



AGENDA
CITY COUNCIL/SUCCESSOR AGENCY/STANTON HOUSING AUTHORITY
JOINT REGULAR MEETING
STANTON CITY HALL, 7800 KATELLA AVENUE, STANTON, CA
TUESDAY, MARCH 23, 2021 - 6:30 P.M.

SAFETY ALERT – NOTICE REGARDING COVID-19

The President, Governor, and the City of Stanton have declared a State of Emergency as a result of the threat of COVID-19 (aka the "Coronavirus"). The Governor also issued Executive Order N-25-20 that directs Californians to follow public health directives including cancelling all large gatherings. Governor Newsom also issued Executive Order N-29-20 which lifts the strict adherence to the Brown Act regarding teleconferencing requirements and allows local legislative bodies to hold their meetings without complying with the normal requirements of in-person public participation. Pursuant to the provisions of the Governor's Executive Orders N-25-20 and N-29-20 the March 23, 2021, City Council Meeting will be held electronically/telephonically.

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

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

1. Dial the following phone number +1 (669) 900-9128 US (San Jose).
2. Dial in the following **Meeting ID: (881 9658 0649)** to be connected to the meeting.

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

- <https://us02web.zoom.us/j/88196580649?pwd=ZHpzZnpMcTUyYXBTOHplc1JSdG9yUT09>

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

E-Mail your comments to pvazquez@ci.stanton.ca.us with the subject line "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment). Comments received no later than 5:00 p.m. before the meeting (Tuesday, March 23, 2021) will be compiled, provided to the City Council, and made available to the public before the start of the meeting. Staff will not read e-mailed comments at the meeting. However, the official record will include all e-mailed comments received until the close of the meeting.

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

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

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

1. CLOSED SESSION (6:00 PM)

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

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

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

7. PLEDGE OF ALLEGIANCE

8. SPECIAL PRESENTATIONS AND AWARDS None.

9. CONSENT CALENDAR

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

CONSENT CALENDAR

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

RECOMMENDED ACTION:

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

9B. APPROVAL OF WARRANTS

City Council approve demand warrants dated February 26, 2021 – March 11, 2021, in the amount of \$2,508,864.62.

9C. JANUARY 2021 GENERAL FUND REVENUE AND EXPENDITURE REPORT AND STATUS OF CAPITAL IMPROVEMENT PROGRAM

The Revenue and Expenditure Report for the month ended January 31, 2021, has been provided to the City Manager in accordance with Stanton Municipal Code Section 2.20.080 (D) and is being provided to City Council. This report includes information for both the City's General Fund and the Housing Authority Fund. In addition, staff has provided a status of the City's Capital Improvement Projects (CIP) as of January 31, 2021.

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's January 2021 Revenue and Expenditure Report and Status of Capital Improvement Projects for the month ended January 31, 2021.

9D. RESOLUTION INITIATING PROCEEDINGS AND ORDERING THE ENGINEER TO PREPARE AND TO FILE A REPORT FOR THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 AND TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR ANNUAL ADMINISTRATION SERVICES FOR STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1, PROTECTIVE SERVICES TAX ROLL, AND SEWER USER FEE

As part of the annual update to the Lighting and Landscape District No. 1, certain procedural resolutions must be adopted by the City Council. The proposed resolution orders the Engineer's report for the Fiscal Year 2021-22 update.

RECOMMENDED ACTION:

1. City Council find 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. Adopt Resolution No. 2021-06 initiating proceedings and ordering the Engineer's report for the Fiscal Year 2021-22 update, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, INITIATING PROCEEDINGS FOR THE ANNUAL ASSESSMENTS FOR THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR THE FISCAL YEAR BEGINNING JULY 1, 2021, AND ENDING JUNE 30, 2022; AND ORDERING THE ENGINEER TO PREPARE AND FILE A REPORT IN ACCORDANCE THEREWITH".

9E. AWARD OF CONTRACT FOR PROFESSIONAL CROSSING GUARD SERVICES TO ALL CITY MANAGEMENT SERVICES BY THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA

Staff solicited Proposals to provide crossing guard services for the local Stanton schools. One proposal was received and evaluated. Based on this qualifications-based selection process, staff recommends awarding the contract to All City Management Services. The cost for completing these services is a maximum amount of \$43,163.

RECOMMENDED ACTION:

1. City Council declare this project to be categorically exempt under the California Environmental Quality Act, Class 1, Section 15301 (c); and
2. Award a contract for professional crossing guard services to All City Management Services to provide crossing guard services for a maximum contract amount of \$43,163; and
3. Authorize the City Manager to bind the City of Stanton and All City Management Services in a one-year contract to provide professional crossing guard services.

9F. APPROVE EARLY PAY-OFF OF CAPITAL LEASE DEBT WITH BANK OF THE WEST AND INTERFUND LOAN AGREEMENT FROM GENERAL FUND TO THE LIGHTING MAINTENANCE DISTRICT FUND

Staff is seeking City Council consideration to approve the early payoff of the outstanding capital lease with Bank of the West. If approved, staff will return with a Resolution and promissory note agreement for City Council approval at the next meeting.

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. Approve a payment to Bank of the West of \$959,440 to payoff the City's outstanding capital lease debt; and
3. Approve a loan from the General Fund to the Lighting Maintenance District Fund for \$959,440 at an annual interest rate of 1.5% to fund the early payoff to Bank of the West.

9G. GENERAL PLAN ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2020

The General Plan Annual Progress Report is prepared as required by State Law to report on the status of complying with the Regional Housing Needs Assessment (RHNA) and the progress in meeting the goals and implementation policies of the Housing Element and the General Plan. The report is available for public comment and presented to the Council prior to sending the required forms and materials to the State on or before April 1st of each year.

RECOMMENDED ACTION:

1. City Council declare the project is exempt from the California Environmental Quality Act ("CEQA") under section 15061(b)(3) as the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing significant effect on the environment. Where it can be seen with certainty there is no possibility the activity in question may have a significant effect on the environment the activity is not subject to CEQA; and
2. Receive and file the General Plan Annual Progress Report, and authorize the submittal to the Governor's Office of Planning and Research and the State Housing and Community Development Department.

END OF CONSENT CALENDAR

10. PUBLIC HEARINGS

10A. PUBLIC HEARING REGARDING REQUEST TO MODIFY FEES FOR FALSE ALARM RESPONSES AND TRAFFIC VIOLATOR APPREHENSION

Consideration of adjusting the False Alarm and Traffic Violator Apprehension Program (TVAP) fees to reflect the current costs of the respective programs.

RECOMMENDED ACTION:

1. City Council declare that the project is exempt from the California Environmental Quality Act ("CEQA") under Section 21080(b)(8) of the Public Resources Code and Sections 15061(b)(3) and 15273(a)(1) of Title 14 of the California Code of Regulations because CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA; and
2. Conduct a Public Hearing; and

3. Adopt Resolution No. 2021-07 permitting the Sheriff-Coroner Department to increase the False Alarm fee from \$85.00 to \$141.00, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AUTHORIZING THE ORANGE COUNTY SHERIFF’S DEPARTMENT TO INCREASE ITS FALSE ALARM FEE”; and

4. Adopt Resolution No. 2021-08 permitting the Sheriff-Coroner Department to adjust the TVAP fee to \$144.00, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AUTHORIZING THE ORANGE COUNTY SHERIFF’S DEPARTMENT TO COLLECT ITS UPDATED FEE FOR THE TRAFFIC VIOLATOR APPREHENSION PROGRAM IN THE CITY OF STANTON”.

10B. CONSIDERATION OF ORDINANCE NO. 1108 AMENDING STANTON MUNICIPAL CODE TITLE 20, ZONING, SECTION 20.400.330 ACCESSORY DWELLING UNITS, UPDATING THE CITY’S ACCESSORY DWELLING UNIT (ADU) AND JUNIOR ACCESSORY DWELLING UNIT (JADU) REGULATIONS IN COMPLIANCE WITH STATE LAW

The Ordinance to amend Title 20 (Zoning), Section 20.400.330 of the Stanton Municipal Code, regarding Accessory Dwelling Units (ADU) is proposed to update the City’s regulations in compliance with new State legislation that took effect on January 1, 2021. The Planning Commission held a public hearing on March 3, 2021 and recommended adoption of the Ordinance to the City Council.

RECOMMENDED ACTION:

1. City Council conduct a public hearing; and
2. Declare that the project is not subject to the California Environmental Quality Act (“CEQA”) pursuant California Public Resources Code Section 21080.17, which exempts the adoption of an accessory dwelling unit ordinance to implement the provisions of Section 65852.2 of the California Government Code; and
3. Introduce Ordinance No. 1108 entitled

“AN ORDINANCE OF THE CITY COUNCIL OF STANTON, CALIFORNIA AMENDING STANTON MUNICIPAL CODE TITLE 20, ZONING, SECTION 20.400.330 ACCESSORY DWELLING UNITS, TO UPDATE THE CITY’S ACCESSORY DWELLING UNIT (ADU) AND JUNIOR ACCESSORY DWELLING UNIT (JADU) REGULATIONS”; and

4. Set said Ordinance for adoption at the April 13, 2021 regularly scheduled City Council meeting.

11. UNFINISHED BUSINESS None.

12. NEW BUSINESS

12A. **INTRODUCE AN ORDINANCE AMENDING STANTON MUNICIPAL CODE SECTIONS 2.28.020 AND 2.32.020 TO REPEAL THE QUALIFIED ELECTOR REQUIREMENT FOR SERVING ON CITY APPOINTED COMMISSIONS**

Staff is recommending that the City Council introduce on first reading Ordinance No. 1109, which would remove the qualified elector requirement for serving on the City's appointed commissions, the Planning Commission and the Parks, Recreation and Community Services Commission.

RECOMMENDED ACTION:

1. City Council determine that the adoption of this Ordinance is exempt from environmental review under the California Environmental Quality Act ("CEQA") pursuant to the following provisions of the CEQA Guidelines, 14 California Code of Regulations, Chapter 3: the Ordinance is exempt under CEQA Guidelines section 15378(b)(5) in that it is not a "project" under CEQA, and is an organization or administrative activity of the City that will not result in direct or indirect physical changes in the environment; and
2. Staff is recommending that the City Council waive the full reading of the ordinance, read by title only, and introduce on first reading Ordinance No. 1109, entitled:

"AN ORDINANCE OF THE CITY COUNCIL OF STANTON, CALIFORNIA AMENDING STANTON MUNICIPAL CODE TITLE 2, ADMINISTRATION AND PERSONNEL, CHAPTER 2.28, PLANNING COMMISSION, SECTION 2.28.020, MEMBERSHIP, AND AMENDING TITLE 2, ADMINISTRATION AND PERSONNEL, CHAPTER 2.32, PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION, SECTION 2.32.020, MEMBERSHIP, TO REPEAL THE QUALIFIED ELECTOR REQUIREMENT FOR SERVING ON APPOINTED COMMISSIONS"; and

3. Set said Ordinance for adoption at the April 13, 2021 regularly scheduled City Council meeting.

12B. MID-YEAR BUDGET REVIEW FOR FISCAL YEAR 2020/21

During the course of the fiscal year, it is often necessary to make adjustments to estimated revenues and expenditure appropriations in various program areas, projects, and funds. All of the proposed changes to the Fiscal Year 2020/21 budget, including detailed explanations, are presented in Attachment A.

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 approve the budget adjustments summarized in Attachment A.

13. ORAL COMMUNICATIONS - PUBLIC

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

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

14. WRITTEN COMMUNICATIONS None.

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

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

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

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

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

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

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

Currently Scheduled: None.

15D. CITY COUNCIL INITIATED ITEM — DISCUSSION REGARDING REPLACEMENT OF DAMAGED STREET SIGNS THROUGHOUT THE CITY

At the March 3, 2021 City Council meeting, Mayor Pro Tem Taylor requested that this item be agendized for discussion.

RECOMMENDED ACTION:

City Council provide direction to staff.

15E. CITY COUNCIL INITIATED ITEM — DISCUSSION REGARDING PLACEMENT OF CROSSWALKS ON VILLAGE CENTER DRIVE

At the March 3, 2021 City Council meeting, Mayor Pro Tem Taylor requested that this item be agendized for discussion.

RECOMMENDED ACTION:

City Council provide direction to staff.

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

17. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR

17A. ORANGE COUNTY SHERIFF'S DEPARTMENT

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

18. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, the foregoing agenda was posted at the Post Office, Stanton Community Services Center and City Hall, not less than 72 hours prior to the meeting. Dated this 18th day of March, 2021.

s/ Patricia A. Vazquez, City Clerk/Secretary

CITY OF STANTON ACCOUNTS PAYABLE REGISTER

February 26, 2021 - March 11, 2021

Electronic Transaction Nos.	1348 - 1370	\$	2,290,716.91
Check Nos.	133505 - 133540	\$	218,147.71

TOTAL	\$	2,508,864.62
-------	----	--------------

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



City Manager

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



Finance Director

Accounts Payable

Checks by Date - Detail by Check Number

User: mbannigan
 Printed: 3/17/2021 9:31 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
1348	JEN14424 PPE 2/13/2021	ANA JENSEN Wage Garnishment PPE 2/13/2021	02/26/2021	200.00
Total for Check Number 1348:				200.00
1349	PUB15477 2/13/2021	PUBLIC AGENCY RISK SHARING AUT Pars PPE 2/13/2021	02/26/2021	1,093.84
Total for Check Number 1349:				1,093.84
1350	LOT14650 1312021-7	LOT318 City of Placentia Focus Aria #1-Jan 2021	02/26/2021	2,357.44
Total for Check Number 1350:				2,357.44
1351	BOY14655 01312021	BOYS & GIRLS CLUBS OF LA HABRA La Habra CBO: Collab. w/Rosie's Garage & Adv	02/26/2021	12,456.06
Total for Check Number 1351:				12,456.06
1352	OCF2164 S0425658 S0425658 S0425658 S0425658	OC FIRE AUTHORITY 3rd Quarter Contract 3rd Quarter Contract 3rd Quarter Facilities Maint. Replacement 3rd Quarter Vehicle Replacement	02/26/2021	914,439.25 298,972.50 746.75 13,106.25
Total for Check Number 1352:				1,227,264.75
1353	USB3019 1000Bulbs.com 99cent Store Ace Hardware Amazon Amazon Amazon Amazon Amazon Amazon Amazon.com Best Buy CACEO CACEO CACEO CACEO CACEO Certifix Live Command Link Costco.com Costco.com Costco.com	U S BANK Landscape light bulbs 2 knee/seat cushions, 5 plant tables, 5 wooden fa Asphalt patch for pothole repair in streets Network Hardware/Switch Hub for FRC Monitor/Keyboard switch Network Hardware/Switch (5) Mosquito Trap Covid 19 (5) USB Adapters/2/pk Network Hardware/FRC Switch (1) Supershields & (1) phone case for park cell p PIO-Surface Lens;Digital Media 2021 CACEO Mem Renewal/C.Munoz 2021 CACEO Mem Renewal/W. Torres 2021 CACEO Mem Renewal/K.Gifford 2021 CACEO Mem Renewal/L. Manokoune 2021 CACEO Mem Renewal/J. De La Torre Nov 202/Fingerprint Rolling Fees City wide internet/JAN 2021 Service: Purchase replacement CARES FRC Sur Purchase replacement CARES FRC Surface Pro Refund: CARES FRC Surface Pro (Lost in mail)	02/26/2021	162.34 22.21 543.64 663.38 160.76 1,085.32 216.35 39.65 76.10 14.10 326.24 95.00 95.00 95.00 95.00 95.00 25.00 2,975.38 336.25 1,077.49 1,077.49

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	CSMFO	Annual CSMFO Conference Cox		250.00
	CSMFO	Annual CSMFO Conference Bannigan		200.00
	Digital Space	JAN 2021/City website Hosting Service		22.00
	Food 4 Less	Breakroom/Coffee Supplies		35.96
	G&M Chevron #50	OCSD/Motorcycle Fuel		14.42
	Gallup	Strengths Finder Training		19.99
	Gallup	Strengths Finder Training		19.99
	Google	Work Order Program Usage Fee 1/5/21 2/5/21		300.00
	Google	Cloud Space Usage Fee/Program Storage/1 Yr		29.99
	Government Jobs	Job Ad/Planning Technician		199.00
	Home Depot	6-27 Gallon Bins, 1 100' roll bubble wrap for ou		84.67
	Home Depot	Haz mat storage supplies for City Yard		434.91
	Home Depot	3-55 gallon bins for outdoor tree ornament stora		77.52
	Home Depot	Plumbing parts for City facilities		136.05
	Home Depot	(3) 5 Tier Shelf & (6) 64QT latching box for PPI		175.98
	Home Depot	1-100' roll bubble wrap, 1 55 gallon bin for outd		45.63
	Home Depot	Plumbing parts for City facilities		235.34
	Home Depot	Paint Supplies for City building repairs		73.49
	Home Depot	6-27 Gallon Bins, 1 100' roll bubble wrap for ou		54.27
	KnowBe4,Inc	KnowBe4/3 Year Renewal		3,708.72
	Planetizen	Job Ad/Planning Technician		99.95
	S&S Worldwide	Supplies for OST Glue for Slime		14.13
	S&S Worldwide	Supplies for OST Beads		4.67
	SD County	Cash Handling Workshop for 3 staff		120.00
	Shell #63361	OCSD/Motorcycle Fuel		17.45
	Shell Oil	OCSD/Motorcycle Fuel		17.66
	Shell#63361	OCSD/Motorcycle Fuel		15.26
	Staples	Binder & (1) 5 Tab insert		7.10
	Target	Blue Sky Notepad for staff sign in & out		8.61
	The Restaurant	The Restaurant Store Sale Tax		222.60
	The Restaurant	The Restaurant Store		222.60
	The Restaurant	Freezer to store frozen meal for home bound sen		2,544.00
	Viele & Sons	Covid 19 PPE (120) Gloves/Small/XL/City Emp		16,704.00
	Walmart	Cultivator, gloves, trowel, 2 watering cans		11.60
	Zoom Video Comm	Covid 19/CC Teleconference Mtg Cloud Record		42.00
Total for Check Number 1353:				32,737.54
1354	OCA2137 SH 58547	COUNTY OF ORANGE TREASURER T AFIS (Fingerprinting) February 2021	02/26/2021	1,728.00
Total for Check Number 1354:				1,728.00
1355	CAR15676 2/2/2021	CARL WARREN & COMPANY General Liability Account Fund Replenishment	02/26/2021	1,975.00
Total for Check Number 1355:				1,975.00
1356	ORA15061 1312021	ORANGE COUNTY CONSERVATION C Regional CBO: Jan 2021	02/26/2021	6,518.45
Total for Check Number 1356:				6,518.45
1357	BOY14658 30	BOYS & GIRLS CLUBS OF FULLERTON Fullerton CBO Focus Area #1: Jan 2021	02/26/2021	5,744.00
Total for Check Number 1357:				5,744.00
1358	OCA2137 SC12684	COUNTY OF ORANGE TREASURER T 800 Mhz 34d Quarter ST0 Jan Mar FY 20/21	02/26/2021	6,325.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 1358:				6,325.00
1359	HIS15063 121	H.I.S. HOUSE City of Placentia CBO Jan 2021	02/26/2021	4,014.00
Total for Check Number 1359:				4,014.00
1360	BOY14651 Year 4, Inv #5	BOYS & GIRLS CLUBS OF BREA PLAC Brea CBO Clubs to Go Supplies and Salaries Jar	02/26/2021	5,101.19
Total for Check Number 1360:				5,101.19
1361	MY14832 1 Jul 20 2 Aug 20 3 Sep 20 5 Nov 20	MY SAFE HARBOR INC Anaheim CBO July 2020 Anaheim CBO August 2020 Anaheim CBO Sept 2020 Anaheim CBO Novt 2020	02/26/2021	4,977.00 2,924.00 4,198.00 4,620.00
Total for Check Number 1361:				16,719.00
1362	OCA2137 R1041 R1042 SC12621 SC12622 SC12633	COUNTY OF ORANGE TREASURER- T Total Cost of 11/03/2020 General Election Distri Total Cost of 11/03/2020 General Election Distri 800Mhz 2nd Quarter ST1 Oct Dec FY20/21 800Mhz 2nd Quarter ST4 Oct Dec FY20/21 800 Mhz Equipment & Installation (Wrk Ord. #3	03/03/2021	5,178.57 5,575.61 1,386.00 552.00 1,653.25
Total for Check Number 1362:				14,345.43
1363	KAN13336 8 8	SOO KANG Soo Kang Vehicle Allowance Feb 2021 Regional Special Dept Expense Communication:	03/03/2021	300.00 150.00
Total for Check Number 1363:				450.00
1364	MET12565 Mar 21 Mar 21	METLIFE SBC March 21 Metlife Dental Employee Share March 21 Metlife Dental City Share	03/03/2021	28.44 64.96
Total for Check Number 1364:				93.40
1365	CAS680 PPE 2/27/2021 PPE 2/27/2021 PPE 2/27/2021 PPE 2/27/2021 PPE 2/27/2021 PPE 2/27/2021 PPE 2/27/2021 PPE 2/27/2021 PPE 2/27/2021 PPE 2/27/2021 PPE 2/27/2021	CA ST PERS 103 Pers Employee Classic T2 PPE 2/27/21 Pers (Pers Buy Back) T1 PPE 2/27/21 Pers Survivor Classic T2 PPE 2/27/21 Pers Survivor (Employee) T1 PPE 2/27/21 Pers Employee New T3 PPE 2/27/21 Pers Survivor New T3 PPE 2/27/21 Pers City's Share New T3 PPE 2/27/21 Pers Employee's Share T1 PPE 2/27/21 Pers City's Share T1 (Credit) PPE 2/27/21 Pers City's Share Classic T2 PPE 2/27/21 Pers City's Share T1 PPE 2/27/21	03/04/2021	1,879.69 162.67 5.58 9.30 4,599.84 23.25 5,268.92 1,827.06 2,213.00 2,361.42 2,879.18
Total for Check Number 1365:				16,803.91
1366	GOL1321 March 03 March 03 March 03 March 03	GOLDEN STATE WATER COMPANY Jan 08 Feb 09 Water Services Median Jan 08 Feb 09 Water Services Park February 10 Jan 08 Feb 09 Water Services Median Jan 08 Feb 09 Water Services Building	03/04/2021	79.71 1,162.71 1,626.06 34.45

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	March 03	Jan 08 Feb 09 Water Services Park		2,606.61
	March 03	Jan 08 Feb 09 Water Services Park		4,294.71
			Total for Check Number 1366:	9,804.25
1367	GOL1321 March 04	GOLDEN STATE WATER COMPANY Jan 08 Feb 09 Water Services Park	03/05/2021	555.61
			Total for Check Number 1367:	555.61
1368	EDD1067 02/27/2021 02/27/2021	EDD State Tax Withholding State unemployment	03/05/2021	4,602.90 521.59
			Total for Check Number 1368:	5,124.49
1369	INT1569 2/27/2021 2/27/2021 2/27/2021	INTERNAL REVENUE SERVICE Medicare Employee Share Federal Tax Withholding Medicare City Share	03/05/2021	1,934.49 14,094.71 1,934.49
			Total for Check Number 1369:	17,963.69
1370	OCA2137 SH 58719 SH 58719 SH 58719 SH 58719 SH 58719 SH 58719	COUNTY OF ORANGE TREASURER T .25% Early Payment Discount Sheriff Contract Services Mar 2021 Sheriff Contract Services Mar 2021/PPS 25,26 C PSTF Community Enhancement Deputy Sheriff Contract Services Mar 2021 Sheriff Contract Services Mar 2021/PP 01CFM	03/10/2021	2,259.00 424,299.84 43,575.68 22,872.50 515,646.75 15,642.55
			Total for Check Number 1370:	901,341.86
133505	BAN15510 5660656 5660656	BANK OF THE WEST Debt Service Principal Debt Service Interest	03/01/2021	57,241.34 13,418.98
			Total for Check Number 133505:	70,660.32
133506	ATT377 2/25/2021 2/25/2021 3/4/2021 3/4/2021 3/4/2021	AT&T Cerritos Intercon February DMV Access Line February Cerritos/Knott Feb Cerritos/Magnolia Feb Cerritos/Dale Feb	03/11/2021	198.94 54.95 23.49 1.66 23.49
			Total for Check Number 133506:	302.53
133507	ACE13161 9356	ACE LASER PRINTER SERVICE (2) Toners	03/11/2021	144.39
			Total for Check Number 133507:	144.39
133508	AUT14715 202665	AUTOMATED GATE SERVICES, INC Repairs to Sheriff Station Gate	03/11/2021	489.00
			Total for Check Number 133508:	489.00
133509	BES12575 898026 898026 898026	BEST BEST & KRIEGER LLP DFN 19 0114 Fees thru 01 31 2021 (Bonanni TI General Fees thru 01 31 2021 Cannabis Fees thru 01 31 2021	03/11/2021	495.00 11,435.60 200.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	898026	DFN20 0111 Fees thru 01 31 2021 (Superking)		888.00
	898026	DFN 18 0104 Fees thru 01-31-2021 (11752 Bea		1,040.00
	898027	Code Enforcement Fees thru 01 31 2021		1,293.21
	898028	DFN19 0110 /Fees thru 01 31 2021 (KB Homes		55.20
	898029	DFN 18 0104 Fees thru 01-31-2021 (11752 Bea		386.40
	898030	Labor & Unemployment thru 01 31-2021		82.80
	898031	DFN 17 0100 Fees thru 01-31-2021 (Frontier)		3,257.00
	898031	DFN 20 0110 Fees thru 01 31 2021 (Bonanni 3.		560.00
	898031	DFN 17 0101 Fees thru 01-31-2021 (Brookfield		992.00
	898032	DFN 20 0110 Fees thru 01 31 2021 (Bonanni 3.		700.00
	898033	DFN 19 0114 Fees thru 01 31 2021 (Bonanni T		320.00
	898034	DFN 19 0121 Fees thru 01-31-2021 (Tina/Pacifi		17.25
Total for Check Number 133509:				21,722.46
133510	CAR630 20277712	CARE AMBULANCE SERVICE INC Ambulance Service/Mary H Reagan	03/11/2021	100.00
Total for Check Number 133510:				100.00
133511	BRE515 ASIT000979	CITY OF BREA Jan 21/Business Alliance Web Hosting Fee	03/11/2021	50.00
Total for Check Number 133511:				50.00
133512	CLI15829 2766723	CLIFTONLARSONALLEN LLP Interim billing for City's Annual Audit	03/11/2021	2,180.00
Total for Check Number 133512:				2,180.00
133513	CLI14334 95006099	CLIMATEC, LLC Service call for SCP gate	03/11/2021	1,446.88
Total for Check Number 133513:				1,446.88
133514	COR14961 13418	CORNERSTONE COMMUNICATIONS Regional CBO-Professional Services Jan 2021	03/11/2021	4,500.00
Total for Check Number 133514:				4,500.00
133515	COU15550 PW210074	COUNTY OF ORANGE CONCRETE IMPROVEMENT PROJECT/2 W	03/11/2021	16,645.32
Total for Check Number 133515:				16,645.32
133516	DEL13382 71556494	DE LAGE LANDEN FINANCIAL SERVI CH/Sharp Copier/Toner/Maintenance 3 1 to 3 31	03/11/2021	552.54
Total for Check Number 133516:				552.54
133517	DEL12302 10450636482 10450636482 10450636482	DELL MARKETING LP Services Installation of new server equipment PowerEdge R640 Server and Related Licenses-S	03/11/2021	9,061.22 2,291.43 792.87
Total for Check Number 133517:				12,145.52
133518	ECO1064 2020.8	ECONOMICS, INC. Provide solid waste and recycling consulting for	03/11/2021	594.00
Total for Check Number 133518:				594.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
133519	HAR1416 21 0032 21 0045	HARTZOG & CRABILL INC On-Call Traffic Signal Services Ops for Jan Katella Ave OCTA Corridor Project Support Jan	03/11/2021	3,685.25 364.00
Total for Check Number 133519:				4,049.25
133520	HOM1491 4092691 7022315	HOME DEPOT CREDIT SERVICES Scott Jensen/Current Credit Card Charges/Staten Scott Jensen/Current Credit Card Charges/Staten	03/11/2021	157.49 454.48
Total for Check Number 133520:				611.97
133521	KIM15970 17906991	KIMLEY-HORN AND ASSOCIATES, INC Developer Deposits/Bonanni Project #3 DFN 20	03/11/2021	1,012.01
Total for Check Number 133521:				1,012.01
133522	LAH14673 NOCPS7F 7/YR4	LA HABRA POLICE EXPLORER POST La Habra CBO Focus Area #1 Explorers Self de	03/11/2021	400.00
Total for Check Number 133522:				400.00
133523	MER12502 618241 618241	MERCHANTS BUILDING MAINTENAN Janitorial Services at FRC for Mar 2021 Janitorial Services at City Hall for Mar 2021	03/11/2021	303.59 1,482.22
Total for Check Number 133523:				1,785.81
133524	NAT2050 31475	NATIONWIDE ENVIRONMENTAL SVC Sweeper Services for Mar 2021	03/11/2021	11,424.93
Total for Check Number 133524:				11,424.93
133525	NGU15972 Permit 2021 035	DUYEN NGUYEN Refund permit 2021 035/10591 Courson Dr/Duy	03/11/2021	210.00
Total for Check Number 133525:				210.00
133526	NIC12453 586103002	NICHOLS CONSULTING ENGINEERS Update Pavement Management Program for FY :	03/11/2021	5,630.00
Total for Check Number 133526:				5,630.00
133527	OCS2185 Feb 21	O C SANITATION DISTRICT OC San Dist February 2021 Connection Fees	03/11/2021	24,099.60
Total for Check Number 133527:				24,099.60
133528	ROY14000 Permit 2020 695 Permit 2020 696	ROYAL ROOFING CONSTRUCTION INC Refund permit 2020 695/9040 Cris Ave Refund permit 2020 696/9040 Cris Ave	03/11/2021	748.65 748.65
Total for Check Number 133528:				1,497.30
133529	SER15072 R2103704 R2103704	SERVICE FIRST Maintenance on SCP splash pad March Maintenance on Dotson splash pad March	03/11/2021	925.00 925.00
Total for Check Number 133529:				1,850.00
133530	SOC2734 03/01/2021 03/01/2021	SO CAL EDISON Electric Service Signals February Electric Service Medians February	03/11/2021	51.84 13.73

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	03/01/2021	Electric Service Sheriff Station February		1,583.30
	03/01/2021	Stanton District Light February		33.13
	03/02/2021	Electric Service Parks		582.05
	03/02/2021	Electric Service Medians		227.09
	03/04/2021	Stanton District Light		5,474.16
	3/3/31	Stanton District Light Sept Feb		4,229.28
			Total for Check Number 133530:	12,194.58
133531	GAS1282	SOCALGAS	03/11/2021	
	3/4/2021	Gas service City Hall Feb		774.94
	3/4/2021	Gas service Corp Yard Feb		52.77
			Total for Check Number 133531:	827.71
133532	SPA15432	SPARKLETTS	03/11/2021	
	4096775022621	Feb 21/Breakroom Water Delivery		146.20
			Total for Check Number 133532:	146.20
133533	TER2886	TERMINIX PROCESSING CENTER	03/11/2021	
	404990724	Feb 21/Pest Control/Tina Pacific		321.00
			Total for Check Number 133533:	321.00
133534	THE15968	THE CODE GROUP, INC	03/11/2021	
	78318	SEP 20/Comm Cannabis Permit Review Svcs		1,540.00
	78446	OCT-20/Comm Cannabis Permit Review Svcs		6,580.00
	78571	NOV-20/Comm Cannabis Permit Review Svcs		1,050.00
	78739	DEC-20/Comm Cannabis Permit Review Svcs		2,100.00
	78865	JAN 21/Comm Cannabis Permit Review Svcs		3,080.00
			Total for Check Number 133534:	14,350.00
133535	TOT13550	TOTAL COMPENSATION SYSTEMS, IN	03/11/2021	
	8723	GASB 75 Roll Forward Valuation 1st Installme		742.50
	8919	GASB 75 Roll Forward Valuation 2nd Installme		742.50
			Total for Check Number 133535:	1,485.00
133536	TUR2970	TURBO DATA SYSTEMS INC	03/11/2021	
	34551	Feb 21/Parking Citation Processing		1,566.28
	34552	Feb 21/Admin Citation Processing		777.00
			Total for Check Number 133536:	2,343.28
133537	UNI14524	UNION PACIFIC RAILROAD COMPAN	03/11/2021	
	90103679	Plan Review fee for Thunderbird and Western		133.58
			Total for Check Number 133537:	133.58
133538	VAS15971	ROGER VASQUEZ	03/11/2021	
	Permit 9310	Refund permit 9310/7832 Santa Barbara Ave/Ro		750.00
			Total for Check Number 133538:	750.00
133539	VIS3077	VISTA PAINT CORP	03/11/2021	
	2021-861393 00	Graffiti Supplies for Feb		14.01
	2021-861608 00	Graffiti Supplies for Feb Graffit block & paint		1,386.55
	2021-870206 00	Graffiti Supplies for Feb extention pole		44.37
			Total for Check Number 133539:	1,444.93

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
133540	wes14943 Oct Nov 2019	WESTMINSTER ARTS ACADEMY VOID/REISSUE/Music Funtime	03/11/2021	47.60
Total for Check Number 133540:				47.60
Report Total (59 checks):				2,508,864.62

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and City Council

DATE: March 23, 2021

**SUBJECT: JANUARY 2021 GENERAL FUND REVENUE AND EXPENDITURE
REPORT AND STATUS OF CAPITAL IMPROVEMENT PROGRAM**

REPORT IN BRIEF:

The Revenue and Expenditure Report for the month ended January 31, 2021, has been provided to the City Manager in accordance with Stanton Municipal Code Section 2.20.080 (D) and is being provided to City Council. This report includes information for both the City's General Fund and the Housing Authority Fund. In addition, staff has provided a status of the City's Capital Improvement Projects (CIP) as of January 31, 2021.

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's January 2021 Revenue and Expenditure Report and Status of Capital Improvement Projects for the month ended January 31, 2021.

ANALYSIS:

General Fund Revenue and Expenditure Reports

Attachments A and B summarize the General Fund's revenue and expenditure activity through January 31, 2021. The reports include information for the month of January, on a year-to-date basis through January, 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 January) is included as well.

As of January 31, total General Fund revenues received to date was \$13.0 million, which represents 55% of the Fiscal Year 2020/21 budgeted amount and is

approximately \$552,800 (4%) higher than the revenues collected for the same period last year (Attachment A, page 1). The primary reason for the increase is due to \$681,000 more in property tax, sales tax, and Measure GG tax revenues that was collected through January 2021, compared to the amount collected through January 2020. In addition, the City received \$128,000 from the County of Orange in January to provide small businesses assistance during the COVID-19 pandemic. These funds will begin to be disbursed to small businesses by the end of March.

Total General Fund expenditures were \$13.4 million through January 31, which represents 54% of the 2020/21 projected expenditures and is approximately \$403,800 (3%) higher than the expenditures incurred for the same period last year (Attachment B, page 1). The increase in expenditures from the previous year is primarily due to increased information technology costs compared to the same period last year.

Housing Authority Revenue and Expenditure Reports

Attachment D summarizes the Housing Authority Fund's revenue and expenditure activity through January 31, 2021. The reports include information for the month of January, on a year-to-date basis through January, 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 January) is included as well.

As of January 31, total Housing Authority Fund revenues received to date was \$517,881, which represents 68% of the Fiscal Year 2020/21 budgeted amount and is \$3.4 million (87%) less than the revenue collected through the same period last year. In January 2020, the Housing Authority received \$3.4 million in housing bond funds from the Stanton Successor Agency. These funds were used to acquire various properties for the Tina Pacific affordable housing project.

Total Housing Authority Fund expenditures were \$3.1 million through January 31, which represents 47% of the 2020/21 projected expenditures and is \$4.6 million (60%) lower than the expenditures incurred for the same period last year. As stated in the previous paragraph, the Housing Authority acquired \$7.4 million in properties for the Tina Pacific affordable housing project in January 2020.

Status of Capital Improvement Projects (CIP)

The amended CIP budget includes \$4.2 million of new funding in the adopted budget and \$121,950 in carryover funding from uncompleted projects in Fiscal Year 2019/20, for a total Fiscal Year 2020/21 Amended Budget of \$4.3 million. As of January 31, 2021, capital project expenditures totaled \$1.2 million (28% of the amended budget) and an additional \$433,642 (10% of the amended budget) is under contract (encumbered) for work currently underway, for a total amount spent or encumbered to date of \$1.6 million (39% of the amended budget) as of January 31, 2021. (Refer to Attachment F for a summary by project.)

FISCAL IMPACT:

Per Attachment C, the City's General Fund reserves is expected to be \$19.2 million by June 30, 2021.

Per Attachment E, the City's Housing Authority Fund reserves is expected to be \$9.9 million by June 30, 2021.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED

4. Ensure Fiscal Stability and Efficiency in Governance

Prepared by:

Approved by:

/s/ Michelle Bannigan

/s/ Jarad L. Hildenbrand

Michelle Bannigan, CPA
Finance Director

Jarad L. Hildenbrand
City Manager

Attachments:

- A. January 2021 General Fund Revenues
- B. January 2021 General Fund Expenditures
- C. General Fund Reserves Projected as of June 30, 2021
- D. January 2021 Housing Authority Revenue and Expenditures
- E. Housing Authority Fund Available Fund Balance Projected as of June 30, 2021
- F. Status of Capital Improvement Projects as of January 31, 2021

CITY OF STANTON
January 2021 General Fund Revenues (58% of year)

	FY 2020/21						%
	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	Activity During January	Year To Date Actual *	Percent of Budget	FY 2019/20 Actual *	Change From Prior Year
TAXES							
Property Tax	\$ 6,540,995	\$ 6,540,995	\$ 2,368,230	\$ 3,599,199	55.03%	\$ 3,238,072	11.15%
Sales and Use Tax	4,122,000	4,122,000	295,017	1,980,260	48.04%	1,816,088	9.04%
Transactions and Use Tax	4,092,000	4,092,000	328,697	2,064,944	50.46%	1,908,878	8.18%
Transient Occupancy Tax	432,000	432,000	42,464	267,839	62.00%	211,510	26.63%
Franchise Fees	1,080,935	1,080,935	42,300	306,908	28.39%	363,298	-15.52%
Business Licenses	181,000	181,000	52,658	110,067	60.81%	144,073	-23.60%
Utility Users Tax	1,939,325	1,939,325	151,458	1,056,226	54.46%	918,491	15.00%
Tax Increment Pass-thru Payment	300,410	300,410	-	215,950	71.89%	190,647	13.27%
TAXES-TOTAL	18,688,665	18,688,665	3,280,824	9,601,393	51.38%	8,791,057	9.22%
INTERGOVERNMENTAL							
County WDA Shared Revenue	156,630	156,630	-	-	0.00%	-	**
Mandated Cost Reimbursement	32,115	32,115	-	-	0.00%	53,598	-100.00%
Motor Vehicle In Lieu	20,000	20,000	-	-	0.00%	-	**
Public Safety Augmentation Tax	140,600	140,600	-	67,306	47.87%	80,934	-16.84%
Planning Grants	-	100,000	-	-	0.00%	-	**
Other Grants	4,200	132,200	128,000	131,755	99.66%	-	100.00%
INTERGOVERNMENTAL-TOTAL	353,545	581,545	128,000	199,061	34.23%	134,532	47.97%
CHARGES FOR SERVICES							
Charges for Services	255,045	255,045	7,566	51,797	20.31%	140,000	-63.00%
Information Technology Charges	24,675	24,675	2,024	14,166	57.41%	-	100.00%
Indirect Cost Reimbursement	-	-	-	-	**	269,210	-100.00%
CHARGES FOR SERVICES-TOTAL	279,720	279,720	9,590	65,963	23.58%	409,210	-83.88%
FEES AND PERMITS							
Solid Waste Impact Fees	1,150,000	1,150,000	85,797	422,999	36.78%	587,411	-27.99%
Building Permits and Fees	832,350	832,350	415,445	1,241,574	149.16%	892,047	39.18%
Planning Permits and Fees	173,500	173,500	5,394	50,643	29.19%	217,793	-76.75%
Engineering Permits and Fees	54,235	54,235	6,165	42,236	77.88%	42,470	-0.55%
Recycling Fees	96,975	96,975	-	20,320	20.95%	21,965	-7.49%
Other Permits and Fees	315,875	322,620	55,458	330,257	102.37%	232,399	42.11%
Community Services Fees	49,000	49,000	5,320	16,910	34.51%	28,374	-40.40%
FEES AND PERMITS -TOTAL	2,671,935	2,678,680	573,739	2,450,996	91.50%	2,259,759	8.46%
FINES AND FORFEITURES							
General Fines	500	500	7	485	97.00%	437	10.98%
Motor Vehicle Fines	111,765	111,765	11,664	61,496	55.02%	68,465	-10.18%
Parking Citations	200,000	200,000	25,268	152,822	76.41%	133,470	14.50%
DMV Parking Collections	60,000	60,000	7,399	25,210	42.02%	45,469	-44.56%
Administrative Citation	5,000	5,000	2,399	6,194	123.88%	7,150	-13.37%
FINES AND FORFEITURES-TOTAL	377,265	377,265	46,737	246,207	65.26%	254,991	-3.44%
USE OF MONEY AND PROPERTY							
Investment Earnings	161,000	161,000	-	116,871	72.59%	2,607	4382.97%
Unrealized Gains (Losses)	-	-	(33,825)	(87,553)	**	-	**
Rental Income	80,530	80,530	1,715	7,075	8.79%	66,015	-89.28%
USE OF MONEY AND PROPERTY-TOTAL	241,530	241,530	(32,110)	36,393	15.07%	68,622	-46.97%
MISCELLANEOUS REVENUE							
Miscellaneous Revenue	10,500	10,500	(1,332)	35,976	342.63%	162,673	-77.88%
MISCELLANEOUS REVENUE-TOTAL	10,500	10,500	(1,332)	35,976	342.63%	162,673	-77.88%
TRANSFERS IN							
From Gas Tax Fund	120,500	120,500	10,042	70,292	58.33%	-	100.00%
From Protective Services Fund	413,590	413,590	10,012	252,770	61.12%	380,000	-33.48%
From Supplemental Law Enforcement Grants	93,590	93,590	7,799	54,594	58.33%	-	100.00%
TRANSFERS IN-TOTAL	627,680	627,680	27,853	377,656	60.17%	380,000	-0.62%
TOTAL REVENUES AND TRANSFERS IN	\$ 23,250,840	\$ 23,485,585	\$ 4,033,301	\$ 13,013,645	55.41%	\$ 12,460,844	4.44%

* = Actual data is reported through January .

TAXES
January 2021 General Fund Revenues (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual *	% Change From Prior Year
				Activity During January	Year To Date Actual *			
101	General Fund							
430100	Current Year-Secured	\$ 1,096,000	\$ 1,096,000	\$ 49,379	\$ 624,166	56.95%	\$ 619,873	0.69%
430105	Current Year-Unsecured	35,000	35,000	11,654	26,907	76.88%	-	100.00%
430110	Property Tax-Prior Year	1,000	1,000	-	-	0.00%	-	**
430115	Property Tax-Supplemental	31,890	31,890	4,133	9,536	29.90%	9,945	-4.11%
430120	Residual Redevelopment Property Tax	950,790	950,790	-	582,742	61.29%	439,380	32.63%
430121	In-Lieu Vehicle License Fee	4,315,000	4,315,000	2,274,741	2,274,741	52.72%	2,077,040	9.52%
430125	Property Tax-Public Utility	41,275	41,275	-	-	0.00%	22,307	-100.00%
430130	Tax Administration Fees	(5,000)	(5,000)	-	-	0.00%	-	**
430135	Homeowners Tax Relief	4,990	4,990	-	781	15.65%	2,764	-71.74%
430140	Property Transfer Tax	70,050	70,050	27,384	79,387	113.33%	66,763	18.91%
430145	Property Tax-Penalties/Int	-	-	939	939	**	-	100.00%
430200	Sales And Use Tax	4,122,000	4,122,000	295,017	1,980,260	48.04%	1,816,088	9.04%
430300	Transient Occupancy Tax	432,000	432,000	42,464	267,839	62.00%	211,510	26.63%
430405	Franchise Tax/Cable TV	226,200	226,200	-	85,382	37.75%	99,377	-14.08%
430410	Franchise Tax/Electric	197,200	197,200	-	-	0.00%	-	**
430415	Franchise Tax/Gas	57,685	57,685	-	-	0.00%	-	**
430420	Franchise Tax/Refuse	521,850	521,850	42,300	221,526	42.45%	263,921	-16.06%
430425	Franchise Tax/Water	78,000	78,000	-	-	0.00%	-	**
430500	Business License Tax	181,000	181,000	52,658	110,067	60.81%	144,073	-23.60%
430600	Util User Tax/Electricity	934,720	934,720	84,943	620,484	66.38%	509,960	21.67%
430605	Util User Tax/Telephone	383,210	383,210	21,545	113,935	29.73%	125,317	-9.08%
430610	Util User Tax/Gas	206,925	206,925	21,327	82,408	39.83%	77,648	6.13%
430615	Util User Tax/Water	414,470	414,470	23,643	239,399	57.76%	205,566	16.46%
440100	AB 1389 Pass Through from RDA	300,410	300,410	-	215,950	71.89%	190,647	13.27%
101	General Fund	14,596,665	14,596,665	2,952,127	7,536,449	51.63%	6,882,179	9.51%
102	General Fund (Transactions & Use Tax)							
430250	Transactions & Use Tax	4,092,000	4,092,000	328,697	2,064,944	50.46%	1,908,878	8.18%
102	General Fund (Transactions & Use Tax)	4,092,000	4,092,000	328,697	2,064,944	50.46%	1,908,878	8.18%
TAXES - TOTAL		\$ 18,688,665	\$ 18,688,665	\$ 3,280,824	\$ 9,601,393	51.38%	\$ 8,791,057	9.22%

* = Actual data is reported through January .

INTERGOVERNMENTAL
January 2021 General Fund Revenues (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual *	% Change From Prior Year
				Activity During January	Year To Date Actual *			
101	General Fund							
432121	County WDA Shared Revenue	\$ 156,630	\$ 156,630	\$ -	\$ -	0.00%	\$ -	**
432135	Mandated Cost Reimbursement	32,115	32,115	-	-	0.00%	53,598	-100.00%
432150	Motor Vehicle In Lieu	20,000	20,000	-	-	0.00%	-	**
432180	Public Safety Augmentation Tax	140,600	140,600	-	67,306	47.87%	80,934	-16.84%
432245	Planning Grants	-	100,000	-	-	0.00%	-	**
432256	Other Grants	4,200	132,200	128,000	131,755	99.66%	-	100.00%
INTERGOVERNMENTAL - TOTAL		\$ 353,545	\$ 581,545	\$ 128,000	\$ 199,061	34.23%	\$ 134,532	47.97%

* = Actual data is reported through January .

CHARGES FOR SERVICES
January 2021 General Fund Revenues (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year To Date Actual *			
101	General Fund							
433100	Charges For Services	\$ 255,045	\$ 255,045	\$ 7,566	\$ 51,797	20.31%	\$ 140,000	-63.00%
433136	Information Technology Charges	24,675	24,675	2,024	14,166	57.41%	-	100.00%
437105	Firework Services	-	-	-	-	**	-	**
437136	Indirect Cost Reimbursement	-	-	-	-	**	269,210	-100.00%
CHARGES FOR SERVICES - TOTAL		\$ 279,720	\$ 279,720	\$ 9,590	\$ 65,963	23.58%	\$ 409,210	-83.88%

* = Actual data is reported through January .

FEES AND PERMITS
January 2021 General Fund Revenues (58% of year)

Acct. No.	Description	FY 2020/21		FY 2020/21		FY 2020/21		FY 2019/20	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During January	Year To Date Actual *	% of Budget	Actual *		
101	General Fund								
431100	Building Plan Check Fees	\$ 139,500	\$ 139,500	\$ (15,854)	\$ 20,823	14.93%	\$ 150,956	-86.21%	
431105	Mechanical Permits	111,600	111,600	209,560	322,530	289.01%	122,920	162.39%	
431110	Building Permits	465,000	465,000	96,796	633,796	136.30%	482,148	31.45%	
431115	Plumbing Permits	46,500	46,500	26,045	72,235	155.34%	49,085	47.16%	
431120	Electrical Permits	69,750	69,750	98,898	192,190	275.54%	86,938	121.07%	
431130	Engineering Plan Check Fees	14,235	14,235	2,775	17,520	123.08%	8,530	105.39%	
431135	Public Works Permits	40,000	40,000	3,390	24,716	61.79%	33,940	-27.18%	
431140	S M I P - Commercial Fees	200	200	-	205	102.50%	44	365.91%	
431145	S M I P-Residential Permits	3,000	3,000	-	33	1.10%	1,088	-96.97%	
431146	SB 1473 Fee	1,500	5,720	1,563	2,893	50.58%	198	1361.11%	
431150	Grading Plan Review	-	-	-	8,670	**	-	100.00%	
431155	Grading Permits	-	-	1,470	5,145	**	-	100.00%	
431160	Solid Waste Impact Fees	1,150,000	1,150,000	85,797	422,999	36.78%	587,411	-27.99%	
431185	Parking Permits	50,000	50,000	450	7,993	15.99%	33,180	-75.91%	
431190	Towing Franchise Fee	20,000	20,000	1,530	25,200	126.00%	9,630	161.68%	
431194	Public Benefit Fee	-	-	160	326,057	**	237,300	37.40%	
431195	Other Fees & Permits	30,000	30,000	1,620	18,670	62.23%	29,713	-37.17%	
431200	Cannabis Business Initial Permit Fee	-	-	-	143,000	**	-	100.00%	
433200	Conditional Use Permit	8,000	8,000	-	-	0.00%	10,407	-100.00%	
433205	Precise Plan Of Design	15,000	15,000	-	9,230	61.53%	27,690	-66.67%	
433210	Variance	3,000	3,000	-	-	0.00%	-	**	
433220	Preliminary Plan Review	8,000	8,000	-	1,875	23.44%	7,500	-75.00%	
433225	Environmental Services	500	500	355	4,145	829.00%	750	452.67%	
433227	Foreclosure Registration	10,000	10,000	2,604	6,979	69.79%	8,017	-12.95%	
433230	Zoning Entitlements	-	-	-	-	**	4,365	-100.00%	
433235	Land Divisions	5,000	5,000	1,535	5,265	105.30%	10,265	-48.71%	
433240	Special Event Permits	700	700	360	540	77.14%	900	-40.00%	
433245	Sign/Ban'R/Gar Sa/Temp Use Per	5,000	5,000	50	1,415	28.30%	4,475	-68.38%	
433250	Ministerial Services	8,000	8,000	535	8,880	111.00%	9,280	-4.31%	
433260	Landscape Plan Check	1,000	1,000	-	-	0.00%	975	-100.00%	
433266	Massage Establishment License	2,000	2,000	-	-	0.00%	1,525	-100.00%	
433270	General Plan Maint Surcharge	10,000	10,000	315	11,645	116.45%	11,300	3.05%	
433285	Other Developmental Fees	100,000	100,000	-	1,209	1.21%	118,404	-98.98%	
433305	General Recreation Programs	30,000	30,000	755	755	2.52%	17,097	-95.58%	
433315	Sports Fields	19,000	19,000	4,565	16,155	85.03%	11,177	44.54%	
433320	Special Event Participant Fee	-	-	-	-	**	100	-100.00%	
437115	Recycling Fees	96,975	96,975	-	20,320	20.95%	21,965	-7.49%	
430505	New/Moved Bus Lic Appl Rev	63,500	63,500	3,200	20,154	31.74%	31,520	-36.06%	
430510	Business Tax Renewal Process	144,500	144,500	42,157	93,965	65.03%	119,274	-21.22%	
430515	SB 1186	475	3,000	3,108	3,789	126.30%	9,692	-60.91%	
FEES AND PERMITS - TOTAL		\$ 2,671,935	\$ 2,678,680	\$ 573,739	\$ 2,450,996	91.50%	\$ 2,259,759	8.46%	

* = Actual data is reported through January .

FINES AND FORFEITURES
January 2021 General Fund Revenues (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual *	% Change From Prior Year
				Activity During January	Year To Date Actual *			
101	General Fund							
434100	General Fines	\$ 500	\$ 500	\$ 7	\$ 485	97.00%	\$ 437	10.98%
434105	Motor Vehicle Fines	111,765	111,765	11,664	61,496	55.02%	68,465	-10.18%
434110	Parking Citations	200,000	200,000	25,268	152,822	76.41%	133,470	14.50%
434115	DMV Parking Collections	60,000	60,000	7,399	25,210	42.02%	45,469	-44.56%
434120	Administrative Citations	5,000	5,000	2,399	6,194	123.88%	7,150	-13.37%
FINES AND FORFEITURES - TOTAL		\$ 377,265	\$ 377,265	\$ 46,737	\$ 246,207	65.26%	\$ 254,991	-3.44%

* = Actual data is reported through January .

USE OF MONEY AND PROPERTY
January 2021 General Fund Revenues (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual *	% Change From Prior Year
				Activity During January	Year To Date Actual *			
101	General Fund							
435100	Interest Earned	\$ 160,000	\$ 160,000	\$ -	\$ 116,871	73.04%	\$ 1,826	6300.38%
435105	Interest On Tax Monies	1,000	1,000	-	-	0.00%	781	**
435110	Unrealized Gains (Losses)	-	-	(33,825)	(87,553)	**	-	**
436125	Indoor Facility Rental	48,000	48,000	-	(3,144)	-6.55%	44,573	-107.05%
436127	Outdoor Picnic Shelters	10,700	10,700	-	-	0.00%	9,790	-100.00%
436135	Pac Bell Mobile Svcs-Rent	21,830	21,830	1,715	10,219	46.81%	11,652	-12.30%
USE OF MONEY AND PROPERTY - TOTAL		\$ 241,530	\$ 241,530	\$ (32,110)	\$ 36,393	15.07%	\$ 68,622	-46.97%

* = Actual data is reported through January .

MISCELLANEOUS REVENUE
January 2021 General Fund Revenues (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual *	% Change From Prior Year
				Activity During January	Year To Date Actual *			
101	General Fund							
437100	Sale Of Publications	\$ 500	\$ 500	\$ -	\$ 3	0.60%	\$ 268	-98.88%
437125	Donations	-	-	250	850	**	-	100.00%
437135	Expense Reimbursement	-	-	-	7,500	**	-	100.00%
437195	Other Revenue	10,000	10,000	(1,582)	27,623	276.23%	162,405	-82.99%
MISCELLANEOUS REVENUE - TOTAL		\$ 10,500	\$ 10,500	\$ (1,332)	\$ 35,976	342.63%	\$ 162,673	-77.88%

* = Actual data is reported through January .

TRANSFERS IN
January 2021 General Fund Revenues (58% of year)

Acct. No.	Description	FY 2020/21		FY 2020/21		FY 2020/21		% of Budget	FY 2019/20	% Change From Prior Year
		Adopted Budget		Amended Budget		Activity During January	Year To Date Actual *			
101	General Fund									
439211	Transfer From Gas Tax Fund	\$ 120,500	\$	120,500	\$	10,042	\$ 70,292	58.33%	\$ -	100.00%
439223	Transfer From Protective Services Fund	413,590		413,590		10,012	252,770	61.12%	380,000	-33.48%
439242	Transfer Fr Supp Law Enf Grant	93,590		93,590		7,799	54,594	58.33%	-	100.00%
TRANSFERS IN - TOTAL		\$ 627,680	\$	627,680	\$	27,853	\$ 377,656	60.17%	\$ 380,000	-0.62%

* = Actual data is reported through January .

City of Stanton
January 2021 General Fund Expenditures (58% of year)

Division No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		Percent of Budget	FY 2019/20 Actual*	% Change from Prior Year
				Activity During January	Year to Date Actual *			
1100	City Council	\$ 118,895	\$ 116,895	\$ 11,995	\$ 57,465	49.16%	\$ 51,602	11.36%
1200	City Attorney	260,000	260,000	18,510	80,567	30.99%	95,810	-15.91%
1300	City Manager	491,375	621,375	34,585	242,567	39.04%	186,813	29.84%
1400	City Clerk	210,725	210,725	14,667	97,293	46.17%	99,473	-2.19%
1410	Personnel/Risk Management	125,855	125,855	10,561	76,131	60.49%	99,580	-23.55%
1430	Liability/Risk Management ⁽¹⁾	-	-	-	-	**	68,829	-100.00%
1510	Information Technology	436,245	511,995	13,035	331,603	64.77%	79,774	315.68%
	Administration	1,643,095	1,846,845	103,353	885,626	47.95%	681,881	29.88%
1500	Finance	860,930	846,825	59,646	455,874	53.83%	458,747	-0.63%
1600	Non-Dept (excludes Transfers)	145,000	45,000	466	21,220	47.16%	123,661	-82.84%
	Finance	1,005,930	891,825	60,112	477,094	53.50%	582,408	-18.08%
2100	Law Enforcement	11,360,340	11,360,340	940,990	6,604,098	58.13%	6,608,582	-0.07%
2200	Fire Protection	4,928,270	4,928,270	-	2,454,530	49.81%	2,383,940	2.96%
2230	Contractual Ambulance Svcs ⁽²⁾	5,000	5,000	-	1,286	25.72%	794	61.96%
2300	Homeless Prevention ⁽²⁾	-	100,000	-	-	0.00%	-	**
2400	Animal Control Services ⁽²⁾	182,280	182,280	46,305	136,710	75.00%	130,922	4.42%
2500	Public Safety-Other ⁽²⁾	132,485	132,485	5,221	68,837	51.96%	-	100.00%
4300	Parking Control	226,075	226,075	25,449	131,844	58.32%	182,412	-27.72%
6200	Code Enforcement	524,705	524,705	41,776	266,865	50.86%	325,593	-18.04%
	Public Safety	17,359,155	17,459,155	1,059,741	9,664,170	55.35%	9,632,243	0.33%
3000	Public Works Administration ⁽²⁾	382,015	397,120	33,937	268,652	67.65%	-	100.00%
3100	Engineering	114,955	114,955	8,848	81,118	70.57%	83,656	-3.03%
3200	Public Facilities	404,640	404,640	34,299	204,386	50.51%	213,302	-4.18%
3300	Crossing Guard ⁽²⁾	43,000	43,000	2,580	3,123	7.26%	-	100.00%
3400	Parks Maintenance	351,400	353,767	17,202	190,026	53.72%	212,993	-10.78%
3500	Street Maintenance	409,470	409,470	24,350	216,553	52.89%	185,467	16.76%
3600	Storm Drains	125,000	125,000	2,220	74,403	59.52%	75,943	-2.03%
6300	Graffiti Abatement	99,735	99,735	8,776	45,597	45.72%	-	100.00%
	Public Works	1,930,215	1,947,687	132,212	1,083,858	55.65%	771,361	40.51%
4000	Community Development Administration ⁽²⁾	149,860	150,100	9,847	96,434	64.25%	-	100.00%
4100	Planning	420,610	814,433	85,651	250,351	30.74%	200,332	24.97%
4200	Building Regulation	563,050	565,440	59,745	400,427	70.82%	440,625	-9.12%
4400	Business Relations	21,100	21,100	-	269	1.27%	16,466	-98.37%
	Community Development	1,154,620	1,551,073	155,243	747,481	48.19%	657,423	13.70%
5100	Parks and Recreation	695,780	695,780	53,124	374,372	53.81%	386,416	-3.12%
5200	Community Center	22,455	22,455	337	2,553	11.37%	46,894	-94.56%
5300	Stanton Central Park	169,915	169,915	13,662	86,181	50.72%	122,441	-29.61%
5400	Senior Nutrition Program ⁽²⁾	32,770	32,770	2,287	23,118	70.55%	-	100.00%
	Community Services	920,920	920,920	69,410	486,224	52.80%	555,751	-12.51%
	Transfer to Fact Grant	24,750	24,750	2,063	14,438	58.34%	76,000	-81.00%
	Transfer to Senior Transportation Fund	9,430	9,430	251	1,957	20.75%	-	100.00%
	Transfers to Other Funds	34,180	34,180	2,314	16,395	47.97%	76,000	-78.43%
	TOTAL EXPENDITURES	\$ 24,048,115	\$ 24,651,685	\$ 1,582,385	\$ 13,360,848	54.20%	\$ 12,957,067	3.12%

(1) - Liability insurance premiums are budgeted in the City's Liability Risk Management Internal Service Fund (#603) in Fiscal Year 2020/21.

(2) - New division in the Fiscal Year 2020/21 Adopted Budget.

* = Actual data is reported through January.

Administration - Vasquez
January 2021 General Fund Expenditures (58% of year)

		FY 2020/21							
		FY 2020/21	FY 2020/21	Activity					% Change
		Adopted	Amended	During	Year to Date		FY 2019/20		From Prior
Acct. No.	Description	Budget	Budget	January	Actual *	% of Budget	Actual*		Year
101	General Fund								
1100	City Council								
501105	Salaries-Elected	\$ 52,200	\$ 52,200	\$ 4,023	\$ 28,614	54.82%	\$ 29,117		-1.73%
502120	Medicare/Fica	755	755	58	415	54.97%	422		-1.66%
502130	Other Benefit Charges	900	900	-	296	32.89%	-		100.00%
602100	Special Dept Expense	9,000	8,000	-	2,872	35.90%	3,973		-27.71%
602110	Office Expense	1,950	950	232	466	49.05%	196		137.76%
602115	Postage	50	50	-	5	10.00%	-		100.00%
607100	Membership/Dues	40,000	40,000	4,682	18,137	45.34%	13,369		35.66%
607110	Travel/Conference/Meetings	10,500	10,500	3,000	3,125	29.76%	1,894		64.99%
612115	Liability Insurance Charge	3,540	3,540	-	3,535	99.86%	2,631		34.36%
1100	City Council Total	118,895	116,895	11,995	57,465	49.16%	51,602		11.36%
1200	City Attorney								
608105	Professional Services	260,000	260,000	18,510	80,567	30.99%	95,810		-15.91%
1200	City Attorney Total	260,000	260,000	18,510	80,567	30.99%	95,810		-15.91%
1300	City Manager								
501110	Salaries-Regular	310,320	310,320	21,013	132,586	42.73%	107,547		23.28%
502100	Retirement	70,610	70,610	5,074	32,416	45.91%	9,632		236.54%
502105	Workers Comp Insurance	-	-	-	-	**	2,857		-100.00%
502110	Health/Life Insurance	17,630	17,630	1,627	11,617	65.89%	12,490		-6.99%
502111	Medical In-Lieu Pay	-	-	440	440	**	-		100.00%
502115	Unemployment Insurance	675	675	474	476	70.52%	471		1.06%
502120	Medicare/Fica	4,500	4,500	305	1,922	42.71%	1,554		23.68%
502130	Other Benefit Charges	90	90	11	66	73.33%	-		100.00%
602110	Office Expense	4,950	4,950	1,384	3,887	78.53%	1,087		257.59%
602115	Postage	250	250	2	14	5.60%	-		100.00%
607100	Membership/Dues	1,000	1,000	-	400	40.00%	400		0.00%
607110	Travel/Conference/Meetings	3,000	2,000	33	299	14.95%	2,499		-88.04%
608105	Professional Services	48,000	48,000	4,000	28,265	58.89%	-		100.00%
610106	Small Business Loan Program	-	128,000	-	-	0.00%	-		**
612105	Vehicle Replacement Charge	710	710	59	414	58.31%	748		-44.65%
612115	Liability Insurance Charge	29,640	29,640	-	29,602	99.87%	11,621		154.73%
612125	Employee Benefits	-	-	-	-	**	35,907		-100.00%
702100	Office Furniture	-	3,000	163	163	5.43%	-		100.00%
1300	City Manager Total	491,375	621,375	34,585	242,567	39.04%	186,813		29.84%
1400	City Clerk								
501110	Salaries-Regular	106,640	106,640	8,346	57,891	54.29%	49,043		18.04%
501115	Salaries-Overtime	1,000	1,000	-	133	13.30%	43		100.00%
502100	Retirement	33,475	33,475	2,625	18,364	54.86%	7,895		132.60%
502105	Workers Comp Insurance	-	-	-	-	**	3,693		-100.00%
502110	Health/Life Insurance	7,645	7,645	1,396	9,247	120.95%	8,007		15.49%
502115	Unemployment Insurance	330	330	241	243	73.64%	255		-4.71%
502120	Medicare/Fica	1,545	1,545	115	800	51.78%	660		21.21%
502130	Other Benefit Charges	45	45	4	28	62.22%	-		100.00%
602110	Office Expense	2,250	2,250	29	334	14.84%	652		-48.77%
602115	Postage	250	250	20	244	97.60%	-		100.00%
602120	Books/Periodicals	100	100	60	60	60.00%	-		**
603105	Equipment Maintenance	-	-	-	-	**	4,044		-100.00%
607100	Membership/Dues	350	350	-	520	148.57%	210		147.62%
607110	Travel/Conference/Meetings	530	530	-	-	0.00%	165		-100.00%
607115	Training	750	750	-	-	0.00%	-		**
608105	Professional Services	6,000	6,000	1,782	3,047	50.78%	6,345		-51.98%
608140	Elections	42,000	42,000	-	(1,179)	-2.81%	603		-295.52%

* = Actual data is reported through January.

Administration - Vasquez
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *			
1400	City Clerk (Continued)							
612105	Vehicle Replacement Charge	585	585	49	340	58.12%	618	-44.98%
612115	Liability Insurance Charge	7,230	7,230	-	7,221	99.88%	4,215	71.32%
612125	Employee Benefits	-	-	-	-	**	13,025	-100.00%
1400	City Clerk Total	210,725	210,725	14,667	97,293	46.17%	99,473	-2.19%
1510	Information Technology							
501110	Salaries-Regular	71,715	71,715	5,372	40,193	56.05%	-	100.00%
501115	Salaries-Overtime	-	-	1,276	6,360	**	-	100.00%
502100	Retirement Charges	23,110	23,110	1,764	12,779	55.30%	-	100.00%
502110	Health/Life Insurance	7,950	7,950	1,181	7,785	97.92%	-	100.00%
502115	Unemployment Insurance	300	300	210	210	70.00%	-	100.00%
502120	Medicare/Fica	1,040	1,040	87	621	59.71%	-	100.00%
502130	Other Benefit Charges	40	40	3	20	50.00%	-	100.00%
602113	Social Media	-	-	-	-	**	115	-100.00%
602140	Materials & Supplies	15,000	15,000	90	4,456	29.71%	3,076	44.86%
603105	Equipment Maintenance	25,000	25,000	553	14,581	58.32%	32,084	-54.55%
604100	Communications	51,480	51,480	3,226	33,811	65.68%	-	100.00%
608100	Contractual Services	105,360	125,855	(727)	106,696	84.78%	-	100.00%
608145	Information Technology	39,750	39,750	-	23,372	58.80%	34,452	-32.16%
701050	Computer Software	45,500	102,970	-	41,618	40.42%	-	100.00%
701105	Equipment-General	50,000	47,785	-	39,101	81.83%	10,047	289.18%
1510	Information Technology Total	436,245	511,995	13,035	331,603	64.77%	79,774	315.68%
101	GENERAL FUND TOTAL	\$ 1,517,240	\$ 1,720,990	\$ 92,792	\$ 809,495	47.04%	\$ 513,472	57.65%
	TOTAL ADMINISTRATION-VASQUEZ	\$ 1,517,240	\$ 1,720,990	\$ 92,792	\$ 809,495	47.04%	\$ 513,472	57.65%

* = Actual data is reported through January.

Administration - Guzman
January 2021 General Fund Expenditures (58% of year)

		FY 2020/21						% Change	
		FY 2020/21	FY 2020/21					FY 2019/20	From Prior
Acct. No.	Description	Adopted	Amended	Activity During	Year to Date			Actual*	Year
		Budget	Budget	January	Actual *	% of Budget			
101	General Fund								
1410	Personnel/Risk Management								
501110	Salaries-Regular	\$ 79,325	\$ 79,325	\$ 6,176	\$ 46,293	58.36%	\$ 41,324	12.02%	
501115	Salaries-Overtime	-	-	-	-	**	56	-100.00%	
502100	Retirement	17,855	17,855	1,399	10,278	57.56%	2,887	256.01%	
502105	Workers Comp Insurance	-	-	-	-	**	706	-100.00%	
502110	Health/Life Insurance	6,445	6,445	991	7,314	113.48%	8,085	-9.54%	
502111	Medical In-Lieu Pay	-	-	101	101	**	-	100.00%	
502115	Unemployment Insurance	300	300	198	198	66.00%	242	-18.18%	
502120	Medicare/Fica	1,150	1,150	89	674	58.61%	607	11.04%	
502130	Other Benefit Charges	40	40	3	23	57.50%	-	100.00%	
602110	Office Expense	1,400	1,400	34	227	16.21%	985	-76.95%	
602115	Postage	200	200	2	72	36.00%	-	100.00%	
607100	Membership/Dues	725	725	-	300	41.38%	725	-58.62%	
607110	Travel/Conference/Meetings	1,500	1,500	-	-	0.00%	-	**	
607115	Training	4,500	4,500	-	-	0.00%	-	**	
608105	Professional Services	10,000	10,000	1,259	7,017	70.17%	23,196	-69.75%	
608125	Advertising/ Business Dev't	1,800	1,800	-	75	4.17%	175	-57.14%	
609125	Employee/Volunteer Recognition	-	-	258	3,201	**	4,650	-31.16%	
612105	Vehicle Replacement Charge	615	615	51	358	58.21%	650	-44.92%	
612115	Liability Insurance Charge	-	-	-	-	**	3,739	-100.00%	
612125	Employee Benefits	-	-	-	-	**	11,553	-100.00%	
1410	Personnel/Risk Management Total	125,855	125,855	10,561	76,131	60.49%	99,580	-23.55%	
1430	Liability/Risk Management								
606105	Insurance Premium	-	-	-	-	**	68,829	-100.00%	
1430	Liability/Risk Management Total ⁽¹⁾	-	-	-	-	**	68,829	-100.00%	
TOTAL ADMINISTRATION-GUZMAN		\$ 125,855	\$ 125,855	\$ 10,561	\$ 76,131	60.49%	\$ 168,409	-54.79%	

(1) - Liability insurance premiums are budgeted in the City's Liability Risk Management Internal Service Fund (#603) in Fiscal Year 2020/21.

* = Actual data is reported through January.

Finance-Bannigan
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21			FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *	% of Budget		
101	General Fund							
1500	Finance							
501110	Salaries-Regular	\$ 475,660	\$ 442,535	\$ 33,157	\$ 229,099	51.77%	\$ 204,806	11.86%
501115	Salaries-Overtime	500	500	-	-	0.00%	292	-100.00%
501120	Salaries-Part Time	40,555	40,555	3,069	29,733	73.32%	29,530	0.69%
502100	Retirement	130,350	127,820	8,598	58,247	45.57%	27,238	113.84%
502105	Workers Comp Insurance	-	-	-	-	**	4,713	-100.00%
502110	Health/Life Insurance	26,930	25,490	3,622	22,980	90.15%	18,953	21.25%
502111	Medical In-Lieu Pay	-	-	506	506	**	-	100.00%
502115	Unemployment Insurance	2,040	1,970	989	1,834	93.10%	1,439	27.45%
502120	Medicare/Fica	7,485	6,995	454	3,244	46.38%	3,719	-12.77%
502130	Other Benefit Charges	895	875	61	543	62.06%	-	100.00%
602100	Special Dept Expense	-	-	-	-	**	8,038	-100.00%
602110	Office Expense	7,000	7,000	88	1,064	15.20%	3,848	-72.35%
602115	Postage	5,000	5,000	776	1,954	39.08%	-	100.00%
602120	Books/Periodicals	350	350	-	-	0.00%	-	**
607100	Membership/Dues	1,200	1,200	-	110	9.17%	360	-69.44%
607105	Mileage Reimbursement	200	200	-	-	0.00%	68	-100.00%
607110	Travel/Conference/Meetings	1,620	1,620	-	-	0.00%	1,104	-100.00%
607115	Training	1,900	1,900	-	150	7.89%	1,510	-90.07%
608105	Professional Services	102,840	102,840	5,845	22,704	22.08%	38,528	-41.07%
608107	Financial Services	17,500	17,500	1,963	9,607	54.90%	-	100.00%
608130	Temporary Help	-	22,570	-	35,287	156.34%	10,323	241.83%
611116	Payment to Other Agencies	-	1,000	415	470	47.00%	-	100.00%
612105	Vehicle Replacement Charge	1,235	1,235	103	720	58.30%	1,300	-44.62%
612115	Liability Insurance Charge	37,670	37,670	-	37,622	99.87%	25,032	50.30%
612125	Employee Benefits	-	-	-	-	**	77,346	-100.00%
1500	Finance Total	860,930	846,825	59,646	455,874	53.83%	458,147	-0.50%
1600	Non-Departmental							
602100	Special Dept Expense	5,000	5,000	-	19,600	392.00%	79,218	-75.26%
602110	Office Expense	-	-	466	1,620	**	-	100.00%
602115	Postage Clearing Account	-	-	-	-	**	1,589	-100.00%
603105	Equipment Maintenance	-	-	-	-	**	13,984	-100.00%
604100	Communications	-	-	-	-	**	4,233	-100.00%
607115	Training	-	-	-	-	**	(3,363)	-100.00%
608105	Professional Services	-	-	-	-	**	28,000	-100.00%
610230	North SPA Navigation Center Cost Share	100,000	-	-	-	**	-	**
611105	Revenue Sharing-City of Anaheim	35,000	35,000	-	-	0.00%	-	**
611116	Payment to Other Agencies	5,000	5,000	-	-	0.00%	-	**
790100	Land Acquisition	-	-	-	-	**	-	100.00%
1600	Non-Departmental Total	145,000	45,000	466	21,220	47.16%	123,661	-82.84%
101	GENERAL FUND TOTAL	\$ 1,005,930	\$ 891,825	\$ 60,112	\$ 477,094	53.50%	\$ 581,808	-18.00%
102	General Fund (Transactions & Use Tax)							
1500	Finance							
608105	Professional Services	-	-	-	-	**	600	-100.00%
102	TRANSACTIONS AND USE TAX TOTAL	\$ -	\$ -	\$ -	\$ -	**	\$ 600	-100.00%
	TOTAL FINANCE	\$ 1,005,930	\$ 891,825	\$ 60,112	\$ 477,094	53.50%	\$ 582,408	-18.08%

* = Actual data is reported through January.

Public Works - Rigg
January 2021 General Fund Expenditures (58% of year)

				FY 2020/21					
		FY 2020/21	FY 2020/21	Activity				% Change	
		Adopted	Amended	During	Year to Date	% of	FY 2019/20	From Prior	
Acct. No.	Description	Budget	Budget	January	Actual *	Budget	Actual*	Year	
101	General Fund								
3000	Public Works Administration								
501110	Salaries-Regular	\$ 245,015	\$ 256,420	\$ 22,920	\$ 154,144	60.11%	\$ -	100.00%	
501120	Salaries-Part Time	14,605	14,605	1,180	7,879	53.95%	-	100.00%	
502100	Retirement Charges	54,390	56,920	5,250	34,942	61.39%	-	100.00%	
502110	Health/Life Insurance	16,875	17,800	3,475	22,498	126.39%	-	100.00%	
502111	Medical In-Lieu Pay	-	-	151	151	**	-	100.00%	
502115	Unemployment Insurance	1,035	1,105	590	590	53.39%	-	100.00%	
502120	Medicare/Fica	3,765	3,930	343	2,331	59.31%	-	100.00%	
502130	Other Benefit Charges	345	355	28	191	53.80%	-	100.00%	
612115	Liability Insurance Charge	45,985	45,985	-	45,926	99.87%	-	100.00%	
3000	Public Works Administration Total	382,015	397,120	33,937	268,652	67.65%	-	100.00%	
3100	Engineering								
501110	Salaries-Regular	31,730	31,730	3,848	27,037	85.21%	28,154	-3.97%	
501115	Salaries-Overtime	700	700	142	553	79.00%	209	164.59%	
502100	Retirement	7,145	7,145	870	6,133	85.84%	1,892	224.15%	
502105	Workers Comp Insurance	-	-	-	-	**	2,220	-100.00%	
502110	Health/Life Insurance	3,195	3,195	944	6,302	197.25%	5,268	19.63%	
502115	Unemployment Insurance	120	120	125	125	104.17%	130	-3.85%	
502120	Medicare/Fica	460	460	53	373	81.09%	401	-6.98%	
502130	Other Benefit Charges	15	15	2	14	93.33%	-	100.00%	
602110	Office Expense	1,750	1,750	-	-	0.00%	399	-100.00%	
602115	Postage	350	350	4	321	91.71%	-	100.00%	
602140	Materials & Supplies	2,500	2,500	-	281	11.24%	1,753	-83.97%	
607100	Membership/Dues	2,000	2,000	269	384	19.20%	-	100.00%	
607110	Travel/Conference/Meetings	1,300	1,300	-	-	0.00%	60	-100.00%	
607115	Training	1,000	1,000	-	-	0.00%	-	**	
608105	Professional Services	5,000	5,000	2,028	2,892	57.84%	5,930	-51.23%	
608100	Contractual Services	-	-	(2,640)	-	**	-	**	
608110	Engineering Services	45,000	45,000	1,420	24,249	53.89%	19,117	26.85%	
608115	Inspection Services	2,000	2,000	-	-	0.00%	-	**	
608120	Plan Checking Services	10,000	10,000	1,725	12,051	120.51%	6,619	82.07%	
612105	Vehicle Replacement Charge	690	690	58	403	58.41%	804	-49.88%	
612115	Liability Insurance Charge	-	-	-	-	**	2,616	-100.00%	
612125	Employee Benefits	-	-	-	-	**	8,084	-100.00%	
3100	Engineering Total	114,955	114,955	8,848	81,118	70.57%	83,656	-3.03%	
3200	Public Facilities								
501110	Salaries-Regular	23,665	23,665	1,846	12,875	54.41%	23,701	-45.68%	
501115	Salaries-Overtime	300	300	-	74	24.67%	80	-7.50%	
502100	Retirement	5,335	5,335	418	2,923	54.79%	1,748	67.22%	
502105	Workers Comp Insurance	-	-	-	-	**	7,756	-100.00%	
502110	Health/Life Insurance	1,955	1,955	358	2,377	121.59%	4,267	-44.29%	
502115	Unemployment Insurance	150	150	58	58	38.67%	118	-50.85%	
502120	Medicare/Fica	345	345	26	187	54.20%	337	-44.51%	
502130	Other Benefit Charges	20	20	1	6	30.00%	-	100.00%	
602100	Special Dept Expense	2,000	2,000	108	2,521	126.05%	919	174.32%	
602110	Office Expense	210	210	-	54	25.71%	46	17.39%	
602130	Clothing	3,500	3,500	1,543	2,918	83.37%	1,838	58.76%	
602135	Safety Equipment	500	500	-	563	112.60%	69	715.94%	
602140	Materials & Supplies	8,000	8,000	284	3,371	42.14%	1,026	228.56%	
603110	Building Maintenance	114,950	114,950	9,115	43,399	37.75%	52,825	-17.84%	
604100	Communications	30,000	30,000	663	2,718	9.06%	12,040	-77.43%	
3200	Public Facilities, Continued								

* = Actual data is reported through January.

Public Works - Rigg
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *			
604105	Utilities	130,000	130,000	16,672	84,274	64.83%	51,847	62.54%
608100	Contractual Services	62,000	62,000	2,898	26,200	42.26%	25,467	2.88%
611110	O.C. Sanitation District User Fee	18,000	18,000	-	17,704	98.36%	16,042	10.36%
612105	Vehicle Replacement Charge	3,710	3,710	309	2,164	58.33%	4,325	-49.97%
612115	Liability Insurance Charge	-	-	-	-	**	2,164	-100.00%
612125	Employee Benefits	-	-	-	-	**	6,687	-100.00%
3200	Public Facilities Total	404,640	404,640	34,299	204,386	50.51%	213,302	-4.18%
3300	Crossing Guard							
608175	Crossing Guard Services	43,000	43,000	2,580	3,123	7.26%	-	100.00%
3300	Crossing Guard Total	43,000	43,000	2,580	3,123	7.26%	-	100.00%
3400	Parks Maintenance							
501110	Salaries-Regular	63,780	63,780	4,685	33,093	51.89%	26,399	25.36%
501115	Salaries-Overtime	1,000	1,000	194	1,388	138.80%	800	73.50%
501120	Salaries-Part Time	-	-	-	-	**	4,797	-100.00%
502100	Retirement	14,300	14,300	1,051	7,456	52.14%	2,030	267.29%
502105	Workers Comp Insurance	-	-	-	-	**	9,462	-100.00%
502110	Health/Life Insurance	4,900	4,900	714	4,920	100.41%	4,042	21.72%
502111	Medical In-Lieu Pay	-	-	70	70	**	-	100.00%
502115	Unemployment Insurance	405	405	157	157	38.77%	171	-8.19%
502120	Medicare/Fica	925	925	71	504	54.49%	463	8.86%
502130	Other Benefit Charges	55	55	2	17	30.91%	-	100.00%
602100	Special Dept Expense	5,000	5,000	-	188	3.76%	4,896	-96.16%
603105	Equipment Maintenance	10,000	12,367	-	7,887	63.77%	2,270	247.44%
604105	Utilities	143,000	143,000	3,372	85,017	59.45%	81,565	4.23%
605100	Land Lease	6,020	6,020	-	5,161	85.73%	-	100.00%
608100	Contractual Services	97,500	97,500	6,510	41,534	42.60%	60,097	-30.89%
612105	Vehicle Replacement Charge	4,515	4,515	376	2,634	58.34%	5,265	-49.97%
612115	Liability Insurance Charge	-	-	-	-	**	2,625	-100.00%
612125	Employee Benefits	-	-	-	-	**	8,111	-100.00%
3400	Parks Maintenance Total	351,400	353,767	17,202	190,026	53.72%	212,993	-10.78%
3500	Street Maintenance							
501110	Salaries-Regular	100,555	100,555	7,076	51,764	51.48%	55,505	-6.74%
501115	Salaries-Overtime	2,600	2,600	182	1,632	62.77%	2,349	-30.52%
501120	Salaries-Part Time	-	-	-	-	**	2,998	-100.00%
502100	Retirement	21,915	21,915	1,595	11,730	53.52%	4,866	141.06%
502105	Workers Comp Insurance	-	-	-	-	**	19,809	-100.00%
502110	Health/Life Insurance	7,360	7,360	1,054	7,528	102.28%	9,613	-21.69%
502111	Medical In-Lieu Pay	-	-	193	193	**	-	100.00%
502115	Unemployment Insurance	615	615	234	234	38.05%	325	-28.00%
502120	Medicare/Fica	1,465	1,465	106	784	53.52%	863	-9.15%
502130	Other Benefit Charges	80	80	4	26	32.50%	-	100.00%
602100	Special Dept Expense	3,000	3,000	-	-	0.00%	2,787	-100.00%
602125	Small Tools	5,000	5,000	-	921	18.42%	157	100.00%
602140	Materials & Supplies	50,000	50,000	168	30,663	61.33%	24,052	27.49%
603105	Equipment Maintenance	2,000	2,000	-	-	0.00%	887	-100.00%
608100	Contractual Services	185,000	185,000	12,915	105,315	56.93%	28,527	269.18%
612105	Vehicle Replacement Charge	9,880	9,880	823	5,763	58.33%	11,521	-49.98%
612115	Liability Insurance Charge	-	-	-	-	**	5,186	-100.00%
612125	Employee Benefits	-	-	-	-	**	16,022	-100.00%
710190	Pavement Maintenance	20,000	20,000	-	-	0.00%	-	**
3500	Street Maintenance Total	409,470	409,470	24,350	216,553	52.89%	185,467	16.76%
3600	Storm Drain Maintenance							

* = Actual data is reported through January.

Public Works - Rigg
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *			
603100	Emergency Maintenance Services	5,000	5,000	-	-	0.00%	-	**
608155	Storm Water Monitor Program	120,000	120,000	2,220	74,403	62.00%	75,943	-2.03%
3600	Storm Drain Maintenance Total	125,000	125,000	2,220	74,403	59.52%	75,943	-2.03%
6300	Graffiti Abatement							
501110	Salaries-Regular	39,635	39,635	3,005	20,566	51.89%	-	100.00%
501115	Salaries-Overtime	15,000	15,000	10	222	1.48%	-	100.00%
502100	Retirement Charges	8,925	8,925	680	4,663	52.25%	-	100.00%
502110	Health/Life Insurance	3,325	3,325	585	3,801	114.32%	-	100.00%
502115	Unemployment Insurance	255	255	95	95	37.25%	-	100.00%
502120	Medicare/Fica	575	575	43	300	52.17%	-	100.00%
502130	Other Benefit Charges	35	35	2	10	28.57%	-	100.00%
602100	Special Dept Expense	1,000	1,000	-	-	0.00%	-	**
602140	Materials & Supplies	12,000	12,000	3,063	6,951	57.93%	-	100.00%
603105	Equipment Maintenance	5,000	5,000	128	831	16.62%	-	100.00%
612105	Vehicle Replacement Charge	13,985	13,985	1,165	8,158	58.33%	-	100.00%
6300	Graffiti Abatement Total	99,735	99,735	8,776	45,597	45.72%	-	100.00%
TOTAL PUBLIC WORKS		\$ 1,930,215	\$ 1,947,687	\$ 132,212	\$ 1,083,858	55.65%	\$ 771,361	40.51%

* = Actual data is reported through January.

Public Safety - Wren
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21					FY 2019/20 Actual*	% Change From Prior Year
		FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	Activity During January	Year to Date Actual *	% of Budget		
101	General Fund							
2100	Law Enforcement							
501110	Salaries-Regular	\$ -	\$ -	\$ -	\$ -	**	46,855	-100.00%
501120	Salaries-Part Time	-	-	-	-	**	11,502	-100.00%
502100	Retirement	-	-	-	-	**	4,313	-100.00%
502105	Workers Comp Insurance	-	-	-	-	**	1,037	-100.00%
502110	Health/Life Insurance	-	-	-	-	**	9,588	-100.00%
502115	Unemployment Insurance	-	-	-	-	**	287	-100.00%
502120	Medicare/Fica	-	-	-	-	**	877	-100.00%
602100	Special Dept Expense	-	-	151	678	**	1,009	-32.80%
602110	Office Expense	1,500	1,500	-	353	23.53%	285	23.86%
602145	Gas/Oil/Lube	3,000	3,000	63	634	21.13%	-	100.00%
603110	Building Maintenance	-	-	-	-	**	7,925	-100.00%
603125	Vehicle Maintenance	5,000	5,000	2,501	4,490	89.80%	-	100.00%
604100	Communications	60,000	60,000	-	14,867	24.78%	27,945	-46.80%
604105	Utilities	-	-	-	-	**	14,854	-100.00%
607100	Membership/Dues	5,000	5,000	-	4,678	93.56%	4,678	0.00%
607105	Mileage Reimbursement	2,400	2,400	-	-	0.00%	-	**
607110	Travel/Conference/Meetings	3,400	3,400	-	-	0.00%	-	**
608100	Contractual Services	20,745	20,745	-	10,368	49.98%	-	100.00%
608160	O.C.S.D. Contract	4,950,475	4,950,475	421,893	2,953,250	59.66%	4,700,288	-37.17%
612105	Vehicle Replacement Charge	8,820	8,820	735	5,145	58.33%	-	100.00%
612115	Liability Insurance Charge	-	-	-	-	**	5,445	-100.00%
612125	Employee Benefits	-	-	-	-	**	16,823	-100.00%
702100	Office Furniture	-	-	-	108	**	-	100.00%
2100	Law Enforcement Total	5,060,340	5,060,340	425,343	2,994,571	59.18%	4,853,711	-38.30%
2200	Fire Protection							
608185	O.C.F.A. Contract	3,428,270	3,428,270	-	1,855,091	54.11%	1,880,677	-1.36%
2200	Fire Protection Total	3,428,270	3,428,270	-	1,855,091	54.11%	1,880,677	-1.36%
2300	Ambulance Services							
608190	Contractual Ambulance Svcs	5,000	5,000	-	1,286	25.72%	794	100.00%
2230	Ambulance Services Total	5,000	5,000	-	1,286	25.72%	794	100.00%
2300	Homeless Prevention							
610230	North SPA Navigation Center Cost Share	-	100,000	-	-	0.00%	-	**
2300	Homeless Total	-	100,000	-	-	0.00%	-	**
2400	Animal Control Services							
608170	Animal Control Services	182,280	182,280	46,305	136,710	75.00%	130,922	4.42%
2400	Animal Control Services Total	182,280	182,280	46,305	136,710	75.00%	130,922	4.42%
2500	Public Safety-Other							
501110	Salaries-Regular	56,650	56,650	3,945	27,644	48.80%	-	100.00%
501120	Salaries-Part Time	22,070	22,070	-	4,445	20.14%	-	100.00%
502100	Retirement Charges	19,430	19,430	927	6,887	35.45%	-	100.00%
502110	Health/Life Insurance	2,855	2,855	34	292	10.23%	-	100.00%
502111	Medical In-Lieu Pay	-	-	175	175	**	-	100.00%
502115	Unemployment Insurance	405	405	78	78	19.26%	-	100.00%
502120	Medicare/Fica	1,140	1,140	60	482	42.28%	-	100.00%
502130	Other Benefit Charges	15	15	2	78	520.00%	-	100.00%
602110	Office Expense	1,200	1,200	-	771	64.25%	-	100.00%
602115	Postage	100	100	-	101	101.00%	-	100.00%
607115	Training	700	700	-	-	0.00%	-	**
612115	Liability Insurance Charge	27,920	27,920	-	27,884	99.87%	-	100.00%
2500	Public Safety-Other Total	132,485	132,485	5,221	68,837	51.96%	-	100.00%

* = Actual data is reported through January.

Public Safety - Wren
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21			FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *	% of Budget		
4300	Parking Control							
501110	Salaries-Regular	136,250	136,250	10,118	74,254	54.50%	62,030	19.71%
501120	Salaries-Part Time	11,340	11,340	1,148	7,097	62.58%	25,598	-72.28%
502100	Retirement	38,910	38,910	2,992	21,529	55.33%	9,019	138.71%
502105	Workers Comp Insurance	-	-	-	-	**	8,382	-100.00%
502110	Health/Life Insurance	7,870	7,870	1,011	6,681	84.89%	6,836	-2.27%
502111	Medical In-Lieu Pay	-	-	345	345	**	-	100.00%
502115	Unemployment Insurance	705	705	347	347	49.22%	630	-44.92%
502120	Medicare/Fica	2,140	2,140	166	1,198	55.98%	1,291	-7.20%
502130	Other Benefit Charges	265	265	22	139	52.45%	-	100.00%
602110	Office Expense	6,500	6,500	-	154	2.37%	4,585	-96.64%
602115	Postage	500	500	11	89	17.80%	-	100.00%
602130	Clothing	1,000	1,000	-	-	0.00%	142	-100.00%
604100	Communications	1,000	1,000	110	600	60.00%	381	57.48%
608105	Professional Services	16,000	16,000	8,879	17,314	108.21%	8,796	96.84%
612105	Vehicle Replacement Charge	3,595	3,595	300	2,097	58.33%	4,189	-49.94%
612115	Liability Insurance Charge	-	-	-	-	**	8,041	-100.00%
612125	Employee Benefits	-	-	-	-	**	24,845	-100.00%
4300	Parking Control Total	226,075	226,075	25,449	131,844	58.32%	164,765	-19.98%
6200	Code Enforcement							
501110	Salaries-Regular	312,675	312,675	23,471	165,375	52.89%	82,045	101.57%
501120	Salaries-Part Time	11,340	11,340	1,148	6,713	59.20%	-	100.00%
502100	Retirement	83,230	83,230	6,458	45,388	54.53%	14,012	223.92%
502105	Workers Comp Insurance	-	-	-	-	**	7,677	-100.00%
502110	Health/Life Insurance	21,450	21,450	3,208	20,891	97.39%	10,092	107.01%
502111	Medical In-Lieu Pay	-	-	380	380	**	-	100.00%
502115	Unemployment Insurance	1,290	1,290	718	718	55.66%	432	66.20%
502120	Medicare/Fica	4,695	4,695	352	2,470	52.61%	1,192	107.21%
502130	Other Benefit Charges	345	345	28	179	51.88%	-	100.00%
602110	Office Expense	1,500	1,500	186	332	22.13%	1,981	-83.24%
602115	Postage	1,000	1,000	2	459	45.90%	-	100.00%
602160	Code Enforcement Equipment	3,000	3,000	-	-	0.00%	823	-100.00%
603105	Equipment Maintenance	100	100	-	-	0.00%	-	**
604100	Communications	800	800	-	624	78.00%	570	9.47%
607100	Membership/Dues	600	600	-	-	0.00%	475	-100.00%
607105	Mileage Reimbursement	100	100	-	-	0.00%	-	**
607110	Travel/Conference/Meetings	1,000	1,000	-	-	0.00%	467	-100.00%
607115	Training	1,000	1,000	71	71	7.10%	341	-79.18%
608100	Contractual Services	-	-	315	1,890	**	1,890	0.00%
608105	Professional Services	-	-	994	994	**	-	100.00%
608180	Prosecution/Code Enforcement	75,000	75,000	3,980	17,126	22.83%	41,311	-58.54%
612105	Vehicle Replacement Charge	5,580	5,580	465	3,255	58.33%	6,509	-49.99%
612115	Liability Insurance Charge	-	-	-	-	**	7,679	-100.00%
612125	Employee Benefits	-	-	-	-	**	23,726	-100.00%
6200	Code Enforcement Total	524,705	524,705	41,776	266,865	50.86%	201,222	32.62%
101	GENERAL FUND TOTAL	\$ 9,559,155	\$ 9,659,155	\$ 544,094	\$ 5,455,204	56.48%	\$ 7,232,091	-24.57%
102	General Fund (Transactions & Use Tax)							
2100	Law Enforcement							
501110	Salaries-Regular	-	-	-	-	**	19,471	-100.00%
502100	Retirement	-	-	-	-	**	1,519	-100.00%
502105	Workers Comp Insurance	-	-	-	-	**	338	-100.00%
502110	Health/Life Insurance	-	-	-	-	**	163	-100.00%
502120	Medicare/Fica	-	-	-	-	**	300	-100.00%
603125	Vehicle Maintenance	-	-	-	-	**	3,560	-100.00%

* = Actual data is reported through January.

Public Safety - Wren
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *			
2100	Law Enforcement, Continued							
608160	O.C.S.D. Contract	6,300,000	6,300,000	515,647	3,609,527	57.29%	1,693,159	113.18%
608175	Crossing Guard Services	-	-	-	-	**	18,458	-100.00%
612105	Vehicle Replacement Charge	-	-	-	-	**	10,284	-100.00%
612115	Liability Insurance Charge	-	-	-	-	**	1,846	-100.00%
612125	Employee Benefits	-	-	-	-	**	5,705	-100.00%
2100	Law Enforcement Total	6,300,000	6,300,000	515,647	3,609,527	57.29%	1,754,871	105.69%
2200	Fire Protection							
501110	Salaries-Regular	-	-	-	-	**	3,894	-100.00%
502100	Retirement	-	-	-	-	**	304	-100.00%
502105	Workers Comp Insurance	-	-	-	-	**	68	-100.00%
502110	Health/Life Insurance	-	-	-	-	**	33	-100.00%
502120	Medicare/Fica	-	-	-	-	**	60	-100.00%
608185	O.C.F.A. Contract	1,500,000	1,500,000	-	599,439	39.96%	497,381	20.52%
612115	Liability Insurance Charge	-	-	-	-	**	369	-100.00%
612125	Employee Benefits	-	-	-	-	**	1,140	-100.00%
2200	Fire Protection Total	1,500,000	1,500,000	-	599,439	39.96%	503,263	19.11%
4300	Parking Control							
501110	Salaries-Regular	-	-	-	-	**	11,683	-100.00%
502100	Retirement	-	-	-	-	**	911	-100.00%
502105	Workers Comp Insurance	-	-	-	-	**	203	-100.00%
502110	Health/Life Insurance	-	-	-	-	**	98	-100.00%
502120	Medicare/Fica	-	-	-	-	**	180	-100.00%
612115	Liability Insurance Charge	-	-	-	-	**	1,108	-100.00%
612125	Employee Benefits	-	-	-	-	**	3,423	-100.00%
4300	Parking Control Total	-	-	-	-	**	17,647	-100.00%
6200	Code Enforcement							
501110	Salaries-Regular	-	-	-	-	**	77,103	-100.00%
502100	Retirement	-	-	-	-	**	5,703	-100.00%
502105	Workers Comp Insurance	-	-	-	-	**	4,325	-100.00%
502110	Health/Life Insurance	-	-	-	-	**	6,393	-100.00%
502115	Unemployment Insurance	-	-	-	-	**	347	-100.00%
502120	Medicare/Fica	-	-	-	-	**	1,146	-100.00%
612115	Liability Insurance Charge	-	-	-	-	**	7,177	-100.00%
612125	Employee Benefits	-	-	-	-	**	22,177	-100.00%
6200	Code Enforcement Total	-	-	-	-	**	124,371	-100.00%
102	TRANSACTIONS AND USE TAX TOTAL	\$ 7,800,000	\$ 7,800,000	\$ 515,647	\$ 4,208,966	53.96%	\$ 2,400,152	75.36%
	TOTAL PUBLIC SAFETY	\$ 17,359,155	\$ 17,459,155	\$ 1,059,741	\$ 9,664,170	55.35%	\$ 9,632,243	0.33%

* = Actual data is reported through January.

Community Development-Lilley
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21			FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *	% of Budget		
101	General Fund							
4000	Community Development Administration							
501110	Salaries-Regular	\$ 84,280	\$ 84,280	\$ 7,027	\$ 41,015	48.67%	\$ -	100.00%
502100	Retirement Charges	20,155	20,155	1,724	10,456	51.88%	-	100.00%
502110	Health/Life Insurance	4,300	4,300	727	4,440	103.26%	-	100.00%
502115	Unemployment Insurance	195	195	171,000	253	129.74%	-	100.00%
502120	Medicare/Fica	1,225	1,225	98	574	46.86%	-	100.00%
502130	Other Benefit Charges	20	20	4	21	105.00%	-	100.00%
602110	Office Expense	1,300	1,275	96	843	66.12%	-	100.00%
602120	Books/Periodicals	75	340	-	337	99.12%	-	100.00%
612115	Liability Insurance Charge	38,310	38,310	-	38,261	99.87%	-	100.00%
702100	Office Furniture	-	-	-	234	**	-	100.00%
4000	Community Development Administration Total	149,860	150,100	9,847	96,434	64.25%	-	100.00%
4100	Planning							
501110	Salaries-Regular	293,290	293,290	18,560	135,471	46.19%	71,612	89.17%
501115	Salaries-Overtime	1,000	1,000	-	870	87.00%	92	845.65%
501120	Salaries-Part Time	-	-	-	-	**	6,138	-100.00%
501125	Salaries-Appointed	9,000	9,000	554	4,171	46.34%	5,054	-17.47%
502100	Retirement	67,165	67,165	4,190	29,768	44.32%	6,771	339.64%
502105	Workers Comp Insurance	-	-	-	-	**	2,057	-100.00%
502110	Health/Life Insurance	24,810	24,810	2,222	16,444	66.28%	11,337	45.05%
502115	Unemployment Insurance	1,080	1,080	502	966	89.44%	816	18.38%
502120	Medicare/Fica	4,380	4,380	270	2,000	45.66%	1,240	61.29%
502130	Other Benefit Charges	270	270	9	68	25.19%	-	100.00%
602110	Office Expense	-	-	(87)	(184)	**	198	-192.93%
602115	Postage	200	200	143	556	278.00%	-	100.00%
607100	Membership/Dues	2,000	2,000	-	470	23.50%	603	100.00%
607110	Travel/Conference/Meetings	1,800	1,200	-	155	12.92%	166	-6.63%
607115	Training	1,000	1,000	-	-	0.00%	1,250	-100.00%
608100	Contractual Services	4,000	4,000	-	-	0.00%	525	-100.00%
608105	Professional Services	-	375,000	59,237	59,237	15.80%	-	100.00%
608130	Temporary Help	-	-	-	-	**	47,449	-100.00%
608135	Microfilming	10,000	10,000	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	615	615	51	359	58.37%	650	-44.77%
612115	Liability Insurance Charge	-	-	-	-	**	10,850	-100.00%
612125	Employee Benefits	-	-	-	-	**	33,524	-100.00%
4100	Planning Total	420,610	795,370	85,651	250,351	31.48%	200,332	24.97%
4200	Building Regulation							
501110	Salaries-Regular	70,030	70,030	5,162	35,977	51.37%	28,397	26.69%
502100	Retirement	15,835	15,835	1,166	8,086	51.06%	2,026	299.11%
502105	Workers Comp Insurance	-	-	-	-	**	547	-100.00%
502110	Health/Life Insurance	4,765	4,765	841	5,577	117.04%	4,965	12.33%
502115	Unemployment Insurance	330	330	146	173	52.42%	150	100.00%
502120	Medicare/Fica	1,015	1,015	72	507	49.95%	413	22.76%
502130	Other Benefit Charges	45	45	3	18	40.00%	-	100.00%
602110	Office Expense	1,000	1,000	-	114	11.40%	454	-74.89%
602115	Postage	500	500	2	96	19.20%	-	100.00%
602120	Books/Periodicals	400	400	-	-	0.00%	76	-100.00%
607100	Membership/Dues	135	135	-	-	0.00%	-	**
607110	Travel/Conference/Meetings	200	200	-	-	0.00%	-	**
607115	Training	1,000	1,000	350	350	35.00%	299	17.06%
608115	Inspection Services	457,795	457,795	51,602	348,333	76.09%	391,707	-11.07%

* = Actual data is reported through January.

Community Development-Lilley
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21			FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *	% of Budget		
4200	Building Regulation, Continued							
608135	Microfilming	10,000	10,000	-	-	0.00%	-	**
611116	Payment to Other Agencies	-	2,390	401	1,196	**	-	100.00%
612105	Vehicle Replacement Charge	-	-	-	-	**	33	-100.00%
612115	Liability Insurance Charge	-	-	-	-	**	2,826	-100.00%
612125	Employee Benefits	-	-	-	-	**	8,732	-100.00%
4200	Building Regulation Total	563,050	565,440	59,745	400,427	70.82%	440,625	-9.12%
4400	Business Relations							
607115	Training	500	500	-	-	0.00%	-	**
608105	Professional Services	20,000	20,000	-	-	0.00%	-	**
608145	Information Technology	600	600	-	250	41.67%	-	100.00%
610210	Business Relations Programs	-	-	-	19	**	-	100.00%
4400	Business Relations	21,100	21,100	-	269	1.27%	-	100.00%
101	GENERAL FUND TOTAL	\$ 1,154,620	\$ 1,532,010	\$ 155,243	\$ 747,481	48.79%	\$ 640,957	16.62%
102	General Fund (Transactions & Use Tax)							
4100	Planning							
608105	Professional Services	-	19,063	-	-	**	-	**
4100	Planning	-	19,063	-	-	**	-	**
4400	Business Relations							
501110	Salaries-Regular	-	-	-	-	**	2,215	-100.00%
502100	Retirement	-	-	-	-	**	369	-100.00%
502105	Workers Comp Insurance	-	-	-	-	**	379	-100.00%
502110	Health/Life Insurance	-	-	-	-	**	30	-100.00%
502120	Medicare/Fica	-	-	-	-	**	85	-100.00%
602110	Office Expense	-	-	-	-	**	962	-100.00%
607100	Membership/Dues	-	-	-	-	**	275	-100.00%
607110	Travel/Conference/Meetings	-	-	-	-	**	1,004	-100.00%
608125	Advertising/ Business Dev't	-	-	-	-	**	1,950	-100.00%
612105	Vehicle Replacement Charge	-	-	-	-	**	715	-100.00%
612115	Liability Insurance Charge	-	-	-	-	**	2,074	-100.00%
612125	Employee Benefits	-	-	-	-	**	6,408	-100.00%
4400	Business Relations	-	-	-	-	**	16,466	-100.00%
102	TRANSACTIONS AND USE TAX TOTAL	\$ -	\$ 19,063	\$ -	\$ -	**	\$ 16,466	-100.00%
	TOTAL COMMUNITY DEVELOPMENT	\$ 1,154,620	\$ 1,551,073	\$ 155,243	\$ 747,481	48.19%	\$ 657,423	13.70%

* = Actual data is reported through January.

Community Service - Bobadilla
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *			
101	General Fund							
5100	Parks and Recreation							
501110	Salaries-Regular	\$ 367,335	\$ 367,335	\$ 29,494	\$ 196,087	53.38%	\$ 182,069	7.70%
501115	Salaries-Overtime	-	-	-	-	**	120	-100.00%
501120	Salaries-Part Time	87,770	87,770	3,554	25,210	28.72%	31,771	-20.65%
502100	Retirement	96,235	96,235	7,275	48,531	50.43%	16,665	191.22%
502105	Workers Comp Insurance	-	-	-	-	**	6,360	-100.00%
502110	Health/Life Insurance	23,020	23,020	3,687	23,410	101.69%	22,666	3.28%
502111	Medical In-Lieu Pay	-	-	750	750	**	-	100.00%
502115	Unemployment Insurance	2,850	2,850	995	1,004	35.23%	1,330	-24.51%
502120	Medicare/Fica	6,600	6,600	471	3,154	47.79%	3,080	2.40%
502130	Other Benefit Charges	1,285	1,285	66	461	35.88%	-	100.00%
602100	Special Dept Expense	4,430	4,430	442	2,372	53.54%	2,657	-10.73%
602110	Office Expense	1,600	1,600	154	743	46.44%	1,921	-61.32%
602113	Social Media	2,500	2,500	700	750	30.00%	-	100.00%
602115	Postage	400	400	-	3,219	804.75%	-	100.00%
602150	Recreation Brochure Mailing	8,000	8,000	4,416	7,541	94.26%	15,859	-52.45%
603110	Building Maintenance	10,485	10,485	-	-	0.00%	2,700	-100.00%
607100	Membership/Dues	1,160	1,160	-	-	0.00%	165	-100.00%
607115	Training	1,500	1,500	-	-	0.00%	2,775	-100.00%
608100	Contractual Services	8,000	8,000	-	-	0.00%	-	**
608107	Financial Services	-	-	-	55	**	-	100.00%
608150	Contractual Recreation Program	-	-	-	-	**	10,106	-100.00%
609100	Special Events	10,905	10,905	446	3,330	30.54%	4,260	-21.83%
609115	Excursions	-	-	-	-	**	542	-100.00%
609200	Senior Citizen Program	1,200	1,200	107	152	12.67%	367	-58.58%
612105	Vehicle Replacement Charge	6,800	6,800	567	3,967	58.34%	7,857	-49.51%
612115	Liability Insurance Charge	53,705	53,705	-	53,636	99.87%	17,763	201.95%
612125	Employee Benefits	-	-	-	-	**	54,884	-100.00%
5100	Parks and Recreation Total	695,780	695,780	53,124	374,372	53.81%	385,917	-2.99%
5200	Community Services Center (Beach)							
501120	Salaries-Part Time	-	-	-	-	**	5,183	-100.00%
502105	Workers Comp Insurance	-	-	-	-	**	538	-100.00%
502120	Medicare/Fica	-	-	-	-	**	78	-100.00%
602100	Special Dept Expense	4,820	4,820	-	-	0.00%	1,604	-100.00%
602110	Office Expense	1,000	1,000	-	-	0.00%	632	-100.00%
603105	Equipment Maintenance	-	-	-	-	**	23	-100.00%
603110	Building Maintenance	6,695	6,695	304	2,320	34.65%	32,273	-92.81%
604105	Utilities	9,540	9,540	-	-	0.00%	3,966	-100.00%
612105	Vehicle Replacement Charge	400	400	33	233	58.25%	423	-44.92%
612115	Liability Insurance Charge	-	-	-	-	**	524	-100.00%
612125	Employee Benefits	-	-	-	-	**	1,620	-100.00%
5200	Community Services Ctr (Beach)	22,455	22,455	337	2,553	11.37%	46,894	-94.56%
5300	Stanton Central Park							
501110	Salaries-Regular	64,085	64,085	4,358	30,743	47.97%	19,550	57.25%
501120	Salaries-Part Time	77,775	77,775	6,805	41,390	53.22%	60,279	-31.34%
502100	Retirement	14,575	14,575	988	6,982	47.90%	1,366	411.13%
502105	Workers Comp Insurance	-	-	-	-	**	7,107	-100.00%

* = Actual data is reported through January.

Community Service - Bobadilla
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *			
5300	Stanton Central Park, Continued							
502110	Health/Life Insurance	5,120	5,120	639	4,181	81.66%	2,564	63.07%
502111	Medical In-Lieu Pay	-	-	163	163	**	-	100.00%
502115	Unemployment Insurance	1,800	1,800	359	696	38.67%	740	-5.95%
502120	Medicare/Fica	2,055	2,055	163	1,059	51.53%	1,222	-13.34%
502130	Other Benefit Charges	1,375	1,375	100	611	44.44%	-	100.00%
602100	Special Dept Expense	2,000	2,000	-	-	0.00%	873	-100.00%
602110	Office Expense	500	500	87	356	71.20%	86	313.95%
604105	Utilities	630	630	-	-	0.00%	385	-100.00%
612115	Liability Insurance Charge	-	-	-	-	**	6,912	-100.00%
612125	Employee Benefits	-	-	-	-	**	21,357	-100.00%
5300	Stanton Central Park	169,915	169,915	13,662	86,181	50.72%	122,441	-29.61%
5400	Senior Nutrition Program							
501110	Salaries-Regular	-	-	254	4,109	**	-	100.00%
501120	Salaries-Part Time	30,825	30,825	1,704	16,717	54.23%	-	100.00%
502100	Retirement Charges	-	-	58	933	**	-	100.00%
502110	Health/Life Insurance	445	445	41	631	141.80%	-	100.00%
502111	Medical In-Lieu Pay	-	-	100	100	**	-	100.00%
502115	Unemployment Insurance	525	525	75	75	14.29%	-	100.00%
502120	Medicare/Fica	445	445	30	310	69.66%	-	100.00%
502130	Other Benefit Charges	530	530	25	243	45.85%	-	100.00%
5400	Senior Nutrition Program	32,770	32,770	2,287	23,118	70.55%	-	100.00%
		\$ 920,920	\$ 920,920	\$ 69,410	\$ 486,224	52.80%	\$ 555,252	-12.43%
102	General Fund (Transactions & Use Tax)							
5100	Parks and Recreation							
501120	Salaries-Part Time	-	-	-	-	**	492	-100.00%
502120	Medicare/Fica	-	-	-	-	**	7	-100.00%
5100	Parks and Recreation	-	-	-	-	**	499	-100.00%
102	TRANSACTIONS AND USE TAX TOTAL	\$ -	\$ -	\$ -	\$ -	**	\$ 499	-100.00%
	TOTAL COMMUNITY SERVICES	\$ 920,920	\$ 920,920	\$ 69,410	\$ 486,224	52.80%	\$ 555,751	-12.51%

* = Actual data is reported through January.

Transfers to Other Funds-Bannigan
January 2021 General Fund Expenditures (58% of year)

Acct. No.	Description	FY 2020/21 Adopted Budget	FY 2020/21 Amended Budget	FY 2020/21		% of Budget	FY 2019/20 Actual*	% Change From Prior Year
				Activity During January	Year to Date Actual *			
101	General Fund							
1600	Non-Departmental							
800250	Transfer to Fact Grant	\$ 24,750	\$ 24,750	\$ 2,063	\$ 14,438	58.34%	\$ 76,000	-81.00%
800251	Transfer to Senior Transportation Fund	9,430	9,430	251	1,957	20.75%	-	100.00%
800280	Transfer to SCP Maintenance Fund	-	-	-	-	**	-	-100.00%
800604	Transfer to Employee Benefits Fund	-	-	-	-	**	-	100.00%
	TOTAL TRANSFERS OUT	\$ 34,180	\$ 34,180	\$ 2,314	\$ 16,395	47.97%	\$ 76,000	-78.43%

* = Actual data is reported through January.

ATTACHMENT C

General Fund - Fund Balance Status

	General Fund (101)	Measure GG Transaction & Use Tax Fund (102)	Total
<u>Reserves as of June 30, 2020:</u>			
Economic Uncertainty	\$ 4,100,000		\$ 4,100,000
Emergency Equipment Maintenance	250,000		250,000
Emergency Disaster Continuity	2,500,000		2,500,000
Capital Improvement	7,324,410		7,324,410
Subtotal	14,174,410	-	14,174,410
Available Fund Balance (unreserved)	1,517,810	4,678,926	6,196,736
Total Fund Balance (Reserves & Available Fund Balance) as of June 30, 2020	15,692,220	4,678,926	20,371,146
Estimated increase (decrease) of fund balance during Fiscal Year 2020-21	2,577,605	(3,727,065)	(1,149,460)
Total Projected Fund Balance (Reserves & Available Fund Balance) as of June 30, 2021	\$ 18,269,825	\$ 951,861	\$ 19,221,686

HOUSING AUTHORITY FUND (#285)
January 2021 Revenues and Expenditures (58% of year)

Account No.	Description	FY 2020/21		FY 2020/21			FY 2019/20 Actual *	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During January	Year to Date Actual *	% of Budget		
REVENUES								
435100	Interest	\$ 250,000	\$ 250,000	\$ -	\$ 56,548	22.62%	\$ 212,529	-73.39%
435110	Unrealized Gains/Losses	-	-	(5,311)	(41,039)	**	-	**
436140	Tina Way/Pacific Ave. Property Rent	500,000	500,000	174,795	291,201	58.24%	295,730	-1.53%
437135	Expense Reimbursement	10,000	10,000	-	1,171	11.71%	6,643	-82.37%
437145	Sale Of Assets	-	-	-	210,000	**	-	100.00%
437195	Other Revenue	1,500	-	-	-	**	6,643	-100.00%
439741	Transfer from Stanton Successor Agency	-	-	-	-	**	3,377,369	-100.00%
TOTAL REVENUES		\$ 761,500	\$ 760,000	\$ 169,484	\$ 517,881	68.14%	\$ 3,898,914	-86.72%
ESTIMATED EXPENDITURES AND OTHER USES								
Salaries and Benefits								
501110	Salaries-Regular	150,735	210,620	15,904	99,506	47.24%	48,131	106.74%
501115	Salaries-Overtime	-	-	-	215	**	-	100.00%
501120	Salaries-Part-Time	2,135	2,135	184	1,228	57.52%	1,207	1.74%
502100	Retirement	37,170	53,965	3,717	22,731	42.12%	4,677	386.02%
502105	Workers' Compensation	-	-	-	-	**	1,905	-100.00%
502110	Health/Life Insurance	9,720	13,260	1,925	11,105	83.75%	8,058	37.81%
502111	Medical in Lieu	-	-	60	60	**	-	100.00%
502115	Unemployment Insurance	465	695	441	974	140.14%	247	100.00%
502120	Medicare/FICA	2,220	3,140	223	1,394	44.39%	727	91.75%
502130	Other Benefits	100	715	11	68	9.51%	-	100.00%
Total-Salaries and Benefits		202,545	284,530	22,465	137,281	48.25%	64,952	111.36%
Maintenance and Operations								
602100	Special Department Expense	-	-	-	26,144	**	12,679	106.20%
602110	Office Expense	1,000	1,000	-	-	0.00%	35	-100.00%
602115	Postage	200	200	-	208	104.00%	-	100.00%
602140	Materials and Supplies	-	5,000	-	-	0.00%	-	100.00%
603120	Minor Repairs	76,000	76,000	1,328	5,346	7.03%	8,380	-36.21%
604105	Utilities	50,000	50,000	431	34,501	69.00%	11,661	195.87%
607100	Membership Dues	-	-	-	4,630	**	-	100.00%
608100	Contractual Services	-	3,043,560	-	607,712	19.97%	-	100.00%
608105	Professional Services	250,000	503,025	24,972	130,224	25.89%	159,922	-18.57%
608130	Temporary Help	-	1,190	-	1,851	155.55%	-	100.00%
611110	O.C. Sanitation User Fee	15,000	15,000	-	20,933	139.55%	-	100.00%
610135	Relocation Assistance	-	240,000	-	70,832	29.51%	2,563	2663.64%
Total-Maintenance and Operations		392,200	3,934,975	26,731	902,381	22.93%	195,240	362.19%
Allocated Charges								
612105	Vehicle Replacement Charge	3,070	3,070	256	1,791	58.34%	3,505	-48.90%
612115	Liability Insurance Charge	-	-	-	-	**	7,087	-100.00%
612125	Employee Benefits Charge	-	-	-	-	**	21,898	-100.00%
612140	Information Technology Charge	17,710	17,710	1,476	10,331	58.33%	-	100.00%
612200	Allocated Charges	-	-	-	-	**	6,844	-100.00%
614205	Admin Overhead	26,030	26,030	2,744	17,145	65.87%	-	100.00%
Total-Allocated Charges		46,810	46,810	4,476	29,267	62.52%	39,334	-25.59%
Capital Outlay								
760100	Demolition/Condemnation	20,000	320,000	-	43,686	13.65%	-	100.00%
790100	Land Acquisition	-	1,961,440	-	1,961,438	100.00%	7,419,743	-73.56%
Total-Capital Outlay		20,000	2,281,440	-	2,005,124	87.89%	7,419,743	-72.98%
TOTAL EXPENDITURES		\$ 661,555	\$ 6,547,755	\$ 53,672	\$ 3,074,053	46.95%	\$ 7,719,269	-60.18%
REVENUES OVER (UNDER) EXPENDITURES		\$ 99,945	\$ (5,787,755)	\$ 115,812	\$ (2,556,172)		\$ (3,820,355)	

* = Actual data is reported through January.

Housing Authority Fund (Fund 285) - Fund Balance Status

Available Fund Balance as of June 30, 2020	\$ 15,593,383
Estimated increase (decrease) of fund balance during Fiscal Year 2020-21	<u>(5,659,430)</u>
Projected Available Fund Balance as of June 30, 2021	<u><u>\$ 9,933,953</u></u>

CITY OF STANTON
FY 2020/21
STATUS OF CAPITAL IMPROVEMENT PROJECTS (CIP)
JULY 1, 2020 THROUGH JANUARY 31, 2021

Account No.	Description	Adopted Budget 2020/21	Amended Budget 2020/21	YTD Actual 2020/21	Encumbrances	% Spent (Includes Encumbrances)	Remaining Budget
Street Projects							
710205	Citywide Street Rehabilitation - Fiscal Year 2020/21	\$ 1,074,000	\$ 1,074,000	\$ 666,656	\$ 71,000	68.7%	\$ 274,244
710205	Design of Slurry Seal Project	-	8,925	8,330	592	100.0%	3
710200	Slurry Seal Construction - Fiscal Year 2020/21	613,000	613,000	488,201	75,107	91.9%	111,792
710106	Traffic Signal Improvements - Fiscal Year 2020/21	205,000	205,000	-	-	0.0%	205,000
710125	City-wide Concrete Repair - Fiscal Year 2020/21	52,000	52,000	-	-	0.0%	52,000
710190	Design of Citywide Street Reconstruction Project	-	37,425	6,526	30,899	100.0%	-
710190	Miscellaneous Street Repairs - Fiscal Year 2020/21	26,000	26,000	-	-	0.0%	26,000
710195	Citywide Concrete Improvement Project - Fiscal Year 2019/20	-	75,600	27,307	48,292	100.0%	1
Total Street Projects		\$ 1,970,000	\$ 2,091,950	\$ 1,197,020	\$ 225,890	68.0%	\$ 669,040
Parks Projects							
750102	Park Master Plan	\$ 103,000	\$ 103,000	\$ -	\$ -	0.0%	\$ 103,000
750111	Hollenbeck Rubber Replacement	205,000	205,000	-	-	0.0%	205,000
750121	Premier Park Play Equipment and Rubber	205,000	205,000	-	-	0.0%	205,000
750132	Harry Dotson Rubber	72,000	72,000	-	-	0.0%	72,000
Total Parks Projects		\$ 585,000	\$ 585,000	\$ -	\$ -	0.0%	\$ 585,000
Sewer							
730105	Sewer Improvements - Fiscal Year 2020/21	\$ 1,635,000	\$ 1,635,000	\$ 14,522	\$ 207,752	13.6%	1,412,726
Total Sewer		\$ 1,635,000	\$ 1,635,000	\$ 14,522	\$ 207,752	13.6%	\$ 1,412,726
GRAND TOTAL		\$ 4,190,000	\$ 4,311,950	\$ 1,211,542	\$ 433,642	38.2%	\$ 2,666,766
Funding Source							
211	Gas Tax Fund	\$ 120,340	\$ 204,865	\$ 35,637	\$ 48,884	41.3%	\$ 120,344
215	Road Maintenance Rehabilitation Account (RMRA) (SB-1)	810,850	848,275	570,182	101,899	79.2%	176,194
220	Measure M Turnback Fund	790,000	790,000	446,391	75,107	66.0%	268,502
262	Traffic Signal Impact Fees Fund	26,000	26,000	-	-	0.0%	26,000
305	Capital Projects Fund (Reserves)	222,810	222,810	144,810	-	65.0%	78,000
310	Park and Recreation Facilities Fund	585,000	585,000	-	-	0.0%	585,000
501	Sewer Maintenance Fund	1,635,000	1,635,000	14,522	207,752	13.6%	1,412,726
GRAND TOTAL		\$ 4,190,000	\$ 4,311,950	\$ 1,211,542	\$ 433,642	38.2%	\$ 2,666,766

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and City Council

DATE: March 23, 2021

SUBJECT: RESOLUTION INITIATING PROCEEDINGS AND ORDERING THE ENGINEER TO PREPARE AND TO FILE A REPORT FOR THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 AND TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH HARRIS & ASSOCIATES FOR ANNUAL ADMINISTRATION SERVICES FOR STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1, PROTECTIVE SERVICES TAX ROLL, AND SEWER USER FEE

REPORT IN BRIEF:

As part of the annual update to the Lighting and Landscape District No. 1, certain procedural resolutions must be adopted by the City Council. The proposed resolution orders the Engineer's report for the Fiscal Year 2021-22 update.

RECOMMENDED ACTION:

1. City Council find 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. Adopt Resolution No. 2021-06 initiating proceedings and ordering the Engineer's report for the Fiscal Year 2021-22 update, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, INITIATING PROCEEDINGS FOR THE ANNUAL ASSESSMENTS FOR THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR THE FISCAL YEAR BEGINNING JULY 1, 2021, AND ENDING JUNE 30, 2022; AND ORDERING THE ENGINEER TO PREPARE AND FILE A REPORT IN ACCORDANCE THEREWITH".

ANALYSIS:

The Stanton Lighting and Landscaping District No. 1 (“District”) was formed on March 10, 1981, and currently provides funding for maintenance and improvements for the City’s street lights, traffic signals, and medians. Each parcel in the City is assessed a proportionate share of the District’s costs each year. The assessments appear on the property tax bill. Assessments are established upon an Engineer’s assessment of each property’s relative benefit from the services provided by the District.

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED

4. Ensure Fiscal Stability and Efficiency in Governance

Prepared by:

/s/ Michelle Bannigan

Michelle Bannigan, CPA
Finance Director

Approved by:

/s/ Jarad L. Hildenbrand

Jarad L. Hildenbrand
City Manager

Attachment:

A. Resolution No. 2021-06

RESOLUTION NO. 2021-06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, INITIATING PROCEEDINGS FOR THE ANNUAL ASSESSMENTS FOR THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR THE FISCAL YEAR BEGINNING JULY 1, 2021, AND ENDING JUNE 30, 2022; AND ORDERING THE ENGINEER TO PREPARE AND FILE A REPORT IN ACCORDANCE THEREWITH

WHEREAS, on March 10, 1981, the City Council adopted Resolution No. 81-20 forming the Stanton Lighting and Landscaping District No. 1 (“the District”), pursuant to the provisions of the “Landscape and Lighting Act of 1972,” being Division 15, Part 2 of the Streets and Highways Code of the State of California (the “Act”); and

WHEREAS, the public interest and convenience require the City to initiate proceedings for the level of Annual Assessments within the District for Fiscal Year 2021-22, for the purposes provided therefore in the Act and in Resolution No. 81-20; and

WHEREAS, Section 22622 of the Act requires the City to adopt a resolution generally describing any proposed new improvements or any substantial changes in the existing improvements and ordering the Engineer to prepare and file a report in accordance with Article 4 of the Act;

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

SECTION 1: The above recitals are true and correct.

SECTION 2: The City Council further finds that this Resolution is not subject to the California Environmental Quality Act (“CEQA”) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378 of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has not potential for resulting in physical change to the environment, directly, or indirectly).

SECTION 3: Except as set forth in the Engineer’s Report, no new improvements or substantial changes in existing improvements are contemplated within the District.

SECTION 4: The City Manager is directed to cause the preparation of a report in accordance with Article 4 of the Act for the District, and upon completion, to file said report with the City Clerk, who shall then submit the same to the City Council for its consideration.

SECTION 5: The City Clerk shall certify as to the adoption of this Resolution.

ADOPTED, SIGNED AND APPROVED this 23rd day of March 2021.

DAVID J. SHAWVER
MAYOR

APPROVED AS TO FORM:

HONGDAO NGUYEN
CITY ATTORNEY

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF STANTON)

ATTEST:

I, Patricia A. Vazquez, City Clerk of the City of Stanton, California, DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2021-06 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 March 23, 2021, 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: March 23, 2021

SUBJECT: AWARD OF CONTRACT FOR PROFESSIONAL CROSSING GUARD SERVICES TO ALL CITY MANAGEMENT SERVICES BY THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA

REPORT IN BRIEF:

Staff solicited Proposals to provide crossing guard services for the local Stanton schools. One proposal was received and evaluated. Based on this qualifications-based selection process, staff recommends awarding the contract to All City Management Services. The cost for completing these services is a maximum amount of \$43,163.

RECOMMENDED ACTIONS:

1. City Council declare this project to be categorically exempt under the California Environmental Quality Act, Class 1, Section 15301 (c); and
2. Award a contract for professional crossing guard services to All City Management Services to provide crossing guard services for a maximum contract amount of \$43,163; and
3. Authorize the City Manager to bind the City of Stanton and All City Management Services in a one-year contract to provide professional crossing guard services.

BACKGROUND:

For over twenty years, the City of Stanton provided crossing guard services to the local schools at an annual cost of approximately \$50,000 for six locations in three school districts including: Magnolia School District, Savanna School District and Anaheim Union High School District. During the adoption of the FY 11/13 budget, the crossing guards were eliminated from the budget. The school districts were notified of the change and they requested that the City continue to manage the contract for the crossing guards, but that the school districts would pay for the cost. In conjunction with the change, the number of sites serviced was reduced to three sites.

ANALYSIS/JUSTIFICATION:

School safety has always been a priority of the City of Stanton. City Council was pleased to be able to include funding in the FY 15/16 budget for crossing guards servicing the local school district thanks to additional funding received from the approval of Measure GG and the corresponding transactions and use tax.

On March 3, 2021, staff issued a request for proposals (RFP) for FY 21/22 Crossing Guard Services. Staff reached out to many security and crossing guard companies in an effort to receive the best proposals. One proposal were received and evaluated.

The result was that All City Management Services was selected to perform the required services for this project. The City has had a longstanding positive relationship with All City Management Services and they currently have over 150 agencies to whom they provide crossing guard services. The total amount of this contract will not exceed \$43,163.

The fee schedule was opened after selection to make sure that the fees were reasonable.

Company	Hourly Fee	Hours	Total
All City Management Services	\$ 24.10	1,791 per year	\$ 43,163 per year

Please note staff had bid this contract out in 2020 just before COVID shuttered many of the schools. As such the contract was not awarded. However, the following is a listing of the bids we received at that time:

Company	Hourly Fee	Hours	Total
All City Management Services	\$ 22.63	1,791 per year	\$ 40,530.00 per year
California Panther Security	\$ 31.50	120 per week	\$ 3,780.00 per week

Staff found that the fees from All City Management Services were much less than the fees proposed by the other firm. As such their fees were found to be reasonable, but as mentioned this contract was never awarded.

FISCAL IMPACT:

Staff will request the appropriate funding in the Fiscal Year 2021/22 budget.

ENVIRONMENTAL IMPACT:

This project is categorically exempt under the California Environmental Quality Act, Class 1, and Section 15301 (c) as replacement of existing facilities.

LEGAL REVIEW:

None.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

3 – Provide a quality infrastructure.

PUBLIC NOTIFICATION:

Notifications and advertisement were performed as prescribed by law.

Prepared by:

Concur:

/s/ Allan Rigg

/s/ Michelle Bannigan

Allan Rigg, P.E. AICP
Public Works Director/City Engineer

Michelle Bannigan, CPA
Finance Director

Approved by:

/s/ Jarad L. Hildenbrand

Jarad Hildenbrand
City Manager

Attachments:

- (1) Professional Services Agreement
- (2) Proposal from All City Management Services

Attachment: A

CITY OF STANTON

AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made and effective as of March 23, 2021, between the City of Stanton, a California Municipal Corporation ("City") and All City Management Service, Inc. ("Consultant"). In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. **TERM**

This Agreement shall commence on July 1, 2021 and shall remain and continue in effect until tasks described herein are completed, but in no event later than June 30, 2022 unless sooner terminated pursuant to the provisions of this Agreement. Prior to the expiration of this agreement on June 30, 2022, the City may in its sole discretion extend this agreement for additional one-year periods upon terms acceptable to the City for up to three years.

2. **SERVICES**

Consultant shall perform the tasks described and set forth in Exhibit A, attached hereto and incorporated herein as though set forth in full. Consultant shall complete the tasks according to the schedule of performance which is also set forth in Exhibit A.

3. **PERFORMANCE**

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

4. **CITY MANAGEMENT**

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

5. **PAYMENT**

(a) The City agrees to pay Consultant monthly, in accordance with the payment rates and terms and the schedule of payment as set forth herein, attached hereto and incorporated herein by this reference as though set forth in full, based upon actual time spent on the above tasks. This amount shall not exceed \$43,163 for the total term of the Agreement unless additional payment is approved as provided in this Agreement. The total amount consists of \$43,163 annually for 1,791 hours a year at the rate of \$24.10 per hour. In the event of legislatively-mandated increases in wages and benefits for California employees during the Term of the Contract, Consultant may request an increase of the Contract rate of \$24.10 per hour, subject to City's approval. The Consultant shall provide the City 60 days' notice and justification of its request to adjust pricing. The City retains sole discretion to approve the Consultant's request, but in any event agrees to review and respond to the Consultant's notice and request within 30 days of receipt. Should the City exercise its discretion not to approve the Consultant's request, the Consultant shall have the right to terminate the Contract within 90 days of notice of disapproval by the City.

(b) Consultant shall not be compensated for any services rendered in connection with its performance of this Agreement that are in addition to those set forth herein, unless such additional services are authorized in advance and in writing by the City Manager. Consultant shall be compensated for any additional services in the amounts and in the manner as agreed to by City Manager and Consultant at the time City's written authorization is given to Consultant for the performance of said services. The City Manager may approve additional work not to exceed ten percent (10%) of the amount of the Agreement, but in no event shall such sum exceed ten thousand dollars (\$10,000). Any additional work in excess of this amount shall be approved by the City Council.

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

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

(a) The City may at any time, for any reason, with or without cause, suspend or terminate this Agreement, or any portion hereof, by serving upon the consultant at least ten (10) days prior written notice. Upon receipt of said notice, the Consultant shall immediately cease all work under this Agreement, unless the notice provides otherwise. If the City suspends or

terminates a portion of this Agreement such suspension or termination shall not make void or invalidate the remainder of this Agreement.

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

7. **DEFAULT OF CONSULTANT**

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

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

8. **OWNERSHIP OF DOCUMENTS**

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

(b) Upon completion of, or in the event of termination or suspension of this Agreement, all original documents, designs, drawings, maps, models, computer files, surveys, notes, and other documents prepared in the course of providing the services to be performed pursuant to this Agreement shall become the sole property of the City and may be used, reused, or otherwise disposed of by the City without the permission of the Consultant. However, use of data by City for other than the project that is the subject of this agreement shall be at City's sole risk without legal liability or exposure to Consultant. With respect to computer files, Consultant shall make available to the City, at the Consultant's office and upon reasonable written request by the City, the necessary computer software and hardware for purposes of accessing, compiling, transferring, and printing computer files.

9. **INDEMNIFICATION**

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

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

(c) General Indemnification Provisions. Consultant agrees to obtain executed indemnity agreements which indemnify, protect, defend and hold

harmless the City from liability, with provisions identical to those set forth here in this Section 9 from each and every subcontractor or any other person or entity involved by, for, with or on behalf of Consultant in the performance of this Agreement. In the event Consultant fails to obtain such indemnity obligations from others as required, this failure shall be a material breach of this Agreement, and Consultant agrees to be fully responsible according to the terms of this entire Section 9. City has no obligation to ensure compliance with this Section by Consultant and failure to do so will in no way act as a waiver. This obligation to indemnify and defend City is binding on the successors, assigns or heirs of Consultant, and shall survive the termination of this Agreement or this section.

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

10. **INSURANCE**

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

11. **INDEPENDENT CONSULTANT**

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

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

12. **LEGAL RESPONSIBILITIES**

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

13. **UNDUE INFLUENCE**

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

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

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

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

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

(b) Consultant shall promptly notify City should Consultant, its officers, employees, agents, or sub consultants be served with any summons,

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

16. **NOTICES**

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

To City:	City of Stanton 7800 Katella Ave Stanton, California 90680 Attention: City Clerk
----------	---

To Consultant:	All City Management 10440 Pioneer Blvd. Suite 5 Santa Fe Springs, CA 90670
----------------	--

17. **ASSIGNMENT**

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

18. **LICENSES**

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

19. **GOVERNING LAW**

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

20. **ENTIRE AGREEMENT**

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

21. **CONTENTS OF PROPOSAL**

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

22. **AUTHORITY TO EXECUTE THIS AGREEMENT**

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

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

CITY OF STANTON

CONSULTANT

By: _____
Jarad Hildenbrand
City Manager

By: _____
(Signature)

(Typed Name)

Its: _____

Attest:

Patricia A. Vazquez, City Clerk

Approved As To Form:

Hongdao Nguyen, City Attorney

EXHIBIT A

TASKS TO BE PERFORMED

Consultant agrees to provide three (3) crossing guards at the three sites selected by the City with normal off site supervision. The agreement shall be for three years, and subsequently renew from year to year with the same terms and conditions provided the parties agree in writing to any changes relative to the number of crossing guards, the hourly fee to be charged, and any other matters deemed necessary by either party.

The guards will be located at the following three intersections within or near the City:

1. Chanticleer and Dale Avenue (Robert M. Pyles Elementary)
2. Magnolia and Pacific Avenue (Ester L. Walter Elementary)
3. Cerritos and Knott Avenue (Hansen Elementary)

Consultant agrees that all individuals employed under this agreement will be employees of Consultant and that the Consultant will provide the recruitment, hiring, firing, payroll services, and yearly tax reporting of and for employees. Consultant will maintain personnel records on all employees, conduct background investigations on each individual hired to assure that the individual is qualified to serve as a crossing guard and represents to the City that each person will be competent to provide said services.

Consultant agrees to provide the service during such hours as are established by the City and on all days when public schools in the City are in session. Any guard hours required by the City in excess of the established hours shall result in an increase in the contract time.

Crossing guards will assist students and other pedestrians to cross the streets at their assigned intersection.

Consultant will be responsible for the supervision of all employees at all sites, including placement of alternate guards, monitoring of guard performance, and all guard training. All personnel complaints will be referred to and handled by the Consultant.

Consultant shall provide all equipment to be used by the crossing guards. This equipment typically consists of, but is not limited to; a jacket, stop sign, whistle, safety vest, shirt, and rain gear. Equipment shall be worn and used at all times in accordance with accepted standards within the industry and shall be properly and adequately maintained.

EXHIBIT B

INSURANCE REQUIREMENTS

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

Consultant shall provide the following types and amounts of insurance:

1. **Commercial General Liability Insurance** using Insurance Services Office "Commercial General Liability" policy form CG 00 01 or the exact equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits are subject to review but in no event less than \$1,000,000 per occurrence.
2. **Business Auto Coverage** on ISO Business Auto Coverage form CA 00 01 including symbol 1 (Any Auto) or the exact equivalent. Limits are subject to review, but in no event to be less than \$1,000,000 per accident. If Consultant owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Consultant or Consultant's employees will use personal autos in any way on this project, Consultant shall provide evidence of personal auto liability coverage for each such person.
3. **Workers Compensation** on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident or disease.

General conditions pertaining to provision of insurance coverage by Consultant. Consultant and City agree to the following with respect to insurance provided by Consultant:

1. Consultant agrees to have its insurer endorse the third party general liability coverage required herein to include as additional insureds City, its officials, employees and agents, using standard ISO endorsement No. CG 2010 with an edition prior to 1992. Consultant also agrees to require all contractors, and subcontractors to do likewise.
2. No liability insurance coverage provided to comply with this Agreement shall prohibit Consultant, or Consultant's employees, or agents, from waiving the

right of subrogation prior to a loss. Consultant agrees to waive subrogation rights against City regardless of the applicability of any insurance proceeds, and to require all contractors and subcontractors to do likewise.

3. All insurance coverage and limits provided by Contractor and available or applicable to this Agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations limits the application of such insurance coverage.
4. None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to City and approved of in writing.
5. No liability policy shall contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured or of any contractor or subcontractor.
6. All coverage types and limits required are subject to approval, modification and additional requirements by the City, as the need arises. Consultant shall not make any reductions in scope of coverage (e.g. elimination of contractual liability or reduction of discovery period) that may affect City's protection without City's prior written consent.
7. Proof of compliance with these insurance requirements, consisting of certificates of insurance evidencing all of the coverages required and an additional insured endorsement to Consultant's general liability policy, shall be delivered to City at or prior to the execution of this Agreement. In the event such proof of any insurance is not delivered as required, or in the event such insurance is canceled at any time and no replacement coverage is provided, City has the right, but not the duty, to obtain any insurance it deems necessary to protect its interests under this or any other agreement and to pay the premium. Any premium so paid by City shall be charged to and promptly paid by Consultant or deducted from sums due Consultant, at City option.
8. Certificate(s) are to reflect that the insurer will provide 30 days notice to City of any cancellation of coverage. Consultant agrees to require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, or that any party will "endeavor" (as opposed to being required) to comply with the requirements of the certificate.
9. It is acknowledged by the parties of this Agreement that all insurance coverage required to be provided by Consultant or any subcontractor, is

intended to apply first and on a primary, non-contributing basis in relation to any other insurance or self insurance available to City.

10. Consultant agrees to ensure that subcontractors, and any other party involved with the project that is brought onto or involved in the project by Consultant, provide the same minimum insurance coverage required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with subcontractors and others engaged in the project will be submitted to City for review.
11. Consultant agrees not to self-insure or to use any self-insured retentions or deductibles on any portion of the insurance required herein and further agrees that it will not allow any contractor, subcontractor, Architect, Engineer or other entity or person in any way involved in the performance of work on the project contemplated by this Agreement to self-insure its obligations to City. If Consultant's existing coverage includes a deductible or self-insured retention, the deductible or self-insured retention must be declared to the City. At that time the City shall review options with the Consultant, which may include reduction or elimination of the deductible or self-insured retention, substitution of other coverage, or other solutions.
12. The City reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Consultant ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Consultant, the City will negotiate additional compensation proportional to the increased benefit to City.
13. For purposes of applying insurance coverage only, this Agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards performance of this Agreement.
14. Consultant acknowledges and agrees that any actual or alleged failure on the part of City to inform Consultant of non-compliance with any insurance requirement in no way imposes any additional obligations on City nor does it waive any rights hereunder in this or any other regard.
15. Consultant will renew the required coverage annually as long as City, or its employees or agents face an exposure from operations of any type pursuant to this Agreement. This obligation applies whether or not the Agreement is canceled or terminated for any reason. Termination of this obligation is not effective until City executes a written statement to that effect.

16. Consultant shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Proof that such coverage has been ordered shall be submitted prior to expiration. A coverage binder or letter from Consultant's insurance agent to this effect is acceptable. A certificate of insurance and/or additional insured endorsement as required in these specifications applicable to the renewing or new coverage must be provided to City within five days of the expiration of the coverages.
17. The provisions of any workers' compensation or similar act will not limit the obligations of Consultant under this Agreement. Consultant expressly agrees not to use any statutory immunity defenses under such laws with respect to City, its employees, officials and agents.
18. Requirements of specific coverage features or limits contained in this section are not intended as limitations on coverage, limits or other requirements nor as a waiver of any coverage normally provided by any given policy. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue, and is not intended by any party or insured to be limiting or all-inclusive.
19. These insurance requirements are intended to be separate and distinct from any other provision in this Agreement and are intended by the parties here to be interpreted as such.
20. The requirements in this Section supersede all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this Section.
21. Consultant agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge City or Consultant for the cost of additional insurance coverage required by this Agreement. Any such provisions are to be deleted with reference to City. It is not the intent of City to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against City for payment of premiums or other amounts with respect thereto.
22. Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the work performed under this Agreement. City assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve City.

ALL CITY MANAGEMENT SERVICES

“The Crossing Guard Company”

**A Proposal for
City of Stanton
Request for Proposal
Crossing Guard Services**

March, 15, 2021

Presented by



10440 Pioneer Boulevard, Suite 5, Santa Fe Springs, CA 90670

OFFICE PHONE: 800.540.9290 FAX: 310.202.8325

EMERGENCY DISPATCH: 877.363.2267

www.thecrossingguardcompany.com



ALL CITY MANAGEMENT SERVICES

March 12, 2021

City of Stanton Public Works Department
Allan Rigg; Director of Public Works
RFP for Crossing Guard Services
7800 Katella Avenue, Stanton, CA 90680-3162

Dear Mr. Rigg:

On behalf of All City Management Services, Inc. (ACMS), I would like to express our sincere appreciation for the potential opportunity to continue to serve the City of Stanton Crossing Guard Program. We are proud to have served the community of Stanton for the past twenty-nine years.

We have received the Request For Proposal have reviewed the Scope of Services and agree to the terms and conditions set forth. Please see our attached pricing.

Our goal is simple, to continue to relieve the City of Stanton of the day to day responsibilities of managing a Crossing Guard Program. As your full services contractor, we have assumed complete responsibility for the day to day operations of the Stanton Crossing Guard program. This includes recruitment, background clearance, hiring, training, equipment, payroll, supervision and management of the program.

We maintain local supervision, alternate guards, a paging system and a 24 hour 800 number to ensure adequate response and immediate back-up for any Crossing Guard absent from duty for any reason. We also establish communication with each school to ensure proper scheduling.

We have become the nation's largest provider of private crossing guards as a result of our singular focus to this industry as well development of benchmark training. This includes our "**Employee Handbook for School Crossing Guards**" which details our Job Requirements, the initial and ongoing Training we provide, including our Site Evaluations, our Rules of Conduct, Crossing Guard of the Year recognition and the Certification Requirements for all ACMS Crossing Guards.

We are certainly excited about the possibility of again providing Crossing Guard services for the City of Stanton. If you have any questions, please feel free to contact me at 800 540-9290

Sincerely,

Harlan Sims, Director of Marketing
harlan@thecrossingguardcompany.com



ALL CITY MANAGEMENT SERVICES

COMPANY PROFILE

All City Management Services, Inc. (ACMS) Serving over 250 cities, counties and school districts, we have successfully privatized and exclusively provided Crossing Guard services for over 34 years. ACMS currently employs over 6,500 Crossing Guards who are supported and managed by locally assigned Area Supervisors and second level management. We have experience managing small programs, mid-size programs and large programs in excess of 200 crossing guards.

One defining issue that distinguishes **ACMS** is that we are the only company that *exclusively* provides School Crossing Guard Services. It is our commitment to limiting the scope and focus of the company to School Crossing Guards that has helped us emerge as *"The Crossing Guard Company"*. We have successfully privatized the Crossing Guard programs for over 250+ agencies. Ultimately our clients become the beneficiaries of our single-minded approach toward this industry.

The heart of our business is in assuming responsibility for the task and challenges of conducting a successful Crossing Guard Program. Toward that end, in our typical contractual arrangement we assume responsibility for; recruitment, local hiring, background clearance compliant with Department of Justice standards, initial and ongoing training, payroll and administrative support functions, coordination of assigning qualified substitutes during absences, local supervision, complaint investigation and resolution, communicating with schools and site safety inspections.

One of the benefits we bring to any agency is our expertise in overseeing a seamless transition from public to private management of the program. The continuity of the Crossing Guards' employment is a key component of a seamless transition. We value the experiences and understanding of the Crossing Guards currently working in each program we manage. Much of our success with individual programs is a result of the experience and knowledge these Crossing Guards bring to our management.

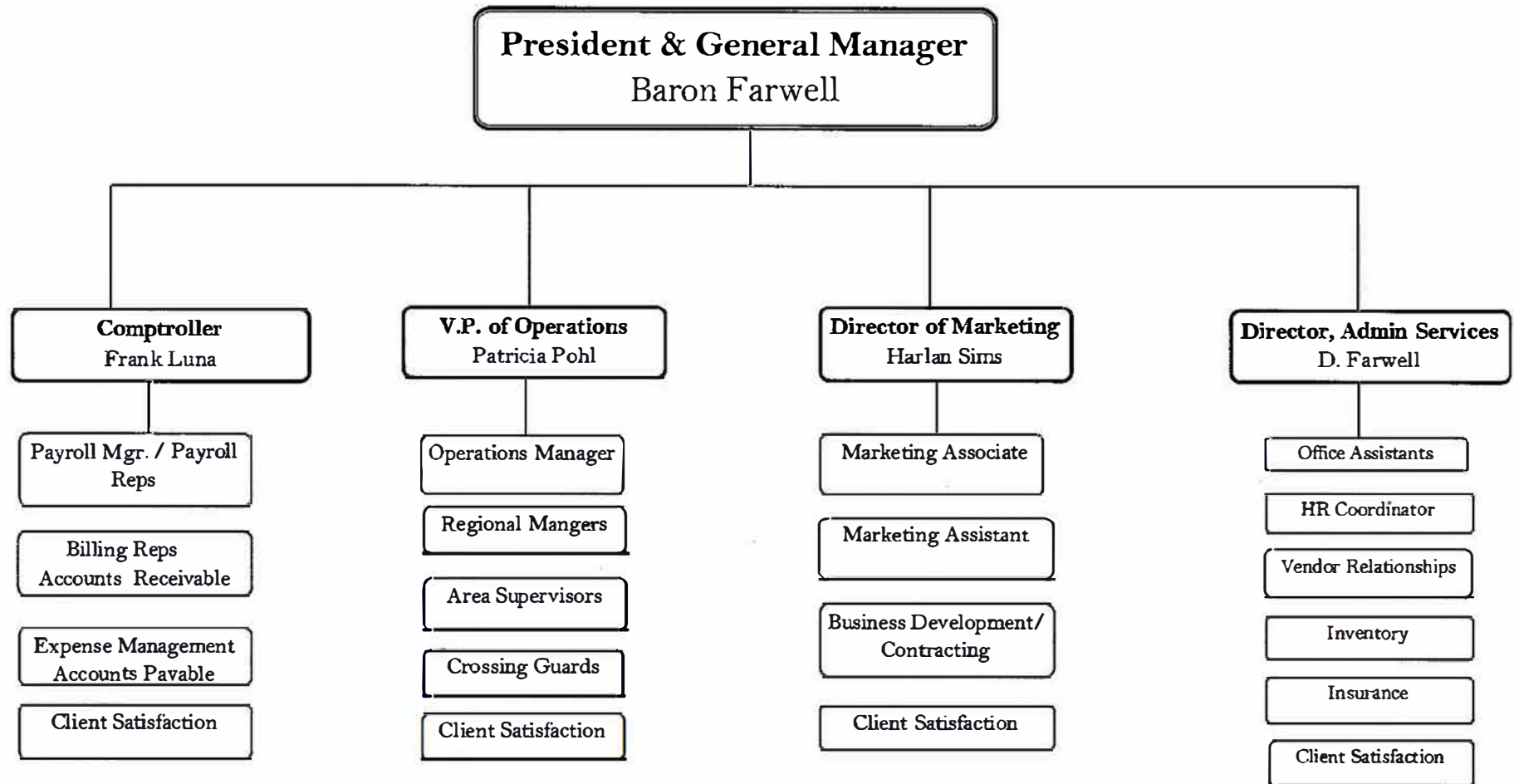
With over 34 years of experience, **ACMS** leads the Crossing Guard Industry in the development of Crossing Guard standards for training, supervision and safety.

Each program we have taken on has brought a unique set of issues and challenges. The heart of our success has been our ability to articulate these challenges and experiences into our training, policies and procedures to benefit all Crossing Guards in all the cities, towns and communities we service.

While the size of our Company reflects our broad-based knowledge and success in the industry, we understand that each agency, school district and community we serve comes with their own set of specific requirements and challenges.



ALL CITY MANAGEMENT SERVICES





ALL CITY MANAGEMENT SERVICES

City of Stanton



**Operations Manager
Kim Brooks
913 333 2563 cell**



**Regional Manager
Michele Busch
949 648 4514 cell**



**Area Supervisor
Michelle Fernandez
562 335 1865 cell**



Crossing Guards

Field Management Personnel

ACMS has over 34 years of outsourcing experience exclusively in the Crossing Guard industry. The most significant resources ACMS brings to any Crossing Guard program is the depth and scope of **management** provided by the years of experience brought by our operational management team. The community of Stanton will benefit from a team concept which consists of Area Supervisor, Regional Manager, Operations Manager and General Manager. Each Member of our management team is available 24 hours a day via cellular telephone. The following is a brief synopsis of the respective duties of each.

Area Supervisor (Michelle Fernandez): Michelle has considerable experience with ACMS and will continue to directly manage the City of Stanton program. She will handle all aspects of the daily supervision of the program of (3) Crossing Guards and alternate pool. With support from the Regional Manager Michelle will typically recruit, hire, train and provide personnel management for all the sites they oversee and interface with school staff as needed. In addition to communicating with the City and School staff, she is responsible for ensuring each employee receives the proper number of Site Performance Evaluations and completed the Certification mandates. Your Area Supervisor reports directly to the Regional Manager.

Regional Manager (Michele Busch): Michele has over 9 years in the industry providing field management and support for ACMS. She will serve as **Project Manager** and directly manage your Area Supervisor and provide training and support. Michele will also interface with the City of Stanton representative and School staff as needed. She will assist in the hiring of the Area Supervisor and Crossing Guards as well as the development and implementation of training programs and certification standards. Michele has considerable experience as a Project Manager including: Buena Park, CA; Santa Ana, CA; Lake Forest, CA; Costa Mesa, CA; Garden Grove, CA and she will ensure compliance with Company standards and City of Stanton expectations. She reports directly to the Operations Manager.

Operations Manager (Kim Brooks): Kim has over 5 years in the industry providing field management and support for ACMS. She is responsible for the development and implementation of operational standards, training programs, safety instruction and compliance with all legal requirements and restrictions. Works directly with Regional Manager to ensure all program standards are being met. Kim has extensive experience implementing and managing comparable and larger programs. She is responsible for initial training and orientation for all new client programs. Kim reports directly to General Manager.

President / General Manager (Baron Farwell): Baron has over 24 years of experience in the industry. Responsible for overall contract compliance. Works with Director of Field Operations on the development of training programs and implantation of safety standards. Coordinates the flow of information between operations and administrative staff. He has overall responsibility for every aspect of our service.

Approach and Management Plan

ACMS employs a Team Concept of management which results in efficient field operations as well as providing a multifaceted response to potential problems. The Operations Manager and Regional Manager work together (with input from City of Stanton) to establish specific program objectives and expectations. These Senior Managers then work directly with your Area Supervisor to implement the management plan.

The Regional Manager along with your local Area Supervisor; has responsibility for the direct management of the Crossing Guards and together they will continue to ensure City of Stanton operational expectations are met. Standards and expectations are communicated to Crossing Guards personally by their local supervisor so as to allow the employee a better understanding of the decision-making process. This helps reduce confrontational attitudes by establishing and enhancing the common goal of providing for the safety of school children.

Crossing Guard performance and compliance with safety standards will continue to be accomplished through regular site visits by the local Area Supervisor and Regional Manager. In addition to verbal training and counseling, these managers are supported by the use **Field Training Check Lists, Field Training Cards, Site Performance Evaluations**, independent Field Observations and a professionally produced Crossing Guard Safety DVD. Reports of satisfactory completion of all levels of training and ongoing safety reviews will be summarized and available to the City of Stanton representative.

Background checks and fingerprinting will be completed on all potential employees as allowed by California state law. Successful completion of the background check and Social Security verification via E-Verify is required prior to the employee being hired. ACMS understands eligible employees should have no current or prior felony convictions. ACMS will comply within the Equal Employment Opportunity Commission guidelines when making hiring decision based on criminal records.

After pre hire screening ACMS may conduct random field testing for drugs and or alcohol when use is suspected or at the discretion of management. ACMS has a strict policy on Drug and Alcohol abuse. This policy is included in our Employee Manual.

Internal minimum passing standards along with City of Stanton established standards would prevent any person from working as a Crossing Guard for the program who has been convicted of any crime of moral turpitude or a crime against children, including, but not limited to:

- Conduct in violation of California Penal Code or which requires registration under California Penal Code
- Conduct which requires registration under California Health and Safety Code;

- Any offense involving the use of force or violence upon another person;
- Any offense involving theft, fraud, dishonesty or deceit;
- Any offense involving the manufacture, sales, possession or use of a controlled substance
- Conspiracy or attempt to commit any of the aforementioned offenses.
- Any registered sex offender or narcotics offender.

Summary reports of background clearance on employees within the City of Stanton Crossing Guard program will be regularly available to the City.

ACMS will investigate all public complaints concerning crossing guard services. All incidents shall be reported to City within two (2) hours to advise the nature of complaint. ACMS shall furnish a written report within five (5) business days after the date of the incident, which includes the course of action/remedy/resolution of said complaint.

Communications with individual school sites is facilitated by the Area Supervisor. Personal visits are made regularly (minimum quarterly) to each school site in an effort to develop relationships with staff and establish a collaborative environment for information exchange. Calendars and bell schedules are obtained for each school both at the beginning of the school year and periodically throughout the year. Key school personnel are supplied with appropriate contact information (business cards) and reminded to inform ACMS of any changes. Additionally, schools are provided with large magnets which can be easily displayed making contact information effectively available to all staff. The email address of the Office Manager is also obtained which enables ACMS administrative support staff to regularly contact each school and proactively solicit information regarding potential schedule changes.

The establishment of accurate and responsive shift times is critical to the effectiveness of Crossing Guard services. Sites further from the school would be expected to start earlier in the morning and finish later in the afternoon. These staggered shifts effectively address the time it takes for students to walk from a remote location to the school site (or vice versa in the afternoon) and optimize the protected periods. Additionally, locations are continually monitored for actual pedestrian traffic patterns enabling a better understanding of site needs and any potential deviation from established guidelines.

Recruitment and Staffing

ACMS Managers will continue to assess the **staffing** needs of the City of Stanton on an ongoing basis. We will focus further recruitment efforts in the geographical areas where additional Crossing Guards will be needed.

We have developed a comprehensive plan for **recruitment** of new Crossing Guards. As a part of our Staffing strategy we encourage a very aggressive recruitment program. We utilize soft advertising, local media advertising, targeted flyers, on-site solicitation, school flyers and employee referral bonuses as parts of our overall recruitment strategy. We often work closely with school districts in some of our recruitment drives.

Our ability to effectively staff a Crossing Guard Program remains a fundamental benefit that ACMS brings to most Crossing Guard Programs. Staffing sites is one of the primary responsibilities of the Area Supervisors. They are trained to continuously recruit and train prospective Crossing Guards. New recruits are first processed and submitted to the Department of Justice for background clearance.

Supervisors are also responsible for coordinating the staffing for all sites under their supervision. As part of our staffing strategy Area Supervisors aggressively enforce the following policies and procedures for Crossing Guards.

- ◆ Supervisors must maintain an adequate alternate or substitute guard roster. We encourage at least a 5 to 1 ratio of sites versus alternate guards
- ◆ We require any guard not reporting for duty to notify the Area Supervisor as early as possible utilizing our 24/7 Guard Hotline or directly notifying their Area Supervisor. Notifications less than 1 hour prior to shift starts are considered unexcused absences.
- ◆ Our employee policy is "No call, No show, No Job" Throughout our training we emphasize the importance of insuring the safety of children by our presence. As such, we cannot allow the children's safety to be compromised by failing to call or show for duty.

Supervisor Teams The City of Stanton would benefit from our presence in nearby cities such as: Cypress, Garden Grove, La Palma, Buena Park, Orange, Santa Ana, Los Alamitos, and Fullerton. Area Supervisors are grouped together by their geographic location. These Teams meet every quarter and team members are encouraged to work together. This cooperative effort allows them to share alternate guards with each other, if needed. This has resulted in alternates guards getting more hours as they are "shared" with other Supervisors. Consequently, we are able to retain a more stable group of alternate guards.

Training

Effective initial and ongoing training is essential in a profession dedicated to the safety of children. With over 34 years of experience and a commitment to working cooperatively with other public safety professionals, ACMS is recognized as an industry leader in the development and implementation of School Crossing Guard training and standards of excellence.

The process begins during the first contact with a potential employee when our phone interview process outlines job expectations and our zero-tolerance policy for failure to report for a scheduled shift. Throughout the application process prospective employees are reminded about the critical nature of our assignments and the work ethic and integrity required of our employees.

Once hired, the training process starts in the classroom where employees review sections of the ***“Employee Handbook for School Crossing Guards”*** and are shown the professionally produced training DVD, “Crossing Guard Safety”. The process then moves to a field practicum where the trainer demonstrates proper procedures and allows the employee to practice correct techniques. The employee’s progress is closely noted on the detailed steps outlined on the **Field Training Check List** to ensure the employees’ field competence. This cross-modality approach not only exposes the employee to the necessary training components but also addresses the needs of the visual, auditory and kinesthetic learner. While the classroom setting is expected to require approximately one hour and the field training approximately two hours, it’s important to note that the low ratio of students to trainer allows for accurate assessments of the employees’ readiness to move forward.

The new employee is typically assigned to alternate work and closely supervised during their early assignments. They benefit from their trainer completing of a written assessment of their work which better allows them to understand their strengths and weakness and make improvements where necessary (the **Site Performance Evaluation**). Additionally, all new employees are required to carry and regularly refer to the **Field Training Cards**. This pocket-sized card (listing all steps for a safe cross) allows the employee to self-evaluate their performance prior to the time they have all steps of the procedures memorized.

Throughout their employment, employees are subjected to the same Site Performance Evaluation as an ongoing training and assessment tool. These evaluations happen in both side-by-side sessions as well as unannounced observations without the knowledge of the employee.

The standard issue equipment and clothing includes:

- ANSI II compliant high-visibility retro-reflective vest marked with the required insignia of a Crossing Guard
- MUTCD compliant 18” STOP/STOP paddle
- Picture Identification Card with emergency contact information
- Company-issued cap or visor with corporate logo
- Whistle for emergency alert to vehicles and pedestrians
- High-visibility ANSI II compliant wind-breaker jacket



Fremont City Council
3300 Capitol Avenue
Fremont, CA 94538
SCHEDULED

Meeting: 07/11/17 07:00 PM
Div/Dept: Police Department
Category: Agreements and Contracts

Sponsors:
DOC ID: 3102

STAFF REPORT (ID # 3102)

SCHOOL CROSSING GUARD SERVICES - Authorize the City Manager, or His Designee, to Execute an Agreement with All City Management Services, Inc. for School Crossing Guard Services in an Amount Not-to-Exceed \$771,000 over three years.

Contact Persons:

Name: Mark Dang
Title: Police Sergeant
Div/Dept: Police Department
Phone: 510-790-6761
E-Mail: mdang@fremont.gov

Deirdre Rockefeller-Ramsey
Business Manager
Police Department
510-790-6991
dramsey@fremont.gov

Executive Summary: The purpose of this report is to recommend that the Council enter into a one year contract with All City Management Services, Inc. for adult crossing guard services, with options for two additional one year extensions.

BACKGROUND: The City of Fremont's Adult Crossing Guard Program was outsourced to All City Management Services ("ACMS") in 2001 in order to reduce the amount of police staff time required to manage and supervise the crossing guard program. From 2001 to June 2014, ACMS provided services for the community by safely crossing school-aged children walking to and from specified elementary schools. Services provided by ACMS included the recruiting and hiring of crossing guards, training, processing payroll, providing crossing guard coverage, daily supervision of the crossing guards, and overall management of the program. The Police Department oversaw ACMS's activities to ensure that the program ran smoothly.

In 2014, the City went out to bid for crossing guard services for the 2014/2015 school year and the award went to the lowest bidder, American Guard Services (AGS). The Service Agreement provided for a one year term, with two optional one year extensions. The City has had several issues with AGS' services during the three years, more particularly in the last school year. Staffing during the first few months of the 2014/2015 school year had periodic unexpected vacancies, which were resolved by the second half of the school year. AGS overbilled the City during the months of August and September 2014. The City discovered the billing error, which was refunded by AGS. AGS' service was adequate during the 2015/2016 school year.

During the 2016/2017 school year, crossing guard positions near Cabrillo Elementary School, Forest Park Elementary School and Letch Elementary School became vacant. On April 3, 2017, a school aged pedestrian was hit by a vehicle and suffered a severe injury at the vacant crossing near Cabrillo Elementary School. The crossing guard position at this location near Cabrillo Elementary School was restored after the collision. AGS was never able to again staff the locations near Forest Park Elementary School and Letch Elementary School during the 2016/2017 school year. In addition, the City discovered another billing error in AGS' invoices in the spring of 2017, dating back to the beginning of the 2016/2017 school year. AGS had under-billed the City as a result of a discrepancy between actual hours

worked by guards as reported by the field supervisor and hours reported to the City by AGS office staff.

DISCUSSION/ANALYSIS:

2017 Traffic Survey

In the second quarter of 2017, staff conducted traffic surveys at known school pedestrian crossings in the City of Fremont to provide a one hour peak vehicle, bicycle, and pedestrian movement counts. The survey was completed in June 2017 and the counts were analyzed by staff to determine which intersections needed crossing guards. Pursuant to the criteria of the California 2014 Manual on Uniform Traffic Control Devices (MUTCD), three additional intersections require crossings guards, increasing the total number of crossing guard staffed locations from 19 to 22.

Request for Proposal

In May 2017, a Request for Proposal was issued for adult crossing guard services (RFP#18-005), requesting a consultant to recruit, select, and employ crossing guards, provide program management, and provide field supervision. Three vendors responded with proposals to provide the required services: American Guard Services, All City Management Services, and BRM Investments.

American Guard Services listed three California municipalities where they currently perform crossing guard services. Two of the three references for American Guard Services responded to an inquiry. One municipality reported adequate service with the exception of a history of billing errors. The second municipality reported consistent billing errors, unanticipated vacancies, and substandard crossing guard performance. The administrator for the latter municipality spent the majority of their staff time managing the crossing guard operations due to difficulties with AGS performance issues.

All Cities Management Services listed six California municipalities where they are currently performing crossing guard services. Three references responded to inquiries and reported good service, reliability, and responsive oversight of their programs. Staff contacted four additional municipalities that currently contract with ACMS, all reported satisfaction with ACMS and recommended their services.

BRM Investments listed four references for which BRM provided vehicle towing, impound, storage, emergency service; and one reference for which BRM provided logistical and transport management and services. BRM did not list any references for providing crossing guard services. Staff contacted BRM and confirmed that company has no experience with providing crossing guard services. As a result, staff did not conduct any further research of BRM.

After careful consideration, staff concluded that All City Management Services, Inc. is the preferred vendor. The City has previous history of good service from ACMS, the company has the highest qualifications for crossing guard services, and references provided feedback of satisfactory service. The City has experience poor staffing and billing inaccuracy with AGS in the recent school year. AGS also received poor feedback in billing and crossing guard performance from references. BRM Investments has no experience of providing crossing guard services, and their bid came in at the highest amount.

Hourly rates and first year annual costs were submitted by the potential vendors in response to an initial request for 19 crossing guard posts. Following receipt of the bids, results of a survey of school crossings identified three (3) additional locations that warranted a crossing guard, increasing the total number of posts from 19 to 22. Vendors were asked to resubmit first year annual costs with staffing for 22 posts. ACMS responded to the request with a lower hourly rate based on 22 posts. AGS and BRM Investments did not provide revised costs for 22 posts.

Contractor	Hourly Rate	Annual Cost – 19 Posts	Annual Cost – 22 Posts
American Guard Services	\$16.39	\$168,161	\$194,713 (projected)
All City Management Services	\$20.85/\$20.73	\$219,238	\$246,273
BRM Investments	\$30.20	\$332,200	\$384,653 (projected)

FISCAL IMPACT: The annual costs for crossing guard services at 22 locations in the City is \$246,273 (11,880 hours X \$20.73). The total number of hours is based on staffing a guard at 22 locations, on 180 school days, at 3 hours per location per day. The first year cost of the contract was included in the FY 2017/18 Police Department adopted operating budget. However, the FUSD Superintendent is recommending to the School Board that FUSD and the City equally share the budget increase due to the additional cost of the approved vendor and the cost of adding three posts. Funding from FUSD is pending School Board approval. Staff recommends the City accept funding from FUSD if approved by the School Board. The cost of the second and third year optional extensions will be included in the Police Department operating budget.

ENVIRONMENTAL REVIEW: The proposed action is exempt from the requirements of the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15061(b)(3) in that it is not a project which has the potential for causing a significant effect on the environment.

ATTACHMENTS: None.

RECOMMENDATION: Authorize the City Manager, or his designee, to execute a contract with All City Management Services, Inc. for adult crossing guard services in an amount not to exceed \$246,400 for the 2017/2018 school year, \$255,900 for the 2018/2019 school year and \$268,700 for the 2019/2020 school year and to accept any funding provided by FUSD.

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
8/06/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency LLC Marsh & McLennan Ins. Agency LLC 350 S Grand Ave, Ste 3410 Los Angeles, CA 90071	CONTACT NAME: Nick Newell PHONE (A/C, No, Ext): 949 425 7312 E-MAIL ADDRESS: nick.newell@marshmma.com														
INSURED All City Management Services, Inc. 10440 Pioneer Blvd., Suite 5 Santa Fe Springs, CA 90670	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Landmark American Insurance Company</td> <td>33138</td> </tr> <tr> <td>INSURER B : Mercer Insurance Company</td> <td>14478</td> </tr> <tr> <td>INSURER C : Berkshire Hathaway Homestate Ins Co</td> <td>20044</td> </tr> <tr> <td>INSURER D : Lexington Insurance Company</td> <td>19437</td> </tr> <tr> <td>INSURER E : Everest National Insurance Company</td> <td>10120</td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Landmark American Insurance Company	33138	INSURER B : Mercer Insurance Company	14478	INSURER C : Berkshire Hathaway Homestate Ins Co	20044	INSURER D : Lexington Insurance Company	19437	INSURER E : Everest National Insurance Company	10120	INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Landmark American Insurance Company	33138														
INSURER B : Mercer Insurance Company	14478														
INSURER C : Berkshire Hathaway Homestate Ins Co	20044														
INSURER D : Lexington Insurance Company	19437														
INSURER E : Everest National Insurance Company	10120														
INSURER F :															

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		LHA141150	08/01/2020	08/01/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000
E	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY		CF8CA00199201	08/01/2020	08/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		27307647	08/01/2020	08/01/2021	EACH OCCURRENCE \$3,000,000 AGGREGATE \$3,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	ALWC132445	01/01/2020	01/01/2021	PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Excess Layer		080877908	08/01/2020	08/01/2021	\$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Coverage

CERTIFICATE HOLDER

City of Stanton
 7800 Katella Ave.
 Stanton, CA 90680-0000

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Nick Newell

© 1988-2015 ACORD CORPORATION. All rights reserved.

**COMMERCIAL GENERAL LIABILITY
CG 20 10 07 04**

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s):	Location(s) Of Covered Operations
Any person or organization for whom you are performing operations when you and such person or organization have agreed in writing in a contract or agreement that such person or organization be added as an additional insured on your policy.	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or
2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

INSURED: All City Management Services, Inc.

POLICY#: LHA141150

POLICY PERIOD: 08/01/2020

TO: 08/01/2021

LANDMARK AMERICAN INSURANCE COMPANY

This Endorsement Changes The Policy. Please Read It Carefully.

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST
OTHERS TO US**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE FORM
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE FORM**

SCHEDULE

Name of Person or Organization:

Any person(s) or organization(s)
required by written contract or
agreement.

The following is added to **SECTION IV – CONDITIONS, 8. TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US:**

We waive any right of recovery we may have against the person or organization shown in the SCHEDULE above because of payment we make for injury or damage arising out of your ongoing operations, "your product" or "your work" done under a written contract with that person or organization and included in the "product-completed operations hazard". This waiver applies only to the person or organization shown in the SCHEDULE above.

INSURED: All City Management Services, Inc.

POLICY #: ALWC132445

POLICY
PERIOD: 01/01/2020

TO: 01/01/2021

WORKERS COMPENSATION AND EMPLOYERS LIABILITY INSURANCE POLICY

WC 00 03 13

(Ed. 4-84)

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

Where required by written agreement signed prior to loss.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.



*Over thirty years of experience in providing communities with
PROFESSIONAL SCHOOL CROSSING GUARD SERVICES*

ALL CITY MANAGEMENT SERVICES



ALL CITY MANAGEMENT SERVICES

Proposed Hourly Rate Without Summer School

As a full service contractor, the hourly rate quoted is a fully loaded rate, meaning all of our costs are included in the proposed hourly billing rate. This would include but be not limited to; recruitment, background clearance, training, equipment, insurance, supervision and management of the City of Stanton, CA Crossing Guard Program.

Proposed Hourly Rate: Twenty-four Dollars and Ten Cents (\$24.10) per hour, per guard. This pricing is based upon 3 crossing guards compensated an average of 3.0 hours per day, for 180 school days annually. Local field supervision and substitute guards are also included in the rate, as are all other costs except as noted below. Based upon 1,620 hours, we project a **Not to Exceed price of \$39,042.**

Invoices for services are mailed every two weeks. Included with each invoice is a Work Summary, which details each site, each day and the hours worked at that site. City of Stanton would only be billed for Crossing Guard services rendered on designated "school days" unless otherwise requested by the City.

The hourly rate does not include additional safety equipment, crosswalk delineators, cones or safety devices. If the City should desire any such additional equipment the additional cost would be billed to the City.

ACMS Contact Information

Business Address: 10440 Pioneer Blvd, Suite 5 Santa Fe Springs, CA 90670

Phone numbers: 310.202.8284 or 800.540.9290

Fax number: 310.202.8325

Website address: www.thecrossingguardcompany.com

24 Hour Emergency Dispatch: 877.363.2267

General Manager: Baron Farwell:

baron@thecrossingguardcompany.com

Vice President of Operations: Patricia Pohl:

pat@thecrossingguardcompany.com

Director of Marketing: Harlan Sims:

harlan@thecrossingguardcompany.com

Comptroller Frank Luna:

frank@thecrossingguardcompany.com

This pricing is valid for a period of 90 days.



ALL CITY MANAGEMENT SERVICES

Proposed Hourly Rate With Summer School

As a full service contractor, the hourly rate quoted is a fully loaded rate, meaning all of our costs are included in the proposed hourly billing rate. This would include but be not limited to; recruitment, background clearance, training, equipment, insurance, supervision and management of the City of Stanton, CA Crossing Guard Program.

Proposed Hourly Rate: Twenty-four Dollars and Ten Cents (**\$24.10**) per hour, per guard. This pricing is based upon 3 crossing guards compensated an average of 3.0 hours per day, for 180 school days annually. This pricing also includes 3 crossing guards being compensated for 3.0 hours per day for 19 summer school days. Local field supervision and substitute guards are also included in the rate, as are all other costs except as noted below. Based upon 1,791 hours, we project a **Not to Exceed price of \$43,163.**

Invoices for services are mailed every two weeks. Included with each invoice is a Work Summary, which details each site, each day and the hours worked at that site. City of Stanton would only be billed for Crossing Guard services rendered on designated "school days" unless otherwise requested by the City.

The hourly rate does not include additional safety equipment, crosswalk delineators, cones or safety devices. If the City should desire any such additional equipment the additional cost would be billed to the City.

ACMS Contact Information

Business Address: 10440 Pioneer Blvd, Suite 5 Santa Fe Springs, CA 90670

Phone numbers: 310.202.8284 or 800.540.9290

Fax number: 310.202.8325

Website address: www.thecrossingguardcompany.com

24 Hour Emergency Dispatch: 877.363.2267

General Manager: Baron Farwell:

baron@thecrossingguardcompany.com

Vice President of Operations: Patricia Pohl:

pat@thecrossingguardcompany.com

Director of Marketing: Harlan Sims:

harlan@thecrossingguardcompany.com

Comptroller Frank Luna:

frank@thecrossingguardcompany.com

This pricing is valid for a period of 90 days.

City of Stanton
Anticipated Staff Hours for 2021-22 School Year

Location	School	Daily Hours	Annual Hours
Chanticleer & Dale Ave.	Robert Pyles E/S	3.00	540
Magnolia & Pacific Ave.	Ester Walter E/S	3.00	540
Cerritos & Knott Ave.	Hansen E/S	3.00	540
Total Annual Program Hours			1,620
Billing Rate			\$24.10
Not to Exceed Total for 2019-20			\$39,042.00

Summer School Estimated Costs

Location	School	Daily Hours	Number of Days
Chanticleer & Dale Ave.	Robert Pyles E/S	3.00	19
Magnolia & Pacific Ave.	Ester Walter E/S	3.00	19
Cerritos & Knott Ave.	Hansen E/S	3.00	19
Total Estimated Summer School Program Hours			171
Billing Rate			\$24.10
Summer School Estimated Costs			\$4,121.00

Total program Costs with Summer School **\$43,163.00**

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and City Council

DATE: March 23, 2021

SUBJECT: APPROVE EARLY PAY-OFF OF CAPITAL LEASE DEBT WITH BANK OF THE WEST AND INTERFUND LOAN AGREEMENT FROM GENERAL FUND TO THE LIGHTING MAINTENANCE DISTRICT FUND

REPORT IN BRIEF:

Staff is seeking City Council consideration to approve the early payoff of the outstanding capital lease with Bank of the West. If approved, staff will return with a Resolution and promissory note agreement for City Council approval at the next meeting.

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. Approve a payment to Bank of the West of \$959,440 to payoff the City's outstanding capital lease debt; and
3. Approve a loan from the General Fund to the Lighting Maintenance District Fund for \$959,440 at an annual interest rate of 1.5% to fund the early payoff to Bank of the West.

BACKGROUND:

On August 27, 2019, the City Council approved the purchase of 944 streetlights from Southern California Edison. In addition, the City Council adopted Resolution No. 2019-40 to approve a Municipal Lease Purchase Agreement with Bank of the West for \$1,125,000 to fund the acquisition costs. Annual principal and interest payments totaling approximately \$141,325 are paid from the Lighting Maintenance District Fund (#224).

ANALYSIS:

The City's interest rate on the capital lease agreement with Bank of the West is 2.7%. If

the City were to payoff this lease and loan the funds to the Lighting Maintenance District Fund at an annual interest rate of 1.5% instead, the Lighting Maintenance District Fund would realize interest savings that could be used to fund future streetlight maintenance costs. The payoff term provided by Bank of the West is valid until April 1, 2021 (Attachment A).

FISCAL IMPACT:

The early pay-off of the Bank of the West capital lease agreement results in approximately \$52,500 in interest savings for the Lighting Maintenance District Fund over the next seven years. In addition, the General Fund would realize interest earnings for this agreement.

The City's General Fund available fund balance is projected to be \$20.7 million by June 30, 2021. Authorizing the loan from the General Fund to the Lighting Maintenance District Fund will reduce available fund balance by \$959,440. This amount will be replenished as annual principal payments are made.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED

4. Ensure Fiscal Stability and Efficiency in Governance

Prepared by:

/s/ Michelle Bannigan

Michelle Bannigan, CPA
Finance Director

Approved by:

/s/ Jarad L. Hildenbrand

Jarad L. Hildenbrand
City Manager

Attachments:

- A. Payoff Quote from Bank of the West
- B. Proposed Repayment Plan for Loan to Lighting Maintenance District Fund

Attachment: A

Bank of the West
P.O. Box 7167
Pasadena, CA. 91109

March 12, 2021

City of Stanton
7800 Katella Ave.
STANTON, CA 90680

Re: Agreement Number: [REDACTED]

Dear Customer:

In response to your recent request for an early satisfaction quote in respects to the remaining payments due for the equipment lease or equipment financing agreement, the early satisfaction amount is as follows:

Early Satisfaction Amount:	\$959,437.81
Sales Tax:	\$0.00
Late Charges:	\$0.00
Security Deposit:	\$0.00
Other:	\$0.00
Early Satisfaction Total:	\$959,437.81

Expiration Date: 04/01/2021

This price is effective only until the expiration date and is based on our expectation that all monthly payments due prior to the expiration date will be received on time. Late charges will apply to any late payments.

Assuming that your monthly payments are received on time, this letter may serve as your invoice for the purchase price.

Upon your written request, we will send you the appropriate UCC Termination form and Bill of Sale. If your payoff is in the form of guaranteed funds (cashier's check, money order, etc.), this process will be expedited as we will not have to wait for your check to clear.

Wiring Instructions: Bank of the West
ABA# [REDACTED] / Acct# [REDACTED]
Attn: Equipment Leasing
PO Box 7167
Pasadena, CA 91109-7167

Regards,

Patrick Isom
EFD C/S Specialist

**PROPOSED REPAYMENT SCHEDULE FOR
LOAN TO LIGHTING MAINTENANCE DISTRICT FUND**

Loan Amount: \$959,440
Interest Rate: 1.50%
Term: 7 Years

Payment No.	Payment Date	Total Payment	Principal	Interest	Outstanding Principal
					\$ 959,440
1	12/31/21	\$ 108,355	\$ 98,050	\$ 10,305	861,390
2	06/30/22	72,240	65,975	6,265	795,415
3	12/31/22	72,240	66,480	5,760	728,935
4	06/30/23	72,240	66,980	5,260	661,955
5	12/31/23	72,240	67,485	4,755	594,470
6	06/30/24	72,240	67,995	4,245	526,475
7	12/31/24	72,240	68,500	3,740	457,975
8	06/30/25	72,240	69,020	3,220	388,955
9	12/31/25	72,240	69,520	2,720	319,435
10	06/30/26	72,240	70,065	2,175	249,370
11	12/31/26	72,240	70,580	1,660	178,790
12	06/30/27	72,240	71,115	1,125	107,675
13	12/31/27	72,240	71,655	585	36,020
14	06/30/28	36,110	36,020	90	-
TOTALS		\$ 1,011,345	\$ 959,440	\$ 51,905	

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and City Council

DATE: March 23, 2021

SUBJECT: GENERAL PLAN ANNUAL PROGRESS REPORT FOR CALENDAR YEAR 2020

REPORT IN BRIEF:

The General Plan Annual Progress Report is prepared as required by State Law to report on the status of complying with the Regional Housing Needs Assessment (RHNA) and the progress in meeting the goals and implementation policies of the Housing Element and the General Plan. The report is available for public comment and presented to the Council prior to sending the required forms and materials to the State on or before April 1st of each year.

RECOMMENDED ACTION:

1. City Council declare the project is exempt from the California Environmental Quality Act ("CEQA") under section 15061(b)(3) as the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing significant effect on the environment. Where it can be seen with certainty there is no possibility the activity in question may have a significant effect on the environment the activity is not subject to CEQA; and
2. Receive and file the General Plan Annual Progress Report, and authorize the submittal to the Governor's Office of Planning and Research and the State Housing and Community Development Department.

BACKGROUND:

Government Code Section 65400 requires an Annual Progress Report be prepared for the City Council on the status and progress of implementing the Housing Element and RHNA. The Annual Progress Report is an important tool to track and monitor progress addressing housing needs and goals and to communicate this information to the Community. The City is the 7th reporting year in the 8-year Housing Cycle. The Housing Element sets the course for how the City will address its assigned fair share of regional housing. This fair share is determined through a Regional Needs Assessment (RHNA) process. The Department of Housing and Community Development (HCD), with input from the Southern California Association of Governments (SCAG), determines the total housing need for the 2014-2021 period. SCAG then determines the housing allocation for each Southern California city and county. It is important to note the City is not required to build the units to meet the allocation, instead, the Housing Element identifies enough land zoned for residential development to accommodate the City's 313 unit allocation.

The State of California uses 5 income categories for housing affordability to further breakdown the allocation. The County median income in 2012 for a family of 4 was \$85,300. The following table provides the income range and percent of County median income for each housing category.

Household Income Distribution		
	Percent of County Median ¹	Income Range (\$) ²
Extremely Low Income	<30%	<\$28,900
Very-Low Income	30%-50%	\$28,900-\$48,150
Low Income	51%-80%	\$48,151- \$77,050
Moderate Income	81%-120%	\$77,051- \$102,350
Above-moderate Income	>120%	>\$102,351
Notes:		
¹ Based on HCD income categories.		
² Based on 2012 HUD MFI of \$85,300 for Orange County for a family of four.		

The following table provides the City's 5th Housing Cycle allocation by income category.

CITY OF STANTON – RHNA 2014-2021					
	Total Construction	Very Low Income	Low Income	Moderate Income	Above Moderate Income
2014-2021 RHNA	313	68	49	56	140

Finally, the amount assumed for affordable rents and purchase prices by State Housing category for Orange County in the 5th Housing Cycle are as follows:

Affordable Rent and Purchase Price By Income Category			
Income Category	Annual Income ¹	Affordable Rent Payment ²	Estimated Affordable Purchase Price ³
Extremely low income	≤ 30% MFI ⁴	≤ \$723	≤ \$88,000
Very-low income	31-50% MFI	\$723-\$1,203	\$88,000-\$146,600
Low income	51% - 80% MFI	\$1,203-\$1,706	\$146,600-\$234,450
Moderate income	81% - 120% MFI	\$1,706-\$2,559	\$234,450-\$351,800
Above-moderate income	>120% MFI	>\$2,559	>\$351,800
Notes:			
¹ Income limits established by State of California HCD			
² Based on 30% of income.			
³ Assumes 4.5% interest rate, 30 year mortgage			
⁴ MFI= 2012 HUD Median Family Income (\$85,300)			

ANALYSIS/JUSTIFICATION:

The Annual Progress Report provides a summary of activity occurring during 2020. The report that follows provides detailed information on the number of housing units constructed and number of units specifically related to the defined income levels.

RNHA PROGRESS: The City issued 149 new construction permits and approved the conversion of motel rooms to provide 132 emergency/temporary housing units. The following table shows the projects and income categories for the 2020 development.

Project	Number of Units	Income Level
Village Center- Brookfield	124	Above Moderate
7181 Kermore Lane	4	Above Moderate
Single Family Dwelling Units	2	Above Moderate
Accessory Dwelling Units	19	Moderate
Stanton Inn and Suites	72	Very Low
Tahiti Motel	60	Very Low

As of this reporting cycle the City has achieved a total of 826 units surpassing the 313 assessment for this Housing Cycle. It is important to note, most of these units are above moderate income. The following provides an overall breakdown for progress to meet the specific housing categories:

Reporting Year	Total Units	Very low income	Low income	Moderate income	Above Moderate Income
2014-2019	677	0	0	22	655
2020	281	132	0	19	130

It should be noted that all Accessory Dwelling Units have been tracked under the moderate-income category. SCAG has provided new tools for the City to accurately categorize these units and Staff will be working to use this tool to ensure ADUs are reported in the appropriate income category.

HOUSING ELEMENT GOALS: In addition to outlining how the City has provided our housing assessment, the Annual Progress Report provides an update on the City's efforts to implement Housing Element goals and policies.

1. Review and revise development standards, as appropriate, to facilitate construction of a range of housing types - Goal H-1.1.1

In January 2020, the City adopted Ordinance 1098 to reflect the changes adopted by State Law related to ADUs and JADUs. Throughout the year the Building and

Planning Divisions have worked to streamline application review and approval and relieve unnecessary costs or time constraints.

2. Maximize the development potential of vacant and underutilized land - Goal H-1.1.2:

The City of Stanton has worked with housing developers to locate and consolidate underutilized land for residential developments. Two projects, a 40-unit condominium development and a 300-unit apartment complex have purchased multiple smaller lots, consolidated those parcels and created new development from vacant and underutilized land.

3. Address the needs of the homeless population - Goal H-4.1.2 (a): Participate in the Orange County Homeless Issues Task Force.

The City of Stanton has been an active leader in the Homeless Issues Task Force. The City entered into a regional partnership through the North Orange County Service Planning Area to open two Navigation Centers, one in Buena Park with a total of 150 beds and the other in Placentia providing a total of 100 beds. The City used \$147,026 of its SB 2 allocation to secure the construction and on-going operations of these facilities.

4. Operations of Neighborhood Enhancement Taskforce- Goal H-4.1.2 (b):

The City has hired a full-time community outreach professional to conduct daily outreach and engagement to help our homeless and those at risk of homelessness connect to services, find temporary shelter and reunite with family.

5. Hotel and Motel Families - Goal H-4.1.2 (c):

The City of Stanton took steps in 2020 to convert Stanton Inn and Suites and the Tahiti Motel into Emergency and Temporary Housing for those at risk of Covid and experiencing homelessness using State Funds as well as Federal Coronavirus Relief Funds (CRF).

With the vision of maintaining these motels for at risk individuals and families, the City has partnered with Orange County Health and Jamboree Housing to secure 28.1 million dollars in Project Homekey funding as well as contributing 5 million of City funds to operate Stanton Inn and Suites and Tahiti Motel as temporary housing, with the ultimate goal of converting to permanent supportive housing.

6. Actively promote the development of affordable housing through the provisions of financial and technical assistance - Goal H-1.1.3:

The City partnered with Habitat for Humanity on a project to construct 6 for sale, moderate income housing units. The City contributed by significantly reducing the cost the land and streamlining the entitlement process.

7. Goal H-4.1.7 - Provide opportunities for the development of housing for extremely low-income households:

The City has been working with Related California on the Tina Pacific Neighborhood. In June 2020, the City put a hold on the exclusive negotiation with Related to consider other partners to complete this project. To date the City has received proposals from four affordable home builders to provide for the land acquisition, relocation, and construction of affordable housing units in this neighborhood.

8. Identify partnerships to assist in acquisitions and rehabilitation of existing housing units - Goal H-2.1.3:

The City has acquired property in the Tina Pacific Neighborhood over the last several years. In August 2020, the City hired Quality Management Group to provide responsive property management service and address health and safety concerns for the residents of these properties.

9. Encourage innovative housing types for special needs groups including seniors and those with disabilities - Goal H-4.1.4(a)

The City approved the construction of a 66-unit assisted living facility, above a commercial development. The project has been making progress on construction and this senior assisted living facility is anticipated to be open late this year.

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

In accordance with the requirements of CEQA, this project has been determined to not be a project under Section 15061(b)(3).

STRATEGIC PLAN OBJECTIVE ADRESSES:

5 – Provide a high quality of life.

6 - Maintain and promote a responsive, high quality and transparent government.

PUBLIC NOTIFICATION:

Notification was posted through the normal agenda process.

Prepared By:

Reviewed by:

/s/ Jennifer Ash

/s/ Jennifer A. Lilley

Jennifer Ash
Assistant Planner

Jennifer A. Lilley
Community and Economic
Development Director

Approved by:

/s/ Jarad L. Hildenbrand

Jarad L. Hildenbrand
City Manager

ATTACHMENTS

A. General Plan Annual Progress Report for Calendar Year 2020

Please Start Here

General Information	
Jurisdiction Name	Stanton
Reporting Calendar Year	2020
Contact Information	
First Name	Jennifer
Last Name	Ash
Title	Assistant Planner
Email	jash@ci.stanton.ca.us
Phone	7148904237
Mailing Address	
Street Address	7800 Katella Avenue
City	Stanton
Zipcode	90680

Optional: Click here to import last year's data. This is best used when the workbook is new and empty. You will be prompted to pick an old workbook to import from. Project and program data will be copied exactly how it was entered in last year's form and must be updated.

v 1_26_21

Optional: This runs a macro which checks to ensure all required fields are filled out. The macro will create two files saved in the same directory this APR file is saved in. One file will be a copy of the APR with highlighted cells which require information. The other file will be list of the problematic cells along with a description of the nature of the error.

Optional: Save before running. This copies data on Table A2 and creates another workbook with the table split across 4 tabs each of which can fit onto a single page for easier printing. Running this macro will remove the comments on the column headers which contain the instructions. Do not save the APR file after running in order to preserve comments once it is reopened.

Optional: This macro identifies dates entered that occurred outside of the reporting year. RHNA credit is only given for building permits issued during the reporting year.

Link to the online system: <https://apr.hcd.ca.gov/APR>

Submittal Instructions

Please save your file as Jurisdictionname2019 (no spaces). Example: the city of San Luis Obispo would save their file as SanLuisObispo2019

Housing Element Annual Progress Reports (APRs) forms and tables must be submitted to HCD and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year for the prior calendar year; submit separate reports directly to both HCD and OPR pursuant to Government Code section 65400. There are two options for submitting APRs.

1. Online Annual Progress Reporting System (Preferred) - Please see the link to the online system to the left. This enters your information directly into HCD's database limiting the risk of errors. If you would like to use the online system, email APR@hcd.ca.gov and HCD will send you the login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*

2. Email - If you prefer to submit via email, you can complete the excel Annual Progress Report forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. Please send the Excel workbook, not a scanned or PDF copy of the tables.

Jurisdiction	Stanton	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

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

(CCR Title 25 §6202)

Table A Housing Development Applications Submitted																				
Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes								Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes	
1					2	3	4	5								6	7	8	9	10
Prior APN	Current APN	Street Address	Project Name	Local Jurisdiction Tracking ID	Unit Category (SFA,SFD,2 to 4.5+ ADU,MH)	Tenure R Renter O Owner	Date Application Submitted (see instructions)	Very Low Income Deed Restricted	Very Low Income Non Deed Restricted	Low Income Deed Restricted	Low Income Non Deed Restricted	Moderate Income Deed Restricted	Moderate Income Non Deed Restricted	Above Moderate Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes	
Summary Row Start Data Entry Below								0	0	0	0	0	0	0	472	478	353	0	0	
		8081 SHADOW LN		9071	ADU	R	11/19/2020								1	1	1		No	
		8924 LOLA AVE		9321	ADU	R	02/20/2020								1	1	1	0	No	
		10615 HAMDEN AVE		9430	ADU	R	01/07/2020								1	1	1		No	
		10941 OAK ST		9707	ADU	R	10/20/2020								1	1	1		No	
		7882 SANTA BARBARA AVE		9804	ADU	R	12/17/2020								1	1	1		No	
	079-784-12	7370 THUNDERBIRD LN		9806	ADU	R	07/15/2020								1	1	1		No	
		8678 LULLABY LN		9902	ADU	R	08/04/2020								1	1	1		No	
		8954 LOLA AVE		9921	ADU	R	06/25/2020								1	1	1		No	
		8654 LOLA AVE		9924	ADU	R	07/01/2020								1	1	1		No	
126-441-09		10601 FERN AVE		2020-372	ADU	R	11/04/2020								1	1	1		No	
126-333-09		10243 YANA DR		2020-382	ADU	R	12/22/2020								1	1	1		No	
126-441-11		8111 MAIN ST		2020-383	ADU	R	09/30/2020								1	1	1		No	
126-441-11		8115 MAIN ST		2020-384	ADU	R	09/30/2020								1	1	1		No	
131-351-09		7733 DEVONWOOD AVE		2020-429	ADU	R	09/24/2020								1	1	1		No	
13456104		6833 VIA IRANA		2020-441	ADU	R	12/02/2020								1	1	1		No	
131-282-13		11534 LENMAR AVE		2020-495	ADU	R	12/02/2020								1	1	1		No	
07934115		10546 FLOWER ST		2020-502	ADU	R	12/01/2020								1	1	1		No	
131-292-23		11572 SANTA MARIA ST		2020-604	ADU	R	11/23/2020								1	1	1		No	
13127202		7824 HOPI RD		2020-630	ADU	R	12/21/2020								1	1	1		No	
079-331-13		7922 Cerr tos Ave	Habitat for Humanity	SPDR-805 TM20-02 PDP20-02	SFA	O	7/15/2020						6		6	6	6		No	
079-751-03		7091 Kernmore Lane		SPDR-806 TM20-03 PDP20-03	SFD	O	5/20/2020								7	7	7		No	
131-361-03-08		12331-12436 Beach Blvd	Bonnari - Cloudhouse	SPDR-807 PDP20-04 DA20-03 ZCA20 01	5	R	9/22/2020							321	321	321		No		
131-422-20		12200 Beach Blvd	Bonnari - Stan on Townhomes	SPDR-811	SFA	O	11/2/2020								89	89			No	
079-371-09		7455 Katella		SPDR-810 PDP20-06 TM20-05	SFA	O	11/9/2020								36	36			No	
															0				Project Under review and still i	

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224	225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400	401	402	403	404	405	406	407	408	409	410	411	412	413	414	415	416	417	418	419	420	421	422	423	424	425	426	427	428	429	430	431	432	433	434	435	436	437	438	439	440	441	442	443	444	445	446	447	448	449	450	451	452	453	454	455	456	457	458	459	460	461	462	463	464	465	466	467	468	469	470	471	472	473	474	475	476	477	478	479	480	481	482	483	484	485	486	487	488	489	490	491	492	493	494	495	496	497	498	499	500	501	502	503	504	505	506	507	508	509	510	511	512	513	514	515	516	517	518	519	520	521	522	523	524	525	526	527	528	529	530	531	532	533	534	535	536	537	538	539	540	541	542	543	544	545	546	547	548	549	550	551	552	553	554	555	556	557	558	559	560	561	562	563	564	565	566	567	568	569	570	571	572	573	574	575	576	577	578	579	580	581	582	583	584	585	586	587	588	589	590	591	592	593	594	595	596	597	598	599	600	601	602	603	604	605	606	607	608	609	610	611	612	613	614	615	616	617	618	619	620	621	622	623	624	625	626	627	628	629	630	631	632	633	634	635	636	637	638	639	640	641	642	643	644	645	646	647	648	649	650	651	652	653	654	655	656	657	658	659	660	661	662	663	664	665	666	667	668	669	670	671	672	673	674	675	676	677	678	679	680	681	682	683	684	685	686	687	688	689	690	691	692	693	694	695	696	697	698	699	700	701	702	703	704	705	706	707	708	709	710	711	712	713	714	715	716	717	718	719	720	721	722	723	724	725	726	727	728	729	730	731	732	733	734	735	736	737	738	739	740	741	742	743	744	745	746	747	748	749	750	751	752	753	754	755	756	757	758	759	760	761	762	763	764	765	766	767	768	769	770	771	772	773	774	775	776	777	778	779	780	781	782	783	784	785	786	787	788	789	790	791	792	793	794	795	796	797	798	799	800	801	802	803	804	805	806	807	808	809	810	811	812	813	814	815	816	817	818	819	820	821	822	823	824	825	826	827	828	829	830	831	832	833	834	835	836	837	838	839	840	841	842	843	844	845	846	847	848	849	850	851	852	853	854	855	856	857	858	859	860	861	862	863	864	865	866	867	868	869	870	871	872	873	874	875	876	877	878	879	880	881	882	883	884	885	886	887	888	889	890	891	892	893	894	895	896	897	898	899	900	901	902	903	904	905	906	907	908	909	910	911	912	913	914	915	916	917	918	919	920	921	922	923	924	925	926	927	928	929	930	931	932	933	934	935	936	937	938	939	940	941	942	943	944	945	946	947	948	949	950	951	952	953	954	955	956	957	958	959	960	961	962	963	964	965	966	967	968	969	970	971	972	973	974	975	976	977	978	979	980	981	982	983	984	985	986	987	988	989	990	991	992	993	994	995	996	997	998	999	1000	1001	1002	1003	1004	1005	1006	1007	1008	1009	1010	1011	1012	1013	1014	1015	1016	1017	1018	1019	1020	1021	1022	1023	1024	1025	1026	1027	1028	1029	1030	1031	1032	1033	1034	1035	1036	1037	1038	1039	1040	1041	1042	1043	1044	1045	1046	1047	1048	1049	1050	1051	1052	1053	1054	1055	1056	1057	1058	1059	1060	1061	1062	1063	1064	1065	1066	1067	1068	1069	1070	1071	1072	1073	1074	1075	1076	1077	1078	1079	1080	1081	1082	1083	1084	1085	1086	1087	1088	1089	1090	1091	1092	1093	1094	1095	1096	1097	1098	1099	1100	1101	1102	1103	1104	1105	1106	1107	1108	1109	1110	1111	1112	1113	1114	1115	1116	1117	1118	1119	1120	1121	1122	1123	1124	1125	1126	1127	1128	1129	1130	1131	1132	1133	1134	1135	1136	1137	1138	1139	1140	1141	1142	1143	1144	1145	1146	1147	1148	1149	1150	1151	1152	1153	1154	1155	1156	1157	1158	1159	1160	1161	1162	1163	1164	1165	1166	1167	1168	1169	1170	1171	1172	1173	1174	1175	1176	1177	1178	1179	1180	1181	1182	1183	1184	1185	1186	1187	1188	1189	1190	1191	1192	1193	1194	1195	1196	1197	1198	1199	1200	1201	1202	1203	1204	1205	1206	1207	1208	1209	1210	1211	1212	1213	1214	1215	1216	1217	1218	1219	1220	1221	1222	1223	1224	1225	1226	1227	1228	1229	1230	1231	1232	1233	1234	1235	1236	1237	1238	1239	1240	1241	1242	1243	1244	1245	1246	1247	1248	1249	1250	1251	1252	1253	1254	1255	1256	1257	1258	1259	1260	1261	1262	1263	1264	1265	1266	1267	1268	1269	1270	1271	1272	1273	1274	1275	1276	1277	1278	1279	1280	1281	1282	1283	1284	1285	1286	1287	1288	1289	1290	1291	1292	1293	1294	1295	1296	1297	1298	1299	1300	1301	1302	1303	1304	1305	1306	1307	1308	1309	1310	1311	1312	1313	1314	1315	1316	1317	1318	1319	1320	1321	1322	1323	1324	1325	1326	1327	1328	1329	1330	1331	1332	1333	1334	1335	1336	1337	1338	1339	1340	1341	1342	1343	1344	1345	1346	1347	1348	1349	1350	1351	1352	1353	1354	1355	1356	1357	1358	1359	1360	1361	1362	1363	1364	1365	1366	1367	1368	1369	1370	1371	1372	1373	1374	1375	1376	1377	1378	1379	1380	1381	1382	1383	1384	1385	1386	1387	1388	1389	1390	1391	1392	1393	1394	1395	1396	1397	1398	1399	1400	1401	1402	1403	1404	1405	1406	1407	1408	1409	1410	1411	1412	1413	1414	1415	1416	1417	1418	1419	1420	1421	1422	1423	1424	1425	1426	1427	1428	1429	1430	1431	1432	1433	1434	1435	1436	1437	1438	1439	1440	1441	1442	1443	1444	1445	1446	1447	1448	1449	1450	1451	1452	1453	1454	1455	1456	1457	1458	1459	1460	1461	1462	1463	1464	1465	1466	1467	1468	1469	1470	1471	1472	1473	1474	1475	1476	1477	1478	1479	1480	1481	1482	1483	1484	1485	1486	1487	1488	1489	1490	1491	1492	1493	1494	1495	149
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	------	-----

Jurisdiction	Stanton	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

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

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	68											68
	Non-Deed Restricted												
Low	Deed Restricted	49											49
	Non-Deed Restricted												
Moderate	Deed Restricted	56					2	12				14	42
	Non-Deed Restricted												
Above Moderate		140		32	37	25		45	115	149		403	
Total RHNA		313											
Total Units				32	37	25	2	57	115	149		417	159

Note: units serving extremely low-income households are included in the very low-income permitted units totals
Cells in grey contain auto-calculation formulas

Jurisdiction	Stanton
Reporting Year	2020 (Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

[illegible]

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Jurisdiction	Stanton		
Reporting Year	2020 (Jan. 1 - Dec. 31)		
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
H-1.1.1	Review and revise development standards, as appropriate, to facilitate construction of a range of housing types	Ongoing	The City adopted the updated General Plan allowing for mixed-use development along the city's major arterials of Beach Boulevard and Katella Avenue. In addition, by implementing the mixed-use designations the city has increased the amount of acreage available for residential development by 263.5 acres. With the adoption of the new zoning code in 2013, the City developed regulations to enhance multifamily housing design, to include additional outdoor open space, higher parking ratios, and additional amenities. On June 9, 2020, City Council approved an amendment to the Stanton general plan to increase the maximum density, maximum number of stories and building height within the South Gateway Mixed Use District. The amended density went from 60 units per acre to 80 units per acre, 5 stories to 7 stories, and from 65 feet in height to 85 feet in height.
H-1.1.2	Maximize the development potential of vacant and underutilized land.	Ongoing	The City relies on the sites identified in the housing element for redevelopment capacity as a starting point and adds/subtract from the list as the city becomes aware of property development throughout the City. The City encourages, through the use of incentives, the consolidation of vacant and underutilized lots. Currently the City as multiple residential projects which include the Vrv, Lighthouse, and Village Center. The redevelopment of the Tina/Pacific neighborhood has currently been suspended with Related due to a lack of funding. The City is currently purposing the Surplus Lands Act which aims to connect developers who are interested in building more affordable homes to surplus local public land that is both available and suitable for housing. The City Housing Authority awarded a contract to Quality Managemnet Group to provide property managemnt services for the 31 Housing Authority-owned properties (Tina/Pacific neighborhood).
H-1.1.3	Actively promote the devleopment of affordable housing through the provisions of financial and technical assistance.	Ongoing	The City provides density bonuses and incentives and/or concessions for the development of housing that is affordable to very-low income, lower-income, and moderate-income or senior households.
H-2.1.1	Pursue funding for maintenance and rehabilitation of housing stock.	Ongoing	On August 27, 2019 City Council approved professional services agreement with Housing Programs for administration of the City's residential rehabilitation program. The program went through 2020.
H-2.1.2	Engage in code enforcement activities.	Ongoing	The City has continued a proactive code enforcement program to ensure building safety and integrity of residential neighborhoods.
H-2.1.3	Identify partnerships to assist in acquisitions and rehabilitation of existing housing units	Ongoing	The City received CDBG funding to provide housing rehabilitation assistance to existing housing in need of exterior maintenance. The City, through our family resource center, provides information and referral services when it comes to housing assistance.
H-3.1.1	Ensure longterm affordability of housing units	Ongoing	The City has continued its monitoring of at risk affordable housing units. The earliest conversion of any affordable housing units in the city is November 2022.
H-4.1.1	Promote homeownership opportunities.	Ongoing	The City advertises the programs to the public at the City's public counter, website, and social meida as funding becomes available.
H-4.1.2	Address the needs of the homeless population.	Ongoing	City staff and partners have been conducting daily outreach to assist our homeless population. The city offers access points to get people into housing and supportive services throughout the North Service Planning area. The Buena Park and Placentia Navigation Center is open and referrals can be made by the city's homeless liaison individuals officers and the City's outreach team led by City Net and County of Orange Health Care Agency. In 2020 project Roomkey was adopted where, in response Covid-19, at risk individuals experiencing homelessness are provided a room for isolation and safety. The city received funding for Project home key which will provide permanent supportive housing for individuals and families experiencing homelessness due to Covid-19.

H-4.1.3	Provide opportunities for the development of housing for large families.	Ongoing	The City continually encourages and support the development of rental and for-sale housing. On July 15, 2020, Planning commission approved a 6 affordable unit development being built by Habitat for Humanity.
H-4.1.4	Provide opportunities for the development of housing for persons of disabilities	Ongoing	The City in 2016 approved the construction of a 66 bed assisted living facility. The project recieved building permits in 2018 and is currently under construction. Through the family resource center, the City provideds outreach, information, and refferal services and partners wit the County of Orange, Habitat for Humanity and illumination foundation. Project Homekey will be providing housing for families experiencing homelessness due to Covid-19.
H-4.1.5	Continue Support for Section 8 Program	Ongoing	The City will continue to provide referral services as requested to residents regarding the Section 8 Rental Housing Assistance Progam.
H-4.1.6	Promote fair housing standards	Ongoing	With the adoption of the 2014 Housing Element, the City continually refers all inquiries regarding housing discrimination to the Fair Housing Council of Orange County.
H-4.1.7	Provide opportunities for the development of housing for extremely low-income households.	Ongoing	The City currently desires to market and sell the Tina/ Pacific neighborhood as surplus land pursuant to the Surplus Land Act and apply the proceeds of any and all sales to other affordable housing projects in the City.
H-5.1.1	Consolidate and disseminate information	Ongoing	The City has continued to regularly develop forms of comprehensive information resources regarding housing projects, programs, policies, available funding, technical assistance and other related items through appropriate delivery means (i.e. information packets, City webpage, social media platforms, reader board sign, workshop meetings, etc.). The City continues to research available funding through different County, State and Federal sources and directs residents to those sources when requested. For example, in 2018, the City of Stanton utilized its CDBG funding allocation to bring back the Housing Rehabilitation program which assisted homeowners with necessary exterior repairs to their homes in order to maintain the existing housing stock. The program was advertised through fliers made available at City Hall and community centers, on the City website, through social media and City newsletters and brochures.
H-6.1.1	Encourage use of energy-efficient design and appliances	Ongoing	The city ensures that green buildin concepts are consistent with State building standards and local subdivisions and zoning standards. The City also expidites review for plans that are for the installation of energy conservation devices in accordacne with State requirements.

General Comments

Jurisdiction	Stanton	
Reporting Period	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

Table E									
Commercial Development Bonus Approved pursuant to GC Section 65915.7									
Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Jurisdiction	Stanton	
Reporting Period	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

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

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Residential Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Stanton
Reporting Period	2020 (Jan. 1 - Dec. 31)

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

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

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Table G						
Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of						
Project Identifier						
1				2	3	4
APN	Street Address	Project Name⁺	Local Jurisdiction Tracking ID⁺	Realistic Capacity Identified in the Housing Element	Entity to whom the site transferred	Intended Use for Site
Summary Row: Start Data Entry Below						

Jurisdiction	Stanton		
Reporting Period	2020	(Jan. 1 - Dec. 31)	

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Table H						
Locally Owned Surplus Sites						
Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	Street Address/Intersection	Existing Use	Number of Units	Surplus Designation	Parcel Size (in acres)	Notes
Summary Row: Start Data Entry Below						

Jurisdiction	Stanton	
Reporting Year	2020	(Jan. 1 - Dec. 31)

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		149
Total Units		149

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

Housing Applications Summary	
Total Housing Applications Submitted:	24
Number of Proposed Units in All Applications Received:	478
Total Housing Units Approved:	353
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas



DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

HOUSING ELEMENT ANNUAL PROGRESS REPORT (APR) INSTRUCTIONS

INTRODUCTION

Note: Some instructions and definitions can be found in the column headers of the tables. (Cells with red markers)

Government Code section 65400 requires that each city, county, or city and county, including charter cities, prepare an annual progress report (APR) on the status of the housing element of its general plan and progress in its implementation, using forms and definitions adopted by the Department of Housing and Community Development (HCD). The following form is to be used for satisfying the reporting requirements of Government Code section 65400, subdivision (a)(2).

These forms and instructions, originally adopted March 27, 2010, have been updated to incorporate new Housing Element APR requirements pursuant to Chapter 374, Statutes of 2017 (Assembly Bill 879); Chapter 366, Statutes of 2017 (Senate Bill 35), Chapter 664, Statutes of 2019 (Assembly Bill 1486), Chapter 159, Statutes of 2019 (Assembly Bill 101), Chapter 661, Statutes of 2020 (Assembly Bill 1255), Chapter 15, and Statutes of 2020 (Assembly Bill 83).

How to submit the Housing Element Annual Progress Report (APR)

The APR must be submitted to the Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR) on or before April 1 of each year using the forms and tables specified by HCD. The APR provides information for the previous calendar year and must be submitted separately to both HCD and OPR (Gov. Code, § 65400.). There are two methods available for submitting APRs:

1. Online Annual Progress Reporting System - This allows jurisdictions to upload directly into HCD's database, limiting the risk of errors. To use the online system, email APR@hcd.ca.gov, and request login information for your jurisdiction. *Please note: Using the online system only provides the information to HCD. The APR must still be submitted to OPR. Their email address is opr.apr@opr.ca.gov.*
2. Email - Jurisdictions complete the Excel APR forms and submit to HCD at APR@hcd.ca.gov and to OPR at opr.apr@opr.ca.gov. When using the email method, send the electronic version as an Excel workbook attachment. Do not send a scanned copy of the tables. In addition to submitting Housing Element APRs, jurisdictions must also submit General Plan Annual Progress Reports to both HCD and OPR. Please email these documents to APR@hcd.ca.gov and opr.apr@opr.ca.gov.

NOTE: When submitting successor entity reporting data as required pursuant to California Health and Safety Code 34176.1, the data must be identified as an addendum to the APR and emailed to APR@hcd.ca.gov concurrently with the APR submittal. When using the online system this report should be sent separately to the APR email box to satisfy the Government Code section 65400 reporting requirement.

TABLE OF CONTENTS

[INTRODUCTION](#)

[DEFINITIONS](#)

[FORM INSTRUCTIONS](#)

[GENERAL INFORMATION](#)

[START HERE](#)

[TABLE A Housing Development Applications Submitted](#)

[TABLE A2 Annual Building Activity Report Summary - New Construction, Entitled, Permits and Completed Units](#)

[TABLE B Regional Housing Needs Allocation Progress – Permitted Units Issued By Affordability](#)

[TABLE C Sites Identified or Rezoned to Accommodate Shortfall Housing Need](#)

[TABLE D Program Implementation Status pursuant to Government Code section 65583](#)

[TABLE E Commercial Development Bonus Approved pursuant to Government Code section 65915.7](#)

[TABLE F Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1 subdivision \(c\)\(2\)](#)

[TABLE G Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of, pursuant to Government Code section 65400.1](#)

[Table H - Locally Owned or Controlled Lands Declared Surplus Pursuant to Government Code section 54221, or Identified as Excess Pursuant to Government Code section 50569](#)

DEFINITIONS

1. "Above moderate income" means households earning more than 120 percent of area median income.
2. "Annual Progress Report (APR)" means the housing element annual progress report required by Government Code section 65400 and due to HCD by April 1 of each year reporting on the prior calendar year's activities.
3. "Application submitted" means an application submittal that has been determined complete by the jurisdiction.
4. "Area Median Income (AMI)" means the median household income based on household size of a geographic area of the state, as annually updated by the California Department of Housing and Community Development (HCD), pursuant to Health and Safety Code section 50093.
5. "Certificate of occupancy date" is the date(s) the certificate(s) of occupancy, or other evidence of readiness for occupancy (e.g., final inspection, notice of completion), was/were issued.
6. "Committed Assistance" is when a local government has entered into a legally enforceable agreement within a specific timeframe spanning from the beginning of the RHNA projection and may be executed throughout the planning period. Committed Assistance includes obligating funds or other in-kind services for affordable units available for occupancy within two years of the agreement.
7. "Completed Entitlement" means a housing development or project which has received all the required land use approvals or entitlements necessary for the issuance of a building permit. This means that there is no additional action required to be eligible
8. "Density Bonus" as defined in Government Code section 65915.
9. "Extremely low-income" means a household earning less than 30 percent of area median income pursuant to Health and Safety Code, section 50105.
10. "Infill housing unit" is defined as being a unit located within an urbanized area or within an urban cluster on a site that has been previously developed for urban uses, or a vacant site where the properties adjoining at least two sides of the project site are, or previously have been, developed for urban uses. For the purposes of this definition, an urbanized area or an urban cluster is as defined by the United States Census Bureau.
11. "Locality" or "local government" means a city, including a charter city, a county, including a charter county, or a city and county, including a charter city and county.
12. "Lower-income or Low-Income" means a household earning less than 80 percent of area median income pursuant to Health and Safety Code, section 50079.5.
13. "Moderate income" means households whose income does not exceed 120 percent of area median income pursuant to Health and Safety Code, section 50093.
14. "Permitted units" mean units for which building permits for new housing construction have been issued by the local government during the reporting calendar year. For this purpose, "new housing unit" means housing units as defined by the Department of Finance for inclusion in the Department of Finance's annual "E-5 City/County Population and Housing Estimates" report, which is the same as the Census definition of a housing unit.
Note: Accessory dwelling units (ADU) and junior accessory dwelling units (JADU) pursuant to Government Code sections 65852.2 and 65852.22 meet the definition above.
15. "Production report" or "Annual Progress Report (APR)" means the information reported pursuant to subparagraph (D) of paragraph (2) of subdivision (a) of Section 65400 of Government Code.
16. "Project" or "Development" refers to a housing related activity where new construction of a unit(s) is proposed or has had a building permit and/or certificate of occupancy issued during the reporting calendar year. This may include single family, mixed use, multifamily, accessory dwelling unit, or any other developments where housing units, as defined by the U.S. Census Bureau and the California Department of Finance, are a component of the project.
17. "Realistic Capacity" means an estimate of the number of units that can be accommodated on each site in the inventory. The estimate must include adjustments to reflect land use controls and site improvement requirements but may rely on established minimum density standards.
18. "Reporting period" means the prior calendar year's activities for the housing element annual progress report required by Government Code section 65400 and due to HCD by April 1 of each year and utilized to create the determination for which locality is subject to the Streamlined Ministerial Approval (SB35 Streamlining) Provisions.
19. "RHNA" means the local government's share of the regional housing need allocation pursuant to Government Code section 65584 et seq.
20. Unit Category: type of units that are classified under the following categories:

- **Single Family-Detached Unit (SFD)**- a one-unit structure with open space on all four sides. The unit often possesses an attached garage.
 - **Single Family-Attached Unit (SFA)**- a one-unit structure attached to another unit by a common wall, commonly referred to as a townhouse, half-plex, or row house. The shared wall or walls extend from the foundation to the roof with adjoining units to form a property line. Each unit has individual heating and plumbing systems.
 - **2-, 3-, and 4-Plex Units per Structure (2-4)**- a structure containing two, three, or four units and not classified as single-unit attached structure.
 - **5 or More Units per Structure (5+)**- a structure containing five or more housing units.
 - **Accessory Dwelling Unit (ADU)** - means a unit that is attached, detached or located within the living area of the existing dwelling or residential dwelling unit which provides complete independent living facilities for one or more persons. It shall include permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel on which the single-family dwelling is situated pursuant to Government Code section 65852.2. An ADU also includes the following: an efficiency unit, as defined in Section 17958.1 of the Health and Safety Code or a manufactured home, as defined in Section 18007 of the Health and Safety Code.
 - **Mobile Home Unit/Manufactured Home** – a one-unit structure that was originally constructed to be towed on its own chassis. *Please note: Spaces in a mobile home park can be counted towards RHNA, if the spaces counted are new hook-ups/spaces rather than new mobile home park residents moving onto existing lots.*
21. “Very low-income” means households earning less than 50 percent of area median income pursuant to Health and Safety Code, section 50105.
- AUTHORITY CITED: Government Code section 65400.

FORM INSTRUCTIONS

GENERAL INFORMATION

Fields in gray auto-populate. No data entry is needed.

Some of the cells are locked to ensure data can be automatically uploaded to the online system.

Tables A and A2 of the worksheet are currently configured to accept up to 1,000 lines of data. Insert rows if needed.

Projects are now tracked at all stages of development, from initial application to final certificate of occupancy.

All dates must be entered as month/date/year (e.g., 6/1/2018).

The form works best with macros enabled in Excel.

Begin with the “Start Here” tab, as previous years’ information will pre-populate in Table B after the jurisdiction’s name is entered.

START HERE

Enter general contact and report information in the “Start Here” tab.

It is important to start with this worksheet because the answers entered will affect how information is displayed (e.g. permit numbers from prior years are pre-populated when jurisdiction’s name is entered).

Information to enter includes:

- City or County name
- Reporting calendar year (e.g., 2019). *Please note: The reporting year will always be from January 1 – December 31 of the previous year.*
- Contact person
- Title
- Email
- Phone
- Mailing address

This sheet includes instructions regarding submitting the Housing Element APR to HCD and OPR.

TABLE A
Housing Development Applications Submitted

Only include data on housing units and developments for which an application was deemed complete between January 1st and December 31st of the reporting year identified on the “Start Here” tab. In table A, an “application” is a formal submittal of a project for approval. This application is either an application for a discretionary entitlement, or where only a ministerial process is required (e.g., zoned by right), the application for a building permit.

Project Identifier: Include the Current Assessor Parcel Number (APN) and street address. The Prior APN, Project Name and Local Jurisdiction Tracking ID are optional.

- Prior APN – Enter an APN previously associated with the parcel, if applicable (optional field).
- Current APN – Enter the current available APN. If necessary, enter additional APNs in the notes section field number 10.
- Street Address – Enter the number and name of street.
- Project Name – Enter the project name, if available (optional field).
- Local Jurisdiction Tracking ID – This may be the permit number or other identifier (optional field).

2. Unit Types: Each development should be categorized by one of the following codes. Refer to “Unit Category” in the Definitions section for additional descriptions. Use the drop-down menu to select one of the following options:

- SFA (single-family attached unit)
- SFD (single-family detached unit)
- 2-4 (two- to four-unit structures)
- 5+ (five or more unit structure, multifamily)
- ADU (accessory dwelling unit)
- MH (mobile home/manufactured home)

3. Tenure: Identify whether the units within the development project are either proposed or planned at initial occupancy for either renters or owners. Use the drop-down menu to select one of the following options:

- Renter occupant (R) or
- Owner occupant (O)

4. Date Application Submitted: Enter the date the housing development application was submitted. If the application was incomplete at the time of submittal, enter the date the application was determined complete by the local government (refer to “application submitted” under definitions). Enter date as month/day/year (e.g., 6/1/2020).

5. Proposed Units Affordability by Household Incomes: For each development, list the number of units proposed in the application by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

Very low-income households: 0-50% AMI

Low-income households: 50-80% AMI

Moderate-income households: 80-120% AMI

Above-moderate households: above 120%

[To verify income levels, refer to the income limit charts on HCD’s website at <http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml>](http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml) (see section for Official State Income Limits).

6. Total Proposed Units by Project: This field auto-populates with the total number of units proposed, as entered in #5 (total of deed restricted & non-deed restricted units for Very Low-, Low-, Moderate- and Above Moderate- income households).

7. Total Approved Units by Project: Enter the number of units that the jurisdiction approved for this project application.

8. Total Disapproved Units by Project. If the project is denied or total number of units is reduced, please enter the number of units denied or reduced. This value should equal Total Proposed Units by Project minus “Total Approved Units by Project.”

9. Was “Application Submitted” pursuant to Government Code section 65913.4, subdivision (b) (Streamlined Ministerial Approval Process (SB 35 Streamlining)))? Use the drop-down menu to select one of the following options:

- No
- Yes – But no action taken
- Yes – Approved
- Yes – Denied

10. Notes: Use this field to enter any applicable notes about the project or development. Completion of this field is optional.

TABLE A2

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

Fields 1 through 15 Housing Development Information

This table requires information for very low, low, moderate and above moderate income housing affordability categories and for mixed-income projects. Include data on net new housing units and developments that have received any one of the following:

- An entitlement
- A building permit
- A certificate of occupancy or other form of readiness that was issued during the reporting year.

Please note: Only building permits are used for the purposes of determining progress towards RHNA (fields 7, 8 and 9 of this table, described below).

New housing units : For the APR, “new housing unit” means housing units as defined by the Department of Finance for inclusion in the Department of Finance’s annual “E-5 City/County Population and Housing Estimates” report, which is the same as the census definition of a housing unit.

Development activity spanning multiple years : It is highly likely that the same project will be reported in multiple years of APRs. For example, a project should be listed in three separate APRs if it is entitled in one year, receives the building permit next year, and the certificate of occupancy in the year following.

In scenarios where development activity spans multiple years, the jurisdiction should only report activity that occurred within the reporting year. For example, if a project received building permits in 2018, but received entitlements in 2017, the 2018 APR should only report the building permit information (fields 7, 8 and 9), and not include entitlement information (fields 4, 5 and 6).

Separate living quarters : A house, an apartment, a mobile home, a group of rooms, or a single room occupied as separate living quarters, or if vacant, intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants live separately from any other individuals in the building and which have direct access from outside the building or through a common hall. For vacant units, the criteria of separateness and direct access are applied to the intended occupants whenever possible.

Please note: Group quarters facilities, such dormitories, bunkhouses, and barracks cannot be counted as housing units, but student housing that is set up as separate living quarters per the census definition can be counted. This type of student housing must be counted per unit, and not on a bedroom or per person basis.

Net new units : If a building is being demolished to build the new units, the APR should report net new units. For example, if 10 units are being demolished on a site to build a 100-unit building, the APR should report 90 new units. In the case of new construction where fewer units are being built than were there previously, do not report negative permits. For example, if 10 units are being torn down on a site to build 5 units, this would not count as any new units on the APR and should not be reported as a negative number.

To assist in reporting demolished/destroyed units, refer to section number 20 below (Table A2, column 20).

All new unit information is to be listed in the following fields:

Fields 1 through 3 – Project Identifier and Unit Types

1. Project Identifier: Include the Current Assessor Parcel Number (APN) and street address. The prior APN, project name or local jurisdiction tracking ID are optional.

- Prior APN – Enter an APN previously associated with the parcel, if applicable (optional field).
- Current APN – Enter the current available APN. This field allows a maximum of 40 characters. If necessary enter additional APNs in the notes section field number 21.
- Street Address – Enter the number and name of street.
- Project Name – Enter the project name, if available (optional field).
- Local Jurisdiction Tracking ID – This may be the permit number or other identifier (optional field).

2. Unit Category Codes: Each development should be categorized by one of the following codes: Refer to “Unit Category” in the Definitions section for additional descriptions. Use the drop-down menu to select one of the following options:

- SFA (single-family attached unit)
- SFD (single-family detached unit)
- 2-4 (two- to four-unit structures)
- 5+ (five or more unit structure, multifamily)
- ADU (accessory dwelling unit)
- MH (mobile home/manufactured home)

3. Tenure: Identify whether the units within the development project are either proposed or planned at initial occupancy for either renters or owners. Use the drop-down menu to select one of the following options:

- Renter occupant (R) or
- Owner occupant (O)

Fields 4 through 6 – Completed Entitlement

4. Affordability by Household Income – Completed Entitlement: For each development, list the number of units that have been issued a completed entitlement during the reporting year by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

- Very low-income households: 0-50% AMI
- Low-income households: 50-80% AMI
- Moderate-income households: 80-120% AMI
- Above-moderate households: above 120%

[To verify income levels, refer to the income limit charts on HCDs website at http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml](http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml) (see section for Official State Income Limits).

5. Entitlement Date Approved: Enter the date within the reporting year that all required land use approvals or entitlements were issued by the jurisdiction; leave blank if entitlement was approved outside the reporting year. Enter date as month/day/year (e.g., 6/1/2018). Refer to definition of “Completed Entitlement.”

6. # of Units Issued Entitlements: This is an auto-populated field. This field reflects the total number of units that were entitled for very-low, low, moderate, and above moderate income, as entered in field 4 on this table.

Fields 7 through 9 – Building Permit

7. Affordability by Household Income – Building Permits: For each development, list the number of units that have been issued a building permit during the reporting year by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

- Very low-income households: 0-50% AMI
- Low-income households: 50-80% AMI
- Moderate-income households: 80-120% AMI
- Above-moderate households: above 120%

[To verify income levels, refer to the income limit charts on HCDs website at http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml](http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml) (see section for Official State Income Limits).

8. Building Permits Date Issued: Enter the date within the reporting year that the building permit was issued by the jurisdiction; leave blank if building permit was issued outside the reporting year. Enter date as month/day/year (e.g., 6/1/2018). Refer to definition of “Permitted Units.”

9. # of Units Issued Building Permits: This is an auto-populated field. This field will sum units that were permitted for very-low, low, moderate, and above moderate income, as entered in field 7 on this table.

Fields 10 through 12 – Certificates of Occupancy

10. Affordability by Household Income – Certificates of Occupancy: For each development, list the number of units that issued certificates of occupancy or other form of readiness (e.g., final inspection, notice of completion) during the reporting year by affordability level and whether the units are deed restricted or non-deed restricted. Refer to the Definitions section for additional descriptions:

- Very low-income households: 0-50% AMI
- Low-income households: 50-80% AMI
- Moderate-income households: 80-120% AMI
- Above-moderate households: above 120%

[To verify income levels, refer to the income limit charts on HCDs website at http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml](http://www.hcd.ca.gov/grants-funding/income-limits/state-and-federal-income-limits.shtml) (see section for Official State Income Limits).

11. Certificates of Occupancy (or other forms of Readiness) Date Issued: Enter the date the certificate of occupancy or other form of readiness (e.g., final inspection, notice of completion) was issued for the project. For most jurisdictions, this is the final step before residents can occupy the unit. Leave blank if certificate of occupancy was not issued in the reporting year. Enter date as month/day/year (e.g., 6/1/2018).

12. # of Units Issued Certificates of Occupancy or other forms of Readiness: This is an auto-populated field. This field will sum units that were issued a certificate of occupancy for very-low, low, moderate, and above moderate income, as entered in field 10 on this table.

13. How many of the Units were Extremely-Low Income Units (Optional): To gain a greater understanding of the level of building activity to meet the needs of extremely low-income households in the state, HCD asks that you estimate, to the extent possible, the number of units affordable to extremely-low income households. This number will be a subset of the number of units affordable to very low-income households, as indicated in fields 4, 7 and 10 above. *Please note: The number entered in the very low section will not be reduced by the number entered here. Although completion of this field is optional, your input would be greatly appreciated.*

14. Was Project approved using Government Code section 65913.4, subdivision (b) (Streamlined Ministerial Approval Process (SB 35 Streamlining))? Use the drop-down menu to select one of the following options:

- “Y” if jurisdiction approved the project application pursuant to the streamlined ministerial approval process (SB 35 Streamlining).
- “N” for all other situations.

15. Are these infill units? To gain a greater understanding of the level of infill housing activity in the state, HCD asks that you clarify if the housing units reported are infill by selecting “Yes” or “No.” Although completion of this field is optional, your input would be greatly appreciated. See Definitions section for “infill housing units” definition.

Fields 16 through 18: Please note, if any units are reported as very-low, low, or moderate income in fields 4, 7 or 10 then information in fields 16, 17 and/or 18 must be completed to demonstrate affordability. In the absence of justification that the unit is affordable to a very- low, low, and moderate income household, the unit must be counted as above-moderate income.

Fields 16 and 17 Housing with Financial Assistance and/or Deed Restrictions

For all housing units developed or approved with public financial assistance and/or have recorded affordability deed restriction or covenants, identify funding sources and/or mechanisms that enable units to be affordable.

16. Assistance Programs Used for Each Development: Enter information here if units received financial assistance from the city or county and/or other subsidy sources, have affordability restrictions or covenants, and/or recapture of public funds upon resale.

Use the drop-down menu to select the acronym of the applicable funding program(s), as listed below. To select more than one funding source click once then select the cell again and click another source.

- Acq/Rehab: CalHFA Acquisition/Rehab Loan Program
- AHP: Affordable Housing Program - Fed Home Loan
- AHSC: Affordable Housing and Sustainable Communities
- CalHOME: CalHOME
- CDBG: Community Development Block Grant
- CDLAC: CDLAC Bonds (CA Debt Limit Allocation Committee)
- CESH: CA Emergency Solutions & Housing
- ESG: Emergency Solutions Grant
- GSAF: Golden State Acquisition Fund
- HEAP: Homeless Emergency Aid Program
- HHAP: Homeless Housing, Assistance and Prevention Program
- HKEY: Homekey
- HOME: Housing Investment Partnership Program
- HOPWA: Housing Opportunities for Persons with AIDS
- IIG: Infill Infrastructure Grant
- LHTE: Local Housing Trust Funds
- LIHTC: CTCAC/Low Income Housing Tax Credits
- MHP: Multifamily Housing Program - HCD
- MHSA: Mental Health Services Act Funding
- MPRROP: Mobilehome Park Rehab & Resident Ownership Program
- MRB: Mortgage Revenue Bonds
- MyHOME: MyHome Down Payment Assistance
- NHTF: National Housing Trust Fund
- NPLH: No Place Like Home
- PBS8: Section 8 Project-Based Rental Assistance
- PDLP: Predevelopment Loan Program
- RAD: Rental Assistance Demonstration Program
- RDA: Redevelopment Agency or Successor Agency Funds
- Sec 202: HUD Section 202 Housing for the Elderly
- Sec 811: Section 811 Project Rental Assistance
- SERNA: Joe Serna Jr Farmworker Housing Program
- SHMHP: Supportive Housing MHP
- SNHP: Special Needs Housing Program - CalHFA
- TOD: Transit Oriented Development Program
- USDA: USDA Rural Development Housing Programs
- VHP: Veterans Housing and Homeless Prevention Program
- Other: Describe in Notes

17. Deed Restriction Type: Enter information here if units in the project are considered affordable to very-low, low, and/or moderate income households due to a local program or policy, such as an inclusionary housing ordinance, regulatory agreement, or a density bonus. This field should not be used to enter the number of deed restricted units. Identify the mechanism used to restrict occupancy based on affordability to produce “deed restricted” units. Use the drop-down menu to select one of the following options

- “INC” if the units were approved pursuant to a local inclusionary housing ordinance.
- “DB” if the units were approved using a density bonus.
- “Other” for any other mechanism. Describe the source in notes section number 21.

18. Housing without Financial Assistance or Deed Restrictions: Enter information here if the units are affordable to very-low, low and moderate income households without financial assistance and/or deed restrictions. In these cases, affordability must be demonstrated by proposed sales price or rents.

- Sales prices and rents must meet the definition of affordable as defined in Health and Safety Code Section 50052.5 for owner-occupied units or Health and Safety Code section 50053 for renter-occupied units.
- Describe how the newly constructed rental or ownership housing units were determined to be affordable to very- low, low, and moderate income households without either public subsidies or restrictive covenants. This may be based on various methods considering sales prices or rents relative to the income levels of households such as through a survey of comparable units in the area that show the unit would be affordable to very-low, low, or moderate income households.
 - The jurisdiction can consider comparable rental prices or new sales prices (actual or anticipated). The jurisdiction should consider costs for renters (i.e., 30% of household income for rent and utilities) or owners (e.g., 30% of household income for principal, interest, taxes, insurance and utilities, pursuant to Title 25 CCR Section 6920)
- In the absence of justification that the unit is affordable to a very- low, low, and moderate income household, the unit must be counted as above-moderate income.

19. Term of Affordability or Deed Restriction: If units have committed financial assistance and/or are deed restricted, enter the duration of the affordability or deed restriction. If units are affordable in perpetuity, enter 1,000. If multiple funding sources or deed restrictions on the development have different terms of affordability, please enter the longest term of affordability. Although completion of this field is optional, your input would be greatly appreciated.

20. Demolished/Destroyed Units: This section is to report if the project and associated APN, has a permit, entitlement or certificate of occupancy in the reporting year, and the APN previously had demolished or destroyed units.

- Enter the “Number of Demolished or Destroyed Units” in the reporting calendar year.
- From the drop down menu select “demolished” if the units were torn down. Select “Destroyed” if the units were lost due to fire or other natural disaster.
- From the drop down menu “Demolished/Destroyed Units Owner or Renter” select “R” for renter or “O” for owner.

21. Notes: Use this field to enter any applicable notes about the project or development.

TABLE B

Regional Housing Needs Allocation Progress – Permitted Units Issued By Affordability

Table B is a summary of prior permitting activity in the current planning cycle, including permitting activity for the calendar year being reported. To assist jurisdictions in completing this form, HCD has pre-filled permit data as reported to HCD on prior APRs. Past unit information will auto-populate when the jurisdiction’s name in the general information section of the “Start Here” tab is entered. Current year permitted units will auto-populate from data reported in table A2. If permit activity for current year is inaccurate, jurisdictions should make adjustments on field number 7, Affordability by Household Income – Building Permits in table A2.

[Please contact HCD at APR@hcd.ca.gov](mailto:APR@hcd.ca.gov) if data from previous years does not populate or if different than the information supplied in Table B. Any changes made by localities to previous years’ data in Table B will not update prior APR records maintained by HCD.

Table B reports the number of units for which permits were issued to demonstrate progress in meeting the jurisdiction’s share of regional housing need for the planning period.

1. Regional Housing Needs Allocation by Income Level: Lists the jurisdiction’s assigned RHNA for the planning cycle by income group. This field will be auto-populated once the jurisdiction’s name is entered in the “Start Here” tab.

2. Year: Lists the building permit data for each year of the RHNA planning cycle beginning in the first year and ending with the data from the current reporting year which can be found in Table A2.

3. Total Units to Date (all years): Totals the number of units permitted in each income category.

4. Total Remaining RHNA by Income Level: This field uses the information from the “Total Units to Date” category and deducts the units by income category from the jurisdiction’s assigned RHNA number. Note: The total units remaining to meet the RHNA allocation is in the bottom right hand corner.

TABLE C

Sites Identified or Rezoned to Accommodate Shortfall Housing Need

Please note: This table should only be filled out when a city or county identified an Unaccommodated Need of sites from the previous planning period Government Code section 65584.09, has Shortfall of Sites as identified in the housing element Government Code section 65583, subdivision (c)(1); or is identifying additional sites required by No Net Loss law pursuant to Government Code section 65863. The data in this inventory serves as an addendum to the housing element sites inventory. This table should not include rezoning for a specific project.

1. Project Identifier: Include the Assessor Parcel Number (APN) and street address. The project name and local jurisdiction tracking ID are optional.

2. Date of Rezone: If rezone was required, identify the date the rezone occurred. Enter date as month/day/year (e.g., 6/1/2018).

3. RHNA Shortfall by Household Income Category: For each development or site, list the number of units that are affordable to the following income levels (refer to Definitions section for more detail):

- Very low-income households: 0-50% AMI
- Low-income households: 50-80% AMI

Note: rezoning is not required to accommodate moderate or above moderate RHNA shortfall.

4. Type of Shortfall: From the dropdown list, select one of the following for each project:

- **No Net Loss** (Government Code section 65863): When a jurisdiction permits or causes its housing element sites inventory site capacity to be insufficient to meet its remaining unmet RHNA for lower and moderate-income households. In general, a jurisdiction must demonstrate sufficient capacity on existing sites or make available adequate sites within 180 days of there being insufficient sites to meet the remaining RHNA.
- **Unaccommodated Need** (Government Code section 65584 09): When a jurisdiction failed to identify or make adequate sites available in the prior planning period to accommodate its RHNA by income category. Note: When this condition occurred, the housing element in the current planning period in most cases will have a program to make available adequate sites to address the unmet RHNA by income category in the first year of the planning period.
- **Shortfall of Sites** (Government Code section 65583, subdivision (c)(1)): When a jurisdiction does not identify adequate sites to accommodate its RHNA by income category in the current planning period. Note: When this condition occurred, the housing element for the current planning period must have included a program to make available adequate sites to address the unmet RHNA by income category. For jurisdictions on an eight year planning period, the rezones must be complete within the first three years of the planning period.

5. Parcel Size (Acres): Enter the size of the parcel in acres.

6. General Plan Designation: Enter the new General Plan Land Use designation. If no change was made, enter the current designation.

7. Zoning: Enter the new zoning designation for the parcel. If no change was made, enter the current zoning designation.

8. Density Allowed: Enter the minimum and maximum density allowed on each parcel. This is the density allowed after any zoning amendments are made. If no maximum density enter N/A.

9. Realistic Capacity: Enter the estimated realistic unit capacity for each parcel. Refer to Definitions for more information about "Realistic Capacity."

10. Vacant/Non-vacant: From the drop-down list, select if the parcel is vacant or non-vacant. If the parcel is non-vacant, then enter the description of existing uses in Field 11.

11. Description of Existing Uses: Include a description of existing uses. Description must be specific (i.e. SFR, MF, surplus school site, operating business, vacant commercial building, parking lot). Classifications of uses (i.e. "commercial", "retail", "office", or "residential") are not sufficient.

TABLE D**Program Implementation Status pursuant to Government Code section 65583**

Report the status/progress of housing element program and policy implementation for **all** programs described in the housing element:

1. **Name of Program:** List the name of the program as described in the element.
2. **Objective:** List the program objective (for example, "Update the accessory dwelling unit ordinance").
3. **Timeframe in Housing Element:** Enter the date the objective is scheduled to be accomplished.
4. **Status of Program Implementation:** List the action or status of program implementation.

For your information, the following list includes the statutory requirements for housing element programs:

- Adequate sites (Gov. Code, § 65583, subd. (c)(1)). *Please note: Where a jurisdiction has included a rezone program pursuant to Government Code section 65583.2, subdivision (h) to address a shortfall of capacity to accommodate its RHNA, Table C must include specific information demonstrating progress in implementation including total acres, brief description of sites, date of rezone, and compliance with by-right approval and density requirements.*

- Assist in the development of low- and moderate-income housing (Gov. Code, § 65583, subd. (c)(2)).
- Remove or mitigate constraints (Gov. Code, § 65583, subd. (c)(3)).
- Conserve and improve existing affordable housing (Gov. Code, § 65583, subd. (c)(4)).

Promote and affirmatively further fair housing opportunities (Gov. Code, § 65583, subd. (c)(5)).

- Preserve units at-risk of conversion from low-income use (Gov. Code, § 65583, subd. (c)(6)).

Please note: Jurisdictions may add additional rows in Table D to include all Housing Element programs, or to provide clarification or information relevant to demonstrating progress towards meeting RHNA objectives.

TABLE E**Commercial Development Bonus Approved pursuant to Government Code section 65915.7**

Government Code section 65915.7 states:

"(a) When an applicant for approval of a commercial development has entered into an agreement for partnered housing described in subdivision (c) to contribute affordable housing through a joint project or two separate projects encompassing affordable housing, the city, county, or city and county shall grant to the commercial developer a development bonus as prescribed in subdivision (b). Housing shall be constructed on the site of the commercial development or on a site that..." meets several criteria.

If the jurisdiction has approved any commercial development bonuses during the reporting year, enter the following information:

1. **Project Identifier:** Include the parcel's APN number and street address. The project name and local jurisdiction tracking ID are optional.
2. **Units Constructed as Part of the Agreement:** For each development, list the number of units that are affordable to the following income levels (refer to definitions for more detail):
 - Very low-income households: 0-50% AMI
 - Low-income households: 50-80% AMI
 - Moderate-income households: 80-120% AMI
 - Above-moderate households: above 120%
3. **Description of Commercial Development Bonus:** Include a description of the commercial development bonus approved by the jurisdiction.
4. **Commercial Development Bonus Date Approved:** Enter the date that the jurisdiction approved the commercial development bonus. Enter date as month/day/year (e.g., 6/1/2018).

TABLE F

Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1, subdivision (c)

Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.

Units that Do Not Count Toward RHNA: The jurisdiction may list for informational purposes only, units that do not count toward RHNA but were substantially rehabilitated, acquired or preserved.

Units that Count Toward RHNA: To enter units in this table as progress toward RHNA please contact HCD at APR@hcd.ca.gov. HCD will provide a password to unlock the grey fields.

In order to count units reported in this table as progress towards RHNA, the jurisdiction will need to provide information that demonstrate the units meet the standards set forth in Government Code section 65583.1, subdivision (c). These program requirements are summarized on the Alternative Adequate Sites Checklist.

If HCD finds that the units meet the standards set forth in Government Code section 65583.1, subdivision (c) these units may credit up to 25 percent of the jurisdiction's adequate sites requirement per income category.

Table G

Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of, pursuant to Government Code section 65400.1

Chapter 664, Statutes of 2019 (AB 1486) added to the Government code section 65400.1, which requires jurisdictions to include in this APR a listing of sites owned by the locality that were included in the housing element sites inventory and were sold, leased, or otherwise disposed of during the reporting year.

The listing of sites must include the entity to whom the site was transferred, and the intended use of the site.

Table H

Locally Owned or Controlled Lands Declared Surplus Pursuant to Government Code section 54221, or Identified as Excess Pursuant to Government Code section 50569

Chapter 661, Statutes of 2019 (AB 1255) amended Government Code section 54230 to require cities and counties to create an inventory of surplus lands defined in subdivision (b) of Section 54221, and all lands in excess of its foreseeable needs, if any, identified pursuant to Section 50569, located in all urbanized areas and urban clusters, as designated by the United States Census Bureau, within the jurisdiction of the county or city that the county or city or any of its departments, agencies, or authorities owns or controls. Please note: **Jurisdictions are only required to report on property located in an urban area or urbanized cluster.** For a map of urban areas and urban clusters, please see HCD website here:

<https://cahcd.maps.arcgis.com/apps/webappviewer/index.html?id=5a63b04d7c494a6ebb2aa38a2c3576f5>

Cities and counties must make a description of each parcel described in paragraph (1) of Government Code section 54230 and the present use of the parcel a matter of public record and shall report this information to the Department of Housing and Community Development no later than April 1 of each year, beginning April 1, 2021, in a form prescribed by the department, as part of its annual progress report submitted pursuant to paragraph (2) of subdivision (a) of Section 65400.

“Surplus land” means land owned in fee simple by any local agency for which the local agency’s governing body takes formal action in a regular public meeting declaring that the land is surplus and is not necessary for the agency’s use. Land shall be declared either “surplus land” or “exempt surplus land,” as supported by written findings, before a local agency may take any action to dispose of it consistent with an agency’s policies or procedures. A local agency, on an annual basis, may declare multiple parcels as “surplus land” or “exempt surplus land.”

“Surplus land” includes land held in the Community Redevelopment Property Trust Fund pursuant to Section 34191.4 of the Health and Safety Code and land that has been designated in the long-range property management plan approved by the Department of Finance pursuant to Section 34191.5 of the Health and Safety Code, either for sale or for future development, but does not include any specific disposal of land to an identified entity described in the plan.

Parcel Description must include the following:

1. **APN:** Enter the parcel number of the identified property.
2. **Street Address/Intersection:** Enter the street address of the property. If no street address is available, enter the closest known intersection.
3. **Existing Use:** Select the existing use of the property. Use the drop-down menu to select one of the following options:
 - Residential
 - Commercial
 - Industrial
 - Public Facilities
 - Vacant
 - Air Rights
 - Other
4. **Number of Units:** If the existing use is residential, enter the number of units on the property.
5. **Surplus Designation:** Please identify if the property has been designated surplus or exempt surplus pursuant to Government Code section 54221, or excess pursuant to Government Code section 50569.
6. **Parcel Size (in acres):** Enter the parcel size in acres.
7. **Notes (Optional):** Please include any applicable notes providing additional property description. This could include description of any characteristics of the property.

Local Early Action Planning (LEAP) Grant Reporting

Pursuant to Health and Safety Code section 50515 04, recipients of Local Early Action Planning (LEAP) grants shall annually report by April 1 of the year following receipt of those funds on the status of proposed uses in the application. The report shall address the housing impact within the jurisdiction, including a summary of building permits, certificates of occupancy or other completed entitlements. Data sources may include the LEAP application (e.g., Attachment 1: Project Timeline and Budget), re-imbursement requests, other portions of the annual progress reports and other summary records of program activities.

1. **Total Award Amount:** Utilizing the LEAP application and award letter, fill in the total award amount for all proposed LEAP activities.
2. **Task:** Utilizing Attachment 1: Project Timeline and Budget from the LEAP application, fill in all project level tasks. Do not fill in sub-tasks. For example, an application might include a project level task to prepare and adopt a downtown specific plan. In this case, simply fill in downtown specific plan and do not fill in sub-tasks such as outreach, traffic studies, drafting and adoption.
3. **\$ Amount Awarded:** Utilizing Attachment 1: Project Timeline and Budget from the LEAP application, fill in the total amount awarded for each project level task.
4. **\$ Cumulative Reimbursement Requested:** Utilizing reimbursement requests sent to the Department, add up all requested amounts for each project level task. Note, this is reimbursement “requested” and not reimbursement “received”. At the time of reporting, some reimbursement requests may be in process. The table does not need to address reimbursements in process.
5. **Task Status:** Provide a brief description of the status of project level tasks. This description should address recently completed, upcoming milestones, anticipated completion dates and any schedule slippage. In addition, task status may express progress as a percentage of completion (e.g., 50% complete).
6. **Other Funding:** Note any other funding sources by amount being utilized to complete each project level task. If no other funding sources are being utilized, enter N/A. Examples of other funding includes SB 2 planning grants program, SB 1 sustainability planning grants program and local general funds.
7. **Notes:** Enter any other relevant information related to progress and impacts such as reasons for delays, anticipated numerical outcomes, etc.
8. **Summary of Entitlements, Building Permits and Certificates of Occupancy:** These tables will auto-populate from Table A2.

[illegible]

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	6
	Non-Deed Restricted	0
Above Moderate		662
Total Units		668

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		24
Total Units		24

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: March 23, 2021

SUBJECT: PUBLIC HEARING REGARDING REQUEST TO MODIFY FEES FOR FALSE ALARM RESPONSES AND TRAFFIC VIOLATOR APPREHENSION

REPORT IN BRIEF:

Consideration of adjusting the False Alarm and Traffic Violator Apprehension Program (TVAP) fees to reflect the current costs of the respective programs.

RECOMMENDED ACTION:

1. City Council declare that the project is exempt from the California Environmental Quality Act ("CEQA") under Section 21080(b)(8) of the Public Resources Code and Sections 15061(b)(3) and 15273(a)(1) of Title 14 of the California Code of Regulations because CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA; and
2. Conduct a Public Hearing; and
3. Adopt Resolution No. 2021-07 permitting the Sheriff-Coroner Department to increase the False Alarm fee from \$85.00 to \$141.00, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AUTHORIZING THE ORANGE COUNTY SHERIFF'S DEPARTMENT TO INCREASE ITS FALSE ALARM FEE"; and

4. Adopt Resolution No. 2021-08 permitting the Sheriff-Coroner Department to adjust the TVAP fee to \$144.00, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AUTHORIZING THE ORANGE COUNTY SHERIFF'S DEPARTMENT TO COLLECT ITS UPDATED FEE FOR THE TRAFFIC VIOLATOR APPREHENSION PROGRAM IN THE CITY OF STANTON".

BACKGROUND:

To recover the direct costs of responding to false alarms, the Sheriff-Coroner Department charges a fee to any intentionally set false alarm they respond to. The False Alarm fee is also charged for the third and subsequent false security system alarm(s) at the same residence or business responded to by the Sheriff's Department within a calendar year. Adopted by the City Council on April 28, 2009, the current False Alarm fee for the City is \$85.00. The revenue resulting from the False Alarm fees shall not exceed the Sheriff's reasonable cost to respond to such false alarms.

Under the Traffic Violator Apprehension Program (TVAP), the Sheriff-Coroner Department charges an administrative fee for the vehicle removal, impound, storage, or release of vehicles. These TVAP fees are collected by the tow yards when the vehicle is released. The current TVAP fee rates have been standardized for all cities and unincorporated areas. Adopted by the City Council on October 10, 2000, the current TVAP fee is \$50.00 for vehicle removal pursuant to specific Vehicle Code violations and \$152.00 for vehicle removal due to driving without a license or with a suspended or revoked license. With some exceptions, the TVAP charges are collected from the registered owner or an agent of the registered owner for the impounded vehicle. Therefore, the TVAP ensures that persons whose vehicles are impounded, rather than the public as a whole, bear the administrative costs of such impounds. These TVAP fees are used exclusively to fund the two positions that assist all cities in the county with their tows, field all phone calls to the traffic office regarding the cities' tows, inspect tow yards, manage tow contracts, and conduct billing for the tow contracts.

ANALYSIS/JUSTIFICATION:

The Sheriff-Coroner Department conducted a cost study that determined that the current cost for responding to such false alarms is \$141.00. On July 28, 2020, the Board of Supervisors approved increasing the False Alarm fee to \$141.00 for unincorporated areas of the County. If the new fee rates are not adopted, the full cost for responding to false alarms would not be recovered.

In 2020, the Sheriff-Coroner Department conducted a cost study that determined that the differential in the TVAP fee charged a licensed driver versus a fee charged an unlicensed driver is no longer supported by the actual administrative costs of removing, impounding, storing, and releasing a vehicle. On November 17, 2020, the Board of Supervisors approved adjusting the TVAP fee rates to a flat \$144.00 for all vehicle removals. If the new fee rates are not adopted, there would be insufficient funds to maintain the current support staff and service levels for TVAP. As a result, the Sheriff-Coroner Department would either have to charge the City directly to recover the shortfall or reduce their TVAP services to the City.

FISCAL IMPACT:

False alarm fees and TVAP fees are collected the Sheriff-Coroner Department directly, so this action has no direct cost to the City. The false alarm fee will be increased by \$56.00. The TVAP fee will be increased by \$94.00 for licensed drivers and decreased by \$8.00 for unlicensed drivers.

ENVIRONMENTAL IMPACT:

In accordance with the requirements of the CEQA, this project has been determined to be exempt under Section 21080(b)(8) of the Public Resources Code and Sections 15061(b)(3) and 15273(a)(1) of Title 14 of the California Code of Regulations because CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

LEGAL REVIEW:

None.

STRATEGIC PLAN OBJECTIVE(S) ADDRESSED:

1. Provide a safe community
4. Ensure fiscal stability and efficiency in governance

PUBLIC NOTIFICATION:

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

Prepared By:

Approved by:

/s/ Jason Huynh

/s/ Jarad L. Hildenbrand

Jason Huynh
Management Intern

Jarad L. Hildenbrand
City Manager

Attachments:

- A. Resolution No. 2021-07
- B. Resolution No. 2021-08

RESOLUTION NO. 2021-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AUTHORIZING THE ORANGE COUNTY SHERIFF'S DEPARTMENT TO INCREASE ITS FALSE ALARM FEE.

WHEREAS, on June 12, 2018, the Stanton City Council approved the Five-Year Agreement for Law Enforcement Services between the City of Stanton and the County of Orange, authorizing the City's participation in the Orange County Sheriff-Coroner Department ("the Sheriff") False Alarm Fee Program; and

WHEREAS, the goal of the False Alarm Fee Program is to recover the cost of responding to false alarms as authorized in City's Municipal Code Chapter 5.40; and

WHEREAS, on April 28, 2009, the City Council adopted Resolution No. 2009-14, establishing the current false alarm fee as \$85.00; and

WHEREAS, the Sheriff is proposing to further increase the fee charged for response to the third and subsequent false security system alarms at the same residence or business in a calendar year or response to an intentionally set false alarm so as to effect full recovery of the direct costs of responding to such false alarm; and

WHEREAS, the Sheriff has conducted a cost study showing that the current cost for responding to such false alarms is \$141.00; and

WHEREAS, on July 28, 2020, the Orange County Board of Supervisors adopted a resolution increasing the false alarm fee from \$85.00 to \$141.00; and

WHEREAS, the City desires to authorize the Sheriff to collect the fee increase of \$141.00 for false alarm responses within the City of Stanton; and

WHEREAS, the Sheriff will collect the false alarm fees on behalf of the City and will credit the City's annual contract for the amount of false alarm revenue collected; and

WHEREAS, a Notice of Public Hearing with respect to the proposed new fee was given according to law; and

WHEREAS, a Public Hearing with respect to the new proposed fee was held on March 23, 2021.

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

SECTION 1. The recitals above are true and correct and are hereby incorporated and made an operative part of this Resolution.

SECTION 2. The City Council finds that in accordance with Section 21080(b)(8) of the California Public Resources Code, the charge identified in the supporting information is only for the purpose of meeting operating expenses and is, therefore, exempt from compliance with the California Environmental Quality Act.

SECTION 3. The City is authorized to participate in the Sheriff's False Alarm Fee Program.

SECTION 4. Effective March 23, 2021, a fee of \$141.00 shall be charged for the third and subsequent false alarms at the same residence or business that is responded to by the Sheriff in the same calendar year, or for any intentionally set false alarm.

SECTION 5. The Sheriff is authorized to collect the false alarm fees on behalf of the City and credit the City's annual contract for the amount of false alarm revenue collected.

SECTION 6. If any section, subsection, subdivision, sentence, clause, or phrase in this Resolution or any part thereof is for any reason held to be unconstitutional or invalid, ineffective by any court or competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Resolution or any part thereof. The City Council hereby declares that it would have adopted each section irrespective of the fact that any one or more subsections, subdivisions, sentences, clauses, or phrases be declared unconstitutional, invalid, or ineffective.

SECTION 7. This Resolution supersedes Resolution No. 2009-14.

PASSED, APPROVED, AND ADOPTED this 23 day of March, 2021.

DAVID 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. 2021-07 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 March 23, 2021, and that the same was adopted, signed and approved by the following vote to wit:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

PATRICIA A. VAZQUEZ, CITY CLERK

RESOLUTION NO. 2021-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AUTHORIZING THE ORANGE COUNTY SHERIFF'S DEPARTMENT TO COLLECT ITS UPDATED FEE FOR THE TRAFFIC VIOLATOR APPREHENSION PROGRAM IN THE CITY OF STANTON

WHEREAS, the Orange County Sheriff-Coroner Department ("the Sheriff") has instituted a Traffic Violator Apprehension Program designed to reduce vehicle accidents caused by unlicensed drivers and drivers whose licenses are suspended and to educate the public about the requirements of the Vehicle Code and related safety issues with regard to driver licensing, vehicle registration, vehicle operation, and parking; and

WHEREAS, the Sheriff operates the Traffic Violator Apprehension Program in the unincorporated areas of Orange County and in cities (such as the City of Stanton) that contract for the Sheriff's law enforcement services; and

WHEREAS, operating the Traffic Violator Apprehension Program on an area-wide basis without regard to jurisdictional boundaries between the County and contract cities serves the public purpose of the City because drivers routinely cross jurisdictional boundaries, making an area-wide approach to reduction of traffic accidents and driver education most effective in preventing traffic accidents in all participating jurisdictions; and

WHEREAS, on March 28, 2000, the Orange County Board of Supervisors adopted Resolution No. 00-96, which established fees for the Traffic Violator Apprehension Program that are applicable in unincorporated areas of the County. The fees established by County Resolution No. 00-96 address the Sheriff's administrative costs relating to the removal, impound, storage, or release of properly impounded vehicles; and

WHEREAS, on October 10, 2000, the Stanton City Council adopted Resolution No. 2000-57, which authorized the Sheriff to collect fees in the City in connection with the Traffic Violator Apprehension Program in amounts identical to the County's fees as set forth in County Resolution No. 00-96; and

WHEREAS, the Board of Supervisors has established an interest-earning, budgeted special revenue fund, called the "Traffic Violator Fund" and designated as Fund 13B, to be controlled by the Sheriff; and

WHEREAS, the Board of Supervisors has directed that proceeds from the Traffic Violator Apprehension Program fees be deposited into the Traffic Violator Fund; and

WHEREAS, the Board of Supervisors has directed that funds from the Traffic Violator Fund must be used to reimburse the Sheriff for the administrative costs associated with the removal, storage, impound, and release of vehicles in accordance with the California Vehicle Code ("Vehicle Code"); and

WHEREAS, the Sheriff impounds vehicles removed from highways, public property, and private property in the unincorporated areas of the County and in contract cities pursuant to the following authority under the Vehicle Code:

Vehicle Code Section and Impound Ground

- 14602.6 Suspended, revoked or unlicensed driver/30-day hold
- 22651 (a) Unattended vehicle on bridge
- 22651 (d) Vehicle blocking driveway
- 22651 (e) Vehicle blocking fire hydrant
- 22651 (f) Vehicle blocking freeway
- 22651 (h) (1) Driver arrested
- 22651 (h) (2) Order of suspension or revocation pursuant to section 13388
- 22651 (i) (1) Multiple parking citations
- 22651 (j) Lack of vehicle registration
- 22651 (k) Parking over seventy-two hours
- 22651 (l) Parking in a construction zone
- 22651 (m) Violation of special events restriction
- 22651 (n) No parking zone
- 22651 (o) (1) Vehicle registration is incorrect, falsified or expired by more than six months
- 22651 (p) Driver unlicensed or license suspended
- 22651 (r) Vehicle blocking another vehicle
- 22651 (t) Notice to appear/illegal amber lights
- 22651 (u) Acting as a car dealer without a license or temporary permit
- 22651 (v) Illegally letting stand a mobile billboard advertisement
- 22651 (w) Second or subsequent violation of an ordinance
- 22655.3 Removal for investigation (fleeing in violation of section 2800.1 or 2800.2)

- 22655.5 (a) Vehicle was used as the means of committing a public offense
- 22655.5 (b) Vehicle is evidence of crime
- 22669 Abandoned vehicle

WHEREAS, Vehicle Code section 22850.5 authorizes the City Council, by resolution, to establish a fee equal to the administrative costs relating to the removal, impound, storage, or release of properly impounded vehicles; and

WHEREAS, approximately 20 years have passed since the Board of Supervisors first established the Traffic Violator Apprehension Program fees in County Resolution No. 00-96; and

WHEREAS, a cost study prepared in 2020 by the Sheriff demonstrated a need to update the County's Traffic Violator Apprehension Program fees. The Sheriff's cost study determined that the Sheriff's administrative costs relating to the removal, impound, storage, or release of vehicles properly impounded under the Vehicle Code is \$144.00 per removal; and

WHEREAS, on November 17, 2020, the Board of Supervisors adopted an updated Traffic Violator Apprehension Program fee of \$144.00 per removal; and

WHEREAS, consistent with the City's authority under Vehicle Code section 22850.5, the Sheriff has requested that the City update its Traffic Violator Apprehension fees to match the County's new fee of \$144.00 per removal; and

WHEREAS, the City Council desires to update the Traffic Violator Apprehension Program fee to match the County and further desires for the Sheriff to continue to collect the fee on behalf of the City. Continuing with such a practice will ensure that persons whose vehicles are impounded, rather than the public as a whole, will bear the administrative costs of such impounds; and

WHEREAS, Vehicle Code section 22850.5 imposed the following restrictions on the imposition of this administrative fee:

- a) The fee may only be imposed on the registered owner or the agents of that owner and may not include any vehicle towed under an abatement program or sold at a lien sale pursuant to Sections 3068.1 to 3074, inclusive, of, and Section 22851 of, the Civil Code unless the sale is sufficient in amount to pay the lienholder's total charges and proper administrative costs; and
- b) Any charges shall be collected by the local or state authority only from the registered owner or an agent of the registered owner; and
- c) The charges shall be in addition to any other charges authorized or imposed pursuant to this code; and

- d) The fee does not include any administrative costs associated with conducting a hearing or appeal relating to the removal, impound, storage, or release of a vehicle; and

WHEREAS, in addition to the limitations set forth above, it is also unfair to impose the administrative fee authorized by Vehicle Code section 22850.5 in the following circumstances: 1) when the vehicle was left because it became inoperable while being drive, if the owner makes good faith attempts promptly to remove the vehicle from location where it is not permitted, 2) when the vehicle was stolen, 3) when the vehicle was left by an ill or injured driver, and 4) when it is demonstrated to the satisfaction of the Sheriff or his/her designee that neither the registered owner of the vehicle nor his/her agent, if any, was at fault in creating the circumstances leading to the impounding of the vehicle; and

WHEREAS, a notice of public hearing with respect to the proposed new Traffic Violator Apprehension Program fee provided herein was given according to law; and

WHEREAS, a public hearing pertaining to the new Traffic Violator Apprehension Program fee was held on March 23, 2021.

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

SECTION 1. The recitals above are true and correct and are hereby incorporated and made an operative part of this Resolution.

SECTION 2. The City Council finds that in accordance with the California Environmental Quality Act ("CEQA") and the CEQA Guidelines, the adoption of this Resolution is exempt from CEQA pursuant to Public Resources Code section 21080 (b)(8) and Sections 15061(b)(3) and 15273(a)(1) of Title 14 of the California Code of Regulations because CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Here, this Resolution does not undertake any project that has the potential for causing a significant effect on the environment as the Resolution simply authorizes the Orange County Sheriff's Department to collect its updated operating cost-recovery fee for the removal, impoundment, and storage of vehicles for specified Vehicle Code violations.

SECTION 3. That on March 23, 2021, the administrative fee indicated below shall become effective for the removal, impound, storage, or release of vehicles properly impounded after removal from locations in the City in accordance with or on account of provisions of the Vehicle Code listed below:

A fee of \$144.00 for each removal of a vehicle in accordance with or on account of violation of Vehicle Code sections:

- 14602.6 Suspended, revoked or unlicensed driver/30-day hold
- 22651 (a) Unattended vehicle on bridge
- 22651 (d) Vehicle blocking driveway
- 22651 (e) Vehicle blocking fire hydrant
- 22651 (f) Vehicle blocking freeway
- 22651 (h) (1) Driver arrested
- 22651 (h) (2) Order of suspension or revocation pursuant to section 13388
- 22651 (i) (1) Multiple parking citations
- 22651 (j) Lack of vehicle registration
- 22651 (k) Parking over seventy-two hours
- 22651 (l) Parking in a construction zone
- 22651 (m) Violation of special events restriction
- 22651 (n) No parking zone
- 22651 (o) (1) Vehicle registration is incorrect, falsified or expired by more than six months
- 22651 (p) Driver unlicensed or license suspended
- 22651 (r) Vehicle blocking another vehicle
- 22651 (t) Notice to appear/illegal amber lights
- 22651 (u) Acting as a car dealer without a license or temporary permit
- 22651 (v) Illegally letting stand a mobile billboard advertisement
- 22651 (w) Second or subsequent violation of an ordinance
- 22655.3 Removal for investigation (fleeing in violation of section 2800.1 or 2800.2)
- 22655.5 (a) Vehicle was used as the means of committing a public offense
- 22655.5 (b) Vehicle is evidence of crime
- 22669 Abandoned vehicle

SECTION 4. The Sheriff is authorized to collect the fee established herein, on behalf of the City, at the time of release of vehicles that are subject to the fee.

SECTION 5. The fee established herein shall only be imposed on the registered owner or the agent of the owner of the impounded vehicle, shall not include any vehicle towed under an abatement program or sold at a lien sale pursuant to Sections 3068.1 to 3074, inclusive of, and Section 22851 of, the Civil Code unless the sale is sufficient in amount to pay the lienholder's total charges and proper administrative costs.

SECTION 6. The fee established herein shall be collected only from the registered owner or an agent of the registered owner and that said fee is in addition to any other charges authorized or imposed pursuant to the Vehicle Code.

SECTION 7. The fee established herein complies with Vehicle Code section 22850.5 (b)(4) as the cost study conducted by the Sheriff that supports the \$144.00 per removal fee did not include administrative costs for conducting a hearing or appeal related to the removal, impound, storage, or release of a vehicle.

SECTION 8. The Sheriff shall not impose the fee established herein in any of the following circumstances: (a) when the vehicle was left because it became inoperable while being driven, if the owner made good faith attempts promptly to remove the vehicle from a location where it was not permitted; (b) when the vehicle was stolen; (c) when the vehicle was left by an ill or injured driver; or (d) when it is demonstrated to the satisfaction of the Sheriff or his/her designee that neither the registered owner of the vehicle nor his/her agent, if any, was at fault in creating the circumstances leading to the impounding of the vehicle.

SECTION 9. A registered owner or an agent of a registered owner who believes he/she/they are exempt from the fee established herein under any of the criteria listed in Section 8 above may apply in writing for a waiver of the fee and shall present such supporting information or documentation, as the Sheriff may request, to the City's Administrative Sergeant. Upon the presentation of a written application for waiver of said fee, together with such supporting documentation as may be requested by the Sheriff, the Administrative Sergeant or his/her designee shall determine promptly whether the applicant meets the criteria for a waiver of the fee and if so, shall waive the fee.

SECTION 10. Until further order of the City Council, the Sheriff is directed to deposit the proceeds of the fee established herein into Traffic Violator Fund in the County Treasury. Proceeds from the Traffic Violator Fund shall be used in conformance with the County's restrictions for the same as well as in conformance with any applicable provisions set forth in the City's agreement with the County for the Sheriff's law enforcement services.

SECTION 11. Until further order of the City Council, the Board of Supervisors is authorized to carry forward in the Traffic Violator Fund and accumulate any balance of proceeds of fees imposed by this Resolution that remains at the end of a fiscal year, as long as such fee proceeds will be used for the purposes provided herein.

SECTION 12. This Resolution supersedes Resolution No. 2000-57.

PASSED, APPROVED, AND ADOPTED this 23 day of March, 2021.

DAVID 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. 2021-08 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 March 23, 2021, 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: March 23, 2021

SUBJECT: CONSIDERATION OF ORDINANCE NO. 1108 AMENDING STANTON MUNICIPAL CODE TITLE 20, ZONING, SECTION 20.400.330 ACCESSORY DWELLING UNITS, UPDATING THE CITY'S ACCESSORY DWELLING UNIT (ADU) AND JUNIOR ACCESSORY DWELLING UNIT (JADU) REGULATIONS IN COMPLIANCE WITH STATE LAW

REPORT IN BRIEF:

The Ordinance to amend Title 20 (Zoning), Section 20.400.330 of the Stanton Municipal Code, regarding Accessory Dwelling Units (ADU) is proposed to update the City's regulations in compliance with new State legislation that took effect on January 1, 2021. The Planning Commission held a public hearing on March 3, 2021 and recommended adoption of the Ordinance to the City Council.

RECOMMENDED ACTION:

1. City Council conduct a public hearing; and
2. Declare that the project is not subject to the California Environmental Quality Act ("CEQA") pursuant California Public Resources Code Section 21080.17, which exempts the adoption of an accessory dwelling unit ordinance to implement the provisions of Section 65852.2 of the California Government Code; and
3. Introduce Ordinance No. 1108 entitled

"AN ORDINANCE OF THE CITY COUNCIL OF STANTON, CALIFORNIA AMENDING STANTON MUNICIPAL CODE TITLE 20, ZONING, SECTION 20.400.330 ACCESSORY DWELLING UNITS, TO UPDATE THE CITY'S ACCESSORY DWELLING UNIT (ADU) AND JUNIOR ACCESSORY DWELLING UNIT (JADU) REGULATIONS"; and

4. Set said Ordinance for adoption at the April 13, 2021 regularly scheduled City Council meeting.

BACKGROUND

Accessory Dwelling Units (ADU), also known as second units, granny flats and in-law suites are secondary homes on a property already containing a primary dwelling. Junior Accessory Dwelling Units (JADU) are second units created within the walls of a proposed or existing single-family residence and contain no more than 500 square feet.

Over the years the State Legislature has passed and revised ADU law to address the State's housing crisis. On January 14, 2020, the City Council of the City of Stanton reviewed and adopted an urgency and nonurgency Ordinance amending Title 20 of the Stanton Municipal Code relating to Accessory Dwelling Units (ADU) and Junior Accessory Dwelling Units (JADU) based on revisions and related changes to State Law.

In 2020, the California Legislature passed another round of housing-related bills. The new housing legislation included changes to ADU laws, which further streamline the approval process and expand the potential for ADU and JADU development. Changes to the ADU law took effect January 1, 2021 and as a result the City of Stanton must update its existing Ordinance to comply with the new State regulations.

ANALYSIS/JUSTIFICATION:

The new round of amendments to ADU law limits the ability of local jurisdictions to regulate certain development standards such as size, quantity, setbacks etc. The City does maintain authority to adopt objective standards so long as there is no conflict with the updates. The most notable changes include:

- A complete application for an ADU or JADU shall be deemed approved if the agency has not acted within 60 days.
- One ADU and one JADU per lot, within the proposed or existing single-family dwelling is processed ministerially.
- Clarification related to height of structures has been included.
- Review and requirements included related to consistency in materials and colors, roof pitch, window and door treatment.
- Addressing line of sight to an adjoining residential property.

FISCAL IMPACT:

No fiscal impact.

ENVIRONMENTAL IMPACT:

The project is exempt from environmental review under California Public Resources Code Section 21080.17, which exempts the adoption of an accessory dwelling unit ordinance to implement the provisions of Section 65852.2 of the California Government Code.

PUBLIC NOTIFICATION:

Posted at three public places and made public through the agenda-posting process.

STRATEGIC PLAN:

5 – Provide a High Quality of Life

Prepared by:

/s/ Estefany Franco

Estefany Franco
Associate Planner

Reviewed by:

/s/ Jennifer A. Lilley

Jennifer A. Lilley, AICP
Community and Economic
Development Director

Approved by:

/s/ Jarad L. Hildenbrand

Jarad L. Hildenbrand
City Manager

ATTACHMENTS:

- A. Draft Ordinance No. 1108
- B. Redline Section 20.400.330

ATTACHMENT A

ORDINANCE NO. 1108

AN ORDINANCE OF THE CITY COUNCIL OF STANTON, CALIFORNIA AMENDING STANTON MUNICIPAL CODE TITLE 20, ZONING, SECTION 20.400.330 ACCESSORY DWELLING UNITS, TO UPDATE THE CITY'S ACCESSORY DWELLING UNIT (ADU) AND JUNIOR ACCESSORY DWELLING UNIT (JADU) REGULATIONS

WHEREAS, the purpose of this Ordinance is to amend the Stanton Municipal Code to update the City's regulations of Accessory Dwelling Unit and Junior Accessory Dwelling Unit to comply with State law; and

WHEREAS, AB 3182 amended the California Gov. Code, § 65852.2 and Civil Code Sections 4740 and 4741 pertaining to Accessory Dwelling Units and Junior Accessory Dwelling Units; and

WHEREAS, the new ADU law took effect January 1, 2021 and created inconsistencies and a need to clarification on specific regulations for ADUs and JADUs, thereby limiting the City to the application of the few default standards provided in Government Code sections 65852.2 for the approval of ADUs and JADUs; and

WHEREAS, the City Council intends to amend Section 20.400.330 Accessory Dwelling Units to comply with new state law and include objective standards pertaining to height regulations and architectural requirements; and

WHEREAS, staff and the City Attorney prepared the proposed ordinance, including the proposed language and terminology, and any additional information and documents deemed necessary for the Planning Commission to take action; and

WHEREAS, on March 3, 2021 the Planning Commission conducted and concluded a duly noticed public hearing concerning the Zoning Code amendments contained herein as required by law and received testimony from City staff and all interested parties regarding the proposed amendments and recommended that the City Council adopt the amendments; and

WHEREAS, on March 23, 2021, the City Council conducted and concluded a duly noticed public hearing concerning the Municipal Code amendments contained herein as required by law and received testimony from City staff and all interested parties regarding the proposed amendments; and

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

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

SECTION 1. Incorporation of Recitals. The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. Amendment to SMC Section 20.400.330. The City Council of the City of hereby amends Stanton Code Title 20, Zoning, Section 20.400.330, Accessory Dwelling Units, and restates it to read as follows:

Section 20.400.330 Accessory Dwelling Units

- A. **Purpose.** The purpose of this section is to allow and regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in compliance with California Government Code sections 65852.2 and 65852.22.
- B. **Effect of Conforming.** An ADU or JADU that conforms to the standards in this section will not be:
 - (1) Deemed to be inconsistent with the City's General Plan and zoning designation for the lot on which the ADU or JADU is located.
 - (2) Deemed to exceed the allowable density for the lot on which the ADU or JADU is located.
 - (3) Considered in the application of any local ordinance, policy, or program to limit residential growth.
 - (4) Required to correct a nonconforming zoning condition, as defined in subsection C(7) below. This does not prevent the City from enforcing compliance with applicable building standards in accordance with Health and Safety Code section 17980.12.
- C. **Definitions.** As used in this section, terms are defined as follows:
 - (1) "Accessory dwelling unit" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. An accessory dwelling unit also includes the following:
 - (A) An efficiency unit, as defined by Section 17958.1 of the California Health and Safety Code; and
 - (B) A manufactured home, as defined by Section 18007 of the California Health and Safety Code.
 - (2) "Accessory structure" means a structure that is accessory and incidental to a dwelling located on the same lot. Refer to Section 20.700.070.
 - (3) "Complete independent living facilities" means permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.
 - (4) "Efficiency kitchen" means a kitchen that includes each of the following:

- (A) A cooking facility with appliances.
 - (B) A food preparation counter or counters that total at least 15 square feet in area.
 - (C) Food storage cabinets that total at least 30 square feet of shelf space.
- (5) “Junior accessory dwelling unit” or “JADU” means a residential unit that
- (A) is no more than 500 square feet in size,
 - (B) is contained entirely within an existing or proposed single-family structure,
 - (C) includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure, and
 - (D) includes an efficiency kitchen, as defined in subsection C(4) above
- (6) “Living area” means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.
- (7) “Nonconforming zoning condition” means a physical improvement on a property that does not conform with current zoning standards.
- (8) “Passageway” means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.
- (9) “Proposed dwelling” means a dwelling that is the subject of a permit application and that meets the requirements for permitting.
- (10) “Public transit” means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.
- (11) “Tandem parking” means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.

D. **Approvals.** The following approvals apply to ADUs and JADUs under this section:

- (1) **Building-permit Only.** If an ADU or JADU complies with each of the general requirements in subsection E below, it is allowed with only a building permit in the following scenarios:

- (A) **Converted on Single-family Lot:** One ADU as described in this subsection D(1)(A) and one JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:
- (i) Is either: within the space of a proposed single-family dwelling; within the existing space of an existing single-family dwelling; or within the existing space of an accessory structure, plus up to 150 additional square feet if the expansion is limited to accommodating ingress and egress; and
 - (ii) Has exterior access that is independent of that for the single-family dwelling; and
 - (iii) Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes; and
 - (iv) The JADU complies with all the requirements of Gov. Code section 65852.22
- (B) **Limited Detached on Single-family Lot:** One detached, new-construction ADU on a lot with a proposed or existing single-family dwelling (in addition to any JADU that might otherwise be established on the lot under subsection D(1)(A) above), if the detached ADU satisfies the following limitations:
- (i) The side- and rear-yard setbacks are at least four-feet.
 - (ii) The total floor area is 800 square feet or smaller.
 - (iii) The peak height above grade is 16 feet or less.
- (C) **Converted on Multifamily Lot:** One or more ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, if each converted ADU complies with state building standards for dwellings. Under this subsection D(1)(C), at least one converted ADU is allowed within an existing multifamily dwelling, and up to a quantity equal to 25 percent of the existing multifamily dwelling units.
- (D) **Limited Detached on Multifamily Lot:** No more than two detached ADUs on a lot that has an existing multifamily dwelling if each detached ADU satisfies the following limitations:
- (i) The side- and rear-yard setbacks are at least four-feet.

- (ii) The peak height above grade is 16 feet or less.

(2) **ADU Permit.**

- (A) Except as allowed under subsection D (1) above, no ADU may be created without a building permit and an ADU permit in compliance with the standards set forth in subsections E and F below.
- (B) The City may charge a fee to reimburse it for costs incurred in processing ADU permits, including the costs of adopting or amending the City's ADU ordinance. The ADU-permit processing fee is determined by the Director and approved by the City Council by resolution.

(3) **Process and Timing.**

- (A) An ADU permit is considered and approved ministerially, without discretionary review or a hearing.
- (B) The City must act on an application to create an ADU or JADU within 60 days from the date that the City receives a completed application. If the City does not act upon the completed application within 60 days, the application is deemed approved unless either:
 - (i) The applicant requests a delay, in which case the 60-day time period is tolled for the period of the requested delay, or
 - (ii) When an application to create an ADU or JADU is submitted with a permit application to create a new single-family dwelling on the lot, the City may delay acting on the permit application for the ADU or JADU until the City acts on the permit application to create the new single-family dwelling, but the application to create the ADU or JADU will still be considered ministerially without discretionary review or a hearing.

E. **General ADU and JADU Requirements.** The following requirements apply to all ADUs and JADUs that are approved under subsections D(1) or D(2) above:

(1) **Zoning.**

- (A) An ADU or JADU subject only to a building permit under subsection D(1) above may be created on a lot in a residential or mixed-use zone.
- (B) An ADU or JADU subject to an ADU permit under subsection D(2) above may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.

- (2) **Fire Sprinklers.** Fire sprinklers are required in an ADU if sprinklers are required in the primary residence.
- (3) **Rental Term.** No ADU or JADU may be rented for a term that is shorter than 30 days.
- (4) **No Separate Conveyance.** An ADU or JADU may be rented long-term, but no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).
- (5) **Septic System.** If the ADU or JADU will connect to an onsite water-treatment system, the owner must include with the application a percolation test completed within the last five years or, if the percolation test has been recertified, within the last 10 years.
- (6) **Owner Occupancy.**
 - (A) All ADUs created before January 1, 2020, are subject to the owner-occupancy requirement that was in place when the ADU was created.
 - (B) An ADU that is created after that date but before January 1, 2025, is not subject to any owner-occupancy requirement.
 - (C) All ADUs that are created on or after January 1, 2025, are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property as the person's legal domicile and permanent residence.
 - (D) All JADUs are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property, in either the primary dwelling or JADU, as the person's legal domicile and permanent residence. However, the owner-occupancy requirement of this paragraph does not apply if the property is entirely owned by another governmental agency, land trust, or housing organization.
- (7) **Deed Restriction.** Prior to issuance of a building permit for an ADU or JADU, a deed restriction must be recorded against the title of the property in the County Recorder's office and a copy filed with the Director. The deed restriction must run with the land and bind all future owners. The form of the deed restriction will be provided by the City and must provide that:
 - (A) The ADU or JADU may not be sold separately from the primary dwelling.

- (B) The ADU or JADU is restricted to the approved size and to other attributes allowed by this section.
- (C) The deed restriction runs with the land and may be enforced against future property owners.
- (D) The deed restriction may be removed if the owner eliminates the ADU or JADU, as evidenced by, for example, removal of the kitchen facilities. To remove the deed restriction, an owner may make a written request of the Director, providing evidence that the ADU or JADU has in fact been eliminated. The Director may then determine whether the evidence supports the claim that the ADU or JADU has been eliminated. Appeal may be taken from the Director's determination consistent with other provisions of this Code. If the ADU or JADU is not entirely physically removed, but is only eliminated by virtue of having a necessary component of an ADU or JADU removed, the remaining structure and improvements must otherwise comply with applicable provisions of this Code.
- (E) The deed restriction is enforceable by the Director or his or her designee for the benefit of the City. Failure of the property owner to comply with the deed restriction may result in legal action against the property owner, and the City is authorized to obtain any remedy available to it at law or equity, including, but not limited to, obtaining an injunction enjoining the use of the ADU or JADU in violation of the recorded restrictions or abatement of the illegal unit.

F. **Specific ADU Requirements.** The following requirements apply only to ADUs that require an ADU permit under subsection D(2) above.

(1) **Maximum Size.**

- (A) The maximum size of a detached or attached ADU subject to this subsection F is 850 square feet for a studio or one-bedroom unit and 1,000 square feet for a unit with two bedrooms. No more than two bedrooms are allowed.
- (B) An attached ADU that is created on a lot with an existing primary dwelling is further limited to 50 percent of the floor area of the existing primary dwelling.
- (C) Application of other development standards in this subsection F, such as FAR or lot coverage, might further limit the size of the ADU, but no application of FAR, lot coverage, or open-space requirements may require the ADU to be less than 800 square feet.

(2) **Floor Area Ratio (FAR).** No ADU subject to this subsection F may cause the total FAR of the lot to exceed, subject to subsection F(1)(C) above.

FAR/Target Range	General GLMX	North Gateway NGMX	South Gateway SGMX
Target Density Range	<i>Density range for residential uses expressed as dwelling units per NET acre.</i>		
Residential Uses	25 - 45 du/ac	25 - 45 du/ac	30 - 60 du/ac
Target Intensity Range	<i>Floor area ratio (FAR) for nonresidential uses</i>		
Nonresidential Uses (1)	1.0 - 2.0	1.0 - 2.0	1.5 - 3.0

- (3) **Lot Coverage.** No ADU subject to this subsection F may cause the total lot coverage of the lot to exceed the following coverage, subject to subsection F(1)(C) above.

Lot Coverage	RE	RL	RM	RH
Interior Lot	30%	40%	50%	65%
Corner Lot	35%	45%	50%	65%

- (4) **Impervious surface coverage.** Maximum percentage of the total gross lot area that may be covered by structures and impervious surfaces shall not exceed 70 percent, subject to subsection F(1)(C) above.
- (5) **Height.** No ADU subject to this subsection F may exceed 16 feet in height above grade, measured to the peak of the structure.
- (6) **Setbacks.**
- (A) An ADU that is subject to this subsection F must conform to a 25-foot front-yard setback.
 - (B) An ADU that is subject to this subsection F must conform to 4-foot side-and rear-yard setbacks.
 - (C) No setback is required for an ADU that is subject to this subsection F if the ADU is constructed in the same location and to the same dimensions as an existing structure

- (7) **Passageway.** No passageway, as defined by subsection C(8) above, is required for an ADU.
- (8) **Parking.**
- (A) Generally. One off-street parking space is required for each ADU. The parking space may be provided in setback areas or as tandem parking, as defined by subsection C(11) above.
 - (B) Exceptions. No parking under subsection F(8)(A) is required in the following situations:
 - (i) The ADU is located within one-half mile walking distance of public transit, as defined in subsection C(10) above.
 - (ii) The ADU is located within an architecturally and historically significant historic district.
 - (iii) The ADU is part of the proposed or existing primary residence (single-family converted ADUs, not multifamily converted) or an accessory structure under subsection D(1)(A) above.
 - (iv) When on-street parking permits are required but not offered to the occupant of the ADU.
 - (v) When there is an established car share vehicle stop located within one block of the ADU.
 - (C) No Replacement. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those off-street parking spaces are not required to be replaced.
- (9) **Architectural Requirements.**
- (A) The materials and colors of the exterior walls, roof, and windows and doors must match the appearance and architectural design of those of the primary dwelling.
 - (B) The roof slope must match that of the dominant roof slope of the primary dwelling. The dominant roof slope is the slope shared by the largest portion of the roof.
 - (C) The exterior lighting must be limited to down-lights or as otherwise required by the building or fire code.

- (D) The ADU must have an independent exterior entrance, apart from that of the primary dwelling. The ADU entrance must be located on the side or rear building façade, not facing a public-right-of-way.
- (E) The interior horizontal dimensions of an ADU must be at least 10 feet wide in every direction, with a minimum interior wall height of seven feet.
- (F) Windows and doors of the ADU may not have a direct line of sight to an adjoining residential property. Fencing, landscaping, or privacy glass may be used to provide screening and prevent a direct line of sight.
- (G) All windows and doors in an ADU are less than 30 feet from a property line that is not a public right-of-way line must either be (for windows) clerestory with the bottom of the glass at least six feet above the finished floor, or (for windows and for doors) utilize frosted or obscure glass.

G. Fees.

(1) Impact Fees.

- (A) No impact fee is required for an ADU that is less than 750 square feet in size. For purposes of this subsection G (1), “impact fee” means a “fee” under the Mitigation Fee Act (Gov. Code § 66000(b)) and a fee under the Quimby Act (Gov. Code § 66477). “Impact fee” here does not include any connection fee or capacity charge for water or sewer service.
- (B) Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit. (E.g., the floor area of the primary dwelling, divided by the floor area of the ADU, times the typical fee amount charged for a new dwelling.)

(2) Utility Fees.

- (A) If an ADU or JADU is constructed with a new single-family home, a separate utility connection directly between the ADU or JADU and the utility and payment of the normal connection fee and capacity charge for a new dwelling are required.
- (B) Except as described in subsection G(2)(A), converted ADUs and JADUs on a single-family lot, created under subsection D(1)(A) above, are not required to have a new or separate utility connection directly between the ADU or JADU and the utility. Nor is a

connection fee or capacity charge required unless the ADO or JADU is constructed with a new single-family home.

- (C) Except as described in subsection G(2)(A), all ADUs and JADUs not covered by subsection G(2)(A) above require a new, separate utility connection directly between the ADO or JADU and the utility.
 - (i) The connection is subject to a connection fee or capacity charge that is proportionate to the burden created by the ADO or JADU, based on either the floor area or the number of drainage-fixture units (DFU) values, as defined by the Uniform Plumbing Code, upon the water or sewer system.
 - (ii) The fee or charge may not exceed the reasonable cost of providing this service.

H. Nonconforming ADUs and Discretionary Approval. Any proposed ADO or JADU that does not conform to the objective standards set forth in subsections A through G(2) of this section may be allowed by the City with a use permit, in accordance with Chapter 20.550.

A. Stanton Municipal Code Title 20 Section 20.210.020 Residential Zone Land Uses and Permit Requirements is amended as follows:

Accessory Dwelling Units <u>(1)</u>	P	P	P (4)	P (4)	20.400.330
-------------------------------------	---	---	-------	-------	------------

Accessory Residential Structures/Uses

1) Accessory dwelling units are ~~only~~ allowed in the ~~RM and RH~~ any zones on a lot where a ~~single family dwelling unit exists as of the date of adoption of this Zoning Code~~ a residential use is permitted.

SECTION 3. Effect of Restatement. All restated, unamended provisions of the Stanton Municipal Code that are repeated herein are repeated only to aid decision makers and the public in understanding the effect of the proposed changes. Restatement of existing provisions does not constitute a new enactment.

SECTION 4. Severability. Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance, and, to that end, the provisions hereof are severable. The City Council

of the City of Stanton declares that it would have adopted all the provisions of this Ordinance that remain valid if any provisions of this ordinance are declared invalid.

SECTION 5. CEQA. The City Council determines that the adoption of this Ordinance is exempt from additional environmental review under California Public Resources Code Section 21080.17, which exempts the adoption of an accessory dwelling unit ordinance to implement the provisions of Section 65852.2 of the California Government Code.

SECTION 6. Adoption, Certification, and Publication. The City Clerk of the City of Stanton shall certify the passage and adoption of this Ordinance and shall cause the same, or a summary thereof, to be published and/or posted in the manner required by law. This Ordinance shall take effect 30 days after its adoption.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Stanton, California, at a regular meeting of the City Council held on the ____ day of _____, 2021.

STATE OF CALIFORNIA)

CITY OF STANTON:

Mayor David J. Shawver

ATTEST:

Patricia A. Vazquez
City Clerk

APPROVED AS TO FORM:

HongDao Nguyen
City Attorney

COUNTY OF ORANGE) ss.
CITY OF STANTON)

I, **Patricia Vazquez**, City Clerk of the City of Stanton, California, hereby certify that Ordinance No. _____ having been regularly introduced at the meeting of _____, was again introduced, the reading in full thereof unanimously waived, and duly passed and adopted at a regular meeting of the City Council held on the ____ day of _____, _____, and said ordinance was adopted by the following vote:

AYES:

NOES:

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of the City of San Stanton, California, this ____ day of _____, _____.

CITY CLERK of the City of
Stanton, California

Section 20.400.330 Accessory Dwelling Units

- A. **Purpose.** The purpose of this section is to allow and regulate accessory dwelling units (ADUs) and junior accessory dwelling units (JADUs) in compliance with California Government Code sections 65852.2 and 65852.22.
- B. **Effect of Conforming.** An ADU or JADU that conforms to the standards in this section will not be:
- (1) Deemed to be inconsistent with the City's General Plan and zoning designation for the lot on which the ADU or JADU is located.
 - (2) Deemed to exceed the allowable density for the lot on which the ADU or JADU is located.
 - (3) Considered in the application of any local ordinance, policy, or program to limit residential growth.
 - (4) Required to correct a nonconforming zoning condition, as defined in subsection C(7) below. This does not prevent the City from enforcing compliance with applicable building standards in accordance with Health and Safety Code section 17980.12.
- C. **Definitions.** As used in this section, terms are defined as follows:
- (1) "Accessory dwelling unit" or "ADU" means an attached or a detached residential dwelling unit that provides complete independent living facilities for one or more persons and is located on a lot with a proposed or existing primary residence. An accessory dwelling unit also includes the following:
 - (A) An efficiency unit, as defined by Section 17958.1 of the California Health and Safety Code; and
 - (B) A manufactured home, as defined by Section 18007 of the California Health and Safety Code.
 - (2) "Accessory structure" means a structure that is accessory and incidental to a dwelling located on the same lot. Refer to Section 20.700.070.
 - (3) "Complete independent living facilities" means permanent provisions for living, sleeping, eating, cooking, and sanitation on the same parcel as the single-family or multifamily dwelling is or will be situated.
 - (4) "Efficiency kitchen" means a kitchen that includes each of the following:
 - (A) A cooking facility with appliances.

- (B) A food preparation counter or counters that total at least 15 square feet in area.
- (C) Food storage cabinets that total at least 30 square feet of shelf space.
- (5) “Junior accessory dwelling unit” or “JADU” means a residential unit that
 - (A) is no more than 500 square feet in size,
 - (B) is contained entirely within an existing or proposed single-family structure,
 - (C) includes its own separate sanitation facilities or shares sanitation facilities with the existing or proposed single-family structure, and
 - (D) includes an efficiency kitchen, as defined in subsection C(4) above
- (6) “Living area” means the interior habitable area of a dwelling unit, including basements and attics, but does not include a garage or any accessory structure.
- (7) “Nonconforming zoning condition” means a physical improvement on a property that does not conform with current zoning standards.
- (8) “Passageway” means a pathway that is unobstructed clear to the sky and extends from a street to one entrance of the ADU or JADU.
- (9) “Proposed dwelling” means a dwelling that is the subject of a permit application and that meets the requirements for permitting.
- (10) “Public transit” means a location, including, but not limited to, a bus stop or train station, where the public may access buses, trains, subways, and other forms of transportation that charge set fares, run on fixed routes, and are available to the public.
- (11) “Tandem parking” means that two or more automobiles are parked on a driveway or in any other location on a lot, lined up behind one another.

D. **Approvals.** The following approvals apply to ADUs and JADUs under this section:

- (1) **Building-permit Only.** If an ADU or JADU complies with each of the general requirements in subsection E below, it is allowed with only a building permit in the following scenarios:
 - (A) **Converted on Single-family Lot:** ~~Only one~~One ADU ~~or as described in this subsection D(1)(A) and one~~ JADU on a lot with a proposed or existing single-family dwelling on it, where the ADU or JADU:

- (i) Is either: within the space of a proposed single-family dwelling; within the existing space of an existing single-family dwelling; or within the existing space of an accessory structure, plus up to 150 additional square feet if the expansion is limited to accommodating ingress and egress; and
- (ii) Has exterior access that is independent of that for the single-family dwelling; and
- (iii) Has side and rear setbacks sufficient for fire and safety, as dictated by applicable building and fire codes; and
- (iv) The JADU complies with all the requirements of Gov. Code section 65852.22

(B) **Limited Detached on Single-family Lot:** One detached, new-construction ADU on a lot with a proposed or existing single-family dwelling (in addition to any JADU that might otherwise be established on the lot under subsection D(1)(A) above), if the detached ADU satisfies the following limitations:

- (i) The side- and rear-yard setbacks are at least four-feet.
- (ii) The total floor area is 800 square feet or smaller.
- (iii) The peak height above grade is 16 feet or less.

(C) **Converted on Multifamily Lot:** ~~Multiple~~One or more ADUs within portions of existing multifamily dwelling structures that are not used as livable space, including but not limited to storage rooms, boiler rooms, passageways, attics, basements, or garages, if each converted ADU complies with state building standards for dwellings. ~~At~~Under this subsection D(1)(C), at least one converted ADU is allowed within an existing multifamily dwelling, and up to a quantity equal to 25 percent of the existing multifamily dwelling units ~~may each have a converted ADU under this paragraph.~~

(D) **Limited Detached on Multifamily Lot:** No more than two detached ADUs on a lot that has an existing multifamily dwelling if each detached ADU satisfies the following limitations:

- (i) The side- and rear-yard setbacks are at least four-feet.
- (ii) The ~~total floor area is 800 square~~peak height above grade is 16 feet or ~~smaller~~less.

(2) **ADU Permit.**

- (A) Except as allowed under subsection D (1) above, no ADU may be created without a building permit and an ADU permit in compliance with the standards set forth in subsections E and F below.
- (B) The City may charge a fee to reimburse it for costs incurred in processing ADU permits, including the costs of adopting or amending the City's ADU ordinance. The ADU-permit processing fee is determined by the Director and approved by the City Council by resolution.

(3) **Process and Timing.**

- (A) An ADU permit is considered and approved ministerially, without discretionary review or a hearing.
- (B) The City must act on an application to create an ADU or JADU within 60 days from the date that the City receives a completed application. If the City does not act upon the completed application within 60 days, the application is deemed approved unless either:
 - (i) The applicant requests a delay, in which case the 60-day time period is tolled for the period of the requested delay, or
 - (ii) ~~In the case of a JADU and the~~ When an application to create a ~~junior accessory dwelling unit~~ an ADU or JADU is submitted with a permit application to create a new single-family dwelling on the lot, the City may delay acting on the permit application for the ADU or JADU until the City acts on the permit application to create the new single-family dwelling, but the application to create the ADU or JADU will still be considered ministerially without discretionary review or a hearing.

E. **General ADU and JADU Requirements.** The following requirements apply to all ADUs and JADUs that are approved under subsections D(1) or D(2) above:

(1) **Zoning.**

- (A) An ADU or JADU subject only to a building permit under subsection D(1) above may be created on a lot in a residential or mixed-use zone ~~that allows residential uses.~~
- (B) An ADU or JADU subject to an ADU permit under subsection D(2) above may be created on a lot that is zoned to allow single-family dwelling residential use or multifamily dwelling residential use.

(2) **Fire Sprinklers.** Fire sprinklers are required in an ADU if sprinklers are required in the primary residence.

- (3) **Rental Term.** No ADU or JADU may be rented for a term that is shorter than 30 days.
- (4) **No Separate Conveyance.** An ADU or JADU may be rented long-term, but no ADU or JADU may be sold or otherwise conveyed separately from the lot and the primary dwelling (in the case of a single-family lot) or from the lot and all of the dwellings (in the case of a multifamily lot).
- (5) **Septic System.** If the ADU or JADU will connect to an onsite water-treatment system, the owner must include with the application a percolation test completed within the last five years or, if the percolation test has been recertified, within the last 10 years.
- (6) **Owner Occupancy.**
 - (A) All ADUs created before January 1, 2020, are subject to the owner-occupancy requirement that was in place when the ADU was created.
 - (B) An ADU that is created after that date but before January 1, 2025, is not subject to any owner-occupancy requirement.
 - (C) All ADUs that are created on or after January 1, 2025, are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property as the person's legal domicile and permanent residence.
 - (D) All JADUs are subject to an owner-occupancy requirement. A natural person with legal or equitable title to the property must reside on the property, in either the primary dwelling or JADU, as the person's legal domicile and permanent residence. However, the owner-occupancy requirement of this paragraph does not apply if the property is entirely owned by another governmental agency, land trust, or housing organization.
- (7) **Deed Restriction.** Prior to issuance of a building permit for an ADU or JADU, a deed restriction must be recorded against the title of the property in the County Recorder's office and a copy filed with the Director. The deed restriction must run with the land and bind all future owners. The form of the deed restriction will be provided by the City and must provide that:
 - (A) The ADU or JADU may not be sold separately from the primary dwelling.
 - (B) The ADU or JADU is restricted to the approved size and to other attributes allowed by this section.

- (C) The deed restriction runs with the land and may be enforced against future property owners.
- (D) The deed restriction may be removed if the owner eliminates the ADU or JADU, as evidenced by, for example, removal of the kitchen facilities. To remove the deed restriction, an owner may make a written request of the Director, providing evidence that the ADU or JADU has in fact been eliminated. The Director may then determine whether the evidence supports the claim that the ADU or JADU has been eliminated. Appeal may be taken from the Director's determination consistent with other provisions of this Code. If the ADU or JADU is not entirely physically removed, but is only eliminated by virtue of having a necessary component of an ADU or JADU removed, the remaining structure and improvements must otherwise comply with applicable provisions of this Code.
- (E) The deed restriction is enforceable by the Director or his or her designee for the benefit of the City. Failure of the property owner to comply with the deed restriction may result in legal action against the property owner, and the City is authorized to obtain any remedy available to it at law or equity, including, but not limited to, obtaining an injunction enjoining the use of the ADU or JADU in violation of the recorded restrictions or abatement of the illegal unit.

F. **Specific ADU Requirements.** The following requirements apply only to ADUs that require an ADU permit under subsection D(2) above.

(1) **Maximum Size.**

- (A) The maximum size of a detached or attached ADU subject to this subsection F is 850 square feet for a studio or one-bedroom unit and 1,000 square feet for a unit with two bedrooms. No more than two bedrooms are allowed.
- (B) An attached ADU that is created on a lot with an existing primary dwelling is further limited to 50 percent of the floor area of the existing primary dwelling.
- (C) Application of other development standards in this subsection F, such as FAR or lot coverage, might further limit the size of the ADU, but no application of FAR, lot coverage, or open-space requirements may require the ADU to be less than 800 square feet.

(2) **Floor Area Ratio (FAR).** No ADU subject to this subsection F may cause the total FAR of the lot to exceed, subject to subsection F(1)(C) above.

FAR/Target Range	General GLMX	North Gateway NGMX	South Gateway SGMX
Target Density Range	<i>Density range for residential uses expressed as dwelling units per NET acre.</i>		
Residential Uses	25 - 45 du/ac	25 - 45 du/ac	30 - 60 du/ac
Target Intensity Range	<i>Floor area ratio (FAR) for nonresidential uses</i>		
Nonresidential Uses (1)	1.0 - 2.0	1.0 - 2.0	1.5 - 3.0

- (3) **Lot Coverage.** No ADU subject to this subsection F may cause the total lot coverage of the lot to exceed the following coverage, subject to subsection F(1)(C) above.

Lot Coverage	RE	RL	RM	RH
Interior Lot	30%	40%	50%	65%
Corner Lot	35%	45%	50%	65%

- (4) **Impervious surface coverage.** Maximum percentage of the total gross lot area that may be covered by structures and impervious surfaces shall not exceed 70 percent, subject to subsection F(1)(C) above.

- (5) ~~Height.~~

~~(A) A single-story attached or detached ADU may not~~ Height. No ADU subject to this subsection F may exceed 16 feet in height above grade, measured to the peak of the structure.

- (6) Setbacks.

(A) An ADU that is subject to this subsection F must conform to a 25-foot front-yard setback.

~~(B) A second-story or two-story attached ADU may not exceed the height of the primary dwelling~~ An ADU that is subject to this subsection F must conform to 4-foot side-and rear-yard setbacks.

~~(C) A detached ADU may not exceed one story.~~ No setback is required for an ADU that is subject to this subsection F if the ADU is constructed in the same location and to the same dimensions as an existing structure

- (7) ~~(6)~~ **Passageway.** No passageway, as defined by subsection C(8) above, is required for an ADU.

- (8) ~~(7)~~ **Parking.**

- (A) Generally. One off-street parking space is required for each ADU. The parking space may be provided in setback areas or as tandem parking, as defined by subsection C(11) above.
- (B) Exceptions. No parking under subsection ~~F(7)(A)~~ F(8)(A) is required in the following situations:
 - (i) The ADU is located within one-half mile walking distance of public transit, as defined in subsection C(10) above.
 - (ii) The ADU is located within an architecturally and historically significant historic district.
 - (iii) The ADU is part of the proposed or existing primary residence (single-family converted ADUs, not multifamily converted) or an accessory structure under subsection D(1)(A) above.
 - (iv) When on-street parking permits are required but not offered to the occupant of the ADU.
 - (v) When there is an established car share vehicle stop located within one block of the ADU.
- (C) No Replacement. When a garage, carport, or covered parking structure is demolished in conjunction with the construction of an ADU or converted to an ADU, those offstreet parking spaces are not required to be replaced.

(9) ~~(8)~~ **Architectural Requirements.**

- ~~(A) An accessory dwelling unit may be attached or detached from the primary dwelling unit, or located within the living area of the existing dwelling.~~
- ~~(B) An accessory dwelling unit shall be compatible with the design of the primary dwelling unit in terms of height, bulk, architectural character, materials, color, and landscaping treatment.~~
- ~~(C) An entrance to an accessory dwelling unit shall not be visible from the public right of way.~~
- (A) ~~(D) For garage conversions, garage~~ The materials and colors of the exterior walls, roof, and windows and doors must be removed and architecturally integrated with match the appearance and architectural design of those of the primary dwelling or structure to which it is located.
- (B) The roof slope must match that of the dominant roof slope of the primary dwelling. The dominant roof slope is the slope shared by the largest portion of the roof.

- (C) The exterior lighting must be limited to down-lights or as otherwise required by the building or fire code.
- (D) The ADU must have an independent exterior entrance, apart from that of the primary dwelling. The ADU entrance must be located on the side or rear building façade, not facing a public-right-of-way.
- (E) The interior horizontal dimensions of an ADU must be at least 10 feet wide in every direction, with a minimum interior wall height of seven feet.
- (F) Windows and doors of the ADU may not have a direct line of sight to an adjoining residential property. Fencing, landscaping, or privacy glass may be used to provide screening and prevent a direct line of sight.
- (G) All windows and doors in an ADU are less than 30 feet from a property line that is not a public right-of-way line must either be (for windows) clerestory with the bottom of the glass at least six feet above the finished floor, or (for windows and for doors) utilize frosted or obscure glass.

⌚

G. Fees.

(1) Impact Fees.

- (A) No impact fee is required for an ADU that is less than 750 square feet in size. For purposes of this subsection G (1), “impact fee” means a “fee” under the Mitigation Fee Act (Gov. Code § 66000(b)) and a fee under the Quimby Act (Gov. Code § 66477). “Impact fee” here does not include any connection fee or capacity charge for water or sewer service.
- (B) Any impact fee that is required for an ADU that is 750 square feet or larger in size must be charged proportionately in relation to the square footage of the primary dwelling unit. (E.g., the floor area of the primary dwelling, divided by the floor area of the ADU, times the typical fee amount charged for a new dwelling.) ~~“Impact fee” here does not include any connection fee or capacity charge for water or sewer service.~~

(2) Utility Fees.

- (A) If an ADU or JADU is constructed with a new single-family home, a separate utility connection directly between the ADU or JADU and the utility and payment of the normal connection fee and capacity charge for a new dwelling are required.
- (B) ~~(A) Converted~~ Except as described in subsection G(2)(A), converted ADUs and JADUs on a single-family lot, created under subsection

D(1)(A) above, are not required to have a new or separate utility connection directly between the ADU or JADU and the utility. Nor is a connection fee or capacity charge required unless the ADO or JADU is constructed with a new single-family home.

(C) ~~(B)~~ ~~All~~ Except as described in subsection G(2)(A), all ADUs and JADUs not covered by subsection G(2)(A) above require a new, separate utility connection directly between the ADU or JADU and the utility.

(i) The connection is subject to a connection fee or capacity charge that is proportionate to the burden created by the ADU or JADU, based on either the floor area or the number of drainage-fixture units (DFU) values, as defined by the Uniform Plumbing Code, upon the water or sewer system.

(ii) The fee or charge may not exceed the reasonable cost of providing this service.

H. Nonconforming ADUs and Discretionary Approval. Any proposed ADU or JADU that does not conform to the objective standards set forth in subsections A through G(2) of this section may be allowed by the City with a use permit, in accordance with Chapter 20.550.

~~A. Stanton Municipal Code Title 20 Section 20.410.020 Applicability is amended as follows:~~

~~B. — The standards in this Chapter shall not apply to the following:~~

- ~~1. — Accessory structures used for animal keeping purposes that comply with Section 20.400.040 (Animal Keeping);~~
- ~~2. — Detached accessory units used for living purposes that comply with Section 20.400.340 20.400.330 (Accessory Dwelling Units);~~

~~B. Stanton Municipal Code Title 20 Section 20.410.050 Accessory Structures in Residential Zones is amended as follows:~~

~~20.410.050 Accessory Structures in Residential Zones~~

~~B. — Detached accessory structures.~~

- ~~1. — The use of an accessory structure as a dwelling unit, sleeping quarters, or a housekeeping unit is prohibited, except for an accessory dwelling unit approved in compliance with Section 20.400.340 20.400.330 (Accessory Dwelling Units)~~

A. ~~C.~~ **Stanton Municipal Code Title 20 Section 20.210.020 Residential Zone Land Uses and Permit Requirements is amended as follows:**

Accessory Dwelling Units (1)	P	P	P (1)	P (1)	20.400.330
------------------------------	---	---	-------	-------	------------

Accessory Residential Structures/Uses

1) Accessory dwelling units are ~~only~~ allowed in ~~the RM and RH~~ any zones on a lot where a single family dwelling unit exists as of the date of adoption of this Zoning Code a residential use is permitted.

~~D. Stanton Municipal Code Title 20 Section 20.700.070 Other Uses is amended as follows:~~

~~Also includes the indoor storage of automobiles (including their incidental noncommercial restoration and repair), personal recreational vehicles and other personal property, accessory to a residential use. Does not include: accessory second dwelling units (“Second Accessory Dwelling Units”); guest houses (“Guest Houses”); or home satellite dish and other receiving antennas for earth-based TV and radio broadcasts (“Satellite/Dish and Amateur Radio Antenna”).~~

~~E. Stanton Municipal Code Title 20 Section 20.700.090 Residential Uses is amended as follows:~~

~~4. — Accessory Dwelling Unit. A detached or attached permanent residential dwelling unit that is accessory to a principal dwelling on the same site. An accessory dwelling unit provides complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, sanitation, and parking. Refer to section 20.400.330~~

~~F. Stanton Municipal Code Title 20 Section 20.710.050 “E” Definitions is amended as follows:~~

~~**Efficiency Unit.** See “Studio Apartment.” as defined by Section 17958.1 of the California Health and Safety Code.~~

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: March 23, 2021

SUBJECT: INTRODUCE AN ORDINANCE AMENDING STANTON MUNICIPAL CODE SECTIONS 2.28.020 AND 2.32.020 TO REPEAL THE QUALIFIED ELECTOR REQUIREMENT FOR SERVING ON CITY APPOINTED COMMISSIONS

REPORT IN BRIEF:

Staff is recommending that the City Council introduce on first reading Ordinance No. 1109, which would remove the qualified elector requirement for serving on the City's appointed commissions, the Planning Commission and the Parks, Recreation and Community Services Commission.

RECOMMENDED ACTION:

1. City Council determine that the adoption of this Ordinance is exempt from environmental review under the California Environmental Quality Act ("CEQA") pursuant to the following provisions of the CEQA Guidelines, 14 California Code of Regulations, Chapter 3: the Ordinance is exempt under CEQA Guidelines section 15378(b)(5) in that it is not a "project" under CEQA, and is an organization or administrative activity of the City that will not result in direct or indirect physical changes in the environment; and
2. Staff is recommending that the City Council waive the full reading of the ordinance, read by title only, and introduce on first reading Ordinance No. 1109, entitled:

"AN ORDINANCE OF THE CITY COUNCIL OF STANTON, CALIFORNIA AMENDING STANTON MUNICIPAL CODE TITLE 2, ADMINISTRATION AND PERSONNEL, CHAPTER 2.28, PLANNING COMMISSION, SECTION 2.28.020, MEMBERSHIP, AND AMENDING TITLE 2, ADMINISTRATION AND PERSONNEL, CHAPTER 2.32, PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION, SECTION 2.32.020, MEMBERSHIP, TO REPEAL THE QUALIFIED ELECTOR REQUIREMENT FOR SERVING ON APPOINTED COMMISSIONS"; and

3. Set said Ordinance for adoption at the April 13, 2021 regularly scheduled City Council meeting.

BACKGROUND:

Sections 2.28.020 and 2.32.020 of the Stanton Municipal Code currently require each member of the City's Planning Commission and Parks, Recreation and Community Services Commission, respectively, to be a "qualified elector" of the City. California Elections Code Section 321 defines an "elector" to be a United States Citizen who is 18 years of age or older and a resident of an election precinct in this State on or before the date of the election.

Until recently, Sections 2.28.020 and 2.32.020 were consistent with State law.

ANALYSIS/JUSTIFICATION:

Senate Bill 225 (SB 225) was signed by Governor Newsom in October 2019, and amends California Government Code Section 1020 to provide as follows:

"(a) A person is eligible to hold an elective civil office if, at the time of election, the person is 18 years of age and a citizen of the state.

(b) Notwithstanding any other law, a person, regardless of citizenship or immigration status, is eligible to hold an appointed civil office if the person is 18 years of age and a resident of the state.

(c) Notwithstanding any other law, a person appointed to civil office, regardless of citizenship or immigration status, may receive any form of compensation that the person is not otherwise prohibited from receiving pursuant to federal law, including, but not limited to, any stipend, grant, or reimbursement of personal expenses that is associated with carrying out the duties of that office."

According to SB 225's sponsor, the Coalition for Humane Immigrant Rights (CHIRLA), the policy behind the bill is to "ensure that all qualified Californians, regardless of immigration status, may serve on state and local boards and commissions." The attached ordinance is being brought forward to amend the City's Municipal Code to implement SB 225 and thereby remove barriers to participation on the City's appointive commissions.

Specifically, the attached ordinance amends SMC Sections 2.28.020 and 2.32.020 to authorize all "residents" of the City to participate on the City's appointive commissions, including the Planning Commission and Parks, Recreation and Community Services Commission regardless of citizenship or immigration status. The residency requirement means that the person must be domiciled within the City or have a fixed home within the City where the person intends to remain and return. (Cal. Elec. Code § 349.)

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

This Ordinance is exempt from environmental review under the California Environmental Quality Act ("CEQA") pursuant to the following provisions of the CEQA Guidelines, 14 California Code of Regulations, Chapter 3: the Ordinance is exempt under CEQA Guidelines section 15378(b)(5) in that it is not a "project" under CEQA, and is an organization or administrative activity of the City that will not result in direct or indirect physical changes in the environment.

LEGAL REVIEW:

The ordinance has been created, reviewed, and approved by the City Attorney's Office.

PUBLIC NOTIFICATION:

Notification through the normal agenda process.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

Objective1: Provide a save community.

Objective 5: Provide a high quality of life.

Objective 6: Maintain and promote a responsive, high quality and transparent government.

Prepared By:

Concurred by:

/s/ HongDao Nguyen

/s/ Patricia A. Vazquez

HongDao Nguyen
City Attorney

Patricia A. Vazquez
City Clerk

Approved by:

/s/ Jarad L. Hildenbrand

Jarad L. Hildenbrand
City Manager

Attachment:

- Draft Ordinance No. 1109

ORDINANCE NO. 1109

AN ORDINANCE OF THE CITY COUNCIL OF STANTON, CALIFORNIA AMENDING STANTON MUNICIPAL CODE TITLE 2, ADMINISTRATION AND PERSONNEL, CHAPTER 2.28, PLANNING COMMISSION, SECTION 2.28.020, MEMBERSHIP, AND AMENDING TITLE 2, ADMINISTRATION AND PERSONNEL, CHAPTER 2.32, PARKS, RECREATION AND COMMUNITY SERVICES COMMISSION, SECTION 2.32.020, MEMBERSHIP, TO REPEAL THE QUALIFIED ELECTOR REQUIREMENT FOR SERVING ON APPOINTED COMMISSIONS

WHEREAS, the purpose of this Ordinance is to comply with State law and amend the Stanton Municipal Code to repeal the City's requirement of having only "qualified electors" serve on its appointive commissions; and

WHEREAS, Municipal Code Title 2, Administration and Personnel, Chapter 2.28, Planning Commission, and Chapter 2.32, Parks, Recreation and Community Services Commission, regulate the appointments to the commissions and require that all appointed members to the commissions are qualified electors; and

WHEREAS, California Elections Code section 321, defines an "elector" to be a United States Citizen, 18 years of age or older, and a resident of an election precinct in the State on or before the day of the election; and

WHEREAS, California Elections Code section 349, defines a "residence" for voting purposes as a person's domicile, or place in which his or her habitation is fixed, wherein the person has the intention of remaining, and to which, whenever he or she is absent, the person has the intention of returning. At a given time, a person may have only one domicile.

WHEREAS, Senate Bill 225 (SB 225) was signed by Governor Newsom on October 12, 2019, and amends California Government Code section 1020 to provide as follows:

"(b) Notwithstanding any other law, a person, regardless of citizenship or immigration status, is eligible to hold an appointed civil office if the person is 18 years of age and a resident of the state.

(c) Notwithstanding any other law, a person appointed to civil service, regardless of citizenship or immigration status, may receive any form of compensation that the person is not otherwise prohibited from receiving pursuant to federal law, including, but not limited to, any stipend, grant, or reimbursement of personal expenses that is associated with carrying out the duties of that office"; and

WHEREAS, according to SB 225's sponsor, the Coalition for Humane Immigrant Rights (CHIRLA), SB 225 will "ensure that all qualified Californians, regardless of immigration status, may serve on state and local boards and commissions"; and

WHEREAS, the City Council wishes to amend the Stanton Municipal Code in order to remove this barrier to participation on the City's appointive commissions consistent with SB 225; and

WHEREAS, the City Council specifically desires to amend sections 2.28.020 and 2.32.020 of the Stanton Municipal Code to authorize residents to participate on the City's appointive commissions, regardless of United States citizenship or immigration status; and

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

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

SECTION 1. Incorporation of Recitals. The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. Amendment to SMC section 2.06.030. The City Council of the City of Stanton hereby amends SMC section 2.06.030, "Interview prior to appointment," in Chapter 2.06, Council Appointments, of Title 2 Administration and Personnel to read as follows:

"2.06.030 Interview prior to appointment.

A. Before a person may be considered by the city council for appointment to a city board, committee or commission, such person shall prepare and submit to the city clerk an application on a form to be supplied by the city. The application shall include the name, address and telephone number of the applicant, together with documentation evincing the applicant's age and proof of residency in the City, a summary of educational experience, employment history and other relevant qualifications and criteria as determined by the city council.

B. After submission of the application and before appointment to any position, the applicant shall be personally interviewed by the city council at a time and place established by the city council

C. The foregoing shall be required of all applicants, provided that the council may exercise discretion, by majority vote, on whether to interview persons previously appointed by the city council who are requesting re-appointment to another term."

SECTION 3. Amendment to SMC section 2.28.020. The City Council of the City of Stanton hereby amends SMC section 2.28.020, Membership, in Chapter 2.28, Planning Commission, of Title 2, Administration and Personnel, to read as follows:

“2.28.020 Membership

The planning commission shall consist of five members. Each councilmember shall appoint one planning commissioner who shall be at least 18 years of age and a resident of the city. Said appointment shall not be effective until approved by majority vote of the city council.”

SECTION 4. Amendment to SMC section 2.32.020. The City Council of the City of Stanton hereby amends SMC section 2.32.020, Membership, in Chapter 2.32, Parks, Recreation and Community Services Commission, of Title 2, Administration and Personnel, to read as follows:

“2.32.020 Membership

The parks, recreation and community services commission shall consist of seven members serving in a non-paid, voluntary and advisory capacity to the city council. Each councilmember shall appoint one parks, recreation and community services commission who shall be at least 18 years of age and a resident of the city. In addition, the mayor shall appoint two commissioners. No appointment shall be effective until approved by majority vote of the city council.”

SECTION 5. Severability. Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable, or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance, and, to that end, the provisions hereof are severable. The City Council of the City of Stanton declares that it would have adopted all the provisions of this Ordinance that remain valid if any provisions of this ordinance are declared invalid.

SECTION 6. CEQA. The City Council determines that the adoption of this Ordinance is exempt from environmental review under the California Environmental Quality Act (“CEQA”) pursuant to the following provisions of the CEQA Guidelines, 14 California Code of Regulations, Chapter 3: the Ordinance is exempt under CEQA Guidelines section 15378(b)(5) in that it is not a “project” under CEQA, and is an organization or administrative activity of the City that will not result in direct or indirect physical changes in the environment.

SECTION 7. Adoption, Certification, and Publication. The City Clerk of the City of Stanton shall certify the passage and adoption of this Ordinance and shall cause the same, or a summary thereof, to be published and/or posted in the manner required by law. This Ordinance shall take effect 30 days after its adoption.

PASSED, APPROVED, AND ADOPTED this 13th day of April, 2021.

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. 1109 was introduced at a regular meeting of the City Council of the City of Stanton, California, held on the 23rd day of March, 2021 and was duly adopted at a regular meeting of the City Council held on the 13th day of April, 2021, by the following roll-call vote, to wit:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

CITY CLERK, CITY OF STANTON

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and City Council

DATE: March 23, 2021

SUBJECT: MID-YEAR BUDGET REVIEW FOR FISCAL YEAR 2020/21

REPORT IN BRIEF:

During the course of the fiscal year, it is often necessary to make adjustments to estimated revenues and expenditure appropriations in various program areas, projects, and funds. All of the proposed changes to the Fiscal Year 2020/21 budget, including detailed explanations, are presented in Attachment A.

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 approve the budget adjustments summarized in Attachment A.

BACKGROUND:

Attachment B illustrates the impact of the proposed adjustments to each fund's revenue account. Attachment C illustrates the impact of the proposed adjustments to each fund's expenditure account. Finally, Attachment D illustrates the impact of the proposed adjustments on each fund's fund balance and includes a revised projected ending fund balance for June 30, 2021 for each fund.

Overall, General Fund revenue is increasing by \$1.8 million, and expenditures are increasing by \$425,123, resulting in a net increase of \$1.4 million. Staff is recommending that the \$1.4 million is returned to the General Fund reserves. As a result, the General Fund's reserves used to balance the Fiscal Year 2020-21 adopted budget (\$797,275) will be replenished.

ANALYSIS:

General Fund Revenues

The City's General Fund is reported in two funds, #101 (for the main General Fund activity) and #102 (for the Transaction & Use Tax Fund activity). A summary of General Fund revenues is as follows:

Description	Current Budget	Proposed Adjustment	Revised Budget
Property Taxes	\$ 6,841,405	\$ 333,945	\$ 7,175,350
Sales Taxes	4,122,000	457,000	4,579,000
Franchise Fees	1,080,935	-	1,080,935
UUT	1,939,325	-	1,939,325
Other Taxes	613,000	-	613,000
Intergovernmental	577,345	76,890	654,235
Charges for Services	279,720	(26,940)	252,780
Fees and Permits	2,698,680	451,996	3,150,676
Fines and Forfeitures	377,265	-	377,265
Use of Money & Property	241,530	(55,700)	185,830
Other Revenue	14,700	-	14,700
Transfers In	627,680	12,458	640,138
Sub-total	19,413,585	1,249,649	20,663,234
Transaction and Use Tax	4,092,000	530,000	4,622,000
Total General Fund Revenues	\$ 23,505,585	\$ 1,779,649	\$ 25,285,234

Sales Taxes and Transaction & Use Tax (36% of total General Fund revenues) –

The largest funding source for the General Fund are sales tax and transaction and use tax revenues. When the Fiscal Year 2020/21 budget was adopted last Spring, retail sales activity in the City was expected to be negatively impacted due to the Governor's stay-at-home order and increasing unemployment due to the shutdown of many businesses. As a result, the City's consultant, HdL, Inc. estimated sales tax and transaction and use tax would decline by 6% in Fiscal Year 2020/21. However, due to federal, state, and local government relief provided to businesses and residents, the City's retail sales activity has been strong and has grown (not declined), particularly in the general consumer goods and restaurant industries. In addition, online retail activity, particularly Amazon sales, have increased significantly during the COVID-19 pandemic. As a result, the City's consultant's revised Fiscal Year 2020/21 sales tax and transaction and use tax revenue estimates reflect increases of \$457,000 and \$530,000, respectively, for a total revenue increase of \$987,000.

Property Taxes (28% of General Fund revenues) – Property taxes are the second largest funding source for General Fund operations. The County collects property taxes in April and December. The County’s website posts the amount of secured and unsecured property taxes that will be levied for Fiscal Year 2020/21, which is based on the assessed valuation of properties as of January 1, 2020. The City’s Fiscal Year 2020/21 adopted budget conservatively estimated a 2% increase in assessed valuation. The actual increase in assessed valuation for Fiscal Year 2020/21 was 6% due to the new residential home sales being added to the property tax roll. Therefore, staff is recommending an adjustment to increase property tax revenues by \$333,945.

Intergovernmental Revenue (3% of General Fund revenues) – This category includes federal, state, and local grant revenues, as well as funds from the County of Orange for the City’s share of waste disposal revenue and the City’s share of public safety sales tax revenue. The proposed increase of \$76,890 in this category is to reflect outstanding reimbursement from the SB-2 planning grant for the implementation of the City’s building permit software (\$60,000) and an increase in the City’s share of Proposition 172 public safety sales tax revenue (\$16,890) due to increased County-wide retail sales activity.

Charges for Services (1% of General Fund revenues) – This category consists of revenue from other funds for their share of General Fund overhead costs. These charges are based on each fund’s percentage of budgeted full-time salaries. The Fiscal Year 2020/21 revenue estimate is decreasing by \$26,940 due to less staff time charged to expendable deposits (funded by developers) and capital projects than originally budgeted. (This revenue reduction includes a corresponding expenditure increase of \$127,370 to reallocate these personnel costs to the General Fund’s budget.)

Fees and Permits (12% of General Fund revenues) – This category consists largely of fees charged to process building permits and fees collected to finance engineering and planning division reviews of development projects. The total proposed revenue increase in this category of \$451,996 includes an increase in development-related revenues and permit fees of \$476,996, which is offset by a reduction in recreation program revenue of \$25,000. The most significant component of the development-revenue increase is \$551,996 in public benefit fees to reflect the revenues collected to date. Fiscal Year 2020/21 recreation program revenue was originally estimated under the assumption that the City would be able to restart classes during the Fall. Due to State restrictions on community gatherings, this revenue activity has not materialized. (This revenue reduction is offset by a corresponding expenditure reduction of \$7,000 for instructor payments that will not need to be paid.)

Use of Money & Property (1% of General Fund revenues) – This category accounts for revenue generated from the investment of City funds and the renting of City properties. Similar to recreation program revenues, the Fiscal Year 2020/21 adopted budget assumed indoor facility rental and outdoor picnic shelter revenue activities would resume by the Fall. The proposed revenue reduction of \$55,700 reduces the Fiscal Year 2020/21 based on actual revenue collected to date.

Transfers In (2%) – Transfers In represent amounts received from other funds of the City to reimburse the General Fund for costs paid by the General Fund that meet the eligibility requirements associated with the other funds. For Fiscal Year 2020/21, such reimbursement primarily related to costs paid by the General Fund for public safety, and street maintenance. An adjustment is proposed to increase the transfers in by \$12,458 \$2,458 from the Protective Services Fund by \$2,458 based on additional revenues that were collected during the prior fiscal year and \$10,000 from the Gas Tax Fund to purchase new street signs.

General Fund Expenditures

A summary of General Fund expenditures is provided in the following table:

Description	Current Budget	Proposed Adjustment	Revised Budget
<u>General Fund (#101)</u>			
Administration	\$ 1,846,845	\$ 51,025	\$ 1,897,870
Finance	846,825	6,075	852,900
Public Safety	9,659,155	(1,424,123)	8,235,032
Public Works	1,947,687	162,130	2,109,817
Community Development	1,532,010	39,050	1,571,060
Community Services	920,920	55,600	976,520
Non-Departmental	45,000	2,000	47,000
Transfers Out	34,180	51,503	85,683
Sub-total	16,832,622	(1,056,740)	15,775,882
<u>Transaction & Use Tax Fund (#102)</u>			
Community Development	19,063	-	19,063
Public Safety	7,800,000	1,481,863	9,281,863
Sub-total	7,819,063	1,481,863	9,300,926
Total General Fund Expenditures	\$ 24,651,685	\$ 425,123	\$ 25,076,808

Revised Fiscal Year 2020/21 General Fund expenditures are increasing by \$425,123. The is primarily due to: reallocating Public Works and Community Development personnel budget costs from other funds to the General Fund based on actual employee timesheets (\$127,370); reinstating employee step increases that were frozen April 1, 2020 due to the COVID-19 pandemic (\$75,065); funding two limited term part-time Recreation Leaders (\$25,000); funding pass-through property tax revenue from the Kenmore Lane annexation to the Orange County Fire Authority (\$40,000); funding additional Stanton Central Park maintenance costs (\$59,503); and increased utility costs for City parks and facilities (\$40,000).

In addition, although there is no impact to the General Fund as a whole, the proposed adjustments include shifting \$1.5 million in law enforcement and fire protection contract costs from the “main” General Fund (#101) to the Transaction & Use Tax Fund in an effort to spend the Measure GG revenues first.

Proposed Adjustments to Revenues and Expenditures in Other Funds

Significant revenue and expenditure adjustments in other funds include the following:

- Gas Tax Fund – An adjustment is proposed to increase revenues by \$167,712 to reflect updated estimates provided by the State and to reduce expenditures by \$90,340 based on reduced capital project funding needed due to the reallocation of Public Works Department personnel costs to the General Fund.
- Road Maintenance and Rehabilitation Fund – An adjustment is proposed to increase revenues by \$140,170 to reflect updated estimates provided by the State.
- Community Development Block Grant (CDBG) Fund – An adjustment is proposed to increase expenditures by \$45,000 to fund additional home rehab program costs and to fund the City’s consultant costs for administering the CDBG-CV small business loan program. (All CDBG-CV grant funds are being used to fund small business loans only.)
- Lighting Maintenance 1919 Act Fund and Lighting/Median Maintenance 1972 Act Fund – An adjustment is proposed to transfer \$405,380 from the Lighting Maintenance Fund to the Lighting/Median Maintenance Fund to reimburse the Lighting/Median Maintenance Fund for Fiscal Year 2019/20 costs associated with the purchase of streetlights from Southern California Edison and the street light conversion project. The use of Lighting Maintenance Fund revenues is limited to costs associated with City streetlights only whereas the Lighting/Median Maintenance Fund revenues can be used for broader uses including traffic signals, median maintenance, and landscaping. In Fiscal Year 2019/20, the Lighting/Median Maintenance Fund spent over \$900,000 for the purchase of streetlights and the LED conversion project; however, only \$500,000 was reimbursed by the Lighting Maintenance Fund. This proposed adjustment would make the Lighting/Median Maintenance Fund “whole”.
- Stanton Central Park Maintenance Fund – An adjustment is proposed to increase expenditures by \$45,000 to fund reinstate the park maintenance budget to pre-COVID-19 levels. The Fiscal Year 2020/21 adopted budget estimated less maintenance would be needed at the park due to state restrictions on gatherings. However, since the park is open to the public additional funding for its proper maintenance is required. Since the annual donation is limited to \$50,000, any additional maintenance costs are funded by reimbursement from the General Fund.

- Housing Authority Fund – An adjustment is proposed to increase revenues by \$100,600. This adjustment includes a revenue increase of \$210,100 to reflect the sale of properties to Habitat for Humanity and KB Homes. This revenue increase is offset by revenue reductions for interest income and other miscellaneous revenues to adjust the current year budget based on actual revenue to date. An adjustment is proposed to increase expenditures by \$13,865 to fund an additional Outreach Coordinator position per direction received from the City Council at a prior City Council meeting. (The annual cost of an Outreach Coordinator is approximately \$83,175. The adjustment for Fiscal Year 2020/21 appropriates the cost to fund the position for the remainder of the fiscal year. Staff anticipates filling the position by the end of April.)
- Park and Recreation Facilities Fund – An adjustment is proposed to increase revenues by \$50,00 to adjust the budget based on actual fees and interest collected to date. This additional revenue is being used to fund the proposed expenditure increase of \$10,850. Expenditure adjustments include increases of \$23,000 to fund a new wind/shade covering for the tennis court located at Stanton Central Park (\$19,000) and professional services to prepare conceptual designs for the Dog Park and the pocket park planned for the Santa Rosalia/Orangewood are (\$4,000). This cost increases are offset by a reduction in capital project funding of \$12,150 due to the reallocation of Public Works Department personnel budget costs to the General Fund.
- Workers Compensation Fund – An adjustment is proposed to increase revenues by \$234,450 primarily due to the return of the City's deposit from the Public Employers Risk Management Association (PERMA). This revenue increase is offset by a proposed adjustment to increase expenditures by \$272,000 to fund workers compensation benefit claims (\$20,000) and to transfer \$252,000 to the Employee Benefits Fund to remedy the accumulated operating deficit in the Employee Benefits Fund.

FISCAL IMPACT:

Per Attachment D, the City's General Fund total reserve expected to be \$20.8 million by June 30, 2021. (Of this amount, approximately \$102,000 is not available for spending until outstanding notes receivable amounts are repaid.)

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED

4. Ensure Fiscal Stability and Efficiency in Governance

Prepared by:

Approved by:

/s/ Michelle Bannigan

/s/ Jarad L. Hildenbrand

Michelle Bannigan, CPA
Finance Director

Jarad L. Hildenbrand
City Manager

Attachments:

- A. Proposed Budget Adjustments
- B. Revenues and Transfers in By Fund
- C. Expenditures and Transfers Out by Fund
- D. Reserve Balances by Fund

City of Stanton
PROPOSED BUDGET ADJUSTMENTS
FISCAL YEAR 2020/21

Description	Revenue Adjustments	Expenditure Adjustments	Net Impact to Available Fund Balance
<u>GENERAL FUND #101</u>			
Property tax revenue based on updated estimate provided by City's consultant, HdL Coren & Cone, Inc.	\$ 333,945		
Sales tax revenue based on updated estimate provided by City's consultant, HdL, Inc.	457,000		
Prop 172 public safety sales tax revenue based on updated estimate provided by City's consultant, HdL, Inc.	16,890		
SB-2 planning grant from State for the reimbursement of implementation of the building permit software program	60,000		
Revise salary distribution for Public Works and Community Development staff time from the Expendable Deposits Fund to the General Fund based on actual current year data	(11,025)	\$ 56,030	
Revise salary distribution for Public Works from the Capital Projects Fund to the General Fund based on actual current year data	(15,915)	71,340	
Shifting funding of OCFA and OCSD contract costs to the Measure GG Fund based on additional funding available due to better than expected results in Fiscal Years 2019/20 and 2020/21		(1,481,863)	
Pass-through property tax revenue from Kermore Lane annexation to Orange County Fire Authority (not included in the adopted budget)		40,000	
Funding for employee step increases retroactive to April 1, 2020. (All merit increases were frozen by the City Manager during the COVID-19 pandemic.)		75,065	
Public Benefit Fees collected through February	551,996		
Cannabis permit fees collected through February, offset by Live Scans for permit applications	23,000	650	
Other developmental fees based on actual revenue through February	(98,000)		
Community services department program revenues due to the COVID-19 pandemic (includes recreation programs and facility rental fees), offset by reduction in instructor payments for recreation programs	(80,700)	(7,000)	
Adjust transfer to FACT Grant Fund based on revised Fiscal Year 2020/21 budget		(8,000)	
Additional funding to Stanton Central Park Maintenance Fund to restore maintenance budget to pre-COVID-19 levels		45,000	
Additional funding to Stanton Central Park Maintenance Fund required because Fiscal Year 2019/20 costs exceeded donation revenue		14,503	
Additional funding for increased electricity costs at City facilities based on actual costs to date		30,000	
Additional funding for water at City Parks due to lower precipitation based on actual costs to date		10,000	
Additional funding to purchase new street signs (offset by reimbursement from the Gas Tax Fund)	10,000	10,000	
Two limited term Part-Time Recreation Leaders for youth programs		25,000	

City of Stanton
PROPOSED BUDGET ADJUSTMENTS
FISCAL YEAR 2020/21

Description	Revenue Adjustments	Expenditure Adjustments	Net Impact to Available Fund Balance
<u>General Fund, Continued</u>			
Overtime for Information Technology Specialist		15,000	
Citywide cellular phones, IPADs, hot spots (Verizon) (not included in adopted budget)		10,000	
Funding for one-time cost for Turbo Data to implement Franchise Tax Board interception program for collecting delinquent parking citation and administrative citation payments		7,500	
Additional funding for City website project		5,000	
Replace guard rails at Orangewood		4,000	
Corelogic (geographic software used by code enforcement)		4,000	
Subscription for Citywide training (KnowBe4)		4,000	
Additional funding for park equipment replacement costs		1,500	
Replace carpet in Friendly Center area of City Hall		2,285	
Utility carts for food distribution		3,000	
Funding for copy paper supplies		2,000	
Eight new tennis court nets adjustable for pickle ball at Stanton Central Park		1,500	
Reclassify one Recreation Leader position to Senior Recreation Leader (annual cost impact is approximately \$3,000)		750	
New heavy duty document shredder for City Hall to replace broken one		1,500	
Additional funding for work pants for Public Works staff		500	
Additional funding from the Fire Protective Services Fund due to additional revenues collected in the prior fiscal year	2,458		
TOTAL GENERAL FUND	1,249,649	(1,056,740)	2,306,389
<u>TRANSACTION & USE TAX FUND (#102)</u>			
Measure GG revenue based on updated estimate provided by City's consultant, HdL, Inc. will be used to shift funding for OCSD and OCFA contract costs from the General Fund	530,000	530,000	
Additional Measure GG revenues collected during Fiscal Year 2019/20 will be used to shift funding for OCSD and OCFA contract costs from the General Fund		951,863	
TOTAL TRANSACTION & USE TAX FUND	530,000	1,481,863	(951,863)
<u>CASP PROGRAM (#210)</u>			
SB 1186 fees collected with City business license restricted for CASP activities per State law	8,000		
TOTAL CASP FUND	8,000	-	8,000
<u>GAS TAX FUND (#211)</u>			
State Gas Tax revenues per updated estimates from State	170,412		
Interest income based on actual revenue to date	(3,000)		
Staff overtime for graffiti removal		20,000	

City of Stanton
PROPOSED BUDGET ADJUSTMENTS
FISCAL YEAR 2020/21

Description	Revenue Adjustments	Expenditure Adjustments	Net Impact to Available Fund Balance
<u>Gas Tax Fund, Continued</u>			
Additional funding to General Fund for reimbursement of new street signs		10,000	
Reduce funding to Capital Projects Fund due to budget savings resulted from shifting personnel costs for Public Works staff from the Capital Projects Fund to the General Fund and reallocating funding from other street project to spend Measure M Funds first		(120,340)	
TOTAL GAS TAX FUND	167,412	(90,340)	257,752
<u>RMRA (#215)</u>			
SB-1 (RMRA) revenues per updated estimates from State	144,670		
Interest income based on actual revenue to date	(4,500)		
TOTAL RMRA FUND	140,170	-	140,170
<u>MEASURE M FUND (#220)</u>			
Interest income based on actual revenue to date	(9,000)		
Reallocate funding for street related capital projects to spend Measure M funding first		14,325	
TOTAL MEASURE M FUND	(9,000)	14,325	(23,325)
<u>CDBG FUND (#222)</u>			
Interest income based on actual revenue to date	(4,000)		
Additional funding for Housing Rehab program		25,000	
Consultant services for small business loan program funded by CDBG-CV Funds because all CDBG-CV funds were used for the loans to businesses		20,000	
TOTAL CDBG FUND	(4,000)	45,000	(49,000)
<u>FIRE PROTECTIVE SERVICES FUND (#223)</u>			
Additional funding to the General Fund due to additional revenues collected in the prior fiscal year		2,458	
TOTAL FIRE PROTECTIVE SERVICES FUND	-	2,458	(2,458)
<u>LIGHTING MAINTENANCE 1919 ACT FUND (#224)</u>			
Property tax revenues based on actual revenues to date	16,900		
Interest income based on actual revenue to date	(4,500)		
Reimbursement to Lighting/Median Maintenance Fund for purchase of street lights and street light conversion project		405,380	
TOTAL LIGHTING MAINTENANCE 1919 ACT FUND	12,400	405,380	(392,980)

City of Stanton
PROPOSED BUDGET ADJUSTMENTS
FISCAL YEAR 2020/21

Description	Revenue Adjustments	Expenditure Adjustments	Net Impact to Available Fund Balance
<u>LIGHTING/MEDIAN MAINTENANCE 1972 ACT FUND (#225)</u>			
Interest income based on actual revenue to date	(5,000)		
Reimbursement from Lighting Maintenance Fund for purchase of street lights and street light conversion project	405,380		
TOTAL LIGHTING/MEDIAN MAINTENANCE 1972 ACT FUND	400,380	-	400,380
<u>STATE COPS GRANT 2016-2017 FUND (#240)</u>			
Transfer to Supplemental Law Enforcement Grants Fund to consolidate funds for State COPS program		4,513	
TOTAL STATE COPS GRANT 2016-2017 FUND	-	4,513	(4,513)
<u>SUPPLEMENTAL LAW ENFORCEMENT GRANTS FUND (#242)</u>			
State COPS Grant revenue based on actual revenue to date	32,000		
Transfer from State COPS Grant 2016-2017 Fund to consolidate funds	4,513		
TOTAL SUPPLEMENTAL LAW ENFORCEMENT GRANTS FUND	36,513	-	36,513
<u>FACT GRANT FUND (#250)</u>			
Transfer from General Fund	(8,000)		
TOTAL FACT GRANT FUND	(8,000)	-	(8,000)
<u>CALGRIP GRANT FUND (#255)</u>			
Reduce program funding due to timing (some expenditures were spent in prior fiscal year)		(795)	
TOTAL CALGRIP GRANT FUND	-	(795)	795
<u>CARES ACT FUND (#256)</u>			
State grant funding for COVID-19 program expenditures	11,922	3,104	
Interest income based on actual revenue to date	400		
TOTAL CARES ACT FUND	12,322	3,104	9,218
<u>TRAFFIC SIGNAL IMPACT FEES FUND (#262)</u>			
Impact fees based on actual revenue to date	2,000		
TOTAL TRAFFIC SIGNAL IMPACT FEES FUND	2,000	-	2,000
<u>COMMUNITY CENTER IMPACT FEES FUND (#263)</u>			
Impact fees based on actual revenue to date	5,000		
TOTAL COMMUNITY CENTER IMPACT FEES FUND	5,000	-	5,000
<u>POLICE SERVICES IMPACT FEES FUND (#264)</u>			
Impact fees based on actual revenue to date	2,000		
TOTAL POLICE SERVICES IMPACT FEES FUND	2,000	-	2,000

City of Stanton
PROPOSED BUDGET ADJUSTMENTS
FISCAL YEAR 2020/21

Description	Revenue Adjustments	Expenditure Adjustments	Net Impact to Available Fund Balance
<u>PUBLIC SAFETY TASK FORCE FUND (#271)</u>			
Reduce program funding because the unused funds from Fiscal Year 2019/20 were returned to the Regional program and are unavailable for spending in Fiscal Year 2020/21		(11,423)	
TOTAL PUBLIC SAFETY TASK FORCE FUND	-	(11,423)	11,423
<u>STANTON CENTRAL PARK MAINTENANCE FUND (#280)</u>			
Restore maintenance budget to pre-COVID-19 levels, offset by funding from the General Fund	45,000	45,000	
Additional funding from General Fund required because Fiscal Year 2019/20 costs exceeded donation revenue	14,503		
TOTAL STANTON CENTRAL PARK MAINTENANCE FUND	59,503	45,000	14,503
<u>HOUSING AUTHORITY FUND (#285)</u>			
Sale of property to Habitat for Humanity (7922 Cerritos & 10522 Flower)	210,000		
Sale of property to KB Home (7455 Katella Ave.)	100		
Interest income based on actual revenue to date	(100,000)		
Funding for an additional Outreach Coordinator position (annual cost is approximately \$83,175)		13,865	
Expense reimbursement based on actual revenue to date	(8,000)		
Other revenue based on actual revenue to date	(1,500)		
TOTAL HOUSING AUTHORITY FUND	100,600	13,865	86,735
<u>EXPENDABLE DEPOSITS FUND #801</u>			
Revise salary distribution for Public Works and Community Development staff time from the Expendable Deposits Fund to the General Fund based on actual current year data, offset by revenue from developers	(67,055)	(67,055)	
TOTAL EXPENDABLE DEPOSITS FUND	(67,055)	(67,055)	-
<u>CAPITAL PROJECTS FUND (#305)</u>			
Revise salary distribution for Public Works from the Capital Projects Fund to the General Fund based on actual current year data, offset by transfers from other funds	(87,255)	(87,255)	
Unfund purchase of Articulating Boom Lift , offset by transfers from other funds	(65,000)	(65,000)	
TOTAL CAPITAL PROJECTS FUND	(152,255)	(152,255)	-
<u>PARK AND RECREATION FACILITIES FUND (#310)</u>			
Quimby fees based on actual revenue to date	45,000		
Interest income based on actual revenue to date	5,000		
Reduce funding to Capital Projects Fund due to budget savings resulted from shifting personnel costs for Public Works staff from the Capital Projects Fund to the General Fund		(12,150)	

City of Stanton
PROPOSED BUDGET ADJUSTMENTS
FISCAL YEAR 2020/21

Description	Revenue Adjustments	Expenditure Adjustments	Net Impact to Available Fund Balance
<u>Park and Recreation Facilities Fund, Continued</u>			
Replace shade covering for tennis court at Stanton Central Park		19,000	
Conceptual plans for Santa Rosalia/Orangewood pocket park and Dog Park		4,000	
TOTAL PARK AND RECREATION FACILITIES FUND	50,000	10,850	39,150
<u>SEWER MAINTENANCE FUND (#501)</u>			
Property tax revenues based on actual revenues to date	10,500		
City sewer connection fees (budgeted in new Sewer Capital Improvement Program Fund #502)	(11,550)		
Sewer connection fees collected on behalf of Orange County Sanitation District	414,500	414,500	
Reduce funding to Capital Projects Fund due to budget savings resulted from shifting personnel costs for Public Works staff from the Capital Projects Fund to the General Fund		(111,090)	
TOTAL SEWER MAINTENANCE FUND	413,450	303,410	110,040
<u>SEWER CAPITAL IMPROVEMENT FUND (#502)</u>			
City sewer connection fees based on actual revenue to date; offset by transfer to Capital Projects Fund to provide funds for the Sewer Capital Improvement project	77,000	77,000	
TOTAL SEWER CAPITAL IMPROVEMENT FUND	77,000	77,000	-
<u>WORKERS COMPENSATION INSURANCE FUND</u>			
Return of deposit from Public Employers Risk Management Association (PERMA)	231,590		
Interest income based on actual revenue to date	3,000		
Workers compensation benefit claims		20,000	
Transfer to Employee Benefits Fund to fund prior year funding deficit from terminated employees		252,000	
TOTAL WORKERS COMPENSATION FUND	234,590	272,000	(37,410)
<u>LIABILITY/RISK MANAGEMENT FUND (#603)</u>			
General liability benefit claims		20,000	
TOTAL LIABILITY/RISK MANAGEMENT FUND	-	20,000	(20,000)
<u>EMPLOYEE BENEFITS FUND (#604)</u>			
Funding from Employee Benefits Fund to fund prior year funding deficit from terminated employees	252,000		
TOTAL EMPLOYEE BENEFITS FUND	252,000	-	252,000
GRAND TOTAL - ALL FUNDS	\$ 3,512,679	\$ 1,320,160	\$ 2,211,724

City of Stanton
REVENUES AND TRANSFERS IN BY FUND
FISCAL YEAR 2020/21

Acct. No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
GENERAL FUNDS					
GENERAL FUND (#101)					
Property Taxes					
430100	Current Year-Secured	\$ 1,096,000	\$ 1,096,000	\$ 26,000	\$ 1,122,000
430105	Current Year-Unsecured	35,000	35,000	(2,500)	32,500
430110	Property Tax-Prior Year	1,000	1,000	(700)	300
430115	Property Tax-Supplemental	31,890	31,890	(8,890)	23,000
430120	Residual Redevelopment Property Tax	950,790	950,790	125,210	1,076,000
430121	In-Lieu Vehicle License Fee	4,315,000	4,315,000	234,000	4,549,000
430125	Property Tax-Public Utility	41,275	41,275	(41,275)	-
430130	Tax Administration Fees	(5,000)	(5,000)	5,000	-
430135	Homeowners Tax Relief	4,990	4,990	27,510	32,500
430140	Property Transfer Tax	70,050	70,050	-	70,050
440100	AB 1389 Pass Through from RDA	300,410	300,410	(30,410)	270,000
Total		6,841,405	6,841,405	333,945	7,175,350
Sales Taxes					
430200	Sales And Use Tax	4,122,000	4,122,000	457,000	4,579,000
Total		4,122,000	4,122,000	457,000	4,579,000
Franchise Fees					
430405	Franchise Tax/Cable TV	226,200	226,200	-	226,200
430410	Franchise Tax/Electric	197,200	197,200	-	197,200
430415	Franchise Tax/Gas	57,685	57,685	-	57,685
430420	Franchise Tax/Refuse	521,850	521,850	-	521,850
430425	Franchise Tax/Water	78,000	78,000	-	78,000
Total		1,080,935	1,080,935	-	1,080,935
Utility Users Taxes					
430600	Utility User Tax/Electricity	934,720	934,720	-	934,720
430605	Utility User Tax/Telephone	383,210	383,210	-	383,210
430610	Utility User Tax/Gas	206,925	206,925	-	206,925
430615	Utility User Tax/Water	414,470	414,470	-	414,470
Total		1,939,325	1,939,325	-	1,939,325
Other Taxes					
430300	Transient Occupancy Tax	432,000	432,000	-	432,000
430500	Business License Tax	181,000	181,000	-	181,000
Total		613,000	613,000	-	613,000
Intergovernmental					
432121		156,630	156,630	-	156,630
432135	Mandated Cost Reimbursement	32,115	32,115	-	32,115
432150	Motor Vehicle License Fees	20,000	20,000	-	20,000
432180	Public Safety Augmentation Tax	140,600	140,600	16,890	157,490
432245	Planning Grants	-	100,000	60,000	160,000
432256	Grant from County General Fund for SBR Program	-	128,000	-	128,000
Total		349,345	577,345	76,890	654,235

City of Stanton
REVENUES AND TRANSFERS IN BY FUND
FISCAL YEAR 2020/21

Acct. No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
General Fund, Continued					
Charges for Services					
433100	Charges For Services	255,045	255,045	(26,940)	228,105
433136	Information Technology Charges	24,675	24,675	-	24,675
Total		279,720	279,720	(26,940)	252,780
Fees and Permits					
431100	Building Plan Check Fees	139,500	139,500	-	139,500
431105	Mechanical Permits	111,600	111,600	-	111,600
431110	Building Permits	465,000	465,000	-	465,000
431115	Plumbing Permits	46,500	46,500	-	46,500
431120	Electrical Permits	69,750	69,750	-	69,750
431130	Engineering Plan Check Fees	14,235	14,235	-	14,235
431135	Public Works Permits	40,000	40,000	-	40,000
431140	S M I P - Commercial Fees	200	200	-	200
431145	S M I P-Residential Permits	3,000	3,000	-	3,000
431146	SB 1473 Fee	1,500	5,720	-	5,720
431160	Solid Waste Impact Fees	1,150,000	1,150,000	-	1,150,000
431185	Parking Permits	50,000	50,000	-	50,000
431190	Towing Franchise Fee	20,000	20,000	-	20,000
431194	Public Benefit Fee	-	-	551,996	551,996
431195	Other Fees & Permits	30,000	30,000	-	30,000
431200	Cannabis Business Initial Permit Fee	-	20,000	23,000	43,000
433200	Conditional Use Permit	8,000	8,000	-	8,000
433205	Precise Plan Of Design	15,000	15,000	-	15,000
433210	Variance	3,000	3,000	-	3,000
433220	Preliminary Plan Review	8,000	8,000	-	8,000
433225	Environmental Services	500	500	-	500
433227	Foreclosure Registration	10,000	10,000	-	10,000
433235	Land Divisions	5,000	5,000	-	5,000
433240	Special Event Permits	700	700	-	700
433245	Sign/Ban'R/Gar Sa/Temp Use Per	5,000	5,000	-	5,000
433250	Ministerial Services	8,000	8,000	-	8,000
433260	Landscape Plan Check	1,000	1,000	-	1,000
433266	Massage Establishment License	2,000	2,000	-	2,000
433270	General Plan Maint Surcharge	10,000	10,000	-	10,000
433285	Other Developmental Fees	100,000	100,000	(98,000)	2,000
433305	General Recreation Programs	30,000	30,000	(25,000)	5,000
433315	Sports Fields	19,000	19,000	-	19,000
437115	Recycling Fees	96,975	96,975	-	96,975
430505	New/Moved Bus Lic Appl Rev	63,500	63,500	-	63,500
430510	Business Tax Renewal Process	144,500	144,500	-	144,500
430515	SB 1186	475	3,000	-	3,000
Total		2,671,935	2,698,680	451,996	3,150,676

City of Stanton
REVENUES AND TRANSFERS IN BY FUND
FISCAL YEAR 2020/21

Acct. No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
General Fund, Continued					
Fines and Forfeitures					
434100	General Fines	500	500	-	500
434105	Motor Vehicle Fines	111,765	111,765	-	111,765
434110	Parking Citations	200,000	200,000	-	200,000
434115	DMV Parking Collections	60,000	60,000	-	60,000
434120	Administrative Citations	5,000	5,000	-	5,000
Total		377,265	377,265	-	377,265
Use of Money and Property					
435100	Interest Earned	160,000	160,000	-	160,000
435105	Interest On Tax Monies	1,000	1,000	-	1,000
436125	Indoor Facility Rental	48,000	48,000	(45,000)	3,000
436127	Outdoor Picnic Shelters	10,700	10,700	(10,700)	-
436135	Pac Bell Mobile Svcs-Rent	21,830	21,830	-	21,830
Total		241,530	241,530	(55,700)	185,830
Other Revenue					
432256	Grant (non-government agency)	4,200	4,200	-	4,200
437100	Sale Of Publications	500	500	-	500
437195	Other Revenue	10,000	10,000	-	10,000
Total		14,700	14,700	-	14,700
Transfers In					
439211	From Gas Tax Fund	120,500	120,500	10,000	130,500
439223	From Protective Services Fund	413,590	413,590	2,458	416,048
439242	From Supplemental Law Enforcement Grants Fund	93,590	93,590	-	93,590
TRANSFER IN - TOTAL		627,680	627,680	12,458	640,138
Total General Fund		19,158,840	19,413,585	1,249,649	20,663,234
<u>TRANSACTION & USE TAX FUND (#102)</u>					
430250	Transaction and Use Tax	4,092,000	4,092,000	530,000	4,622,000
Total Transaction & Use Tax Fund		4,092,000	4,092,000	530,000	4,622,000
GENERAL FUNDS - TOTAL		\$ 23,250,840	\$ 23,505,585	\$ 1,779,649	\$ 25,285,234
<u>SPECIAL REVENUE FUNDS</u>					
<u>CASP PROGRAM (#210)</u>					
430515	SB 1186	-	-	8,000	8,000
Total CASP Program Fund		-	-	8,000	8,000
<u>GAS TAX FUND (#211)</u>					
432183	State Gas Tax-Section 2103 Allocation	261,470	261,470	42,720	304,190
432185	State Gas Tax-Section 2105 Allocation	169,445	169,445	40,220	209,665
432190	State Gas Tax-Section 2106 Allocation	107,380	107,380	23,635	131,015
432195	State Gas Tax-Section 2107 Allocation	202,293	202,293	63,837	266,130
432200	State Gas Tax-Section 2107.5 Allocation	6,000	6,000	-	6,000
435100	Interest	5,000	5,000	(3,000)	2,000
Total Gas Tax Fund		751,588	751,588	167,412	919,000

City of Stanton
REVENUES AND TRANSFERS IN BY FUND
FISCAL YEAR 2020/21

Acct. No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
<u>RMRA FUND (#215)</u>					
432335	RMRA	556,800	556,800	144,670	701,470
435100	Interest	7,500	7,500	(4,500)	3,000
Total RMRA Fund		564,300	564,300	140,170	704,470
<u>MEASURE M FUND (#220)</u>					
432140	Measure M Turnback	475,790	475,790	-	475,790
435100	Interest	12,000	12,000	(9,000)	3,000
Total Measure M Fund		487,790	487,790	(9,000)	478,790
<u>CDBG-CV FUND (#221)</u>					
432250	CDBG Grant	-	278,181	-	278,181
Total CDBG-CV Fund		-	278,181	-	278,181
<u>CDBG FUND (#222)</u>					
432250	CDBG Grant	100,000	100,000	-	100,000
435100	Interest	5,000	5,000	(4,000)	1,000
Total CDBG Fund		105,000	105,000	(4,000)	101,000
<u>FIRE PROTECTIVE SERVICES FUND (#223)</u>					
433140	Special Assessments	380,000	380,000	-	380,000
Total Fire Protective Services Fund		380,000	380,000	-	380,000
<u>LIGHTING MAINTENANCE 1919 ACT FUND (#224)</u>					
430100	Current Year-Secured	219,500	219,500	7,500	227,000
430105	Current Year-Unsecured	6,500	6,500	3,500	10,000
430115	Property Tax-Supplemental	6,000	6,000	(2,000)	4,000
430120	Residual Redevelopment Property Tax	210,000	210,000	10,500	220,500
430125	Property Tax-Public Utility	8,000	8,000	(8,000)	-
430130	Tax Administration Fees	(1,000)	(1,000)	1,000	-
430135	Homeowners Tax Relief	1,000	1,000	(600)	400
435100	Interest	7,500	7,500	(4,500)	3,000
440100	AB 1389 Pass Through from RDA	100,000	100,000	5,000	105,000
Total Lighting Maintenance 1919 Act Fund		557,500	557,500	12,400	569,900
<u>LIGHTING/MEDIAN MAINTENANCE 1972 ACT FUND (#225)</u>					
433140	Special Assessments	200,000	200,000	-	200,000
435100	Interest	10,000	10,000	(5,000)	5,000
439224	Transfer From Lighting Maintenance Fund	-	-	405,380	405,380
Total Lighting/Median Maintenance 1972 Act Fund		210,000	210,000	400,380	610,380
<u>AIR QUALITY IMPROVEMENT FUND (#226)</u>					
432110	Air Quality Program	50,000	50,000	-	50,000
435100	Interest	3,500	3,500	-	3,500
Total Air Quality Improvement Fund		53,500	53,500	-	53,500
<u>SUPPLEMENTAL LAW ENFORCEMENT GRANTS FUND (#242)</u>					
432210	State COPS Grant	125,000	125,000	32,000	157,000
439240	Transfer from Fund 240	-	-	4,513	4,513
Total Supplemental Law Enforcement Grants Fund		125,000	125,000	36,513	161,513

City of Stanton
REVENUES AND TRANSFERS IN BY FUND
FISCAL YEAR 2020/21

Acct. No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
<u>FACT GRANT FUND (#250)</u>					
432125	Fact Grant	300,000	300,000	-	300,000
432256	Grant (for COVID-19)	-	21,800	-	21,800
437125	Donation (from Charitable Ventures)	-	3,400	-	3,400
439101	Transfer From General Fund	24,750	24,750	(8,000)	16,750
Total FACT Grant Fund		324,750	349,950	(8,000)	341,950
<u>SENIOR TRANSPORTATION FUND (#251)</u>					
432140	Measure M	37,710	37,710	-	37,710
439101	Transfer from General Fund	9,430	9,430	-	9,430
Total Senior Transportation Fund		47,140	47,140	-	47,140
<u>CARES ACT FUND (#256)</u>					
432256	Grant (for COVID-19)	-	1,335,915	11,922	1,347,837
435100	Interest	-	-	400	400
Total CARES Act Fund		-	1,335,915	12,322	1,348,237
<u>STREET IMPACT FEES FUND (#261)</u>					
431159	Impact Fees	40,000	40,000	-	40,000
435100	Interest	1,000	1,000	-	1,000
Total Street Impact Fees Fund		41,000	41,000	-	41,000
<u>TRAFFIC SIGNAL IMPACT FEES FUND (#262)</u>					
431159	Impact Fees	8,000	8,000	2,000	10,000
435100	Interest	200	200	-	200
Total Traffic Signal Impact Fees Fund		8,200	8,200	2,000	10,200
<u>COMMUNITY CENTER IMPACT FEES FUND (#263)</u>					
431159	Impact Fees	25,000	25,000	5,000	30,000
435100	Interest	600	600	-	600
Total Community Center Impact Fees Fund		25,600	25,600	5,000	30,600
<u>POLICE SERVICES IMPACT FEES FUND (#264)</u>					
431159	Impact Fees	25,000	25,000	2,000	27,000
435100	Interest	1,000	1,000	-	1,000
Total Police Services Impact Fees Fund		26,000	26,000	2,000	28,000
<u>PUBLIC SAFETY TASK FORCE FUND (#271)</u>					
432260	Grant	633,335	633,335	-	633,335
Total Public Safety Task Force Fund		633,335	633,335	-	633,335
<u>STANTON CENTRAL PARK MAINTENANCE FUND (#280)</u>					
437125	Donations	50,000	50,000	-	50,000
439101	Transfer from General Fund	-	-	59,503	59,503
Total Stanton Central Park Maintenance Fund		50,000	50,000	59,503	109,503
<u>HOUSING AUTHORITY FUND (#285)</u>					
435100	Interest	250,000	250,000	(100,000)	150,000
436140	Tina Way/Pacific Ave. Property Rent	500,000	500,000	-	500,000
437135	Expense Reimbursement	10,000	10,000	(8,000)	2,000
437145	Sale of Assets	-	-	210,100	210,100

City of Stanton
REVENUES AND TRANSFERS IN BY FUND
FISCAL YEAR 2020/21

Acct. No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
Housing Authority Fund, Continued					
437195	Other Revenue	1,500	1,500	(1,500)	-
Total Housing Authority Fund		761,500	761,500	100,600	862,100
<u>EXPENDABLE DEPOSITS FUND (#801)</u>					
433282	Developer Deposits	202,055	202,055	(67,055)	135,000
Total Expendable Deposits Fund		202,055	202,055	(67,055)	135,000
SPECIAL REVENUE FUNDS - TOTAL		\$ 5,354,258	\$ 6,993,554	\$ 858,245	\$ 7,851,799
<u>CAPITAL PROJECTS FUNDS</u>					
<u>CAPITAL PROJECTS FUND (#305)</u>					
439211	Transfer from Gas Tax Fund	120,340	120,340	(120,340)	-
439215	Transfer from RMRA Fund	810,850	810,850	-	810,850
439220	Transfer from Measure M	790,000	790,000	14,325	804,325
439262	Transfer from Traffic Signal Impact Fees Fund	26,000	26,000	-	26,000
439310	Transfer from Park and Recreation Facilities Fund	585,000	585,000	(12,150)	572,850
439501	Transfer from Sewer Maintenance Fund	1,635,000	1,635,000	(111,090)	1,523,910
439502	Transfer from Sewer Capital Improvement Fund	-	-	77,000	77,000
Total Capital Projects Fund		3,967,190	3,967,190	(152,255)	3,814,935
<u>PARK AND RECREATION FACILITIES FUND (#310)</u>					
433280	Quimby Fees	930,000	930,000	45,000	975,000
435100	Interest	10,000	10,000	5,000	15,000
Total Park and Recreation Facilities Fund		940,000	940,000	50,000	990,000
CAPITAL PROJECTS FUNDS - TOTAL		\$ 4,907,190	\$ 4,907,190	\$ (102,255)	\$ 4,804,935
<u>ENTERPRISE FUNDS</u>					
<u>SEWER MAINTENANCE FUND (#501)</u>					
430100	Current Year-Secured	58,000	58,000	500	58,500
430105	Current Year-Unsecured	2,000	2,000	-	2,000
430115	Property Tax-Supplemental	2,000	2,000	-	2,000
430120	Residual Redevelopment Property Tax	50,000	50,000	7,500	57,500
430125	Property Tax-Public Utility	500	500	(500)	-
430130	Tax Administration Fees	(3,000)	(3,000)	3,000	-
433155	User Fees/Tax Roll	887,250	887,250	-	887,250
431165	Fat/Oils/Grease User Fee	20,750	20,750	-	20,750
431170	Hook-Up Permit Fees (City)	11,550	11,550	(11,550)	-
431175	Hook-Up Permit Fees (OCSD)	-	645,500	414,500	1,060,000
435100	Interest	50,000	50,000	-	50,000
440100	AB 1389 Pass Through from RDA	25,000	25,000	-	25,000
Total Sewer Maintenance Fund		1,104,050	1,749,550	413,450	2,163,000
<u>SEWER CAPITAL IMPROVEMENT FUND (#502)</u>					
431170	Hook-Up Permit Fees (City)	-	-	75,000	75,000
435100	Interest	-	-	2,000	2,000
Total Sewer Capital Improvement Fund		-	-	77,000	77,000
ENTERPRISE FUNDS - TOTAL		\$ 1,104,050	\$ 1,749,550	\$ 490,450	\$ 2,240,000

City of Stanton
REVENUES AND TRANSFERS IN BY FUND
FISCAL YEAR 2020/21

Acct. No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
INTERNAL SERVICE FUNDS					
<u>WORKERS COMPENSATION FUND (#602)</u>					
435100	Interest	-	-	3,000	3,000
437130	Insurance Reimbursement	-	-	231,590	231,590
Total Workers Compensation Fund		-	-	234,590	234,590
<u>LIABILITY/RISK MANAGEMENT FUND (#603)</u>					
433004	Liability Insurance Charges	244,000	244,000	-	244,000
Total Liability/Risk Management Fund		244,000	244,000	-	244,000
<u>EMPLOYEE BENEFITS FUND (#604)</u>					
433002	Retirement Charges	844,550	844,550	-	844,550
433003	Health and Life Insurance Charges	227,300	227,300	-	227,300
433005	Unemployment Insurance Charges	18,000	18,000	-	18,000
433006	Other Benefit Charges	62,205	62,205	-	62,205
439602	Transfer from Workers Compensation Fund	350,000	350,000	252,000	602,000
439603	Transfer from Liability/Risk Management Fund	50,000	50,000	-	50,000
Total Employee Benefits Fund		1,552,055	1,552,055	252,000	1,804,055
<u>FLEET MAINTENANCE FUND (#605)</u>					
433100	Fleet Maintenance Charges	100,165	100,165	-	100,165
435100	Interest	5,000	5,000	-	5,000
Total Fleet Maintenance Fund		105,165	105,165	-	105,165
INTERNAL SERVICE FUNDS - TOTAL		\$ 1,901,220	\$ 1,901,220	\$ 486,590	\$ 2,387,810
TOTAL REVENUES & TRANSFERS IN		\$ 36,517,558	\$ 39,057,099	\$ 3,512,679	\$ 42,569,778

City of Stanton
EXPENDITURES AND TRANSFERS OUT BY FUND
FISCAL YEAR 2020/21

Division No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
GENERAL FUNDS					
<u>GENERAL FUND (#101)</u>					
Administration					
1100	City Council	\$ 118,895	\$ 116,895	\$ -	\$ 116,895
1200	City Attorney	260,000	260,000	-	260,000
1300	City Manager	491,375	621,375	7,135	628,510
1400	City Clerk	210,725	210,725	5,910	216,635
1410	Personnel/Risk Management	125,855	125,855	7,050	132,905
1510	Information Technology	436,245	511,995	30,930	542,925
Total		1,643,095	1,846,845	51,025	1,897,870
Finance					
1500	Finance	860,930	846,825	6,075	852,900
1600	Non-Departmental (excluding transfers)	145,000	45,000	2,000	47,000
Total		1,005,930	891,825	8,075	899,900
Public Safety					
2100	O.C.S.D. Contract	4,950,475	4,950,475	(740,931)	4,209,544
2100	Other O.C.S.D. Costs	109,865	109,865	-	109,865
2200	O.C.F.A. Contract	3,428,270	3,428,270	(740,932)	2,687,338
2200	Other O.C.F.A. Costs	-	-	40,000	40,000
2230	Ambulance Services	5,000	5,000	-	5,000
2300	Homeless Prevention	-	100,000	-	100,000
2400	Animal Control Services	182,280	182,280	-	182,280
4300	Parking Control	226,075	226,075	9,505	235,580
6200	Code Enforcement	524,705	524,705	8,235	532,940
2500	Public Safety Administration	132,485	132,485	-	132,485
Total		9,559,155	9,659,155	(1,424,123)	8,235,032
Public Works					
3000	Public Works Administration	382,015	397,120	67,015	464,135
3100	Engineering	114,955	114,955	31,950	146,905
3200	Public Facilities Maintenance	404,640	404,640	30,000	434,640
3300	Crossing Guard Services	43,000	43,000	-	43,000
3400	Parks Maintenance	351,400	353,767	13,585	367,352
3500	Street Maintenance	409,470	409,470	16,870	426,340
3600	Storm Drain Maintenance	125,000	125,000	-	125,000
6300	Graffiti Abatement	99,735	99,735	2,710	102,445
Total		1,930,215	1,947,687	162,130	2,109,817
Community Development					
4000	Community Development Administration	149,860	150,100	23,995	174,095
4100	Planning	420,610	795,370	15,055	810,425
4200	Building Regulation	563,050	565,440	-	565,440
4400	Business Relations	21,100	21,100	-	21,100
Total		1,154,620	1,532,010	39,050	1,571,060

City of Stanton
EXPENDITURES AND TRANSFERS OUT BY FUND
FISCAL YEAR 2020/21

Division No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
General Fund, Continued					
Community Services					
5100	Parks and Recreation	695,780	695,780	44,265	740,045
5200	Community Center	22,455	22,455	-	22,455
5300	Stanton Central Park	169,915	169,915	7,495	177,410
5400	Senior Citizen Programs	32,770	32,770	3,840	36,610
Total		920,920	920,920	55,600	976,520
Transfers Out					
800250	To FACT Grant Fund	24,750	24,750	(8,000)	16,750
800251	To Senior Transportation Fund	9,430	9,430	-	9,430
800280	To Stanton Central Park Maintenance Fund	-	-	59,503	59,503
Total		34,180	34,180	51,503	85,683
Total General Fund		16,248,115	16,832,622	(1,056,740)	15,775,882
<u>TRANSACTION & USE TAX FUND (#102)</u>					
Community Development					
4100	Planning	-	19,063	-	19,063
Total		-	19,063	-	19,063
Public Safety					
2100	O.C.S.D. Contract	6,300,000	6,300,000	740,931	7,040,931
2200	O.C.F.A. Contract	1,500,000	1,500,000	740,932	2,240,932
Total		7,800,000	7,800,000	1,481,863	9,281,863
Total Transaction & Use Tax Fund		7,800,000	7,819,063	1,481,863	9,300,926
GENERAL FUNDS - TOTAL		\$ 24,048,115	\$ 24,651,685	\$ 425,123	\$ 25,076,808
SPECIAL REVENUE FUNDS					
<u>GAS TAX FUND (#211)</u>					
Salaries and Benefits					
501115	Salaries-Overtime	-	-	20,000	20,000
501120	Salaries-Part-Time	23,275	23,275	-	23,275
502100	Retirement	5,450	5,450	-	5,450
502110	Health/Life Insurance	255	255	-	255
502115	Unemployment Insurance	300	300	-	300
502120	Medicare/FICA	335	335	-	335
Total		29,615	29,615	20,000	49,615
Allocated Charges					
612105	Vehicle Replacement Charge	10,530	10,530	-	10,530
612140	Information Technology Charge	2,305	2,305	-	2,305
614205	Admin Overhead	3,955	3,955	-	3,955
Total		16,790	16,790	-	16,790

City of Stanton
EXPENDITURES AND TRANSFERS OUT BY FUND
FISCAL YEAR 2020/21

Division No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
Gas Tax Fund, Continued					
Capital Outlay					
710195	Pedestrian Accessibility	-	75,599	-	75,599
710205	Street Improvement	-	8,922	-	8,922
Total		-	84,521	-	84,521
Transfers Out					
800101	Transfer to General Fund	120,500	120,500	10,000	130,500
800305	Transfer to Capital Projects Fund	120,340	120,340	(120,340)	-
Total		240,840	240,840	(110,340)	130,500
Total Gas Tax Fund		287,245	371,766	(90,340)	281,426
<u>RMRA FUND (#215)</u>					
710190	Pavement Maintenance	-	37,426	-	37,426
800305	Transfer to Capital Projects Fund	810,850	810,850	-	810,850
Total RMRA Fund		810,850	848,276	-	848,276
<u>MEASURE M FUND (#220)</u>					
800305	Transfer to Capital Projects Fund	790,000	790,000	14,325	804,325
Total Measure M Fund		790,000	790,000	14,325	804,325
<u>CDBG-CV FUND (#221)</u>					
610106	Small Business Loan Program	-	278,181	-	278,181
Total CDBG-CV Fund		-	278,181	-	278,181
<u>CDBG FUND (#222)</u>					
608105	Professional Services	-	-	20,000	20,000
740145	Housing Rehab	100,000	100,000	25,000	125,000
Total CDBG Fund		100,000	100,000	45,000	145,000
<u>FIRE PROTECTIVE SERVICES FUND (#223)</u>					
608105	Professional Services	5,000	5,000	-	5,000
800101	Transfer to General Fund	413,590	413,590	2,458	416,048
Total Fire Protective Services Fund		418,590	418,590	2,458	421,048
<u>LIGHTING MAINTENANCE 1919 ACT FUND (#224)</u>					
604105	Utilities	200,000	200,000	-	200,000
810100	Principal Payment	113,735	113,735	-	113,735
810105	Interest	27,590	27,590	-	27,590
800225	Transfer to Lighting/Median Maintenance Fund	-	-	405,380	405,380
Total Lighting Maintenance 1919 Act Fund		341,325	341,325	405,380	746,705
<u>LIGHTING/MEDIAN MAINTENANCE 1972 ACT FUND (#225)</u>					
603130	Median Maintenance	25,000	25,000	-	25,000
604105	Utilities	81,000	81,000	-	81,000
604109	Traffic Signal Maintenance	140,000	140,000	-	140,000
608100	Contractual Services	205,000	205,000	-	205,000
608105	Professional Services	100,000	100,000	-	100,000
710181	LED Conversion	-	16,385	-	16,385

City of Stanton
EXPENDITURES AND TRANSFERS OUT BY FUND
FISCAL YEAR 2020/21

Division No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
Lighting/Median Maintenance 1972 Act Fund, Continued					
710210	Street Trees	20,000	20,000	-	20,000
Total Lighting/Median Maintenance 1972 Act Fund		571,000	587,385	-	587,385
<u>AIR QUALITY IMPROVEMENT FUND (#226)</u>					
502135	Alternative Commute Incentive	1,000	1,000	-	1,000
701105	Equipment-General	20,000	20,000	-	20,000
703105	Alternate Fuel Vehicles	140,000	140,000	-	140,000
Total Air Quality Improvement Fund		161,000	161,000	-	161,000
<u>STATE COPS GRANT 2016-2017 (#240)</u>					
800242	Transfer to Fund 242	-	-	4,513	4,513
Total State COPS Grant 2016-2017		-	-	4,513	4,513
<u>SUPPLEMENTAL LAW ENFORCEMENT GRANTS FUND (#242)</u>					
602100	Special Department Expense	-	99,300	-	99,300
608100	Contractual Services	20,000	20,000	-	20,000
800101	Transfer to General Fund	93,590	93,590	-	93,590
Total Supplemental Law Enforcement Grants Fund		113,590	212,890	-	212,890
<u>FACT GRANT FUND (#250)</u>					
Salaries and Benefits					
501110	Salaries-Regular	104,715	104,715	-	104,715
501120	Salaries-Part-Time	24,960	24,960	-	24,960
502100	Retirement	26,095	26,095	-	26,095
502110	Health/Life Insurance	8,180	8,180	-	8,180
502115	Unemployment Insurance	975	975	-	975
502120	Medicare/FICA	1,880	1,880	-	1,880
502130	Other Benefits	370	370	-	370
Total		167,175	167,175	-	167,175
Maintenance and Operations					
602100	Special Department Expense	3,515	28,715	-	28,715
608100	Contractual Services	127,350	127,350	-	127,350
Total		130,865	156,065	-	156,065
Allocated Charges					
614205	Admin Overhead	12,970	12,970	-	12,970
Total		12,970	12,970	-	12,970
Total FACT Grant Fund		311,010	336,210	-	336,210
<u>SENIOR TRANSPORTATION FUND (#251)</u>					
Salaries and Benefits					
501110	Salaries-Regular	14,535	14,535	-	14,535
501120	Salaries-Part-Time	20,040	20,040	-	20,040
502100	Retirement	3,305	3,305	-	3,305
502110	Health/Life Insurance	1,305	1,305	-	1,305
502115	Unemployment Insurance	450	450	-	450
502120	Medicare/FICA	500	500	-	500

City of Stanton
EXPENDITURES AND TRANSFERS OUT BY FUND
FISCAL YEAR 2020/21

Division No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
Senior Transportation Fund, Continued					
502130	Other Benefits	355	355	-	355
Total		40,490	40,490	-	40,490
Maintenance and Operations					
602145	Gas/Oil/Lube	3,190	3,190	-	3,190
Total		3,190	3,190	-	3,190
Allocated Charges					
614205	Admin Overhead	3,460	3,460	-	3,460
Total		3,460	3,460	-	3,460
Total Senior Transportation Fund		47,140	47,140	-	47,140
<u>CALGRIP GRANT FUND (#255)</u>					
602100	Special Department Expense	2,000	2,000	-	2,000
608100	Contractual Services	35,520	35,520	(795)	34,725
Total CALGRIP Grant Fund		37,520	37,520	(795)	36,725
<u>CARES ACT FUND (#256)</u>					
610106	Small Business Loan Program	-	1,011,690	-	1,011,690
602140	Materials and Supplies	-	58,125	3,104	61,229
608100	Contractual Services	-	238,145	-	238,145
608145	Information Technology	-	2,000	-	2,000
701050	Computer Software	-	25,955	-	25,955
Total CARES Fund		-	1,335,915	3,104	1,339,019
<u>TRAFFIC SIGNAL IMPACT FEES FUND (#262)</u>					
800305	Transfer to Capital Projects Fund	26,000	26,000	-	26,000
Total Traffic Signal Impact Fees Fund		26,000	26,000	-	26,000
<u>PUBLIC SAFETY TASK FORCE FUND (#271)</u>					
602100	Special Department Expense	23,350	23,350	(380)	22,970
602125	Small Tools & Equipment	5,015	5,015	(1,543)	3,472
602135	Safety Equipment	4,500	4,500	-	4,500
608100	Contractual Services	151,335	151,335	-	151,335
608160	Sheriff Contract Services	289,470	289,470	-	289,470
701105	Vehicle	9,500	9,500	(9,500)	-
	Transfer to Regional North Orange County Public Safety Task				
800901	Force	161,588	161,588	-	161,588
Total Public Safety Task Force Fund		644,758	644,758	(11,423)	633,335
<u>STANTON CENTRAL PARK MAINTENANCE FUND (#280)</u>					
608100	Contractual Services	32,000	32,000	45,000	77,000
Total Stanton Central Park Maintenance Fund		32,000	32,000	45,000	77,000
<u>HOUSING AUTHORITY FUND (#285)</u>					
Salaries and Benefits					
501110	Salaries-Regular	150,735	210,620	10,170	220,790
501120	Salaries-Part-Time	2,135	2,135	-	2,135

City of Stanton
EXPENDITURES AND TRANSFERS OUT BY FUND
FISCAL YEAR 2020/21

Division No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
Housing Authority Fund, Continued					
502100	Retirement	37,170	53,965	2,800	56,765
502110	Health/Life Insurance	9,720	13,260	595	13,855
502115	Unemployment Insurance	465	695	40	735
502120	Medicare/FICA	2,220	3,140	155	3,295
502130	Other Benefits	100	715	105	820
Total		202,545	284,530	13,865	298,395
Maintenance and Operations					
602110	Office Expense	1,000	1,000	-	1,000
602115	Postage	200	200	-	200
602140	Materials and Supplies	-	5,000	-	5,000
603120	Minor Repairs	76,000	76,000	-	76,000
604105	Utilities	50,000	50,000	-	50,000
608100	Contractual Services	-	3,043,560	-	3,043,560
608105	Professional Services	250,000	503,025	-	503,025
608130	Temporary Help	-	1,190	-	1,190
611110	O.C. Sanitation User Fee	15,000	15,000	-	15,000
610135	Relocation Assistance	-	240,000	-	240,000
Total		392,200	3,934,975	-	3,934,975
Allocated Charges					
612105	Vehicle Replacement Charge	3,070	3,070	-	3,070
612140	Information Technology Charge	17,710	17,710	-	17,710
614205	Admin Overhead	26,030	26,030	-	26,030
Total		46,810	46,810	-	46,810
Capital Outlay					
760100	Demolition/Condemnation	20,000	320,000	-	320,000
790100	Land Acquisition	-	1,961,440	-	1,961,440
Total		20,000	2,281,440	-	2,281,440
Total Housing Authority Fund		661,555	6,547,755	13,865	6,561,620
<u>EXPENDABLE DEPOSITS FUND (#801)</u>					
Salaries and Benefits					
501110	Salaries-Regular	43,355	43,355	(43,355)	-
502100	Retirement	9,565	9,565	(9,565)	-
502110	Health/Life Insurance	2,375	2,375	(2,375)	-
502115	Unemployment Insurance	90	90	(90)	-
502120	Medicare/FICA	630	630	(630)	-
502130	Other Benefits	15	15	(15)	-
Total		56,030	56,030	(56,030)	-
Maintenance and Operations					
608110	Engineering Services	20,000	20,000	-	20,000
608105	Professional Services	115,000	115,000	-	115,000
Total		135,000	135,000	-	135,000

City of Stanton
EXPENDITURES AND TRANSFERS OUT BY FUND
FISCAL YEAR 2020/21

Division No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
Expendable Deposits Fund, Continued					
Allocated Charges					
614205	Admin Overhead	11,025	11,025	(11,025)	-
Total		11,025	11,025	(11,025)	-
Total Expendable Deposits Fund		202,055	202,055	(67,055)	135,000
SPECIAL REVENUE FUNDS - TOTAL		\$ 5,555,638	\$ 13,318,766	\$ 364,032	\$ 13,682,798
CAPITAL PROJECTS FUNDS					
<u>CAPITAL PROJECTS FUND (#305)</u>					
Salaries and Benefits					
501110	Salaries-Regular	54,885	54,885	(54,885)	-
502100	Retirement	11,855	11,855	(11,855)	-
502110	Health/Life Insurance	3,650	3,650	(3,650)	-
502115	Unemployment Insurance	135	135	(135)	-
502120	Medicare/FICA	795	795	(795)	-
502130	Other Benefits	20	20	(20)	-
Total		71,340	71,340	(71,340)	-
Allocated Charges					
614205	Admin Overhead	15,915	15,915	(15,915)	-
Total		15,915	15,915	(15,915)	-
Capital Outlay					
703106	Articulating Boom Lift	65,000	65,000	(65,000)	-
Total		65,000	65,000	(65,000)	-
Capital Projects					
710106	Traffic Signal Improvements	200,740	200,740	-	200,740
710185	Slurry Seal	600,215	600,215	-	600,215
710205	Street Improvements	1,051,630	1,051,630	-	1,051,630
730105	Sewer Improvements	1,600,910	1,600,910	-	1,600,910
750102	Park Master Plan	100,870	100,870	-	100,870
750111	Hollenbeck Rubber Replacement	200,735	200,735	-	200,735
750121	Premier Park Play Equipment	200,735	200,735	-	200,735
750132	Harry Dotson Rubber	70,510	70,510	-	70,510
710125	City-wide Concrete Repair	50,935	50,935	-	50,935
710190	Miscellaneous Street Repairs	25,465	25,465	-	25,465
Total		4,102,745	4,102,745	-	4,102,745
Total Capital Projects Fund		4,255,000	4,255,000	(152,255)	4,102,745
<u>PARK AND RECREATION FACILITIES FUND (#310)</u>					
608105	Professional Services (Conceptual Design)	-	-	4,000	4,000
750100	Dotson Park Improvements	8,000	8,000	-	8,000
750103	Central Park Improvements	6,000	6,000	19,000	25,000
710147	Community Center	32,000	32,000	-	32,000

City of Stanton
EXPENDITURES AND TRANSFERS OUT BY FUND
FISCAL YEAR 2020/21

Division No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
Park and Recreation Facilities Fund, Continued					
800305	Transfer to Capital Projects Fund	585,000	585,000	(12,150)	572,850
Total Park and Recreation Facilities Fund		631,000	631,000	10,850	641,850
CAPITAL PROJECTS FUNDS - TOTAL		\$ 4,886,000	\$ 4,886,000	\$ (141,405)	\$ 4,744,595
ENTERPRISE FUNDS					
<u>SEWER MAINTENANCE FUND (#501)</u>					
Salaries and Benefits					
501110	Salaries-Regular	24,930	24,930	-	24,930
501115	Salaries-Overtime	250	250	-	250
502100	Retirement	5,535	5,535	-	5,535
502110	Health/Life Insurance	2,385	2,385	-	2,385
502115	Unemployment Insurance	105	105	-	105
502120	Medicare/FICA	365	365	-	365
502130	Other Benefits	20	20	-	20
Total		33,590	33,590	-	33,590
Maintenance and Operations					
603100	Emergency Maintenance Services	15,000	15,000	-	15,000
603122	System Repairs/Maintenance	7,500	7,500	-	7,500
608105	Professional Services	10,000	10,000	-	10,000
608110	Engineering Services	45,000	45,000	-	45,000
608155	Waste Discharge Monitoring	20,000	20,000	-	20,000
611116	Payment to Other Agencies	-	645,500	414,500	1,060,000
730100	CCTV & Line Cleaning	275,000	275,000	-	275,000
830100	Depreciation Expense	145,000	145,000	-	145,000
Total		517,500	1,163,000	414,500	1,577,500
Allocated Charges					
612105	Vehicle Replacement Charge	21,540	21,540	-	21,540
612140	Information Technology Charge	2,890	2,890	-	2,890
614205	Admin Overhead	7,230	7,230	-	7,230
Total		31,660	31,660	-	31,660
Transfer to Other Funds					
800305	Transfer to Capital Projects Fund	1,635,000	1,635,000	(111,090)	1,523,910
Total		1,635,000	1,635,000	(111,090)	1,523,910
Total Sewer Maintenance Fund		2,217,750	2,863,250	303,410	3,166,660
<u>SEWER CAPITAL IMPROVEMENT FUND (#502)</u>					
800305	Transfer to Sewer Maintenance Fund	-	-	77,000	77,000
Total Sewer Capital Improvement Fund		-	-	77,000	77,000
ENTERPRISE FUNDS - TOTAL		\$ 2,217,750	\$ 2,863,250	\$ 380,410	\$ 3,243,660

City of Stanton
EXPENDITURES AND TRANSFERS OUT BY FUND
FISCAL YEAR 2020/21

Division No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
INTERNAL SERVICE FUNDS					
<u>WORKERS COMPENSATION FUND (#602)</u>					
606105	Insurance Premium	60,000	60,000	-	60,000
606110	Benefit Claims	-	-	20,000	20,000
800604	Transfer to Employee Benefits Fund	350,000	350,000	252,000	602,000
Total Workers Compensation Fund		410,000	410,000	272,000	682,000
<u>LIABILITY/RISK MANAGEMENT FUND (#603)</u>					
606105	Insurance Premium	234,000	234,000	-	234,000
606110	Benefit Claims	10,000	10,000	20,000	30,000
800604	Transfer to Employee Benefits Fund	50,000	50,000	-	50,000
Total Liability/Risk Management Fund		294,000	294,000	20,000	314,000
<u>EMPLOYEE BENEFITS FUND (#604)</u>					
502101	CalPERS Retirement System	894,550	894,550	-	894,550
502111	Medical In-Lieu Pay	40,310	40,310	-	40,310
502110/					
502112	Medical Insurance Premiums	422,765	422,765	-	422,765
502113	Dental Insurance Premiums	25,470	25,470	-	25,470
502114	Vision Insurance Premiums	6,360	6,360	-	6,360
502115	Unemployment Insurance Payments	18,000	18,000	-	18,000
502116	Life Insurance Premiums	3,830	3,830	-	3,830
502117	Disability Insurance Premiums	28,540	28,540	-	28,540
502120	Medicare/FICA	54,605	54,605	-	54,605
502130	Other Benefits	7,600	7,600	-	7,600
Total Employee Benefits Fund		1,502,030	1,502,030	-	1,502,030
<u>FLEET MAINTENANCE FUND (#605)</u>					
Salaries and Benefits					
501110	Salaries-Regular	11,930	11,930	-	11,930
501115	Salaries-Overtime	200	200	-	200
502100	Retirement	2,715	2,715	-	2,715
502110	Health/Life Insurance	500	500	-	500
502115	Unemployment Insurance	75	75	-	75
502120	Medicare/FICA	175	175	-	175
502130	Other Benefits	10	10	-	10
Total		15,605	15,605	-	15,605
Maintenance and Operations					
602135	Safety Equipment	500	500	-	500
602145	Gas/Oil/Lube	30,000	30,000	-	30,000
603105	Equipment Maintenance	5,500	5,500	-	5,500
603125	Vehicle Maintenance	48,000	48,000	-	48,000
830100	Depreciation Expense	10,000	10,000	-	10,000
Total		94,000	94,000	-	94,000

City of Stanton
EXPENDITURES AND TRANSFERS OUT BY FUND
FISCAL YEAR 2020/21

Division No.	Description	Adopted Budget	Current Budget	Increase (Decrease)	Revised Budget
Fleet Maintenance Fund, Continued					
Allocated Charges					
612140	Information Technology Charge	1,380	1,380	-	1,380
614205	Admin Overhead	3,460	3,460	-	3,460
Total		4,840	4,840	-	4,840
Capital Outlay					
703100	Vehicle	-	101,000	-	101,000
Total		-	101,000	-	101,000
Total Fleet Maintenance Fund		114,445	215,445	-	215,445
INTERNAL SERVICE FUNDS - TOTAL		\$ 2,320,475	\$ 2,421,475	\$ 292,000	\$ 2,713,475
TOTAL EXPENDITURES & TRANSFERS OUT		\$ 39,027,978	\$ 48,141,176	\$ 1,320,160	\$ 49,461,336

City of Stanton
RESERVE BALANCES BY FUND
FISCAL YEAR 2020/21

	Beginning Balance 7/1/2020	Revenues FY 2020/21	Operating Expenditures FY 2020/21	CIP Expenditures FY 2020/21	Transfers In FY 2020/21	Transfers Out FY 2020/21	Projected Ending Balance 6/30/2021
GENERAL FUNDS							
<u>General Fund (#101)</u>							
Unassigned	\$ 1,517,810	\$ 19,471,100	\$ (15,541,564)	\$ -	\$ 640,138	\$ (85,683)	\$ 6,001,801
Reserve - Economic Uncertainty	4,100,000	-	-	-	-	-	4,100,000
Reserve - Emergency Equipment Maintenance	250,000	-	-	-	-	-	250,000
Reserve - Emergency Disaster Continuity	2,500,000	-	-	-	-	-	2,500,000
Reserve - Capital Improvement	7,324,410	551,996	-	-	-	-	7,876,406
Reserve - Continuing Appropriations (Carryovers)	104,870	-	(104,870)	-	-	-	-
Non-Spendable-Prepays	43,765	-	(43,765)	-	-	-	-
Non-Spendable-Notes Receivable	102,304	-	-	-	-	-	102,304
Total General Fund	15,943,159	20,023,096	(15,690,199)	-	640,138	(85,683)	20,830,511
<u>Transaction & Use Tax Fund (#102)</u>							
Unassigned	4,659,861	4,622,000	(9,281,861)	-	-	-	-
Reserve - Continuing Appropriations (Carryovers)	19,065	-	(19,065)	-	-	-	-
Total Transaction & Use Tax Fund	4,678,926	4,622,000	(9,300,926)	-	-	-	-
GENERAL FUNDS - TOTAL	\$ 20,622,085	\$ 24,645,096	\$ (24,991,125)	\$ -	\$ 640,138	\$ (85,683)	\$ 20,830,511
<u>Special Revenue Funds</u>							
<u>CASP Program Fund (#210)</u>							
Restricted-CASP Program	\$ 36,628	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ 44,628
<u>Gas Tax Fund (#211)</u>							
Restricted-Street Rehabilitation and Maintenance	217,367	919,000	(66,405)	(84,521)	-	(130,500)	854,941
<u>Road Maintenance and Rehabilitation Account (RMRA) Fund (#215)</u>							
Restricted-Streets and Roads Capital Projects	431,175	704,470	-	(37,426)	-	(810,850)	287,369
<u>Measure M Fund (#220)</u>							
Restricted-Streets and Roads Capital Projects	538,250	478,790	-	-	-	(804,325)	212,715
<u>Community Development Block Grant-CV (CDBG-) Fund (#221)</u>							
Restricted-COVID-19 Response	-	278,181	(278,181)	-	-	-	-

City of Stanton
RESERVE BALANCES BY FUND
FISCAL YEAR 2020/21

	Beginning Balance 7/1/2020	Revenues FY 2020/21	Operating Expenditures FY 2020/21	CIP Expenditures FY 2020/21	Transfers In FY 2020/21	Transfers Out FY 2020/21	Projected Ending Balance 6/30/2021
<u>Community Development Block Grant (CDBG) Fund (#222)</u>							
Restricted-Housing Rehabilitation for Low and Moderate Income Housing Persons	260,643	101,000	(145,000)	-	-	-	216,643
<u>Fire Protective Services Fund (#223)</u>							
Restricted-Fire Protection and Prevention Services	41,048	380,000	(5,000)	-	-	(416,048)	-
<u>Lighting Maintenance 1919 Act Fund (#224)</u>							
Restricted-Maintenance and Capital Projects for Street Lights	317,424	569,900	(341,325)	-	-	(405,380)	140,619
<u>Lighting and Median Maintenance 1972 Act Fund (#225)</u>							
Restricted-Lighting and Landscape Maintenance	1,005,036	205,000	(587,385)	-	405,380	-	1,028,031
<u>Air Quality Improvement Fund (#226)</u>							
Restricted-Mobile Source Emissions Reduction Programs	229,948	53,500	(161,000)	-	-	-	122,448
<u>State COPS Grant 2016-2017 (#240)</u>							
Restricted-Law Enforcement	4,513	-	-	-	-	(4,513)	-
<u>Supplemental Law Enforcement Grants Fund (#242)</u>							
Restricted-Law Enforcement	407,826	157,000	(119,300)	-	4,513	(93,590)	356,449
<u>Families and Communities Together (FACT) Grant Fund (#250)</u>							
Restricted-Family Preservation and Support Program	-	325,200	(336,210)	-	16,750	-	5,740
<u>Senior Transportation Fund (#251)</u>							
Restricted-Senior Mobility Program	37,001	37,710	(47,140)	-	9,430	-	37,001
<u>California Gang Reduction, Intervention, and Prevention (CalGRIP) Grant Fund (#255)</u>							
Restricted-CalGRIP Program	36,725	-	(36,725)	-	-	-	-
<u>CARES Act (#256)</u>							
Restricted-COVID-19 response	(9,218)	1,348,237	(1,339,019)	-	-	-	-
<u>Street Impact Fees Fund (#261)</u>							
Restricted-Streets and Roads Capital Projects	22,869	41,000	-	-	-	-	63,869
<u>Traffic Signal Impact Fees Fund (#262)</u>							
Restricted-Traffic Signals Capital Projects	36,469	10,200	-	-	-	(26,000)	20,669

City of Stanton
RESERVE BALANCES BY FUND
FISCAL YEAR 2020/21

	Beginning Balance 7/1/2020	Revenues FY 2020/21	Operating Expenditures FY 2020/21	CIP Expenditures FY 2020/21	Transfers In FY 2020/21	Transfers Out FY 2020/21	Projected Ending Balance 6/30/2021
<u>Community Center Impact Fees Fund (#263)</u>							
Restricted-New Community Center Facility	114,313	30,600	-	-	-	-	144,913
<u>Police Services Impact Fees Fund (#264)</u>							
Restricted-New Police Center Facility	103,463	28,000	-	-	-	-	131,463
<u>Public Safety Task Force Fund (#271)</u>							
Restricted-Violence Prevention and Intervention Activities	-	633,335	(633,335)	-	-	-	-
<u>Stanton Central Park Maintenance Fund (#280)</u>							
Restricted-Park Maintenance	(32,503)	50,000	(77,000)	-	59,503	-	-
<u>Housing Authority Fund (#285)</u>							
Restricted-Affordable Housing	15,593,383	862,100	(6,561,620)	-	-	-	9,893,863
Non-Spendable-Notes Receivable	1,168,000	-	-	-	-	-	1,168,000
Total Housing Authority Fund	16,761,383	862,100	(6,561,620)	-	-	-	11,061,863
<u>Expendable Deposits Fund (#801)</u>							
Restricted-Projects Funded by Developers	-	135,000	(135,000)	-	-	-	-
SPECIAL REVENUE FUNDS - TOTAL	\$ 20,560,360	\$ 7,356,223	\$ (10,869,645)	\$ (121,947)	\$ 495,576	\$ (2,691,206)	\$ 14,729,361
Capital Projects Funds							
<u>Capital Projects Fund (#305)</u>							
Assigned-Capital Projects	\$ 320,739	\$ -	\$ -	(4,102,745)	3,814,935	\$ -	\$ 32,929
<u>Park and Recreation Facilities Fund (#310)</u>							
Restricted-Parks and Recreation	2,034,478	990,000	(69,000)	-	-	(572,850)	2,382,628
CAPITAL PROJECTS FUNDS - TOTAL	\$ 2,355,217	\$ 990,000	\$ (69,000)	\$ (4,102,745)	\$ 3,814,935	\$ (572,850)	\$ 2,415,557
GENERAL GOVERNMENTAL FUNDS - TOTAL	\$ 43,537,662	\$ 32,991,319	\$ (35,929,770)	\$ (4,224,692)	\$ 4,950,649	\$ (3,349,739)	\$ 37,975,429

City of Stanton
RESERVE BALANCES BY FUND
FISCAL YEAR 2020/21

	Beginning Balance 7/1/2020	Revenues FY 2020/21	Operating Expenditures FY 2020/21	CIP Expenditures FY 2020/21	Transfers In FY 2020/21	Transfers Out FY 2020/21	Projected Ending Balance 6/30/2021
ENTERPRISE FUNDS							
<u>Sewer Maintenance Fund (#501)</u>							
Unrestricted Net Position - Available	4,551,602	2,163,000	(1,642,750)	-	-	(1,523,910)	3,547,942
Investment in Capital Assets	4,964,674	-	-	-	-	-	4,964,674
Net Pension Liability, Net of Deferred Amounts	(152,641)	-	-	-	-	-	(152,641)
Total Sewer Maintenance Fund	9,363,635	2,163,000	(1,642,750)	-	-	(1,523,910)	8,359,975
<u>Sewer Capital Improvement Fund (#502)</u>							
Restricted-Sewer Capital Projects	-	77,000	-	-	-	(77,000)	-
Total Sewer Capital Improvement Fund	-	77,000	-	-	-	(77,000)	-
ENTERPRISE FUNDS - TOTAL	\$ 9,363,635	\$ 2,240,000	\$ (1,642,750)	\$ -	\$ -	\$ (1,600,910)	\$ 8,359,975
INTERNAL SERVICE FUNDS							
<u>Workers Compensation Fund (#602)</u>							
Unrestricted Net Position-Available	\$ 678,475	\$ 234,590	\$ (80,000)	\$ -	\$ -	\$ (602,000)	\$ 231,065
<u>Liability/Risk Management Fund (#603)</u>							
Unrestricted Net Position-Available	151,423	244,000	(264,000)	-	-	(50,000)	81,423
<u>Employee Benefits Fund (#604)</u>							
Unrestricted Net Position-Available	(305,684)	1,152,055	(1,498,050)	-	652,000	-	321
Net Pension Liability, Net of Deferred Amounts	(4,712,030)	-	-	-	-	-	(4,712,030)
Non-Spendable-Prepays	3,980	-	(3,980)	-	-	-	-
Non-Spendable-Pension Stabilization	3,860,442	-	-	-	-	-	3,860,442
Total Employee Benefits Fund	(1,153,292)	1,152,055	(1,502,030)	-	652,000	-	(4,711,709)
<u>Fleet Maintenance Fund (#605)</u>							
Unrestricted Net Position - Available	468,172	105,165	(215,445)	-	-	-	357,892
INTERNAL SERVICE FUNDS - TOTAL	\$ 144,778	\$ 1,735,810	\$ (2,061,475)	\$ -	\$ 652,000	\$ (652,000)	\$ (4,041,329)
ALL FUNDS - TOTAL	\$ 53,046,075	\$ 36,967,129	\$ (39,633,995)	\$ (4,224,692)	\$ 5,602,649	\$ (5,602,649)	\$ 42,294,075