



AGENDA
CITY COUNCIL/SUCCESSOR AGENCY/STANTON HOUSING AUTHORITY
JOINT REGULAR MEETING
STANTON CITY HALL, 7800 KATELLA AVENUE, STANTON, CA
TUESDAY, MAY 9, 2023 - 6:30 P.M.

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

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

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

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

1. Dial the following phone number +1 (669) 444-9171 (US).
2. Dial in the following **Meeting ID: (850 5304 1131)** to be connected to the meeting.

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

- <https://us02web.zoom.us/j/85053041131?pwd=V082WkZPdjlraii83cFVrVGRiNkVvQT09>

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

- Attend in person and complete and submit a request to speak card to the City Clerk.
- E-Mail your comments to Pvazquez@StantonCA.gov with the subject line "PUBLIC COMMENT ITEM #" *(insert the item number relevant to your comment)*. Comments received no later than 5:00 p.m. before the scheduled meeting will be compiled, provided to the City Council, and made available to the public before the start of the meeting. Staff will not read e-mailed comments at the meeting. However, the official record will include all e-mailed comments received until the close of the meeting.

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

In compliance with the Americans With Disabilities Act, if you need special assistance to participate in this meeting, please contact the Office of the City Clerk at (714) 890-4245. Notification 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.StantonCA.gov.

1. **CLOSED SESSION** None.

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

3. **PLEDGE OF ALLEGIANCE**

4. **ROLL CALL** Council / Agency / Authority Member Taylor
 Council / Agency / Authority Member Torres
 Council / Agency / Authority Member Warren
 Mayor Pro Tem / Vice Chairperson Van
 Mayor / Chairman Shawver

5. **SPECIAL PRESENTATIONS AND AWARDS**
 - A. Presentation of certificate of recognition to Ms. Hilda Laufner for her service to the City as the Easter Bunny for the past 25 years.
 - B. Presentation by the Orange County Mosquito & Vector Control District sharing their mission with the City Council and providing information on their current operations.
 - C. California State University, Long Beach student presentation pertaining to the Trauma-Informed Care Guidebook for Homeless Service Providers.
 - D. Presentation by CalOptima Health sharing their mission with the City Council and providing information on their current operations.

6. **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

- 6A. 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.

- 6B. APPROVAL OF WARRANTS**

City Council approve demand warrants dated April 7, 2023 – April 20, 2023, in the amount of \$582,751.89.

- 6C. APPROVAL OF MINUTES**

City Council/Successor Agency/Housing Authority approve Minutes of Special and Joint Regular Meeting – April 25, 2023.

- 6D. MARCH 2023 INVESTMENT REPORT**

The Investment Report as of March 31, 2023, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

RECOMMENDED ACTION:

1. City Council find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the Investment Report for the month of March 2023.

6E. MARCH 2023 INVESTMENT REPORT (SUCCESSOR AGENCY)

The Investment Report as of March 31, 2023, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

RECOMMENDED ACTION:

1. Successor Agency find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the Investment Report for the month of March 2023.

6F. MARCH 2023 GENERAL FUND REVENUE AND EXPENDITURE REPORT; HOUSING AUTHORITY REVENUE AND EXPENDITURE REPORT; AND STATUS OF CAPITAL IMPROVEMENT PROGRAM

The Revenue and Expenditure Report for the month ended March 31, 2023, 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 March 31, 2023.

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 March 2023 Revenue and Expenditure Report and Status of Capital Improvement Projects for the month ended March 31, 2023.

6G. AWARD OF A PROFESSIONAL SERVICES AGREEMENT TO HUB LTD. TO ASSIST IN THE REDESIGN OF THE CITY'S OFFICIAL LOGO, BRANDING AND MESSAGING

The Council directed staff to solicit a qualified vendor to provide a refresh of the City's brand in September 2022. After completing the review process, staff recommends that the Council authorize the City Manager to enter into an agreement with HUB Ltd. to provide services in an amount not-to-exceed \$85,000, using funds allocated through the American Rescue Plan Act.

RECOMMENDED ACTION:

1. City Council declare this project to be categorically exempt under the California Environmental Quality Act, Section 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Approve a Professional Services Agreement with HUB Ltd. to assist in the redesign of the City's official logo, seal and overall brand for a not-to-exceed contract amount of \$85,000; and
3. Authorize the City Manager to bind the City of Stanton and HUB Ltd. in a contract to provide these services.

6H. AUTHORITY TO ADVERTISE FOR CONSTRUCTION: FISCAL YEAR 2022-23 CITYWIDE STREET RESURFACING PROJECT

The plans and specifications for the Fiscal Year (FY) 2022-23 Citywide Street Resurfacing Project are substantially complete. In the interest of time, the City Engineer is recommending City Council approve the draft specifications and plans for bidding, subject to revision by the City Engineer and the City Attorney, to ensure the construction contract is awarded in an efficient and timely manner. The draft Project plans and specifications are available in the City Engineer's Office for review.

RECOMMENDED ACTION:

1. City Council find that this project is exempt from the California Environmental Quality Act ("CEQA"), Class 1, Section 15301(c) as repair, maintenance, and minor alteration of existing public structures; and
2. Approve the bid specifications and plans, subject to revisions required by the City Engineer and the City Attorney; and
3. Authorize and advertise for bids the FY 2022-23 Citywide Street Resurfacing Project.

6I. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, PRELIMINARILY APPROVING THE ENGINEER'S REPORT FOR THE ANNUAL LEVY OF ASSESSMENTS FOR STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR FISCAL YEAR 2023-24

On January 24, 2023, the City Council adopted Resolution No. 2023-02, initiating proceedings for the annual levy of assessments and ordered the Engineer to prepare a report in accordance with Section 22565 et seq. of the State of California Streets and Highways Code. The Engineer has filed a report with the City Clerk in compliance with Council direction. The proposed resolution would preliminarily approve the report.

RECOMMENDED ACTION:

1. City Council find that this item is not subject to 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(b)(4) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly, or indirectly); and
2. Adopt Resolution No. 2023-07, preliminarily approving the Engineer's Report for the annual levy of assessments for the Stanton Lighting and Landscaping District No. 1 for Fiscal Year 2023-24, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, PRELIMINARILY APPROVING THE ENGINEER'S REPORT FOR THE ANNUAL LEVY OF ASSESSMENTS FOR STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024."

6J. RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT THE ANNUAL ASSESSMENTS FOR IMPROVEMENT, MAINTENANCE, AND SERVICING OF LIGHTING AND LANDSCAPING WITHIN THE BOUNDARIES OF THE TERRITORY INCLUDED IN THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR FISCAL YEAR 2023-24 PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 AND APPOINTING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO

On January 24, 2023, the City Council adopted Resolution No. 2023-02, initiating proceedings for the annual levy of assessments and ordered the Engineer to prepare a report in accordance with Section 22565 et seq. of the State of California Streets and Highways Code. The Engineer has filed a report with the City Clerk in compliance with Council direction. The proposed resolution would declare the City Council’s intention to levy and collect the assessments and set the required public hearing for Tuesday, June 13, 2023.

RECOMMENDED ACTION:

1. City Council find that this item is not subject to 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(b)(4) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly, or indirectly); and
2. Adopt Resolution No. 2023-08, declaring its intention to levy and collect the annual assessments for Stanton Lighting and Landscaping District No. 1, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS FOR IMPROVEMENT, MAINTENANCE, AND SERVICING OF THE TERRITORY INCLUDED IN THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR FISCAL YEAR 2023-24 PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 AND APPOINTING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO”; and

3. Schedule the public hearing to consider the assessments for Fiscal Year 2023-24 on June 13, 2023.

6K. APPROVAL OF FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH NV5 TO INCREASE THE SCOPE OF WORK FOR THE SEWER MASTER PLAN UPDATE PROJECT (TASK CODE 2022-301)

The City is in the process of updating the Sewer Master Plan to study and assess the condition of the City’s current sewer system. Staff is requesting a contract change order to increase the scope of work to include CCTV services and assess 11 additional miles of the City’s sewer infrastructure. The First Amendment will increase the total contract amount, extend the term, and increase the scope of work. To fund the additional scope of services, staff is requesting City Council approval for an appropriation of \$288,986 to increase the budget for the Sewer Master Plan Project from \$550,000 to \$838,986.

RECOMMENDED ACTION:

1. City Council declare this action to be categorically exempt under the California Environmental Quality Act, since the action herein does not constitute a “project” as defined by Section 15378 of the CEQA guidelines; and
2. Approve the First Amendment to the Professional Services Agreement with NV5 for the Updated Sewer Master Plan Project; and
3. Authorize the City Manager to execute the First Amendment to the Professional Services Agreement between the City of Stanton and NV5; and
4. Approve an appropriation of \$288,986 from the Sewer Maintenance Fund (#501) to increase the Sewer Master Plan project’s budget (Task Code No. 2022-301) to \$838,986.

END OF CONSENT CALENDAR

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|-------------------------------|--------------|
| 7. PUBLIC HEARINGS | None. |
| 8. UNFINISHED BUSINESS | None. |

9. NEW BUSINESS

9A. FIREWORKS EDUCATIONAL CAMPAIGN

Staff is seeking direction regarding the continuation of the annual Fireworks Education Campaign for 2023.

RECOMMENDED ACTION:

1. City Council find that the action is exempt from the California Environmental Quality Act ("CEQA") under Section 15061(b)(3) of the State CEQA Guidelines 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 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. Provide direction to implement, modify, or eliminate the annual Fireworks Education Campaign.

10. ORAL COMMUNICATIONS - PUBLIC

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

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

11. WRITTEN COMMUNICATIONS **None.**

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

12A. 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.

12B. COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE MEETING

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

12C. 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.

12D. CITY COUNCIL INITIATED ITEM — DISCUSSION REGARDING ADDING SENSITIVITY TRAINING TO THE CITY COUNCIL’S TRAINING SCHEDULE

At the April 25, 2023, City Council meeting, Council Member Torres requested that this item be agendaized for discussion. Council Member Torres is requesting to discuss the feasibility of adding an additional training course for sensitivity training to the City Council’s standard training schedule.

RECOMMENDED ACTION:

City Council provide direction to staff.

12E. CITY COUNCIL INITIATED ITEM — DISCUSSION REGARDING UPDATING / CREATING RULES AND REGULATIONS PERTAINING TO PAYDAY LENDER BUSINESSES WITHIN THE CITY

At the April 25, 2023, City Council meeting, Council Member Torres requested that this item be agendized for discussion. Council Member Torres is requesting to discuss the feasibility of updating / creating rules and regulations pertaining to payday lender businesses within the City to include items such as:

- Impose operating hours restrictions.
- Implement distancing requirements.
- Implement limitations on the number of permitted payday lender business within City limits.

RECOMMENDED ACTION:

City Council provide direction to staff.

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

14. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR

14A. ORANGE COUNTY FIRE AUTHORITY

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

15. 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 4th day of May, 2023.

s/ Patricia A. Vazquez, City Clerk/Secretary

Item: 6B

Click here to return to the agenda.

CITY OF STANTON ACCOUNTS PAYABLE REGISTER

April 7, 2023-April 20, 2023

Electronic Transaction Nos.	2507-2536	\$	186,141.35
Check Nos.	136415-136489		396,610.54

TOTAL		\$	582,751.89
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Demands listed on the attached registers conform to the City of Stanton Annual Budget as approved by the City Council.

/s/ Hannah Shin-Heydorn

City Manager

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

/s/ Michelle Bannigan

Finance Director

Accounts Payable

Checks by Date - Detail by Check Number

User: MBannigan
Printed: 4/25/2023 2:54 PM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
2507	PUB15477 PPE 03/25/2023	PUBLIC AGENCY RISK SHARING AUT. PARS - PPE 03/25/2023	04/07/2023	1,193.65
Total for Check Number 2507:				1,193.65
2508	OCA2137 STTM000820 STTM000885	COUNTY OF ORANGE TREASURER- T. 800 mhz (ST1) October, 2022 800 mhz (ST1) November, 2022	04/07/2023	894.38 34.75
Total for Check Number 2508:				929.13
2509	BES12575 958663 958664	BEST BEST & KRIEGER LLP Code Enforcement Fees thru 1-31-2023 OCSD/ Police Fees thru 1-31-2023	04/07/2023	1,000.49 18,457.01
Total for Check Number 2509:				19,457.50
2510	BOY13501 2001m	BOYS & GIRLS CLUBS OF GARDEN GI Regional CBO - Focus Area #1 - Feb 2023	04/07/2023	5,499.98
Total for Check Number 2510:				5,499.98
2511	TIM14834 14 - Year 5	TIM SHAW & ASSOCIATES Regional CBO - Capacity Building (Mar 2023)	04/07/2023	675.00
Total for Check Number 2511:				675.00
2512	THE14664 NOC-PSC 13	THE ORANGE COUNTY FAMILY JUSTI Regional CBO - Focus Area #1 - Jan 2023	04/07/2023	1,085.52
Total for Check Number 2512:				1,085.52
2513	BOY14668 YD412	BOYS AND GIRLS CLUB OF BUENA PA Buena Park CBO - Focus Area #1 - Jan-Feb 2023	04/07/2023	6,427.76
Total for Check Number 2513:				6,427.76
2514	ATH16520 REQUEST 002	ATHENS ADMINISTRATORS Account Escrow Replenishment	04/07/2023	1,077.91
Total for Check Number 2514:				1,077.91
2515	SOC2734 04/03/23 04/03/23	SO CAL EDISON Electric Service - Signals - Mar Electric Service - SCP - Mar	04/07/2023	890.69 2,994.10
Total for Check Number 2515:				3,884.79
2516	GOL1321 March 17	GOLDEN STATE WATER COMPANY Feb8-Mar9 Water Service Park	04/10/2023	1,248.12

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 2516:	1,248.12
2517	REC16138	RECTRAC REFUNDS	04/10/2023	
	29329	Deposit Refund #29329// Melinda Suarez 4/9/20		100.00
	29537	Deposit Refund #29537 // Mayra Leon 4/2/2023		200.00
	29573	Deposit Refund #29573 // Rosalinda Campos 4/1		100.00
	29850	Deposit Refund #29850 // Eleanor Garcia 4/1/20		300.00
	30047	Deposit Refund #30047// Paula Trejo 4/9/2023		100.00
	30141	Deposit Refund #30141 // Mayra Luna 4/2/2023		50.00
	30228	Deposit Refund #30228 // Juan Barrera 4/2/2023		150.00
	30262	Deposit Refund #30262 // Tina Bui 4/2/2023		150.00
			Total for Check Number 2517:	1,150.00
2518	REC16138	RECTRAC REFUNDS	04/11/2023	
	29653	Refund Reciept 29653 Civic Banquet Hall 2/18/2		35.28
	29737	Refund Reciept #29737 Stanton Central Park 3/2		150.00
	29737	Refund Reciept #29737 Stanton Central Park 3/2		90.00
	30222	Refund Reciept #30222 Civic Banquet Hall 4/1/2		500.00
	30222	Refund Reciept 29653 Civic Banquet Hall 4/1/2		586.08
	30222	Refund Reciept 30222 Civic Banquet Hall 4/1/2		75.00
	30261	Refund Reciept #30261 Civic Banquet Hall 4/7/2		400.00
	30261	Refund Reciept 30261 Civic Banquet Hall 4/7/2		75.00
	30261	Refund Reciept 30261 Civic Banquet Hall 4/7/2		19.01
	30294	Refund Reciept #30294 Civic Banquet Hall 9/16		500.00
	30294	Refund Reciept #30294 Civic Banquet Hall 9/16		-35.00
			Total for Check Number 2518:	2,395.37
2519	SOC2734	SO CAL EDISON	04/14/2023	
	04/06/2023	Stanton District Light Mar		11,053.53
	04/10/23	Electric Service-Building Mar		2,539.69
	04/10/23	Electric Service-Signals Mar		60.36
	04/10/23	Electric Service-Park Mar		903.59
			Total for Check Number 2519:	14,557.17
2520	vsp13387	VISION SERVICE PLAN - (CA)	04/14/2023	
	817288070	March 2023 Health Ins-Employee VSP		65.60
	817288070	March 2023 Health Ins-Employee VSP		462.48
	817507217	April 2023 Health Ins-Employee VSP		484.11
	817507217	April 2023 Health Ins-Employee VSP		60.38
			Total for Check Number 2520:	1,072.57
2521	MET12565	METLIFE SBC	04/14/2023	
	Apr-23	April 23 Metlife Dental-City Share		131.78
	Apr-23	April 23 Metlife Dental-Employee Share		30.76
	MAR-23	March 23 Metlife Dental-City Share		131.78
	MAR-23	March 23 Metlife Dental-Employee Share		30.76
			Total for Check Number 2521:	325.08
2522	BEN15755	BENEFIT COORDINATORS CORPORAT	04/14/2023	
	12468	March 2023 Prism Life Ins.- Employee		662.60
	12468	March 2023 Disability Life Ins.- City		2,542.73
	12468	March 2023 Prism Life Ins.		464.40
	B08F4T	April Delta Dental-City Share		1,870.36
	B08F4T	April 2023 Delta Dental-Employee Share		255.68

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 2522:	5,795.77
2523	Boy14651 NOC-PSC 14	BOYS & GIRLS CLUBS OF BREA-PLAC Brea CBO - Focus Area #1 - Mar 2023	04/14/2023	8,650.33
			Total for Check Number 2523:	8,650.33
2524	OCA2137 SH64999	COUNTY OF ORANGE TREASURER- T FY 2022/23 AFIS Fingerprinting Cost Share	04/14/2023	1,513.00
			Total for Check Number 2524:	1,513.00
2525	EDD1067 4/12/2023 4/12/2023	EDD State Tax Withholdings State Unemployment	04/14/2023	7,414.19 341.90
			Total for Check Number 2525:	7,756.09
2526	INT1569 4/12/2023 4/12/2023 4/12/2023	INTERNAL REVENUE SERVICE (ME) Medicare-City Share (ME) Medicare-Employee Share (FD) Federal Tax Withholding	04/14/2023	2,554.20 2,554.20 19,926.20
			Total for Check Number 2526:	25,034.60
2527	MiS16496 04/13/2023	MISSIONSQUARE PPE 04/13/2022- #302393	04/14/2023	3,365.00
			Total for Check Number 2527:	3,365.00
2528	CAS680 PPE 04/13/23 PPE 04/13/23 PPE 04/13/23 PPE 04/13/23 PPE 04/13/23 PPE 04/13/23 PPE 04/13/23 PPE 04/13/23 PPE 04/13/23 PPE 04/13/23	CA ST PERS 103 PERS - Survivor New T3 PERS - Survivor Classic T2 PERS - Employee New T3 PERS - Survivor (Employee) T1 PERS Employee Classic T2 PERS - Employee's Share T1 PERS - City Share Classic T2 PERS - City's Share New T3 PERS - City's Share T1	04/17/2023	26.04 7.44 5,109.49 7.44 3,434.86 1,722.79 4,234.68 5,654.49 2,675.22
			Total for Check Number 2528:	22,872.45
2529	CAL12493 100000017131291	CALPERS 2023 Replacement Benefit Contribution	04/17/2023	947.52
			Total for Check Number 2529:	947.52
2530	BES12575 960208 960214	BEST BEST & KRIEGER LLP Code Enforcement Fees thru 2-28-2023 OCSD/Police Fees thru 2-28-2023	04/17/2023	1,876.00 11,300.70
			Total for Check Number 2530:	13,176.70
2531	REC16138 30200	RECTRAC REFUNDS Parent enrolled in the wrong class// Fermin Cerv	04/17/2023	25.00
			Total for Check Number 2531:	25.00
2532	AFL187 403369	AFLAC-FLEX ONE April 23 Employee (AFLAC)	04/19/2023	132.45

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	403369	April 23 Employee (Life Ins & Disability Ins)		149.41
			Total for Check Number 2532:	281.86
2533	CAS12641 12/31/22	CA DEPT OF TAX AND FEE ADM Use Tax CY 2022 (101-689222)	04/19/2023	31.00
			Total for Check Number 2533:	31.00
2534	USB3019	US BANK	04/19/2023	
	76 Gas Station	OCSD Motor Officer/Motorcycle Gas		20.12
	ABM Parking	Parking/Long Beach Airport		21.00
	Ace Hardware	Asphalt patch		767.87
	Ace Hardware	Asphalt patch		767.87
	Adobe	FY2023-24 Adobe License Renewal (IT) 07/202		4,798.00
	Adobe	Adobe License Renewal (IT) 03/04/23 -06/30/23		2,399.00
	Albertons	Employee Spring Lunch Supplies		59.98
	Amazon	Graffiti remover		529.15
	Amazon	Computer Hardware/(4) Internal Hard Drives		499.72
	Amazon	Bases for Teen Night Out		15.42
	Amazon	Pants for Adrian		180.00
	Amazon	Disinfecting Wipes for Office, 700ct		41.10
	Amazon	Wristbands for OST		13.88
	Amazon	Computer Hardware/NFC Tags		16.15
	Amazon	Water key and office trash bags		44.06
	Amazon	Broom Holder for staff office		13.22
	Amazon	OST Red Cardstock for craft		10.72
	Amazon	Dash cam for truck 321		130.49
	Amazon	Supplies/OCSD/(3) Diploma Frames		195.72
	Amazon	Code Enf. Supplies/Camera		107.66
	Amazon	Computer mouse for telecommuting (Bannigan)		14.13
	Amazon	Adjustable Height Desk/Valtierra		413.24
	Amazon	Red Ball for Teen Night Out		9.66
	Amazon	Small Electronic Accessories/Printer Cables		151.86
	American Leak D	Leak Detection at SCP picnic shelter		1,445.00
	Antojitos	Meal at Public Works Conference		30.23
	APA	APA Meeting: Crystal Landavazo/Patricia Garcia		40.00
	Arco AM/PM	OCSD Motor Officer/Motorcycle Gas		10.81
	Arco AM/PM	OCSD Motor Officer/Motorcycle Gas		30.06
	Arco AM/PM	OCSD Motor Officer/Motorcycle Gas		27.19
	Arco AM/PM	OCSD Motor Officer/Motorcycle Gas		23.70
	Arco AM/PM	OCSD Motor Officer/Motorcycle Gas		24.52
	Canva	Monthly Subscription		12.99
	Cat Footwear	boots for Adrian		119.63
	Certifix Live S	Feb-2023/Fingerprint Rolling Fees		107.00
	Chevron	OCSD Motor Officer/Motorcycle Gas		27.42
	Coast Community	Training Course/K.Haro		106.00
	Command Link	Internet Coverage for City/MAR-2023		3,671.29
	Constant Contac	City Manager's Newsletter subscription		35.00
	Costco	Materials & Supplies/Homeless Outreach		107.70
	CSMFO	Budget Training - Bannigan and Cox		600.00
	CSMFO	Accounting Training - Holguin		100.00
	Digital Space	MAR-2023/City Website Hosting Service		22.00
	Dixie Orange Co	Emergency Hotel Assistance		300.00
	Dollar Tree	Supplies/OCSD		25.96
	Dollar Tree	Employee Spring Lunch Supplies		49.83
	Ebay	City Supplies		49.48
	Expedia.com	Emergency Hotel Assistance		273.39
	Expedia.com	REFUND/Emergency Hotel Assistance		-273.39
	FedEx	Plans for FRC		14.68

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	First Choice Co	Coffee for Yard		359.08
	Five Below	Candy and Prizes for Kids Night Out		32.08
	Five Below	Supplies for Teen Night Out		16.16
	Floor and Decor	3 boxes of Tiles for Blue Ribbon Event on 4/8/23		30.41
	Food 4 Less	OST St.Patrick's Day Cupcakes		17.98
	Full Source	Rain gear		1,138.66
	GFOA	Award Application Fee - FY 2022 ACFR		530.00
	Google Appshet	Work Order Program Usage Fee 3/5/23 - 4/5/23		450.00
	GovernmentJobs	Facilities Maintenance Worker Job Ad		199.00
	Habachihana Gri	OCS D Lunch Mtg/Deputy's Exit		246.08
	Harbor Freight	tools		160.50
	Hilton	Hotel for Public Works Conference		529.82
	Hobby Lobby	Supplies/OCS D Sub-station		202.69
	Home Depot	Painting Supplies/OCS D		29.16
	Home Depot	safety supplies		24.83
	Home Depot	Boxes for FRC renovation		38.80
	Home Depot	doorstops		47.70
	Home Depot	Boxes for FRC renovation		88.57
	Home Depot	Supplies/OCS D		31.30
	Home Depot	Cable for IT		86.93
	Home Depot	Parts for repairs at parks		16.94
	Home Depot	Supplies for City repairs		57.47
	Home Depot	Supplies/OCS D		22.82
	Home Depot	Weed killer		108.72
	Home Depot	Tools		29.63
	Home Depot	Plumbing supplies		97.76
	Home Depot	Tape for FRC renovation		19.51
	Klai-Co	(4) Film Tension Bolts for laminator		41.37
	Lakeshore Learn	Art supplies for Blue Ribbon Event on 4/8/23		29.33
	LB Marche	Breakfast/pre-Sacramento Legislative Meeting		21.13
	League of CA Ci	CalCities City Leaders Summit/Reg/Council		1,250.00
	Leos Bakery	Bread for Cafecito Time group + \$1 credit card f		17.25
	LSL CPAs	Annual GASB Training for 3 attendees		285.00
	Lupitas Tacos	Employee Spring Luncheon Catering		1,336.23
	Lyft, Inc.	Homeless Outreach Ride Assistance/Appointmer		26.97
	Lyft, Inc.	Homeless Outreach Ride Assistance		27.59
	Margaritaville	Meal at Public Works Conference		31.27
	Micheals	Paint for Easter Trashcans		33.20
	Minuteman Press	(25) Financial Reports/CAFR		553.35
	Motel 6	EA: Motel Stay for Omeli (one receipt)		321.37
	Motel 6	EA: Motel Stay for Omeli (one receipt)		104.86
	Motel 6	EA: Motel Stay for Ramirez-Flores		495.93
	New Compliance	Payroll Training/4/11/2023/Accounting Division		189.00
	Oriental Tradin	Eggs, candy, decorations for Easter Egg Hunt ev		270.01
	Panda Express	Refreshments/OCS D Work Program		26.75
	Party City	Employee Spring Luncheon Supplies		47.32
	Pauls Place	Refreshments/OCS D Work Program		34.63
	Pauls Place	Refreshments/OCS D Work Program		34.01
	Pauls Place	Refreshments/OCS D Work Program		32.39
	Pauls Place	Refreshments/OCS D Work Program		32.30
	Pizza DAmore	Pizza for Kids Night Out		87.28
	Pizza DAmore	Pizza for Teen Night Out		43.25
	Planetizen	Senior Planner Job Ad		99.95
	Polebasecovers	SCP Lighbase covers		570.00
	Portos Bakery	Employee Spring Lunch Supplies		260.98
	Public Treasury	Cashier Training Course/M.Cruz/4/13/23		105.00
	Ralphs	Refreshments/OCS D Meeting		15.98
	Roc & Sol Virtu	Mtg/Senator Newman's Office/Chief Dunn/Bill C		109.67
	Rush Translatio	Translation: English to Viet for Summer Stn Exp		49.90

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
		Sams Club	Easter Baskets for Easter Event	231.26
		Smart & Final	Parenting Class Snacks	33.67
		Smart & Final	Council Restock Supplies/Talk on the Block Sup	67.19
		Smart & Final	Snacks for FRC Ground Breaking	35.21
		Smart & Final	Employees Spring Luncheon Supplies	57.09
		Smart & Final	Water for OST	13.19
		Smart & Final	Employee Spring Luncheon Supplies	325.00
		Smart & Final	Restock Coffee Supplies	104.93
		Southwest	Airfare/CalCities Leaders Summit/Van	153.95
		Southwest	Airfare/CalCities Leaders Summit/Torres	153.95
		Spotify	Monthly Spotify Subscription	9.99
		Staples	Office Supplies/Code Enf	53.54
		Staples	Poster Board for FRC plans for ribbon cutting	45.22
		Staples	A-Frame Laminated sheets for Art Exhibit	24.00
		Staples	A-Frame Laminated sheets for Easter	24.00
		Target	Candy for Teen Night Out	40.28
		Target	Cardstock for OST Craft 2/2 receipts	11.84
		Target	EA: (2) \$300 Target GC for Ayodora & Reyes 1/	600.00
		Target	EA: (4) \$250 Target GC for fire victims	1,000.00
		Taylor Entertai	Down Payment for Face Painter	200.00
		Total Restroom	Commercial Restroom Sanitary Napkin Disposal	310.68
		Uline	Message Center	1,026.28
		Walmart	Supplies for Kids Night Out	20.70
		Wendys Restaura	Emergency Meal Assistance	20.00
		YouTube	Video	3.99
			Total for Check Number 2534:	33,962.34
2535	PUB15477 PPE 04/08/2023	PUBLIC AGENCY RISK SHARING AUT PARS - PPE 04/08/2023	04/19/2023	1,350.14
			Total for Check Number 2535:	1,350.14
2536	JEN14424 PPE 04/13/23	ANA JENSEN Wage Garnishment PPE 04/13/23	04/19/2023	400.00
			Total for Check Number 2536:	400.00
136415	AGU15284 29519	Wendy AGUILAR Deposit Refund for 4/1/2023 / Wendy Aguilar	04/20/2023	50.00
			Total for Check Number 136415:	50.00
136416	AKA11974 2222-2	AKAL CONSULTANTS Preparation of documents for Pavement Manage	04/20/2023	10,970.00
			Total for Check Number 136416:	10,970.00
136417	ALL228 84531	ALL CITY MANAGEMENT SVCS, INC. School crossing guard services - 3/19/23 - 4/1/23	04/20/2023	2,190.24
			Total for Check Number 136417:	2,190.24
136418	ATT377 4/10/2023 4/10/2023 4/10/2023	AT&T Cerritos / Magnolia - Mar Cerritos / Knott - Mar Cerritos / Dale - Mar	04/20/2023	48.98 48.98 48.98
			Total for Check Number 136418:	146.94
136419	AUT12223 4072775272	AUTOZONE INC. Parts to repair vehicles	04/20/2023	37.61

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	4072776782	Parts to repair fleet vehicles		46.51
	4072797568	Batteries for message board		543.01
		Total for Check Number 136419:		627.13
136420	BAR16605 2022-656	CHRISTOPHER BARNETT C&D Deposit Refund for Permit #2022-656 // CI	04/20/2023	594.00
		Total for Check Number 136420:		594.00
136421	BAU16608 2022-430	MARIA MAGDALENA BAUTISTA DE H C&D Deposit Refund for Permit #2022-430/Mar	04/20/2023	1,200.00
		Total for Check Number 136421:		1,200.00
136422	BEA14942 18505	BEAR ELECTRICAL SOLUTIONS, INC Replace lightbulbs on streetlights on Starr	04/20/2023	3,530.00
		Total for Check Number 136422:		3,530.00
136423	BOY13501 2032J	BOYS & GIRLS CLUBS OF GARDEN GI Contractual Services Invoice Boys & Girls Club	04/20/2023	4,338.76
		Total for Check Number 136423:		4,338.76
136424	BUC16516 384-01.04	BUCKNAM INFRASTRUCTURE GROU Pavement Management Plan Update	04/20/2023	9,167.56
		Total for Check Number 136424:		9,167.56
136425	C3o13388 INV159699 INV159699	C3 TECHNOLOGY SERVICES Sharp Copiers/ All Facilities/ Rental Equipment Sharp Copiers/ Maintenance 3/9/23 to 4/8/23	04/20/2023	1,679.00 1,833.05
		Total for Check Number 136425:		3,512.05
136426	CAA555 300018055	CA ASSOC OF CODE ENFORCEMENT C 2023 CACEO Membership/ K. Haro	04/20/2023	100.00
		Total for Check Number 136426:		100.00
136427	CAS662 648059	CA ST DEPT OF JUSTICE MAR 2023/ FINGERPRINTS	04/20/2023	49.00
		Total for Check Number 136427:		49.00
136428	CAL12690 CY23 Q1	CALIFORNIA BUILDING STANDARDS CBSC SB1473 Fee 2021Q1 Less 10% Local Go	04/20/2023	410.40
		Total for Check Number 136428:		410.40
136429	CER13623 73621	CERTIFIX LIVE SCAN APR 8/ Live Scan Rolling Fees	04/20/2023	25.00
		Total for Check Number 136429:		25.00
136430	CHA735 65450 65450 65450 65450	CHARLES ABBOTT ASSOCIATES, INC CityTech Code Case Mngmt Annual Subscription CityTech Permit System Annual Subscription (M CityTech Permit System Annual Subscription (Ju CityTech Code Case Mngmt Annual Subscription	04/20/2023	1,833.33 11,666.67 23,333.33 3,666.67

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 136430:	40,500.00
136431	WES11851 5335 5335	CITY OF WESTMINSTER Animal Control Services - July 2023 Animal Control Agmt Third Qtr (MAY 2023 - JU	04/20/2023	17,017.09 34,034.18
			Total for Check Number 136431:	51,051.27
136432	COL15604 55677	COLANTUONO, HIGHSMITH & WHATI UUT Litigation thru 03-31-2023	04/20/2023	364.14
			Total for Check Number 136432:	364.14
136433	COM13894 3582	COMPUTER DEDUCTIONS, INC Install traffic advisor and replace rear strobe in R	04/20/2023	377.86
			Total for Check Number 136433:	377.86
136434	CON13243 76439	CONTINENTAL CHEMICAL & SANITAI Janitorial Supplies	04/20/2023	991.26
			Total for Check Number 136434:	991.26
136435	FIR1181 82170018	CORELOGIC SOLUTIONS, LLC MAR-2023 / Geographic Package - Realquest	04/20/2023	315.00
			Total for Check Number 136435:	315.00
136436	CSG16451 50049 50049 50049 50050 50050 50050	CSG CONSULTANTS, INC. (Cameron H.) Bldg Inspections 11/30/22 - 12/29, (Devlin M.) Holiday Bldg Inspections 11/28/22 - (Khanh N.) Building Official - Code Adoption P; (Cameron H.) OT Bldg Inspections 2/3/23 - 2/20 (H. Morgado) Permit Technician Training 1/30/2 (Cameron H.) Bldg Inspection 1/30/23 - 2/20/23	04/20/2023	15,580.00 1,900.00 870.00 1,710.00 9,750.00 14,250.00
			Total for Check Number 136436:	44,060.00
136437	DAV15696 14184	DAVIS FARR LLP Temporary Accounting Services - February 2023	04/20/2023	382.50
			Total for Check Number 136437:	382.50
136438	CAC563 CY23 Q1	DEPARTMENT OF CONSERVATION SMIP Fee Q1 CY2021 Less 5%	04/20/2023	2,051.47
			Total for Check Number 136438:	2,051.47
136439	DIV13216 CY23 Q1 CY23 Q1	DIVISION OF THE STATE ARCHITECT AB1379: Amount due to State Architect - 10% SB1186: Amount due to State Architect - 30%	04/20/2023	281.88 0.42
			Total for Check Number 136439:	282.30
136440	DOM1014 188549	DOMEN LAWNMOWER Parts for equipment repairs	04/20/2023	80.20
			Total for Check Number 136440:	80.20
136441	DSY14997 11780	DSYL Summer 2023 Stanton Express - Design	04/20/2023	3,125.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 136441:	3,125.00
136442	EMP1089 Payment 6	EMPIRE PIPE CLEANING AND EQUIP Catch Basin Cleaning and Hotspot Cleaning	04/20/2023	3,001.25
			Total for Check Number 136442:	3,001.25
136443	FED1155 8-093-18483	FEDEX Overnight to Fair Political Practices Commissior	04/20/2023	55.05
			Total for Check Number 136443:	55.05
136444	FER14172 43	FERNWOOD MOBILE HOME PARK Lease Agreement for property along Stanton Cer	04/20/2023	2,575.00
			Total for Check Number 136444:	2,575.00
136445	FLO15506 CINV-008364	FLOCK SAFETY Service implementation fees, retention, and other fi	04/20/2023	92,800.00
			Total for Check Number 136445:	92,800.00
136446	FRO13927 4/11/23	FRONTIER City Hall frame relay port - APR	04/20/2023	150.68
			Total for Check Number 136446:	150.68
136447	GRE1360 121791 121791	GREAT SCOTT TREE SERVICE, INC Tree Trimming FY 22/23 (90%) - Mar Tree Trimming FY 22/23 (10%) - Mar	04/20/2023	3,499.20 388.80
			Total for Check Number 136447:	3,888.00
136448	HAR1416 23-0275 23-0276	HARTZOG & CRABILL INC TES for the Prep of a Traffic Control Plan on We On-Call Traffic Signal Services Ops. for MAR	04/20/2023	5,000.00 5,748.30
			Total for Check Number 136448:	10,748.30
136449	GRI12732 HTH4102023	HEART TO HEART CPR Payment for CPR & First Aid classes- Winter/Sp	04/20/2023	175.00
			Total for Check Number 136449:	175.00
136450	HIL1466 82658 82690	HILL'S BROS LOCK & SAFE INC 2 new locks for park fence 8 duplicate keys	04/20/2023	46.24 26.10
			Total for Check Number 136450:	72.34
136451	HIN1468 SIN022989 SIN022989 SIN023804 SIN023804 SIN023804	HINDERLITER DELLAMAS & ASSOCI Audit Services - Sales Tax Q4/2022 Contract Services - Sales Tax Q4/2022 Audit Services - Transaction Tax Q4/2022 Contract Services - Transaction Tax Q4/2022 Audit Services - Transaction Tax Q4/2022	04/20/2023	976.27 1,282.25 1,967.17 300.00 1,300.00
			Total for Check Number 136451:	5,825.69
136452	HRD13741 INV13472182	HRDIRECT Annual labor posters 2023	04/20/2023	98.14

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 136452:	98.14
136453	INF1555 2023030016	IRC, INC Background Checks from 03/01/23 to 4/1/23	04/20/2023	163.44
			Total for Check Number 136453:	163.44
136454	KTG15871 0176021	KTGY GROUP, INC PrepTown Center Specific Plan/ Jan. 14, 2023 tc	04/20/2023	5,182.50
			Total for Check Number 136454:	5,182.50
136455	LIF16289 28934 29923 30201 30201 51601813	LIFE CHRISTIAN CHURCH OF ORANG Deposit Refund for 2/19, 3/5, & 3/26 // Life Chri Deposit Refund for 3/14, 3/21, & 3/28 // Life Ch Deposit Refund for 4/9/2023 // Life Christian Ch Deposit Refund for 4/2/2023 // Life Christian Ch Deposit Refund for Life Christian Church 4/11/2	04/20/2023	1,200.00 600.00 400.00 400.00 300.00
			Total for Check Number 136455:	2,900.00
136456	MAC15603 9831	NOP MAC C&D Deposit Refund for Permit #9831 // Nop D	04/20/2023	10,000.00
			Total for Check Number 136456:	10,000.00
136457	MAR16609 2021-752	MARICELA MARTINEZ DE RUIZ C&D Deposit Refund for Permit #2021-752// M:	04/20/2023	150.00
			Total for Check Number 136457:	150.00
136458	MCG16114 29880	GLORIA MCGREW Deposit Refund for 4/9/2023 // Gloria McGrew	04/20/2023	100.00
			Total for Check Number 136458:	100.00
136459	MIN15024 37376 37376	MINUTEMAN PRESS (250) Business Cards / Code Enf./ J. De La Torre (250) Business Cards / Code Enf./ K. Haro	04/20/2023	53.81 53.80
			Total for Check Number 136459:	107.61
136460	MOR16606 2023-042	JAY MOREAU C&D Deposit Refund for Permit #2023-042 // Ja	04/20/2023	447.00
			Total for Check Number 136460:	447.00
136461	NGU16610 2021-339	TIEN HUU NGUYEN C&D Deposit Refund for Permit #2021-339 // Ti	04/20/2023	600.00
			Total for Check Number 136461:	600.00
136462	ONW16569 6854 6854	ONWARD ENGINEERING Inspection service for permit 22-19 (E/S Magnol Inspection service for permit 22-210 (7150 Cerri	04/20/2023	480.00 480.00
			Total for Check Number 136462:	960.00
136463	ORA16580 43116 43337	ORANGE COAST PLUMBING, HEATING Snake sewer line at Sheriff Station Camera Inspect sewer line at Sheriff Station	04/20/2023	300.00 325.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 136463:	625.00
136464	OCR2183 ACCT #160011891	ORANGE COUNTY REGISTER OC Register/ Digital Access thru 4/16/2024	04/20/2023	134.95
			Total for Check Number 136464:	134.95
136465	PHA12971 52899	PARS JAN 2023/ PARS/ Administrator Services	04/20/2023	487.59
			Total for Check Number 136465:	487.59
136466	PBK16444 5	PBK ARCHITECTS INC Design Services for Norm Ross Sports Park	04/20/2023	7,600.00
			Total for Check Number 136466:	7,600.00
136467	PET14941 25921944 34711564	PETS BEST Pet Insurance - April 2023 Pet insurance - March 2023	04/20/2023	171.73 171.73
			Total for Check Number 136467:	343.46
136468	PSI11874 38623	PSI 1 Joint Sprayer Special Graffiti "Tag Spray"	04/20/2023	152.25
			Total for Check Number 136468:	152.25
136469	MAI13147 N9885250	QUADIEN LEASING USA, INC Postage Meter Lease 02/03/23 - 05/02/23	04/20/2023	791.70
			Total for Check Number 136469:	791.70
136470	QUA15782 2023-04 2023-04-PR	QUALITY MANAGEMENT GROUP, INC Property Management Svcs for Tina Pacific Dev CM & Maintenance Salaries for Tina Pacific Dev	04/20/2023	6,250.00 8,016.66
			Total for Check Number 136470:	14,266.66
136471	RES2489 3555190	RESOURCE BUILDING MATERIALS Asphalt for pothole repair	04/20/2023	132.57
			Total for Check Number 136471:	132.57
136472	SCS13184 235835	S.C. SIGNS & SUPPLIES LLC New street name signs and hardware	04/20/2023	2,160.86
			Total for Check Number 136472:	2,160.86
136473	SAN14685 29602	PEARL SANDOCAL Deposit Refund for 4/1/2023 // Pearl Sandocal	04/20/2023	100.00
			Total for Check Number 136473:	100.00
136474	STA12282 6003256335	SECURITAS TECHNOLOGY CORPORA Service call to City Hall	04/20/2023	285.00
			Total for Check Number 136474:	285.00
136475	SOC12606 623699 623700	SO CAL INDUSTRIES Fence Rental for 10652 Bell st - Apr Fence Rental for Magnolia and Tina Way - Apr	04/20/2023	59.11 603.27

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	624446	Fence rental for 8970 Pacific - Apr		231.21
	624447	Fence rental for 8870 Pacific - Apr		208.58
Total for Check Number 136475:				1,102.17
136476	BCN14064 132251781	SOLEX - FUSION LAN LINES Burgular Alarms/ Fire/ FEB - 2023	04/20/2023	1,302.66
Total for Check Number 136476:				1,302.66
136477	WAT13601 29290	SOUTHLAND AUTOMOTIVE WORKS Replace tire on 2018 Ford F550	04/20/2023	246.19
Total for Check Number 136477:				246.19
136478	SOU2770 203336	SOUTHWEST OFFSET PRINTING Recreation Brochure - Summer Stanton Express	04/20/2023	7,064.49
Total for Check Number 136478:				7,064.49
136479	SPA15432 4096775 032423	SPARKLETTS MAR-22/ Breakroom Water Delivery	04/20/2023	147.81
Total for Check Number 136479:				147.81
136480	SPE14381 0012363040123	SPECTRUM Cable Servies / APR 2023	04/20/2023	102.34
Total for Check Number 136480:				102.34
136481	STA2817 1647856157 1647856157 1647856157 1647856157 1647856157	STAPLES BUSINESS CREDIT Office Supplies/ Facilities Supplies/ Building Maintenance Office Supplies/ Parks & Rec Office Supplies/ Ping Office Supplies/ HR	04/20/2023	113.57 203.87 49.69 133.44 118.56
Total for Check Number 136481:				619.13
136482	TOW14437 19771	TOWNSEND PUBLIC AFFAIRS, INC APR-2023/ Public Advocacy and Grant Funding	04/20/2023	4,000.00
Total for Check Number 136482:				4,000.00
136483	TUR2970 39861 39862	TURBO DATA SYSTEMS INC MAR-23/ Parking Citation Processing MAR-23/ Administrative Citation Processing	04/20/2023	2,282.40 287.88
Total for Check Number 136483:				2,570.28
136484	TPX16519 168736157-0 168736157-0	U.S. TELEPACIFIC CORP Telecommunications Services/ All Facilities/ AP Firewall Costs/ All Facilities/ APR-2023	04/20/2023	2,241.39 1,340.72
Total for Check Number 136484:				3,582.11
136485	VAS16607 2023-017	FRANK VASQUEZ C&D Deposit Refund for Permit #2023-017 // Fr	04/20/2023	900.00
Total for Check Number 136485:				900.00
136486	VEN13764 0156646-IN	VENCO WESTERN INC Median Landscape Maintenance - Apr	04/20/2023	7,911.90

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	0156646-IN	Street Landscape Maintenance - Apr		2,046.20
	0156646-IN	Street, Medians, Parkways Maintenance - Apr		3,991.00
	0156646-IN	City Owned Properties - Apr		4,592.00
	0156646-IN	Building Landscape Maintenance - Apr		1,446.90
	0156646-IN	Park Lanscape Maintenance - Apr		4,875.00
Total for Check Number 136486:				24,863.00
136487	VER3059	VERIZON WIRELESS	04/20/2023	
	9930259314	Mobile/ Data Plans/ Hotspots 2/17/23 - 3/16/23		1,101.95
	9930259315	Mobile/ Data Plans/ Hotspots 2/17/23 - 3/16/23		839.53
Total for Check Number 136487:				1,941.48
136488	VIL14804 AV41023	ARACELY VILLARRUEL Payment for baile folklorico classes- Winer/Sprui	04/20/2023	507.50
Total for Check Number 136488:				507.50
136489	VIS3077 2023-942741-00	VISTA PAINT CORP Paint supplies - graffiti remover	04/20/2023	89.26
Total for Check Number 136489:				89.26
Report Total (105 checks):				582,751.89

MINUTES OF THE CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY
OF THE CITY OF STANTON APRIL 25, 2023

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

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

1. CALL TO ORDER / CLOSED SESSION

The City Council / Successor Agency / Housing Authority meeting was called to order at 5:33 p.m. by Mayor / Chairman Shawver.

2. ROLL CALL

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

Absent: None.

Excused: None.

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS None.

4. CLOSED SESSION

The members of the City Council / Successor Agency / Housing Authority of the City of Stanton proceeded to closed session at 5:35 p.m. for discussion regarding:

4A. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

Pursuant to Government Code section 54956.9(d)(1)

Number of cases: 1

Case Name: Tina Pacific Residents Association, et al. v. City of Stanton

Case Number: OCSC 39-2023-01316300-CU-WM-CXC

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

The City Council / Successor Agency / Housing Authority reconvened in open session at 6:39 p.m.

The City Attorney / Agency Counsel reported that the Stanton City Council / Successor Agency / Housing Authority met in closed session from 5:35 to 6:39 p.m.

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

Special & Joint Regular Meeting – April 25, 2023 - Page 1 of 6

**THESE MINUTES ARE ISSUED FOR INFORMATION ONLY AND ARE SUBJECT TO
AMENDMENT AND APPROVAL AT NEXT MEETING**

DRAFT

6. ROLL CALL

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

Absent: None.

Excused: None.

7. PLEDGE OF ALLEGIANCE

Led by Ms. Zenia Bobadilla, Community Services Director.

8. SPECIAL PRESENTATIONS AND AWARDS

Presentation by Parks, Recreation and Community Services Commission Chairman Mr. John Warren and Ms. Zenia Bobadilla, Community Services Director, sharing their mission with the City Council and providing information on their current operations.

9. CONSENT CALENDAR

Motion/Second: Taylor/Van

ROLL CALL VOTE:	Council/Agency/Authority Member Taylor	AYE
	Council/Agency/Authority Member Torres	AYE
	Council/Agency/Authority Member Warren	AYE
	Mayor Pro Tem/Vice Chairperson Van	AYE
	Mayor/Chairman Shawver	AYE

Motion unanimously carried:

CONSENT CALENDAR

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

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

DRAFT

9B. APPROVAL OF WARRANTS

The City Council approved demand warrants dated March 24, 2023 – April 6, 2023, in the amount of \$1,655,144.21.

9C. APPROVAL OF MINUTES

The City Council/Successor Agency/Housing Authority approved Minutes of Joint Regular Meeting – April 11, 2023.

9D. 2022 HOUSING ELEMENT ANNUAL PROGRESS REPORT

The 2022 Housing Element Annual Progress Report (APR) was prepared in compliance with Government Code Section 65400 et. Seq., which requires submittal to the Department of Housing and Community Development (HCD). The report is intended to monitor the City's progress in meeting its share of regional housing needs. The Planning Commission reviewed the APR and recommended that the City Council accept the report.

1. The City Council finds that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Guideline Section No. 15306 (Class 6, Information Collection), projects which solely encompass information collecting and reporting, such as the annual report; and
2. Received and filed the 2022 Housing Element Annual Progress Report; and
3. Directed the Community & Economic Development Director to submit the report to HCD on behalf of the City.

END OF CONSENT CALENDAR

10. PUBLIC HEARINGS None.

11. UNFINISHED BUSINESS None.

12. NEW BUSINESS

12A. CITY COUNCIL CONSIDERATION FOR APPOINTMENT TO FILL ONE (1) VACANCY ON THE STANTON PUBLIC SAFETY COMMITTEE FOR APPOINTMENT FOLLOWING THE NOVEMBER 2022 GENERAL MUNICIPAL ELECTION

DRAFT

Consideration for appointment to fill one (1) vacancy on the Stanton Public Safety Committee. There is currently one (1) vacancy within the Public Safety Committee due to terms expired due to the November 2022 General Municipal Election.

The Council Member holding the seat number corresponding to that numbered seat on the Committee shall be responsible for appointment of one Committee Member, with majority approval of the City Council. The terms of office shall coincide with the term of office of the Council Member or Mayor who made the appointment. Additionally, Section 2.06.030 of the Stanton Municipal Code provides that the City Council, by majority vote, may waive the requirement to interview persons previously appointed by the City Council and who are requesting re-appointment to another term.

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

1. The City Council finds that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5)(Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. The City Council conducted interviews with the following applicants; and
 - Mr. Jeffrey Jones
 - Mr. Mike Pierce
 - Ms. Sandra L. Verdugo
3. Made an appointment to fill Seat #3 (Torres) on the Stanton Public Safety Committee.

Seat #3 (Torres):

Council Member Torres selected Ms. Sandra L. Verdugo to fill the vacancy within Seat #3 on the Stanton Public Safety Committee.

Motion/Second: Torres/Taylor

Motion carried by the following vote:

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

Motion unanimously carried:

Ms. Sandra L. Verdugo was appointed to fill Seat #3 (Torres) on the Stanton Public Safety Committee.

DRAFT

13. ORAL COMMUNICATIONS – PUBLIC

- Mr. Steve Freedman, business owner, spoke regarding traffic safety and public safety concerns for the businesses located at/near the intersection of Beach Boulevard and Monroe Avenue.
- Mr. Greg Himes, resident, spoke regarding public safety concerns such as violent crimes and gang activity within the City and questioned if the Orange County Sheriff's Department would be able to address these concerns via his scheduled report under agenda item 17A.

14. WRITTEN COMMUNICATIONS None.

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

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

- Mayor Shawver reported on his attendance at the Stanton Community Garden's 3rd Annual Open Garden Day event, which was held on April 22, 2023, Earth Day.
- Mayor Pro Tem Van reported on her attendance at the League of California Cities (Cal Cities') 2023 City Leader Summit which was held on April 12 - 14, 2023 in Sacramento, California.
- Mayor Pro Tem Van reported on both her and Council Member Warren's attendance at the City of Garden Grove State of the City Address, which was held on April 25, 2023.
- Council Member Torres reported on his attendance at the League of California Cities (Cal Cities') 2023 City Leader Summit which was held on April 12 - 14, 2023 in Sacramento, California.
- Council Member Taylor reported on the Orange County Mosquito and Vector Control District's "Tip, Toss, Take Action!" campaign return and reported on an upcoming presentation by the Orange County Vector Control District to the City Council.
- Ms. Zenia Bobadilla, Community Services Director, provided the City Council with information on the following City events:
 - Family Night Out, which was held on April 21, 2023; and
 - Kids Night Out, which is scheduled to be held on April 28, 2023; and
 - 2023 Stanton Art Exhibit "Exploring the Unknown", which is scheduled to be held on September 1, 2023.

DRAFT

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

- Council Member Torres requested to agendaize discussion regarding the feasibility of adding an additional training course for sensitivity training to the City Council's standard training schedule.
- Council Member Torres requested to agendaize discussion regarding updating/creating of rules and regulations pertaining to payday lender businesses within the City.

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

Council Member Taylor questioned staff regarding the feasibility of the return of the City's State of the City Address event.

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

None.

17. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR None.

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.

Captain Charles L. Walters provided the City Council with an update on their current operations.

18. ADJOURNMENT Motion/Second: Shawver/ Motion carried at 8:21 p.m.

DAVID J. SHAWVER, MAYOR

ATTEST:

CITY CLERK/SECRETARY

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: May 9, 2023

SUBJECT: MARCH 2023 INVESTMENT REPORT

REPORT IN BRIEF:

The Investment Report as of March 31, 2023, has been prepared in accordance with the City’s Investment Policy and California Government Code Section 53646.

RECOMMENDED ACTIONS:

1. City Council find that this item is not subject to California Environmental Quality Act (“CEQA”) pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the Investment Report for the month of March 2023.

BACKGROUND:

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

	<u>Beginning Balance</u>	<u>Net Change</u>	<u>Ending Balance</u>
Cash and Investment Accounts (Pooled-All Funds)	\$ 61,316,661.50	\$ (222,280.53)	\$ 61,094,380.97
Cash (Non-Pooled)	4,138,607.64	106,095.53	4,244,703.17
Total Cash and Investments	<u>\$ 65,455,269.14</u>	<u>\$ (116,185.00)</u>	<u>\$ 65,339,084.14</u>

Between February 28, 2023, and March 31, 2023, the City’s total cash and investments decreased by \$116,185.

The City’s cash and investment balances by fund type are presented in Attachment A. A summary of the City’s investment portfolio is included as Attachment B. The detail of the City’s investments by type that are managed by City staff are shown in Attachment C. The detail of investments by type that are managed by Chandler Asset Management, LLC (“Chandler”), of which we determined provide a net advantage to the City, are shown in Attachment D.

ANALYSIS:

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

As of March 31, 2023, the market value of the City’s total investment portfolio was \$59.5 million, of which \$34.2 million (57%) is managed by City staff and \$25.3 million (43%) is managed by Chandler (Attachment B). Detailed information regarding the securities contained in the City’s investment portfolio is provided in Attachments C and D. As of March 31, 2023, City investments consisted of the following:

	Market Value as of March 31, 2023	Percentage of Portfolio Invested by Type	Maximum Percentage of Portfolio Permitted by Investment Policy	In Compliance?
Local Agency Investment Fund (LAIF)	\$ 29,380,603.45	49.36%	100.00%	Yes
U.S. Treasury Notes	9,428,898.90	15.84%	100.00%	Yes
Corporate Notes	6,188,176.48	10.40%	30.00%	Yes
Federal Agency Securities	4,792,726.30	8.05%	100.00%	Yes
Negotiable Certificates of Deposit	4,117,627.06	6.92%	30.00%	Yes
Asset Backed Securities	2,418,500.11	4.06%	20.00%	Yes
Collateralized Mortgage Obligations	2,329,428.99	3.91%	20.00%	Yes
Municipal Bonds	688,499.40	1.16%	100.00%	Yes
Money Market Funds	172,848.64	0.29%	20.00%	Yes
Total Investments	<u>\$ 59,517,309.33</u>	<u>100.00%</u>		

The City’s investment portfolio is well-diversified with investments spread across nine different security types. Likewise, the average maturity of the City’s portfolio (except for LAIF) is approximately 2 years, which is within the 3.5 years target in the City’s investment policy.

FISCAL IMPACT:

All deposits and investments have been made in accordance with the City's Fiscal Year 2022-23 Investment Policy. The portfolio will allow the City to meet its expenditure requirements for the next six months. Staff remains confident that the investment portfolio is currently positioned to remain secure and sufficiently liquid.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

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

Prepared by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. Cash and Investment Balances by Fund
- B. Investments Portfolio Summary
- C. Investment Portfolio Detail (Managed by City Staff)
- D. Investment Portfolio Detail (Managed by Chandler)

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**CITY OF STANTON
CASH AND INVESTMENTS REPORT
MONTH ENDED MARCH 31, 2023**

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
101-various	General Fund	\$ 25,055,293.20	\$ 8,005,567.08	\$ (8,288,895.09)	\$ 24,771,965.19
102-111101	General Fund (Transactions & Use Tax)	(80,206.53)	512,649.06	(1,039,832.58)	(607,390.05)
210-111101	Certified Access Specialists (CASP) Program Fund	57,790.33	2,537.90	-	60,328.23
211-111101	Gas Tax Fund	1,643,898.55	118,935.66	(39,345.26)	1,723,488.95
215-111101	Road Maintenance and Rehabilitation act (RMRA) Fund	592,262.09	76,216.76	(28,533.00)	639,945.85
220-111101	Measure M Fund	715,429.82	127,943.08	(1,888.05)	841,484.85
222-111101	Community Development Block Grant Fund	212,171.46	2,453.84	-	214,625.30
223-111101	Protective Services Fund	-	22,889.66	(22,889.66)	-
224-111101	Lighting Maintenance 1919 Act Fund	1,035,989.19	27,965.12	(11,046.08)	1,052,908.23
225-111101	Lighting/Median Maintenance 1972 Act Fund	966,608.62	35,023.58	(45,979.89)	955,652.31
226-111101	Air Quality Improvement Fund	200,289.39	14,518.19	-	214,807.58
227-111101	Other Grants Fund	233,167.12	90,702.60	(131.91)	323,737.81
242-111101	Supplemental Law Enforcement Grant Fund	423,890.99	14,617.43	(12,500.00)	426,008.42
245-111101	Justice Assistance Grant (JAG) Grant Fund	-	79,401.38	(79,401.38)	-
250-111101	Families and Communities Together (FaCT) Grant Fund	(66,306.00)	58,453.93	(28,898.38)	(36,750.45)
251-111101	Senior Transportation Fund	65,128.52	9,784.87	(4,082.05)	70,831.34
257-111101	America Rescue Act Plan (ARPA) Fund	6,801,494.08	78,857.99	(113,376.38)	6,766,975.69
261-111101	Street Impact Fees Fund	102,274.56	6,376.79	-	108,651.35
262-111101	Traffic Signal Impact Fee	-	1,161.47	-	1,161.47
263-111101	Community Center Impact Fees Fund	170,054.81	5,816.53	-	175,871.34
264-111101	Police Services Impact Fees Fund	153,648.66	5,261.38	-	158,910.04
271-111101	Public Safety Task Force Fund (City Funds)	83,000.27	-	-	83,000.27
280-111101	Stanton Central Park Maintenance Fund	20,460.94	4,933.33	(9,094.40)	16,299.87
285-various	Stanton Housing Authority Fund	9,732,456.42	46,876.44	(48,794.80)	9,730,538.06
305-111101	Capital Projects Fund	274,561.74	98,083.50	(93,033.41)	279,611.83
310-111101	Park and Recreation Facilities Fund	3,795,094.37	189,731.48	(15,860.83)	3,968,965.02
501-111101	Sewer Maintenance Fund	6,301,347.41	213,904.38	(82,307.94)	6,432,943.85
502-111101	Sewer Capital Improvement Fund	2,960.78	34.25	-	2,995.03
602-111101	Workers' Compensation Fund	787,325.64	18,571.59	-	805,897.23
603-111101	Liability Risk Management Fund	69,977.65	934.55	-	70,912.20
604-111101	Employee Benefits Fund	19,788.08	177,071.70	(84,997.29)	111,862.49
605-111101	Fleet Maintenance Fund	466,875.28	19,402.91	(1,757.50)	484,520.69
801-111101	Expendable Deposits Fund	4,718.48	36,346.50	(7,824.00)	33,240.98
901-111101	North Orange County Public Safety Collaborative (NOC) Fund	1,475,215.58	-	(264,835.58)	1,210,380.00
Total Pooled Cash and Investments⁽¹⁾		\$ 61,316,661.50	\$ 10,103,024.93	\$ (10,325,305.46)	\$ 61,094,380.97
Less: Investments⁽¹⁾		\$ (57,584,547.41)	\$ (3,974,157.82)	\$ 2,041,395.90	\$ (59,517,309.33)
Cash - Bank of the West General Checking Account		\$ 3,732,114.09	\$ 6,128,867.11	\$ (8,283,909.56)	\$ 1,577,071.64

CITY OF STANTON
CASH AND INVESTMENTS REPORT
MONTH ENDED MARCH 31, 2023

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
<u>CASH-NON-POOLED</u>					
xxx-111103	Payroll Account	\$ -	\$ 397,268.67	\$ (397,268.67)	\$ -
101-111109	Flexible Spending/AFLAC	4,343.05	8,350.000	(172.98)	12,520.07
101-111505	Petty Cash	600.00	-	-	600.00
285-111403	Cash with Property Management Company (QMG)	62,247.43	51,712.20	(17,247.43)	96,712.20
604-111404	Cash with Fiscal Agent (PARS) ⁽²⁾	4,071,417.16	65,462.660	(2,008.92)	4,134,870.90
	Total Cash-Non-Pooled	\$ 4,138,607.64	\$ 522,793.53	\$ (416,698.00)	\$ 4,244,703.17
<u>INVESTMENTS</u>					
	POOLED ALL FUNDS	\$ 57,584,547.41	\$ 3,974,157.82	\$ (2,041,395.90)	\$ 59,517,309.33
	Total Investments ⁽³⁾	\$ 57,584,547.41	\$ 3,974,157.82	\$ (2,041,395.90)	\$ 59,517,309.33
	TOTAL CASH AND INVESTMENTS	\$ 65,455,269.14	\$ 10,625,818.46	\$ (10,742,003.46)	\$ 65,339,084.14

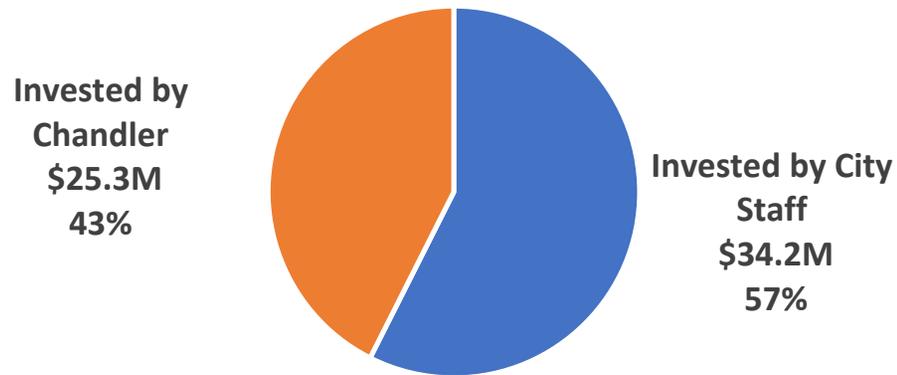
Notes:

⁽¹⁾ - Pooled cash includes: City's Bank of the West general checking, investment sweep, and safekeeping accounts, the City's Local Agency Investment Fund (LAIF) account, the Housing Authority's LAIF account, and the Public Agency Retirement Services (PARS) account.

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

⁽³⁾ - The Portfolio Summary Report and Holdings by Security Type are included in Attachments B and C, respectively.

**Portfolio Summary
as of March 31, 2023
TOTAL = \$59.5M**



■ ATTACHMENT C ■ ATTACHMENT D

Attachment: C

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City of Stanton
 Portfolio Holdings
 Investment Portfolio | by Security Sector
 Report Format: By Transaction
 Group By: Security Sector
 Average By: Face Amount / Shares
 Portfolio / Report Group: All Portfolios
 As of 3/31/2023

Description	CUSIP/Ticker	Settlement Date	YTM @ Cost	Face Amount/Shares	Cost Value	Book Value	Market Value	Maturity Date	Days To Maturity	Accrued Interest	% of Portfolio
Certificate Of Deposit											
Bank Hapoalim NY 2.9 3/25/2024	06251AW48	4/24/2019	2.900	250,000.00	250,000.00	250,000.00	244,702.50	3/25/2024	360	119.18	0.72
Bank of New England NH 2.65 5/23/2024	06426KBE7	5/23/2019	2.650	249,000.00	249,000.00	249,000.00	242,254.59	5/23/2024	419	144.62	0.72
Comerstone Community Bank CA 2.6 5/17/2024	219240BY3	5/17/2019	2.600	249,000.00	249,000.00	249,000.00	242,204.79	5/17/2024	413	248.32	0.72
EagleBank MD 2.65 4/28/2023	27002YEL6	4/30/2019	2.650	249,000.00	249,000.00	249,000.00	248,566.74	4/28/2023	28	18.08	0.72
Evansville Teachers FCU IN 2.25 7/22/2024	299547AV1	7/22/2019	2.250	249,000.00	249,000.00	249,000.00	240,143.07	7/22/2024	479	138.14	0.72
First Technology FCU CA 3.35 9/27/2023	33715LCJ7	9/27/2018	3.350	240,000.00	240,000.00	240,000.00	238,048.80	9/27/2023	180	88.11	0.69
First Tier Bank NE 1.95 8/23/2024	33766LAJ7	8/23/2019	1.950	249,000.00	249,000.00	249,000.00	238,621.68	8/23/2024	511	106.42	0.72
Healthcare Systems FCU VA 2.65 4/25/2024	42228LAD3	4/25/2019	2.650	246,000.00	246,000.00	246,000.00	239,803.26	4/25/2024	391	2,804.06	0.71
Horizon Bank NE 1.7 8/29/2023	44042TBQ6	7/29/2019	2.101	249,000.00	245,090.70	248,604.35	246,096.66	8/29/2023	151	23.19	0.72
Main Street Bank VA 2.6 4/26/2024	56065GAG3	4/26/2019	2.600	249,000.00	249,000.00	249,000.00	242,523.51	4/26/2024	392	88.68	0.72
McGregor TX 2.3 6/28/2024	32112UDA6	7/12/2019	2.200	249,000.00	250,170.30	249,293.70	241,465.26	6/28/2024	455	47.07	0.72
Merrick Bank UT 2.6 8/23/2023	59013J7P8	4/23/2019	2.600	249,000.00	249,000.00	249,000.00	246,627.03	8/23/2023	145	141.90	0.72
Morgan Stanley NY 3.1 2/7/2024	61760AVJ5	2/7/2019	3.100	246,000.00	246,000.00	246,000.00	241,845.06	2/7/2024	313	1,086.44	0.71
Morgan Stanley UT 3.1 2/7/2024	61690UDW7	2/7/2019	3.100	246,000.00	246,000.00	246,000.00	241,845.06	2/7/2024	313	1,086.44	0.71
Raymond James Bank FL 2 8/23/2024	75472RAE1	8/23/2019	2.000	247,000.00	247,000.00	247,000.00	236,927.34	8/23/2024	511	487.23	0.71
University of Iowa CU IA 3.05 5/15/2023	91435LAG2	4/25/2019	2.919	248,000.00	249,240.00	248,037.68	247,422.16	5/15/2023	45	621.70	0.71
Washington Federal Bank WA 1.95 8/28/2024	938828BN9	8/28/2019	1.950	249,000.00	249,000.00	249,000.00	238,529.55	8/28/2024	516	39.91	0.72
Sub Total / Average Certificate Of Deposit			2.561	4,213,000.00	4,211,501.00	4,212,935.73	4,117,627.06		331	7,289.49	12.14
Local Government Investment Pool											
LAIF City LGIP	LAIFCITY0895	2/29/2020	2.831	20,975,824.17	20,975,824.17	20,975,824.17	20,692,867.20	N/A	1		60.45
LAIF Housing Authority LGIP	LAIFHA0004	2/29/2020	2.831	8,806,533.49	8,806,533.49	8,806,533.49	8,687,736.25	N/A	1		25.38
Sub Total / Average Local Government Investment Pool			2.831	29,782,357.66	29,782,357.66	29,782,357.66	29,380,603.45		1	0.00	85.83
Municipal											
Fort Bragg CA 1.871 8/1/2024	347028JZ6	9/18/2019	1.750	205,000.00	206,150.05	205,316.12	197,451.90	8/1/2024	489	639.26	0.59
Riverside Pension CA 2.75 6/1/2024	769036BD5	8/28/2019	2.030	250,000.00	258,120.00	251,998.48	243,675.00	6/1/2024	428	2,291.67	0.72
Stockton CA 2.5 9/1/2023	861403AU7	5/1/2019	2.600	250,000.00	248,975.00	249,900.35	247,372.50	9/1/2023	154	520.83	0.72
Sub Total / Average Municipal			2.151	705,000.00	713,245.05	707,214.95	688,499.40		349	3,451.76	2.03
Total / Average			2.784	34,700,357.66	34,707,103.71	34,702,508.34	34,186,729.91		48	10,741.25	100



City of Stanton - Account #10991

MONTHLY ACCOUNT STATEMENT

MARCH 1, 2023 THROUGH MARCH 31, 2023

Chandler Team:

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

Custodian

US Bank
Alexander Bazan
(503) 402-5305

CHANDLER ASSET MANAGEMENT
chandlerasset.com

Information contained herein is confidential. We urge you to compare this statement to the one you receive from your qualified custodian. Please see Important Disclosures.



City of Stanton

Account #10991

Portfolio Summary

As of March 31, 2023

PORTFOLIO CHARACTERISTICS

Average Modified Duration	2.34
Average Coupon	3.07%
Average Purchase YTM	4.15%
Average Market YTM	4.36%
Average S&P/Moody Rating	AA/Aa2
Average Final Maturity	2.77 yrs
Average Life	2.51 yrs

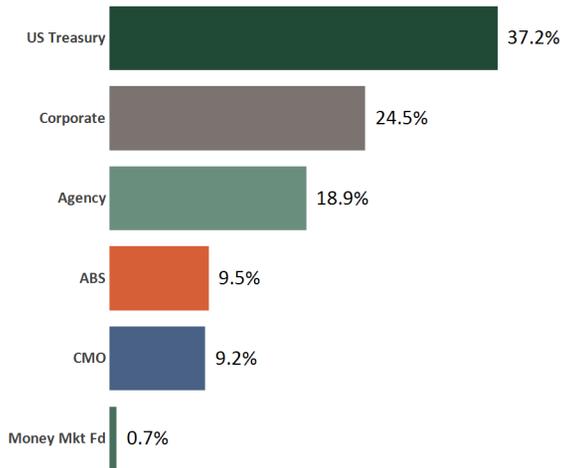
ACCOUNT SUMMARY

	Beg. Values as of 2/28/23	End Values as of 3/31/23
Market Value	24,874,992	25,330,579
Accrued Interest	167,542	121,974
Total Market Value	25,042,534	25,452,553
Income Earned	63,412	65,711
Cont/WD		-2,302
Par	25,910,582	26,004,966
Book Value	25,180,796	25,292,373
Cost Value	25,180,796	25,292,373

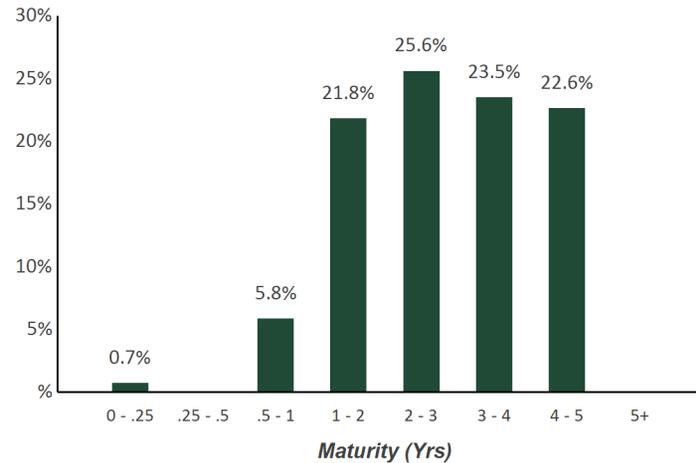
TOP ISSUERS

Government of United States	37.2%
Federal Home Loan Mortgage Corp	9.2%
Federal Home Loan Bank	8.9%
Federal Farm Credit Bank	7.6%
Federal National Mortgage Assoc	2.4%
JP Morgan Chase & Co	1.7%
Bank of America Corp	1.7%
Morgan Stanley	1.7%
Total	70.3%

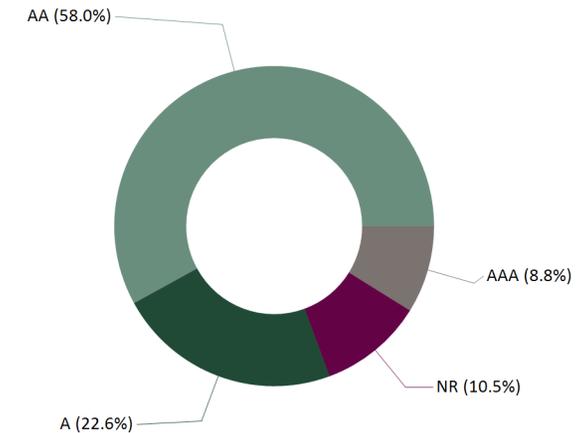
SECTOR ALLOCATION



MATURITY DISTRIBUTION



CREDIT QUALITY (S&P)



PERFORMANCE REVIEW

TOTAL RATE OF RETURN	Annualized									
	1M	3M	YTD	1YR	2YRS	3YRS	5YRS	10YRS	11/30/2022	
City of Stanton	1.65%	1.65%	1.65%	N/A	N/A	N/A	N/A	N/A	N/A	
ICE BofA 1-5 Yr US Treasury & Agency Index	1.98%	1.81%	1.81%	N/A	N/A	N/A	N/A	N/A	N/A	



City of Stanton

Account #10991

Holdings Report

As of March 31, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
ABS									
58769KAD6	Mercedes-Benz Auto Lease Trust 2021-B A3 0.4% Due 11/15/2024	333,100.47	Various 4.62%	321,868.67 321,868.67	97.75 5.76%	325,603.71 59.22	1.28% 3,735.04	NR / AAA AAA	1.63 0.42
09690AAC7	BMW Vehicle Lease Trust 2021-2 A3 0.33% Due 12/26/2024	250,178.04	09/14/2022 4.00%	242,897.47 242,897.47	98.01 5.83%	245,193.25 13.76	0.96% 2,295.78	Aaa / NR AAA	1.74 0.36
43815PAC3	Honda Auto Receivables 2022-2 A3 3.73% Due 7/20/2026	350,000.00	09/21/2022 4.36%	345,625.00 345,625.00	98.17 4.83%	343,586.98 471.43	1.35% (2,038.02)	NR / AAA AAA	3.31 1.72
89238FAD5	Toyota Auto Receivables OT 2022-B A3 2.93% Due 9/15/2026	350,000.00	09/13/2022 4.13%	342,207.03 342,207.03	97.02 4.97%	339,571.75 455.78	1.34% (2,635.28)	Aaa / AAA NR	3.46 1.48
05522RDD7	Bank of America Credit Card Tr 2021-A1 A1 0.44% Due 9/15/2026	400,000.00	09/22/2022 4.45%	376,187.50 376,187.50	95.43 5.05%	381,738.00 78.22	1.50% 5,550.50	NR / AAA AAA	3.46 1.00
92348KAL7	Verizon Master Trust 2022-1 A 1.04% Due 1/20/2027	350,000.00	09/14/2022 3.03%	340,607.42 340,607.42	98.64 2.60%	345,235.80 111.22	1.36% 4,628.38	Aaa / AAA NR	3.81 0.88
02582JIT8	American Express Credit Trust 2022-2 A 3.39% Due 5/17/2027	350,000.00	09/13/2022 4.18%	343,382.81 343,382.81	97.66 4.60%	341,799.50 527.33	1.34% (1,583.31)	NR / AAA AAA	4.13 1.99
47800BAC2	John Deere Owner Trust 2022-C A3 5.09% Due 6/15/2027	95,000.00	10/12/2022 5.15%	94,992.63 94,992.63	100.81 4.74%	95,771.12 214.91	0.38% 778.49	Aaa / NR AAA	4.21 1.98
Total ABS		2,478,278.51	4.16%	2,407,768.53 2,407,768.53	4.75%	2,418,500.11 1,931.87	9.51% 10,731.58	Aaa / AAA AAA	3.19 1.19

AGENCY									
3130A0F70	FHLB Note 3.375% Due 12/8/2023	450,000.00	09/13/2022 3.90%	447,183.00 447,183.00	99.01 4.85%	445,549.05 4,767.19	1.77% (1,633.95)	Aaa / AA+ AAA	0.69 0.66
3130A0XE5	FHLB Note 3.25% Due 3/8/2024	650,000.00	09/13/2022 3.89%	644,066.70 644,066.70	98.58 4.81%	640,801.85 1,349.65	2.52% (3,264.85)	Aaa / AA+ NR	0.94 0.91
3130ASHK8	FHLB Note 3.125% Due 6/14/2024	650,000.00	09/13/2022 3.85%	642,128.50 642,128.50	98.33 4.57%	639,114.45 6,037.33	2.53% (3,014.05)	Aaa / AA+ NR	1.21 1.15
3133ENJ84	FFCB Note 3.375% Due 8/26/2024	650,000.00	09/13/2022 3.83%	644,540.00 644,540.00	98.79 4.27%	642,166.85 2,132.81	2.53% (2,373.15)	Aaa / AA+ AAA	1.41 1.35
3133ENP79	FFCB Note 4.25% Due 9/26/2024	650,000.00	09/22/2022 4.25%	649,948.00 649,948.00	99.71 4.45%	648,121.50 383.68	2.55% (1,826.50)	Aaa / AA+ NR	1.49 1.42



City of Stanton

Account #10991

Holdings Report

As of March 31, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
AGENCY									
3133ENP95	FFCB Note 4.25% Due 9/30/2025	650,000.00	09/23/2022 4.31%	648,875.50 648,875.50	100.45 4.06%	652,955.55 76.74	2.57% 4,080.05	Aaa / AA+ NR	2.50 2.35
3135G0Q22	FNMA Note 1.875% Due 9/24/2026	650,000.00	09/14/2022 3.73%	605,208.50 605,208.50	93.57 3.87%	608,196.55 236.98	2.39% 2,988.05	Aaa / AA+ AAA	3.49 3.32
3130ATS57	FHLB Note 4.5% Due 3/10/2028	500,000.00	03/22/2023 4.04%	510,315.00 510,315.00	103.16 3.79%	515,820.50 1,312.50	2.03% 5,505.50	Aaa / AA+ AAA	4.95 4.40
Total Agency		4,850,000.00	3.98%	4,792,265.20	4.33%	4,792,726.30 16,296.88	18.89% 461.10	Aaa / AA+ AAA	2.06 1.92
CMO									
3137BHXJ1	FHLMC K045 A2 3.023% Due 1/25/2025	453,839.02	09/16/2022 5.07%	442,173.95 442,173.95	96.95 4.78%	439,986.95 1,143.30	1.73% (2,187.00)	NR / NR AAA	1.82 1.66
3137BMTX4	FHLMC K052 A2 3.151% Due 11/25/2025	250,000.00	09/26/2022 4.89%	238,818.36 238,818.36	96.87 4.44%	242,178.00 656.46	0.95% 3,359.64	NR / NR AAA	2.66 2.32
3137BN6G4	FHLMC K053 2.995% Due 12/25/2025	350,000.00	09/16/2022 4.23%	338,064.45 338,064.45	96.45 4.42%	337,565.90 873.54	1.33% (498.55)	NR / NR AAA	2.74 2.42
3137BTUM1	FHLMC K061 A2 3.347% Due 11/25/2026	350,000.00	09/22/2022 4.37%	337,435.55 337,435.55	96.42 4.43%	337,483.65 976.21	1.33% 48.10	NR / NR AAA	3.66 3.20
3137BVZ82	FHLMC K063 3.43% Due 1/25/2027	350,000.00	09/13/2022 3.97%	342,412.11 342,412.11	97.01 4.29%	339,529.05 1,000.42	1.34% (2,883.06)	NR / NR AAA	3.82 3.37
3137F2LJ3	FHLMC K066 A2 3.117% Due 6/25/2027	350,000.00	09/13/2022 3.97%	337,640.63 337,640.63	95.76 4.23%	335,169.45 909.13	1.32% (2,471.18)	NR / NR AAA	4.24 3.76
3137FAWS3	FHLMC K067 A2 3.194% Due 7/25/2027	310,000.00	09/22/2022 4.28%	295,856.25 295,856.25	95.97 4.21%	297,515.99 825.12	1.17% 1,659.74	Aaa / NR NR	4.32 3.89
Total CMO		2,413,839.02	4.41%	2,332,401.30	4.42%	2,329,428.99 6,384.18	9.18% (2,972.31)	Aaa / NR AAA	3.27 2.90
CORPORATE									
89115A2J0	Toronto-Dominion Bank Note 4.285% Due 9/13/2024	200,000.00	09/15/2022 4.57%	198,938.00 198,938.00	98.84 5.12%	197,689.20 428.50	0.78% (1,248.80)	A1 / A AA-	1.46 1.38
12572QAG0	CME Group Inc. Callable Note Cont 12/15/2024 3% Due 3/15/2025	250,000.00	09/16/2022 4.26%	242,670.00 242,670.00	96.90 4.68%	242,245.75 333.33	0.95% (424.25)	Aa3 / AA- AA-	1.96 1.87



City of Stanton

Account #10991

Holdings Report

As of March 31, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
808513BB0	Charles Schwab Corp Callable Note Cont 2/24/2025 4.2% Due 3/24/2025	250,000.00	09/16/2022 4.36%	249,015.00 249,015.00	97.47 5.54%	243,682.00 233.33	0.96% (5,333.00)	A2 / A A	1.98 1.89
78016EZ59	Royal Bank of Canada Note 3.375% Due 4/14/2025	200,000.00	09/16/2022 4.49%	194,656.00 194,656.00	97.04 4.92%	194,087.60 3,131.25	0.77% (568.40)	A1 / A AA-	2.04 1.91
756109AV6	Realty Income Corp Callable Not Cont 2/15/2025 3.875% Due 4/15/2025	250,000.00	09/13/2022 4.47%	246,425.00 246,425.00	97.46 5.20%	243,651.25 4,467.01	0.97% (2,773.75)	A3 / A- NR	2.04 1.89
14913R2V8	Caterpillar Financial Service Note 3.4% Due 5/13/2025	125,000.00	09/21/2022 4.39%	121,940.00 121,940.00	97.96 4.42%	122,449.00 1,629.17	0.49% 509.00	A2 / A A	2.12 1.99
06368D3S1	Bank of Montreal Note 3.7% Due 6/7/2025	350,000.00	09/13/2022 4.50%	342,912.50 342,912.50	97.15 5.09%	340,038.30 4,100.83	1.35% (2,874.20)	A2 / A- AA-	2.19 2.04
63743HFE7	National Rural Utilities Note 3.45% Due 6/15/2025	250,000.00	09/19/2022 4.42%	243,805.00 243,805.00	97.36 4.72%	243,409.00 2,539.58	0.97% (396.00)	A2 / A- A	2.21 2.07
91324PCP5	United Health Group Inc Note 3.75% Due 7/15/2025	125,000.00	09/21/2022 4.36%	122,981.25 122,981.25	98.78 4.31%	123,474.50 989.58	0.49% 493.25	A3 / A+ A	2.29 2.15
89236TKF1	Toyota Motor Credit Corp Note 3.65% Due 8/18/2025	350,000.00	09/13/2022 4.23%	344,498.00 344,498.00	97.78 4.64%	342,245.05 1,525.90	1.35% (2,252.95)	A1 / A+ A+	2.39 2.24
24422EWJ4	John Deere Capital Corp Note 4.05% Due 9/8/2025	125,000.00	09/21/2022 4.36%	123,933.75 123,933.75	99.36 4.33%	124,202.38 323.44	0.49% 268.63	A2 / A A+	2.44 2.29
69371RS23	Paccar Financial Corp Note 4.95% Due 10/3/2025	250,000.00	09/27/2022 4.95%	250,020.00 250,020.00	100.88 4.57%	252,212.25 6,118.75	1.01% 2,192.25	A1 / A+ NR	2.51 2.28
713448FQ6	Pepsico Inc. Callable Note Cont 1/13/26 4.55% Due 2/13/2026	65,000.00	02/13/2023 4.57%	64,962.30 64,962.30	101.72 3.89%	66,120.60 377.90	0.26% 1,158.30	A1 / A+ NR	2.88 2.58
46647PCZ7	JP Morgan Chase & Co Callable Note Cont 4/26/2025 4.08% Due 4/26/2026	200,000.00	09/13/2022 5.27%	195,980.00 195,980.00	98.18 5.01%	196,357.00 3,513.33	0.79% 377.00	A1 / A- AA-	3.07 1.92
61747YET8	Morgan Stanley Callable Note Cont 7/17/2025 4.679% Due 7/17/2026	200,000.00	09/13/2022 5.26%	199,302.00 199,302.00	98.68 5.29%	197,364.40 1,923.59	0.78% (1,937.60)	A1 / A- A+	3.30 2.13
06051GLA5	Bank of America Corp Callable Note Cont 7/22/2025 4.827% Due 7/22/2026	200,000.00	09/13/2022 5.39%	199,336.00 199,336.00	98.83 5.36%	197,667.80 1,850.35	0.78% (1,668.20)	A2 / A- AA-	3.31 2.14



City of Stanton

Account #10991

Holdings Report

As of March 31, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
CORPORATE									
06406RBJ5	Bank of NY Mellon Corp Callable Note 1X 7/24/2025 4.414% Due 7/24/2026	350,000.00	Various 5.00%	348,501.00 348,501.00	98.65 5.03%	345,279.90 2,875.23	1.37% (3,221.10)	A1 / A AA-	3.32 2.16
74340XBK6	Prologis LP Callable Note Cont 7/1/2026 3.25% Due 10/1/2026	250,000.00	09/14/2022 4.30%	240,397.50 240,397.50	96.62 4.30%	241,560.50 4,062.50	0.97% 1,163.00	A3 / A NR	3.51 3.21
26442CAS3	Duke Energy Carolinas Callable Note Cont 9/1/2026 2.95% Due 12/1/2026	250,000.00	09/16/2022 4.31%	237,035.00 237,035.00	94.42 4.62%	236,059.50 2,458.33	0.94% (975.50)	Aa3 / A NR	3.67 3.38
46647PCB0	JP Morgan Chase & Co Callable Note Cont 4/22/2026 1.578% Due 4/22/2027	250,000.00	09/15/2022 5.27%	221,377.50 221,377.50	89.85 5.21%	224,618.50 1,742.38	0.89% 3,241.00	A1 / A- AA-	4.06 2.90
91324PEG3	United Health Group Inc Callable Note Cont 4/15/2027 3.7% Due 5/15/2027	250,000.00	09/13/2022 4.21%	244,607.50 244,607.50	97.81 4.28%	244,533.75 3,494.44	0.97% (73.75)	A3 / A+ A	4.13 3.72
89115A2C5	Toronto-Dominion Bank Note 4.108% Due 6/8/2027	200,000.00	09/13/2022 4.73%	194,794.00 194,794.00	96.85 4.95%	193,704.00 2,578.91	0.77% (1,090.00)	A1 / A NR	4.19 3.74
61747YEC5	Morgan Stanley Callable Note Cont 7/20/2026 1.512% Due 7/20/2027	250,000.00	09/15/2022 5.23%	219,305.00 219,305.00	88.87 5.22%	222,168.50 745.50	0.88% 2,863.50	A1 / A- A+	4.31 3.14
06051GJS9	Bank of America Corp Callable Note Cont 6/21/2027 1.734% Due 7/22/2027	250,000.00	09/15/2022 5.39%	219,722.50 219,722.50	89.67 5.17%	224,177.50 830.88	0.88% 4,455.00	A2 / A- AA-	4.31 3.13
78016FZS6	Royal Bank of Canada Note 4.24% Due 8/3/2027	200,000.00	09/13/2022 4.73%	195,794.00 195,794.00	97.51 4.88%	195,021.00 1,366.22	0.77% (773.00)	A1 / A AA-	4.35 3.88
14913R3A3	Caterpillar Financial Service Note 3.6% Due 8/12/2027	250,000.00	09/13/2022 4.27%	242,635.00 242,635.00	97.84 4.14%	244,609.75 1,225.00	0.97% 1,974.75	A2 / A A	4.37 3.97
023135BC9	Amazon.com Inc Callable Note Cont 5/22/2027 3.15% Due 8/22/2027	250,000.00	09/14/2022 4.17%	238,730.00 238,730.00	96.35 4.07%	240,864.00 853.13	0.95% 2,134.00	A1 / AA AA-	4.40 4.03
24422EWK1	John Deere Capital Corp Note 4.15% Due 9/15/2027	250,000.00	09/13/2022 4.29%	248,480.00 248,480.00	99.47 4.28%	248,683.50 461.11	0.98% 203.50	A2 / A A+	4.46 4.02
Total Corporate		6,390,000.00	4.63%	6,192,753.80 6,192,753.80	4.79%	6,188,176.48 56,179.47	24.53% (4,577.32)	A1 / A A+	3.14 2.66



City of Stanton

Holdings Report

Account #10991

As of March 31, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
MONEY MARKET FUND									
31846V203	First American Govt Obligation Fund Class Y	172,848.64	Various 4.32%	172,848.64 172,848.64	1.00 4.32%	172,848.64 0.00	0.68% 0.00	Aaa / AAA AAA	0.00 0.00
Total Money Market Fund		172,848.64	4.32%	172,848.64	4.32%	172,848.64	0.68%	Aaa / AAA	0.00
US TREASURY									
912828B66	US Treasury Note 2.75% Due 2/15/2024	400,000.00	09/26/2022 4.31%	391,703.13 391,703.13	98.32 4.72%	393,296.80 1,367.40	1.55% 1,593.67	Aaa / AA+ AAA	0.88 0.85
91282CEX5	US Treasury Note 3% Due 6/30/2024	650,000.00	09/15/2022 3.91%	639,818.36 639,818.36	98.21 4.49%	638,345.50 4,901.93	2.53% (1,472.86)	Aaa / AA+ AAA	1.25 1.20
91282CFG1	US Treasury Note 3.25% Due 8/31/2024	650,000.00	09/21/2022 4.00%	640,935.55 640,935.55	98.48 4.36%	640,148.60 1,836.96	2.52% (786.95)	Aaa / AA+ AAA	1.42 1.36
9128283P3	US Treasury Note 2.25% Due 12/31/2024	650,000.00	09/15/2022 3.85%	627,351.56 627,351.56	96.73 4.21%	628,722.90 3,676.45	2.48% 1,371.34	Aaa / AA+ AAA	1.76 1.68
9128284F4	US Treasury Note 2.625% Due 3/31/2025	650,000.00	09/14/2022 3.80%	631,667.97 631,667.97	97.30 4.04%	632,455.20 46.62	2.49% 787.23	Aaa / AA+ AAA	2.00 1.92
9128284M9	US Treasury Note 2.875% Due 4/30/2025	650,000.00	09/22/2022 4.15%	629,789.06 629,789.06	97.66 4.06%	634,791.30 7,846.69	2.52% 5,002.24	Aaa / AA+ AAA	2.08 1.97
91282CEU1	US Treasury Note 2.875% Due 6/15/2025	650,000.00	09/15/2022 3.89%	632,962.89 632,962.89	97.64 4.00%	634,663.90 5,493.30	2.52% 1,701.01	Aaa / AA+ AAA	2.21 2.10
91282CFE6	US Treasury Note 3.125% Due 8/15/2025	650,000.00	09/13/2022 3.75%	638,802.74 638,802.74	98.12 3.96%	637,787.15 2,525.03	2.52% (1,015.59)	Aaa / AA+ AAA	2.38 2.26
91282CFK2	US Treasury Note 3.5% Due 9/15/2025	650,000.00	09/19/2022 3.90%	642,712.89 642,712.89	99.04 3.91%	643,779.50 1,050.95	2.53% 1,066.61	Aaa / AA+ AAA	2.46 2.33
9128286L9	US Treasury Note 2.25% Due 3/31/2026	650,000.00	09/14/2022 3.75%	617,880.86 617,880.86	95.64 3.80%	621,638.55 39.96	2.44% 3,757.69	Aaa / AA+ AAA	3.00 2.86
9128287B0	US Treasury Note 1.875% Due 6/30/2026	650,000.00	09/15/2022 3.78%	606,632.81 606,632.81	94.20 3.79%	612,320.15 3,063.71	2.42% 5,687.34	Aaa / AA+ AAA	3.25 3.09
9128282A7	US Treasury Note 1.5% Due 8/15/2026	650,000.00	09/13/2022 3.72%	597,923.83 597,923.83	92.82 3.78%	603,306.60 1,212.02	2.38% 5,382.77	Aaa / AA+ AAA	3.38 3.24



City of Stanton

Holdings Report

Account #10991

As of March 31, 2023

CUSIP	Security Description	Par Value/Units	Purchase Date Book Yield	Cost Value Book Value	Mkt Price Mkt YTM	Market Value Accrued Int.	% of Port. Gain/Loss	Moody/S&P Fitch	Maturity Duration
US TREASURY									
91282CEF4	US Treasury Note 2.5% Due 3/31/2027	650,000.00	09/14/2022 3.66%	618,591.80 618,591.80	95.51 3.72%	620,800.70 44.40	2.44% 2,208.90	Aaa / AA+ AAA	4.00 3.76
91282CFH9	US Treasury Note 3.125% Due 8/31/2027	650,000.00	09/13/2022 3.57%	636,822.26 636,822.26	97.81 3.67%	635,781.25 1,766.30	2.50% (1,041.01)	Aaa / AA+ AAA	4.42 4.07
91282CGC9	US Treasury Note 3.875% Due 12/31/2027	350,000.00	01/24/2023 3.59%	354,470.70 354,470.70	101.05 3.63%	353,677.80 3,409.36	1.40% (792.90)	Aaa / AA+ AAA	4.76 4.27
91282CGH8	US Treasury Note 3.5% Due 1/31/2028	500,000.00	02/22/2023 4.12%	486,269.53 486,269.53	99.48 3.62%	497,383.00 2,900.55	1.97% 11,113.47	Aaa / AA+ AAA	4.84 4.39
Total US Treasury		9,700,000.00	3.85%	9,394,335.94 9,394,335.94	3.98%	9,428,898.90 41,181.63	37.21% 34,562.96	Aaa / AA+ AAA	2.71 2.54
TOTAL PORTFOLIO		26,004,966.17	4.15%	25,292,373.41 25,292,373.41	4.36%	25,330,579.42 121,974.03	100.00% 38,206.01	Aa2 / AA AAA	2.77 2.34
TOTAL MARKET VALUE PLUS ACCRUED						25,452,553.45			

CITY OF STANTON

REPORT TO THE SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY

TO: Honorable Chairman and Members of the Successor Agency

DATE: May 9, 2023

SUBJECT: MARCH 2023 INVESTMENT REPORT (SUCCESSOR AGENCY)

REPORT IN BRIEF:

The Investment Report as of March 31, 2023, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

RECOMMENDED ACTIONS:

1. Successor Agency find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the Investment Report for the month of March 2023.

BACKGROUND:

The attached report summarizes the Successor Agency's investment and deposit balances as of March 2023. During the month of March, the Successor Agency's cash and investments decreased by approximately \$6,093 during the month. The Successor Agency's cash and investment balances by fund are presented in Attachment A. The Successor Agency's investments and deposits by financial institution are included as Attachment B.

ANALYSIS:

The Successor Agency's share of the City's investment in the State Treasurer's Local Agency Investment Fund (LAIF) continues to be available on demand. The effective yield on LAIF for the month of March 2023 was 2.83%.

The Successor Agency's investments are shown on Attachment B and have a weighted investment yield of 2.83%, which is equal to the benchmark LAIF return of 2.83%, as the entire portfolio (excluding funds held with the bond fiscal agents) represents the Successor Agency's portion of LAIF and Bank of the West funds invested by the City.

With a completely liquid portfolio, the weighted average maturity of the Successor Agency's investments on March 31, 2023, was 1 day. LAIF's average maturity on March 31, 2023, was approximately 275 days.

FISCAL IMPACT:

All deposits and investments have been made in accordance with the City's Fiscal Year 2022-23 Investment Policy.

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

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the agenda posting process.

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

Attachments:

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

**SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY
 CASH AND INVESTMENTS REPORT
 MONTH ENDED MARCH 31, 2023**

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
<u>CASH-POOLED</u>					
712-111101	Redevelopment Obligation Retirement Fund	\$ 3,313,665.89	\$ -	\$ (6,100.00)	\$ 3,307,565.89
	Total Cash-Pooled ⁽¹⁾	\$ 3,313,665.89	\$ -	\$ (6,100.00)	\$ 3,307,565.89
<u>CASH-RESTRICTED (with Fiscal Agent)</u>					
712-111423	2016 Tax Allocation Bonds, Series A and B	\$ 713,951.86	\$ 2.74	\$ -	\$ 713,954.60
712-111425	2016 Tax Allocation Bonds, Series C and D	1,234,565.71	4.74	-	1,234,570.45
712-111426	2020 Tax Allocation Refunding Bonds, Series A	25.84	-	-	25.84
	Total Cash-Restricted (with Fiscal Agent)	\$ 1,948,543.41	\$ 7.48	\$ -	\$ 1,948,550.89
	TOTAL CASH AND INVESTMENTS	\$ 5,262,209.30	\$ 7.48	\$ (6,100.00)	\$ 5,256,116.78

Note:

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

**SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY
 INVESTMENTS AND DEPOSITS
 MONTH ENDED MARCH 31, 2023**

Investment Type	Institution	Issuer/ Broker	Date of Maturity	Interest Rate	Cost	Market Value	MV Source
LAIF and BOW General Acct	State of California/ BOW	State of California	On Demand	2.83% N/A	\$ 3,307,566	\$ 3,307,566	LAIF

Total Cash Investments and Deposits

1	2.83%
Weighted Average	Weighted Average
Maturity (days)	Yield

\$ 3,307,566	\$ 3,307,566
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Bond Funds Held by Trustees:

Investment Type	Institution	Issuer/ Broker	CUSIP Number	Date of Maturity	Interest Rate	Par Value	Cost	Market Value	MV Source
2016 Series A and B									
Debt Service:									
Cash Equivalents	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	\$ 713,954	\$ 713,954	\$ 713,954	US Bank
Principal:									
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	1	1	1	US Bank

Total 2016 Series A and B \$ 713,955 \$ 713,955

Investment Type	Institution	Issuer/ Broker	CUSIP Number	Date of Maturity	Interest Rate	Par Value	Cost	Market Value	MV Source
2016 Series C and D									
Debt Service:									
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	\$ 1,234,568	\$ 1,234,568	\$ 1,234,568	US Bank
Interest:									
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	1	1	1	US Bank
Principal:									
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand	0.02%	1	1	1	US Bank

Total 2016 Series C and D \$ 1,234,570 \$ 1,234,570

Investment Type	Institution	Issuer/ Broker	CUSIP Number	Date of Maturity		Interest Rate	Par Value	Cost	Market Value	MV Source
2020 Tax Allocation Refunding Bonds										
Special Fund:										
Cash Equivalent	US Bank Money Market	US Bank	9AMMF05B2	On Demand		0.02%	\$ 26	\$ 26	\$ 26	US Bank

Total 2020 Tax Allocation Bonds (Tax-Exempt)

\$ 26 \$ 26

Total Bond Fund Investments and Deposits (3)

\$ 1,948,551 \$ 1,948,551

TOTAL - ALL CASH AND INVESTMENTS

\$5,256,117 \$5,256,117

Notes:

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

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: May 9, 2023

SUBJECT: MARCH 2023 GENERAL FUND REVENUE AND EXPENDITURE REPORT; HOUSING AUTHORITY REVENUE AND EXPENDITURE REPORT; AND STATUS OF CAPITAL IMPROVEMENT PROGRAM

REPORT IN BRIEF:

The Revenue and Expenditure Report for the month ended March 31, 2023, 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 March 31, 2023.

RECOMMENDED ACTIONS:

1. City Council find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Sections 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Receive and file the General Fund and Housing Authority Fund's March 2023 Revenue and Expenditure Report and Status of Capital Improvement Projects for the month ended March 31, 2023.

ANALYSIS:

General Fund Revenue and Expenditure Reports

Attachments A and B summarize the General Fund's revenue and expenditure activity through March 31, 2023. The reports include information for the month of March, on a year-to-date basis through March, 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 March) is included as well.

As of March 31, total General Fund revenues received to date were approximately \$17.8 million, which represents 60% of the Fiscal Year 2022/23 budgeted amount and is approximately \$274,344 (2%) higher than the revenues recognized for the same period last year (Attachment A, page 2). Intergovernmental revenues were \$331,433 (63%) lower than Fiscal Year 2021/22 due to one-time grants that were received in FY 2021/22 (for SB-2 and County Meal Gap programs). Investment earnings, including unrealized gains (market value) for the City's investment portfolio are significantly higher in the current fiscal year (through March) due to higher interest rates. However, the majority of the increase in the General Fund's revenues through March is due to increased revenue from property taxes, sales taxes, Measure GG taxes, and utility user taxes (for electricity and gas) in the current fiscal year compared to last year.

Total General Fund expenditures were approximately \$20.2 million through March 31, which represents 69% of the 2022/23 projected expenditures and is approximately \$2.6 million (15%) higher than the expenditures incurred for the same period last year (Attachment B, page 2). The Community & Economic Development Department's expenditures were \$418,540 (48%) less in Fiscal Year 2022/23 compared to the previous fiscal year due to staff turnover (not backfilled with temporary staffing or consulting services) and contracted inspection services. The City Council awarded a contract to CSG Consultants, Inc. ("CSG") in November 2022. The City's previous vendor, Charles Abbott Associates, Inc., did not charge the City for services provided between July and September. In addition, actual expenditures through March 31, 2023, do not reflect any payments made to CSG due to a delay in receiving and processing the vendor's invoices.

Expenditures in the following divisions were significantly higher in the current fiscal year compared to the same period for the previous fiscal year: City Attorney Division (#1200); Law Enforcement Division (#2100); Fire Protection Division (#2200); and Public Facilities Division (#3200). City Attorney Division expenditures were \$158,100 (114%) higher than the expenditures incurred for the same period in the previous fiscal year due to more effort spent on code enforcement and public safety related issues during Fiscal Year 2022/23 compared to last year. Law Enforcement Division expenditures were \$689,339 (8%) higher through March 2023 compared to actual costs through March 2022, which is consistent with the City's 7% increase in law enforcement contract costs for the current fiscal year. Fire Protection Division expenditures were \$1.4 million (53%) higher through March 2023 compared to actual costs through March 2022, due to a 3% increase in the City's contract costs in Fiscal Year 2022/23 and a timing difference through March 2023. The actual expenditures through March 2023 reflect the City's three quarterly payments made to the Orange County Fire Authority whereas the actual expenditures reported for the previous fiscal year only reflect two quarterly payments made through March 2022. Public Facilities Division expenditures were \$289,000 (96%) higher than the same period in Fiscal Year 2021/22 due to the purchase of a new skip loader, painting completed at the Sheriff's Station, and increased contract costs for janitorial services.

Per Attachment C, the City’s General Fund reserves and available fund balance (“discretionary fund balance”) is expected to be \$26.2 million by June 30, 2023 as shown in the table below:

	Estimated Balance at 6/30/2023
Reserves set aside per City Resolution No. 2022-34	\$ 13,900,000
Committed Developer Contributions	1,476,296
Undesignated Fund Balance	10,804,749
Total Discretionary Fund Balance	\$ 26,181,045

Housing Authority Revenue and Expenditure Reports

Attachment D summarizes the Housing Authority Fund’s revenue and expenditure activity through March 31, 2023. The report includes information on the activity during the month of March, information on a year-to-date basis through March, 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 March) is included as well.

As of March 31, total Housing Authority Fund revenues received to date were \$720,189, which represents 113% of the Fiscal Year 2022/23 budgeted amount and is \$108,811 (13%) less than the revenue collected through the same period last year. During Fiscal Year 2021/22, the Housing Authority received \$681,902 for the sale of the property located at 7455 Katella Avenue and the deposits received related to the exclusive negotiation agreement for the sale of the Tina Pacific residential project. Current year actual revenue exceeds the amended budget due to higher investment income earned during the current fiscal year as a result of increased interest rates.

Total Housing Authority Fund expenditures were \$3.3 million through March 31, which represents 84% of the Fiscal Year 2022/23 estimated expenditures and is \$1.7 million (103%) higher than the expenditures incurred for the same period last year, due to the \$2.5 million paid to assist Jamboree Housing with the acquisition of the Riviera Motel for a permanent supportive housing project.

Per Attachment E, the City’s Housing Authority Fund’s available fund balance is expected to be \$9.2 million by June 30, 2023.

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

The Fiscal Year 2022/23 CIP budget includes \$4.5 million from the Fiscal Year 2022/23 Adopted Budget; \$11.3 million in carryover funding from Fiscal Year 2021/22, and \$1.2 million in additional appropriations approved by City Council since July 1, 2022, for a total amended budget of \$17.0 million as of March 31, 2023. As of March 31, capital

project expenditures totaled \$2.5 million (15% of the amended budget) with an additional \$2.2 million (13% of the amended budget) under contract (encumbered) for work currently underway, for a total amount spent or encumbered to date of \$4.7 million (28% of the amended budget) as of March 31, 2023.

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

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

Prepared by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. March 2023 General Fund Revenues
- B. March 2023 General Fund Expenditures
- C. General Fund Reserve Balances
- D. March 2023 Housing Authority Revenue and Expenditures
- E. Housing Authority Reserve Balance
- F. Status of Capital Improvement Projects as of March 31, 2023

CITY OF STANTON
March 2023 General Fund Revenues (75% of year)

	FY 2022/23		FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	Activity During March	Year To Date Actual *	Percent of Budget		
	TAXES						
Property Tax	\$ 7,983,200	\$ 8,279,530	\$ 85,298	\$ 4,311,115	52.07%	\$ 4,160,606	3.62%
Sales and Use Tax	5,232,000	5,479,200	472,665	3,155,556	57.59%	3,063,387	3.01%
Transactions and Use Tax	5,805,000	6,144,000	512,282	3,549,429	57.77%	3,380,416	5.00%
Transient Occupancy Tax	610,000	650,000	46,103	450,923	69.37%	434,043	3.89%
Franchise Fees	1,177,000	1,267,430	134,284	586,568	46.28%	510,344	14.94%
Business Licenses	158,000	158,000	8,390	146,943	93.00%	140,532	4.56%
Utility Users Tax	1,961,000	1,961,000	203,054	1,633,661	83.31%	1,380,140	18.37%
Cannabis Tax	620,000	50,000	-	-	0.00%	-	0.00%
Tax Increment Pass-thru Payment	429,450	555,000	-	307,496	55.40%	270,516	13.67%
TAXES-TOTAL	23,975,650	24,544,160	1,462,076	14,141,691	57.62%	13,339,984	6.01%
INTERGOVERNMENTAL							
County WDA Shared Revenue	100,000	100,000	-	-	0.00%	101,376	-100.00%
Mandated Cost Reimbursement	30,000	30,000	-	-	0.00%	31,000	-100.00%
Motor Vehicle In Lieu	30,000	30,000	40,258	40,258	134.19%	45,717	-11.94%
Public Safety Augmentation Tax	193,000	200,350	34,716	142,728	71.24%	121,002	17.96%
Planning Grants	-	150,000	-	-	0.00%	152,434	-100.00%
Federal Grants	-	-	-	8,708	0.00%	-	100.00%
Other Grants	4,200	4,200	278	3,570	85.00%	106,137	-96.64%
INTERGOVERNMENTAL-TOTAL	357,200	514,550	75,252	195,264	37.95%	526,697	-62.93%
CHARGES FOR SERVICES							
Charges for Services	256,425	166,025	13,603	125,853	75.80%	99,938	25.93%
Information Technology Charges	37,605	37,605	3,134	28,204	75.00%	22,759	23.92%
CHARGES FOR SERVICES-TOTAL	294,030	203,630	16,737	154,057	75.66%	122,697	25.56%
FEES AND PERMITS							
Solid Waste Impact Fees	1,175,000	1,085,000	86,117	749,365	69.07%	743,210	0.83%
Building Permits and Fees	1,205,000	1,205,000	218,229	625,105	51.88%	777,468	-19.60%
Planning Permits and Fees	104,250	104,250	14,433	60,891	58.41%	62,685	-2.86%
Engineering Permits and Fees	91,000	91,000	23,930	103,438	113.67%	111,521	-7.25%
Developer Fees	-	-	149,500	149,500	0.00%	-	100.00%

CITY OF STANTON
March 2023 General Fund Revenues (75% of year)

	FY 2022/23		FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	Activity During March	Year To Date Actual *	Percent of Budget		
	Recycling Fees	90,500	90,500	-	38,870		
Other Permits and Fees	225,900	226,400	29,932	207,556	91.68%	229,558	-9.58%
Community Services Fees	45,700	80,700	7,375	55,516	68.79%	57,697	-3.78%
FEES AND PERMITS -TOTAL	2,937,350	2,882,850	529,516	1,990,241	69.04%	2,020,954	-1.52%
FINES AND FORFEITURES							
General Fines	700	700	27	396	56.57%	18,339	-97.84%
Motor Vehicle Fines	45,000	45,000	2,855	22,619	50.26%	27,835	-18.74%
Parking Citations	225,000	225,000	24,130	140,897	62.62%	190,869	-26.18%
DMV Parking Collections	71,000	71,000	5,809	42,037	59.21%	42,706	-1.57%
Administrative Citation	10,000	10,000	436	5,025	50.25%	3,940	27.54%
FINES AND FORFEITURES-TOTAL	351,700	351,700	33,257	210,974	59.99%	283,689	-25.63%
USE OF MONEY AND PROPERTY							
Investment Earnings	217,000	217,000	187,531	482,979	222.57%	125,463	284.96%
Unrealized Gains (Losses)	-	-	252,519	(21,559)	0.00%	(398,862)	94.59%
Interest on Loan to Landscape District Fund	11,020	11,020	2,880	8,640	78.40%	14,510	-40.45%
Rental Income	93,335	99,335	14,402	141,031	141.98%	75,310	87.27%
USE OF MONEY AND PROPERTY-TOTAL	321,355	327,355	457,332	611,091	186.68%	(183,579)	432.88%
MISCELLANEOUS REVENUE							
Miscellaneous Revenue	163,935	167,435	813	16,237	9.70%	52,992	-69.36%
MISCELLANEOUS REVENUE-TOTAL	163,935	167,435	813	16,237	9.70%	52,992	-69.36%
TRANSFERS IN							
From Gas Tax Fund	205,000	205,000	17,083	153,750	75.00%	153,750	0.00%
From Protective Services Fund	382,000	389,730	22,890	250,066	64.16%	241,843	3.40%
From Supplemental Law Enforcement Grants Fund	150,000	150,000	12,500	112,500	75.00%	112,500	0.00%
From Housing Authority Fund	-	-	-	-	0.00%	890,000	-100.00%
TRANSFERS IN-TOTAL	737,000	744,730	52,473	516,316	69.33%	1,398,093	-63.07%
TOTAL REVENUES AND TRANSFERS IN	\$ 29,138,220	\$ 29,736,410	\$ 2,627,456	\$ 17,835,871	59.98%	\$ 17,561,527	1.56%

* = Actual data is reported through March.

TAXES
March 2023 General Fund Revenues (75% of year)

Acct. No.	Description	FY 2022/23	FY 2022/23	FY 2022/23		% of Budget	FY 2021/22	% Change
		Adopted Budget	Amended Budget	Activity During March	Year To Date Actual *		Actual*	From Prior Year
101	General Fund							
430100	Current Year-Secured	\$ 1,178,100	\$ 1,100,000	\$ 75,893	\$ 707,603	64.33%	\$ 701,638	0.85%
430105	Current Year-Unsecured	30,000	30,000	-	26,734	89.11%	27,958	-4.38%
430115	Property Tax-Supplemental	20,000	20,000	2,749	27,841	139.21%	12,294	126.46%
430120	Residual Redevelopment Property Tax	1,356,600	1,709,000	-	823,340	48.18%	791,483	4.02%
430121	In-Lieu Vehicle License Fee	5,258,500	5,299,730	-	2,649,865	50.00%	2,504,005	5.83%
430135	Homeowners Tax Relief	1,000	4,800	-	2,400	50.00%	2,480	-3.23%
430140	Property Transfer Tax	139,000	116,000	6,656	72,767	62.73%	120,636	-39.68%
430145	Property Tax-Penalties/Int	-	-	-	565	0.00%	112	404.46%
430200	Sales And Use Tax	5,232,000	5,479,200	472,665	3,155,556	57.59%	3,063,387	3.01%
430300	Transient Occupancy Tax	610,000	650,000	46,103	450,923	69.37%	434,043	3.89%
430405	Franchise Tax/Cable TV	200,000	290,430	-	90,430	31.14%	51,718	74.85%
430410	Franchise Tax/Electric	244,000	244,000	-	-	0.00%	-	0.00%
430415	Franchise Tax/Gas	75,000	75,000	-	-	0.00%	-	0.00%
430420	Franchise Tax/Refuse	570,000	570,000	47,665	409,519	71.85%	370,391	10.56%
430425	Franchise Tax/Water	88,000	88,000	86,619	86,619	98.43%	88,235	-1.83%
430500	Business License Tax	158,000	158,000	8,390	146,943	93.00%	140,532	4.56%
430600	Util User Tax/Electricity	970,000	970,000	97,875	986,181	101.67%	793,145	24.34%
430605	Util User Tax/Telephone	271,000	271,000	15,005	132,623	48.94%	135,544	-2.16%
430610	Util User Tax/Gas	295,000	295,000	62,395	231,337	78.42%	157,641	46.75%
430615	Util User Tax/Water	425,000	425,000	27,779	283,520	66.71%	293,810	-3.50%
430700	Cannabis Tax	620,000	50,000	-	-	0.00%	-	0.00%
440100	AB 1389 Pass Through from RDA	429,450	555,000	-	307,496	55.40%	270,516	13.67%
101	General Fund	18,170,650	18,400,160	949,794	10,592,262	57.57%	9,959,568	6.35%
102	General Fund (Transactions & Use Tax)							
430250	Transactions & Use Tax	5,805,000	6,144,000	512,282	3,549,429	57.77%	3,380,416	5.00%
102	General Fund (Transactions & Use Tax)	5,805,000	6,144,000	512,282	3,549,429	57.77%	3,380,416	5.00%
TAXES - TOTAL		\$ 23,975,650	\$ 24,544,160	\$ 1,462,076	\$ 14,141,691	57.62%	\$ 13,339,984	6.01%

* = Actual data is reported through March.

INTERGOVERNMENTAL
March 2023 General Fund Revenues (75% of year)

Acct. No.	Description	FY 2022/23	FY 2022/23	FY 2022/23		% of Budget	FY 2021/22	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During March	Year To Date Actual *		Actual*	
101	General Fund							
432121	County WDA Shared Revenue	\$ 100,000	\$ 100,000	\$ -	\$ -	0.00%	\$ 101,376	-100.00%
432135	Mandated Cost Reimbursement	30,000	30,000	-	-	0.00%	31	-100.00%
432150	Motor Vehicle In Lieu	30,000	30,000	40,258	40,258	134.19%	45,717	-11.94%
432180	Public Safety Augmentation Tax	193,000	200,350	34,716	142,728	71.24%	121,002	17.96%
432245	Planning Grants	-	150,000	-	-	0.00%	152,434	-100.00%
432256	Other Grants	4,200	4,200	278	3,570	85.00%	106,137	-96.64%
432270	Federal Grants	-	-	-	8,708	0.00%	-	100.00%
INTERGOVERNMENTAL - TOTAL		\$ 357,200	\$ 514,550	\$ 75,252	\$ 195,264	37.95%	\$ 526,697	-62.93%

* = Actual data is reported through March.

CHARGES FOR SERVICES
March 2023 General Fund Revenues (75% of year)

Acct. No.	Description	FY 2022/23		FY 2022/23			% of Budget	FY 2021/22	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During March	Year To Date Actual *	Actual*			
101	General Fund								
433100	Charges For Services	\$ 256,425	\$ 166,025	\$ 13,603	\$ 125,853	75.80%	\$ 99,938	25.93%	
433136	Information Technology Charges	37,605	37,605	3,134	28,204	75.00%	22,759	23.92%	
	CHARGES FOR SERVICES - TOTAL	\$ 294,030	\$ 203,630	\$ 16,737	\$ 154,057	75.66%	\$ 122,697	25.56%	

* = Actual data is reported through March.

FEES AND PERMITS
March 2023 General Fund Revenues (75% of year)

Acct. No.	Description	FY 2022/23	FY 2022/23	FY 2022/23			FY 2021/22	% Change
		Adopted Budget	Amended Budget	Activity During March	Year To Date Actual *	% of Budget	Actual*	From Prior Year
101	General Fund							
431100	Building Plan Check Fees	\$ 175,000	\$ 175,000	\$ 25,122	\$ 109,214	62.41%	\$ 171,366	-36.27%
431105	Mechanical Permits	100,000	100,000	19,265	49,598	49.60%	85,570	-42.04%
431110	Building Permits	750,000	750,000	145,703	331,369	44.18%	377,953	-12.33%
431115	Plumbing Permits	80,000	80,000	9,560	36,785	45.98%	55,175	-33.33%
431120	Electrical Permits	100,000	100,000	18,579	98,139	98.14%	87,404	12.28%
431130	Engineering Plan Check Fees	51,000	51,000	6,650	19,835	38.89%	56,630	-64.97%
431135	Public Works Permits	40,000	40,000	17,280	83,603	209.01%	54,891	52.31%
431140	S M I P - Commercial Fees	400	400	82	91	22.75%	62	46.77%
431145	S M I P-Residential Permits	500	500	26	73	14.60%	260	-71.92%
431146	SB 1473 Fee	2,500	2,500	253	808	32.32%	1,968	-58.94%
431160	Solid Waste Impact Fees	1,175,000	1,085,000	86,117	749,365	69.07%	743,210	0.83%
431180	P/W Inspections	-	10,000	1,067	19,776	197.76%	-	100.00%
431185	Parking Permits	10,000	10,000	1,675	7,648	76.48%	41,062	-81.37%
431190	Towing Franchise Fee	25,000	25,000	270	13,410	53.64%	16,020	-16.29%
431193	Neighborhood Preservation Fees	-	-	19,500	19,500	0.00%	-	100.00%
431194	Public Benefit Fee	-	-	130,000	130,000	0.00%	-	100.00%
431195	Other Fees & Permits	15,000	15,500	19,651	37,789	243.80%	31,448	20.16%
431201	Cannabis Business Renewal Permit Fee	10,000	-	-	-	0.00%	-	0.00%
433200	Conditional Use Permit	7,000	7,000	2,485	7,130	101.86%	17,395	-59.01%
433205	Precise Plan Of Design	15,000	15,000	3,070	19,450	129.67%	2,100	826.19%
433220	Preliminary Plan Review	8,000	8,000	-	-	0.00%	11,250	-100.00%
433225	Environmental Services	4,400	4,400	75	750	17.05%	655	14.50%
433227	Foreclosure Registration	10,850	10,850	563	6,586	60.70%	5,419	21.54%
433230	Zoning Entitlements	5,000	5,000	-	-	0.00%	-	0.00%
433235	Land Divisions	10,000	10,000	1,535	3,070	30.70%	2,500	22.80%
433240	Special Event Permits	500	500	360	1,800	360.00%	360	400.00%
433245	Sign/Ban'R/Gar Sa/Temp Use Per	6,000	6,000	1,100	3,745	62.42%	4,820	-22.30%
433250	Ministerial Services	12,000	12,000	1,290	8,300	69.17%	13,735	-39.57%

FEES AND PERMITS
March 2023 General Fund Revenues (75% of year)

Acct. No.	Description	FY 2022/23	FY 2022/23	FY 2022/23		% of Budget	FY 2021/22	% Change
		Adopted Budget	Amended Budget	Activity During March	Year To Date Actual *		Actual*	From Prior Year
101	General Fund							
433260	Landscape Plan Check	1,000	1,000	325	3,250	325.00%	2,600	25.00%
433270	General Plan Maint Surcharge	15,000	15,000	3,990	8,610	57.40%	1,822	372.56%
433285	Other Developmental Fees	5,000	5,000	-	-	0.00%	389	-100.00%
433305	General Recreation Programs	24,000	59,000	3,312	36,136	61.25%	33,689	7.26%
433315	Sports Fields	21,700	21,700	4,063	19,380	89.31%	24,008	-19.28%
437115	Recycling Fees	90,500	90,500	-	38,870	42.95%	38,815	0.14%
430505	New/Moved Bus Lic Appl Rev	37,000	37,000	3,560	23,960	64.76%	23,830	0.55%
430510	Business Tax Renewal Process	128,000	128,000	5,026	100,838	78.78%	113,191	-10.91%
430515	SB 1186	2,000	2,000	(2,038)	1,363	68.15%	1,357	0.44%
FEES AND PERMITS - TOTAL		\$ 2,937,350	\$ 2,882,850	\$ 529,516	\$ 1,990,241	69.04%	\$ 2,020,954	-1.52%

* = Actual data is reported through March.

FINES AND FORFEITURES
March 2023 General Fund Revenues (75% of year)

Acct. No.	Description	FY 2022/23	FY 2022/23	FY 2022/23		% of Budget	FY 2021/22	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During March	Year To Date Actual *		Actual*	
101	General Fund							
434100	General Fines	\$ 700	\$ 700	\$ 27	\$ 396	56.57%	\$ 18,339	-97.84%
434105	Motor Vehicle Fines	45,000	45,000	2,855	22,619	50.26%	27,835	-18.74%
434110	Parking Citations	225,000	225,000	24,130	140,897	62.62%	190,869	-26.18%
434115	DMV Parking Collections	71,000	71,000	5,809	42,037	59.21%	42,706	-1.57%
434120	Administrative Citations	10,000	10,000	436	5,025	50.25%	3,940	27.54%
FINES AND FORFEITURES - TOTAL		\$ 351,700	\$ 351,700	\$ 33,257	\$ 210,974	59.99%	\$ 283,689	-25.63%

* = Actual data is reported through March.

USE OF MONEY AND PROPERTY
March 2023 General Fund Revenues (75% of year)

Acct. No.	Description	FY 2022/23	FY 2022/23	FY 2022/23		% of Budget	FY 2021/22	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During March	Year To Date Actual *		Actual*	
101	General Fund							
435100	Interest Earned	\$ 217,000	\$ 217,000	\$ 187,531	\$ 482,979	222.57%	\$ 125,463	284.96%
435110	Unrealized Gains (Losses)	-	-	252,519	(21,559)	0.00%	(398,862)	94.59%
435200	Interest on Loan to Landscape District Fund	11,020	11,020	2,880	8,640	78.40%	14,510	-40.45%
436115	Property Rental	-	6,000	1,200	3,600	60.00%	-	100.00%
436125	Indoor Facility Rental	55,000	55,000	8,535	99,767	181.39%	38,985	155.91%
436127	Picnic Shelters	16,450	16,450	2,785	21,008	127.71%	18,665	12.55%
436135	Pac Bell Mobile Svcs-Rent	21,885	21,885	1,882	16,656	76.11%	17,660	-5.69%
USE OF MONEY AND PROPERTY - TOTAL		\$ 321,355	\$ 327,355	\$ 457,332	\$ 611,091	186.68%	\$ (183,579)	432.88%

* = Actual data is reported through March.

TRANSFERS IN
March 2023 General Fund Revenues (75% of year)

Acct. No.	Description	FY 2022/23	FY 2022/23	FY 2022/23			FY 2021/22	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During March	Year To Date Actual *	% of Budget	Actual*	
101	General Fund							
439211	Transfer From Gas Tax Fund	\$ 205,000	\$ 205,000	\$ 17,083	\$ 153,750	75.00%	\$ 153,750	0.00%
439223	Transfer From Protective Services Fund	382,000	389,730	22,890	250,066	64.16%	241,843	3.40%
439242	Transfer Fr Supp Law Enf Grant	150,000	150,000	12,500	112,500	75.00%	112,500	0.00%
439285	Transfer From Housing Authority	-	-	-	-	0.00%	890,000	-100.00%
TRANSFERS IN - TOTAL		\$ 737,000	\$ 744,730	\$ 52,473	\$ 516,316	69.33%	\$ 1,398,093	-63.07%

* = Actual data is reported through March.

MISCELLANEOUS REVENUE
March 2023 General Fund Revenues (75% of year)

Acct. No.	Description	FY 2022/23	FY 2022/23	FY 2022/23		% of Budget	FY 2021/22	% Change From Prior Year
		Adopted Budget	Amended Budget	Activity During March	Year To Date Actual *		Actual*	
101	General Fund							
437100	Sale Of Publications	\$ -	\$ -	\$ -	\$ 23	0.00%	\$ 13	76.92%
437105	Firework Services	475	475	-	-	0.00%	-	0.00%
437110	Candidate Statements	-	-	-	1,508	0.00%	-	100.00%
437125	Donations	-	3,500	500	3,500	100.00%	800	337.50%
437135	Expense Reimbursement	-	-	-	4,048	0.00%	39,924	-89.86%
437137	Loan Repayment from Landscape Maintenance District	133,460	133,460	-	-	0.00%	-	0.00%
437195	Other Revenue	30,000	30,000	313	7,158	23.86%	12,255	-41.59%
MISCELLANEOUS REVENUE - TOTAL		\$ 163,935	\$ 167,435	\$ 813	\$ 16,237	9.70%	\$ 52,992	-69.36%

* = Actual data is reported through March.

City of Stanton
March 2023 General Fund Expenditures (75% of year)

Division No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change from Prior Year
				Activity During March	Year to Date Actual *	Percent of Budget		
1100	City Council	\$ 137,875	\$ 134,655	\$ 6,281	\$ 91,832	68.20%	\$ 94,092	-2.40%
1200	City Attorney	275,000	500,000	46,395	296,928	59.39%	138,828	113.88%
1300	City Manager	603,900	443,269	43,167	303,092	68.38%	371,566	-18.43%
1400	City Clerk	241,880	244,745	66,176	192,282	78.56%	136,663	40.70%
1410	Personnel/Risk Management	207,435	257,125	22,617	151,998	59.11%	122,996	23.58%
1510	Information Technology	683,135	690,210	35,829	456,267	66.11%	366,196	24.60%
	Administration	2,149,225	2,270,004	220,465	1,492,399	65.74%	1,230,341	21.30%
1500	Finance	977,075	982,750	95,710	654,193	66.57%	610,765	7.11%
1600	Non-Dept (excludes Transfers)	315,000	390,000	53,221	121,401	31.13%	892	13509.98%
	Finance	1,292,075	1,372,750	148,931	775,594	56.50%	611,657	26.80%
1520	Emergency Preparedness	5,000	9,175	-	4,175	45.50%	44,419	-90.60%
2100	Law Enforcement	13,071,380	13,071,380	1,045,035	9,751,888	74.60%	9,062,549	7.61%
2200	Fire Protection	5,306,190	5,306,190	1,315,789	3,969,888	74.82%	2,587,332	53.44%
2230	Contractual Ambulance Svcs	2,500	2,500	-	1,085	43.40%	600	80.83%
2300	Homeless Prevention	-	43,935	-	-	0.00%	-	0.00%
2400	Animal Control Services	200,965	200,965	102,103	166,930	83.06%	143,546	16.29%
2500	Public Safety-Other	117,310	168,495	16,631	92,556	54.93%	89,394	3.54%
4300	Parking Control	246,585	241,050	21,455	162,943	67.60%	191,981	-15.13%
6200	Code Enforcement	637,030	627,620	63,787	443,627	70.68%	370,774	19.65%
	Public Safety	19,586,960	19,671,310	2,564,800	14,593,092	74.18%	12,490,595	16.83%
3000	Public Works Administration	560,850	587,425	59,910	411,569	70.06%	348,402	18.13%
3100	Engineering	258,665	278,800	18,881	170,526	61.16%	56,012	204.45%
3200	Public Facilities	816,040	870,025	58,194	591,045	67.93%	302,045	95.68%
3300	Crossing Guard	45,165	45,165	4,549	31,095	68.85%	26,632	16.76%
3400	Parks Maintenance	466,110	429,955	31,150	268,397	62.42%	269,315	-0.34%
3500	Street Maintenance	508,135	459,745	38,712	288,287	62.71%	271,567	6.16%

* = Actual data is reported through March.

City of Stanton
March 2023 General Fund Expenditures (75% of year)

Division No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		Percent of Budget	FY 2021/22 Actual*	% Change from Prior Year
				Activity During March	Year to Date Actual *			
3600	Storm Drains	129,860	175,635	4,310	119,764	68.19%	79,198	51.22%
6300	Graffiti Abatement	110,370	107,150	9,183	62,329	58.17%	35,169	77.23%
	Public Works	2,895,195	2,953,900	224,889	1,943,012	65.78%	1,388,340	39.95%
4000	Community Development Administration	308,915	269,640	17,214	189,447	70.26%	213,071	-11.09%
4100	Planning	511,660	724,485	39,326	225,441	31.12%	367,980	-38.74%
4200	Building Regulation	524,990	524,990	8,995	35,321	6.73%	287,835	-87.73%
4400	Economic Development	37,800	37,800	-	707	1.87%	570	24.04%
	Community Development	1,383,365	1,556,915	65,535	450,916	28.96%	869,456	-48.14%
5000	Public Information Office	143,875	133,960	12,399	81,109	60.55%	70,010	15.85%
5100	Community Services Administration	583,020	593,185	51,667	421,328	71.03%	431,990	-2.47%
5200	Community Center Operations	202,300	199,785	7,787	71,742	35.91%	61,322	16.99%
5300	Park Operations	238,925	240,125	26,942	185,990	77.46%	161,264	15.33%
5400	Senior Citizen Programs	67,360	67,560	10,785	54,491	80.66%	37,240	46.32%
5500	Recreation Programs	54,310	67,160	4,250	48,050	71.55%	40,705	18.04%
	Community Services	1,289,790	1,301,775	113,830	862,710	66.27%	802,531	7.50%
	Transfer to FACT Grant	46,470	46,470	-	34,890	75.08%	10,379	236.16%
	Transfer to Senior Transportation Fund	11,045	11,045	816	5,926	53.65%	6,646	-10.83%
	Transfer to SCP Maintenance	59,200	59,200	4,933	44,400	75.00%	30,855	43.90%
	Transfer to Capital Projects Fund	180,000	209,000	-	-	0.00%	-	0.00%
	Transfer to Liab/Risk Mgmt Fund	-	-	-	-	0.00%	121,530	-100.00%
	Transfers to Other Funds	296,715	325,715	5,749	85,216	26.16%	169,410	-49.70%
	TOTAL EXPENDITURES	\$ 28,893,325	\$ 29,452,369	\$ 3,344,199	\$ 20,202,939	68.60%	\$ 17,562,330	15.04%

* = Actual data is reported through March.

Administration - Shin-Heydorn
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
101	General Fund							
1100	City Council							
501105	Salaries-Elected	\$ 52,200	\$ 52,200	\$ 6,075	\$ 40,683	77.94%	\$ 40,130	1.38%
502115	Unemployment Insurance	805	805	-	-	0.00%	-	0.00%
502120	Medicare/Fica	760	760	87	587	77.24%	582	0.86%
502130	Other Benefit Charges	750	750	-	431	57.47%	667	-35.38%
602100	Special Dept Expense	10,000	10,000	414	5,373	53.73%	6,628	-18.93%
602110	Office Expense	2,000	2,000	103	1,011	50.55%	585	72.82%
602115	Postage	-	-	-	-	0.00%	3	-100.00%
607100	Membership/Dues	37,695	37,695	-	33,992	90.18%	34,504	-1.48%
607110	Travel/Conference/Meetings	11,000	12,505	(398)	7,366	58.90%	8,073	-8.76%
612115	Liability Insurance Charge	2,665	2,665	-	2,389	89.64%	2,920	-18.18%
702100	Furniture-Office	20,000	15,275	-	-	0.00%	-	0.00%
1100	City Council Total	137,875	134,655	6,281	91,832	68.20%	94,092	-2.40%
1200	City Attorney							
608105	Professional Services	275,000	500,000	46,395	296,928	59.39%	138,828	113.88%
1200	City Attorney Total	275,000	500,000	46,395	296,928	59.39%	138,828	113.88%
1300	City Manager							
501110	Salaries-Regular	373,615	260,250	27,261	171,704	65.98%	214,792	-20.06%
501115	Salaries-Overtime	-	-	-	9	0.00%	149	-93.96%
502100	Retirement	85,485	63,097	7,414	46,543	73.76%	53,412	-12.86%
502105	Workers Comp Insurance	5,215	3,840	502	3,159	82.27%	4,253	-25.72%
502110	Health/Life Insurance	42,460	22,830	2,047	16,242	71.14%	26,489	-38.68%
502111	Medical In-Lieu Pay	-	-	4	164	0.00%	425	-61.41%
502115	Unemployment Insurance	360	200	-	331	165.50%	362	-8.56%
502120	Medicare/Fica	4,945	3,365	387	2,407	71.53%	3,086	-22.00%

* = Actual data is reported through March.

Administration - Shin-Heydorn
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
1300	City Manager, Continued							
502130	Other Benefit Charges	2,245	1,212	240	1,511	124.67%	1,890	-20.05%
602110	Office Expense	10,700	10,700	815	5,709	53.36%	3,675	55.35%
602115	Postage	250	250	-	55	22.00%	2	2650.00%
602120	Books/Periodicals	150	150	-	-	0.00%	-	0.00%
607100	Membership/Dues	1,000	1,000	-	432	43.20%	1,066	-59.47%
607110	Travel/Conference/Meetings	5,600	4,500	325	1,723	38.29%	1,955	-11.87%
608105	Professional Services	48,000	48,000	4,000	32,000	66.67%	36,000	-11.11%
612105	Vehicle Replacement Charge	2,060	2,060	172	1,545	75.00%	525	194.29%
612115	Liability Insurance Charge	21,815	21,815	-	19,558	89.65%	23,485	-16.72%
1300	City Manager Total	603,900	443,269	43,167	303,092	68.38%	371,566	-18.43%
1400	City Clerk							
501110	Salaries-Regular	119,885	119,885	13,321	87,458	72.95%	79,353	10.21%
501115	Salaries-Overtime	-	-	48	93	0.00%	224	-58.48%
502100	Retirement	38,960	38,960	4,678	30,163	77.42%	26,587	13.45%
502105	Workers Comp Insurance	1,780	1,780	245	1,609	90.39%	1,571	2.42%
502110	Health/Life Insurance	18,610	18,610	1,673	13,762	73.95%	13,123	4.87%
502111	Medical In-Lieu Pay	-	-	5	22	0.00%	-	100.00%
502115	Unemployment Insurance	175	175	-	161	92.00%	177	-9.04%
502120	Medicare/Fica	1,670	1,670	189	1,228	73.53%	1,111	10.53%
502130	Other Benefit Charges	985	985	117	770	78.17%	698	10.32%
602110	Office Expense	2,250	2,250	49	1,987	88.31%	1,601	24.11%
602115	Postage	500	500	87	358	71.60%	345	3.77%
602120	Books/Periodicals	100	100	-	72	72.00%	66	9.09%
607100	Membership/Dues	1,130	1,130	-	415	36.73%	415	0.00%
607110	Travel/Conference/Meetings	750	750	-	-	0.00%	-	0.00%

* = Actual data is reported through March.

Administration - Shin-Heydorn
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
1400	City Clerk, Continued							
607115	Training	2,500	2,500	-	836	33.44%	70	1094.29%
608105	Professional Services	6,000	6,000	2,856	4,658	77.63%	4,040	15.30%
608140	Elections	40,000	42,865	42,864	42,864	100.00%	820	5127.32%
612105	Vehicle Replacement Charge	530	530	44	398	75.09%	435	-8.51%
612115	Liability Insurance Charge	6,055	6,055	-	5,428	89.64%	6,027	-9.94%
1400	City Clerk Total	241,880	244,745	66,176	192,282	78.56%	136,663	40.70%
1510	Information Technology							
501110	Salaries-Regular	87,950	87,950	9,771	65,550	74.53%	59,420	10.32%
501115	Salaries-Overtime	10,000	10,000	916	14,709	147.09%	4,183	251.64%
502100	Retirement Charges	28,020	28,020	3,432	22,671	80.91%	19,198	18.09%
502105	Workers Comp Insurance	1,250	1,250	180	1,231	98.48%	1,177	4.59%
502110	Health/Life Insurance	15,740	15,740	1,413	11,646	73.99%	11,041	5.48%
502115	Unemployment Insurance	160	160	-	150	93.75%	161	-6.83%
502120	Medicare/Fica	1,230	1,230	144	1,081	87.89%	844	28.08%
502130	Other Benefit Charges	805	805	86	589	73.17%	523	12.62%
602140	Materials & Supplies	30,000	13,000	2,194	7,296	56.12%	9,559	-23.67%
603105	Equipment Maintenance	50,000	92,342	12,256	70,963	76.85%	21,374	232.01%
604100	Communications	125,900	125,900	7,305	73,266	58.19%	61,228	19.66%
608100	Contractual Services	284,750	286,610	(2,331)	161,760	56.44%	171,954	-5.93%
612105	Vehicle Replacement Charge	5,555	5,555	463	4,166	75.00%	-	100.00%
612115	Liability Insurance Charge	4,435	4,435	-	3,976	89.65%	4,416	-9.96%
701050	Computer Software	37,340	17,213	-	17,213	100.00%	1,118	1439.62%
1510	Information Technology Total	683,135	690,210	35,829	456,267	66.11%	366,196	24.60%
TOTAL ADMINISTRATION-SHIN-HEYDORN		\$ 1,941,790	\$ 2,012,879	\$ 197,848	\$ 1,340,401	66.59%	\$ 1,107,345	21.05%

* = Actual data is reported through March.

Administration - Guzman
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23						FY 2021/22 Actual*	% Change From Prior Year
		FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	Activity During March	Year to Date Actual *	% of Budget			
101	General Fund								
1410	Personnel/Risk Management								
501110	Salaries-Regular	\$ 112,130	\$ 156,565	\$ 14,991	\$ 82,823	52.90%	\$ 67,909	21.96%	
501115	Salaries-Overtime	-	-	-	-	0.00%	244	-100.00%	
502100	Retirement	24,615	27,965	3,706	20,177	72.15%	15,611	29.25%	
502105	Workers Comp Insurance	1,600	1,600	276	1,524	95.25%	1,345	13.31%	
502110	Health/Life Insurance	15,740	15,740	1,426	11,698	74.32%	10,230	14.35%	
502111	Medical In-Lieu Pay	-	-	-	-	0.00%	500	-100.00%	
502115	Unemployment Insurance	160	160	53	199	124.38%	161	23.60%	
502120	Medicare/FICA	1,550	2,195	213	1,164	53.03%	977	19.14%	
502130	Other Benefit Charges	965	1,125	132	729	64.80%	598	21.91%	
602110	Office Expense	1,400	1,400	112	990	70.71%	33	2900.00%	
602115	Postage	200	200	12	124	62.00%	110	12.73%	
607100	Membership/Dues	725	725	-	400	55.17%	475	-15.79%	
607110	Travel/Conference/Meetings	2,000	2,000	-	-	0.00%	350	-100.00%	
607115	Training	6,000	4,060	-	308	7.59%	(140)	320.00%	
607120	Education Reimbursement Program	10,000	10,000	-	3,305	33.05%	625	428.80%	
608105	Professional Services	10,000	10,000	875	9,599	95.99%	6,273	53.02%	
608125	Advertising/ Business Dev't	2,200	2,200	-	725	32.95%	3,239	-77.62%	
609125	Employee/Volunteer Recognition	12,000	12,000	94	9,768	81.40%	9,005	8.47%	
612105	Vehicle Replacement Charge	495	495	41	371	74.95%	458	-19.00%	
612115	Liability Insurance Charge	5,655	5,655	-	5,070	89.66%	4,993	1.54%	
701105	Equipment-General	-	2,340	-	2,338	99.91%	-	100.00%	
702100	Office Furniture	-	700	686	686	98.00%	-	100.00%	
TOTAL ADMINISTRATION-GUZMAN		\$ 207,435	\$ 257,125	\$ 22,617	\$ 151,998	59.11%	\$ 122,996	23.58%	

* = Actual data is reported through March.

Finance-Bannigan
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23					FY 2021/22 Actual*	% Change From Prior Year
		FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	Activity During March	Year to Date Actual *	% of Budget		
101	General Fund							
1500	Finance							
501110	Salaries-Regular	\$ 510,195	\$ 495,195	\$ 56,077	\$ 345,659	69.80%	\$ 333,280	3.71%
501115	Salaries-Overtime	500	500	-	385	77.00%	129	198.45%
501120	Salaries-Part Time	69,350	64,350	5,960	36,109	56.11%	29,499	22.41%
502100	Retirement	130,660	130,660	14,697	92,683	70.93%	88,864	4.30%
502105	Workers Comp Insurance	8,470	8,470	1,141	7,026	82.95%	7,183	-2.19%
502110	Health/Life Insurance	49,700	49,700	4,363	35,978	72.39%	34,193	5.22%
502111	Medical In-Lieu Pay	4,350	4,350	476	3,112	71.54%	4,450	-30.07%
502115	Unemployment Insurance	1,200	1,200	107	1,192	99.33%	932	27.90%
502120	Medicare/FICA	8,040	8,040	731	4,677	58.17%	4,518	3.52%
502130	Other Benefit Charges	4,875	4,875	496	3,060	62.77%	2,948	3.80%
602110	Office Expense	8,000	7,925	2,296	4,011	50.61%	2,496	60.70%
602115	Postage	5,000	5,000	276	1,859	37.18%	3,209	-42.07%
602120	Books/Periodicals	450	150	-	65	43.33%	112	-41.96%
607100	Membership/Dues	795	995	-	995	100.00%	302	229.47%
607110	Travel/Conference/Meetings	4,500	5,700	1,759	5,077	89.07%	2,028	150.35%
607115	Training	1,700	3,010	21	1,940	64.45%	430	351.16%
608105	Professional Services	107,500	113,175	2,302	50,433	44.56%	56,989	-11.50%
608107	Financial Services	17,600	17,600	4,542	15,705	89.23%	10,044	56.36%
608130	Temporary Help	-	16,435	-	11,242	68.40%	-	100.00%
611116	Payment to Other Agencies	1,900	1,900	-	537	28.26%	587	-8.52%
612105	Vehicle Replacement Charge	3,105	3,105	259	2,329	75.01%	915	154.54%
612115	Liability Insurance Charge	32,885	32,885	-	29,482	89.65%	27,657	6.60%
701100	Equipment-Office	-	630	207	207	32.86%	-	100.00%

* = Actual data is reported through March.

Finance-Bannigan
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *		
1500	Finance, Continued						
702100	Furniture-Office	-	600	-	130	21.67%	100.00%
1500	Finance Total	970,775	976,450	95,710	653,893	66.97%	7.06%
1600	Non-Departmental						
602100	Special Dept Expense	-	-	-	-	0.00%	-100.00%
610235	Economic Development Loan Repayment	125,000	350,000	53,221	121,401	34.69%	100.00%
611105	Revenue Sharing-City of Anaheim	40,000	40,000	-	-	0.00%	0.00%
1600	Non-Departmental Total	165,000	390,000	53,221	121,401	31.13%	13509.98%
101	GENERAL FUND TOTAL	\$ 1,135,775	\$ 1,366,450	\$ 148,931	\$ 775,294	56.74%	\$ 611,657 26.75%
102	General Fund (Transactions & Use Tax)						
1500	Finance						
608105	Professional Services	6,300	6,300	-	300	4.76%	100.00%
1500	Finance Total	6,300	6,300	-	300	4.76%	100.00%
1600	Non-Departmental						
610235	Economic Development Loan Repayment	150,000	-	-	-	0.00%	0.00%
1600	Non-Departmental Total	150,000	-	-	-	0.00%	0.00%
102	TRANSACTIONS AND USE TAX TOTAL	\$ 156,300	\$ 6,300	\$ -	\$ 300	4.76%	\$ - 100.00%
	TOTAL FINANCE	\$ 1,292,075	\$ 1,372,750	\$ 148,931	\$ 775,594	56.50%	\$ 611,657 26.80%

* = Actual data is reported through March.

**Public Safety-Wren
March 2023 General Fund Expenditures (75% of year)**

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
101	General Fund							
1520	Emergency Services							
602140	Materials & Supplies	\$ 5,000	\$ 5,000	\$ -	\$ -	0.00%	\$ 55	-100.00%
608105	Professional Services	-	4,175	-	4,175	100.00%	44,364	-90.59%
1520	Emergency Services	5,000	9,175	-	4,175	45.50%	44,419	-90.60%
2100	Law Enforcement							
602100	Special Dept Expense	1,500	4,000	(203)	3,432	85.80%	-	100.00%
602110	Office Expense	4,000	3,000	572	2,640	88.00%	2,099	25.77%
602145	Gas/Oil/Lube	3,000	1,500	219	999	66.60%	542	84.32%
604100	Communications	39,100	39,100	-	28,840	73.76%	23,021	25.28%
608100	Contractual Services	18,155	18,155	1,513	13,617	75.00%	12,232	11.32%
608160	O.C.S.D. Contract	9,151,370	8,772,770	626,023	6,715,946	76.55%	5,967,416	12.54%
612105	Vehicle Replacement Charge	5,555	5,555	463	4,166	75.00%	6,525	-36.15%
2100	Law Enforcement Total	9,222,680	8,844,080	628,587	6,769,640	76.54%	6,011,835	12.61%
2200	Fire Protection							
602100	Special Department Expense	43,000	43,000	-	22,523	52.38%	20,557	9.56%
608185	O.C.F.A. Contract	3,463,190	3,163,190	719,007	2,444,147	77.27%	1,497,786	63.18%
2200	Fire Protection Total	3,506,190	3,206,190	719,007	2,466,670	76.93%	1,518,343	62.46%
2230	Ambulance Services							
608190	Contractual Ambulance Svcs	2,500	2,500	-	1,085	43.40%	600	80.83%
2230	Ambulance Services Total	2,500	2,500	-	1,085	43.40%	600	80.83%
2300	Homeless Prevention							
610230	North SPA Navigation Center Cost Share	-	43,935	-	-	0.00%	-	0.00%
2300	Homeless Total	-	43,935	-	-	0.00%	-	0.00%
2400	Animal Control Services							
608170	Animal Control Services	200,965	200,965	102,103	166,930	83.06%	143,546	16.29%
2400	Animal Control Services Total	200,965	200,965	102,103	166,930	83.06%	143,546	16.29%

* = Actual data is reported through March.

Public Safety-Wren
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
2500	Public Safety-Other							
501110	Salaries-Regular	66,015	100,130	9,667	46,532	46.47%	43,496	6.98%
502100	Retirement Charges	14,530	25,455	2,724	12,173	47.82%	9,419	29.24%
502105	Workers Comp Insurance	895	1,395	178	856	61.36%	769	11.31%
502110	Health/Life Insurance	45	4,830	248	512	10.60%	297	72.39%
502111	Medical In-Lieu Pay	2,100	2,100	179	1,492	71.05%	1,138	31.11%
502115	Unemployment Insurance	55	135	-	56	41.48%	56	0.00%
502120	Medicare/FICA	890	1,360	143	696	51.18%	580	20.00%
502130	Other Benefit Charges	385	695	85	409	58.85%	342	19.59%
602100	Special Department Expense	-	-	-	37	0.00%	100	-63.00%
602110	Office Expense	1,200	1,200	427	1,083	90.25%	941	15.09%
602115	Postage	250	250	-	-	0.00%	1	-100.00%
602130	Clothing	4,500	5,200	2,980	5,147	98.98%	2,508	105.22%
602135	Safety Equipment	-	-	-	-	0.00%	876	-100.00%
602140	Materials & Supplies	-	-	-	-	0.00%	64	-100.00%
607115	Training	700	-	-	-	0.00%	41	-100.00%
608100	Contractual Services	4,680	4,680	-	4,678	99.96%	4,678	0.00%
612115	Liability Insurance Charge	21,065	21,065	-	18,885	89.65%	24,088	-21.60%
2500	Public Safety-Other Total	117,310	168,495	16,631	92,556	54.93%	89,394	3.54%
4300	Parking Control							
501110	Salaries-Regular	131,575	128,155	11,694	90,751	70.81%	101,851	-10.90%
502115	Salaries-Overtime	100	100	-	50	50.00%	33	51.52%
501120	Salaries-Part Time	14,250	14,250	1,685	10,554	74.06%	10,094	4.56%
502100	Retirement	40,415	40,135	3,554	28,494	71.00%	30,594	-6.86%
502105	Workers Comp Insurance	2,135	2,135	246	1,887	88.38%	2,217	-14.88%
502110	Health/Life Insurance	7,980	7,245	887	6,142	84.78%	9,430	-34.87%
502111	Medical In-Lieu Pay	4,140	4,140	110	2,448	59.13%	2,918	-16.11%

* = Actual data is reported through March.

**Public Safety-Wren
March 2023 General Fund Expenditures (75% of year)**

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
4300	Parking Control, Continued							
502115	Unemployment Insurance	300	300	22	260	86.67%	378	-31.22%
502120	Medicare/FICA	2,075	2,020	194	1,489	73.71%	1,650	-9.76%
502130	Other Benefit Charges	1,290	245	104	805	328.57%	901	-10.65%
602110	Office Expense	4,500	4,500	-	1,040	23.11%	5,302	-80.38%
602115	Postage	500	500	11	121	24.20%	159	-23.90%
602130	Clothing	-	-	-	-	0.00%	410	-100.00%
604100	Communications	660	660	55	311	47.12%	365	-14.79%
608105	Professional Services	30,000	30,000	2,338	13,592	45.31%	20,354	-33.22%
612105	Vehicle Replacement Charge	6,665	6,665	555	4,999	75.00%	5,325	-6.12%
4300	Parking Control Total	246,585	241,050	21,455	162,943	67.60%	191,981	-15.13%
6200	Code Enforcement							
501110	Salaries-Regular	406,370	398,535	41,825	283,058	71.02%	234,610	20.65%
502115	Salaries-Overtime	100	480	-	478	99.58%	14	3314.29%
501120	Salaries-Part Time	14,250	14,250	1,685	10,554	74.06%	10,094	4.56%
502100	Retirement	107,805	107,310	12,080	80,471	74.99%	66,029	21.87%
502105	Workers Comp Insurance	6,150	6,150	801	5,402	87.84%	4,845	11.50%
502110	Health/Life Insurance	46,385	45,090	3,448	29,654	65.77%	30,030	-1.25%
502111	Medical In-Lieu Pay	4,560	4,560	288	3,038	66.62%	2,795	8.69%
502115	Unemployment Insurance	775	775	22	679	87.61%	692	-1.88%
502120	Medicare/FICA	5,865	5,770	633	4,265	73.92%	3,519	21.20%
502130	Other Benefit Charges	3,590	3,520	369	2,496	70.91%	2,070	20.58%
602110	Office Expense	1,500	2,500	-	1,761	70.44%	-	100.00%
602115	Postage	1,000	1,000	200	632	63.20%	452	39.82%
602160	Code Enforcement Equipment	6,000	4,970	-	-	0.00%	3,075	-100.00%
603105	Equipment Maintenance	1,000	1,000	-	-	0.00%	-	0.00%
607100	Membership/Dues	570	600	-	500	83.33%	380	31.58%

* = Actual data is reported through March.

Public Safety-Wren
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
6200	Code Enforcement, Continued							
607115	Training	1,000	1,000	106	531	53.10%	250	112.40%
608100	Contractual Services	4,000	4,000	315	2,520	63.00%	2,520	0.00%
608105	Professional Services	5,000	5,000	256	1,755	35.10%	2,604	-32.60%
612105	Vehicle Replacement Charge	21,110	21,110	1,759	15,833	75.00%	6,795	133.01%
6200	Code Enforcement Total	637,030	627,620	63,787	443,627	70.68%	370,774	19.65%
101	GENERAL FUND TOTAL	\$ 13,938,260	\$ 13,344,010	\$ 1,551,570	\$ 10,107,626	75.75%	\$ 8,370,892	20.75%
102	General Fund (Transactions & Use Tax)							
2100	Law Enforcement							
608160	O.C.S.D. Contract	3,848,700	4,227,300	416,448	2,982,248	70.55%	3,050,714	-2.24%
2100	Law Enforcement Total	3,848,700	4,227,300	416,448	2,982,248	70.55%	3,050,714	-2.24%
2200	Fire Protection							
608185	O.C.F.A. Contract	1,800,000	2,100,000	596,782	1,503,218	71.58%	1,068,989	40.62%
2200	Fire Protection Total	1,800,000	2,100,000	596,782	1,503,218	71.58%	1,068,989	40.62%
102	TRANSACTIONS AND USE TAX TOTAL	\$ 5,648,700	\$ 6,327,300	\$ 1,013,230	\$ 4,485,466	70.89%	\$ 4,119,703	8.88%
	TOTAL PUBLIC SAFETY	\$ 19,586,960	\$ 19,671,310	\$ 2,564,800	\$ 14,593,092	74.18%	\$ 12,490,595	16.83%

* = Actual data is reported through March.

Public Works-Rangel
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23					FY 2021/22 Actual*	% Change From Prior Year
		FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	Activity During March	Year to Date Actual *	% of Budget		
101	General Fund							
3000	Public Works Administration							
501110	Salaries-Regular	\$ 362,485	\$ 381,400	\$ 41,185	\$ 254,223	66.66%	\$ 203,578	24.88%
501120	Salaries-Part Time	20,430	20,430	1,719	11,027	53.97%	12,088	-8.78%
502100	Retirement Charges	82,100	83,410	10,371	63,370	75.97%	49,215	28.76%
502105	Workers Comp Insurance	5,455	5,455	789	4,827	88.49%	4,270	13.04%
502110	Health/Life Insurance	30,250	33,680	4,312	32,911	97.72%	19,931	65.12%
502111	Medical In-Lieu Pay	6,000	6,000	-	875	14.58%	3,900	-77.56%
502115	Unemployment Insurance	645	645	31	839	130.08%	793	5.80%
502120	Medicare/FICA	5,260	5,505	611	3,776	68.59%	3,126	20.79%
502130	Other Benefit Charges	2,945	4,940	363	2,241	45.36%	1,798	24.64%
602110	Office Expense	2,000	1,840	64	536	29.13%	-	100.00%
602115	Postage	100	200	2	121	60.50%	-	100.00%
602120	Books/Periodicals	200	40	-	-	0.00%	-	0.00%
607100	Membership/Dues	750	1,135	-	1,133	99.82%	-	100.00%
607110	Travel/Conference/Meetings	1,300	2,300	-	706	30.70%	552	27.90%
607115	Training	1,000	515	-	-	0.00%	-	0.00%
608130	Temporary Staffing	-	-	-	-	0.00%	16,480	-100.00%
612105	Vehicle Replacement Charge	5,555	5,555	463	4,166	75.00%	-	100.00%
612115	Liability Insurance Charge	34,375	34,375	-	30,818	89.65%	32,671	-5.67%
3000	Public Works Administration Total	560,850	587,425	59,910	411,569	70.06%	348,402	18.13%
3100	Engineering							
501110	Salaries-Regular	58,380	58,380	7,206	46,360	79.41%	26,641	74.02%
501115	Salaries-Overtime	300	10,830	-	10,832	100.02%	-	100.00%
502100	Retirement	13,730	13,730	1,807	11,746	85.55%	5,629	108.67%
502105	Workers Comp Insurance	885	885	133	869	98.19%	528	64.58%

* = Actual data is reported through March.

Public Works-Rangel
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
3100	Engineering, Continued							
502110	Health/Life Insurance	8,240	8,240	607	5,604	68.01%	2,656	110.99%
502111	Medical In-Lieu Pay	-	-	11	136	0.00%	-	100.00%
502115	Unemployment Insurance	105	105	-	120	114.29%	161	-25.47%
502120	Medicare/FICA	835	835	104	829	99.28%	382	117.02%
502130	Other Benefit Charges	535	535	63	416	77.76%	234	77.78%
602110	Office Expense	-	-	-	-	0.00%	76	-100.00%
602115	Postage	-	-	-	-	0.00%	15	-100.00%
602120	Books/Periodicals	-	160	-	159	99.38%	-	100.00%
602130	Clothing	-	60	-	54	90.00%	-	100.00%
602140	Materials & Supplies	2,500	2,500	-	-	0.00%	634	-100.00%
607100	Membership/Dues	950	950	-	350	36.84%	900	-61.11%
607110	Travel/Conference/Meetings	-	-	-	-	0.00%	111	-100.00%
608110	Engineering Services	129,240	138,625	-	78,697	56.77%	15,987	392.26%
608115	Inspection Services	-	15,000	1,560	2,520	16.80%	-	100.00%
608120	Plan Checking Services	33,300	18,300	6,835	6,835	37.35%	1,548	341.54%
608135	Microfilming	3,000	3,000	-	-	0.00%	-	0.00%
612105	Vehicle Replacement Charge	6,665	6,665	555	4,999	75.00%	510	880.20%
3100	Engineering Total	258,665	278,800	18,881	170,526	61.16%	56,012	204.45%
3200	Public Facilities							
501110	Salaries-Regular	23,510	57,935	5,922	49,706	85.80%	44,868	10.78%
501115	Salaries-Overtime	2,000	2,500	768	1,892	75.68%	924	104.76%
502100	Retirement	5,310	13,165	1,457	12,301	93.44%	10,470	17.49%
502105	Workers Comp Insurance	345	875	109	918	104.91%	888	3.38%
502110	Health/Life Insurance	4,790	11,805	707	6,427	54.44%	5,716	12.44%
502111	Medical In-Lieu Pay	-	-	18	18	0.00%	-	100.00%

* = Actual data is reported through March.

**Public Works-Rangel
March 2023 General Fund Expenditures (75% of year)**

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
3200	Public Facilities, Continued							
502115	Unemployment Insurance	80	205	6	102	49.76%	228	-55.26%
502120	Medicare/FICA	330	810	97	748	92.35%	664	12.65%
502130	Other Benefit Charges	220	375	52	439	117.07%	395	11.14%
602100	Special Dept Expense	7,885	7,885	(352)	1,159	14.70%	1,131	2.48%
602110	Office Expense	1,100	1,100	-	211	19.18%	-	100.00%
602125	Small Tools	-	1,000	491	491	49.10%	-	100.00%
602130	Clothing	5,625	5,625	(266)	2,185	38.84%	1,629	34.13%
602135	Safety Equipment	500	500	-	129	25.80%	107	20.56%
602140	Materials & Supplies	8,000	7,000	188	4,542	64.89%	2,572	76.59%
603105	Equipment Maintenance	-	18,870	-	18,868	99.99%	-	100.00%
603110	Building Maintenance	129,740	132,945	7,825	72,279	54.37%	53,611	34.82%
604100	Communications	40,000	40,000	(149)	3,758	9.40%	4,005	-6.17%
604105	Utilities	170,000	170,000	11,943	124,430	73.19%	107,614	15.63%
607115	Training	-	100	91	91	91.00%	-	100.00%
608100	Contractual Services	165,800	162,600	22,688	111,962	68.86%	50,493	121.74%
611110	O.C. Sanitation District User Fee	14,700	13,810	-	13,801	99.93%	13,985	-1.32%
612105	Vehicle Replacement Charge	36,105	36,105	3,009	27,079	75.00%	2,745	886.48%
701105	Equipment-General	200,000	140,270	-	119,057	84.88%	-	100.00%
704100	Equipment-General	-	44,545	3,590	18,452	41.42%	-	100.00%
3200	Public Facilities Total	816,040	870,025	58,194	591,045	67.93%	302,045	95.68%
3300	Crossing Guard							
608175	Crossing Guard Services	45,165	45,165	4,549	31,095	68.85%	26,632	16.76%
3300	Crossing Guard Total	45,165	45,165	4,549	31,095	68.85%	26,632	16.76%
3400	Parks Maintenance							
501110	Salaries-Regular	85,165	70,050	6,692	55,474	79.19%	50,623	9.58%

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**Public Works-Rangel
March 2023 General Fund Expenditures (75% of year)**

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
3400	Parks Maintenance, Continued							
501115	Salaries-Overtime	3,000	3,000	-	1,265	42.17%	2,568	-50.74%
502100	Retirement	18,700	15,360	1,646	13,572	88.36%	11,768	15.33%
502105	Workers Comp Insurance	1,220	1,020	123	1,026	100.59%	1,002	2.40%
502110	Health/Life Insurance	11,055	8,080	1,184	8,561	105.95%	7,861	8.90%
502111	Medical In-Lieu Pay	840	840	44	569	67.74%	612	-7.03%
502115	Unemployment Insurance	220	175	5	166	94.86%	231	-28.14%
502120	Medicare/Fica	1,160	950	98	831	87.47%	780	6.54%
502130	Other Benefit Charges	760	490	59	491	100.20%	445	10.34%
602100	Special Dept Expense	7,000	7,000	118	3,149	44.99%	595	429.24%
603105	Equipment Maintenance	17,000	17,000	748	6,875	40.44%	8,817	-22.03%
604105	Utilities	180,000	180,000	14,817	117,465	65.26%	112,856	4.08%
605100	Land Lease	5,000	5,000	-	2,661	53.22%	5,834	-54.39%
608100	Contractual Services	126,100	112,100	4,875	49,625	44.27%	61,982	-19.94%
612105	Vehicle Replacement Charge	8,890	8,890	741	6,667	74.99%	3,341	99.55%
3400	Parks Maintenance Total	466,110	429,955	31,150	268,397	62.42%	269,315	-0.34%
3500	Street Maintenance							
501110	Salaries-Regular	114,550	81,625	8,695	54,137	66.32%	73,596	-26.44%
501115	Salaries-Overtime	6,000	6,000	517	2,525	42.08%	3,334	-24.27%
502100	Retirement	26,235	19,020	2,133	13,350	70.19%	17,033	-21.62%
502105	Workers Comp Insurance	1,705	1,290	160	1,004	77.83%	1,457	-31.09%
502110	Health/Life Insurance	14,455	8,045	1,180	7,803	96.99%	11,959	-34.75%
502111	Medical In-Lieu Pay	2,310	2,230	149	1,593	71.43%	1,684	-5.40%
502115	Unemployment Insurance	330	235	5	184	78.30%	391	-52.94%
502120	Medicare/FICA	1,650	1,190	136	844	70.92%	1,139	-25.90%
502130	Other Benefit Charges	1,070	280	77	480	171.43%	648	-25.93%

* = Actual data is reported through March.

**Public Works-Rangel
March 2023 General Fund Expenditures (75% of year)**

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
3500	Street Maintenance, Continued							
602100	Special Dept Expense	3,000	3,000	500	2,288	76.27%	-	100.00%
602125	Small Tools	4,000	4,000	522	582	14.55%	548	6.20%
602140	Materials & Supplies	65,000	65,000	7,495	32,790	50.45%	19,542	67.79%
603105	Equipment Maintenance	2,000	2,000	175	312	15.60%	1,161	-73.13%
608100	Contractual Services	195,000	195,000	15,622	130,343	66.84%	121,602	7.19%
612105	Vehicle Replacement Charge	10,830	10,830	903	8,123	75.00%	13,673	-40.59%
710190	Pavement Maintenance	60,000	60,000	443	31,929	53.22%	3,800	740.24%
3500	Street Maintenance Total	508,135	459,745	38,712	288,287	62.71%	271,567	6.16%
3600	Storm Drain Maintenance							
501115	Salaries-Overtime	-	180	179	179	99.44%	-	100.00%
502120	Medicare/FICA	-	-	3	3	0.00%	-	100.00%
603100	Emergency Maintenance Services	10,000	24,000	77	2,198	9.16%	-	100.00%
608100	Contractual Services	-	500	-	500	100.00%	-	100.00%
608155	Storm Water Monitor Program	119,860	150,955	4,051	116,884	77.43%	79,198	47.58%
3600	Storm Drain Maintenance Total	129,860	175,635	4,310	119,764	68.19%	79,198	51.22%
6300	Graffiti Abatement							
501110	Salaries-Regular	41,815	39,900	4,475	23,024	57.70%	6,301	265.40%
501115	Salaries-Overtime	8,000	6,790	364	5,962	87.81%	1,526	290.69%
502100	Retirement Charges	9,410	9,520	1,094	5,778	60.69%	1,444	300.14%
502105	Workers Comp Insurance	615	700	82	436	62.29%	125	248.80%
502110	Health/Life Insurance	8,145	7,890	684	3,810	48.29%	1,485	156.57%
502111	Medical In-Lieu Pay	-	-	53	53	0.00%	-	100.00%
502115	Unemployment Insurance	135	155	10	102	65.81%	57	78.95%
502120	Medicare/FICA	585	565	71	421	74.51%	113	272.57%
502130	Other Benefit Charges	390	355	39	208	58.59%	55	278.18%
6300	Graffiti Abatement , Continued							

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Public Works-Rangel
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
602140	Materials & Supplies	25,000	25,000	313	13,687	54.75%	12,712	7.67%
603105	Equipment Maintenance	6,000	6,000	1,142	1,142	19.03%	1,001	14.09%
612105	Vehicle Replacement Charge	10,275	10,275	856	7,706	75.00%	10,350	-25.55%
6300	Graffiti Abatement Total	110,370	107,150	9,183	62,329	58.17%	35,169	77.23%
TOTAL PUBLIC WORKS		\$ 2,895,195	\$ 2,953,900	\$ 224,889	\$ 1,943,012	65.78%	\$ 1,388,340	39.95%

* = Actual data is reported through March.

**Community Development-Landavazo
March 2023 General Fund Expenditures (75% of year)**

Acct. No.	Description	FY 2022/23		FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
		FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	Activity During March	Year to Date Actual *	% of Budget		
101	General Fund							
4000	Community Development Administration							
501110	Salaries-Regular	\$ 189,955	\$ 158,550	\$ 12,322	\$ 103,314	65.16%	\$ 121,475	-14.95%
501115	Salaries-Overtime	-	15	-	12	80.00%	297	-95.96%
502100	Retirement Charges	43,370	36,750	3,232	25,820	70.26%	28,924	-10.73%
502105	Workers Comp Insurance	2,845	2,415	227	1,901	78.72%	2,405	-20.96%
502110	Health/Life Insurance	8,680	8,615	905	5,803	67.36%	9,229	-37.12%
502111	Medical In-Lieu Pay	-	-	10	24	0.00%	-	100.00%
502115	Unemployment Insurance	225	145	113	148	102.07%	185	-20.00%
502120	Medicare/FICA	2,675	2,260	179	1,471	65.09%	1,728	-14.87%
502130	Other Benefit Charges	1,260	985	108	909	92.28%	1,069	-14.97%
602110	Office Expense	1,000	1,000	38	732	73.20%	1,020	-28.24%
602120	Books/Periodicals	1,200	980	-	14	1.43%	178	-92.13%
607100	Membership/Dues	1,600	1,600	-	-	0.00%	969	-100.00%
607110	Travel/Conference/Meetings	-	-	-	-	0.00%	22	-100.00%
607115	Training	1,200	1,200	-	-	0.00%	289	-100.00%
612105	Vehicle Replacement Charge	965	965	80	724	75.03%	-	100.00%
612115	Liability Insurance Charge	53,940	53,940	-	48,358	89.65%	45,281	6.80%
702100	Office Furniture	-	220	-	217	98.64%	-	100.00%
4000	Community Development Administration Total	308,915	269,640	17,214	189,447	70.26%	213,071	-11.09%
4100	Planning							
501110	Salaries-Regular	302,790	275,185	28,353	144,838	52.63%	145,936	-0.75%
501115	Salaries-Overtime	1,200	1,185	152	347	29.28%	867	-59.98%
501125	Salaries-Appointed	9,000	9,000	969	6,300	70.00%	6,923	-9.00%
502100	Retirement	72,645	66,420	6,625	35,432	53.35%	33,643	5.32%
502105	Workers Comp Insurance	4,630	4,630	522	2,666	57.58%	2,890	-7.75%
502110	Health/Life Insurance	61,270	55,770	2,253	18,173	32.59%	16,532	9.93%
4100	Planning, Continued							

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**Community Development-Landavazo
March 2023 General Fund Expenditures (75% of year)**

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
502111	Medical In-Lieu Pay	-	-	-	450	0.00%	-	100.00%
502115	Unemployment Insurance	770	770	-	518	67.27%	349	48.42%
502120	Medicare/FICA	4,475	4,080	426	2,189	53.65%	2,226	-1.66%
502130	Other Benefit Charges	3,510	3,160	250	1,275	40.35%	1,284	-0.70%
602110	Office Expense	-	885	(60)	25	2.82%	49	-48.98%
602115	Postage	750	750	77	(2)	-0.27%	247	-100.81%
602140	Materials & Supplies	1,000	115	-	115	100.00%	-	100.00%
607100	Membership/Dues	2,500	2,500	-	-	0.00%	721	-100.00%
607110	Travel/Conference/Meetings	8,200	8,200	(397)	630	7.68%	114	452.63%
607115	Training	3,050	3,050	-	-	0.00%	-	100.00%
608100	Contractual Services	4,000	4,000	-	-	0.00%	1,706	-100.00%
608105	Professional Services	25,000	277,915	-	11,083	3.99%	148,725	-92.55%
608135	Microfilming	5,000	5,000	-	-	0.00%	-	0.00%
612105	Vehicle Replacement Charge	1,870	1,870	156	1,402	74.97%	458	206.11%
4100	Planning Total	511,660	724,485	39,326	225,441	31.12%	362,670	-37.84%
4200	Building Regulation							
501110	Salaries-Regular	260,695	35,950	5,836	18,795	52.28%	36,773	-48.89%
502100	Retirement	62,630	8,110	1,443	4,450	54.87%	8,594	-48.22%
502105	Workers Comp Insurance	3,970	540	107	346	64.07%	728	-52.47%
502110	Health/Life Insurance	48,910	4,615	154	2,006	43.47%	6,405	-68.68%
502111	Medical In-Lieu Pay	-	-	350	416	0.00%	271	53.51%
502115	Unemployment Insurance	485	165	-	-	0.00%	265	-100.00%
502120	Medicare/FICA	3,730	510	90	279	54.71%	537	-48.04%
502130	Other Benefit Charges	2,310	265	51	165	62.26%	324	-49.07%
602110	Office Expense	500	500	-	95	19.00%	83	14.46%
602115	Postage	700	700	38	120	17.14%	14	757.14%

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**Community Development-Landavazo
March 2023 General Fund Expenditures (75% of year)**

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
4200	Building Regulation, Continued							
602120	Books/Periodicals	1,000	1,000	-	-	0.00%	-	0.00%
607100	Membership/Dues	1,200	1,200	-	-	0.00%	-	0.00%
607110	Travel/Conference/Meetings	500	500	-	-	0.00%	-	0.00%
607115	Training	1,000	1,000	-	-	0.00%	-	0.00%
608115	Inspection Services	50,000	224,740	-	-	0.00%	233,479	-100.00%
608120	Plan Checking Services	70,000	70,000	-	-	0.00%	-	0.00%
608130	Temporary Help	-	157,835	-	-	0.00%	-	0.00%
608135	Microfilming	4,000	4,000	-	-	0.00%	-	0.00%
611116	Payment to Other Agencies	2,250	2,250	-	317	14.09%	362	-12.43%
612105	Vehicle Replacement Charge	11,110	11,110	926	8,332	75.00%	-	100.00%
4200	Building Regulation Total	524,990	524,990	8,995	35,321	6.73%	287,835	-87.73%
4400	Economic Development							
607100	Membership/Dues	2,000	2,000	-	570	28.50%	570	0.00%
607110	Travel/Conference/Meetings	-	140	-	137	97.86%	-	100.00%
607115	Training	2,500	2,360	-	-	0.00%	-	0.00%
608100	Contractual Services	2,250	2,250	-	-	0.00%	-	0.00%
608145	Information Technology	18,750	18,750	-	-	0.00%	-	0.00%
609100	Special Events	12,300	12,300	-	-	0.00%	-	0.00%
4400	Economic Development Total	37,800	37,800	-	707	1.87%	570	24.04%
101	GENERAL FUND TOTAL	\$ 1,383,365	\$ 1,556,915	\$ 65,535	\$ 450,916	28.96%	\$ 864,146	-47.82%
102	General Fund (Transactions & Use Tax)							
4100	Planning							
608105	Professional Services	-	-	-	-	0.00%	5,310	-100.00%
102	TRANSACTIONS AND USE TAX TOTAL	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 5,310	-100.00%
	TOTAL COMMUNITY DEVELOPMENT	\$ 1,383,365	\$ 1,556,915	\$ 65,535	\$ 450,916	28.96%	\$ 869,456	-48.14%

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Community Service - Bobadilla
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
101	General Fund							
5000	Public Information Office							
501110	Salaries-Regular	\$ 93,255	\$ 86,465	\$ 9,109	\$ 56,515	65.36%	\$ 47,901	17.98%
502100	Retirement Charges	22,025	20,400	2,252	13,971	68.49%	11,085	26.04%
502105	Workers Comp Insurance	1,400	1,400	168	1,040	74.29%	948	9.70%
502110	Health/Life Insurance	22,065	20,440	276	2,282	11.16%	6,777	-66.33%
502111	Medical In-Lieu Pay	-	-	350	2,975	0.00%	-	100.00%
502115	Unemployment Insurance	200	200	-	289	144.50%	174	66.09%
502120	Medicare/FICA	1,320	1,225	137	863	70.45%	694	24.35%
502130	Other Benefit Charges	860	780	80	497	63.72%	422	17.77%
602113	Social Media	2,750	3,050	27	2,677	87.77%	1,382	93.70%
607100	Membership/Dues	-	-	-	-	0.00%	252	-100.00%
608105	Professional Services	-	-	-	-	0.00%	375	-100.00%
5000	Public Information Office	143,875	133,960	12,399	81,109	60.55%	70,010	15.85%
5100	Community Services Administration							
501110	Salaries-Regular	323,640	323,640	35,069	213,488	65.96%	195,086	9.43%
501120	Salaries-Part Time	-	-	180	2,360	0.00%	2,314	1.99%
502100	Retirement	78,065	78,065	9,658	58,474	74.90%	50,949	14.77%
502105	Workers Comp Insurance	4,510	4,510	649	4,003	88.76%	3,909	2.40%
502110	Health/Life Insurance	26,980	26,980	2,507	19,810	73.42%	19,666	0.73%
502111	Medical In-Lieu Pay	6,000	6,000	500	4,063	67.72%	4,625	-12.15%
502115	Unemployment Insurance	445	445	-	413	92.81%	453	-8.83%
502120	Medicare/FICA	4,420	4,420	504	3,067	69.39%	2,793	9.81%
502130	Other Benefit Charges	2,430	2,430	309	1,881	77.41%	1,718	9.49%
602100	Special Dept Expense	9,700	15,060	637	8,137	54.03%	75,875	-89.28%
602110	Office Expense	3,185	2,985	12	2,491	83.45%	2,049	21.57%

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Community Service - Bobadilla
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
5100	Community Services Administration, Continued							
602115	Postage	400	490	-	489	99.80%	375	30.40%
603110	Building Maintenance	10,485	11,450	450	6,400	55.90%	3,978	60.88%
607100	Membership/Dues	550	550	-	55	10.00%	892	-93.83%
607115	Training	6,150	6,800	(366)	4,043	59.46%	295	1270.51%
609100	Special Events	17,900	21,200	479	15,013	70.82%	10,436	43.86%
612105	Vehicle Replacement Charge	12,945	12,945	1,079	9,709	75.00%	5,884	65.01%
612115	Liability Insurance Charge	75,215	75,215	-	67,432	89.65%	50,693	33.02%
5100	Community Services Administration Total	583,020	593,185	51,667	421,328	71.03%	431,990	-2.47%
5200	Community Center Operations							
501110	Salaries-Regular	36,385	36,385	3,495	20,743	57.01%	19,359	7.15%
501115	Salaries-Overtime	-	-	-	-	0.00%	164	-100.00%
501120	Salaries-Part Time	115,220	115,220	3,339	31,377	27.23%	22,498	39.47%
502100	Retirement	17,560	17,560	1,285	7,629	43.45%	5,066	50.59%
502105	Workers Comp Insurance	2,200	2,200	126	959	43.59%	829	15.68%
502110	Health/Life Insurance	4,785	4,785	382	3,236	67.63%	2,887	12.09%
502111	Medical In-Lieu Pay	2,700	2,700	243	1,879	69.59%	2,125	-11.58%
502115	Unemployment Insurance	805	805	36	245	30.43%	304	-19.41%
502120	Medicare/FICA	2,130	2,130	103	783	36.76%	640	22.34%
502130	Other Benefit Charges	1,925	1,925	32	198	10.29%	182	8.79%
602100	Special Dept Expense	4,000	12,585	(1,054)	1,621	12.88%	2,789	-41.88%
602110	Office Expense	1,000	700	(358)	522	74.57%	451	15.74%
603110	Building Maintenance	6,695	2,395	125	2,254	94.11%	3,732	-39.60%
612105	Vehicle Replacement Charge	395	395	33	296	74.94%	296	0.00%
702100	Furniture-Office	6,500	-	-	-	0.00%	-	0.00%
5200	Community Center Operations	202,300	199,785	7,787	71,742	35.91%	61,322	16.99%

* = Actual data is reported through March.

Community Service - Bobadilla
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
5300	Park Operations							
501110	Salaries-Regular	77,735	77,735	11,461	57,448	73.90%	50,911	12.84%
501115	Salaries-Overtime	-	-	81	1,223	0.00%	1,741	-29.75%
501120	Salaries-Part Time	116,440	116,440	8,652	94,871	81.48%	79,466	19.39%
502100	Retirement	17,635	17,635	2,618	13,994	79.35%	11,898	17.62%
502105	Workers Comp Insurance	2,840	2,840	370	2,803	98.70%	2,581	8.60%
502110	Health/Life Insurance	9,575	9,575	876	7,230	75.51%	6,893	4.89%
502111	Medical In-Lieu Pay	1,200	1,200	348	1,964	163.67%	1,050	87.05%
502115	Unemployment Insurance	1,125	1,125	162	857	76.18%	1,507	-43.13%
502120	Medicare/FICA	2,720	2,720	298	2,254	82.87%	1,934	16.55%
502130	Other Benefit Charges	2,655	2,655	105	553	20.83%	488	13.32%
602100	Special Dept Expense	4,000	7,350	1,899	2,279	31.01%	2,627	-13.25%
602110	Office Expense	3,000	850	72	514	60.47%	168	205.95%
5300	Park Operations	238,925	240,125	26,942	185,990	77.46%	161,264	15.33%
5400	Senior Citizens Programs							
501110	Salaries-Regular	18,195	18,195	2,365	12,154	66.80%	12,706	-4.34%
501115	Salaries-Overtime	-	-	-	-	0.00%	74	-100.00%
501120	Salaries-Part Time	38,645	38,645	6,740	33,544	86.80%	16,726	100.55%
502100	Retirement	4,225	4,225	585	3,004	71.10%	2,969	1.18%
502105	Workers Comp Insurance	830	830	168	841	101.33%	583	44.25%
502110	Health/Life Insurance	2,395	2,395	245	1,827	76.28%	1,847	-1.08%
502111	Medical In-Lieu Pay	-	-	174	1,043	0.00%	900	15.89%
502115	Unemployment Insurance	320	320	124	344	107.50%	158	117.72%
502120	Medicare/FICA	780	780	135	678	86.92%	441	53.74%
502130	Other Benefit Charges	770	770	24	124	16.10%	120	3.33%
609200	Senior Citizen Program	1,200	1,400	225	932	66.57%	716	30.17%
5400	Senior Citizens Programs	67,360	67,560	10,785	54,491	80.66%	37,240	46.32%

* = Actual data is reported through March.

Community Service - Bobadilla
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
5500	Recreation Programs							
602115	Postage	9,510	10,060	3,576	10,334	102.72%	9,389	10.06%
602150	Recreation Brochure Mailing	28,000	29,800	(240)	19,389	65.06%	15,478	25.27%
608150	Contractual Recreation Program	16,800	27,300	914	18,327	67.13%	15,838	15.72%
5500	Recreation Programs	54,310	67,160	4,250	48,050	71.55%	40,705	18.04%
TOTAL COMMUNITY SERVICES		\$ 1,289,790	\$ 1,301,775	\$ 113,830	\$ 862,710	66.27%	\$ 802,531	7.50%

* = Actual data is reported through March.

Transfers to Other Funds-Bannigan
March 2023 General Fund Expenditures (75% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual*	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
101	General Fund							
1600	Non-Departmental							
800250	Transfer to FACT Grant	\$ 46,470	\$ 46,470	\$ -	\$ 34,890	75.08%	\$ 10,379	236.16%
800251	Transfer to Senior Transportation Fund	11,045	11,045	816	5,926	53.65%	6,646	-10.83%
800280	Transfer to SCP Maintenance Fund	59,200	59,200	4,933	44,400	75.00%	30,855	43.90%
800305	Transfer to Capital Projects Fund	180,000	209,000	-	-	0.00%	-	0.00%
101	GENERAL FUND TOTAL	\$ 296,715	\$ 325,715	\$ 5,749	\$ 85,216	26.16%	\$ 47,880	77.98%
102	General Fund							
1600	Non-Departmental							
800603	Transfer to Liab/Risk Mgmt Fund	-	-	-	-	0.00%	121,530	-100.00%
102	TRANSACTIONS AND USE TAX TOTAL	\$ -	\$ -	\$ -	\$ -	0.00%	\$ 121,530	-100.00%
	TOTAL TRANSFERS OUT	\$ 296,715	\$ 325,715	\$ 5,749	\$ 85,216	26.16%	\$ 169,410	-49.70%

* = Actual data is reported through March.

ATTACHMENT C
Click here to return to the agenda.

General Fund - Fund Balance Status

	General Fund (101)	Measure GG Transaction & Use Tax Fund (102)	Total
<i>Reserves as of June 30, 2022 (per City Reserve Policy):</i>			
Capital Improvement (A)	\$ 5,000,000		\$ 5,000,000
Economic Uncertainty (B)	5,700,000		5,700,000
Emergency Disaster Continuity (C)	2,900,000		2,900,000
Equipment and Maintenance (A)	150,000		150,000
Technology Equipment (A)	150,000		150,000
Subtotal	13,900,000	-	13,900,000
<i>Other Fund Balance Commitments:</i>			
Developer Contributions from Public Benefit Fees	1,377,796		1,377,796
Developer Contributions from Beautification Fees	190,000		190,000
Developer Contributions from Neighborhood Preservation Fees	88,500		88,500
Subtotal	1,656,296	-	1,656,296
Available Fund Balance (unreserved)	9,975,608	389,600	10,365,208
Total Discretionary Fund Balance as of June 30, 2022	25,531,904	389,600	25,921,504
Estimated increase (decrease) of fund balance during Fiscal Year 2022-23	649,141	(389,600)	259,541
Total Projected Discretionary Fund Balance as of June 30, 2023	\$ 26,181,045	\$ -	\$ 26,181,045

Notes:

(A) - Flat amounts per Reserve Policy adopted on June 14, 2022 (City Resolution No. 2022-34).

(B) - Amount is equal to 20% of Fiscal Year 2022/23 operating expenditures budgeted in General Fund per Reserve Policy adopted on June 14, 2022 (City Resolution No. 2022-34).

(C) - Amount is equal to 10% of Fiscal Year 2022/23 operating expenditures budgeted in General Fund per Reserve Policy adopted on June 14, 2022 (City Resolution No. 2022-34).

HOUSING AUTHORITY FUND (#285)
March 2023 Revenues and Expenditures (75% of year)

Account No.	Description	FY 2022/23					FY 2021/22 Actual *	% Change From Prior Year
		FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	Activity During March	Year to Date Actual *	% of Budget		
REVENUES								
435100	Interest	\$ 25,000	\$ 25,000	\$ 64,651	\$ 171,595	686.38%	\$ 26,014	559.63%
435110	Unrealized Gains/Losses	-	-	14,133	43,441	0.00%	(149,481)	129.06%
436140	Tina Way/Pacific Ave. Property Rent	560,000	610,000	54,309	505,153	82.81%	268,565	88.09%
437135	Expense Reimbursement	1,000	1,000	-	-	0.00%	2,000	-100.00%
437145	Sale Of Assets	-	-	-	-	0.00%	681,902	-100.00%
TOTAL REVENUES		\$ 586,000	\$ 636,000	\$ 133,093	\$ 720,189	113.24%	\$ 829,000	-13.13%
ESTIMATED EXPENDITURES AND OTHER USES								
Salaries and Benefits								
501110	Salaries-Regular	145,820	145,820	15,248	99,001	67.89%	95,145	4.05%
501115	Salaries-Overtime	-	-	12	40	0.00%	407	-90.17%
501120	Salaries-Part-Time	2,575	2,575	262	1,405	54.56%	1,552	-9.47%
502100	Retirement	35,325	35,325	3,914	26,435	74.83%	24,600	7.46%
502105	Workers' Compensation	2,205	2,205	285	1,847	83.76%	1,915	-3.55%
502110	Health/Life Insurance	15,290	15,290	1,149	9,965	65.17%	9,817	1.51%
502111	Medical in Lieu	450	450	47	328	72.89%	475	-30.95%
502115	Unemployment Insurance	195	195	17	246	126.15%	203	21.18%
502120	Medicare/FICA	2,035	2,035	205	1,341	65.90%	1,318	1.75%
502130	Other Benefits	1,055	1,055	134	872	82.65%	838	4.06%
Total-Salaries and Benefits		204,950	204,950	21,273	141,480	69.03%	136,270	3.82%
Maintenance and Operations								
602100	Special Dept Expense	-	200	200	200	100.00%	-	100.00%
602110	Office Expense	1,000	1,000	-	-	0.00%	147	-100.00%
602115	Postage	500	500	-	51	10.20%	14	264.29%
602130	Clothing	-	2,940	-	2,937	99.90%	-	100.00%
602140	Materials and Supplies	5,000	1,840	132	1,374	74.67%	603	127.86%
602145	Gas/Oil/Lube	-	-	-	-	0.00%	20	-100.00%
603120	Minor Repairs	15,000	-	-	-	0.00%	-	0.00%
604105	Utilities	50,000	50,000	3,062	38,579	77.16%	32,995	16.92%

HOUSING AUTHORITY FUND (#285)
March 2023 Revenues and Expenditures (75% of year)

Account No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23			FY 2021/22 Actual *	% Change From Prior Year
				Activity During March	Year to Date Actual *	% of Budget		
Maintenance and Operations , Continued								
607100	Membership Dues	4,800	4,800	-	-	0.00%	-	0.00%
607110	Travel/Conference/Meetings	1,000	1,000	-	-	0.00%	-	0.00%
607115	Training	2,500	2,500	-	-	0.00%	-	0.00%
608100	Contractual Services	24,000	24,000	1,355	14,800	61.67%	317,990	-95.35%
608105	Professional Services	530,500	530,500	15,705	196,253	36.99%	121,856	61.05%
610130	Tina Pacific Operating Expense (QMG)	-	240,000	17,183	173,725	72.39%	-	100.00%
610131	Bad Debt Expense (QMG)	-	50,000	(13,730)	23,915	47.83%	-	100.00%
610135	Relocation Assistance	40,000	39,800	(894)	16,081	40.40%	34,428	-53.29%
610230	Navigation Center (North SPA)	50,000	50,000	-	-	0.00%	-	100.00%
611110	O.C. Sanitation User Fee	21,500	21,500	-	19,484	90.62%	20,837	-6.49%
612135	Building Maintenance	75,000	-	-	-	0.00%	-	100.00%
Total-Maintenance and Operations		820,800	1,020,580	23,013	487,399	47.76%	528,890	-7.84%
Allocated Charges								
612105	Vehicle Replacement Charge	5,805	5,805	484	4,354	75.00%	7,556	-42.38%
612115	Liability Insurance Charge	7,295	7,295	-	6,540	89.65%	13,841	-52.75%
612140	Information Technology Charge	18,215	18,215	1,518	13,661	75.00%	18,056	-24.34%
614205	Admin Overhead	21,580	21,580	2,870	19,200	88.97%	15,063	27.46%
Total-Allocated Charges		52,895	52,895	4,872	43,755	82.72%	54,516	-19.74%
Capital Outlay								
702100	Office Furniture	-	220	218	218	99.09%	-	100.00%
760100	Demolition/Condemnation	200,000	93,800	-	93,800	100.00%	-	100.00%
790100	Land Acquisition	-	2,500,000	-	2,500,000	100.00%	-	100.00%
Total-Capital Outlay		200,000	2,594,020	218	2,594,018	100.00%	-	100.00%
Transfers to Other Funds								
800101	Transfer to General Fund	-	-	-	-	0.00%	890,000	-100.00%
Total-Transfers to Other Funds		-	-	-	-	0.00%	890,000	-100.00%
TOTAL EXPENDITURES		\$ 1,278,645	\$ 3,872,445	\$ 49,376	\$ 3,266,652	84.36%	\$ 1,609,676	102.94%
REVENUES OVER (UNDER) EXPENDITURES		\$ (692,645)	\$ (3,236,445)	\$ 83,717	\$ (2,546,463)		\$ (780,676)	

* = Actual data is reported through March.

Housing Authority Fund (Fund 285) - Fund Balance Status

Available Fund Balance as of June 30, 2022	\$ 12,414,239
Estimated increase (decrease) of fund balance during Fiscal Year 2022-23	<u>(3,236,445)</u>
Projected Available Fund Balance as of June 30, 2023	<u><u>\$ 9,177,794</u></u>

CITY OF STANTON
FY 2022/23
STATUS OF CAPITAL IMPROVEMENT PROJECTS (CIP)
JULY 1, 2022 THROUGH MARCH 31, 2023

Task Code	Description	Adopted Budget 2022/23	FY 2021/22 Budget Carryover	Other Budget Adjustments	Amended Budget 2022/23	YTD Actual 2022/23	Encumbrances	% Spent (Includes Encumbrances)	Remaining Budget
Street Projects									
2022-101	Citywide Street Rehabilitation (FY 2021/22)	\$ -	\$ 1,846,245	\$ 109,863	\$ 1,956,108	\$ 1,885,817	\$ 64,302	99.7%	\$ 5,989
2022-102	Citywide Street Sign Replacement	-	149,490	-	149,490	-	-	0.0%	149,490
2023-101	Citywide Street Rehabilitation (FY 2022/23)	2,090,000	109,050	(109,863)	2,089,187	52,166	59,030	5.3%	1,977,991
2023-102	Greening Stanton	180,000	-	-	180,000	-	-	0.0%	180,000
2023-103	Catch Basin Connector Pipe Screen Installations (FY 2022/23)	70,000	-	-	70,000	66	-	0.1%	69,934
2023-104	Pavement Management Plan Update	-	-	26,196	26,196	11,381	14,815	100.0%	-
Total Street Projects		\$ 2,340,000	\$ 2,104,785	\$ 26,196	\$ 4,470,981	\$ 1,949,430	\$ 138,147	46.7%	\$ 2,383,404
Parks Projects									
2021-201	Park Master Plan	\$ -	\$ 174,620	\$ -	\$ 174,620	\$ 95,938	\$ 68,092	93.9%	\$ 10,590
2021-205	Dog Park	-	154,555	-	154,555	56,247	78,395	87.1%	19,913
2022-201	Family Resource Center Improvements (Phase 1)	182,600	391,140	223,581	797,321	14,326	769,840	98.4%	13,155
2022-203	Orangewood Parkette	850,000	78,885	20,500	949,385	15,822	63,976	8.4%	869,587
2022-204	Norm Ross Sports Park	-	7,691,060	-	7,691,060	108,604	533,600	8.4%	7,048,856
2022-205	Replace Shade Structure at Stanton Central Park	-	60,000	-	60,000	1,642	-	2.7%	58,358
2022-206	Premier Park Renovation	500,000	150,000	200,000	850,000	56,817	52,941	12.9%	740,242
2022-820	Stanton Park Adult Fitness Equipment	84,090	3,885	-	87,975	2,718	1,167	4.4%	84,090
2022-833	Stanton Park Refresh	-	-	410,000	410,000	-	-	0.0%	410,000
2023-201	Family Resource Center Improvements (Phase 2)	-	-	201,419	201,419	-	-	0.0%	201,419
Total Parks Projects		\$ 1,616,690	\$ 8,704,145	\$ 1,055,500	\$ 11,376,335	\$ 352,114	\$ 1,568,011	16.9%	\$ 9,456,210
Sewer									
2022-301	Sewer Master Plan Update	\$ -	\$ 531,225	\$ -	\$ 531,225	\$ 197,240	\$ 284,305	90.6%	\$ 49,680
2023-301	Annual Sewer Rehabilitation (FY 2022/23)	550,000	-	(550,000)	-	-	-	0.0%	-
Total Sewer		\$ 550,000	\$ 531,225	\$ (550,000)	\$ 531,225	\$ 197,240	\$ 284,305	90.6%	\$ 49,680
Facilities									
2022-839	ADA Transition Plan	\$ -	\$ -	\$ 110,000	\$ 110,000	\$ -	\$ 109,300	99.4%	\$ 700
2023-603	Stanton Community Center Improvements	-	-	500,000	500,000	-	130,388	26.1%	369,612
Total Facilities		\$ -	\$ -	\$ 610,000	\$ 610,000	\$ -	\$ 239,688	39.3%	\$ 370,312
GRAND TOTAL		\$ 4,506,690	\$ 11,340,155	\$ 1,141,696	\$ 16,988,541	\$ 2,498,784	\$ 2,230,151	27.8%	\$ 12,259,606

CITY OF STANTON
FY 2022/23
STATUS OF CAPITAL IMPROVEMENT PROJECTS (CIP)
JULY 1, 2022 THROUGH MARCH 31, 2023

Task Code	Description	Adopted Budget 2022/23	FY 2021/22 Budget Carryover	Other Budget Adjustments	Amended Budget 2022/23	YTD Actual 2022/23	Encumbrances	% Spent (Includes Encumbrances)	Remaining Budget
Funding Source									
101	General Fund	\$ 180,000	\$ 32,885	\$ -	\$ 212,885	\$ 2,718	\$ 30,167	15.4%	\$ 180,000
211	Gas Tax Fund	27,763	276,920	105,021	409,704	47,361	69,417	28.5%	292,926
215	RMRA Fund	1,011,998	1,109,895	(58,825)	2,063,068	1,079,603	-	52.3%	983,465
220	Measure M Turnback Fund	1,064,239	656,040	-	1,720,279	789,536	59,030	49.3%	871,713
221	CDBG-CV Grant Fund	-	-	500,000	500,000	-	130,388	26.1%	369,612
222	CDBG Grant Fund	-	350,000	-	350,000	-	350,000	100.0%	-
227	Other Grants Fund	1,107,976	7,691,060	425,000	9,224,036	108,604	757,181	9.4%	8,358,251
257	ARPA Fund	-	174,620	700,000	874,620	95,938	158,092	29.0%	620,590
305	Capital Projects Fund (Reserves)	31,000	92,930	-	123,930	34,572	-	27.9%	89,358
310	Park In-Lieu Fund	533,714	424,580	20,500	978,794	143,212	391,571	54.6%	444,011
501	Sewer Maintenance Fund	405,000	531,225	(405,000)	531,225	197,240	284,305	90.6%	49,680
502	Sewer Capital Improvement Fund	145,000	-	(145,000)	-	-	-	0.0%	-
GRAND TOTAL		\$ 4,506,690	\$ 11,340,155	\$ 1,141,696	\$ 16,988,541	\$ 2,498,784	\$ 2,230,151	27.8%	\$ 12,259,606

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: May 9, 2023

SUBJECT: AWARD OF A PROFESSIONAL SERVICES AGREEMENT TO HUB LTD. TO ASSIST IN THE REDESIGN OF THE CITY'S OFFICIAL LOGO, BRANDING AND MESSAGING

REPORT IN BRIEF:

The Council directed staff to solicit a qualified vendor to provide a refresh of the City's brand in September 2022. After completing the review process, staff recommends that the Council authorize the City Manager to enter into an agreement with HUB Ltd. to provide services in an amount not-to-exceed \$85,000, using funds allocated through the American Rescue Plan Act.

RECOMMENDED ACTION:

1. City Council declare this project to be categorically exempt under the California Environmental Quality Act, Section 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Approve a Professional Services Agreement with HUB Ltd. to assist in the redesign of the City's official logo, seal and overall brand for a not-to-exceed contract amount of \$85,000; and
3. Authorize the City Manager to bind the City of Stanton and HUB Ltd. in a contract to provide these services.

BACKGROUND:

At the Council meeting of September 28, 2021, the Council created an ad-hoc committee consisting of Council Member Warren and Council Member Taylor to discuss and plan for a refresh of the City's brand including the redesign of the City's seal. A Request for Proposal (RFP) was released in January 2022; however, a qualified vendor was not selected during the first release.

At the September 13, 2022, Council meeting, the Council revisited the topic of branding and approved an allocation of \$100,000 in American Rescue Plan Act (ARPA) funds to the City's Rebrand & Implementation Project. The ad-hoc committee then reevaluated the project and asked staff to rerelease a new RFP with the following revised scope:

- **Brand Assets:** City Logo, City Seal, Tagline, Document Templates
- **Style Guide**
- **Wayfinding Signs**
- **Strategic Communications Plan**

ANALYSIS/JUSTIFICATION:

On January 3, 2023, the City requested proposals from qualified firms to complete a redesign of the City's logo, branding and messaging. Proposals were due to the City on January 30, 2023. The rating panel represented various departments/divisions including Community Services, City Clerk, and Administrative Services. From the eight proposals submitted, three firms were selected to participate in an interview based on overall qualifications, expertise, current and past clients, and relevant municipal experience.

After thorough review of proposals, reference checks and interviews, staff determined that HUB presented the most qualified experience and expertise required for this project. HUB has demonstrated in previous projects that they have effectively developed visual branding, messaging platforms and engaged stakeholders in a way that meets the provided scope of work.

FISCAL IMPACT:

On September 13, 2022, the Council allocated \$100,0000 for a City Branding project (Task Code No. 2022-836). The remaining \$15,000 can be utilized for implementation of the developed brand.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

The City Attorney reviewed Attachment A as to form.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

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

PUBLIC NOTIFICATION:

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

Prepared by: Ashley Cain, Community Services Manager

Reviewed by: Zenia Bobadilla, Community Services Director

Fiscal Impact Reviewed by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachment(s):

A. Professional Services Agreement- HUB Ltd.

B. HUB Ltd. Proposal

**CITY OF STANTON
PROFESSIONAL SERVICES AGREEMENT
FOR
BRANDING AND MESSAGING SERVICES**

1. PARTIES AND DATE.

This Agreement is made and entered into this 9th day of May 2023, by and between the City of Stanton, a municipal organization organized under the laws of the State of California with its principal place of business at 7800 Katella Avenue, Stanton, California 90680 (“City”) and **HUB, a LIMITED LIABILITY COMPANY**, with its principal place of business at **I1200 NW NAITO PARKWAY #470, PORTLAND, OREGON 97209** (“Consultant”). City and Consultant are sometimes individually referred to herein as “Party” and collectively as “Parties.”

2. RECITALS.

2.1 Consultant.

Consultant desires to perform and assume responsibility for the provision of professional **BRANDING AND MESSAGING** consultant services required by the City on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing professional **BRANDING AND MESSAGING** consultant services to public clients, is licensed in the State of California, and is familiar with the plans of City.

2.2 Project.

City desires to engage Consultant to render such services for the **BRANDING AND MESSAGING** project (“Project”) as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional **BRANDING AND MESSAGING** consultant services necessary for the Project (“Services”). The Services are more particularly described in Exhibit “A” attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from **MAY 9, 2023** to **MAY 9, 2024**, unless earlier terminated as provided herein. The City Manager shall have the unilateral option, at its sole discretion, to renew this Agreement annually for no more than two additional one-year terms. Consultant shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Consultant.

3.2.1 Independent Contractors, Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Consultant on an independent contractor basis and not as an employee. Consultant shall complete, execute, and submit to City a Request for Taxpayer Identification Number and Certification (IRS Form W-9) prior to commencement of any Services under this Agreement. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of City and shall at all times be under Consultant's exclusive direction and control. Neither City, nor any of its officials, officers, directors, 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 pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant's conformance with the Schedule, City shall respond to Consultant's submittals in a timely manner. Upon request of City, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of City.

3.2.4 Substitution of Key Personnel. Consultant has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. In the event that City and Consultant cannot agree as to the substitution of key personnel, City shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the City, or who are determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Consultant at the request of the City. The key personnel for performance of this Agreement are as follows: **JENNIFER GUIBORD, DIRECTOR OF CREATIVE DEVELOPMENT.**

3.2.5 City's Representative. The City hereby designates the City Manager, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Contract. The City Manager hereby designates **ASHLEY CAIN,**

COMMUNITY SERVICES MANAGER, or his or her designee, as the City's contact for the implementation of the Services hereunder. Consultant shall not accept direction or orders from any person other than the City's Representative or his or her designee.

3.2.6 Consultant's Representative. Consultant hereby designates **JENNIFER GUIBORD, DIRECTOR OF CREATIVE DEVELOPMENT**, or his or her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. The consultant agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional calling necessary to perform the Services. Consultant warrants that all employees and subconsultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and subconsultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold City, its officials, directors, officers, employees, agents and volunteers free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Insurance.

3.2.10.1 Time for Compliance. Consultant shall not commence Work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Consultant shall not allow any subconsultant to commence work on any subcontract until it has provided evidence satisfactory to the City that the subconsultant has secured all insurance required under this section.

3.2.10.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder and without limiting the indemnity provisions of the Agreement, the Consultant in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement, the following policies of insurance. If the existing policies do not meet the Insurance Requirements set forth herein, Consultant agrees to amend, supplement or endorse the policies to do so.

- (a) **Commercial General Liability:** Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office “occurrence” form CG 0001, with minimum limits of at least \$1,000,000 per occurrence, and if written with an aggregate, the aggregate shall be double the per occurrence limit. Defense costs shall be paid in addition to the limits.

The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to the Agreement.

- (b) **Automobile Liability Insurance:** Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering “Any Auto” (Symbol 1) with minimum limits of \$1,000,000 each accident.
- (c) **Contractors Pollution Liability:** [Include only if there is a pollution liability exposure.]

Contractors Pollution Liability Insurance covering all of the contractor’s operations to include onsite and offsite coverage for bodily injury (including death and mental anguish), property damage, defense costs and cleanup costs with minimum limits of \$5 million per loss and \$10 million total all losses. The policy shall contain no endorsements or provisions limiting contractual liability or coverage for cross liability of claims or suits by one insured against another.

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting

period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

- (d) Professional Liability: Professional Liability insurance with minimum limits of \$1,000,000. Covered professional services shall specifically include all work to be performed under the Agreement and delete any exclusions that may potentially affect the work to be performed (for example, any exclusions relating to lead, asbestos, pollution, testing, underground storage tanks, laboratory analysis, soil work, etc.).

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

- (e) Workers' Compensation: Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than \$1,000,000 per accident for bodily injury and disease.

3.2.10.3 Endorsements. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for approval.

- (a) The policy or policies of insurance required by Section 3.2.10.2 (a) Commercial General Liability and (c) Contractor's Pollution Liability shall be endorsed to provide the following:

- (1) Additional Insured: The City, its officials, officers, employees, agents, and volunteers shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement.

Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Consultant; or (4) contain any other exclusions contrary to the Agreement.

- (2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

- (b) The policy or policies of insurance required by Section 3.2.10.2 (b) Automobile Liability and (d) Professional Liability shall be endorsed to provide the following:
 - (1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.
- (c) The policy or policies of insurance required by Section 3.2.10.2 (e) Workers' Compensation shall be endorsed to provide the following:
 - (1) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.
 - (2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

3.2.10.4 Primary and Non-Contributing Insurance. All insurance coverages shall be primary and any other insurance, deductible, or self-insurance maintained by the indemnified parties shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

3.2.10.5 Waiver of Subrogation. Required insurance coverages shall not prohibit Consultant from waiving the right of subrogation prior to a loss. Consultant shall waive all subrogation rights against the indemnified parties. Policies shall contain or be endorsed to contain such provisions.

3.2.10.6 Deductible. Any deductible or self-insured retention must be approved in writing by the City and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

3.2.10.7 Evidence of Insurance. The Consultant, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15) days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required

insurance has been reinstated or has been provided through another insurance company or companies.

3.2.10.8 Failure to Maintain Coverage. Consultant agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to the City. The City shall have the right to withhold any payment due Consultant until Consultant has fully complied with the insurance provisions of this Agreement.

In the event that the Consultant's operations are suspended for failure to maintain required insurance coverage, the Consultant shall not be entitled to an extension of time for completion of the Services because of production lost during suspension.

3.2.10.9 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

3.2.10.10 Insurance for Subconsultants. All Subconsultants shall be included as additional insureds under the Consultant's policies, or the Consultant shall be responsible for causing Subconsultants to purchase the appropriate insurance in compliance with the terms of these Insurance Requirements, including adding the City as an Additional Insured to the Subconsultant's policies.

3.2.11 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions as applicable shall include, but shall not be limited to: (A) adequate life protection and life saving equipment and procedures; (B) instructions in accident prevention for all employees and subconsultants, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.3 Fees and Payments.

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed **EIGHTY-FIVE THOUSAND DOLLARS (\$85,000)** ("Total Compensation") without written approval of City's **CITY MANAGER**. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Consultant shall submit to City a monthly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from the City.

3.3.5 Prevailing Wages. Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. City shall provide Consultant with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the project site. It is the intent of the parties to effectuate the requirements of sections 1771, 1774, 1775, 1776, 1777.5, 1813, and 1815 of the Labor Code within this Agreement, and Consultant shall therefore comply with such Labor Code sections to the fullest extent required by law. Consultant shall defend, indemnify and hold the City, its elected officials, officers, employees, agents and volunteers free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 General Provisions.

3.5.1 Termination of Agreement.

3.5.1.1 Grounds for Termination. City may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to City, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause.

3.5.1.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such document and other information within fifteen (15) days of the request.

3.5.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Consultant:

Jennifer Guibord
HUB Ltd.
1200 NW Naito Pkwy #470
Portland, OR 97209

City:

City of Stanton
7800 Katella Avenue
Stanton, CA 90680
Attn: **ASHLEY CAIN, COMMUNITY SERVICES**

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement (“Documents & Data”). Consultant shall require all subconsultants to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subconsultant prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents and Data at any time, provided that any such use not within the purposes intended by this Agreement shall be at City’s sole risk.

3.5.3.2 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City’s name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

3.5.3.3 Confidential Information. The City shall refrain from releasing Consultant’s proprietary information (“Proprietary Information”) unless the City’s legal counsel determines that the release of the Proprietary Information is required by the California Public Records Act or other applicable state or federal law, or order of a court of competent jurisdiction, in which case the City shall notify Consultant of its intention to release Proprietary Information. Consultant shall have five (5) working days after receipt of the Release Notice to give City written notice of Consultant’s objection to the City’s release of Proprietary Information. Consultant shall indemnify, defend and hold harmless the City, and its officers, directors, employees, and agents from and against all liability, loss, cost or expense (including attorney’s fees) arising out of a legal action brought to compel the release of Proprietary Information. City shall not release the Proprietary Information after receipt of the Objection Notice unless either: (1) Consultant fails to fully indemnify, defend (with City’s choice of legal counsel), and hold City harmless from any legal action brought to compel such release; and/or (2) a final and non-appealable order by a court of competent jurisdiction requires that City release such information.

3.5.4 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.5 Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.5.6 Indemnification.

To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorneys fees and other related costs and expenses. Consultant's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the Consultant or the City, its officials, officers, employees, agents or volunteers.

If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance as a "design professional" (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

3.5.7 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.

3.5.8 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Orange County.

3.5.9 Time of Essence. Time is of the essence for each and every provision of this Agreement.

3.6 City's Right to Employ Other Consultants. City reserves right to employ other consultants in connection with this Project.

3.7 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.8 Assignment or Transfer. Consultant shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the City. Any attempt to do so shall be null and void, and any assignees,

hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.9 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subconsultants of Consultant, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.10 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.11 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.12 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.13 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.14 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.15 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subconsultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of City's Minority

Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.16 Labor Certification. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.17 Authority to Enter Agreement. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.18 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.19 Declaration of Political Contributions. Consultant shall, throughout the term of this Agreement, submit to City an annual statement in writing declaring any political contributions of money, in-kind services, or loan made to any member of the City Council within the previous twelve-month period by the Consultant and all of Consultant's employees, including any employee(s) that Consultant intends to assign to perform the Services described in this Agreement.

3.20 Subcontracting.

3.20.1 Prior Approval Required. Consultant shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

[Signatures on following page.]

IN WITNESS WHEREOF, the parties have executed this Professional Services Agreement on this 9th day of May, 2023.

CITY OF STANTON

HUB LTD.

By: _____

By: _____

Hannah Shin-Heydorn
City Manager

Lindsay Charlet
CEO & Creative Director

ATTEST:

By: _____

By: _____

Patricia Vazquez
City Clerk

APPROVED AS TO FORM:

By: _____

Best Best & Krieger LLP
City Attorney

EXHIBIT “A”

SCOPE OF SERVICES

Deliverables

- **Brand Assets:** Finalized logo designs and template materials.
 - City Logo (in various colorways)
 - Accompanying logos for City departments
 - City Seal (in various colorways)
 - City Tagline
 - Document Templates (letterhead, forms, etc.)

- **Style Guide:** A comprehensive document illustrating the graphic standards and rules for use of the City logos, colors and typography along with design mockups for key materials and guidance for brand applications.

- **Wayfinding Signs**
 - Inventory of current signs
 - Design for signs throughout City to match Style Guide

- **Strategic Communications Plan:** to guide Stanton’s communication and community engagement efforts over the next three years. This plan should include a Key Messaging Platform.

EXHIBIT “B”

SCHEDULE OF SERVICES

Phase 1: Research & Brand Strategy: 4-6 weeks

Phase 2: Brand Messaging Development: 8-10 weeks

Phase 3: Development of Visual Brand: 8-10 weeks

Phase 4: Brand Guidelines & Training: 3 weeks

Phase 5: Brand Roll Out: 2-6 months

- Wayfinding Signs: 1-3 months
- Strategic Communications Plan: 1-3 months

EXHIBIT “C”
COMPENSATION

Phase 1: Research & Brand Strategy \$6,000

Phase 2: Brand Messaging Development \$18,450

Phase 3: Development of Visual Brand \$26,750

Phase 4: Brand Guidelines & Training \$4,250

Phase 5: Brand Roll Out \$26,000

Reimbursable expenses (travel, shipping, etc.) not to exceed \$3,500

Executive Summary

Founded in 2004, HUB is a woman-owned agency of creative strategists and designers with a diverse client base that spans tourism, higher education, retail, government agencies, and nonprofits. We work with our clients to find and capture the big idea, bring it to life, and create authentic designs that inform and inspire.

We get our clients in ways big agencies don't. We don't show up and tell you our big ideas. We listen, learn and discover them together.

HUB has extensive experience working with cities, towns, counties and various state and national organizations on design and strategy projects of all shapes and sizes.

The HUB team consists of twelve full-time employees, whose expertise spans graphic design and illustration, marketing, strategy, and project management. For each project, we assign a strategic project manager who will be your primary point of contact. They will work with your project team to outline the project needs and requirements, present project deliverables, and act as your representative within our studio as work progresses. If a project begins to shift in scope or size, he or she will immediately flag this and work with you to find the best way forward keeping the project on time and budget with a beautiful outcome.

HUB's approach is iterative and collaborative, with oversight and communication that happens organically as part of our design process. Our project managers closely communicate with each client to ensure they are part of the process every step of the way. We build in rounds of revision, and feedback sessions to foster open dialogue and send along our presentations/works in progress for you to review outside of meetings.

In the following pages of this Executive Summary you will find the following:

- An Overview of **Our Services** - pg 4
- Details on **Our Team** - pg 5
- Our approach to **Outreach & Community Engagement** - pg 7
- **Our Understanding and Project Strategy** - pg 8
- Our **Past Experience** - pg 14

Attachment: B

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

HUB is...

RIGHT-SIZED.

One office. 12 employees. Our team is nimble and accessible.

COLLABORATIVE.

Listening is our superpower. We know a good idea can come from any voice in the room, so we work collaboratively to surface it.

EXPERIENCED.

18 years running. Hundreds of projects. Lots of repeat customers. Whatever you need, chances are we've been there.

FUN.

We're serious about what we do. And we guarantee you'll smile, laugh, and maybe squirt water out of your nose along the way.

WOMAN-OWNED.

And proud of it.

SCRAPPY.

We know how to make a lot from a little. Big or small, we are personally invested in the outcome of every project we take on.

THRIFTY.

We deliver real value for money. Your fees turn into great work, not vintage pinball machines, kegerators, or conference rooms that look like beehives.

APPROACHABLE.

We speak business and have the strategic chops to prove it. We also aren't the kind of people who want to impress you with all the three-letter acronyms we know. Design shouldn't be elite.

CURIOUS.

What's your story?

We help with...

strategy + design

comprehensive brand strategy

Your brand is more than a logo and a tagline. Having a strategy that combines visual look-and-feel, tone-of-voice, organization goals, marketing, and communications planning makes your brand a powerful tool and you an expert in how to use it.

marketing

Who's seeing your brand message? How? Where? Why? We'll craft a strategy that sparks excitement and action from your audience.

communications

What's the plan for getting the word out? How often are you emailing, sending out mailers, using social media? We'll lay the plan out with easy steps.

campaigns

Not just for politicians; meaningful connection requires the right timing and delivery.

research

Analyze the competition, research relevant trends and futures, understand your target audience.

content development

Before you work on how to say it, you need to know what it is. Define the right messages and subjects.

copywriting and editing

Communicate in the right tone of voice. Keep the essential words and nix the fluff.

destination assessment

Want to attract tourists or new business? We can help define your biggest assets and challenges.

project management

Lots of moving parts? Tight budgets and deadlines? We've got managers who make spreadsheets for fun.

branding and identity

Not just logos, but entire visual systems to cohesively and beautifully represent your brand.

package design

Why would they buy it if the container is ugly?

print design

Brochures, postcards, billboards, letterhead, magazines, books—anything ink plus paper.

web design

As much time as we spend online you better have a beautiful, informative, experiential presence.

environmental design

Any sort of space a body inhabits. Could be a trade show booth, building wayfinding, interior design.

exhibition design

Tell a story about history or science, or display art. We make sure it looks its best and create an awesome experience.

presentation design

Need to impress the big wigs? Wow them with a kick-ass presentation.

custom objects and items

Sometimes you just need a weird box, or a trophy, or a bandanna, or a burrito costume. We won't judge.

illustration and infographics

Say something really important and dense and complicated in a simple, visual way.

production design

Got a design already? Just need a new document to look like something else? We can do that too.

Our team wears many hats. Most sit squarely in **strategy, creative, and project management** and many fall outside those lines. We share project loads depending on the work required putting the most well suited at the helm. Projects are assigned one point of contact to help things run smoothly through the duration of a project.



Lindsey Charlet

CEO & Creative Director

Tenure at HUB: 19 years

Key Projects: Fredericksburg, Carbon County

Expertise: executive oversight, client relations, brand discovery, production oversight

Education: BFA, Graphic Design
Pacific Northwest College of Art



Jen Guibord

Director of Creative Development

Tenure at HUB: 8 years

Key Projects: Green River, Pleasant Hill, Utah Counties, Snohomish, Ellsworth

Expertise: : strategic planning, brand frameworks, brand messaging, project oversight

Education: BA, Anthropology
St. Lawrence University



Bryan Brooks

Strategic Project Manager

Tenure at HUB: 6 years

Key Projects: Snohomish, Ellsworth, Pleasant Hill, Utah Counties, PDX 311

Expertise: Concept development, brand strategy, copy writing, project management, master planning

Education: Master of Architecture,
University of Washington



Zack Custer

Senior Designer

Tenure at HUB: 8 years

Key Projects: Heber Valley UT, Ellsworth, Portland Street Response, The Helper Museum, Fredericksburg

Expertise: advertising, marketing, brand development, web design, standardization and iconography

Education: BA, Graphic Design
Minneapolis College of Art and Design



Colleen Fulford

Senior Designer

Tenure at HUB: 10 years

Key Projects: PDX311, PBOT, Emery County UT, Fredericksburg

Expertise: logo design, advertising, marketing, brand management, mood boards

Education: BFA, Applied Visual Arts & Graphic Design
Oregon State University



Makenna Sullivan

Senior Designer

Tenure at HUB: 5 years

Key Projects: Pleasant Hill CA, Safe Rest Villages, Carbon County UT, Beaver County UT

Expertise: brand development, illustration, user experience design, infographics

Education: BFA, Design & Digital Media Laguna College of Art & Design



Kat Brint

Designer

Tenure at HUB: 2 years

Key Projects: Mercy Corps, National Crittenton, PBOT

Expertise: Graphic Design, Animation & Video Production, Typography, Iconography, Art Direction

Education: BFA Applied Visual Arts / Graphic Design; Oregon State University



Frances Erlandson

Strategic Project Manager

Tenure at HUB: 1 year

Key Projects: Alberta Alive, Portland Parks Foundation

Expertise: marketing, brand management, copy writing, digital services, video production, master planning

Education: BA Poetry & Architecture, Bennington College



Faith Harderson

Strategic Project Manager

Tenure at HUB: 4 years

Key Projects: Carbon County UT, Linfield University, Pleasant Hill CA

Expertise: advertising, marketing, brand management, media buying, digital services, video production, social mediamanagement

Education: BA, Marketing & Economics, Linfield College



Dana Goetsch

Designer

Tenure at HUB: 4 years

Key Projects: Oregon State Parks, Carbon County UT

Expertise: advertising, marketing, brand management, layout design, social media

Education: BA Product Design University of Oregon



Christine Gallagher

Creative Strategist/Designer

Tenure at HUB: 1 year

Key Projects: Ellsworth ME, Alberta Alive

Expertise: strategic planning, systems design, creative strategy, oversight and management

Education: MFA Graphic Design, Rhode Island School of Design; BFA Painting & Drawing, University of Oregon



Ruvini Wijesekera

Designer

Tenure at HUB: 1 year

Key Projects: Millard County, UT

Expertise: Brand & Identity Design, Graphic Design, Animation & Video Production, Typography, Iconography, Art Direction

Education: BA, Graphic Design Loyola University, New Orleans



RAMBLERS



HUB loves helping towns, destinations, and institutions find their voice and define who they are. Recent and current projects have taken us to rural Utah, coastal Maine and wine country Washington. For each we have engaged community members, worked with stakeholders and leveraged all our learnings to build beautiful brands, plans and so much more.

Several years ago, we initiated an ongoing relationship with the state and communities of Utah, assisting towns and counties with creating a strategic brand identity and marketing plan for growing tourism and economic development. These projects have two goals: celebrate a cohesive, strong sense of place for the people that live there and communicate to those who don't why these places are worth visiting. To date we have completed work for Green River, Emery County, Carbon County, Beaver County, Wasatch County, Morgan County and Millard County.

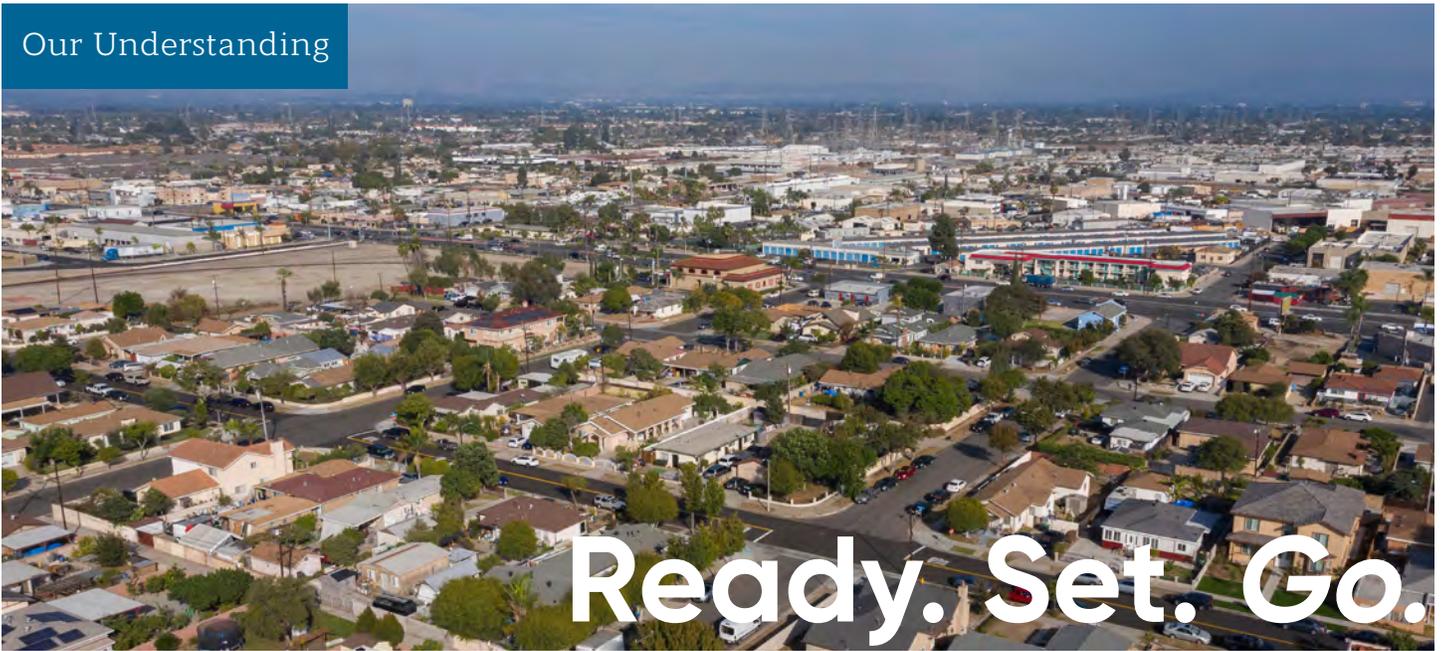
In addition to this, HUB has worked with cities and towns around the country to help with a variety of branding and marketing challenges from asset mapping and destination assessments to marketing campaigns and collateral design and development.

Gathering community input

These projects involve many stakeholders with lots of opinions, and we want to hear them all! Crafting a unified strategic brand and messaging means hearing everyone's side of the story and understanding what they value in a place. For Green River, we collaborated with local agencies to gather data from the community through surveys, working sessions, and design workshops. This information revealed what various people—high-schoolers, seniors, the Hispanic population, business owners, locals who had moved away, etc.—thought made Green River special. We distill that feedback and research into a cohesive brand statement that drives the development of the overarching vision, graphics, tone and messaging. For Carbon County, this meant fostering a unified sense of pride in the community and presenting a series of cities spread throughout the county as a cohesive tourist destination.

Outreach and engagement

Our approach to outreach and engagement has been described as non-traditional and fun. We pride ourselves on designing creative activities that are unexpected and yield key insights and opportunities. We don't ask straightforward questions and record answers, we start conversations, ask questions and listen with genuine interest. We follow up these initial engagements with surveys and questionnaires as needed - diving deeper into the topics that have surfaced during our initial outreach and engagement efforts.



THE OPPORTUNITY

The city of Stanton is known for its strong sense of community and tremendous growth potential. It's location within Orange County, paired with the significant investments the city has made into many of its signature attractions and amenities has positioned it as a desirable place to live, work, recreate and open a business.

The challenge is to define an authentic, compelling brand that fosters a sense of pride and identity for current residents and business, and positions the city for further growth and expansion. To do this, we need to uncover all that makes Stanton special and build a brand that celebrates that!

WE'VE GOT YOU!

As your partner on all things branding and messaging, we foster collaboration and dig deep to understand the main motivators for both you and your audiences.

Our approach is collaborative, and iterative. We don't come in with a big idea that we sell to you, we work with you to discover who you are and who

you aspire to be. We recommend, we revise, and we refine until we align. Then we create a brand that embodies all that we have learned, paired with a strategy for marketing and promoting it.

We always consider the audience's viewpoint: what will catch their eye? How do they want to be engaged? That said, we believe there is more to this project than simply gaining attention. We need to foster interest and sincere curiosity in your city and then deliver information in a memorable, creative way.

SYSTEM RULES

A cohesive, strategic system is key. At HUB we work with our clients to define and cultivate a unique voice and message that can be used across campaigns, online, and the built environment, making sure that our brands are in fact robust toolkits, empowering you to use them going forward to achieve your goals and objectives.

When you pair this approach with our impeccable design skills, you get something special: a unique ability to define the big picture and then make it a reality, down to the last detail.

OUR PLAN FOR STANTON:

- Listen to your stakeholders and community members. What's important to them in this process? How can we meaningfully work together every step of the way?
- Embrace universal truths about branding and messaging while capitalizing on the history and essence of Stanton and its residents.
- Understand your audiences. Craft a brand that speaks to them and embodies your core essence.
- Define what makes you unique, and balance where and how you should compete and differentiate with similar cities and destinations.

Phase I: Research and Brand Strategy Development

First, we listen and learn. We'll have a formal kick-off, with all the core decision makers present, where we discuss the project with the goal of reviewing the scope, refining details and timelines, and finalizing the execution strategy. Paired with working sessions, we will learn and analyze the context of your goals.

HUB will review work done by the city in anticipation of this project as well as conduct our own background research and assessment. Based on our initial research, we will solicit insights and feedback from stakeholders. HUB works to distill our learnings into a strategy from which we craft your visual identity and strategic communications plan.

DELIVERABLES:

- Findings Report
- Brand Development Strategy
- Plan of Accomplishment

TIMELINE: 4-6 WEEKS

1. LEARN YOUR STORY

We lead stakeholders and key audiences in a series of exercises and interviews to bring to life the community's core principles and characteristics.

Our team then reviews and synthesizes the feedback while simultaneously evaluating the existing branding and messaging, as well as any other studies, products, surveys and audits that might provide additional insight.

Next we work to understand your current brand perception. What do people see as the major strengths and challenges associated with what you have. This helps us create a new brand, that has a robust application system that unifies the different applications and requirements while also reaching and engaging the desired audiences.

2. MARKET ANALYSIS

We always like to take a quick look at what others are doing by conducting a top level market analysis to understand where Stanton belongs in the larger economic and residential landscape.

From this we compile a series of branding case studies of similar cities from which we can draw inspiration and understand ways Stanton can capitalize upon its unique qualities.

3. DEFINE GOALS

Before design begins, we want to clearly prioritize and articulate the goals and objectives and outline a plan of accomplishment.

The results of this effort will be a refined deliverable schedule and approval process for the project based on a shared understanding of goals and objectives.

Example: Green River, Utah

GREEN RIVER – PHASE ONE SUMMARY SHEET

BRAND ESSENCE
(reason for being for the Green River brand)

CONFLUENCE OF AUTHENTIC HERITAGE & INVIGORATED CULTURE

KEY PRINCIPLES

IS	IS NOT
remote (frontier town)	disconnected
peaceful	static
proud	flawless
beautiful	polished
gritty	grimy

EXPLORER SEGMENTS

THE ADVENTURERS
The adventurer is motivated by the thrill of nature as a playground. They like to explore with gear: mountain bike, climbing shoes, raft or ATV.

THE SOUL SEEKERS
They travel for solace and to commune with the outdoors. The surrounding nature provides time and space for introspection and discovery.

THE PACK
Bonding with the group, whether a part of a young family, a group of geologists, a gang of motorcyclists or an organized tour group, these folks are looking to learn and experience the west in tandem with others.

THE PASSERSBY
En route to their next destination, they are seeking sustenance and entertainment to break the monotony of a long road trip.

KEY PRINCIPLES

FOCUS PERSONA FOR BRANDING

what would BROOKE HUNTERLY think?

THE EXPLORERS

BRAND FOCUS*

on the Values and Motivations of the Soul Seekers and the Pack. They are also the more logical s to Moab and the Passersby are already physically near Green River and are looking for more s

*for our brand voice definition, not marketing purposes

<p style="text-align: center;">THE SOUL SEEKERS</p> <p style="text-align: center;"><i>They travel for solace and to commune with the outdoors. The surrounding nature provides time and space for introspection and discovery.</i></p>	<p style="text-align: center;">THE PACK</p> <p style="text-align: center;"><i>Bonding with the group, whether a part of a young family, a group of geologists, a gang of motorcyclists or an organized tour group, these folks are looking to learn and experience the west in tandem with others.</i></p>
SEEKING	SEEKING
<i>Solace, Respite</i>	<i>Community, Learning</i>
VALUES	VALUES
<i>Beauty, Experience</i>	<i>Beauty, Shared Experience</i>
MOTIVATIONS	MOTIVATIONS
<i>Rejuvenation, Discovery</i>	<i>Connection, Discovery</i>

Phase II: Brand Messaging Development

HUB develops brand messaging and visual identity concurrently, so messaging and design will overlap and inform each other. We think holistically about communications and base our recommendations on your unique story. Some clients don't need a tagline or, depending on the visual identity, only use certain messaging in specific contexts. That's why we explore message and visuals together.

To start, HUB presents different messaging and tone-of-voice directions to give you opportunities to give us feedback that inform our team. We do application studies, pairing taglines and top level messaging with the visual directions under consideration.

We think beyond bold statements to strategize about how communications should be used across various engagement levels and tailored for different audiences.

DELIVERABLES:

- Iterative versions of brand messaging and tone of voice
- Initial explorations and refinement of a brand implementation strategy

TIMELINE: 8-10 WEEKS

1. TONE & HIERARCHY

To define the brand's voice we do a series of exercises presenting the same content using different voices to gain further understanding about tone and voice characteristics.

Once we have the voice defined, we look at messaging hierarchy, exploring how different types of content and communication strategies can be used to reach different audiences. For this we use our Attract > Engage > Connect framework to speak to what types of messages go where.

2. TAGLINE & MESSAGES

Based on our research and understanding of the brand foundation and the messaging work

we have done, we present iterative tagline and key message options that summarize and present something meaningful, memorable, and inspiring about Stanton.

3. DEFINE STRATEGY

We begin to explore the various options to strategically apply the brand and messaging, outlining opportunities and recommendations across all channels.

The defined tone, messaging hierarchy, and final tagline and key messaging options are added into your brand guidelines, helping you and future partners write in the voice of the brand going forward.

Example: Stay Pleasant Hill, California

CAMPAIGN-CENTRIC TAGLINES FOR A TOURISM DISTRICT: GO _____, STAY PLEASANT

Explore the cells of Alcatraz and gaze in wonder at the Golden Gate in San Francisco. Find the perfect apparel at the top outlet stores of the East Bay. Taste the indulgent flavors of Wine Country. Hike the trails of formidable Mt. Diablo. Wherever you go, whatever you do, be sure to stay pleasant—Pleasant Hill, that is. Our friendly little city is right in the middle of everything that's great about the Bay and Northern California. And with tons of comfortable accommodations and dining choices to satisfy any picky eater, you're guaranteed a Pleasant stay. We bet our name on it.

WELCOME TO THE COMFORT ZONE

We're all for adventure—and around here, you'll find plenty of it. But at the end of a long day of work or exploring, Pleasant Hill offers a welcome oasis from all the hustle and bustle. Our friendly community is just a quick BART ride to the big-city excitement of San Francisco. We're also just a stone's throw from the world-class wines of Napa and Sonoma Valleys. With great restaurants, affordable lodging and friendly locals, you'll find everything you need to make yourself all kinds of comfortable. Pay us a visit and see

Phase III: Development of the Visual Brand

To begin our visual explorations, we sample designs that exist in the world to create mood boards - these illustrate different directions that we can take the logo and brand identity. The goal is to foster conversation around what you like and dislike prior to investing time (and money) in the wrong direction. Once we have feedback on our explorations, we begin our design work, crafting different design directions and iterations, giving you multiple opportunities to provide feedback. Together we'll also brainstorm how this strategy is implemented, illustrated across various engagement levels.

The visual identity we develop should originate from our understanding of the City's brand essence defined in Phase I. We create brands that represent places authentically (we don't want to promise something the city can't delivery in actuality).

DELIVERABLES:

- Iterative design rounds of logo and visual identity explorations
- Brand application studies

TIMELINE: 8-10 WEEKS

1. VISUAL EXPLORATIONS

Our creative process starts off with mood boards. These represent different visualizations of the attributes of your city that are identified in earlier work. We focus on pulling different aspects of your brand forward, illustrating how to prioritize different aspects of the city, its people, and all that makes Stanton special. Feedback on the boards provides insight to our design team on what you like, why you like it and gives us the direction that we need to start sketching and creating logo studies.

2. LOGO DESIGN

When we start designing logos, we sketch out a variety of options based on your feedback - your likes and dislikes. We like to present options, variations. Sometimes we present a mild, medium and spicy direction, just to see how far you want to push the brand. It's a fun process, and allows you to see what the potential is, discover what feels right, and move forward with confidence.

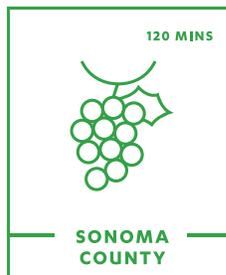
3. BRAND SYSTEM DEVELOPMENT

Once we have a logo direction, the brand evolves and expands, and our team dives into further explorations of design elements such as illustrations, colors, fonts, hierarchy, and imagery. It is at this point where we figure out logo variations, city seals, icons, lock-ups and all the other items that will make up the full identity system.

In many cases, the ability to see how the logo could be applied, helps finalize opinions. To do this we explore application of the brand elements to collateral pieces, such as a business card, website landing page, brochure, billboard, vehicle wraps, baseball caps and etc.

Once we have a final logo, identity system and application designs that the team is happy with, we begin work on brand guidelines and roll-out strategy.

Examples: Pleasant Hill, California and Green River, Utah



Phase IV: Brand Guidelines and Training

This is our opportunity to be a good partner. We package all your brand assets into easily usable files and create your comprehensive brand guidelines that details the why and how of the brand. These guidelines can live digitally and in print for use by the communications team, trusted partners and brand ambassadors.

Guidelines include overarching brand principles, logo lockup treatments, font usage, patterns and illustrations, tagline lockups, and asset application examples, among other necessary sections that may be defined for this specific brand as it is designed.

DELIVERABLES:

- Final brand assets
- Final brand guidelines
- Brand usage training session

TIMELINE: 3 WEEKS

1. BRAND GUIDELINES

HUB will create brand guidelines document that outline:

- Brand elements and how to use them - the dos and don'ts for logo lock-ups, the application of colors, patterns, imagery and typography.
- Brand messaging - the brand attributes, selected tone of voice styling, messaging heirarchy and approved brand messages and tagline(s).
- Brand applications - the application studies that were created during the design process
- Final Asset Organization- how to find the brand assets in the the delivered final files.

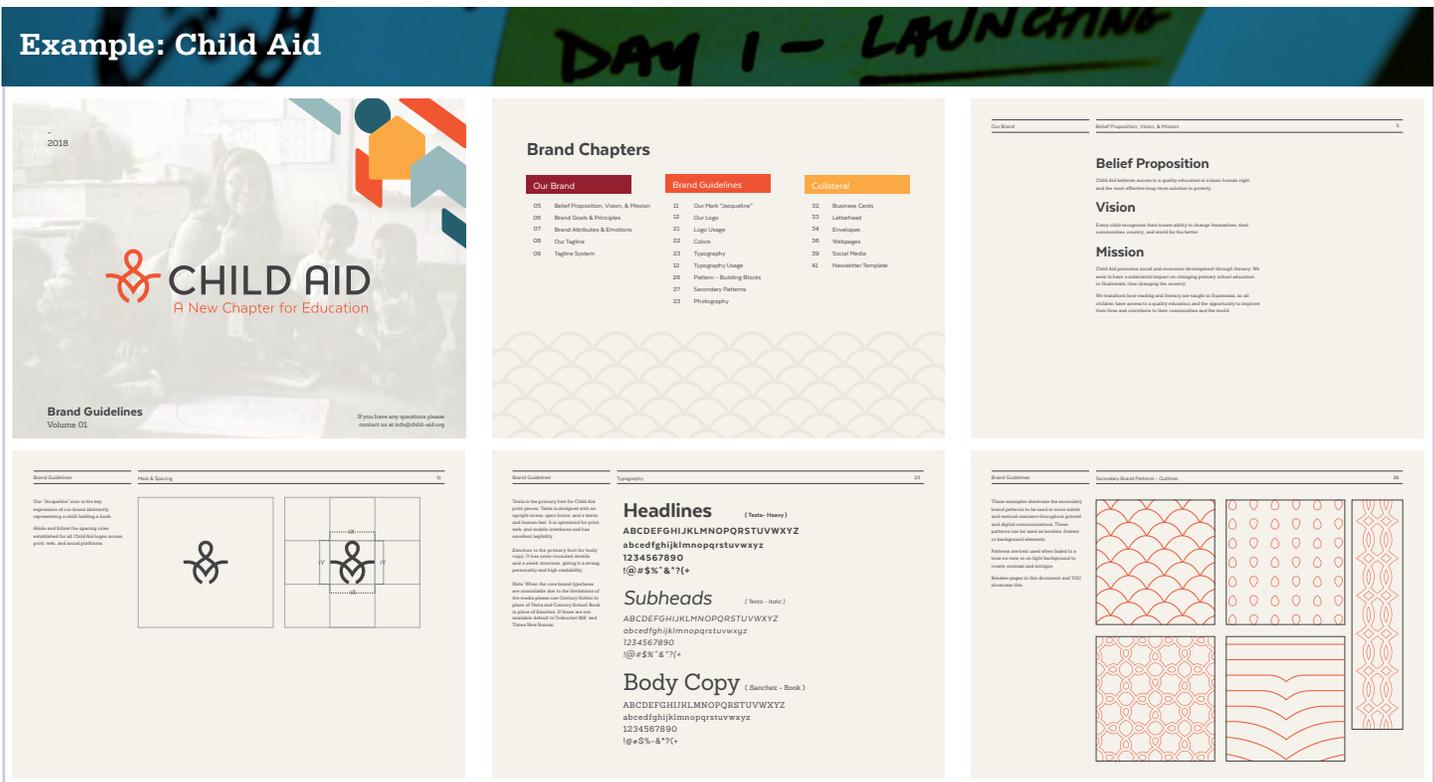
The goal is to anticipate the various applications and provide the rules and usage guidelines that will help you avoid inconsistent application going forward.

2. FINAL FILES

HUB will package up all production ready assets, art files, and applications studies and deliver them to you for you to use going forward. All logo variations and city seal will be saved out in each brand color as jpgs, pngs, svgs and vector art files or as otherwise specified. For the application studies, HUB will save out template files to client provided specifications.

3. TRAINING

HUB will organize a training session for those who are likely to employ the new brand in a variety of formats. We'll walk through the guidelines, provide examples of brand dos and don'ts, and answer questions about specific use cases and general application queries.



Phase V: Brand Roll Out

DAY 1 - LAUNCHING

WAYFINDING SIGNS

At the start of the project, HUB will explore the city and surrounding area to get a deep sense of the place and intuitive and explicit boundaries, circulation paths, and destinations in the city and beyond.

HUB, in coordination with city representatives, will inventory existing signs, and map out recommendations for placement adjustments or additional signage for stakeholder review.

Working with the new brand, HUB will provide design directions for the visual expression of the signage. HUB will provide several options for feedback.

Based on the feedback we receive, HUB will finalize design of all signage types, and provide templates expressing materials, font treatment (type, color, size), colors, iconography usage for each sign dimension.

DELIVERABLES:

- Implementation plan & schedule
- Iterative wayfinding designs
- Final wayfinding designs
- Spec documents for fabrication

TIMELINE: 1-3 MONTHS

STRATEGIC COMMUNICATIONS PLAN

It takes serious intention to ensure that your messages captivate, inform and inspire. Our approach is to both understand the audience and holistically look at how we can intersect them in meaningful ways.

We look at general communications and campaigns as both a verbal and visual language that together empower you to engage and align around goals and objectives. Our brand strategists are well versed at guiding cities and towns through best practices for engaging with their communities and reaching new audiences as well.

Providing details around what we would include in your communication plan at this point would be premature, since we haven't met you nor delved into all the research and foundational work we would be doing as part of the greater branding initiative.

What we can do is outline how we'll get to that final plan, plus our general approach to communications and key messaging.

1. ANALYSIS

We want to review existing marketing and communication efforts, gaining an understanding of what is working and what isn't.

We also take the time to define the team members that will be impacted by this effort; outline specific goals and objectives for engaging local

businesses, residents, visitors and prospects. Typically we do this by reaching out to different groups to get their feedback on the success of the current communications and marketing and what they'd like to see in the next three to five years.

2. PLANNING

We will distill our research and compiled feedback into a plan that is broken down by priorities and level of effort. We find this approach allows for easy wins (small level of effort) and long term planning.

3. DEFINING

Once we have a plan around priorities, we break out the various elements identified, providing clarity around what it will take to accomplish them, the audiences they are targeting, messages they are leveraging, and platforms they will be featured on, along with key performance indicators. This results in a plan that outlines the communication and engagement strategies for all critical messages, collateral and miscellaneous for the coming three years and top level resources required to accomplish them.

DELIVERABLES:

- Communications Plan and Priority Matrix

TIMELINE: 1-3 MONTHS

We love our clients

We deliver brand strategy, messaging and gorgeous design for clients like these. All of them are trusted creative partners. Most of them are repeat customers.

Communities



Companies



Nonprofits



Universities



City of Fredericksburg, VA

Fredericksburg boasts a rich and lengthy history reflected in the built environment of its downtown. The town's opportune location halfway between Richmond and D.C. (with I-95 providing direct access to both) make it a prime commuter community. It is one of the fastest growing cities in Virginia. With a surprisingly young and highly educated population and a strong local and artisan business environment, the city offers plenty for those looking to escape the expense of larger cities and the monotony of suburbia.

For its municipal rebrand, the City wanted to engage the widest possible swath of community members in the branding process, so we hosted eight different working sessions over the course of four days, gathering the opinions and feedback of over 200 community members.

We then distilled that feedback, our observations, and research into important findings that shaped the foundation of the brand exploration. These foundational components included a conceptual framework that Fredericksburg is a point of confluence where many things, places, and histories come together.

With the foundation in place, we began brand exploration. Several rounds of logo designs found the committee at consensus on a single direction. The abbreviation "FXBG" continues to gain popularity and appear in common dialogue throughout the city and region, so we embraced it as the primary logo mark—a method of shortening a very long name. Brand messaging embraces the concept of confluence. The primary tagline, "where it all comes together," loudly echoes this theme.



Where **community** comes together.

FXBG



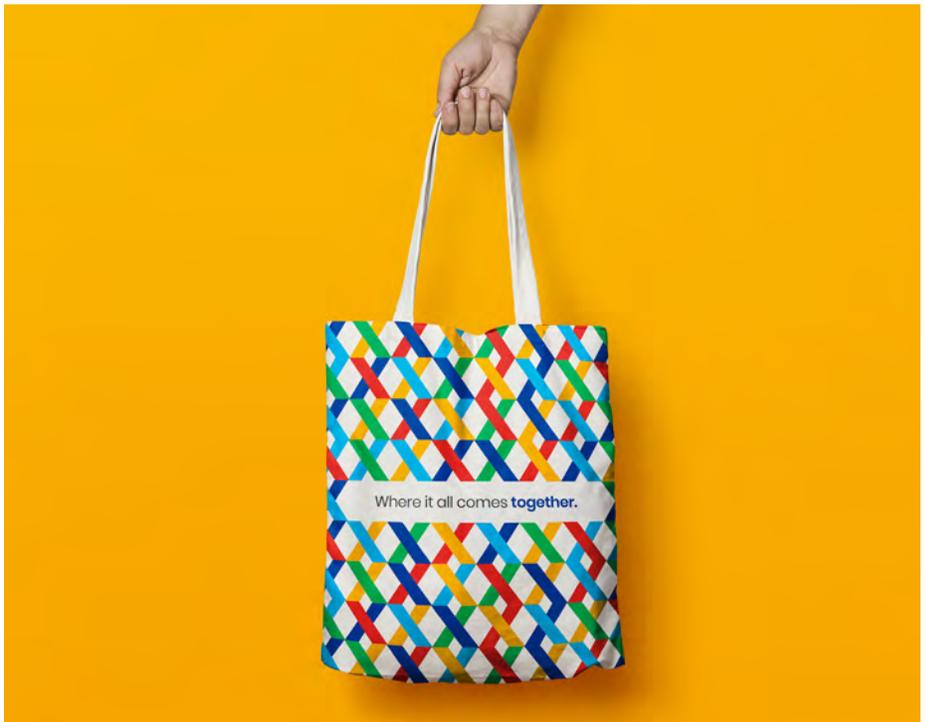
Where **ideas** come together.

FXBG



Where **friends** come together.

FXBG



FXBG

Where **community** comes together.

FXBG

Where **ideas** come together.

FXBG

Where **friends** come together.

FXBG

Where **the public** comes together.

FXBG

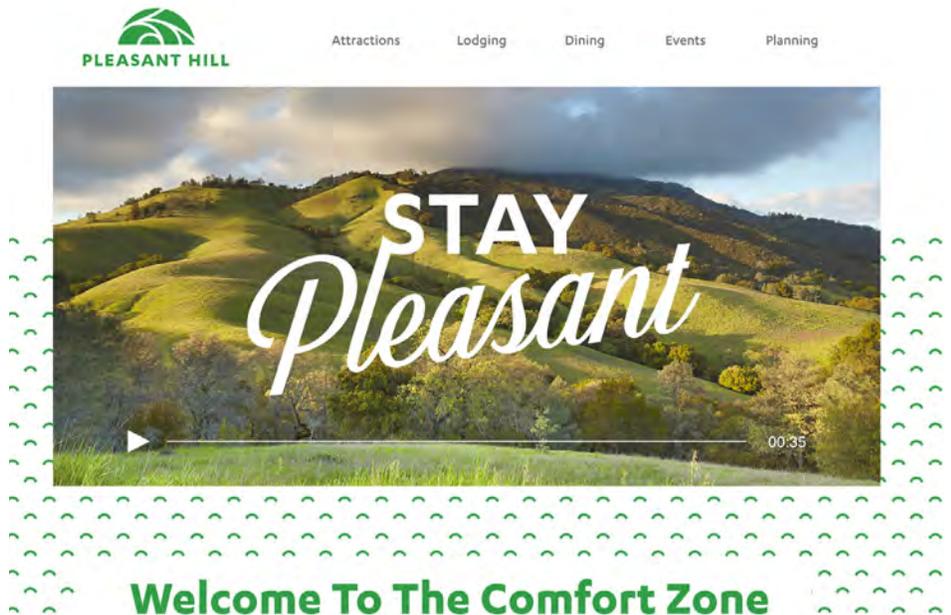
Where **small businesses** come together.

Stay Pleasant Hill, California

Nestled in the foothills of the East Bay, Pleasant Hill, California, boasts the amenities, easy accessibility, and close-knit community atmosphere representative of many suburban cities across America. When the city embarked on a tourism-centric marketing plan, these qualities became a challenge and an opportunity. HUB helped Pleasant Hill shape its familiarity to be comforting rather than boring, and its suburban location as accessible rather than distant.

After touring the city, listening to stakeholders, and researching the area, we presented a main conclusion about Pleasant Hill: it's not a tourist destination. However, its proximity to much of Northern California's main attractions—San Francisco, Wine Country, the Pacific Coast—make it a prime center-of-everything basecamp for those looking for a convenient and accessible point of departure

This meant finding the right audience for staying in Pleasant Hill proved crucial: the thrill seeker who wants to be in the middle of the crowd and noise won't be enticed by Pleasant Hill's affordable rooms and free parking, but young families traveling on a dime or savvy business trip travelers might. Our final strategy suggested reaching these people by building a recognizable brand, promoting tourism in the right ways, creating and advertising special signature events while attracting sporting activities that bring overnight stays, and getting local businesses and the community on board about the opportunities being a tourism advocate brings.



Welcome To The Comfort Zone

We're all for adventure—and around here, you'll find plenty of it. But at the end of a long day of work or exploring, Pleasant Hill offers a welcome oasis from all the hustle and bustle. Our friendly community is just a quick BART ride to the big-city excitement of San Francisco. We're also just a stone's throw from the world-class wines of Napa and Sonoma Valleys. With great restaurants, affordable lodging and friendly locals, you'll find everything you need to make yourself all kinds of comfortable. Pay us a visit and see what we mean.

Located At The Center Of Everything

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Green River, Utah

Green River is a rural city just off the beaten path, at the edge of the Southwest frontier land. Gritty but well-lived, the uncrowded oasis is rich in history. HUB recently worked with the city to create a brand identity and messaging with the goal of instilling pride in residents and promoting the city as a tourism destination.

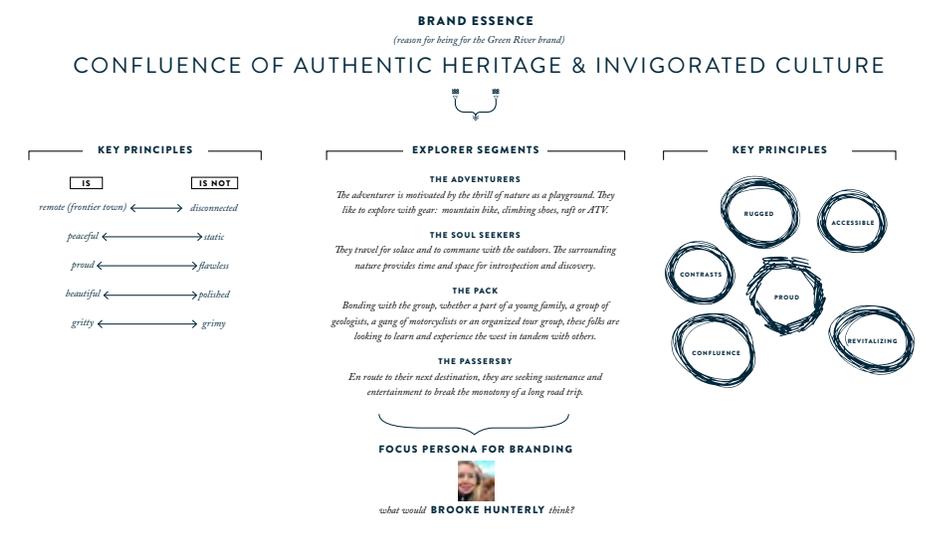
We aligned and defined the story of Green River to lay the foundation that highlights the character of the region and celebrates the city of Green River as a tourist destination. Who should Green River focus on attracting? First we created a subtle shift in how we identify the Green River tourist.

We looked for the intersection of the Green River persona and the brand essence to build visual design mood boards, to craft a new written voice, and to create a marketing plan. Supported by the narrative distilled in our previous steps, we defined a look and feel: "artful, modern, industrial." This language and voice communicates the values of the persona and lays the foundation for the city-wide identity system. Green River's identity system is integrated into a wide array of content and media. We worked closely with Green River to ensure each touchpoint is true to the city's vision of sharing its land, culture, and history.

HUB worked with Green River to foster sustainable economic growth in the tourism sector while preserving the character and small city feel. We created a plan for rolling out the brand across marketing activities.



GREEN RIVER — PHASE ONE SUMMARY SHEET



Carbon County, Utah

Carbon County, Utah, lies in a cliff-bounded valley on the western edge of the Colorado Plateau. As the future of coal power becomes increasingly volatile, the county is searching for opportunities to bolster economic sustainability to maintain their way of life.

HUB encouraged the county to lean into its history with coal and its proximity to major attractions just south of them. Each community in Carbon County offers amenities or experiences that create a notable experience for those traveling to Southeast Utah. These communities are also located in a line along US 6 and SR 123—a corridor of sorts. The Carbon Corridor designates Carbon County as a convenient, linked system of communities that make a memorable stopover or basecamp while exploring Southeast Utah.

With this framework established, we began developing a visual identity, messaging, and tone of voice that fit the Corridor. The look and feel of the brand drew from the County's historic built environment and history, embracing the textures, colors, and details of historic brick buildings, hand-painted signage, and industry.

Messaging and tone focused on framing the Corridor as a basecamp of sorts to begin any adventure into Southeast Utah, highlighting a variety of activities and the Corridor's proximity to major attractions. This led to a marketing plan fueled by the vision that tourism is a healthy and integral part of a sustainable economy for the county—that it brings revenue into the county without compromising quality of life.



Wasatch County, Utah

40 minutes from Salt Lake City and just south of Park City, Utah's ski hub, The Heber Valley stretches along the back of the Wasatch Mountain range and up into the wilderness of the High Uinta Wilderness. The Valley is full of things to do—hiking, biking, ATVing, fishing, swimming, backpacking, scenic train-riding, golfing, skiing, snow-tubing—an Olympic history (hosting the 2020 cross-country events), and up-and-coming fine dining already attracting visitors. Yet the county lacks a central 'there,' a simple place a visitor can grasp as a destination. To complicate things, the towns and attractions that do exist appeal to a wide range of audiences.

To date, the Heber Valley has focused on families coming from the Wasatch Front for a weekend getaway. Based on our assessment of what the Valley has to offer, along with the fact that visitors from the Wasatch Front are flooding the Valley's state parks to capacity, we suggested a shift away from local marketing. Instead, the Valley should attract three distinct audiences: the elite outdoorsperson tired of the prices and crowds of Park City, families visiting from the East Coast, Midwest, or South, and backcountry adventurers from neighboring states looking for unique experiences in the wilderness on the fringes of the Valley.

To support this strategy, we designed a visual system of logos for three geographic areas associated with each audience. When put together, the three geographic logos form a complete picture of The Heber Valley in its entirety. This system provides the Valley with the flexibility to respond to the right audiences with the right message and brand while maintaining a sense of cohesion across the entire county. It's an ambitious approach, but the recent growth and interest in the Valley has proven visitors are searching for what the Valley has to offer them, and this strategy does that easily and persuasively.

OUR VOICE AUDIENCES



ELITE OUTDOORS PERSON

Value luxury and name recognition but will still take a bargain. May value open space/privacy that all-in-one resort can offer that is harder to find in bustling Park City. Will be attracted by ease of access to Park City, Deer Valley, Mayflower, and Sundance that the Heber Valley provides. Pleasured to find "the new thing" or the "smaller, quieter" place with competitive amenities.



THE 50/50 FAMILIES

Looking for activities that speak to adventure but not in need of a rugged, wilderness experience. Zipline, biking, ATVing, boating, hiking, snow-tubing, snowmobiling, etc. Some may stay in the resorts, but others are happy with the national brands in Heber City. Willing to spend money for good value.



BACKCOUNTRY ADVENTURER

Looking for hunting, fishing, and backpacking, getting off the grid but stopping in town for supplies and dining. Strawberry Reservoir, Daniels Summit, Uinta Wilderness are all draws.



THE VALLEY'S EDGE

GEOGRAPHY: eastern edge of the Wasatch Mountains from Deer Valley to Sundance

AUDIENCE: elite outdoorsperson

FOCUS: amenities



THE HEBER VALLEY

GEOGRAPHY: the Valley proper from Jordanelle to Deer Creek Reservoirs

AUDIENCE: 50/50 Family

FOCUS: Activities

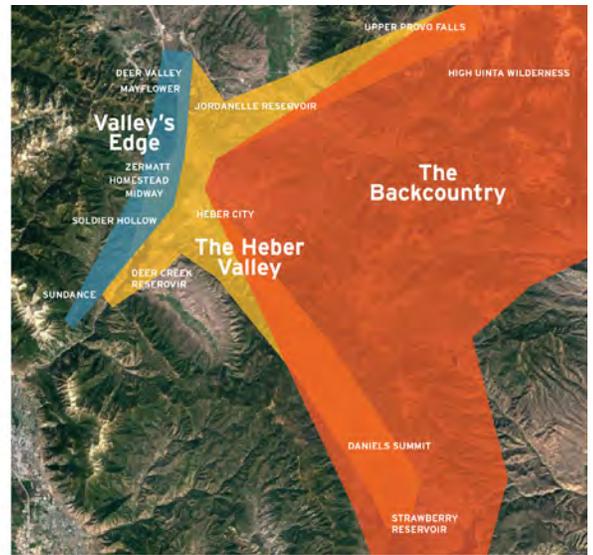


THE BACKCOUNTRY

GEOGRAPHY: the wilderness of Strawberry Reservoir and the Uinta Mountains

AUDIENCE: Backcountry Adventurer

FOCUS: Experiences



Thank You

You may have some lingering questions about our particular point-of-view, or what makes us uniquely different than others. We believe that our process leads us to the best results for our clients and the people they serve. We are eager to learn and engage with every new project with purpose, wonder, and curiosity. We live for the learning process and for finding innovative solutions to unique problems. If this sounds good, we're excited to get started.

presented by **HUB**

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: May 9, 2023

**SUBJECT: AUTHORITY TO ADVERTISE FOR CONSTRUCTION: FISCAL YEAR
2022-23 CITYWIDE STREET RESURFACING PROJECT**

REPORT IN BRIEF:

The plans and specifications for the Fiscal Year (FY) 2022-23 Citywide Street Resurfacing Project are substantially complete. In the interest of time, the City Engineer is recommending City Council approve the draft specifications and plans for bidding, subject to revision by the City Engineer and the City Attorney, to ensure the construction contract is awarded in an efficient and timely manner. The draft Project plans and specifications are available in the City Engineer's Office for review.

RECOMMENDED ACTIONS:

1. City Council find that this project is exempt from the California Environmental Quality Act ("CEQA"), Class 1, Section 15301(c) as repair, maintenance, and minor alteration of existing public structures; and
2. Approve the bid specifications and plans, subject to revisions required by the City Engineer and the City Attorney; and
3. Authorize and advertise for bids the FY 2022-23 Citywide Street Resurfacing Project.

BACKGROUND:

The City's most recent Pavement Management Program (PMP) report lists streets and pavement treatments necessary for the City to maintain a pavement condition index (PCI) of 75 or greater in order to maintain eligibility with the Orange County Transportation Authority's Measure M2 Turnback Funds Program.

The most recent adopted PMP listed the following streets as needing to be paved in FY 2022-23 to maintain an average PCI of 75:

- Dale Avenue: Katella Avenue to the railroad tracks
- Katella Avenue: Beach Boulevard to Dale Avenue
- Fulton Way: Rutledge Avenue to End
- Devonwood Avenue: Santa Rosalia Street to Fieldgate Street
- Courtright Road: Cody Drive to End

Accordingly, Council awarded a design contract on June 14, 2022 to Tait & Associates for the FY 2022-23 Citywide Street Resurfacing Project, which incorporates the necessary street work.

This Project consists of demolition and removals, clearing and grubbing, roadway modifications, roadway grading and earthwork, curb and gutter, asphalt pavement, signing and striping, and all appurtenant work.

Staff intends to return to Council with a construction contract award recommendation in summer 2023.

ANALYSIS/JUSTIFICATION:

The plans and specifications for the FY 2022-23 Citywide Street Improvement Project are substantially complete. The City Engineer plans on reformatting the specifications prior to releasing the bid specifications and plans to make the documents more user-friendly to bidding contractors and also coordinate with other jurisdictions regarding limits of work. While this effort is occurring, the City Engineer is recommending City Council approve the draft specifications and plans for bidding, subject to revisions by the City Engineer and the City Attorney, to ensure a construction contract is awarded in an efficient and timely manner.

The Project plans and specifications are available in the City Engineer's Office for review.

FISCAL IMPACT:

There is no fiscal impact associated with the recommended action.

ENVIRONMENTAL IMPACT:

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

LEGAL REVIEW:

None.

STRATEGIC PLAN OBJECTIVES ADDRESSED:

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

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

Prepared by: Han Sol Yoo, E.I.T., Associate Engineer

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

Approved by: Hannah Shin-Heydorn, City Manager

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: May 9, 2023

SUBJECT: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, PRELIMINARILY APPROVING THE ENGINEER'S REPORT FOR THE ANNUAL LEVY OF ASSESSMENTS FOR STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR FISCAL YEAR 2023-24

REPORT IN BRIEF:

On January 24, 2023, the City Council adopted Resolution No. 2023-02, initiating proceedings for the annual levy of assessments and ordered the Engineer to prepare a report in accordance with Section 22565 et seq. of the State of California Streets and Highways Code. The Engineer has filed a report with the City Clerk in compliance with Council direction. The proposed resolution would preliminarily approve the report.

RECOMMENDED ACTION:

1. City Council find that this item is not subject to 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(b)(4) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly, or indirectly); and
2. Adopt Resolution No. 2023-07, preliminarily approving the Engineer's Report for the annual levy of assessments for the Stanton Lighting and Landscaping District No. 1 for Fiscal Year 2023-24, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, PRELIMINARILY APPROVING THE ENGINEER'S REPORT FOR THE ANNUAL LEVY OF ASSESSMENTS FOR STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024."

BACKGROUND:

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 assessment appears 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.

Each year, an update to the Engineer’s report must be produced relative to the District’s annual assessments. The Engineer’s Report was provided to the City Clerk on May 2, 2023. Staff is recommending the City Council approve Resolution No. 2023-07 to approve this report.

FISCAL IMPACT:

The proposed assessments will provide funding for maintenance and improvements for the City’s street lights, traffic signals, and medians.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the regular agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

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

Prepared by: Michelle Bannigan, Finance Director
Reviewed by: Cesar Rangel, Public Works Director/City Engineer
Approved by: Hannah Shin-Heydorn, City Manager

Attachment:

A. Resolution No. 2023-07

RESOLUTION NO. 2023-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, PRELIMINARILY APPROVING THE ENGINEER’S REPORT FOR THE ANNUAL LEVY OF ASSESSMENTS FOR STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024

WHEREAS, on January 24, 2023, the City Council adopted Resolution No. 2023-02 initiating proceedings for the annual levy of assessments within Stanton Lighting and Landscaping District No. 1 and ordered the Engineer to prepare a report in accordance with Section 22565 et seq. of the State of California Streets and Highways Code; and

WHEREAS, pursuant to said Resolution, the Engineer has filed a report (the “Engineer’s Report”), with the City Clerk on the 2nd day of May 2023 (“Exhibit A”); and

WHEREAS, the City Clerk has submitted the report to the City Council and the City Council has reviewed and examined the report as so submitted.

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

SECTION 1: 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(b)(4) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly, or indirectly).

SECTION 2: The Report prepared by the Engineer for Fiscal Year 2023-24 in connection with Stanton Lighting and Landscaping District No.1, including the description of the improvements, estimated costs and explanations as filed with the City Clerk on the 2nd day of May 2023, is hereby preliminarily approved. This report shall stand as the Engineer’s Report for the purposes of all subsequent proceedings pursuant to the City Council’s Resolution of Intention.

SECTION 3: A copy of the report shall remain on file in the office of the City Clerk.

SECTION 4: The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED, ADOPTED, AND SIGNED this 9th day of May, 2023.

DAVID J. SHAWVER, MAYOR

APPROVED AS TO FORM:

HONGDAO NGUYEN, CITY ATTORNEY

ATTEST:

I, Patricia A. Vazquez, City Clerk of the City of Stanton, California DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2023-07 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 May 9, 2023, 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

ENGINEER'S REPORT

LIGHTING AND LANDSCAPING

DISTRICT NO. 1

FISCAL YEAR 2023-24

ORANGE COUNTY, CALIFORNIA

May 1, 2023

PREPARED BY



Harris & Associates

101 Progress, Suite 250

Irvine, CA 92618

www.weareharris.com



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ENGINEER'S CERTIFICATION

Statement of Assessment Engineer

AGENCY: THE CITY OF STANTON

PROJECT: LIGHTING AND LANDSCAPING DISTRICT NO. 1

TO: THE CITY COUNCIL OF THE
CITY OF STANTON
STATE OF CALIFORNIA

ENGINEER'S REPORT FOR FISCAL YEAR 2023-24

The preparation of this Annual Engineer's Report ("Report") is in conformance with the obligation of the City Council for the Lighting and Landscaping District No. 1 of the City of Stanton to provide landscaping and street lighting services upon each lot or parcel of land in the district in proportion to the estimated benefit to be received by each such lot or parcel of land for Fiscal Year 2023-24.

Pursuant to the Landscaping and Lighting Act of 1972 (Part 2 Division 15 of the Streets and Highways Code of the State of California, commencing with Section 22500) ("Act"), Article XIIIID, Section 5(a) of the State of California Constitution, and in accordance with the Stanton's Resolution being adopted by the City Council for:

LIGHTING AND LANDSCAPING DISTRICT NO. 1

(Hereinafter referred to as the "District"),

I, Alison Bouley, authorized representative of the District, the duly appointed Assessment Engineer submit the following Report which consists of the following four (4) parts and Appendices:

PART I

Overview: Provides the background and reason for the District.

PART II

Plans and Specifications: Plans and specifications for the improvements are as set forth on the lists thereof, attached hereto, and are on file in the Office of the City Clerk and are incorporated herein by reference.

PART III

Cost Estimate: An estimate of the costs of the proposed improvements, including incidental costs and expenses in connection therewith, is as set forth on the lists thereof, attached hereto, and are on file in the Office of the City Clerk and incorporated herein by reference.

PART IV

Method of Apportionment: The method of apportionment of assessments, indicating the proposed assessment of the net amount of the costs and expenses of the improvements to be assessed upon the several lots and parcels of land within the District, in proportion to the estimated benefits to be received by such lots and parcels. The Assessment Roll is filed in the Office of the City Clerk and by reference is made a part hereof.

Appendices

- Appendix A – Assessment Diagram
- Appendix B – Assessment Roll
- Appendix C – 5 Year Projection

In conclusion, it is my opinion that the costs and expenses of the District have been assessed to the lots and parcels within the boundaries of the District in proportion to the estimated benefits to be received by each lot or parcel from the services provided.

DATED: May 1, 2023

 Harris & Associates





Alison Bouley, P.E., Assessment Engineer
R.C.E. No. C61383
Engineer of Work
State of California

PART I – OVERVIEW

The purpose of this Report is to set forth findings and engineering analysis for the Lighting and Landscaping District No. 1 for the 2023-24 Fiscal Year. The boundaries of the District are coterminous with the boundaries of the City of Stanton. This District, utilizing direct benefit assessments, (1) supplements revenue generated by the existing 1919 Act Stanton Municipal Lighting District to fund the maintenance and operation of the City's street lighting system and costs of providing maintenance and operation of the traffic signals in the City, and (2) covers the costs of maintaining median landscaping in the City of Stanton.

The City Council of Stanton adopted Resolution No. 81-20 on March 10, 1981, which formed the Lighting and Landscaping District No. 1 in accordance with the requirements of the Landscaping and Lighting Act (Streets and Highways Code 22500) and confirmed assessments for the first Fiscal Year, 1981-82. The City Council has conducted the proceedings required annually to levy the assessment. This Report covers the levy of annual assessments for the 2023-24 Fiscal Year.

This Report, as signed and presented to the Council for approval, has been prepared according to the methodology and rates approved by the City Council in 1981. Article XIID of the California Constitution exempted certain assessments which were in existence prior to the passage of Proposition 218 in November, 1996. The City has determined that all of the improvements and the annual assessments for the District are for the maintenance and operation of lighting and landscaping within the public street right-of-way. As such, the current assessment amount is exempt from the procedures and approval process set forth in Article XIID Section 4.



PART II – PLANS AND SPECIFICATIONS

The facilities, which will be maintained using assessment proceeds within the City of Stanton, and those which may be subsequently serviced and maintained are generally described as follows:

The proposed improvements for Fiscal Year 2023-24 may be generally described as the continued maintenance services and operation of landscaping, lighting and appurtenant facilities that are located in and along such streets and sidewalks within the District. This includes, but is not limited to, personnel, electrical energy, utilities such as water, materials, contracting services, and other items necessary for the satisfactory operation of these services.

Reference is made to Part "IV" of this Report for a discussion of the Zones of Benefit and the facilities associated with them, which are serviced and maintained. The facilities are described as follows:

Landscaping and Appurtenant Facilities

Facilities include, but are not limited to: Landscaping, planting, shrubbery, trees, irrigation systems, hardscapes, fixtures, sidewalk maintenance resulting from landscape growth and appurtenant facilities, in public street and sidewalk rights-of-way, including medians, parkways and dedicated easements within the boundaries of said Assessment District. In addition, median landscaping is maintained by the District as follows:

<u>Area</u>	<u>Street</u>	<u>Limits</u>
0.92 Ac.	Katella Avenue	West City Limits to Beach Boulevard
2.52 Ac.	Beach Boulevard	South City Limits to North City Limits
0.16 Ac.	Village Center Drive	South City Limits to Beach Boulevard

Lighting, Traffic Signals and Appurtenant Facilities

Facilities include, but are not limited to: Poles, fixtures, bulbs, conduits, conductors, equipment including guys, anchors, posts and pedestals, metering devices and appurtenant facilities as required to provide lighting and traffic signals in public street and sidewalk rights-of-way and dedicated easements within the boundaries of said Assessment District.

The public lighting system shall be maintained to provide adequate illumination. The traffic signal system shall be maintained based on the City specifications and current industry standards. Electricity for street lights and traffic signals shall be furnished by the Southern California Edison Company, and it shall be adequate for the intended purpose. Rates for power shall be those authorized by the California Public Utilities Commission.



Maintenance means the furnishing of services and materials for the ordinary and usual operation, maintenance and servicing of the landscaping, public lighting facilities, including repair, removal or replacement of all or part of any of the landscaping and public lighting facilities; providing for the life, growth, health and beauty of the landscaping, including cultivation, irrigation, trimming, spraying, fertilizing and treating for disease or injury; the removal of trimmings, rubbish, debris and other solid waste; and the cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti.

Servicing means the furnishing of water for the irrigation of the landscaping and the maintenance of any of the public lighting facilities, and the furnishing of electric energy for the public lighting facilities, or for the lighting or operation of landscaping or appurtenant facilities.

The plans and specifications for the improvements, showing the general nature, location, and the extent of the improvements, are on file in the office of the City Clerk and are by reference herein made a part of this Report.



PART III – COST ESTIMATE

The City's budget for the operations and services costs of the street lighting and median landscaping improvements, shown below, detail the estimated costs and fund balances for Fiscal Year 2023-24 as available at the time of preparation of this Report.

The Landscape and Lighting Act of 1972 (“Act” or “1972 Act”) provides that the total cost can be recovered in the assessment spread including incidental expenses. The latter can include engineering fees, legal fees, printing, mailing, postage, publishing, and all other related costs identified with the district proceedings.

In 2019 the City purchased 960 street lights within the City, previously owned and maintained by Southern California Edison Company (SCE). The City has assumed responsibility for the servicing and maintenance of those lights. The 1919 Act funds were used to convert the lights to LED.

Estimated expenditures and revenues for the maintenance and operation for Fiscal Year 2023-24 are as follows:

OPERATIONS AND SERVICE COST SUMMARY BY BUDGET CATEGORY				
	Street Lighting System	Traffic Signals	Maintenance of all Medians	Total
Estimated Expenditures				
Expenditures - O & M	\$ 262,650.00	\$ 270,000.00	\$ 271,000.00	\$ 803,650.00
Expenditures - Debt Service				
Repayment of Loan from General Fund	\$ 144,480.00	\$ -	\$ -	\$ 144,480.00
Expenditures - Capital				
Tree Planting	\$ -	\$ -	\$ 25,000.00	\$ 25,000.00
Administrative Cost Allocation	\$ -	\$ -	\$ -	\$ -
Subtotal Expenditures:	\$ 407,130.00	\$ 270,000.00	\$ 296,000.00	\$ 973,130.00
Estimated Revenues				
1919 Act Revenues	\$ 766,224.00	\$ -	\$ -	\$ 766,224.00
Interest				
1919 Act Fund	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
1972 Act Fund	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
Subtotal Revenues:	\$ 769,224.00	\$ -	\$ 5,000.00	\$ 774,224.00
Reserves Transfer Detail				
Median Reserves	\$ -	\$ -	\$ (85,992.87)	\$ (85,992.87)
1919 Act Lighting Reserves	\$ 362,094.00	\$ (270,000.00)	\$ -	\$ 92,094.00
Subtotal Reserves:	\$ 362,094.00	\$ (270,000.00)	\$ (85,992.87)	\$ 6,101.13
2023-24 NET ASSESSMENT			\$ 205,007.13	\$ 205,007.13



The following table is a summary of the District fund balances. A five-year review of the estimated revenue, expenditures and fund balance is provided in Appendix C.

FUND BALANCE SUMMARY			
	1919 Act	LLMD	Total
Beginning Fund Balance	\$ 338,179.00	\$ 697,619.23	\$ 1,035,798.23
Less Transfers			
Street Lighting	\$ 362,094.00		\$ 362,094.00
Traffic Signals	\$ (270,000.00)	\$ -	\$ (270,000.00)
Median Maintenance		\$ (85,992.87)	\$ (85,992.87)
Estimated Ending Fund Balance	\$ 430,273.00	\$ 611,626.36	\$ 1,041,899.36

The 1972 Act requires that a special fund be set-up for the revenues and expenditures of the District. Funds raised by assessment shall be used only for the purpose as stated herein. A contribution to the District by the City may be made to reduce assessments, as the City Council deems appropriate. Any balance or deficit remaining on July 1 must be carried over to the next Fiscal Year.

PART IV - METHOD OF APPORTIONMENT

GENERAL

Part 2 of Division 15 of the Streets and Highways Code, the 1972 Act, permits the establishment of assessment districts by cities for the purpose of providing certain public improvements which include the construction, maintenance and servicing of street lights, traffic signals and landscaping.

Section 22573 of the Act requires that maintenance assessments be levied according to benefit rather than according to assessed value. This section states:

"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements.

Because assessments are levied on the basis of benefit, they are not a tax, and, therefore, are not governed by Article XIII A of the California Constitution.

The Act permits the designation of zones of benefit within any individual assessment district if "by reason of variations in the nature, location, and extent of the improvements, the various areas will receive different degrees of benefit from the improvements." (Sec. 22574). Thus, the Act requires the levy of a true "assessment" rather than a "special tax."

The Act also permits certain parcels to be exempt from assessment. Excepted from these assessments are areas of all publicly owned property such as: public streets, public avenues, public lanes, public roads, public drives, public courts, public alleys, all public easements and rights-of-way, all public parks, green belts and parkways, and all public property being used for public purposes.

BENEFIT ANALYSIS

All parcels in the City of Stanton derive benefit from the street lighting system and arterial highway median maintenance on Beach and on Katella. The intent of this Report is to establish a methodology that fairly distributes the cost of the system in relation to the benefits received. A portion of the cost of arterial median maintenance is considered a special benefit to abutting properties. The percentage of special benefit to be allocated may vary as parcels reconfigure or change classification. As these medians are on regional arterial highways, a benefit accrues to the entire City as well, and the remaining portion of the cost is assessed on that basis. Median maintenance on Village Center Drive, a local street, benefits only the abutting properties and will be assessed on that basis. Lands and rights-of-way owned by railroads and public utilities are included in this proposed assessment district as permitted by Section 22595 of the Streets and Highways Codes.



The assessment ratio for each single family residential parcel, including condominiums, is one equivalent unit (EQU); the assessment ratio for each acre of commercial, industrial, church, apartment, duplex, triplex, mobile home park, and other developed land is six equivalent units (EQU). This relationship is based on the City's typical standard residential lot area and the number of lots that could be subdivided into an acre of land. This proration accounts for an adjustment for street rights-of-way and public easements.

Street Lighting and Traffic Signals

The proper functioning of street lighting and traffic signals is imperative for the welfare and safety of the public and property throughout the City. Proper maintenance and servicing of the street lighting system benefits properties within the District by providing proper illumination for ingress and egress and safe traveling at night. Properties within the District also benefit from the proper functioning of the District's traffic signal system. Proper operation of the street light and traffic signal systems is imperative to public convenience, orderly traffic flow, enhanced congestion management and safety. Improved security, fuel conservation, protection of property from crime and vandalism, and reduction of traffic accidents, are special and direct benefits to all properties within the City; lighting benefits are directly related to public safety and property protection. The City's costs to administer the improvements are also considered a benefit to all properties.

All parcels within the City are deemed to benefit from the street lighting and traffic signal system.

Median Landscaping

Trees, landscaping, hardscaping and appurtenant facilities, if well maintained, provide beautification, shade and enhancement of the desirability of the surroundings. The median improvements are located as follows:

Beach Boulevard and Katella Avenue Medians

These improvements provide a Citywide Benefit and a direct Local Benefit, therefore the costs for maintaining and servicing these improvements has been divided into two categories:

- The Citywide Benefit for the Beach and Katella medians is assessed based on the Equivalent Units generated by all assessable parcels in the City which do not abut the Beach and/or Katella medians. This year the Equivalent Units generated by the parcels in this category represents approximately 77% of the total units.
- The Local Benefits attributed to the Beach and Katella median improvements provide a direct Local Benefit to each parcel fronting the improvements and is assessed based on the parcel's respective front footage. This method provides a fair and equitable way of spreading the costs when localized improvements front specific parcels because the more a parcel fronts the median improvements, the more benefit the parcel receives from the enhanced aesthetics of the improvements. This year the Equivalent Units generated by the parcels in this category represents



approximately 23% of the total units.

Village Center Medians

- These improvements provide a Local Benefit only. One hundred percent (100%) of the Village Center Medians is deemed to be of direct benefit to only those parcels abutting these medians. Therefore, the cost of servicing the Village Center Medians is assessed to the abutting parcels based on these parcel's respective front footage.

ZONE CLASSIFICATIONS

The land-use classification for each parcel has been based on the Orange County Assessor's Roll.

Zone R - This zone includes all single family residential properties, including condominiums, except those abutting the Beach and Katella Medians and/or Village Center Medians. They are assessed lighting, traffic signals, and general median costs on an equivalent unit basis. There are 5,114 single family residential parcels, including condominiums, in this zone. Where there is new development that has not yet subdivided, the equivalent units will be assigned based on the anticipated dwelling units planned for each parcel in the subdivision.

Zone R1 - This zone includes Zone R type properties abutting the Beach and Katella Medians. They are assessed lighting and traffic signals costs on an equivalent unit basis, and Beach and Katella Median costs on a front foot basis. There are 113 parcels in this zone with 1,931.59 feet of street frontage.

Zone R2 - This zone includes Zone R type properties abutting the Village Center Median. They are assessed lighting, traffic signals and general median costs on an equivalent unit basis, and Village Center Median costs on a front foot basis. There are 703 parcels in this zone with 1,827.21 feet of street frontage.

Zone C - This zone includes commercial, industrial, church, apartment, duplex, triplex, mobile home park and all other non-residential properties except those abutting the Beach and Katella Medians and the Village Center Medians. They are assessed lighting, traffic signals and general median costs on an equivalent unit basis. There are 695 parcels in this zone with 541.34 acres.

Zone C1 - This zone includes Zone C type properties abutting the Beach and Katella Medians. They are assessed lighting and traffic signals costs on an equivalent unit basis, and Beach and Katella Median costs on a front foot basis. There are 204 parcels in this zone with 164.43 acres and 27,146.74 feet of street frontage.

Zone C2 - This zone includes Zone C type properties abutting both the Beach and Village Center Medians. They are assessed lighting and traffic signals costs on an equivalent unit basis, and median costs on a front foot basis. There are 4 parcels in this zone with 6.19 acres and 596 feet of street frontage.

Zone E - Exempt property. This includes publicly owned property and common areas used in conjunction with adjacent residential sites.



APPORTIONMENT OF ASSESSMENTS

Category Budgets		Category Proposed Assessment Rates		Maximum Allowed Assessment Rate
Street Lighting Budget	\$0	Street Lighting Assessment Rate = \$0.00 / Equivalent Unit		\$0*
Traffic Signal Budget	\$0	Traffic Signal Assessment Rate = \$0.00 / Equivalent Unit		\$0*
Beach & Katella Medians Budget		Beach & Katella Medians Rate		
City-Wide Benefit (75%)	\$150,555	City-Wide Benefit Assessment = \$16.59 / Equivalent Unit		\$16.59
Local Benefit (25%)	\$45,995	Local Benefit Assessment Rate = \$1.55 / Front Foot		\$1.55
	\$196,550			
Village Center Medians Budget	\$8,457	Village Center Medians Local Benefit Assessment Rate = \$3.49 / Front Foot		\$3.49

* Lighting assessments have historically been covered by 1919 Act funds.

TOTAL ASSESSMENTS PER CATEGORY AND ZONE

Zone	Parcel Count	Dwelling Units	Acres	Factor	Equivalent Units	Citywide Median Assessment	Street Front Footage	Beach/Katella Local Median Assessment	Village Center Local Median Assessment
R	5114	5124		1	5,124.00	\$85,007.16			
R1	113	412		1			1,931.59	\$2,993.96	
R2	703	703		1	703.00	\$11,662.77	1,827.21		\$6,376.96
C	695		541.340	6	3,248.04	\$53,884.98			
C1	204		164.434	6			27,146.74	\$42,077.45	
C2	4		6.193	6			596.00	\$923.80	\$2,080.04
Totals	6833	6239	711.967		9,075.04	\$150,554.91		\$45,995.21	\$8,457.00

Assessment Summary

The following table summarizes the different assessments for the different Zone Classifications, and compares the proposed assessments with last year's assessments. The proposed rates for Fiscal Year 2023-24 may increase or decrease depending on the number of equivalent units so long as it does not exceed the maximum rates shown in the Apportionment of Assessments table on the previous page.



ASSESSMENT SUMMARY AND COMPARISON
for the different Zone Classifications within the District*

Zone	Street Lighting	Traffic Signals	Beach & Katella Medians	Village Center Medians	FY 2023-24 Maximum Rate	Prior Year Rate
R	\$0.00	\$0.00	\$16.59	--	\$16.59	\$16.59
R1	\$0.00	\$0.00	\$77.50	--	\$77.50	\$77.50
R2	\$0.00	\$0.00	\$16.59	\$174.50	\$191.09	\$191.09
C	\$0.00	\$0.00	\$16.59	--	\$16.59	\$16.59
C1	\$0.00	\$0.00	\$77.50	--	\$77.50	\$77.50
C2	\$0.00	\$0.00	\$77.50	\$174.50	\$252.00	\$252.00

* Assessments shown are for Single Family Homes or Commercial parcels of 0.17 acres (1 Equivalent Unit), and frontage assessments are shown for a 50 ft. wide parcel.



APPENDIX A – ASSESSMENT DIAGRAM

The boundaries of the District are coterminous with the boundaries of the City of Stanton. A diagram showing the exterior boundaries of the District, the boundaries of any zones within the Assessment District and the lines and dimensions of each lot or parcel of land within the District is on file in the Office of the City Clerk and incorporated herein by reference.

The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the Assessor of the County of Orange for the Fiscal Year to which this Report applies. The Assessor's maps and records are incorporated by reference herein and made part of this Report.



APPENDIX B – ASSESSMENT ROLL

Assessments are not levied within the area upon public streets and other public properties, utility easements, right-of-way, public schools, public parks, and common areas. A list of names and addresses of the owners of all parcels within this District is shown on the last equalized Property Tax Roll of the Assessor of the County of Orange, which by reference is hereby made a part of this Report. This list is keyed to the Assessor's Parcel Numbers as shown on the Assessment Roll on file in the Office of the Clerk of the City of Stanton.



APPENDIX C – 5-YEAR PROJECTION

Upon Council request at the Public Hearing for Fiscal Year 2019-20, the following is a 5-year review of the District Revenue, Expenditures and Fund Balance.

5-Year Review							Future Yr % Increases Assumptions
1919 ACT AD VALOREM	Prior Year FY 22-23	Current Year FY 23-24	FY 24-25	FY 25-26	FY 26-27		
Beginning Fund Balance	\$ (146,411)	\$ 338,179	\$ 430,273	\$ 524,412	\$ 620,558		
1919 Act Revenue	\$ 751,200	\$ 766,224	\$ 781,548	\$ 797,179	\$ 813,123		2.00%
Interest	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000		
Other Revenue (one-time)	\$ 129,870	\$ -	\$ -	\$ -	\$ -		
Principal Loan Repayment to General Fund **	\$ (133,460)	\$ (135,480)	\$ (137,520)	\$ (139,585)	\$ (139,585)		
Interest Expense	\$ (11,020)	\$ (9,000)	\$ (6,960)	\$ (4,895)	\$ (4,895)		
Traffic Signal Expenditures	\$ -	\$ (270,000)	\$ (275,400)	\$ (280,908)	\$ (286,526)		2.00%
Lighting Expenditures	\$ (255,000)	\$ (262,650)	\$ (270,530)	\$ (278,645)	\$ (287,005)		3.00%
Ending Fund Balance	\$ 338,179	\$ 430,273	\$ 524,412	\$ 620,558	\$ 718,670		
1972 ACT ASSESSMENTS							
Beginning Fund Balance	\$ 1,054,207	\$ 697,619	\$ 611,626	\$ 512,826	\$ 400,486		
Assessment Revenue ***	\$ 204,412	\$ 205,007	\$ 207,000	\$ 209,000	\$ 211,000		1.00%
Interest	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000		
Total Expenditures	\$ (566,000)	\$ (296,000)	\$ (310,800)	\$ (326,340)	\$ (342,657)		5.00%
Ending Fund Balance	\$ 697,619	\$ 611,626	\$ 512,826	\$ 400,486	\$ 273,829		
Ending 1919 and 1972 Act Fund Balance	\$ 1,035,798	\$ 1,041,899	\$ 1,037,238	\$ 1,021,044	\$ 992,500		

* Loan payoff was for the purchased approximately 1,000 street lights within the City, previously owned and maintained by SCE

** Loan repayment scheduled through 6/30/28.

*** Assessment Revenue is based on Actual 2022-23 and anticipated 2023-24 revenue (may vary slightly from Budget).

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: May 9, 2023

SUBJECT: RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT THE ANNUAL ASSESSMENTS FOR IMPROVEMENT, MAINTENANCE, AND SERVICING OF LIGHTING AND LANDSCAPING WITHIN THE BOUNDARIES OF THE TERRITORY INCLUDED IN THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR FISCAL YEAR 2023-24 PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 AND APPOINTING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO

REPORT IN BRIEF:

On January 24, 2023, the City Council adopted Resolution No. 2023-02, initiating proceedings for the annual levy of assessments and ordered the Engineer to prepare a report in accordance with Section 22565 et seq. of the State of California Streets and Highways Code. The Engineer has filed a report with the City Clerk in compliance with Council direction. The proposed resolution would declare the City Council's intention to levy and collect the assessments and set the required public hearing for Tuesday, June 13, 2023.

RECOMMENDED ACTION:

1. City Council find that this item is not subject to 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(b)(4) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly, or indirectly); and
2. Adopt Resolution No. 2023-08, declaring its intention to levy and collect the annual assessments for Stanton Lighting and Landscaping District No. 1, entitled:

“A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS FOR IMPROVEMENT, MAINTENANCE, AND SERVICING OF THE TERRITORY INCLUDED IN THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR FISCAL YEAR 2023-24 PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 AND APPOINTING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO”;
and

3. Schedule the public hearing to consider the assessments for Fiscal Year 2023-24 on June 13, 2023.

BACKGROUND:

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 assessment appears 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.

Each year, an update to the Engineer’s report must be produced relative to the District’s annual assessments. The Engineer’s Report was provided to the City Clerk on May 2, 2023, and has been submitted to the City Council for approval at tonight’s meeting with proposed Resolution No. 2023-07.

If the City Council approves the Engineer’s Report, the City Council must give notice of its intention to levy the assessments and must conduct a public hearing prior to giving its final approval. The proposed resolution would set the required public hearing for Tuesday, June 28, 2023, at 6:30 p.m.

FISCAL IMPACT:

The proposed resolution is necessary in order to provide funds for the City’s Lighting and Landscape Maintenance District Funds (#224 and #225) in Fiscal Year 2023-24.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

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

Prepared by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachment:

A. Resolution No. 2023-08

RESOLUTION NO. 2023-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, DECLARING ITS INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS FOR IMPROVEMENT, MAINTENANCE, AND SERVICING OF LIGHTING AND LANDSCAPING WITHIN THE BOUNDARIES OF THE TERRITORY INCLUDED IN THE STANTON LIGHTING AND LANDSCAPING DISTRICT NO. 1 FOR FISCAL YEAR 2023-24 PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972 AND APPOINTING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO

WHEREAS, on January 24, 2023, the City Council adopted Resolution No. 2023-02 initiating proceedings for the annual levy of assessments within Stanton Lighting and Landscaping District No. 1 and ordered the Engineer to prepare a report in accordance with Section 22565 et seq. of the State of California Streets and Highways Code; and

WHEREAS, pursuant to said Resolution, the City Council ordered the Engineer to prepare a report pursuant to Section 22565 et seq. of the Act; and

WHEREAS, the Engineer did prepare and file such a report (the “Engineer’s Report”), with the City Clerk on the 2nd of May, 2023; and

WHEREAS, on May 9, 2023, the City Council adopted Resolution No. 2023-07, preliminarily approving the Engineer’s Report.

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

SECTION 1: 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(b)(4) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly, or indirectly).

SECTION 2: The public interest and convenience require, and it is the intention of the City Council of the City of Stanton, to order the annual levy of assessments and to levy and collect said assessments within the exiting assessment district designated “Stanton Lighting and Landscaping District No. 1” (the “Assessment District”) for the fiscal year commencing July 1, 2023, and ending June 30, 2024, pursuant to the provisions of the Landscaping and Lighting Act.

SECTION 3: The improvements to be undertaken consist of the installation, maintenance, servicing and operations of those certain public lighting facilities and median islands located within the boundaries of the territory included in the Assessment District. The Assessment District designated as Stanton Lighting and Landscaping District No. 1 generally encompasses all of the territories within the City of Stanton, excepting from the

assessment of said costs and expenses within the area described, the area of all public streets, public avenues, public lanes, public roads, public drives, public courts, public alleys, all public easements and public rights-of-way, all public parkways, and all public property being used for public purposes, provided however notwithstanding the foregoing property owned by railroad and public utility companies not used for public purposes shall be included in the Assessment District and not be excluded from assessment pursuant to the aforesaid exceptions.

SECTION 4: That reference is hereby made to the report of the Engineer on file with the City Clerk and open for inspection, for a full and detailed description of the improvements, the boundaries of the Assessment District and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the District. The Office of the City Clerk is located at 7800 Katella Avenue, Stanton, California 90680.

SECTION 5: That proposed installation, maintenance, servicing and operating in the opinion of the City Council of the City of Stanton will be of direct and special benefit to the property lying within the described boundaries of the Assessment District, as said Assessment District is described and defined in the Engineer's Report.

SECTION 6: Pursuant to Section 22624 et seq. of the Act, the annual assessments for Fiscal Year 2023-24 are not proposed to increase from the previous year.

SECTION 7: NOTICE IS HEREBY GIVEN THAT TUESDAY, JUNE 13, 2023, AT THE HOUR OF 6:30 P.M., THE CITY COUNCIL WILL HOLD A PUBLIC HEARING WHERE ALL INTERESTED PERSONS MAY BE HEARD CONCERNING THE ANNUAL LEVY OF ASSESSMENTS AND ALL OTHER MATTERS PERTAINING THERETO, WRITTEN PROTESTS MUST BE FILED WITH THE CITY CLERK PRIOR TO THE CONCLUSION OF THE HEARING, ANY SUCH PROTEST SHALL STATE GROUNDS OF THE OBJECTION AND IF FILED BY THE PROPERTY OWNER, SHALL CONTAIN A DESCRIPTION SUFFICIENT TO IDENTIFY THE PROPERTY.

SECTION 8: The City Clerk shall give notice of the date, time, and place of the hearing pursuant to law.

SECTION 9: All work proposed shall be done in accordance with the Act.

SECTION 10: The City Clerk shall certify the adoption of this Resolution.

PASSED, APPROVED, ADOPTED, AND SIGNED this 9th day of May, 2023.

DAVID J. SHAWVER, MAYOR

APPROVED AS TO FORM:

HONGDAO NGUYEN, CITY ATTORNEY

ATTEST:

I, Patricia A. Vazquez, City Clerk of the City of Stanton, California DO HEREBY CERTIFY that the foregoing Resolution, being Resolution No. 2023-08 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 May 9, 2023, 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: May 9, 2023

SUBJECT: APPROVAL OF FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH NV5 TO INCREASE THE SCOPE OF WORK FOR THE SEWER MASTER PLAN UPDATE PROJECT (TASK CODE 2022-301)

REPORT IN BRIEF:

The City is in the process of updating the Sewer Master Plan to study and assess the condition of the City's current sewer system. Staff is requesting a contract change order to increase the scope of work to include CCTV services and assess 11 additional miles of the City's sewer infrastructure. The First Amendment will increase the total contract amount, extend the term, and increase the scope of work. To fund the additional scope of services, staff is requesting City Council approval for an appropriation of \$288,986 to increase the budget for the Sewer Master Plan Project from \$550,000 to \$838,986.

RECOMMENDED ACTION:

1. City Council declare this action to be categorically exempt under the California Environmental Quality Act, since the action herein does not constitute a "project" as defined by Section 15378 of the CEQA guidelines; and
2. Approve the First Amendment to the Professional Services Agreement with NV5 for the Updated Sewer Master Plan Project; and
3. Authorize the City Manager to execute the First Amendment to the Professional Services Agreement between the City of Stanton and NV5; and
4. Approve an appropriation of \$288,986 from the Sewer Maintenance Fund (#501) to increase the Sewer Master Plan project's budget (Task Code No. 2022-301) to \$838,986.

BACKGROUND:

The City is in the process of updating the Sewer Master Plan to reflect the current condition of the sewer system, to assess the capacity of the existing system to manage flows generated at the ultimate “build-out” of the City, and to develop a comprehensive 10-year Capital Improvement Program with recommended projects.

On January 11, 2022, the City Council awarded a contract to NV5 for the preparation of the Updated Sewer Master Plan in the amount of \$499,265. The original scope of work did not include flow monitoring services, which is essential for the assessment of the sewer system. The omission was identified at the start of the project, and staff administratively modified the scope of work to include this service. The current scope of work includes CCTV inspections of 44 miles of the City’s estimated 55-mile sewer system.

ANALYSIS/JUSTIFICATION:

Upon the City’s request, NV5 submitted a proposal to increase the scope of services to include CCTV and assess the remaining 11 miles. Following review of the proposal, two options are available:

Option 1: Proceed with no changes to the scope of work for the Sewer Master Plan Project and complete as is.

Option 2: CCTV and assess the remaining 11 miles of the City’s sewer system.

Staff recommends Option 2 to deliver a complete report of the City’s current sewer infrastructure. Due to the number of new development projects coming to the City and the age of the last Sewer Master Plan completed in 2013, it is paramount to thoroughly assess the current condition of the sewer system for rehabilitation requirements as well as capacity. The additional cost for the increased scope of work is \$334,721, which would increase NV5’s maximum contract amount from \$499,265 to \$833,986.

In addition, the original project budget of \$550,000 did not include City staff time (from the Associate Engineer) involved in managing and completing this project. Consequently, the revised budget requested for this project of \$838,986, which includes \$5,000 for staff time.

FISCAL IMPACT:

To fund the additional recommended scope of services and cover staff time, staff is requesting Council approval for an additional appropriation of \$288,986. Sufficient funds exist in the Sewer Maintenance Fund, which is expected to have an available balance of \$4.9 million by June 30, 2023.

ENVIRONMENTAL IMPACT:

The action requested in this report is not categorized as a project as it has no potential for resulting in physical change to the environment, directly or indirectly, and therefore, categorically exempt under the California Environmental Quality Act.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Notifications were performed as prescribed by law.

STRATEGIC PLAN OBJECTIVES ADDRESSED:

Obj. No. 3: Provide a quality infrastructure.

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

Prepared by: Han Sol Yoo, E.I.T., Associate Engineer

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

Fiscal Impact Reviewed by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. First Amendment to the Sewer Master Plan Agreement

CITY OF STANTON

**FIRST AMENDMENT TO
AGREEMENT FOR PROFESSIONAL SERVICES FOR THE SEWER MASTER PLAN**

1. PARTIES AND DATE.

This First Amendment to the Agreement for the Professional Services for the Sewer Master Plan (“First Amendment”) is entered into on the ___ day of _____, 2023, by and between the City of Stanton (“City”) and NV5 (“Consultant”). City and Contractor are sometimes collectively referred to herein as the “Parties.”

2. RECITALS.

2.1 Agreement. The Parties entered into that certain Agreement for Professional Services for the Sewer Master Plan dated January 11, 2022 (“Agreement”).

2.2 First Amendment. The Parties entered into that certain First Amendment to Agreement on or about May 9, 2023 in order to extend the term of the Agreement, to increase the total compensation under the Agreement, and to increase the Scope of Services under the Agreement.

3. TERMS.

3.1 Term. Section 3.1.2 of the Agreement is hereby amended in its entirety to read as follows:

“The term of this Agreement shall be from January 11, 2022 to June 30, 2024, unless earlier terminated as provided herein. Consultant shall complete the Services within the within the term of this Agreement, and shall meet any other established schedules and deadlines.”

3.2 Compensation. Section 3.3.1 of the Agreement is hereby amended in its entirety to read as follows:

“Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit “C” attached hereto and incorporated herein by reference. The total compensation for the Services provided pursuant to this First Amendment shall not exceed **EIGHT HUNDRED THIRTY-THREE THOUSAND NINE HUNDRED EIGHTY-SIX DOLLARS (\$833,986.00)**, without written approval of the City’s Public Works Director. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this First Amendment at the rates set forth in Exhibit “A”. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.”

3.3 Declaration of Political Contributions. Prior to the City’s approval of this First Amendment, Consultant shall submit to City a statement in writing declaring any political contributions of money, in-kind services, or loan made to any member of the City Council within

the previous twelve-month period by the Consultant and all of Consultant's employees, including any employee(s) that Consultant intends to assign to perform the Services described in this Agreement.

3.4 Remaining Provisions of Agreement. Except as otherwise specifically set forth in this First Amendment, the remaining provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed this First Amendment to Agreement on this ___ day of _____, 2023.

CITY OF STANTON

NV5

By: _____
Hannah Shin-Heydorn
City Manager

By: _____
Cynthia Peraza
Regional Managing Director

ATTEST:

By: _____
Patricia Vazquez
City Clerk

By: _____
MaryJo O'Brien
Secretary

APPROVED AS TO FORM:

By: _____
Best Best & Krieger LLP
City Attorney

ATTACHMENT "A"
TO First AMENDMENT TO
AGREEMENT FOR PROFESSIONAL SERVICES FOR THE SEWER MASTER PLAN

May 1 2023

Cesar Rangel, Public Works Director / City Engineer
City of Stanton
7800 Katella Avenue
Stanton, CA 90680

Subject: City of Stanton Sewer Master Plan 2021 – Additional CCTV Inspection and Assessment

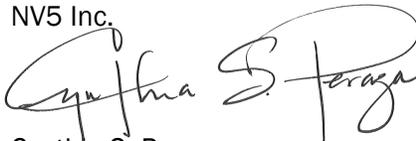
Dear Cesar:

In response to the City of Stanton's (City's) request, NV5 is providing a fee for supplemental services to include performing additional Closed-Circuit Television (CCTV) inspections and associated assessment services.

The current scope of services associated with the existing contract includes CCTV inspections of forty-four (44) miles of the City's estimated 55-mile system. The scope of the original project was reduced to accommodate flow monitoring services. Attached for your consideration is the fee estimate, which includes the services associated with the additional CCTV inspections and assessment efforts for the remaining eleven (11) miles of the City's wastewater collection system.

NV5 is looking forward to working with the City on this project. If you have any questions, please contact me at 858.927.3668 or cynthia.peraza@nv5.com.

Sincerely,
NV5 Inc.



Cynthia S. Peraza
Regional Manager

LABOR ESTIMATE



BEYOND ENGINEERING

Project Name: **City of Stanton Sewer MP Update - Additional CCTV**
 Project Number:
 Client/Owner: **City of Stanton**
 Project Manager: **Cynthia Peraza**
 Prepared By: **Cynthia Peraza**
 Proj/Prop No.: **P227521-0007406.00**
 Date: **3/8/2023**

FEE SUMMARY

<u>ITEM</u>	<u>TOTAL</u>
Labor	\$90,730
Outside Services	\$242,990
Direct Costs	\$1,001
(Direct Costs assumed at 0.3%)	
TOTAL	\$334,721

BASIC BILLING RATES

OFFICE SERVICES:

TECHNICAL SERVICE:

Engineering Aid/Planning Aid - OSEPA	\$80
Project Assistant - OSPA	\$100
Project Administrator - OSPAD	\$100
GIS / CADD Technician I - OSCT1	\$111
GIS / CADD Technician II - OSCT2	\$142
GIS / CADD Technician III - OSCT3	\$150
Senior GIS / CADD Technician/Designer - OSSCT	\$158
Design Supervisor - OSDS	\$170

PROFESSIONAL:

Junior Engineer/Planner/Surveyor - OSJP	\$135
Assistant Engineer/Planner/Surveyor - OSTSP	\$155
Associate Engineer/Planner/Surveyor - OSEEP	\$165
Senior Engineer/Planner/Surveyor - OSSP	\$190
Project Manager - OSMP	\$235
Senior Project Manager - OSSTP	\$260
Principal Engineer - OSAP	\$285
Principal - OSPP	\$300

EXPENSES:

Plotting and In-House Reproduction - EPHP	1.10 x Cost
Subsistence - ESUB	1.10 x Cost
Other Expenses-Including Subconsultants & Purchased Services Through Subcontracts - EOTH	1.10 x Cost
Milage - Outside Local Area - EMIL	Per Accepted IRS Rate
Litigation Support - ELIT	\$400
Courier - Same Day - PSCS	\$20
Courier - Next Day - PSCN	\$35

FIELD SERVICES:

CONSTRUCTION MANAGEMENT:

Junior Field Engineer - FSJFE	\$141
Assistant Field Engineer - FSTFE	\$166
Associate Field Engineer - FSEFE	\$183
Senior Field Engineer - FSSFE	\$193
Construction Manager - FSCM	\$198

SURVEYING:

1-Person Survey Crew (GPS)(Robotic) - FS1R	\$193
1-Person Survey Crew - FS1P	\$156
2-Person Survey Crew - FS2P	\$277
3-Person Survey Crew - FS3P	\$340
Survey Manager - FSSM	\$190

EXPENSES:

Plotting and In-House Reproduction - EPHP	1.10 x Cost
Subsistence - ESUB	1.10 x Cost
Other Expenses-Including Subconsultants & Purchased Services Through Subcontracts -	1.10 x Cost
Milage - Outside Local Area - EMIL	Per Accepted IRS Rate
Litigation Support - ELIT	\$400
Courier - Same Day - PSCS	\$20
Courier - Next Day - PSCN	\$35

TASK DESCRIPTION			LABOR CODE/STAFF HOURS								TOTALS		
Phase	Task	Task/Sub	OSPP \$300	OSMP \$235	OSMP \$235	OSSP \$190	OSJP \$135	OSPA \$100	OSSCT \$158	OSCT2 \$142	HOURS	FEE	%
		Project Management											
		Project Management / Coordination / Schedule			8						8	\$1,880	0.56%
		Progress Mtgs (assume 4)			4	6	2				12	\$2,350	0.70%
		Subtotal									20	\$4,230	
		Data Collection and Review											
		Data Coordination and Management				2	8				10	\$1,460	0.44%
		Update GIS Files / Information				2	16				18	\$2,540	0.76%
		Subtotal									28	\$4,000	
		Field Investigations											
		Inspection Set Up / Coordination with Contractor			8		4				12	\$2,420	0.73%
		NPS - CCTV Inspections & Traffic Control									0	\$242,990	72.81%
		Pre-Clean and CCTV (58,906 lf)											
		Review CCTV Videos / Perform Assessment (11 miles)			8	16	300				324	\$45,420	13.61%
		Prepare Deliverables			4		40	8			52	\$7,140	2.14%
		QA/QC	4								4	\$1,200	0.36%
		Subtotal									392	\$299,170	
		Capital Improvement Projects											
		Identification of Condition Projects											
		Evaluate Remaining Life			2	8	16				26	\$4,150	1.24%
		Prioritize / Phase CIPs			2	8	24				34	\$5,230	1.57%
		Cost Estimates			2		12				14	\$2,090	0.63%
		QA / QC	4								4	\$1,200	0.36%
		Subtotal									78	\$12,670	
		Sewer Master Plan Update											
		Draft Report			4	4	40	16			64	\$8,700	2.61%
		Final Report			2	2	20	8			32	\$4,350	1.30%
		QA/QC	2								2	\$600	0.18%
		Subtotal									98	\$13,650	
			OSPP	OSMP	OSMP	OSSP	OSJP	OSPA	OSSCT	OSCT2	PAGE TOTALS		
TOTAL - THIS PAGE			10	0	44	48	482	32	0	0	616	\$333,720	100.00%
TOTAL - ALL PAGES			10	0	44	48	482	32	0	0	616	\$333,720	100.00%

City of Stanton Sewer MP Update - Additional CCTV,

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of City Council

DATE: May 9, 2023

SUBJECT: FIREWORKS EDUCATIONAL CAMPAIGN

REPORT IN BRIEF:

Staff is seeking direction regarding the continuation of the annual Fireworks Education Campaign for 2023.

RECOMMENDED ACTION:

1. City Council find that the action is exempt from the California Environmental Quality Act ("CEQA") under Section 15061(b)(3) of the State CEQA Guidelines 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 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. Provide direction to implement, modify, or eliminate the annual Fireworks Education Campaign.

BACKGROUND:

Historical Public Education Campaign

Approximately 20 years ago staff began an annual public education campaign in hopes of reducing illegal fireworks activity on the 4th of July.

- The first five years included citywide letters mailed to each residence in both English and Spanish, explaining the prohibition of illegal fireworks including the issuance of fines when caught discharging illegal fireworks.
- The City provided thousands of plastic bags at fireworks stands with information regarding the consequences of illegal activity as well as posters being placed at each location. The information was intended to discourage residents from mixing illegal fireworks with Safe and Sane fireworks that were sold at the stands.
- Free print material was provided to residents and business owners to display.

The cost for these endeavors ranged between \$15,000 to \$20,000, with citywide mailers costing over \$7,000 to distribute.

Due to the ultimate ineffectiveness and high cost of this educational strategy, the City scaled back the campaign approximately 15 years ago to a limited number of lawn signs and doorhangers in the neighborhoods experiencing the most illegal firework activity. This approach has also proven to be ineffective and illegal fireworks continued throughout the City.

Safe and Sane Fireworks

Currently, 10 of the 34 Orange County cities allow the sale and use of “safe and sane” fireworks.

- Anaheim
- Buena Park
- Costa Mesa
- Fullerton
- Garden Grove
- Huntington Beach
- Santa Ana
- Stanton
- Villa Park
- Westminster

Possession of illegal fireworks is a crime and is punishable by law, with fines ranging from \$1,000 - \$80,000 per violation.

ANALYSIS/JUSTIFICATION:

Over the past three years, the City has spent approximately \$1,750 on educational materials in impacted neighborhoods (door hangers and lawn signs). Based on follow up reports from the Orange County Fire Authority and the Orange County Sheriff's Department, as well as community feedback, it is difficult to determine any verifiable impact the educational materials have on reducing the use of illegal fireworks. If the Council directs staff to continue to implement the current educational strategy for 2023, the anticipated cost for materials is \$775.

Year	Door Hangers (Qty)	Lawn Signs (Qty)	Cost
2020	200	50	\$517.21
2021	200	50	\$544.07
2022	200	50	\$716.68

FISCAL IMPACT:

If the Council directs staff to continue to implement the current educational strategy for 2023, the anticipated cost for materials is \$775. Although funds are currently not available in the FY 2022-23 Operating Budget for Public Safety, there does appear to be some funding available from current staff vacancies.

ENVIRONMENTAL IMPACT:

In accordance with the requirements of CEQA, this project has been determined to be exempt under section 15061(b)(3) of the State CEQA Guidelines.

PUBLIC NOTIFICATION:

Through the regular agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

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

Prepared by: Keith Gifford, Code Enforcement Manager
Reviewed by: James J. Wren, Public Safety Services Director
Fiscal Impact Reviewed by: Michelle Bannigan, Finance Director
Approved by: Hannah Shin-Heydorn, City Manager



City Council Initiated Items 12D and 12E

Item 12D:

“DISCUSSION REGARDING ADDING SENSITIVITY TRAINING TO THE CITY COUNCIL’S TRAINING SCHEDULE”

Item 12E:

“DISCUSSION REGARDING UPDATING / CREATING RULES AND REGULATIONS PERTAINING TO PAYDAY LENDER BUSINESSES WITHIN THE CITY”

(These items do not contain a staff report)