393
Each additional pole	100%	\$ 311	\$ 311
Partition			
Partition - interior up to 30 l.f.	100%	\$ 222	\$ 222
Partition additional 30 l.f.	100%	\$ 222	\$ 222
Patio Cover			
Wood frame	100%	\$ 304	\$ 304
Metal frame	100%	\$ 393	\$ 393
Other frame	100%	\$ 393	\$ 393
Additional patio	100%	\$ 311	\$ 311
Enclosed wood frame	100%	\$ 499	\$ 499
Enclosed metal frame	100%	\$ 588	\$ 588
Additional enclosed patio	100%	\$ 588	\$ 588
Pile Foundation			
Pile foundation up to 50 l.f. of pile	100%	\$ 977	\$ 977
Concrete case in place	100%	\$ 977	\$ 977
Steel piles	100%	\$ 977	\$ 977
Additional pile foundation	100%	\$ 977	\$ 977

* This fee schedule is not comprehensive of all City fees and charges. There may be other fees established by other City Council approved resolutions or ordinances.

**Fees may be annually adjusted by the Consumer Price Index.

Building & Safety

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Plastering (Stucco)			
Inside: per 100 l.f.	100%	\$ 222	\$ 222
Outside: per 100 l.f.	100%	\$ 222	\$ 222
Each additional 100 l.f.	100%	\$ 222	\$ 222
Retaining Wall			
Concrete or masonry Standard 3-6' high up to 50 lf	100%	\$ 506	\$ 506
Additional retaining wall each 50 sq. ft.	100%	\$ 277	\$ 277
Concrete or masonry special design 7-9' high up to 50 lf	100%	\$ 506	\$ 506
Concrete or masonry - additional retaining wall each 50 sf	100%	\$ 311	\$ 311
Concrete or masonry special design 10'+ high up to 30 lf	100%	\$ 506	\$ 506
Concrete or masonry additional retaining wall each 30 sf	100%	\$ 258	\$ 258
Reroofing			
Gravel, Built up to 1500 sq. ft.	100%	\$ 304	\$ 304
Composition shingles up to 1500 sq. ft	100%	\$ 304	\$ 304
Fiberglass shingles up to 1500 sq. ft	100%	\$ 304	\$ 304
Asbestos cement shingles up to 1500 sq. ft	100%	\$ 304	\$ 304
Wood shingles to 1500 sq. ft	100%	\$ 304	\$ 304
Wood shakes up to 1500 sq. ft	100%	\$ 304	\$ 304
Aluminum shingles up to 1500 sq. ft	100%	\$ 304	\$ 304
Clay tiles up to 1500 sq. ft	100%	\$ 304	\$ 304
Concrete tile up to 1500 sq. ft	100%	\$ 304	\$ 304
Each additional re-roof up to 1000 sq. ft	100%	\$ 304	\$ 304
Roof structure replacement			
Roof structure replacement up to 100 s.f.	100%	\$ 311	\$ 311
Additional roof structure replacement each 100 s.f.	100%	\$ 311	\$ 311
Room Addition			
Up to 100 sq. ft.	100%	\$ 506	\$ 506
101-300 sq. ft.	100%	\$ 506	\$ 506
301-500 sq. ft.	100%	\$ 506	\$ 506
501-700 sq. ft.	100%	\$ 506	\$ 506
Each additional 200 sq. ft. over 700 sq. ft.	100%	\$ 400	\$ 400
Remodel - Residential			
Less than 500 sq. ft.	100%	\$ 304	\$ 304
Kitchen includes MEPS	100%	\$ 304	\$ 304
Additional remodel - each 500 sq. ft.	100%	\$ 304	\$ 304
Bathroom Remodel each	100%	\$ 222	\$ 222
Sauna			
Sauna - steam	100%	\$ 304	\$ 304

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Building & Safety

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Siding			
Aluminum up to 100 sq. ft.	100%	\$ 222	\$ 222
Stone and Brick Veneer (interior or exterior) up to 100 sq. ft.	100%	\$ 222	\$ 222
Other up to 100 sq. ft.	100%	\$ 222	\$ 222
Additional siding 100 sq. ft.	100%	\$ 169	\$ 169
Sign			
Monument signs - electrical not included	100%	\$ 417	\$ 417
Channel letter signs - electrical not included	100%	\$ 222	\$ 222
Nonilluminated signs	100%	\$ 222	\$ 222
Sign Face Change	100%	\$ 222	\$ 222
Skylight			
Less than 10 sq. ft.	100%	\$ 222	\$ 222
Greater than 10' or structural	100%	\$ 222	\$ 222
Solar			
Residential Solar Panels - 10 Kw or less w/exp pln ck	100%	\$ 328	\$ 328
Residential Solar Panels - 15 Kw or less w/nrml pln ck	100%	\$ 410	\$ 410
Residential Solar Panels - Over 15 Kw	100%	\$ 410	\$ 410
Commercial Solar Panels - 50 Kw or less	100%	\$ 964	\$ 964
Commercial Solar Panels - 51 Kw-250 Kw	100%	\$ 964	\$ 964
Commercial Solar Panels - Over 250 Kw	100%	\$ 964	\$ 964
Stairs			
One story	100%	\$ 311	\$ 311
Additional stairs per story	100%	\$ 311	\$ 311
Storage			
Up to 100 linear feet	100%	\$ 311	\$ 311
Additional racks (same type) - per 100 linear feet	100%	\$ 311	\$ 311
Swimming Pool, Spa or Hot Tub			
Spa or Hot Tub - gunite only	100%	\$ 574	\$ 574
Vinyl Lined up to 500 sq. ft.	100%	\$ 574	\$ 574
Fiberglass up to 500 sq. ft.	100%	\$ 574	\$ 574
gunite up to 500 sq. ft.	100%	\$ 574	\$ 574
Additional pool over 500 sq. ft.	100%	\$ 574	\$ 574
Commercial pool	100%	\$ 574	\$ 574
pool/spa demo	100%	\$ 574	\$ 574
portable spa/ self-contained equipment	100%	\$ 574	\$ 574
portable spa - separate equipment	100%	\$ 574	\$ 574
Trash Enclosure			
Trash enclosure	100%	\$ 393	\$ 393

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Building & Safety

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Window or Sliding Glass Door			
Replacement (1-5 items)	100%	\$ 222	\$ 222
New window non structural (1-5 items)	100%	\$ 222	\$ 222
New window structural shear wall masonry (1-5 items)	100%	\$ 222	\$ 222
Bay window	100%	\$ 222	\$ 222
Each Additional 50% of first 1-5 items	100%	\$ 222	\$ 222
Electric Vehicle Charging Station - Commercial (1)	100%	\$ 786	\$ 786
Each additional	100%	\$ 304	\$ 304
Electric Vehicle Charging Station - Residential each	100%	\$ 222	\$ 222
Change of Address	100%	\$ 112	\$ 112
Building Board of Appeal	100%	\$ 1,533	\$ 1,533
Building Plan Review	100%	\$ 204	\$ 204
Building Plan Revision Review	100%	\$ 102	\$ 102
Building Inspection - Permit Issuance	100%	\$ 102	\$ 102
Plan Check Extension	100%	\$ 162	\$ 162
Building Permit Extension	100%	\$ 162	\$ 162
Special Inspection/Re-inspection	100%	\$ 250	\$ 250
Miscellaneous Plan Check Review	100%	\$ 51	\$ 51
Investigation for Compliance	100%	\$ 1,119	\$ 1,119
Temporary Certificate of Occupancy	100%	\$ 267	\$ 267
Scanning of Building Plans/Permits (per sheet)	100%	\$ 56	\$ 56
Technology Fee	100%	13%	13% of bldg permit

Notes:

NA - Not available

(1) Plus deposit for plan check

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Building & Safety

CBC Occupancy	Sq. Footage	Total Cost	Total Cost New Construction Fee Schedule
Commercial	1	\$ 3,093	3093.15 plus 27.07 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
Commercial	1,000	\$ 3,634	3634.06 plus 13.91 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
Commercial	5,000	\$ 4,747	4746.55 plus 19.29 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
Commercial	10,000	\$ 6,676	6675.57 plus 12.96 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
Commercial	20,000	\$ 9,268	9267.99 plus 4.48 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
Commercial	50,000	\$ 11,956	11955.67 plus 3.65 for each additional 100 s.f. or fraction thereof
Tenant Improvements	1	\$ 1,878	1878.04 plus 20.44 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
Tenant Improvements	800	\$ 2,205	2204.65 plus 19.05 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,200 s.f.
Tenant Improvements	1,250	\$ 2,376	2376.13 plus 25.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,500 s.f.
Tenant Improvements	2,500	\$ 3,021	3021.19 plus 19.60 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
Tenant Improvements	5,000	\$ 4,001	4001.04 plus 5.44 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 12,500 s.f.
Tenant Improvements	12,500	\$ 4,818	4817.58 plus 4.45 for each additional 100 s.f. or fraction thereof
Residential - New	1	\$ 1,828	1827.51 plus 28.10 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
Residential - New	800	\$ 2,277	2276.61 plus 54.22 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1200 s.f.
Residential - New	1,200	\$ 2,710	2710.37 plus 11.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.
Residential - New	2,000	\$ 2,899	2899.17 plus 9.44 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 3,000 s.f.
Residential - New	3,000	\$ 3,088	3087.98 plus 21.69 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 4,000 s.f.
Residential - New	4,000	\$ 3,522	3521.74 plus 29.22 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 6,000 s.f.
Residential - New	6,000	\$ 4,690	4690.39 plus 10.53 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
Residential - New	10,000	\$ 5,532	5532.42 plus 10.52 for each additional 100 s.f. or fraction thereof
Residential - Addition	1	\$ 1,787	1786.69 plus 68.27 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.
Residential - Addition	300	\$ 2,195	2194.96 plus \$0 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
Residential - Addition	500	\$ 2,195	2194.96 plus 17.86 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
Residential - Addition	800	\$ 2,302	2302.1 plus 7.65 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.
Residential - Addition	1,500	\$ 2,409	2409.25 plus 16.33 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.
Residential - Addition	2,000	\$ 2,573	2572.56 plus 14.07 for each additional 100 s.f. or fraction thereof
Residential - Remodel	1	\$ 1,225	1224.81 plus 61.45 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 300 s.f.
Residential - Remodel	300	\$ 1,592	1592.25 plus \$0 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 500 s.f.
Residential - Remodel	500	\$ 1,592	1592.25 plus \$0 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 800 s.f.
Residential - Remodel	800	\$ 1,592	1592.25 plus 26.25 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.
Residential - Remodel	1,500	\$ 1,960	1959.69 plus \$0 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 2,000 s.f.

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Building & Safety

CBC Occupancy	Sq. Footage	Total Cost	Total Cost New Construction Fee Schedule
Residential - Remodel	2,000	\$ 1,960	1959.69 plus \$0 for each additional 100 s.f. or fraction thereof
Industrial	1	\$ 3,144	3144.14 plus 25.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
Industrial	1,000	\$ 3,660	3659.55 plus 18.31 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
Industrial	5,000	\$ 5,124	5124.15 plus 16.02 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
Industrial	10,000	\$ 6,727	6726.56 plus 13.63 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
Industrial	20,000	\$ 9,452	9451.61 plus 4.86 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
Industrial	50,000	\$ 12,367	12367.26 plus 3.97 for each additional 100 s.f. or fraction thereof
Shell Building	1	\$ 3,062	3062.48 plus 25.80 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
Shell Building	1,000	\$ 3,578	3577.9 plus 15.25 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 5,000 s.f.
Shell Building	5,000	\$ 4,798	4797.53 plus 18.47 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 10,000 s.f.
Shell Building	10,000	\$ 6,645	6644.9 plus 13.63 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 20,000 s.f.
Shell Building	20,000	\$ 9,370	9369.96 plus 4.86 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 50,000 s.f.
Shell Building	50,000	\$ 12,286	12285.61 plus 3.97 for each additional 100 s.f. or fraction thereof
Garage, Workshop, Storage	200	\$ 1,338	1337.59 plus 38.28 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 200 s.f.
Garage, Workshop, Storage	1,000	\$ 1,950	1950 plus \$0 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,000 s.f.
Garage, Workshop, Storage	1,500	\$ 1,950	1950 plus \$0 for each additional 100 s.f. or fraction thereof > half of 100 s.f., to and including 1,500 s.f.

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Community Development

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Administrative Review - Minor SPDR, Minor CUP, Minor Variance	100%	\$ 1,650	\$ 1,650
Annexation Processing	100%	\$ 16,556	\$ 16,556
Appeal to City Council	100%	\$ 4,416	\$ 4,416
Appeal to Planning Commission	100%	\$ 2,888	\$ 2,888
Conditional Use Permit	100%	\$ 2,791	\$ 2,791
Conditional Use Permit - Major/Amendment	100%	\$ 2,961	\$ 2,961
Condominium Conversion	100%	\$ 4,404	\$ 4,404
Development Agreement (DA) (1)	NA	NA	Deposit; \$5,000 initial
General Plan Amendment	100%	\$ 9,608	\$ 9,608
General Plan Map Amendment	100%	\$ 9,608	\$ 9,608
Planned Development Permit	100%	\$ 9,608	\$ 9,608
Planning Commission Hearing	100%	\$ 1,359	\$ 1,359
Preliminary Plan Review	100%	\$ 1,255	\$ 1,255
Site Plan and Design Review - Major/Modification	100%	\$ 3,616	\$ 3,616
Specific Plan	100%	\$ 9,608	\$ 9,608
Specific Plan Amendment (1)	NA	NA	Deposit; \$5,000 initial
Time Extension Review	100%	\$ 408	\$ 408
Variance	100%	\$ 2,355	\$ 2,355
Zone Change	100%	\$ 9,606	\$ 9,606
Zoning Code Amendment	100%	\$ 6,455	\$ 6,455
Zoning Map Amendment	100%	\$ 9,608	\$ 9,608
Lot Line Adjustment	100%	\$ 1,567	\$ 1,567
Lot Merger	100%	\$ 2,766	\$ 2,766
Tentative Parcel Map	100%	\$ 2,766	\$ 2,766
Tentative Tract Map	100%	\$ 3,545	\$ 3,545
Planning Commission Agenda/Minute Mailing Service (postage fees, preparing notifications, publication costs)	100%	\$ 1,259	\$ 1,259
California Environmental Quality Act Class 32	100%	\$ 272	\$ 272
Environmental - Categorical Exempt Notice (NOE)	100%	\$ 289	\$289 + County filing fees
Environmental Impact Report Review (6)	100%	\$ 6,780	\$ 6,780
Fish & Game Fee Admin	100%	\$ 102	\$102 + County filing fees
Mitigated Negative Declaration Review (6)	100%	\$ 3,446	\$ 3,446
Mitigation Monitoring	100%	\$ 3,702	\$ 3,702
Annual Advertising Permit	100%	\$ 408	\$ 408
Crime Prevention Through Environmental Design (1)	NA	NA	Actual Cost
Determination of Public Convenience or Necessity	100%	\$ 204	\$ 204
Fence Permit	100%	\$ 102	\$ 102
General Plan & Implementation Maintenance Fee (Surcharge)	100%	3%	3% of fees
Home Occupation Permit	100%	\$ 306	\$ 306
Innovative Sign Permit	100%	\$ 951	\$ 951
Interpretation or Similar Use Determination	100%	\$ 578	\$ 578
Landscape Inspection	100%	\$ 204	\$ 204
Planning Inspection	100%	\$ 204	\$ 204

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Community Development

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Reasonable Accommodations	100%	\$ 204	\$ 204
Sign Face Change Fee	100%	\$ 102	\$ 102
Sign Permit	100%	\$ 204	\$ 204
Sign Program	100%	\$ 1,517	\$ 1,517
Special Events Permit	100%	\$ 187	\$ 187
Temporary Use Permit	100%	\$ 1,109	\$ 1,109
Temporary Sign	100%	\$ 102	\$ 102
Zoning Clearance	100%	\$ 204	\$ 204
Cannabis Appeal Fee (1) (4)	100%	\$ 7,133	\$7,133 + actual costs
Cannabis Background and Verification Fee Ownership (1) (2)	NA	NA	\$5,500 + actual costs
Cannabis Employee Verification (1) (2)	100%	\$ 102	\$101 + actual costs
Commercial Cannabis Business Permit Fee (New Application)	100%	\$ 2,794	\$ 2,794
Commercial Cannabis Business Permit Fee (Renewal)	100%	\$ 1,758	\$ 1,758
Adult-Oriented Live Entertainer (1) (2)	100%	\$ 102	\$101 + actual costs
Adult-Oriented Live Entertainer Renewal (1) (3)	100%	\$ 51	\$50 + actual costs
Special License - Adult Entertainment	100%	\$ 1,869	\$ 1,869
City Attorney Review (1)	NA	NA	Deposit; \$1,000 initial
Concurrent Processing	NA	NA	Sum of Fees
Zoning Confirmation Letter	100%	\$ 306	\$ 306
Precise Grading Plan Check (includes private property improvements) Building	100%	\$ 2,630	\$ 2,630
Public Property Improvement (Street Improvement) Public Works	100%	\$ 2,784	\$ 2,784
Geotechnical Report Review Fee Building	100%	\$ 2,354	\$ 2,354
Rough Grading Plan Review Building	100%	\$ 1,664	\$ 1,664
Single Family Residential Lot Grading Plan Check Bldg. (5)	100%	\$ 1,346	\$ 1,346
Film Permit Fee	100.0%	\$ 431	\$ 431
Film Location Fee (per day)	NA	NA	\$ 385
Film-Additional Fees (1)	NA	NA	Actual Cost

Notes:

NA: Not available

(1) 100% of City staff time and consultant costs + 20% overhead rate

(2) Plus cost of approved live scan vendor & DOJ background check

(3) Plus cost of DOJ background check if required due to changed circumstances

(4) Third party hearing officer cost

(5) For single-family home projects and ADUs that require a grading permit

(6) Base fee + consultant fees

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COMMUNITY SERVICES

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Hourly Rates:			
CITY HALL - Activity Room A: Stanton Resident/ Stanton Non-Profit/ Stanton Businesses	100%	NA	\$ 50
CITY HALL - Activity Room B: Individual/ Non-Profit/ Business Residing Outside of Stanton	100%	NA	\$ 60
CITY HALL - Banquet Hall A: Stanton Resident/ Stanton Non-Profit/ Stanton Businesses	100%	NA	\$ 150
CITY HALL - Banquet Hall B: Individual/ Non-Profit/ Business Residing Outside of Stanton	100%	NA	\$ 300
CITY HALL - 1/3 Banquet Hall or Meeting Room A: Stanton Resident/ Stanton Non-Profit/ Stanton Businesses	100%	NA	NC
CITY HALL - 1/3 Banquet Hall or Meeting Room B: Individual/ Non-Profit/ Business Residing Outside of Stanton	100%	NA	NC
FAMILY RESOURCE CENTER - Multi-purpose Meeting Room A: Stanton Resident/ Stanton Non-Profit/ Stanton Businesses	100%	NA	\$ 50
FAMILY RESOURCE CENTER - Multi-purpose Meeting Room B: Individual/ Non-Profit/ Business Residing Outside of Stanton	100%	NA	\$ 60
STANTON CENTRAL PARK - Sports Field (unlined, unmarked) - with Lights A: Stanton Resident/ Stanton Non-Profit/ Stanton Businesses	100%	NA	\$ 55
STANTON CENTRAL PARK - Sports Field (unlined, unmarked) - with Lights B: Individual/ Non-Profit/ Business Residing Outside of Stanton	100%	NA	\$ 55
STANTON CENTRAL PARK - Sports Field (unlined, unmarked) -without Lights A: Stanton Resident/ Stanton Non-Profit/ Stanton Businesses	100%	NA	\$ 30
STANTON CENTRAL PARK - Sports Field (unlined, unmarked) -without Lights B: Individual/ Non-Profit/ Business Residing Outside of Stanton	100%	NA	\$ 45
STANTON CENTRAL PARK - Stanton Central Park Multi-Purpose Room A: Stanton Resident/ Stanton Non-Profit/ Stanton Businesses	100%	NA	\$ 50
STANTON CENTRAL PARK - Stanton Central Park Multi-Purpose Room B: Individual/ Non-Profit/ Business Residing Outside of Stanton	100%	NA	\$ 60
STANTON CENTRAL PARK - Sport Court (Pickleball, Tennis, Basketball) A: Stanton Resident/ Stanton Non-Profit/ Stanton Businesses	100%	NA	\$ 10
STANTON CENTRAL PARK - Sport Court (Pickleball, Tennis, Basketball) B: Individual/ Non-Profit/ Business Residing Outside of Stanton	100%	NA	\$ 15
Security - Security Guard	100%	NA	Established by Contract
Security - Event Supervisor	100%	NA	Established by Contract
Staffing Fee - Recreation Leader (1)	100%	NA	FBHR
Staffing Fee - Sr. Recreation Leader (1)	100%	NA	FBHR
Flat Rates:			
STANTON CENTRAL PARK - Stanton Central Park Picnic Shelters A: Stanton Resident/ Stanton Non-Profit/ Stanton Businesses	100%	NA	\$ 100
STANTON CENTRAL PARK - Stanton Central Park Picnic Shelters B: Individual/ Non-Profit/ Business Residing Outside of Stanton	100%	NA	\$ 120
Dotson and Stanton Park Picnic Shelters A: Stanton Resident/ Stanton Non-Profit/ Stanton Businesses	100%	NA	\$ 50
Dotson and Stanton Park Picnic Shelters B: Individual/ Non-Profit/ Business Residing Outside of Stanton	100%	NA	\$ 60
Event Booths - Event Booths (Non-Profit Groups)	100%	NA	15% of Gross Sales
Event Booths - Event Booths (For-Profit Groups)	100%	NA	20% of Gross Sales
Facility Rental Cancellation Fee (upon approval by the Department) - 30 days or more in advance	100%	NA	\$ 35
Facility Rental Cancellation Fee (upon approval by the Department) - less than 30 days in advance	100%	NA	Forfeit Deposit
Facility Rental Deposits - Indoor (no alcohol)	100%	NA	\$ 300

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COMMUNITY SERVICES

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Facility Rental Deposits - Indoor (with alcohol)	100%	NA	\$ 400
Facility Rental Deposits - Outdoor	100%	NA	\$ 100
Group Liability Insurance Fee - Group Liability Insurance Fee	100%	NA	Established by JPIA
Insurance - Special Event Insurance	100%	NA	Established by Contract
Recreation Programs - Recreation Programs	100%	NA	Up to 75% of Operation Costs
Contract Classes - Contract Classes	100%	NA	Established by Contract

Notes:
 NC: No charge, scheduling based on approval by Community Services Department
 NA: Not available
 (1) Fully burdened hourly rate includes the hourly wage (per Step C of the City's salary schedule), benefits, and 20% overhead rate.

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Parking Bail Schedule

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Bounced Check Charge Per Check	NA	NA	\$ 25
Expired Reg - 4000-A CVC	NA	NA	\$ 33
No Parking/Commercial Vehicles - 10.04.060 C SMC	NA	NA	\$ 57
Park Within Space Provided - 10.08.010 C SMC	NA	NA	\$ 57
No Pkg/Standing in Alley Pstd - 10.08.010 F SMC	NA	NA	\$ 57
No Pkg Comm Veh Bwt 2A-6A - 10.08.020 E SMC	NA	NA	\$ 57
No Pkg - Sign Pstd or Red Curb - 10.08.020 SMC	NA	NA	\$ 57
Pkg Restricted/St Sweeping - 10.08.020 SMC	NA	NA	\$ 41
Pkg By Permit/No Permit Shown - 10.08.060 SMC	NA	NA	\$ 57
No Pkg Private Property/Posted - 10.16.040 SMC	NA	NA	\$ 57
Parking Vehicles for Sale - 10.16.050 A SMC	NA	NA	\$ 57
Obstruct Sidewalk, Street, Alley - 12.16.020 SMC	NA	NA	\$ 42
Parking in Fire Lane - 17.08.010 SMC, 503.4	NA	NA	\$ 52
Off Str/Unpaved Srfce - 20.10.060 B 2 SMC	NA	NA	\$ 57
Comm Veh in Residential Area - 20.28.020 D 4 b SMC	NA	NA	\$ 122
Parking on Unpaved Surface - 20.56.140 SMC	NA	NA	\$ 57
Parking in Intersection - 22500 (A) CVC	NA	NA	\$ 43
Improper Parking Prohibited - 22500A - H, J, K, CVC	NA	NA	\$ 43
Parking in Crosswalk - 22500B CVC	NA	NA	\$ 43
Parking in Safety Zones - 22500C CVC	NA	NA	\$ 43
Parking in Fire Station - 22500D CVC	NA	NA	\$ 43
Parking in Driveway - 22500E CVC	NA	NA	\$ 43
Parking in Sidewalk - 22500F CVC	NA	NA	\$ 43
Parked Obstructing Traffic - 22500G CVC	NA	NA	\$ 43
Double Parked - 22500H CVC	NA	NA	\$ 43
Improper Parking Bus Zone - 22500I CVC	NA	NA	\$ 268
Parking in Tunnel - 22500J CVC	NA	NA	\$ 43
Parking on Bridge - 22500K CVC	NA	NA	\$ 43
Improper Pkg Wheelchair Access - 22500L CVC	NA	NA	\$ 268

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City of Stanton
Master Fee Schedule
Effective February 1, 2025

Parking Bail Schedule

Fee Description	% Of Recovery	Full Cost	Proposed Fee
PK Excess of 18" From Rt Curb - 22502 CVC	NA	NA	\$ 42
Physically Handicapped Prkg - 22507.8(A)(B) CVC	NA	NA	\$ 293
Park W/in 15' of Fire Hydrant - 22514 CVC	NA	NA	\$ 43
Prk W/in 3' of Handi Access Rmp - 22522 CVC	NA	NA	\$ 293

Note:

NA: Not available

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**Fees may be annually adjusted by the Consumer Price Index.

City of Stanton
Master Fee Schedule
Effective February 1, 2025

Public Safety

Fee Description	% Of Recovery	Full Cost	Proposed Fee
Vehicle Abatement	100%	\$ 230	\$ 230
Vehicle Abandonment	100%	\$ 230	\$ 230
Parking Scofflaws/Auto Release Charge (1)	100%	\$ 230	\$ 230
Garage Sale and Inspection	NA	NA	\$ 10
Nuisance Abatement	NA	NA	\$ 2,010
Administrative Hearing	NA	NA	\$ 145
Fireworks Stand Permit	100%	\$ 423	\$ 423
Commercial Abatement	100%	\$ 177	\$ 177
Property Board-Up Fee	100%	\$ 379	\$ 379
Massage Establishment Amortization Fee	NA	NA	\$ 440
Massage Establishment User Fee	NA	NA	\$ 1,525

Notes:

NA: Not available

(1) Plus payment of all outstanding citations

* This fee schedule is not comprehensive of all City fees and charges. There may be other fees established by other City Council approved resolutions or ordinances.

**Fees may be annually adjusted by the Consumer Price Index.

Public Works

Fee Description	% Of Recovery	Full Cost	Proposed Fee
After Hours Public Improvement Inspection (minimum 4 hours) (1)	100%	\$ 1,186	\$1,186 + actual cost
Annual FOG Inspection Fee (6)	100%	\$ 192	\$ 192
Annual Monitoring Well Permit (Inspection)	100%	\$ 1,501	\$ 1,501
Annual Sewer Mitigation Fee (5)	100%	\$ 362	\$ 362
Biannual Permit Parking Fee	NA	NA	\$ 25
Damage to City Property (1)	NA	NA	Actual Cost
Easement/Dedications and Quitclaim Deeds (up to 3 plan checks) (1)	100%	\$ 2,866	\$2,866 + actual cost
Encroachment Permit (up to 3 plan checks and 1 inspection) (1)	100%	\$ 950	\$950 + actual cost
Final Parcel Map Review (up to 3 plan checks) (1)	100%	\$ 2,866	\$2,866 + actual cost
Final Tract Map Review (up to 3 plan checks) (1)	100%	\$ 3,582	\$3,582 + actual cost
Final WQMP (up to 3 plan checks) (1)	100%	\$ 2,351	\$2,351 + actual cost
FOG Follow-Up Inspections/Violation FOG Follow-up Inspection (per inspection)	100%	\$ 412	\$ 412
FOG Plan Review (up to 3 plan checks) (1) (4)	100%	\$ 732	\$732 + actual cost
Hazardous Material Clean-up (1)	NA	NA	Actual Cost
Hydrology, Geotechnical Report & Sewer Study Review (up to 3 plan checks) (1)	100%	\$ 1,393	\$1,393 + actual cost
Lot Line Adjustment (up to 3 plan checks) (1)	100%	\$ 2,551	\$2,551 + actual cost
Non-Priority WQMP (up to 3 plan checks) (1)	100%	\$ 1,693	\$1,693 + actual cost
Penalties for Doing Work Without Permit	NA	NA	2 X permit fee
Permit Parking District Application Review Fee	NA	NA	\$ 660
Plans and Specs (1)	NA	NA	Actual Cost
Preliminary WQMP (up to 3 plan checks) (1)	100%	\$ 1,817	\$1,817 + actual cost
Public (Street, Sewer & Storm Drain) Improvement Plan Check (up to 3 plan checks) (1)	100%	\$ 2,013	\$2,013 + actual cost
Public Right-Of-Way Improvement Agreement	100%	\$ 298	\$ 298
Public Street Obstruction Permit (Dumpster/Container)	100%	\$ 219	\$ 219
Safeguard Private Property (1)	NA	NA	Actual Cost
SB9 Parcel Map Review (up to 3 plan checks) (1)	100%	\$ 2,966	\$2,966 + actual cost
SB9 Tract Map Review (up to 3 plan checks) (1)	100%	\$ 4,182	\$4,182 + actual cost
Sewer Connection - City	100%	\$ 748	\$ 748
Single Family Residential Grading & WQMP Inspection (2)	100%	\$ 1,528	\$ 1,528
Small Wireless Application Review (up to 3 plan checks) (1)	100%	\$ 1,677	\$1,677 + actual cost
Spilled Load Clean-up (1)	NA	NA	Actual Cost
Street Vacation	100%	\$ 6,285	\$ 6,285
Tentative Parcel Map Review (up to 3 plan checks) (1)	100%	\$ 1,393	\$1,393 + actual cost
Tentative Tract Map Review (up to 3 plan checks) (1)	100%	\$ 1,866	\$1,866 + actual cost
Tracts/Commercial/Industrial Grading Inspection (3)	100%	\$ 2,368	\$ 2,368
Tracts/Commercial/Industrial Improvement Inspection (Street, Sewer & Storm Drain)	100%	\$ 2,013	\$ 2,013
Traffic Control Encroachment Permit (Minor plan check & Inspection) (per Inspection)	100%	\$ 615	\$ 615
Wide, Overweight, Overlong Load Review - Annual (State rate)	NA	NA	\$ 90
Wide, Overweight, Overlong Load Review - Single (State rate)	NA	NA	\$ 16
WQMP Exemption	100%	\$ 192	\$ 192
WQMP Tracts/Commercial/Industrial Inspection	100%	\$ 2,096	\$ 2,096

** This fee schedule is not comprehensive of all City fees and charges. There may be other fees established by other City Council approved resolutions or ordinances.*

***Fees may be annually adjusted by the Consumer Price Index.*

Public Works

Fee Description	% Of Recovery	Full Cost	Proposed Fee
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Notes:

NA: Not available

(1) 100% of City staff time and consultant costs + 20% overhead rate

(2) For Single-Family Home projects and ADUs that require a grading permit

(3) Includes private property improvements

(4) For food service establishments where a grease control device is required in accordance with the Building Code

(5) Yearly fee paid by food service establishments that do not have a grease control device. Billed in conjunction with business license tax

(6) Yearly inspection fee paid by food service establishments. Billed in conjunction with business license tax

** This fee schedule is not comprehensive of all City fees and charges. There may be other fees established by other City Council approved resolutions or ordinances.*

***Fees may be annually adjusted by the Consumer Price Index.*

ORDINANCE NO. 1154

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA AMENDING AND RESTATING CHAPTER 9.52 OF THE STANTON MUNICIPAL CODE REGARDING PUBLIC LODGING FACILITIES REGULATIONS, AMENDING THE REFERENCE TO “LODGING – HOTEL OR MOTEL” IN SECTION 20.215.020, TABLE 2-5, AMENDING THE REFERENCE TO “LODGING” IN TABLE 2-11 OF SECTION 20.30.040, AND FINDING THE ORDINANCE TO BE EXEMPT FROM CEQA PURSUANT TO STATE CEQA GUIDELINES SECTIONS 15060(c)(2) AND 15060(c)(3) AND ALTERNATIVELY CATEGORICALLY EXEMPT PURSUANT TO SECTIONS 15301 AND 15061(b)(3) OF STATE CEQA GUIDELINES

WHEREAS, the City of Stanton, California (“City”) is a municipal corporation, duly organized under the California Constitution and laws of the State of California; and

WHEREAS, pursuant to Cal. Const. Art. XI, Sec. 7 and under the City’s general police powers, the City is empowered and charged with responsibility for the health, safety, and welfare of its citizens; and

WHEREAS, the City protects the health, safety, and welfare of the community through numerous avenues, including by establishing and enforcing zoning, licensing and health, and safety regulations on specified commercial activities; and

WHEREAS, the City has observed ongoing criminal activity originating from public lodging facilities, such as hotels, motels, and other similar public lodging facilities, within the City, leading deputies of the Orange County Sheriff Department (“OCSD”) to respond annually to hundreds of calls related to illicit sexual activities, suspected human trafficking, narcotics violations, stolen vehicles, weapon possession, probation and parole violations, burglary, robbery, gang activity, assaults, and assaults with deadly weapons; and

WHEREAS, as of November 30, 2023, City staff research reveals that OCSD responded to at least 443 service calls in 2023 addressing criminal issues at motel establishments within the City. That cumulatively amounts to approximately 480 hours of dedicated law enforcement response; and

WHEREAS, staff research further revealed that the City spends an estimated \$16.2 million on law enforcement and public safety on an annual basis; and

WHEREAS, public lodging facilities where unlawful activities are not curtailed pose substantial and immediate threats to the health, safety, and welfare of the community. These detrimental effects encompass, among other things: (1) potential harm to patrons arising from criminal acts committed at these locations; (2) injury risks to patrons and employees due to insufficient safety and security standards; and (3) heightened risk of prostitution and human trafficking activities; and

WHEREAS, the impact of criminal activities at public lodging facilities are not confined to the premises alone, but also extend into the broader community and further affect the operations of regional facilities, such as hospitals and correctional facilities; and

WHEREAS, to combat these issues, the City Council adopted Interim Ordinance Urgency Ordinance No. 1136 at its December 12, 2023, meeting to institute a 45-day moratorium to provide staff with time to research, study, and prepare recommendations for the Council's consideration (the "Moratorium"); and

WHEREAS, at its January 9, 2024, meeting, the City Council adopted Urgency Ordinance No. 1137 to extend the Moratorium for an additional 10 months and 15 days to provide staff with additional time to research, study, and prepare recommendations for the Council's consideration; and

WHEREAS, this Moratorium restricts the establishment of new public lodging, lodging facilities, or lodging businesses within the City and prohibits the expansion, enlargement, or alteration of their physical footprints. It further restricts the City from issuing any use permit, license, variance, building permit, business license, or other applicable entitlement, license, permit, or approval for the establishment, expansion, enlargement, or alteration of any public lodging, lodging facility, or lodging business within the City during the Moratorium with some exceptions for ordinary repairs and maintenance for existing businesses or where required by law; and

WHEREAS, throughout the duration of the Moratorium, City staff, in collaboration with OCSD and the City Attorney's office, has conducted research to understand the impacts of public lodging facilities and uses on community welfare and explored potential amendments to the City's regulatory process and zoning codes to protect public health, safety, and welfare and mitigate potential illegalities occurring at these establishments; and

WHEREAS, Chapter 9.52 of the Stanton Municipal Code contains regulations intended to address the negative impacts caused by public lodging facilities. Despite these regulations, public lodging facilities continue to present challenges in maintaining public safety and preventing criminal activity, which in turn adversely affects the health, safety, and welfare of the community and degrades the overall quality of life in the City; and

WHEREAS, the proposed ordinance ("Ordinance") strengthens operational standards for public lodging facilities, enhances accountability for operators, introduces stricter enforcement mechanisms, including a new regulatory inspection program, and includes an amendment to the City's Zoning Code to require a conditional use permit for lodging facilities in certain zoning districts; and

WHEREAS, on November 20, 2024, the Planning Commission conducted and concluded a duly noticed public hearing concerning the Ordinance contained herein as required by law and following receipt of all public testimony closed the hearing on that date, and adopted Resolution No. 2571; and

WHEREAS, the City Council conducted a duly noticed public hearing on December 10, 2024, at which members of the public were afforded an opportunity to comment on this Ordinance, the recommendations of staff, and other public testimony; and

WHEREAS, this Ordinance was scheduled for a second reading on January 14, 2025 before the City Council; and

WHEREAS, all legal preconditions to the adoption of this Ordinance have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: Recitals. The recitals set forth above are true and correct and are hereby adopted as findings in support of this Ordinance as if fully set forth herein.

SECTION 2: CEQA. The City Council finds that this Ordinance is not subject to the California Environmental Quality Act (“Public Resources Code section 21000 et seq.”) (“CEQA”) because it does not qualify as a “project” under CEQA. The State CEQA Guidelines provide that “[a]n activity is not subject to CEQA if ... the activity is not a project as defined in Section 15378.” (State CEQA Guidelines, § 15060(c).) Here, the Ordinance does not qualify as a “project” as defined in State CEQA Guidelines section 15378 for at least two different reasons: First, Section 15378 defines a project as an activity that “has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” (State CEQA Guidelines, § 15378(a).) The Ordinance updates existing operational standards for public lodging facilities and requires a conditional use permit to operate public lodging facilities within certain zoning districts. Such actions will not result in a direct or reasonably foreseeable indirect physical change in the environment. Accordingly, the Ordinance is not a “project” subject to CEQA. (State CEQA Guidelines, § 15060(c)(2).) Second, Section 15378 explicitly excludes from its definition of “project” the following: “organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.” (State CEQA Guidelines, §§ 15378(b)(5); 15060(c)(3).) The Ordinance constitutes an organizational or administrative activity that will not result in a physical change in the environment, and it therefore is not subject to CEQA.

Even if the Ordinance is considered a “project” subject to CEQA, it is categorically exempt pursuant to State CEQA Guidelines Section 15301 because it involves updating existing regulations over public lodging facilities within existing private structures with negligible or no expansion of existing or former use. In addition, the proposed Ordinance is exempt from CEQA pursuant to the “common sense” exemption under CEQA Guidelines section 15061(b)(3) because there is no possibility that the Ordinance might have a significant effect on the environment. The Ordinance merely updates the existing regulatory standards of public lodging facilities and requires a conditional use permit to operate such a facility within certain zoning districts.

Lastly, none of the exceptions to the use of categorical exemptions identified in State CEQA Guidelines section 15300.2 apply: there is no potential for cumulative impacts; there are no unusual circumstances that would have a significant impact on the environment due to the adoption of the amendments; the Ordinance would not negatively impact scenic resources within a duly designated scenic highway; there is no record of hazardous waste and the Ordinance has no potential to impact historic resources.

Staff is directed to file a Notice of Exemption for this Ordinance with the County Clerk and the State Clearinghouse in accordance with State CEQA Guidelines.

SECTION 3: Findings. Government Code Sections 65860 and 65855 requires a city's zoning ordinance to be consistent with the general plan. Based on all evidence in the record for the Zoning Code Amendment and all other applicable information presented, the City Council finds that the proposed Code Amendment is appropriate for the following reasons:

1. Consistency with City's General Plan: By introducing enhanced operational controls and conditional use permit requirements, the Ordinance helps ensure that public lodging facilities contribute to overall community safety consistent with Community Health & Safety Element ("CHS") of the General Plan. More specifically, the Ordinance supports efforts to enhance public safety through effective oversight and management in furtherance of Goal CHS-4.3 of the City's General Plan. The Ordinance is also consistent with Action CHS-4.3.1(c), as it encourages the City to evaluate and potentially enhance law enforcement services by addressing challenges commonly associated with public lodging facilities, such as security and operational concerns. Furthermore, the Ordinance supports Goal CHS-4.4, which promotes safe communities, by discouraging criminal activity.
2. Adoption of Ordinance Will Not be Detrimental to the Public Interest, Health, Safety, Convenience, or Welfare: By updating the regulatory and operational standards for public lodging facilities, the Ordinance promotes more effective oversight and ensures that these facilities operate in a manner that aligns with the City's commitment to maintaining a high quality of life for its residents and visitors. The Ordinance further enhances operational requirements and land use controls to ensure that lodging facilities are appropriately regulated to advance the public health, safety, and welfare of the community.
3. Consistency with Zoning Code: The proposed Ordinance is consistent with the City's Zoning Code, as it strengthens existing regulations for public lodging facilities in line with the Code's broader goals of ensuring responsible land use. By updating existing operational, sanitary, and security standards for public lodging facilities and introducing conditional use permit requirements in certain zoning districts, the Ordinance provides a more tailored approach to regulating such facilities to ensure they operate in a manner that is compatible with surrounding land uses and community objectives.

SECTION 4: Chapter 9.52 (Public Lodging) of the Stanton Municipal Code is hereby amended in its entirety and restated to read as follows (additions in underline, deletions in ~~strikethrough~~):

“Chapter 9.52 Public Lodging

- 9.52.010 – Findings and definitions.**
- 9.52.020 – Administration and enforcement.**
- 9.52.040 – Registration required.**
- 9.52.050 – Inspection of register, alterations.**
- 9.52.060 – Registering under fictitious name prohibited.**
- 9.52.070 – repeated use of room prohibited.**
- 9.52.080 – Hourly room rates prohibited.**
- 9.52.090 – Maintenance standards.**
- 9.52.100 – Sanitation requirements – General.**
- 9.52.110 – Toilet rooms and bathing facilities.**
- 9.52.120 – Sleeping rooms – Air space.**
- 9.52.130 – Sleeping rooms – Overcrowding and other unhealthful conditions prohibited.**
- 9.52.140 – Linen and bedding for transient guest accommodations.**
- 9.52.150 – Security measures.**
- 9.52.160 – Amortization period.**
- 9.52.170 – Enforcement.**
- 9.52.180 – Operational Requirements.**
- 9.52.190 – Guest Standards.**
- 9.52.200 – Parking by Permit.**
- 9.52.210 – Occupancy by Minors.**
- 9.52.220 – Human Trafficking Notice.**
- 9.52.230 – Certificate of Compliance Registration.**
- 9.52.240 – Denial of Renewal; Certificate of Compliance Revocation.**
- 9.52.250 – Inspections; Notice and Order to Comply.**
- 9.52.260 – Appeals.**
- 9.52.270 – Duplicated Regulation.**

9.52.010 Findings and definitions.

A. The purpose of this chapter is to prevent the development of the nuisance conditions associated with health and sanitation. In addition, the purpose of this Chapter ~~chapter~~ is to prevent criminal activity associated with public lodging facilities.

B. The regulations set forth in this Chapter ~~chapter~~ are reasonably related to the accomplishment of this purpose and will not unduly interfere with the legitimate operation of public lodgings within the city.

C. ~~As used in this chapter, "public lodging facility" means any hotel, motel, lodginghouse, boardinghouse, bed and breakfast inn, trailer court, or similar public~~

lodging facility. For purposes of this Chapter, the following definitions will apply. If any of the definitions in this Chapter conflict with definitions in other provisions of the Municipal Code, these definitions shall control for the purposes of this Chapter:

1. "Agent" means any person, including the operator's representative, who is authorized to allow, let, lease, assign, or rent a guestroom.
2. "Building Official" means the building official of the City or their designee.
3. "City" means the city of Stanton.
4. "Code" means the Stanton Municipal Code.
5. "Enforcement personnel" means any police officer or code enforcement officer employed by the City.
6. "Department" means the Community & Economic Development Department of the City sometimes referred to in this Code as the Community Development Department.
7. "Director" means the Community & Economic Development Director of the City or their designee.
8. "Guest" means any person who occupies or otherwise uses the whole or part of a guestroom within a public lodging facility, whether alone or with other persons.
9. "Guestroom" means any portion of a public lodging facility, including any suite, room, or bed, occupied or designed or intended for occupancy for temporary lodging or sleeping purposes.
10. "Operator" means the person who is owner, in whole or in part, or proprietor of a public lodging facility or any other person who has the right to allow, let, lease, assign, or rent guestrooms within the public lodging facility to guests or customers or to facilitate the rental of guestrooms, whether in the capacity of owner, mortgagee in possession, or any other capacity. Where the operator performs functions through a representative, as defined herein, the representative is also deemed an operator for the purposes of this Chapter and shall have the same duties as the operator. Full compliance with the provisions of this Chapter by either the operator or their representative is considered to be compliance by both. In the event of noncompliance with any provision of this Chapter by the representative, the operator shall be held strictly liable for such noncompliance.
11. "Operate" or "engage in" includes carry on, keep, conduct, allow, maintain, or cause to be kept or maintained.

12. "Owner" means the fee simple owner of the real property on which the public lodging facility is situated. In the event of noncompliance with any provision of this Chapter by the operator, their representative, or agent, the owner shall also be held strictly liable for such noncompliance.
13. "Person" means any natural person, firm, association, joint venture, joint stock company, partnership, organization, club, company, corporation, business trust, or the manager, lessee, agent, servant, officer, or employee of any of them.
14. "Picture identification" includes a valid driver's license, federal, or state government, or military identification card, or passport that contains the person's picture, current address, and date of birth.
15. "Public lodging facility" means hotel, motel, lodginghouse, boardinghouse, bed and breakfast inn, trailer court, or similar structure located within the City intended or designed to be used, or which are used, rented, or hired out to be occupied, or which are occupied, on a temporary basis by guests.
16. "Representative" means the operator's designated agent, property manager, or other person in charge or control of a public lodging facility on behalf of the operator.
17. "Substandard condition" means the presence of any one or more of the following conditions within the premises of a public lodging facility: any condition that constitutes a public nuisance as defined in California Civil Code Sections 3479-3480; any condition of deterioration or disrepair that creates a substantial adverse impact on neighboring properties; any condition of deterioration or disrepair that creates a substantial adverse impact on the guest's ability to reside in decent, safe sanitary, and secure housing; any violation of the Stanton Municipal Code that creates a substantial adverse impact on neighboring properties, such as graffiti or abandoned, wrecked, dismantled, or inoperative vehicles or parts thereof; or any condition not in compliance with the Building Standards Codes, as adopted in Chapter 16.13 of this Code, including the building, electrical, plumbing, and mechanical codes, the California Fire Code, as adopted in Chapter 16.21 of this Code, or the State Housing Law (Health and Safety Code Sections 17910 et seq.). A substandard condition includes, but is not limited to, the following enumerated conditions:
- a. Property within the public lodging facility, whether improved or not, which is not kept substantially clean and free from accumulations including, but not limited to, overgrown vegetation, dead trees, weeds, rank growth, rubbish, junk, garbage, litter, debris, flyers, circulars, or stagnant water.

- b. Buildings or structures which are unpainted or the exterior paint is substantially worn off; provided, however, that nothing in this Section may be construed to require an operator to paint a building where the architectural style indicates it was intended to be unpainted, such as a brown shingle building.
- c. Buildings or structures or significant sections thereof including, but not limited to, awnings, canopies, exterior stairs, roof, foundation, walls, fences, signs, retaining walls, driveways, or walkways which are substantially deteriorated or defaced, or windows which are missing or broken. For the purposes of this Section, "defaced" includes, but is not limited to, writings, inscriptions, figures, scratches, or other markings commonly referred to as graffiti.
- d. Property within the public lodging facility that contains, in any outdoor area, any refrigerator, washing machine, sink, stove, heater, boiler, tank, or any other household equipment, machinery, furniture, or item, appliance or appliances, boxes, lumber, dirt or debris, trash, garbage or refuse cans, or any items other than those commonly stored outdoors or any parts of such items. This does not prohibit machinery installed in the rear setback areas for recreational use, furniture designed and used for outdoor activities, and waste containers placed in the location designated by the solid waste enterprise during the period allowed for waste collection under Chapter 6.04 of this Municipal Code.
- e. A guestroom in which any or all of the following is present: no hot or cold running water; no functioning toilet; carpet that is unsanitary or is worn to the point that portions are missing; no heat or ventilation; visible signs of mold; visible signs of bug or rodent infestation; or any other condition that creates a living environment that is not decent, safe, or sanitary.
- f. Notwithstanding the above, nothing herein shall be interpreted to preclude the Building Official from enforcing public nuisances pertaining to unsafe buildings, structures, or property conditions, as defined by the Building Standards Codes, the California Fire Code, and the State Housing Law.

9.52.020 Administration and enforcement.

- A. Except as otherwise provided in this chapter ~~Chapter~~, the provisions of this ~~chapter~~ Chapter shall be administered and enforced by the chief of police and peace officers and by the City Manager, Director, Public Safety Services Director of the City, and their designees as deemed necessary. The Director may establish rules, forms, and procedures necessary or appropriate for implementing this Chapter.

B. The provisions of this Chapter are supplementary and complementary to other provisions of this Code and applicable statutes. Nothing in this Chapter may be construed to limit any existing right of the City to abate nuisances or to enforce any provisions of applicable law, statute, or this Code, including, but not limited to, provisions of Title 3 (Revenue and Finance) and Title 20 (Zoning) of this Code and the provisions of uniform codes adopted by reference in this Code.

9.52.040 Registration required.

- A. No operator or agent may allow, let, lease, assign, or rent any guestroom to any person or persons until they have registered in accordance with this Section. Such registration must be completed before any guest uses or occupies the guestroom.
- B. Every operator or agent person conducting or owning a public lodging facility in the city shall at all times keep and maintain therein a register, other permanent document, or electronic record which includes the full name, permanent address, telephone number, and date of birth of each and every guest seeking to use or occupy the guestroom, regardless of whether the guest or person is paying or nonpaying, and a copy of each guest's picture identification. Such register or document shall be signed by the person actually renting the guestroom room or area, and the operator or agent of the public lodging facility must examine and verify the guest information and documentation specified herein and, following verification, shall thereupon write opposite of each guest's name such name or names so registered the number of each room or area assigned to or occupied by each such guest, together with the date and time when such room is rented, the rate charged for such rental, and such date or time when such guests check out of the room, or if the exact time of departure of the guest is not known, the date and time that the fact of the departure of each guest is ascertained. Until all of such entries shall have been made in such register or document, no such operator or agent shall allow or permit such guest or person to use or occupy privately any guestroom or area in such the public lodging facility. Every operator must preserve such register or document shall be preserved for a minimum period of three years after the date of its most recent entry.
- C. Concurrent with the registration process, each and every guest shall identify all authorized or proposed occupants and users of the guestroom and provide to the operator or their agent valid picture identification. Valid picture identification includes a valid driver's license, federal or state government, or military identification card, passport or any form of identification that contains the transient's guest's picture, current address and date of birth. The type of picture identification provided to the operator or agent shall be noted documented in the register and include the document's identification number and the state or country of issuance. Operators and their agents are prohibited from allowing or permitting a guest or person to rent or occupy any guestroom without verifying the guest has authentic picture identification and until the operator or agent has accurately and legibly completed the register with the information that corresponds to the picture identification presented by each guest.

- D. The public lodging facility operator or their agent shall also include in the register information regarding the every guest's vehicle including the vehicle make and model, license plate number and the state of issuance. The operator or their agent shall verify the vehicle information either by personal observation or by examination of the vehicle's registration documents.
- E. Operators and their agents are prohibited from allowing, leasing, renting, or assigning any guestroom without first obtaining a valid credit card or debit card that is in the name of the guest who is paying for the guestroom. If a guest does not use a credit or debit card to pay for the guestroom due to payment by cash, the operator or agent must first confirm the validity of the guest's credit or debit card with the card issuer prior to the guest's occupancy at the public lodging facility. Notwithstanding the foregoing, nothing in this Section prevents public lodging facilities from renting a guestroom to a guest who is procuring the room with a valid voucher from a government agency.

9.52.050: Inspection of Register, alterations.

- A. It is unlawful for any person to erase or alter, or allow another to erase or alter, the register or the entries recorded in the register or any other document required by this Chapter for any purpose. Erasures or alterations on the register or document required by this chapter shall not be permitted or made for any purpose, and it is unlawful to erase a name or names and address or addresses or permit or allow such an erasure. Such register or documents shall be kept in a conspicuous place and shall be open to the inspection of the Director, any peace officer, enforcement personnel, or any other City officer or employee for law enforcement or for any other official purpose related to City business in accordance with any procedures established by this Code, provided that the operator or their representative consents or a warrant authorizing such inspection has been obtained.
- B. On each page of the register, there shall be printed a notice stating that the register may be inspected by a peace officer, enforcement personnel and any other City officer or employee for law enforcement or for other official purposes related to City business.

9.52.060 Registering under fictitious name prohibited.

No person shall write, provide, or cause to be written or provided, any false information, register under a fictitious name, or show or use a forged, altered, or counterfeit picture identification when procuring a guestroom within the City.

~~No person shall write or cause to be written, or knowingly permit to be written in any register in any public lodging facility any other or different name or designation than the true name of the person registering therein.~~

9.52.070 Repeated use of room prohibited.

No person shall let, lease, assign, or rent any guestroom or area in any public lodging facility in the city more than once in a twenty-four-hour period.

9.52.080 Hourly room rates prohibited.

Operators and agents are prohibited from allowing, letting, leasing, assigning, or renting any guestroom, or causing, allowing, or facilitating an advertisement, for hourly or other short-term rates of less than twenty-four hours.

~~No person conducting or owning a public lodging facility and no person in actual charge, management or control of a public lodging facility, nor agent thereof, shall let or cause to be let, lease any room or area for hourly or other short term rates of less than twenty-four hours, or in any way advertise that any room or area is available at hourly or other short-time rates of less than twenty-four hours.~~

9.52.090 Maintenance standards.

- A. Every public lodging facility shall be maintained in good repair. It is unlawful for any person to cause or permit another person to occupy any public lodging facility which does not comply with this chapter.
- B. Every operator of a public lodging facility in the City must:
 1. Maintain the public lodging facility such that no substandard condition exists at or on the public lodging facility;
 2. Correct all substandard conditions before a re-inspection occurs or as otherwise directed by the Director;
 3. Ensure all window glasses are without cracks, chips, holes, or otherwise damaged;
 4. Maintain all areas on the public lodging facility designated for landscaping, such as lawns, planter beds, and other unsurfaced locations within the premises, with properly trimmed living plant materials free from litter and debris.
 5. Maintain direction signs as appropriate throughout the public lodging facility to ensure that emergency personnel and enforcement personnel can find guestrooms in a timely manner.
 6. Maintain and place locked and screened enclosures for all containers used for the storage of trash, garbage, recycled materials, or other debris at the exterior of the building(s).

7. Ensure all elevators within the public lodging facility are fully functional and pass appropriate agency inspections. The name and telephone number of the inspection agency must be posted in all elevators. Elevators must be operational on a 24 hour-a-day basis.
8. Maintain all hallways, lobby areas, or other common public spaces of the public lodging facility, including swimming pool areas and other recreational areas of the public lodging facility available for guest use, in a sanitary condition free of trash, garbage, recycled materials, or other debris and free of any equipment, supplies, machinery, or any parts thereof when not in use.

99.52.100 Sanitation requirements—General.

Every operator must maintain the public lodging facility in accordance with the requirements of this Section:

- A. Each habitable room, hallway, passageway, stairway, wall, partition, ceiling, floor, skylight, glass window, door, shade, drapery, blind, carpet, rug, matting, window curtain, furniture, compartment or room, plumbing fixture, drain, roof, vent, closet, cellar, basement, laundry room, yard, court, lot and the premises of every building in a public lodging facility shall be kept clean, free of stains, holes, rips, or odors in excess of normal wear and tear, in proper working order, sanitary, and free from debris, filth, rubbish, garbage, insects, pests, vermin, and other offensive matter.
- B. All wall surfaces must be maintained without stains, flakes, chips, or holes, and in a clean and sanitary condition.
- C. Each electrical outlet, electrical switch, electrical equipment, light, lamps, smoke detector, carbon monoxide detector, door, door knob, door handle, and mirror shall be maintained in a state of good repair without deteriorated, substandard, or hazardous conditions.
- D. Garbage and putrescible matter, whether mixed with rubbish or other matter or not, shall be kept in watertight receptacles with close-fitting lids and with handles or bails. Such receptacles shall be thoroughly cleaned each time their contents are removed. Such garbage or putrescible material, whether mixed with rubbish or other material or not, shall not be kept for more than seven days.
- E. It is unlawful for a person to permit or cause another person to occupy any room within the public lodging facility; in such condition of construction or maintenance as will that permits or causes the breeding or harborage therein or thereon of rodents, fleas, bedbugs, cockroaches, lice, mosquitoes or any other insects, pests, or vermin. No ~~person~~ operator may permit or cause, an accumulation of any material that may serve as a rodent harborage unless such material be elevated not less than eighteen inches above the ground or floor with a clear intervening space thereunder.

- F. All public lodging facilities shall be cleaned, and effective insecticides safely applied, as often as is necessary to prevent the breeding or harboring therein or thereon of ~~flies or mosquitoes~~ insects, pests, or vermin. All ~~fly or mosquito~~ insect, pest, or vermin breeding materials shall be removed from all public lodging facilities as often as is necessary to prevent the breeding or harboring of ~~flies or mosquitoes~~ insects, pests, or vermin. Operators may not permit, operate, or maintain the public lodging facility, or allow or cause another to operate or maintain the public lodging facility, in a manner that permits or causes the breeding or harboring therein or thereon of flies or mosquitoes insects, pests, or vermin. ~~No person shall operate or maintain or cause to be operated or maintained any public lodging facilities in such a manner as will permit the breeding or harboring therein or thereon of flies or mosquitoes.~~

9.52.110 Toilet rooms and bathing facilities.

Every guestroom in a public lodging facility shall contain a lavatory and bathtub or shower maintained in a state of good repair. All lavatories, bathtubs and showers of public lodging facilities shall be provided with hot and cold running water under pressure. All toilet rooms, bath and shower rooms and utility rooms shall be adequately lighted and ventilated to the outside atmosphere. All such rooms and the fixtures and equipment therein shall be maintained in a state of good repair and free from dirt, filth and corrosion. It is unlawful for any person to cause or permit another person to occupy any room in a public lodging facility which does not comply with this section.

9.52.120 Sleeping rooms—Air space.

- A. It is unlawful for an operator or agent ~~a person~~ to permit or cause another person to occupy any room in a public lodging facility used for sleeping any purposes unless such room ~~shall~~ contains at least five hundred cubic feet of air space.
- B. Every room in a public lodging facility used for ~~sleeping any~~ sleeping any purposes, occupied by two persons, shall contain not less than six hundred and thirty cubic feet of air space.
- C. Every room or place in a public lodging facility used for sleeping purposes shall be deemed to be overcrowded if it is occupied by more than two persons and contains less than six hundred thirty cubic feet of air space plus five hundred cubic feet of air space for every person occupying the room in excess of two persons.

9.52.130 Sleeping rooms—Overcrowding and other unhealthful conditions prohibited.

No person shall allow, rent, lease, or permit another person to use for ~~sleeping any purposes~~ any kitchen, cellar, hallway, bath, shower, compartment, toilet room, or any ~~habitable~~ habitable room or place within the public lodging facility which is detrimental to the health of the occupant or occupants by reason of overcrowding or insufficiency of light, windows, ventilation, or drainage. The window area of any room used for sleeping purposes shall

not be less than one-eighth of the floor area and shall be at least one-half openable or the room completely air-conditioned, provided that the air conditioning unit is maintained in good working condition.

9.52.140 Linen and bedding for transient guest accommodations.

All rooms in a public lodging facility, rented to transient guests wherein beds are used shall be provided with an adequate amount of clean bedding, springs and mattresses, in good repair and free of stains, holes, rips, or odors in excess of normal wear and tear. All such beds, springs and mattresses shall be maintained in a sanitary condition. Public lodging facilities shall provide an adequate amount of clean washcloths, hand and bath towels, and other linen necessary for each new guest therein or at least once a week when occupancy does not change.

9.52.150 Security measures.

- A. Every public lodging facility shall install and maintain, in proper operating order, security cameras sufficient to maintain clear, continuous visual coverage of all entry points, in each interior hallway and lobby, in the parking lots and any other parking areas, common areas, and at each exterior door. The cameras shall be placed so as to provide visibility to the front and rear exteriors of the building and to any swimming pool area. Monitors shall be provided for security and other personnel so that on-site activities may be viewed at all times. Videotapes from security cameras shall be operating twenty-four hours a day and shall be kept a minimum of ~~thirty~~ sixty (60) days.
- B. Each public lodging facility shall install and maintain signage in the guest registration area providing notice to guests that security cameras are operating throughout the facility.
- C. Every public lodging facility shall install and maintain, in proper operating order, security lighting in each exterior hallway, in the parking lots, and at each exterior door. The lighting shall be placed so as to provide visibility to the front and rear exteriors of the building and to any swimming pool area. The exterior of the public lodging facility, including adjacent public sidewalks, must be illuminated during all hours of darkness when the public lodging facility is open for business. The lighting must be sufficiently illuminated to enable individuals standing in these areas to be identifiable from the street and must be positioned in a manner that minimizes any disturbance of neighboring properties.
- D. All guestrooms must include an operable lock on each main swinging entry door installed in accordance with the manufacturer's specifications and in compliance with applicable state and local codes including, but not limited to, those provisions relating to fire and life safety and accessibility for people with disabilities. Each guestroom must include a working viewport on each main swinging entry door or must include a window convenient to the main swinging entry door. Each door connecting two guestrooms that share a common wall must be equipped with a

functional deadbolt lock installed in accordance with the manufacturer's specifications and in compliance with applicable state and local codes.

- E. All guestrooms with windows designed to be opened must be installed in accordance with the manufacturer's specifications and in compliance with applicable state and local codes and must have an operable window security or locking device that is tamper-resistant.

9.52.160 Amortization period.

All public lodging facilities existing on the effective date of ~~this chapter~~ Ordinance No. 1154 shall have ninety days to comply with the requirements of this Chapter and to implement any changes in the operations and standards of the public lodging facility in compliance with this Chapter, except for compliance with Sections 9.52.230, 9.52.240, and 9.52.250, which shall follow the specific timelines and procedures set forth therein. ~~security measures required in Section 9.52.150.~~

9.52.170 Enforcement.

~~Any person who violates any provision of this chapter is subject to the penalties provided in Chapters 1.10 and 1.12 of this code.~~

- A. The operator of a public lodging facility and owner of real property on which the public lodging facility is located are strictly liable for any violation of this Chapter that occurs on the public lodging facility, regardless of whether the operator or owner has a contract or agreement, whether oral or written or for compensation or consideration, with their agent(s), representative, or any third party concerning the operation or maintenance of the public lodging facility.
- B. Notwithstanding the foregoing, any other person, including guests and non-guests of the public lodging facility, who violates any provision of this Chapter are subject to the penalties provided in Chapters 1.10 and 1.12 of this Code.
- C. The City Council may by resolution establish, modify, or amend fees for the implementation, administration, and enforcement of this Chapter, including, but not limited to, registration and renewal fees, processing fees, inspection and re-inspection fees and penalties for delinquent payment of such fees.
- D. Any violation of this Chapter is unlawful and constitutes a strict liability offense, regardless of intent, unless otherwise stated. The remedies provided in this Chapter are cumulative and not exclusive and nothing in this Chapter precludes the use or application of any other remedies, penalties, or procedures established by law.

- E. Any violation of this Chapter constitutes a public nuisance which may be abated by the City in accordance with California Code of Civil Procedure § 731 through any means provided by law, including, but not limited to, Chapters 1.10 and 9.16 of this Code.
- F. In addition to or in lieu of other action, the City may, at its discretion, undertake any one or all of the following legal actions to correct or abate any nuisances or violations under this Chapter:
 - 1. Criminal Penalty. Any violation of this Chapter constitutes a misdemeanor punishable under Chapter 1.10 of this Code.
 - 2. Civil Penalties. Any operator who violates any provision of this Chapter, or causes or allows their agent(s) to violate any provision of this Chapter, is liable for a civil penalty established by resolution of the City Council.
 - 3. Administrative Citations. Any operator who violates any provision of this Chapter, or causes or allows their agent(s) to violate any provision of this Chapter, is subject to administrative fines established by resolution of the City Council in accordance with Chapter 1.12 of this Code.

~~Any person who violates any provision of this chapter is subject to the penalties provided in Chapters 1.10 and 1.12 of this code.~~

9.52.180 Operational Requirements.

- A. Notwithstanding anything herein, graffiti on the premises of the public lodging facility must be removed on a continuous basis within forty-eight hours of application.
- B. Operators and agents are prohibited from facilitating, causing, allowing, or permitting the public lodging facility to be used for the purpose of prostitution.
- C. Operators and agents are prohibited from facilitating, causing, allowing, or permitting the public lodging facility from being used for any illegal drug activity, drug-related nuisance, violent crime, threat of violent crime, or unlawful weapon or ammunition crime.
 - 1. For purposes of this section:
 - i. “Drug-Related nuisance” means any activity related to the possession, sale, use or manufacturing of a controlled substance that creates an unreasonable interference with the comfortable enjoyment of life, property, or safety of other guests of the public lodging facility. These activities include, but are not limited to, any activity commonly associated with illegal drug dealing, such as noise, steady traffic day and night to a particular unit, barricaded units, possession of weapons, or drug loitering as defined in Health and Safety Code Section 11532, or other drug-related activities.

- ii. “Violent crime” means any crime involving use of a gun, a deadly weapon or serious bodily injury and for which a police report has been completed.
- D. The operator of the public lodging facility or their representative must be accessible, in person or by telephone, on a 24 hour-a-day basis. The name and contact information of the operator or their representative must be posted at all times in a conspicuous location in guestrooms and at the hotel registration or lobby area where all persons will have full, unobstructed, accessible view of this information.
- E. Unless an operator acts as their own representative for all purposes under this Chapter and so advises the City on the operator’s application for registration or renewal thereof, all operators of a public lodging facility must designate a representative with full authority to act on behalf of the operator for all purposes under this Chapter, including the acceptance of service of all notices from the City.

9.52.190 Guest Standards.

- A. No person shall linger, loiter, sit, stand, or otherwise use for business or social purposes any area in any public lodging facility in violation of the expressed wish of the operator or agent of the public lodging facility.
- B. It is unlawful for any person to refuse or fail to leave the property of a public lodging facility when requested by the operator, their agent, or by a peace officer when acting at the request of the operator or the operator’s agent. This Subsection applies to all areas of the public lodging facility, regardless of whether or not such areas are open to the general public.
- C. This Section does not apply:
 - 1. To guests currently registered in the public lodging facility or to persons who have otherwise been given the right to use a certain portion or portions of the public lodging facility by the operator or their agent.
 - 2. Persons engaged in lawful labor union activities.
 - 3. Where its application results in or is coupled with an act prohibited by the Unruh Civil Rights Act or any other provision of law relating to prohibited discrimination.
 - 4. Where its application results in or is coupled with an act prohibited by Section 365 of the California Penal Code or any other provision of law relating to duties of innkeepers and common carriers.

- D. Nothing in this Chapter shall be construed or applied so as to abridge the lawful exercise of rights guaranteed under the First Amendment to the Constitution of the United States.

9.52.200 Parking by Permit.

- A. No person may stand or park any vehicle in a public lodging facility's parking lot or parking area unless a parking permit issued by the public lodging facility is displayed on the vehicle for the entire duration of their occupancy at the public lodging facility. Public lodging facilities may not issue parking permits to any person who is not an operator, agent, guest registered in accordance with Section 9.52.040, employee of the public lodging facility, or contractor of the public lodging facility on site for official business.
- B. Public lodging facilities may not issue a parking permit to a guest unless the guest has provided all information and documentation required for registration under Section 9.52.040. The public lodging facility is responsible for monitoring its parking areas and enforcing the requirements of this Section.
- C. The requirements of this Section do not apply to any authorized emergency vehicle, City vehicle, vehicle owned by a public utility when such vehicle is being used for official business, or vehicle used for lawful collection or delivery of United States mail.
- D. The requirements of this Section may be modified or waived through approval of a conditional use permit in accordance with Chapter 20.550.

9.52.210 Occupancy by Minors.

No operator or agent shall permit or allow the occupancy of any room by any minor unless such minor is accompanied by their adult parent, legal guardian, or a responsible adult authorized in writing by a parent or legal guardian of the minor. Except in the case of sickness, death, or act of God, adult parents, legal guardians, or other responsible adults authorized in writing by a parent or legal guardian of the minor must remain registered for the entire duration of the minor's stay and must occupy the guestroom for the same duration as the longest-staying minor.

9.52.220 Human Trafficking Notice.

Every public lodging facility must post a notice that complies with the requirements of this Section in a conspicuous place near the public entrance of the establishment or in another conspicuous location in clear view of the public and employees where similar notices are customarily posted. The notices to be posted pursuant to this Section shall be at least eight and one-half inches by eleven inches in size, written in a sixteen-point font, printed in English, Spanish, Vietnamese, and Korean and shall state the following:

If you or someone you know is being forced to engage in any activity and cannot leave – whether it is commercial sex, housework, farm work, construction, factory, retail, restaurant work, or any other activity –

text 233-733 (Be Free)

Or call the National Human Trafficking Hotline at 1-888-373-7888 or the California Coalition to Abolish Slavery and Trafficking (CAST) at 1-888-KEY-2-FRE(EDOM) or 1-888-539-2373 to access help and services.

Victims of slavery and human trafficking are protected under United States and California Law.

The hotlines are:

- Toll-free.
- Operated by nonprofit, nongovernmental organizations.
- Anonymous and confidential.
- Accessible in more than 160 languages.
- Able to provide help, referral to services, training, and general information.

9.52.230 Certificate of Compliance Registration.

- A. One year from the effective date of Ordinance No. 1154 all public lodging facilities must register with the Department in accordance with this Chapter to enroll in the certificate of compliance program set forth herein. The public lodging facility registration or renewal application submitted by operators or their representatives must identify all guestrooms of the public lodging facility. Nothing herein shall require the operator or their representative to provide a guest registry as part of the initial registration process.
- B. One year from the effective date of Ordinance No. 1154, a certificate of compliance is required for any public lodging facility to operate within the City. It is unlawful for any person to engage in, conduct, or carry on any public lodging establishment within the City without a current certificate of compliance issued by the City.
- C. Operators or their representatives must register their respective public lodging facility according to a schedule established by the Director. The schedule will include registration deadlines of not less than 60 days following notice and delivery to the operator or their representative by the Director of a questionnaire and such other forms as the Director may determine necessary to satisfy the registration requirements of this Chapter.

- D. A public lodging facility registration approved in accordance with this Chapter is valid for purposes of complying with the inspection provisions of this Chapter for five (5) years from the date the Director issues a certificate of compliance or until one of the following circumstances occurs, whichever is sooner:
1. The operator or their representative fails to notify the Department of any change in the information submitted pursuant to this Section within 30 days of such change; or
 2. The operator or their representative fails to pay any fees established under this Chapter or Chapter 5.12 when payment is due; or
 3. The public lodging facility is sold or transferred to a new operator and the new operator fails to submit an application for a public lodging facility registration to the Department within 90 days following the date of the sale or transfer; or
 4. The Director determines that the certificate of compliance is no longer valid because a substandard condition or conditions exist at or on any portion of the public lodging facility listed in the certificate of compliance or for any of the reasons set forth in Section 9.52.240.
- E. As part of the initial registration process, a public lodging facility is deemed to be registered with the City when the operator or their representative submits all the following to the Department, meets the requirements herein, and receives a certificate of compliance from the Director:
1. An application for a public lodging facility registration must be submitted to the Department on forms provided by the Director. The application will include, but is not limited to, the following information:
 - a. Description of the public lodging facility, including, but not limited to, the street address and assessor's parcel number;
 - b. A list of all guestrooms within the public lodging facility, identified by a means unique to each guestroom (e.g., room number, unit number, etc.);
 - c. Name, address, telephone number, and email address for the owner, operator, and the operator's representative;
 - d. The name, address, telephone number, and email address of the person or entity that a guest is to contact when requesting repairs to be made to guestroom, and the contact person's business relationship to the operator or their representative;

- e. A declaration of compliance from the operator or their representative, declaring that all guestrooms that are or may be available for rent are listed in the public lodging facility registration or renewal application and meet or will meet the standards in this Chapter before the guestrooms are rented; and
 - f. Any other information required by the Director.
2. Within one year from the effective date of Ordinance No. 1154, all existing public lodging facilities must undergo and pass an initial inspection in accordance with the standards and procedures set forth in this Section and Section 9.52.250 (Inspections; Notice and Order to Comply). Any new public lodging facility proposed after the enactment of Ordinance No. 1154 must undergo and pass an inspection in accordance with the standards and procedures set forth in this Section and Section 9.52.250 (Inspections; Notice and Order to Comply) and any scheduled established by the Director.
- a. If the Director determines that the public lodging facility fails the inspection based upon violations of applicable laws or ordinance or the existence of substandard conditions, the Director will notify the operator in writing by mailing the results of the inspection by first-class mail to the addresses of the operator and their representative, if any, identified in the operator's current public lodging facility registration or renewal application, specifying in detail the reason(s) for the Director's determination. Any public lodging facility disputing the results of the inspection may file an appeal in accordance with the procedures applicable to appeals set forth in Section 9.52.260 of this Chapter.
- F. If, upon approval of an application for public lodging facility registration or a renewal thereof or following an inspection where no violations of applicable laws or ordinances are determined to exist, the Director will issue a certificate of compliance to the operator or their representative. A certificate of compliance is valid until renewal of the registration or revocation of such certificate as specified herein.
- G. Public lodging facility registration must be renewed by submittal of a public lodging facility registration renewal application at least 60 days before the current certificate of compliance expires, which application shall contain all of the information required by Subsection (E)(1) of this Section, and be accompanied by a new declaration as required by subparagraph (E)(1)(e) of this Section.

- H. If any of the information required by Subsection (D)(1) of this Section changes during the term of a certificate of compliance, the operator or their representative must update the information within 30 days of the information changing on a form provided by the Department.
- I. It is unlawful for any person to knowingly make a false statement of fact or knowingly omit any information that is required to register a public lodging facility or guestroom pursuant to this Section.

9.52.240 Denial and Revocation of Certificate of Compliance.

- A. A public lodging facility registration or renewal application for a certificate of compliance may be denied by the Director for reasons including, but not limited to:
 - 1. Submitting an incomplete application;
 - 2. Submitting an application the operator or their representative knows or should have known is false;
 - 3. Failing to comply with a Notice and Order to Comply, as required in this Chapter;
 - 4. Failing to update and deliver registration information as required by Section 9.52.230 (Certificate of Compliance Registration);
 - 5. Operation of the public lodging facility that results in six or more nuisance activities on the public lodging facility property within a rolling six-month period, as measured from the date of the initial nuisance activity;
 - 6. Posing a significant threat to public health, safety, or welfare, including but not limited to, operating in a manner that creates a substantial risk of harm to guests, staff, or the surrounding community such that denial of the registration is necessary for the preservation of public health, safety, and welfare.
- B. A certificate of compliance may be revoked by the Director for reasons including, but not limited to:
 - 1. Failing to comply with a Notice and Order to Comply, as required in this Chapter; or
 - 2. Submitting a declaration of compliance the operator or their representative knows or should have known is false; or
 - 3. Failing to update and deliver registration information as required by Section 9.52.230 (Certificate of Compliance Registration).

4. Operation of the public lodging facility that results in six or more nuisance activities on the public lodging facility property within a rolling six-month period, as measured from the date of the initial nuisance activity.
 5. Posing a significant threat to public health, safety, or welfare, including but not limited to, operating in a manner that creates a substantial risk of harm to guests, staff, or the surrounding community such that revocation of the certificate of compliance is necessary for the preservation of public health, safety, and welfare.
- C. If the Director denies a public lodging facility registration application or revokes a certificate of compliance, the Director will notify the operator in writing by mailing the denial or revocation notice by first-class mail to the addresses of the operator and their representative, if any, identified in the operator's current public lodging facility registration or renewal application, specifying in detail the reason(s) for the Director's determination. The operator or their representative may appeal the denial or revocation by filing an appeal in accordance with the procedures applicable to appeals set forth in Section 9.52.260 of this Chapter.
- D. If a public lodging facility registration or renewal application is denied or a certificate of compliance is revoked, the registration or renewal application will not be considered by the Director until all application or public lodging facilities deficiencies that were the basis for the denial or revocation are corrected to the satisfaction of the Director.
- E. For purposes of this section, "nuisance activities" includes, but is not limited to, disturbance of the peace, illegal drug activity, prostitution, human trafficking, public drunkenness, harassment of passersby, gambling, sale of stolen goods, public urination, theft, assaults, batteries, acts of vandalism, illegal parking, excessive loud noises, traffic violations, lewd conduct, or police detentions and arrests on the property for which a police report has been completed.
1. This subsection is not the exclusive definition or designation of what constitutes nuisance activities within this City and instead supplements and is in addition to other regulatory codes, statutes, or ordinances enacted by the City, state, or any other legal entity or agency having jurisdiction.

9.52.250 Inspections; Notice and Order to Comply.

- A. Every public lodging facility is subject to routine periodic inspection by the City, as provided by this Chapter.

- B. Within 60 days following the receipt of an application for a certificate of compliance registration or a renewal thereof, the Director will schedule an inspection of the public lodging facility that is the subject of the application.
- C. Before an interior inspection occurs under this Chapter, a notice of intent to inspect a public lodging facility will be mailed to the operator and their representative, if any, at the operator and representative's addresses, as they appear on the operator's current public lodging facility registration or renewal application at least 14 calendar days prior to the date of the inspection. If the operator or their representative applies in writing to the Director for an extension of time within the original time specified in the notice for an interior inspection, the Director may extend the date and time.
- D. The operator or their representative must be present at the public lodging facility at the time of the inspection. The time of the inspection shall be the time indicated in the notice or the time that the inspection was properly rescheduled in accordance with Subsection (H) of this Section. Violation of this Subsection or Subsection (E) of this Section may result in the imposition of a re-scheduling fee.
- E. The operator or their representative must notify individual guests of the date and time of any interior inspection in writing at least 24 hours before the scheduled inspection or otherwise obtain legal access to the guestroom or guestrooms pursuant to the terms of the applicable rental or guest agreement.
- F. If the guest does not consent to the entry for inspection following receipt of notice, the Director is authorized to seek an inspection warrant from a court of competent jurisdiction to cause the inspection to take place. The operator will not be penalized or fined for the failure of a guest to afford access to a guestroom which is the subject of such an inspection, provided that the operator or their representative cooperates with the Director and makes a good faith effort to facilitate the inspection in accordance with this Section.
- G. If, upon inspection, any substandard condition exists within the public lodging facility, the Director will provide the operator or their representative with a written "Notice and Order to Comply" that describes the substandard condition or conditions and the location of the substandard condition or conditions. The Notice and Order to Comply will specify a reasonable time for correction of the substandard condition or conditions that ranges, depending on the severity of the condition, from an immediate response time to 30 days from the date of said notice.
- H. If the operator or their representative applies in writing to the Director for an extension of time within the original correction period, the Director may extend the period for correction of the substandard condition or conditions if the Director determines that the operator or their representative has established that

correction has been diligently pursued but the correction could not be reasonably completed within the original correction period.

- I. The Notice and Order to Comply will be delivered or mailed by first-class mail to the operator and their representative at the address of the operator and their representative, if any, as such addresses appear on the operator's current public lodging facility registration or renewal application.
- J. Before initiating any correction of the substandard condition or conditions identified in the Notice and Order to Comply, the operator or their representative must obtain all necessary permits and pay all required fees for the permits, including, without limitation, any penalty imposed by this Code by reason of any repair, improvement, or maintenance which had been done in the past without a required permit, inspection, or final approval.
- K. One or more re-inspections will be conducted to verify that the substandard condition or conditions identified in the Notice and Order to Comply have been corrected. Following the expiration of the correction period and any authorized extensions of time, the operator must pay a re-inspection fee established by resolution of the City Council and arrange with the Director for re-inspection of the public lodging facility to determine whether the substandard condition or conditions have been corrected. The operator or their representative must provide all required notice to any affected guests. If the Director appears at the public lodging facility for the inspection as scheduled and access is denied by the operator or their representative, the operator must pay an additional re-inspection fee established by the City Council for each subsequent scheduled re-inspection. Violations not noted on the initial inspection report but discovered on re-inspection must be corrected by the operator or their representative as set forth in this Chapter and Notice and Order to Comply.
- L. If the Director, Department, enforcement personnel, or other City officer or personnel receives a complaint regarding a public lodging facility regulated under this Chapter, the Director may request that an inspection of the public lodging facility identified in the complaint be conducted. If, after inspecting the public lodging facility for the complaint received, the Director, enforcement personnel, or other authorized City officer or personnel determines that a substandard condition or conditions exist at the public lodging facility, the Director may require that any other portion of the public lodging facility covered under the same certificate of compliance on the property be inspected following the procedures of this Section for notice, including inspection timing and giving notice to guests.
- M. If, during an inspection conducted pursuant to this Chapter, the Director, enforcement personnel, or other authorized City officer or personnel discovers that the public lodging facility is in violation of this Code or any other applicable law and the operator or their representative fails to correct the identified violations within 30 days of the inspection, the Director may require an additional periodic

inspection of the public lodging facility in accordance with this Chapter to ensure continued compliance. A re-inspection fee will be imposed for any additional periodic inspection required under this Chapter. In addition to requiring an additional periodic inspection pursuant to this Subsection, the Director may commence enforcement action in accordance with any provisions of this Code.

- N. None of the inspection provisions contained in this Chapter shall prohibit, condition, or otherwise limit any inspection conducted pursuant to any other provision of this Code or other applicable law.

9.52.260 Appeals.

Any appeal right provided for in this Chapter must be conducted as set forth in this section.

A. Submission of Appeal.

1. An operator or their representative may appeal the decision of the Director made pursuant to this Chapter, including decisions to suspend, revoke, or deny a Certificate of Compliance or to dispute the results of an inspection conducted under this Chapter, to a hearing officer by filing with the City Clerk a written notice of appeal within fifteen calendar days from the date of service of the notice.
2. The notice of appeal must be in writing and signed by the person making the appeal, or their legal representative, and must contain the following:
 - a. The name, address, telephone number of the appellant;
 - b. A true and correct copy of the notice of the decision or action issued by the Director that the appellant is appealing;
 - c. A specific statement of the reasons and grounds for making the appeal in sufficient detail to enable the hearing officer to understand the nature of the controversy, the basis of the appeal, and the relief requested; and
 - d. All documents or other evidence pertinent to the appeal that the appellant requests the hearing officer to consider at the hearing.
3. At the time of filing the appellant must pay the designated appeal fee, which may be established by resolution of the City Council.
4. In the event a written notice of appeal is timely filed, the suspension, revocation, denial, or nonrenewal is not effective until a final order has been rendered and issued by the hearing officer. If no timely, proper appeal is filed in the event of a decision of denial, the Certificate of Compliance expires at the conclusion of the term of the Certificate of Compliance. If no timely, proper appeal is filed in the event of a suspension or revocation, the suspension or revocation is effective upon the expiration of the period for filing a written notice of appeal.

5. Failure of the operator or their representative to file a timely and proper appeal, or the requisite fee, is a waiver of the right to appeal the decision of the Director and a failure to exhaust all administrative remedies. In this event, the Director's decision is final and binding.

B. Hearing Procedure.

1. Administrative hearing officers must be selected in a manner that avoids the potential for pecuniary or other bias.
2. Upon receipt of the written appeal, the City Clerk shall set the matter for a hearing before a hearing officer. The hearing officer will preside over the appeal, hear the matter de novo, and conduct the hearing pursuant to the procedures set forth in this Chapter. The City bears the burden of proof to establish the grounds for the suspension, revocation, denial, or nonrenewal or results of the inspection by a preponderance of the evidence. The issuance of the Director's notice of decision constitutes prima facie evidence of grounds for the suspension, revocation, denial, or nonrenewal or results of the inspection.
3. The appeal must be held within a reasonable time after date of filing, but in no event later than thirty calendar days from that date. The City must notify the appellant of the date, time, and location of the hearing at least ten calendar days before the date of the hearing.
4. At the hearing, the appellant may present witnesses and evidence relevant to the decision appealed, be represented by counsel, and confront and cross-examine witnesses. Appeal hearings are informal, and the formal rules of evidence and procedure applicable in a court of law shall not apply to the hearing. However, rules of privilege are applicable to the extent they are permitted by law; and irrelevant, collateral, and repetitious evidence may be excluded. The hearing officer may establish additional procedures not in conflict with the provisions of this section.

C. Hearing Officer's Decision.

1. No later than fifteen calendar days following conclusion of the appeal hearing, and after considering all of the testimony and evidence submitted at the hearing, the hearing officer will determine if any ground exists for the suspension, revocation, denial, or nonrenewal of the Certificate of Compliance or results of the inspection.
2. If the hearing officer determines that no grounds for the suspension, revocation, denial, or nonrenewal or results of the inspection exist, the Director's notice of decision shall be deemed cancelled.

3. If the hearing officer determines that one or more of the reasons or grounds enumerated in the Director’s notice of decision exists, the hearing officer must issue a written decision containing a finding and description of each reason or ground to uphold the Director’s decision, and any other finding that is relevant or necessary to the subject matter of the appeal.
4. The decision of the hearing officer is final. The written decision must contain the following statement: "The decision of the hearing officer is final. Judicial review of this decision is subject to the time limits set forth in California Code of Civil Procedure Section 1094.6.

9.52.270 Duplicated Regulation.

Whenever any provision of this Chapter and any other provision of law, whether set forth in this Code, or in any other applicable law, ordinance, or resolution of any kind, imposes overlapping or contradictory regulations, or contain restrictions covering any of the same subject matter, that provision which is more restrictive or imposes higher standards shall control, except as otherwise expressly provided in this Chapter.”

SECTION 5: The reference to “Lodging – Hotel or Motel” uses in Table 2-5 (Allowed Land Uses and Permit Requirements Commercial Zones) of Section 20.215.020 is hereby amended in its entirety and restated to read as follows (additions in underline, deletions in ~~strikethrough~~):

Section 20.215.020, Table 2-5

Land Use	CN	CG	Specific Use Regulations
<i>Service Uses – General</i>			
Lodging – Hotel or Motel			
Fronting on Beach Blvd or Katella Ave.	—	P <u>CUP</u>	MC 9.52
Fronting other arterial streets	CUP	CUP	MC 9.52

SECTION 6: The reference to “Lodging” uses in Table 2-11 (Allowed Land Uses and Permit Requirements Mixed-Use Overlay Zones) of Section 20.30.040 is hereby amended in its entirety and restated to read as follows (additions in underline, deletions in ~~strikethrough~~):

Section 20.30.040, Table 2-11

Land Use	GLMX	NGMX(3)	SGMX	Specific Use Regulations
Service Uses – General				
Lodging				
Bed and Breakfast Inns	—	—	—	
Hotels <u>(8)</u>	CUP	—	CUP	MC 9.52
Notes:				
<p>(1) In the GLMX zone, commercial uses: (a) are required on the ground floor of buildings at the intersections of Beach and Katella, Beach and Orangewood, and Beach and Chapman and within 150 feet in any direction from these street intersections, as measured from the corner formed by the lots' property lines at the street intersection(s); and (b) are allowed on the ground floor, but are not required on the ground floor, on other lots. Stand-alone multi-family residential or stand-alone commercial development is allowed anywhere over 150 feet in any direction from these intersections.</p> <p>(2) In the NGMX zone, commercial uses or live-work uses are encouraged on the ground floor of buildings that front Beach Boulevard.</p> <p>(3) In the NGMX zone, only residential uses shall be allowed to face Fern Street.</p> <p>(4) A Conditional Use Permit shall be required if all persons engaging in the practice of massage therapy at the establishment do not have a valid MTO (Massage Therapy Organization) Certificate or the State law regulating massage establishments terminates under its sunset review provision (Business and Professions Code Section 4600 et seq.).</p> <p>(5) In the GLMX and SGMX zones, single-family detached dwellings are permitted with a CUP if the residential use is located in the rear of a property behind single-family attached dwellings, or a commercial use.</p> <p>(6) Outdoor dining with four seats or less is permitted. Outdoor dining with five to 20 seats requires a Minor Use Permit. Outdoor dining with more than 20 seats requires a Conditional Use Permit.</p> <p>(7) A Conditional Use Permit shall not be required for the establishment of Internet cafés; only an Internet café license is required to establish an Internet café.</p> <p><u>(8) For purposes of clarity, while motels are distinct from hotels, they are not permitted within any Mixed-Use Overlay Zone.</u></p>				

SECTION 7: Severability. If any section, sentence, clause, or phrase of this Ordinance or the application thereof to any entity, person or circumstance is held for any reason to be invalid or unconstitutional, such invalidity or unconstitutionality will not affect other provisions or applications of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are severable. The City Council of the City of Stanton declares that it would have adopted this Ordinance and each section, sentence, clause, or phrase thereof, irrespective of the fact that any one or more section, subsections, sentences, clauses, or phrases be declared invalid or unconstitutional.

SECTION 8: Effective Date. This Ordinance will become effective 30 days following its adoption.

SECTION 9: Posting or Publication. The City Clerk is directed to certify the adoption of this Ordinance. Not later than fifteen (15) days following the passage of this Ordinance, the Ordinance, or a summary thereof, along with the names of the City Council members voting for and against the Ordinance, will be published or posted in the manner required by law.

SECTION 10: Record of Proceedings. The documents and materials associated with this Ordinance that constitute the record of proceedings on which these findings are based are located at 7800 Katella Avenue, Stanton, California 90680. The City Clerk is the custodian of the record of proceedings.

PASSED, APPROVED, AND ADOPTED this 14th day of January, 2025.

DAVID J. SHAWVER, MAYOR

ATTEST:

PATRICIA A. VAZQUEZ, CITY CLERK

APPROVED AS TO FORM:

HONGDAO NGUYEN, CITY ATTORNEY

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF STANTON)

I, Patricia A. Vazquez, City Clerk of the City of Stanton, California, do hereby certify that the foregoing Ordinance No. 1154 was introduced at a regular meeting of the City Council of the City of Stanton, California, held on the 10th day of December, 2024 and was duly adopted at a regular meeting of the City Council held on the 14th day of January, 2025, by the following roll-call vote, to wit:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

PATRICIA A. VAZQUEZ, CITY CLERK

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: CONSIDERATION OF APPROVAL OF REVISED STANTON CITY OFFICIAL TRAVEL EXPENSE AND REIMBURSEMENT POLICY PURSUANT TO ASSEMBLY BILL 1234

REPORT IN BRIEF:

The City's Travel and Expense Reimbursement Policy, pursuant to Assembly Bill 1234 (AB 1234) was last approved by Resolution No. 2006-13 on May 23, 2006. The proposed policy will replace the existing policy that was adopted via Resolution No. 2006-13.

RECOMMENDED ACTION:

1. City Council declare that this project is exempt from the California Environmental Quality Act ("CEQA") under Section 15378(b)(2) – continuing administrative or maintenance activities, such as purchase for supplies, personnel-related actions, general policy and procedure making; and
2. Adopt Resolution No. 2025-01, approving revised Stanton City Official Travel Expense and Reimbursement Policy, Administrative Policy No. IV-4-16, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, ADOPTING REVISED STANTON CITY OFFICIAL TRAVEL EXPENSE AND REIMBURSEMENT POLICY PURSUANT TO ASSEMBLY BILL 1234 AND REPEALING CITY COUNCIL RESOLUTION NO. 2006-13”.

BACKGROUND:

The City's Administrative Rules & Regulations Manual is designed to identify, document, and put into narrative form the City's interdepartmental administrative policies and procedures. It serves as a comprehensive guide for administrative actions and provides a framework for delegated authorities and assigned responsibilities. The manual was designed as a "living" document and, as such, should be amended, changed, and altered as conditions and circumstances warrant.

The 2006 Travel and Expense Reimbursement Policy was intended to satisfy pertinent requirements of AB 1234 relating to the reimbursement of members of legislative bodies for expenses incurred in the performance of official duties. The City conducted a review to evaluate the existing policy and after assessing the existing policy it has been recommended that the City update its current policy for City Council consideration to ensure that City officials are being as prudent as possible when traveling on essential City business.

ANALYSIS/JUSTIFICATION:

The approval of the revised Travel Expense and Reimbursement Policy is mandatory under AB 1234.

FISCAL IMPACT:

There are no fiscal impacts related to the approval of this staff report.

ENVIRONMENTAL IMPACT:

In accordance with the requirements of CEQA, finds that this project is exempt from the California Environmental Quality Act (“CEQA”) under Section 15378(b)(2) – continuing administrative or maintenance activities, such as purchase for supplies, personnel-related actions, general policy and procedure making.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Public notification provided through the regular agenda process.

STRATEGIC PLAN OBJECTIVE(S) ADDRESSED:

- Obj. No. 4: Ensure fiscal stability and efficiency in governance.
- Obj. No. 6: Maintain and promote a responsive, high quality and transparent government.

Prepared by: Patricia A. Vazquez, City Clerk
Reviewed by: HongDao Nguyen, City Attorney
Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. Proposed Resolution No. 2025-01
 - Exhibit A: Stanton City Official Travel Expense and Reimbursement Policy, Administrative Policy No. IV-4-16

RESOLUTION NO. 2025-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, ADOPTING REVISED STANTON CITY OFFICIAL TRAVEL EXPENSE AND REIMBURSEMENT POLICY PURSUANT TO ASSEMBLY BILL 1234 AND REPEALING CITY COUNCIL RESOLUTION NO. 2006-13

WHEREAS, Assembly Bill 1234 (AB 1234) became effective January 1, 2006, and requires the adoption of a travel and expense reimbursement policy as a condition precedent to the City's reimbursement of expenses incurred by a Council Member on or after January 1, 2006; and

WHEREAS, the City's Travel and Expense Reimbursement Policy, pursuant to AB 1234 was last approved by Resolution No. 2006-13 on May 23, 2006; and

WHEREAS, changes in applicable laws have occurred which necessitate the changes in certain of the existing policy herein; and

WHEREAS, the proposed policy will replace the existing policy that was adopted via Resolution No. 2006-13; and

WHEREAS, the Council determines it is in the best interest of the City to provide the Council and the citizens of the City clear standards and criteria to govern the circumstances under which Council Members are entitled to be reimbursed for City expenses properly incurred by the Mayor and Council Member's and desires to make the changes to the Official Travel Expense and Reimbursement Policy adopted herein.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, DOES RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1: The City Council finds that this project is exempt from the California Environmental Quality Act ("CEQA") under Section 15378(b)(2) – continuing administrative or maintenance activities, such as purchase for supplies, personnel-related actions, general policy and procedure making.

SECTION 2: The Stanton City Official Travel Expense and Reimbursement Policy, Administrative Policy No. IV-4-16, attached hereto as Exhibit A and incorporated herein by reference is hereby approved and adopted.

SECTION 3: The City Manager is directed to prepare the necessary expense report forms said policy requires of the Mayor and Council Members to use in seeking reimbursement pursuant to said policy.

SECTION 4: That the following resolution is hereby repealed:

Resolution No. 2006-13 Adopted Travel and Reimbursement Policy

SECTION 5: The City Clerk shall certify as to the adoption of this Resolution.

ADOPTED, SIGNED AND APPROVED this 14th day of January, 2025.

DAVID J. SHAWVER, MAYOR

APPROVED AS TO FORM:

HONGDAO NGUYEN, CITY ATTORNEY

ATTEST:

I, Patricia A. Vazquez, City Clerk of the City of Stanton, California DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2025-01 has been duly signed by the Mayor and attested by the City Clerk, all at a regular meeting of the Stanton City Council, held on January 14, 2025, and that the same was adopted, signed and approved by the following vote to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

PATRICIA A. VAZQUEZ, CITY CLERK

CITY OF STANTON ADMINISTRATIVE POLICY	Number IV-4-16
	Date January 14, 2025
SUBJECT: Stanton City Official Travel Expense & Reimbursement Policy	Authority City Manager
	Administrator Administration Department
<p>I. PURPOSE</p> <p>The City of Stanton has the authority to reimburse City Officials (the Mayor, Mayor Pro Tem, Council Members, Commissioners and all members of City boards and committees that are subject to the Ralph M. Brown Act) for authorized expenses incurred in the performance of their official duties. The City Official Travel Expense and Reimbursement Policy (Policy) is intended to meet all requirements of applicable State law, AB 1234, and the Stanton Municipal Code. This policy establishes guidelines for the reimbursement of City Officials for their reasonable expenses associated with travel, lodging, meals and other actual and necessary expenses incurred in the performance of their official duties while representing the City of Stanton.</p> <p>II. RESPONSIBILITY</p> <p>A. It is the responsibility of the City Council to:</p> <ol style="list-style-type: none"> 1. Review and approve the eligibility of any expense, at a public meeting, when the proposed expense exceeds five hundred dollars (\$500) or is ineligible under this policy and the United States Internal Revenue Service (IRS) rates for reimbursement of travel, meals, lodging and other actual and necessary expenses as established in IRS Publication 463, prior to the expense being incurred. <p>B. It is the responsibility of each City Official to:</p> <ol style="list-style-type: none"> 1. Work with City staff and the City Manager to identify conferences, seminars, and other training opportunities as allowed by this policy and request funding for all travel during the annual budget preparation process; 2. Work with staff to make arrangements for registration, transportation and lodging expenses which are consistent with this policy; 3. Seek to find an appropriate replacement attendee in the event they are unable to attend a non-refundable training or event; 4. Save all itemized receipts and supporting documentation for expenses and meals and provide to the City Clerk, as appropriate; and 5. Provide a brief written or oral report on the event at a public meeting. 	

C. It is the responsibility of the City Manager to:

1. Review and approve expenses or reimbursement requests, and explanatory memos of City Officials, as needed;
2. Approve travel opportunities if consistent with this policy;
3. Deny non-eligible expenses that are ineligible under this policy and the IRS rate for reimbursement of travel, meals, lodging and other actual and necessary expenses as established in Publication 463, or a successor publication;
4. Refer for consideration to the City Council a noneligible expense that has not yet been incurred but is deemed to be appropriate; and
5. Authorize policy updates and day-to-day procedures as needed.

D. It is the responsibility of Department Directors to:

1. Provide the Travel Expense Reimbursement form, consistent with Government Code Section 53232.2 and this policy, to City Officials;
2. Accept itemized receipts from City Officials;
3. Prepare Travel Expense Reports;
4. Review and approve Travel Expense Reports for City Officials; and
5. Obtain guidance from the City Manager for expenses or reimbursement requests if uncertain whether such are consistent with this policy.

E. It is the responsibility of the Finance Director to:

1. Inform and advise the City Manager or Department Directors, as needed, on how to implement this policy;
2. Review and process Travel Expense Reimbursement forms; and
3. Remit reimbursement to City Officials.

III. POLICY

A. City funds, equipment, supplies (including letterhead), titles, and staff time must only be used for authorized City business. City Officials may be eligible for travel reimbursement for travel expenditures when at least one of the following criteria is met:

1. Attending educational seminars designed to improve the City Official's skill and knowledge level related to their City position and related responsibilities;
2. Participating in meetings supporting a City Official's position on an official committee or board that is authorized by the City Council;
3. Communicating with representatives of regional, state and federal government agencies or organizations on City-adopted policy positions and/or other community concerns;
4. Participating in regional, state and national organizations whose activities affect the City;
5. Implementing a City-approved economic development strategy for attracting businesses to the City, which typically involves at least one staff member;

6. Promoting public service and morale by recognizing such service on the part of City employees, members of the community and other individuals;
7. Attending events and performing other such official duties that affect the City's interests; and
8. Meetings such as those listed above for which a meeting stipend is expressly authorized under this policy.

In addition, the following expenses also require prior City Council approval:

1. Out-of-state travel;
2. Expenses which exceed the annual limits established for each office holder;
3. Expenses exceeding \$500 per trip; and
4. Any travel and stay exceeding 72 hours.

To conserve City resources and keep expenses within community standards for City Officials, expenditures should adhere to the following guidelines. In the event that expenses are incurred which exceed these guidelines, the costs borne or reimbursed by the City will be limited to the costs that fall within these guidelines.

B. Specifically Prohibited Expenses. Examples of personal expenses that the City will not reimburse include, but are not limited to:

1. The personal portion of any trip;
2. Entertainment and recreation expenses, including alcohol, hotel movies or pay TV and health club access at a hotel or other venue;
3. Golf outings, fitness events, or other recreational activities sponsored by the conference or otherwise;
4. Airfare/airline accommodation upgrades;
5. Political contributions or events;
6. Charitable contributions or events, unless prior approval of the City Council is obtained;
7. Loss or damage of personal items due to air travel baggage issues will not be reimbursed by the City, as these losses are the responsibility of the carrier;
8. Personal grooming items;
9. Laundry services; and
10. Non-mileage personal automobile expenses including repairs, traffic citations, and insurance.

Any questions regarding the propriety of a particular type of expense should be resolved by the City Manager before the expense is incurred.

IV. PROCEDURES

A. Registration and Fees. Registration and fees must be payable to the conference organization and shall be for those expenses indicated in the published information.

- B. Transportation. The most economical mode and class of transportation reasonably consistent with scheduling needs and cargo space requirements must be used, using the most direct and time-efficient route. Government and group rates must be used when available.
1. Air Transportation. When reserving and purchasing airline tickets, City Officials shall attempt to ensure the most cost-efficient travel arrangements are made, when at all possible. For all City Officials, the Economy air travel shall be considered standard. City Officials are encouraged to make air reservations as early as feasible to obtain the greatest discount and to consider the use of alternate, but nearby airports with ground transportation to take advantage of the lowest fares. Travel should be charged on a City credit card. Personal credit card purchases will be reimbursed only for the actual round-trip fare and only after the trip. Officials may, at their own expense, pay to upgrade their airline accommodations. Airfares that are equal or less than those available through the League of California Cities and the Statewide Travel Program (www.calcities.org/resource/travel-services), the California State Association of Counties (www.counties.org/discount-travel-program), and the State of California are presumed to be the most economical and reasonable for purposes of reimbursement under this policy.
 2. Taxis/Shuttles/Rideshare. Taxi, shuttle or rideshare fares may be reimbursed, including a fifteen percent (15%) gratuity per fare, when the cost of such fares is equal to or less than the cost of car rental, gasoline and parking combined, or when such transportation is necessary for time efficiency.
 3. Parking. The City will reimburse for reasonable parking costs related to business-related travel. Travelers should make every effort to keep parking costs to a minimum by limiting in and out trips and opting for lower cost parking when offered. Long-term airport parking must be used for travel exceeding 24 hours.
 4. Personal Vehicle. City Officials will be reimbursed for actual mileage (not to exceed coach class airfare, where airline travel is a reasonable alternative), for the use of their private vehicles in travel to and from designated place(s) on City business outside the City. The personal vehicle must be insured in compliance with California law. The reimbursement rate will be the current Internal Revenue Service rate (www.irs.gov/tax-professionals/standard-mileage-rates). These rates are designed to compensate the driver for gasoline, insurance, maintenance, and other expenses associated with operating the vehicle. This amount does not include bridge and road tolls, which are also reimbursable. The number of miles used for reimbursement calculations will be from the City Official's home. City Officials are required to verify mileage claimed via www.google.com/maps or www.mapquest.com and submit such printed mileage verification for reimbursement.

5. Use of City-Owned Vehicle. On occasion, the Mayor and members of the City Council may request use of a City-owned vehicle to transport themselves during City business. There shall be no allowance or reimbursement for transportation when a City-owned vehicle is used. However, any out-of-pocket expenses, including gas or maintenance costs incurred in operation of the vehicle during City business shall be reimbursed based upon presentation of receipts.
6. Car Rental Arrangement. Prior to requesting a rental car, City Officials traveling on official business shall consider whether a rental car is the least expensive means of transportation. Rental rates that are equal to or less than those available through the State of California's website (www.dgs.ca.gov/en/OFAM/Travel/About) shall be considered the most economical and reasonable for purposes of reimbursement under this policy.
7. Train or Other Methods of Travel. Travel by train, public transit or any other method of travel other than air outside the Southern California region may be approved if (1) the cost does not exceed that of airfare, if available, (2) if air travel is unavailable, or (3) if it otherwise serves the interests of the City as determined by the City Manager.

C. Lodging

1. Lodging will be allowed the night before the event when same-day travel to the event is impractical. For example, if the event starts at or before 9:00 a.m. or if extensive travel time is involved it may be appropriate to authorize overnight lodging the night before the event.
2. For multi-day events, lodging will be allowed for each night of the event it is reasonable to do so, taking into account the distance to the conference location and any after-hour conference activities that require the City Official's presence beyond regular work hours.
3. Lodging will not be allowed after the event has ended unless it is not reasonably feasible for the City Official to return until the day after the event has ended.
4. The cost of lodging may be paid directly by the City or paid for by the City Official and subsequently reimbursed. Every effort must be made to secure adequate lodging that is conveniently located and reasonably priced for the geographic area. In many instances, it may be the most appropriate to stay at the conference hotel not only for convenience but also to avoid additional transportation costs. Government discounts, group rates, and any discounts the City Official is personally eligible for must always be sought at the time of reservation. If group government rates are available for the event, such rates shall represent the maximum reimbursable rate.

5. Hotel and motel charges shall be based on standard, single occupancy rates. The City will not pay for or reimburse City Officials for any discretionary room upgrades or additional charges for guests or family members staying in the same room.
6. Notwithstanding the above, if the lodging is in connection with a conference or organized educational activity, lodging costs shall not exceed the maximum group rate published by the conference or activity sponsor, provided that lodging at the group rate is available to the City Official at the time of booking. If the group rate is not available, the City Official shall use comparable lodging that is consistent with the requirement of the Government Code Section 53232.2 subdivisions (c) and (e). Further, Officials must use group or government rates offered by the lodging provider when available.
7. If lodging is not available at a group or event rate, lodging costs shall be reviewed and approved by the City Manager prior to travel and shall be no more than three times the regular federal per diem rate.

D. Meals

1. Officials may be reimbursed for reasonable expenses incurred for meals consumed in conjunction with travel on official business. For travel within California, Officials may be reimbursed for meals in amounts that do not exceed the current per meal or daily total as established at the U.S. General Services Administration website (www.gsa.gov/mie). For reference, please see below the Meals & Incidental Expenses (M&IE) rates for Orange County for 2024:

M&IE Total	Breakfast	Lunch	Dinner	Incidental Expenses	First & Last Day of Travel
\$74	\$17	\$18	\$34	\$5	\$55.50

2. For travel outside of California, Officials may be reimbursed for meals in amounts that do not exceed the above amounts or the per-meal amounts or daily total for the particular locale as published in the current U.S. General Services Administration in the document entitled "Per Diem Rates," available at www.gsa.gov/travel/plan-a-trip/per-diem-rates/per-diem-files#per-diem-rates, whichever is higher.
3. If a meal is provided by a conference or organized education activity, or otherwise included in the payment of registration fees, City Officials may not be reimbursed for meals purchased in lieu of, or in addition to, the provided meal.
4. Meals for spouses, family members, and other third parties shall not be reimbursed.

5. Reimbursable meal expenses include tax and gratuities but exclude the costs of alcoholic beverages and non-related entertainment. Gratuities, service charges and other costs added to a meal are considered part of the per diem. Gratuities are limited to a maximum of 20% unless special circumstances exist (e.g. non-discretionary group charges). Meal costs that exceed the per diem amount are not reimbursable.

E. Reimbursement by Another Agency

Expenses for which City officials receive reimbursement from another agency are not reimbursable.

V. EXPENSE REPORTS

- A. All expense reimbursement requests must be submitted on an expense report form provided by the City. This form shall include the following advisory:

All expenses reported on this form must comply with the City's policies relating to expenses and use of public resources. The information submitted on this form is a public record. Penalties for misusing public resources and violating the City's policies include loss of reimbursement privileges, restitution, civil and criminal penalties as well as additional income tax liability.

- B. Expense reports must document that the expense in question met the requirements of this policy. For example, if the meeting is with a legislator, the local agency official should explain whose meals were purchased, what issues were discussed and how those relate to the City's adopted legislative positions and priorities.
- C. City Officials must submit their expense reports within 30 days of an expense being incurred, accompanied by receipts documenting each expense. Restaurant receipts, in addition to any credit card receipts, are also part of the necessary documentation.
- D. Inability to provide such documentation in a timely fashion may result in the expense being borne by the City Official.
- E. All expenses are subject to verification that they comply with this policy.
- F. At the next City Council meeting, each City Official shall briefly report on meetings, subject to the Brown Act, attended at City expense. If multiple City Officials attended, a joint report may be made.

VI. COMPLIANCE WITH LAWS

City Officials should keep in mind that some expenditures may be subject to reporting under the Political Reform Act and other laws. All City expenditures are public records subject to disclosure under the Public Records Act and any other relevant law.

VII. VIOLATIONS OF THIS POLICY

Misuse of public resources or falsifying expense reports in violation of this policy may result in any or all of the following:

1. The loss of reimbursement privileges;
2. A demand for restitution to the City;
3. The agency reporting the expenses as income to the elected official to state and federal tax authorities;
4. Civil penalties of up to \$1,000 per day plus three times the value of the resources used; and
5. Prosecution for misuse of public resources pursuant to Section 424 of the Penal Code.

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: January 14, 2025

SUBJECT: PARKS, RECREATION & COMMUNITY SERVICES (COMMUNITY SERVICES) COMMISSION COMPOSITION

REPORT IN BRIEF:

Based on the recent difficulties in ensuring a quorum for the Community Services Commission and based on interest levels from the current pool of applicants, staff is requesting the City Council consider reducing the membership of the Community Services Commission from seven members to five members (in alignment with the Planning Commission and the Public Safety Committee).

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 or governments that will not result in direct or indirect physical changes in the environment); and
2. Provide direction to staff regarding the potential reduction in membership from seven to five commissioners of the Parks, Recreation & Community Services (Community Services) Commission.

BACKGROUND:

Current Composition and Challenges – Parks, Recreation & Community Services (Community Services) Commission

The Parks, Recreation & Community Services Commission, which has been renamed the Community Services Commission, currently consists of seven members appointed by the City Council. Each Council member appoints one commissioner and the Mayor appoints three commissioners. The term of office for a commissioner coincides with the term of office of the Mayor/Council Member who made the appointment, meaning it is normally four years. Community Services Commissioners serve in a non-paid, voluntary, and advisory capacity.

Community Services Commissioners serve as City ambassadors regarding information about City services and work with City staff to benefit the community as directed by members of the City Council. They act in an advisory capacity to the City Council on matters such as:

- Development and rehabilitation of Parks and Recreation facilities;
- Changes to the Rules and Regulations governing the use of City facilities; and
- Feedback regarding various Community Services projects.

The Community Services Commission currently has four out of seven seats vacant. One of the vacancies is due to a Commissioner becoming a Council Member as part of the November 2024 General Municipal Election. The other three vacancies were due to Commissioners being unable or unwilling to serve their full terms for the following reasons:

- One commissioner sadly passed away during their term.
- One commissioner was removed from service due to four consecutive absences without notice/contact with City staff.
- One commissioner moved outside the City.

With these three vacancies, the remaining four Commissioners all needed to be present at each meeting to constitute a quorum. Beginning in October 2024, due to a Commissioner going on an extended vacation, the Commission was unable to meet quorum requirements for the months of October, November, and December 2024.

Commission Recruitment Process

Per the City’s process, the City opened a recruitment for the following Commission/Committee vacancies:

- Planning Commission (2 seats out of 5 seats)
- Community Services Commission (4 seats out of 7 seats)
- Public Safety Committee (2 seats out of 5 seats)

The recruitment was open and advertised from October 28, 2024 – November 21, 2024. The City received 11 applications. Applicants were asked to rank their first, second, and third choice for appointment. The results were as follows:

	1st Choice	2nd Choice	3rd Choice
Community Services	3	3	1
Planning	4	3	3
Public Safety	4	2	3

In following up with each applicant, two have been non-responsive to emails, calls, and voice mails left over multiple weeks. One with a first choice of Community Services, and one with a first choice of Planning.

ANALYSIS AND JUSTIFICATION:

Based on the recent difficulties in ensuring a quorum for the Community Services Commission and based on interest levels from the current pool of applicants, staff is requesting the City Council consider reducing the membership of the Community Services Commission from seven members to five members (in alignment with the Planning Commission and the Public Safety Committee).

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

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

PUBLIC NOTIFICATION:

Public notification provided through the regular agenda process.

LEGAL REVIEW:

None.

STRATEGIC PLAN OBJECTIVE:

Obj. No. 6: Maintain and promote a responsive, high quality and transparent government.

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Approved by: Hannah Shin-Heydorn, City Manager