



AGENDA
CITY COUNCIL/SUCCESSOR AGENCY/STANTON HOUSING AUTHORITY
JOINT REGULAR MEETING
STANTON CITY HALL, 7800 KATELLA AVENUE, STANTON, CA
TUESDAY, SEPTEMBER 27, 2022 - 6:30 P.M.

SAFETY ALERT – NOTICE REGARDING COVID-19

The health and well-being of our residents is the top priority for the City of Stanton, and you are urged to take all appropriate health safety precautions given the health risks associated with COVID-19. The City Council meeting will be held in person in the City Council Chambers located at 7800 Katella Avenue, California 90680.

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.

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(6:00 PM)

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

3. PUBLIC COMMENT ON CLOSED SESSION ITEMS

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

4. CLOSED SESSION

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

Property: 10692 Beach Boulevard, CA (APN 126-434-12)

Negotiating Parties: Hannah Shin-Heydorn, City Manager, City of Stanton
Hyuncho Park, Owner

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

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

Property: 8830 Tina Way, Anaheim, CA (APN 126-481-01)
8840 Tina Way, Anaheim, CA (APN 126-481-02)
8850 Tina Way, Anaheim, CA (APN 126-481-03)
8860 Tina Way, Anaheim, CA (APN 126-481-04)
8870 Tina Way, Anaheim, CA (APN 126-481-05)
8880 Tina Way, Anaheim, CA (APN 126-481-06)
8890 Tina Way, Anaheim, CA (APN 126-481-07)
8900 Tina Way, Anaheim, CA (APN 126-481-08)

8910 Tina Way, Anaheim, CA (APN 126-481-09)
8920 Tina Way, Anaheim, CA (APN 126-481-10)
8930 Tina Way, Anaheim, CA (APN 126-481-11)
8940 Tina Way, Anaheim, CA (APN 126-481-12)
8950 Tina Way, Anaheim, CA (APN 126-481-13)
8960 Tina Way, Anaheim, CA (APN 126-481-14)
8970 Tina Way, Anaheim, CA (APN 126-481-15)
8841 Pacific Avenue, Anaheim, CA (APN 126-481-29)
8851 Pacific Avenue, Anaheim, CA (APN 126-481-28)
8861 Pacific Avenue, Anaheim, CA (APN 126-481-27)
8870 Pacific Avenue, Anaheim, CA (APN 126-482-05)
8871 Pacific Avenue, Anaheim, CA (APN 126-481-26)
8880 Pacific Avenue, Anaheim, CA (APN 126-482-06)
8881 Pacific Avenue, Anaheim, CA (APN 126-481-25)
8890 Pacific Avenue, Anaheim, CA (APN 126-482-07)
8891 Pacific Avenue, Anaheim, CA (APN 126-481-24)
8900 Pacific Avenue, Anaheim, CA (APN 126-482-08)
8901 Pacific Avenue, Anaheim, CA (APN 126-481-23)
8910 Pacific Avenue, Anaheim, CA (APN 126-482-09)
8911 Pacific Avenue, Anaheim, CA (APN 126-481-22)
8920 Pacific Avenue, Anaheim, CA (APN 126-482-10)
8921 Pacific Avenue, Anaheim, CA (APN 126-481-21)
8930 Pacific Avenue, Anaheim, CA (APN 126-482-11)
8931 Pacific Avenue, Anaheim, CA (APN 126-481-20)
8940 Pacific Avenue, Anaheim, CA (APN 126-482-12)
8941 Pacific Avenue, Anaheim, CA (APN 126-481-19)
8950 Pacific Avenue, Anaheim, CA (APN 126-482-13)
8951 Pacific Avenue, Anaheim, CA (APN 126-481-18)
8960 Pacific Avenue, Anaheim, CA (APN 126-482-14)
8961 Pacific Avenue, Anaheim, CA (APN 126-481-17)
8970 Pacific Avenue, Anaheim, CA (APN 126-482-15)
8971 Pacific Avenue, Anaheim, CA (APN 126-481-16)

Negotiating Parties: Hannah Shin-Heydorn, City Manager, City of Stanton
Hannah Shin-Heydorn, Executive Director, Housing Authority
Hannah Shin-Heydorn, Executive Director, Successor Agency
David M. Cook and Chaicran Daphnie, Owner
Jennie Trust, Owner
Nga Summer Thien Trang (Trang Trust), Owner
Ngoc Trieu and Andy Pham, Owner
Sky Nguyen / Nguyen Sky SN Living Trust, Owner
Steven W. Reiss Trust (Steven W. Reiss), Owner
Tammy T. Doan and H. Le Harvey, Owner
Trachy Family Trust (Phillip R. Trachy), Owner

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

5. **CALL TO ORDER STANTON CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY JOINT REGULAR MEETING (6:30 PM)**
6. **ROLL CALL** Council / Agency / Authority Member Taylor
Council / Agency / Authority Member Van
Council / Agency / Authority Member Warren
Mayor Pro Tem / Vice Chairman Ramirez
Mayor / Chairman Shawver
7. **PLEDGE OF ALLEGIANCE**
8. **SPECIAL PRESENTATIONS AND AWARDS**
 - 5A. Presentation of commendation recognizing and honoring Dr. Gene Wilkins.
 - 5B. Presentation of proclamation declaring the week of October 9-15, 2022, as Fire Prevention week in the City of Stanton.
9. **CONSENT CALENDAR**

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

CONSENT CALENDAR

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

RECOMMENDED ACTION:

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

- 9B. **APPROVAL OF WARRANTS**

City Council approve demand warrants dated August 26, 2022 – September 8, 2022, in the amount of \$751,440.27.

9C. APPROVAL OF MINUTES

City Council/Successor Agency/Housing Authority approve Minutes of Joint Regular Meeting – September 13, 2022.

9D. RENEWAL OF AUTHORIZATION FOR VIRTUAL PUBLIC MEETINGS PURSUANT TO AB 361

Consideration of the circumstances of the state of emergency related to the COVID-19 pandemic to determine whether remote teleconference meetings of the City Council, Committees, and Commissions can continue to be held under the provisions of AB 361.

RECOMMENDED ACTION:

1. City Council declare that this item is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) and 15060(c)(3); and
2. Reconsider the circumstances of the state of emergency; and
3. Find that state or local officials have continued to impose or recommend measures to promote social distancing; and
4. Direct staff, no later than 30 days after the City Council approves the recommended action, to report back on the state-proclaimed state of emergency so that City Council may reconsider the circumstances of the emergency, and, if appropriate, make findings to continue to hold virtual meetings of City legislative bodies pursuant to AB 361.

9E. JULY 2022 INVESTMENT REPORT

The Investment Report as of July 31, 2022, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

RECOMMENDED ACTION:

1. 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. Receive and file the Investment Report for the month of July 2022.

9F. JULY 2022 INVESTMENT REPORT (SUCCESSOR AGENCY)

The Investment Report as of July 31, 2022, 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 July 2022.

9G. JUNE 2022 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 June 30, 2022, 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 June 30, 2022. Actual data through June 30, 2022, is preliminary pending the completion of the City's annual financial statement audit for the fiscal year ended June 30, 2022.

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 June 2022 Revenue and Expenditure Report and Status of Capital Improvement Projects for the month ended June 30, 2022.

9H. JULY 2022 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 July 31, 2022, 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 July 31, 2022.

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 July 2022 Revenue and Expenditure Report and Status of Capital Improvement Projects for the month ended July 31, 2022.

9I. CONTINUE APPROPRIATIONS FOR BUDGETED ACTIVITIES THAT WERE IN PROCESS AS OF JUNE 30, 2022; AND OTHER APPROPRIATIONS

At the end of year fiscal year, City staff reviews the outstanding purchase order balances to determine whether any unspent budget appropriations should be carried forward to the subsequent fiscal year. Staff is requesting the budget carryover related to 11 open purchase orders from Fiscal Year 2021/22 to Fiscal Year 2022/23, totaling \$271,810 (Attachment A).

In addition, staff is requesting the budget carryover of \$2,623,935 for certain activities that were budgeted in Fiscal Year 2021/22, but were not encumbered by a purchase order as of June 30, 2022 (Attachment B).

RECOMMENDED ACTION:

1. City Council find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Section 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Amend the Fiscal Year 2022/23 Operating Budget to continue the appropriation of unexpended funds for activities that were budgeted in Fiscal Year 2021/22, but were not completed by year end, as set forth in Attachments A and B.

9J. HOUSING AUTHORITY ANNUAL PROGRESS REPORT (HOUSING AUTHORITY)

The attached Housing Authority Report for Fiscal Year 2021-2022 is being presented for consideration as required by California Health and Safety Code Sections 34328 and 34328.1.

RECOMMENDED ACTION:

1. Authority Board declare that the project is exempt from the California Environmental Quality Act ("CEQA") under Section 15061(b)(3) as the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing significant effect on the environment. Where it can be seen with certainty 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. Receive and file the Annual Progress Report.

9K. APPROVAL OF FIRST AMENDMENT EXTENDING THE CONTRACT WITH ABSOLUTE INTERNATIONAL SECURITY FOR FACILITY RENTAL SUPERVISION AND SECURITY SERVICES

Absolute International Security (AIS) has been providing supervisor and security guard services for facility rentals at the Stanton Community Center since October 2021. The professional services agreement requires an extension after October 1, 2022. Absolute International Security is also requesting a service rate increase in line with the Consumer Price Index. If approved, this First Amendment will extend the term of the agreement through October 1, 2023.

RECOMMENDED ACTION:

1. City Council declare that this item is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(3) and 15378(b)(5); and
2. Approve the First Amendment to the existing agreement with Absolute International Security and allow the City Attorney to make minor edits as necessary prior to the execution of the Amendment; and
3. Authorize the City Manager to execute the First Amendment to the existing agreement with Absolute International Security, including a service rate increase.

9L. AWARD OF CONTRACT TO ALL CITY MANAGEMENT SERVICES, INC. FOR CROSSING GUARD SERVICES

Following a Request for Proposals in 2019 soliciting proposals to provide professional crossing guard services for three (3) locations at nearby schools, All City Management Services, Inc. (ACMS) was awarded a one (1) year contract at the March 23, 2021 City Council meeting. The contract term expired as of June 30, 2022. Following discussion, City staff and ACMS were able to come to an agreement for a new three (3) year contract. To ensure a safe community, City staff recommends entering into an agreement with All City Management Services, Inc. to continue to provide professional crossing guard services.

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. Award a contract to All City Management Services, Inc. to provide professional crossing guard services for a 3-year maximum contract amount of \$137,000, excluding CPI adjustments as provided for in the draft Professional Services Agreement; and
3. Authorize the City Manager, with concurrence of the City Attorney, to make minor modifications to the Professional Services Agreement and to bind the City of Stanton; and
4. Authorize the City Manager to approve contract change orders and contract amendments with All City Management Services, Inc., as needed and determined by City staff, for any contingencies up to \$13,700 (10% of contract amount).

END OF CONSENT CALENDAR

10. PUBLIC HEARINGS **None**

11. UNFINISHED BUSINESS **None.**

12. NEW BUSINESS

12A. REVISED CITY COUNCIL RULES OF ORDER

On July 23, 1997, the City Council adopted, by resolution, the City Council Rules of Order. The Rules of Order were last updated on June 25, 2013. It is desirable to update the Rules of Order to reflect changes in State law and incorporate current practices. Staff is recommending adoption of a revised handbook correcting minor inconsistencies and incorporating current practices.

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. Adopt Resolution No. 2022-43 approving the City Council Rules of Order dated September 27, 2022, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AMENDING THE CITY COUNCIL RULES OF ORDER, DATED SEPTEMBER 27, 2022".

13. ORAL COMMUNICATIONS - PUBLIC

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

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

14. WRITTEN COMMUNICATIONS **None.**

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

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

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

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

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

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

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

Currently Scheduled: None.

15D. CITY COUNCIL INITIATED ITEM — DISCUSSION REGARDING THE USE OF DEFENSIVE WIRE ALONG STORM DRAIN CHANNELS

At the September 13, 2022, City Council meeting, Mayor Shawver requested that this item be agendaized for discussion. Mayor Shawver is requesting to discuss the use of defensive wire along the storm drain channels within the city.

RECOMMENDED ACTION:

City Council provide direction to staff.

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

17. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR

17A. ORANGE COUNTY SHERIFF'S DEPARTMENT

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

18. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, the foregoing agenda was posted at the Post Office, Stanton Community Services Center and City Hall, not less than 72 hours prior to the meeting. Dated this 22nd day of September, 2022.

s/ Patricia A. Vazquez, City Clerk/Secretary

Item: 9B

Click here to return to the agenda.

CITY OF STANTON ACCOUNTS PAYABLE REGISTER

August 26, 2022 - September 8, 2022

Electronic Transaction Nos.	2076-2106	\$	488,474.27
Check Nos.	135554-135620	\$	262,966.00

TOTAL	\$	751,440.27
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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: 9/12/2022 9:20 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
2076	BEN15755	BENEFIT COORDINATORS CORPORAT	08/26/2022	
	11382	August 2022 Prism Life Ins - City		486.00
	11382	August 2022 Prism Life Ins - City		2,745.40
	11382	August 2022 Prism Life Ins - Employee		508.38
	B067GB	August 2022 Delta Dental - Employee Share		218.88
	B067GB	August 2022 Delta Dental - City Share		1,755.82
Total for Check Number 2076:				5,714.48
2077	BOY14651	BOYS & GIRLS CLUBS OF BREA-PLAC	08/26/2022	
	NOC-PSC-7	Brea CBO Focus Area #1 - Jul 2022		8,677.57
Total for Check Number 2077:				8,677.57
2078	BOY15369	BOYS & GIRLS CLUBS OF GREATER A	08/26/2022	
	NOC 7-22	Cypress CBO - Focus Area #1 - Jul 2022		17,980.70
Total for Check Number 2078:				17,980.70
2079	BOY14658	BOYS & GIRLS CLUBS OF FULLERTON	08/26/2022	
	42	Fullerton CBO - Focus Area #1 - Jul 2022		4,100.00
Total for Check Number 2079:				4,100.00
2080	BOY500	BOYS & GIRLS CLUB OF STANTON	08/26/2022	
	2022-7b	Stanton CBO - Focus Area #1 - Jul 2022		5,249.20
Total for Check Number 2080:				5,249.20
2081	BOY500	BOYS & GIRLS CLUB OF STANTON	08/26/2022	
	2022 - 7a	Stanton CBO - Focus Area #1 - Jun 2022		5,263.80
Total for Check Number 2081:				5,263.80
2082	BRE14648	BREA EDUCATION FOUNDATION	08/26/2022	
	PK-004	Brea CBO - Focu Area #1 - Apr 2022		10,807.19
	PK-005	Brea CBO - Focu Area #1 - May 2022		10,480.62
	PK-006	Brea CBO - Focu Area #1 - Jun 2022		8,032.81
Total for Check Number 2082:				29,320.62
2083	MET12565	METLIFE SBC	08/26/2022	
	Sep-22	Septmber 22 Metlife Dental - Employee Share		29.58
	Sep-22	Septmber 22 Metlife Dental - City Share		194.28
Total for Check Number 2083:				223.86
2084	PUB15477	PUBLIC AGENCY RISK SHARING AUT	08/26/2022	
	PPE 08/13/2022	PARS - PPE 08/13/2022		1,441.77
Total for Check Number 2084:				1,441.77

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
2085	DRU14671	DRUG USE IS LIFE ABUSE	08/26/2022	
	1	Yorba Linda CBO - Focus Area #1 - Jan 2022		24,077.50
	2	Yorba Linda CBO - Focus Area #1 - Feb 2022		24,077.50
	3	Yorba Linda CBO - Focus Area #1 - Mar 2022		24,077.50
	4	Yorba Linda CBO - Focus Area #1 - Apr 2022		24,077.50
	5	Yorba Linda CBO - Focus Area #1 - May 2022		24,077.50
	6	Yorba Linda CBO - Focus Area #1 - Jun 2022		24,077.50
Total for Check Number 2085:				144,465.00
2086	BOY14655	BOYS & GIRLS CLUBS OF LA HABRA	08/26/2022	
	7 31 2022	La Habra CBO - Focus Area #1 - Jul 2022		13,191.14
	BIG 7 07 31 22	Regional CBO - Focus Area #1 - Jul 2022		7,841.00
Total for Check Number 2086:				21,032.14
2087	CHR15117	THE CHRYSALIS CENTER	08/26/2022	
	NOC-PSC 2	Anaheim CBO - Focus Areas #2, 3 - Jul 2022		3,722.01
Total for Check Number 2087:				3,722.01
2088	CHR15117	THE CHRYSALIS CENTER	08/26/2022	
	NOC-PSC 1	Anaheim CBO - Focus Areas #2, 3 - Jan - Jun 20		9,186.63
Total for Check Number 2088:				9,186.63
2089	LOT14650	LOT318	08/26/2022	
	01 31 2022 - 1L	Placentia CBO - Focus Area #1 - Jan 2022		3,618.83
	02 28 2022 - 2L	Placentia CBO - Focus Area #1 - Feb 2022		4,084.32
	03 31 2022 - 3L	Placentia CBO - Focus Area #1 - Mar 2022		4,526.90
	04 30 2022 - 4L	Placentia CBO - Focus Area #1 - Apr 2022		4,794.67
	05 31 2022 - 5L	Placentia CBO - Focus Area #1 - May 2022		10,443.94
	06 30 2022 - 6L	Placentia CBO - Focus Area #1 - Jun 2022		5,414.36
Total for Check Number 2089:				32,883.02
2090	LOT14650	LOT318	08/26/2022	
	07 31 2022 - 7L	Placentia CBO - Focus Area #1 - Jul 2022		4,434.65
Total for Check Number 2090:				4,434.65
2091	REC16138	RECTRAC REFUNDS	08/29/2022	
	26706	Refund Receipt #26706 SCP Multi Purpose Roo		200.00
	26781	Refund Receipt #26781 SCP Picnic Shelter 08/1:		150.00
	26785	Refund Receipt #26785 SCP Picnic Shelter 08/2:		150.00
	26818	Refund Receipt #26818 Class Cancelled		100.00
	26869	Refund Receipt #26869 SCP Picnic Shelter 08/2:		100.00
	26879	Refund Receipt #26879 Dotson Picnic Shelter 08:		50.00
	26914	Refund Receipt #26914 Dotson Picnic Shelter 08:		50.00
	26995	Refund Receipt #26995 SCP Multi Purpose Roo		300.00
	27070	Refund Receipt #27070 SCP Picnic Shelter 08/2:		200.00
	27087	Refund Receipt #27087 Class Cancelled		50.00
	27207	Refund Receipt #27207 SCP Multi Purpose Roo		300.00
	27219	Refund Receipt #27219 SCP Multi Purpose Roo		300.00
	27246	Refund Receipt #27246 SCP Picnic Shelter 08/2:		150.00
	27254	Refund Receipt #27254 Class Cancelled		50.00
	27257	Refund Receipt #27257 SCP Picnic Shelter 08/2:		100.00
	27459	Refund Receipt #27459 SCP Passive Area 08/28:		75.00
	27459	Refund Receipt #27459 SCP Passive Area 08/28:		100.00
	27497	Refund Receipt #27497 SCP Picnic Shelter 08/2:		150.00
	27550	Refund Receipt #27550 SCP Picnic Shelter 08/2:		100.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	27602	Refund Receipt #27602 SCP Picnic Shelter 08/21		150.00
	27646	Refund Receipt #27646 SCP Picnic Shelter 10/0		180.00
	27646	Refund Receipt #27646 SCP Picnic Shelter 10/0		300.00
	27646	Cancellation Fee Receipt #27646 SCP Picnic Sh		-35.00
	27788	Refund Receipt #27788 SCP Picnic Shelter 08/21		150.00
	27950	Refund Receipt #27950 Dotson Picnic Shelter 08		100.00
Total for Check Number 2091:				3,520.00
2092	REC16138 28053	RECTRAC REFUNDS Refund Receipt# 28053 Class Transfer	09/01/2022	72.00
Total for Check Number 2092:				72.00
2093	GOL1321 August 31 August 31 August 31 August 31 August 31	GOLDEN STATE WATER COMPANY July 14-Aug 9 Water Services Park August 10 July 14-Aug 9 Water Services Park August 10 July 14-Aug 9 Water Services Park August 10 July 14-Aug 9 Water Services Park August 10 July 14-Aug 9 Water Services Median August 10	09/01/2022	70.84 311.91 4,082.74 4,485.67 1,314.02
Total for Check Number 2093:				10,265.18
2094	INT1569 8/27/2022 8/27/2022 8/27/2022	INTERNAL REVENUE SERVICE (ME) Medicare-City Share (FD) Federal Tax Withholding (ME) Medicare-Employee Share	09/02/2022	2,799.88 23,734.65 2,799.88
Total for Check Number 2094:				29,334.41
2095	EDD1067 8/27/2022 8/27/2022	EDD State Unemployment State Tax Withholding	09/02/2022	69.18 9,091.89
Total for Check Number 2095:				9,161.07
2096	BIG13189 7	BIG BROTHERS BIG SISTERS OF ORA Regional CBO-Focus Area #1-Jul 2022	09/02/2022	1,202.86
Total for Check Number 2096:				1,202.86
2097	BOY14668 TCP 305	BOYS AND GIRLS CLUB OF BUENA PA Regional CBO-Focus Area #1-Jul 2022	09/02/2022	15,209.43
Total for Check Number 2097:				15,209.43
2098	FUL14661 NOC-PSC # 4A NOC-PSC # 4C NOC-PSC # 4F	PATHWAYS OF HOPE Anaheim CBO-Focus Area #3-Jul 2022 Regional CBO-Focus Area #3-Jul 2022 Fullerton CBO-Focus Area #3-Jul 2022	09/02/2022	3,893.63 10,158.94 9,279.75
Total for Check Number 2098:				23,332.32
2099	THE14664 NOC-PSC 7	THE ORANGE COUNTY FAMILY JUSTI Regional CBO-Focus Area #1-Jul 2022	09/02/2022	6,851.60
Total for Check Number 2099:				6,851.60
2100	OCU14659 NOC-PSC 5013 NOC-PSC 5014	OC UNITED TOGETHER Regional CBO-Focus Area #3,-Jul 2022 Fullerton CBO-Focus Area #1-Jul 2022	09/02/2022	10,773.60 10,059.29

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 2100:				20,832.89
2101	SOL15043 505	SOLIDARITY Regional CBO-Focus Area #1-Jul 2022	09/02/2022	3,093.12
Total for Check Number 2101:				3,093.12
2102	KAN13336 Y5, July 2022 Y5, July 2022	SOO KANG Regional Special Dept Expense-Communication: Regional Special Dept Expense-Vehicle-Jul 2022	09/02/2022	150.00 600.00
Total for Check Number 2102:				750.00
2103	AFL187 481237 481237	AFLAC-FLEX ONE August 22 Employee (Aflac) August 22 Employee (Life Ins & Disability Ins)	09/06/2022	158.36 149.40
Total for Check Number 2103:				307.76
2104	CAS683 Sep-22 Sep-22 Sep-22 Sep-22	CA ST PERS-HEALTH BENEFIT September 22 Retiree Insurance September 22 Health Ins-Employee September 22 Adm Services Health Ins September 22 Health Ins-City Share	09/06/2022	3,225.00 5,494.18 152.86 32,860.84
Total for Check Number 2104:				41,732.88
2105	CAS680 PPE 08/13/2022 PPE 08/13/2022 PPE 08/13/2022 PPE 08/13/2022 PPE 08/13/2022 PPE 08/13/2022 PPE 08/13/2022 PPE 08/13/2022 PPE 08/13/2022	CA ST PERS 103 PERS - Employee Classic T2 PERS -Survivor Employee New T3 PERS - Survivor Classic T2 PERS - Survivor (Employee) T1 PERS - City's Share-Classic T2 PERS - Employee's Share T1 PERS - Employee New T3 PERS - City's Share- New T3 PERS - City's Share T1	09/06/2022	3,272.10 26.97 7.44 9.30 4,034.02 2,108.48 5,573.16 6,167.66 3,274.17
Total for Check Number 2105:				24,473.30
2106	ICM1540 PPE 08/27/2022	ICMA RETIREMENT TRUST 302393 PPE 08/27/22-ICMA #302393	09/06/2022	4,640.00
Total for Check Number 2106:				4,640.00
135554	COU15550 PW220055 PW220059	COUNTY OF ORANGE Concrete and Road maintenance for April Concrete and Road maintenance for May	08/31/2022	9,483.26 5,848.68
Total for Check Number 135554:				15,331.94
135555	AME15118 507235-RB2	AMERICAN RENTALS, INC Backhoe rental for Aug	09/08/2022	5,207.27
Total for Check Number 135555:				5,207.27
135556	AME285 07/20/2022	AMERICAN SOCIETY OF COMPOSERS Caity Hall Music License thru 07/31/2023	09/08/2022	403.42
Total for Check Number 135556:				403.42

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
135557	ATT377	AT&T	09/08/2022	
	8/22/22	DMV Access Line- July		445.95
	8/30/2022	Cerritos Intercon - July-Aug		310.81
	8/30/2022	Cerritos/Magnolia- Aug		27.35
Total for Check Number 135557:				784.11
135558	AUT14715 74776933	AUTOMATED GATE SERVICES, INC Repairs to SCP Gate	09/08/2022	228.00
Total for Check Number 135558:				228.00
135559	AUT15903 803111	AUTOMOTIVE WORKWEAR, INC New work shirts for Public Works crew	09/08/2022	1,047.95
Total for Check Number 135559:				1,047.95
135560	AUT12223 4072573755	AUTOZONE INC. Battery for vehicles	09/08/2022	184.04
Total for Check Number 135560:				184.04
135561	BEA14942 16379 16406	BEAR ELECTRICAL SOLUTIONS, INC Traffic Signal Response - July Maintenance Service - July	09/08/2022	2,249.00 1,045.00
Total for Check Number 135561:				3,294.00
135562	C3O13388 IN150414	C3 TECHNOLOGY SERVICES CH/Sharp Copier/Toner/Maintenance/C3 7/15/22	09/08/2022	477.36
Total for Check Number 135562:				477.36
135563	CAR630 22216043	CARE AMBULANCE SERVICE INC Ambulance Service/ Rosemary Vieyra	09/08/2022	200.00
Total for Check Number 135563:				200.00
135564	DIV16152 1045746	CATAPULTK12 WeTip Fraud Hotline Annual Service Fee	09/08/2022	2,500.00
Total for Check Number 135564:				2,500.00
135565	CLI14334 957008333 957008358	CLIMATEC, LLC Repairs gate at SCP Replace reader for storage room at SCP	09/08/2022	435.00 878.55
Total for Check Number 135565:				1,313.55
135566	CON13243 75784	CONTINENTAL CHEMICAL & SANITAI Janitorial Supplies	09/08/2022	881.40
Total for Check Number 135566:				881.40
135567	CON16449 08/19/2022	VICTOR CONTRERAS Reimbursement/OCSD Meals/Traffic Accident I	09/08/2022	113.37
Total for Check Number 135567:				113.37
135568	COR14961 14678	CORNERSTONE COMMUNICATIONS Regional CBO- Public Relations Services (Jul 20	09/08/2022	10,000.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 135568:				10,000.00
135569	CSU14679 AR172185	CSU FULLERTON ASC Regional CBO - Focus Area #1 - Jul 2022	09/08/2022	21,009.41
Total for Check Number 135569:				21,009.41
135570	DAV15696 12751	DAVIS FARR LLP Temporary Accounting Services - July 2022	09/08/2022	1,800.00
Total for Check Number 135570:				1,800.00
135571	DEL13382 77398401	DE LAGE LANDEN FINANCIAL SERVI CH/Lease/Sharp Copiers/De Lage Sep-22	09/08/2022	526.22
Total for Check Number 135571:				526.22
135572	ECO15351 26187	ECONO TIRE, INC 1 oil change for Silverado Lic #1374557	09/08/2022	85.00
Total for Check Number 135572:				85.00
135573	NEO12731 INV-23473	GOVERNMENTJOBS.COM INC. Neogov Subscription from 8/27/22 to 8/26/23	09/08/2022	8,928.42
Total for Check Number 135573:				8,928.42
135574	GRU16389 4434	GRUBER AND LOPEZ, INC Interim billing for 6/30/2022 audit	09/08/2022	4,000.00
Total for Check Number 135574:				4,000.00
135575	HAR1416 22-0262	HARTZOG & CRABILL INC Void/Reissued On-Call Traffic Signal Services O	09/08/2022	1,540.00
Total for Check Number 135575:				1,540.00
135576	HIL1466 79770	HILL'S BROS LOCK & SAFE INC Duplicate keys for bathroom	09/08/2022	6.53
Total for Check Number 135576:				6.53
135577	HIN1468 SIN021037 SIN021037	HINDERLITER DELLAMAS & ASSOCI Audit Services - Sales Tax Q1/2022 Contract Services - Sales Tax Q1/2022	09/08/2022	223.10 1,189.47
Total for Check Number 135577:				1,412.57
135578	HOL16437 2021-753	MIKE HOLLAND C&D Deposit Refund for 28081 Morro Court	09/08/2022	2,047.68
Total for Check Number 135578:				2,047.68
135579	HU16443 2021-746	LONG HUA C&D Deposit Refund for 11356 Pine Tree Ln	09/08/2022	3,450.00
Total for Check Number 135579:				3,450.00
135580	INT16247 PPE 8-27-2022	INTERNAL REVENUE SERVICE Wage Garnishment PPE 8-27-2022	09/08/2022	161.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 135580:				161.00
135581	JAC16433 2022-476	LIZBETH JACOBO C&D Deposit Refund for 921 E Warren St	09/08/2022	120.00
Total for Check Number 135581:				120.00
135582	JOH16435 2021-771 2021-844	TREVOR JOHNSON C&D Deposit Refund for 19992 Wrightwood Co C&D Deposit Refund for 19992 Wrightwood Co	09/08/2022	150.00 3,000.00
Total for Check Number 135582:				3,150.00
135583	KIL16446 26726	DIANE KILE Deposit Refund #26726 SCP Picnic Shelter 08/21	09/08/2022	150.00
Total for Check Number 135583:				150.00
135584	KOR16436 2022-409	MARK ALLEN KORNISH C&D Deposit Refund for 2901 Sycamore Ave	09/08/2022	900.00
Total for Check Number 135584:				900.00
135585	LE16441 2022-025	HUU LE C&D Deposit Refund for 13331 Shapell St	09/08/2022	4,500.00
Total for Check Number 135585:				4,500.00
135586	LIF16289 27204 27204	LIFE CHRISTIAN CHURCH OF ORANGE Refund #27204 Civic Banquet Hall 8/28/22/Life Refund #27204 Civic Banquet Hall 8/21/22/Life	09/08/2022	400.00 400.00
Total for Check Number 135586:				800.00
135587	MEL16450 ST348464 ST349354	KINDRA MELGOZA Refund Citation Dismissed ST348464 Refund Citation Dismissed ST349354	09/08/2022	76.00 57.00
Total for Check Number 135587:				133.00
135588	MOR16343 25421	MARGARET MORENO Refund Security #25006 Margaret Moreno 6/11/22	09/08/2022	437.22
Total for Check Number 135588:				437.22
135589	MUN16440 ST348574	CRISTINA MUNOZ Refund Dismissed Citation ST348574	09/08/2022	57.00
Total for Check Number 135589:				57.00
135590	NGU16434 2021-365	TAM-TRUNG NGUYEN C&D Deposit Refund for 8631 Lullaby Ln	09/08/2022	1,500.00
Total for Check Number 135590:				1,500.00
135591	NGU16438 2021-379P	THUAN NGUYEN C&D Deposit Refund for 10485 Arpy Ct	09/08/2022	3,000.00
Total for Check Number 135591:				3,000.00
135592	OCC2150 FY2022-23	OC CITY MANAGERS ASSOCIATION FY 2022-23/ OCCMA Meeting Dues/ City Mana	09/08/2022	432.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 135592:				432.00
135593	OKA16448 26851	CAROL OKADA Deposit Refund #26851 SCP Picnic Shelter 08/2	09/08/2022	100.00
Total for Check Number 135593:				100.00
135594	COU11867 PW230132	COUNTY OF ORANGE COUNTY TREA- Water Quality Ordinance Implementation Agreeer	09/08/2022	583.03
Total for Check Number 135594:				583.03
135595	PRO16283 Retention Rel.	PRO INSTALLATIONS INC Retention Release for flooring for Sheriff Substa	09/08/2022	2,529.83
Total for Check Number 135595:				2,529.83
135596	PSI11874 35377	PSI Parts for pressure washer	09/08/2022	215.10
Total for Check Number 135596:				215.10
135597	QUA15782 2022-06-PR 2022-07	QUALITY MANAGEMENT GROUP, INC CM & Maintenance Salaries for Tina Pacific Dev Property Management Svcs for Tina Pacific Dev	09/08/2022	8,016.66 6,250.00
Total for Check Number 135597:				14,266.66
135598	RIO16447 27384	EDITH RIOS Deposit Refund #27384 Dotson Picnic Shelter 08	09/08/2022	100.00
Total for Check Number 135598:				100.00
135599	RJM2515 35169 35170 35187	RJM DESIGN GROUP INC Consulting services for the Dog Park Design Pro Design for Premier Park Renovation Stanton Parks Master Plan Project #789.05-Svcs	09/08/2022	10,597.96 7,796.55 11,082.10
Total for Check Number 135599:				29,476.61
135600	RRA16405 6001	RAFEAL RODRIGUEZ Paint bumper, side bed panels, tailgate and doors	09/08/2022	2,900.00
Total for Check Number 135600:				2,900.00
135601	SCS13184 229113A 229520 229614	S.C. SIGNS & SUPPLIES LLC Street name signs & yellow ceramic median dots Street name signs & yellow ceramic median dots 12" square post caps	09/08/2022	1,564.64 1,564.64 653.07
Total for Check Number 135601:				3,782.35
135602	SAN2611 FY 2022-23	SANTA ANA RIVER FLOOD FY22-23/ SARFPA Dues/Van	09/08/2022	1,300.00
Total for Check Number 135602:				1,300.00
135603	SOC2734 08/29/22 08/29/22 08/29/22	SO CAL EDISON Electric Service-Signals - Aug Electric Service-Medians - Aug Electric Service-Building - Aug	09/08/2022	136.10 17.07 17,016.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 135603:				17,170.12
135604	BCN14064 132201118	SOLEX - FUSION LAN LINES Burgular Alarms/Fire Jul-22	09/08/2022	1,300.65
Total for Check Number 135604:				1,300.65
135605	WAT13601 27545	SOUTHLAND AUTOMOTIVE WORKS Replace 2 tires	09/08/2022	257.50
Total for Check Number 135605:				257.50
135606	SOU2770 201294	SOUTHWEST OFFSET PRINTING Recreation Brochure - Fall Stanton Express 202	09/08/2022	6,366.30
Total for Check Number 135606:				6,366.30
135607	SPA15432 4096775 081222	SPARKLETTS AUG-22/Breakroom Water Delivery	09/08/2022	145.72
Total for Check Number 135607:				145.72
135608	STA12282 6002722626	STANLEY CONVERGENT SECURITY S Replace fire GSM unit @ City Hall	09/08/2022	500.00
Total for Check Number 135608:				500.00
135609	STO16439 ST349452	BREANNA STONE Refund Dismissed Citation ST349452	09/08/2022	41.00
Total for Check Number 135609:				41.00
135610	STR16031 I-SC3-2208072	STRESSCRETE Parts to repair blue street lights on Santa Paula	09/08/2022	2,229.38
Total for Check Number 135610:				2,229.38
135611	TAI14271 150694 151167	TAIT & ASSOCIATES INC Site Plan for Stanton Park Adult Fitness Equipm Design for FY 22/23 Citywide Street Rehabilitat	09/08/2022	1,515.00 9,492.50
Total for Check Number 135611:				11,007.50
135612	THO13835 36582583	THOMSON INC Inspection of City Hall HVAC system	09/08/2022	76.50
Total for Check Number 135612:				76.50
135613	TOW14437 18765	TOWNSEND PUBLIC AFFAIRS, INC August-2022/ Public Advocacy & Grant Funding	09/08/2022	4,000.00
Total for Check Number 135613:				4,000.00
135614	TRU13167 650189544	TRULY NOLEN OF AMERICA INC Monthly pest spraying for Aug 22	09/08/2022	165.00
Total for Check Number 135614:				165.00
135615	VAN13002 9601 9601	VAN RY MAINTENANCE Floor service Civic Center - 2x August 2022 Floor service SCSC Center - 1x August 2022	09/08/2022	450.00 125.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 135615:				575.00
135616	VEN13764	VENCO WESTERN INC	09/08/2022	
	0156235-IN	Median Landscape Maintenance - July		8,511.90
	0156235-IN	Parks/Medians Maintenance - July		3,991.00
	0156235-IN	Street Landscape Maintenance - July		2,046.20
	0156235-IN	Park Landscape Maintenance - July		4,875.00
	0156235-IN	City Owned Properties - July		4,592.00
	0156235-IN	Building Landscape Maintenance - July		1,446.90
	0156259-IN	Building Landscape Maintenance - Aug		1,446.90
	0156259-IN	Parks/Medians Maintenance - Aug		3,991.00
	0156259-IN	Park Landscape Maintenance - Aug		4,875.00
	0156259-IN	City Owned Properties - Aug		4,592.00
	0156259-IN	Street Landscape Maintenance - Aug		2,046.20
	0156259-IN	Median Landscape Maintenance - Aug		7,911.90
	2502685-IN	Irrigation repairs		1,365.32
Total for Check Number 135616:				51,691.32
135617	VER3059	VERIZON WIRELESS	09/08/2022	
	9913613598	Cellular Services 07/17/22 - 08/16/22		1,839.06
	9913613599	Cellular Services 07/17/22 - 08/16/22		1,046.25
Total for Check Number 135617:				2,885.31
135618	VIS3077	VISTA PAINT CORP	09/08/2022	
	2022-677325-00	Sheriff station paint		172.10
	2022-679523-00	Paint supplies - graffiti		44.25
	2022-682749-00	Paint supplies-graffiti		122.31
Total for Check Number 135618:				338.66
135619	VO16442	RUBY VO	09/08/2022	
	2021-153P	C&D Deposit Refund for 12352 Corvette St		4,500.00
Total for Check Number 135619:				4,500.00
135620	WEI16219	BRENDA WEINER	09/08/2022	
	0787	Temporary Rental Assistance-Robyn Motland/SI		1,175.00
	0788	Temporary Rental Assistance-Robyn Motland/O		1,175.00
Total for Check Number 135620:				2,350.00
Report Total (98 checks):				751,440.27

MINUTES OF THE CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY
OF THE CITY OF STANTON
JOINT REGULAR MEETING SEPTEMBER 13, 2022

1. **CLOSED SESSION** None.

2. **CALL TO ORDER STANTON CITY COUNCIL / SUCCESSOR AGENCY / HOUSING AUTHORITY JOINT REGULAR MEETING**

The City Council / Successor Agency / Housing Authority meeting was called to order at 6:30 p.m. by Mayor / Chairman Shawver.

3. **PLEDGE OF ALLEGIANCE**

Led by Council Member Gary Taylor.

4. **ROLL CALL**

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

Absent: None.

Excused: None.

5. **SPECIAL PRESENTATIONS AND AWARDS**

City staff introduced and presented a Parks California, Parks for Everyone video production featuring Stanton Central Park. The video production highlights the efforts between City staff and Parks California showcasing how every person deserves to experience the mental, physical, and emotional benefits of having a connection and access to natural and cultural public spaces.

6. **CONSENT CALENDAR**

The City Clerk requested to pull item 6H from the consent calendar for separate discussion.

DRAFT

Motion/Second: Ramirez/Van

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

Motion unanimously carried:

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

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

6B. APPROVAL OF WARRANTS

The City Council approved demand warrants dated July 29, 2022 – August 25, 2022, in the amount of \$2,261,539.52.

6C. APPROVAL OF MINUTES

The City Council/Successor Agency/Housing Authority approved Minutes of Joint Regular Meeting – August 23, 2022.

6D. APPROVAL OF CONTRACT AMENDMENT #1 AMENDING CONTRACT WITH CALIFORNIA WATERS DEVELOPMENT, INC. DBA CALIFORNIA WATERS TO PROVIDE SPLASH PAD MAINTENANCE SERVICES

California Waters Development, Inc. DBA California Waters has been providing professional splash pad maintenance services since December 2021, which includes routine maintenance and additional service repair work. Due to unforeseen additional service repairs conducted on the splash pads, the total compensation amount set forth by the Agreement has been reached prior to the expiration of the term on November 30, 2022. As such, City staff is requesting a contract amendment to increase total compensation. If approved, the first amendment would increase the total compensation from \$20,000 to \$35,000.

DRAFT

1. The City Council declared this project to be categorically exempt under the California Environmental Quality Act, Class 1, Section 15301(b); and
2. Approved the First Amendment to the existing agreement with California Waters Development, Inc. DBA California Waters and allowed the City Attorney to make minor edits as necessary prior to the execution of the Amendment; and
3. Authorized the City Manager to execute the First Amendment to the existing Agreement with California Waters Development, Inc. DBA California Waters.

6E. PROFESSIONAL SERVICES AGREEMENT FOR PROCESSING OF PARKING AND ADMINISTRATIVE CITATIONS WITH TURBO DATA SYSTEMS

Staff is recommending that the City enter a Professional Services Agreement (PSA) with Turbo Data Systems, in an amount not to exceed \$40,000 annually for processing parking and administrative citations to cover the period from July 1, 2022, to June 30, 2024. The City currently uses Turbo Data Systems for this service and entering the PSA would continue the existing service.

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. Approved the Professional Services Agreement with Turbo Data Systems for processing of parking and administrative citations to cover the period from July 1, 2022, to June 30, 2024; and
3. Authorized the City Manager to execute the Professional Services Agreement with Turbo Data Systems for processing of parking citations.

6F. CITY SPONSORSHIP REQUEST – STANTON COMMUNITY FOUNDATION MONTHLY BOARD MEETINGS

Per the City Sponsorship Program, the Stanton Community Foundation is requesting monthly meeting space at a City facility. The sponsorship request is for in-kind consideration valued at \$360. At its meeting of August 23, 2022, the City Council directed staff to bring all sponsorship requests to the Council for consideration until further notice.

1. The City Council declared this project to be categorically exempt under the California Environmental Quality Act, Class 1, Section 15301c; and
2. Determined status of the Stanton Community Foundation's sponsorship request for a total in-kind value of \$360.

DRAFT

6G. CITY SPONSORSHIP REQUEST – FRIENDS OF FAMILIES MYANMAR DEMOCRACY AWARENESS RALLY

Per the City Sponsorship Program, Friends of Families is requesting sponsorship of the Myanmar Democracy Awareness Rally on September 30, 2022 through the use of the City Hall restroom facilities and podium. The sponsorship request is for in-kind consideration valued at \$160. At its meeting of August 23, 2022, the City Council directed staff to bring all sponsorship requests to the Council for consideration until further notice.

1. The City Council declared this project to be categorically exempt under the California Environmental Quality Act, Class 1, Section 15301c; and
2. Determined status of the Friends of Families sponsorship request for a total in-kind value of \$160.

END OF CONSENT CALENDAR

6H. CITY SPONSORSHIP REQUEST – FRIENDS OF FAMILIES MONTHLY FOOD DRIVES

Per the City Sponsorship Program, Friends of Families is requesting sponsorship of their monthly food drives beginning September 2022 through June 2023 through the use of the City Hall restroom facilities and traffic control equipment. The sponsorship request is for in-kind consideration valued at \$2,800. At its meeting of August 23, 2022, the City Council directed staff to bring all sponsorship requests to the Council for consideration until further notice.

Staff report by Ms. Hannah Shin-Heydorn, City Manager.

Ms. Shin-Heydorn reported an amendment to the staff report to include the cost of the city's special event permit fee, which in turn would amend the fiscal impact of the total in-kind value of \$2,800 to \$4,600 for the requested in-kind sponsorship.

The City Council questioned staff regarding the use of traffic control equipment, city hall restroom access, use of alternate public restroom areas, and the amount of Stanton residents being served.

At the request of the representative from Friends of Families, further discussion for this item was tabled.

DRAFT

RECOMMENDED ACTION:

- ~~1. City Council declare this project to be categorically exempt under the California Environmental Quality Act, Class 1, Section 15301c; and~~
- ~~1. Determine status of the Friends of Families sponsorship request for a total in-kind value of \$2,800.~~

7. **PUBLIC HEARINGS** None.

8. **UNFINISHED BUSINESS**

8A. AMERICAN RESCUE PLAN ACT (ARPA) ALLOCATION OF FUNDS

Staff will provide an American Rescue Plan Act (ARPA) presentation regarding the proposed final allocation of the City's ARPA funds. Staff is seeking Council approval or direction on the proposed allocation plan.

Staff report by Ms. Hannah Shin-Heydorn, City Manager.

The City Council questioned staff regarding past and current proposed allocations, clarification regarding additional ARPA costs related to costs incurred through June 30, 2021, the status of the Town Center Specific Plan project, and if there were any disagreements with the proposed allocations.

Motion/Second: Van/Taylor

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

Motion carried:

1. The City Council declared that this item is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) and 15060(c)(3); and
2. Approved the proposed allocation plan for the remaining unencumbered ARPA funds.

DRAFT

9. NEW BUSINESS

9A. RESPONSE TO THE 2021-2022 ORANGE COUNTY GRAND JURY REPORT DATED JUNE 23, 2022, ENTITLED, "WHERE HAVE ALL THE CRVS GONE?"

On June 23, 2022, the Orange County Grand Jury released a report entitled "Where Have All the CRVs Gone?" (Attachment A). The purpose of the report was to examine the lack of redemption sites and the innovative programs being piloted to return California Redemption/Refund Value (CRV) dollars to Orange County consumers. California Penal Code Sections 933 and 933.05 require any public agency that the Grand Jury reviews respond to the findings and recommendations of the Grand Jury Report. The City's proposed response letter responds to each of the applicable findings and recommendations (Attachment B).

Staff report by Ms. Hannah Shin-Heydorn, City Manager.

Motion/Second: Ramirez/Warren

Motion carried by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

Motion unanimously carried:

1. The City Council declared this project categorically exempt under the California Environmental Quality Act, Class 32, and Section 15332; and
2. Authorized the Mayor to sign the response letter to the Orange County Grand Jury related to the findings and recommendations contained in the June 23, 2022, report entitled "Where Have All the CRVs Gone?".

DRAFT

9B. RESPONSE TO THE 2021-2022 ORANGE COUNTY GRAND JURY REPORT DATED JUNE 17, 2022, ENTITLED, “HOW IS ORANGE COUNTY ADDRESSING HOMELESSNESS?”

On June 17, 2022, the Orange County Grand Jury released a report entitled “How is Orange County Addressing Homelessness?” (Attachment A). The purpose of the report was to study the Orange County Continuum of Care to understand how the County is working to address homelessness. California Penal Code Sections 933 and 933.05 require any public agency that the Grand Jury reviews respond to the findings and recommendations of the Grand Jury Report. The City’s proposed response letter responds to each of the applicable findings and recommendations (Attachment B).

Staff report by Ms. Hannah Shin-Heydorn, City Manager.

Motion/Second: Ramirez/Warren

Motion carried by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

Motion unanimously carried:

1. The City Council declared this project categorically exempt under the California Environmental Quality Act, Class 32, and Section 15332; and
2. Authorized the Mayor to sign the response letter to the Orange County Grand Jury related to the findings and recommendations contained in the June 17, 2022, report entitled “How is Orange County Addressing Homelessness?”.

DRAFT

9C. APPROVAL OF SECOND AMENDMENT EXTENDING THE CONTRACT WITH QUALITY MANAGEMENT GROUP, INC. TO PROVIDE PROPERTY MANAGEMENT CONSULTING SERVICES

Quality Management Group, Inc. (Quality Management) has been providing property management consulting services for the Stanton Housing Authority-owned properties within the Tina-Pacific neighborhood since 2020. The professional services agreement expired on July 1, 2021. If approved, this Second Amendment will extend the term of the agreement through June 30, 2023. Quality Management would also like to provide an update on their services.

Staff report by Ms. Hannah Shin-Heydorn, City Manager.

The City Council questioned staff and Quality Management Group, Inc. regarding current resident count, type of e-mail activity received per month, types of communications received, repair process/procedures, types of work orders submitted, health and safety inspections, leases, comprehensive inspections, adequate health and safety, refusal of inspections/service repairs, vacant units, rental payments, contract costs, rental assistance, and communication.

Motion/Second: Ramirez/Taylor

Motion carried by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

Motion unanimously carried:

1. The Stanton Housing Authority/City Council declared that this item is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(3) and 15378(b)(5); and
2. Approved the Second Amendment to the existing agreement with Quality Management Group, Inc. and allowed the City Attorney/Authority Counsel to make minor edits as necessary prior to the execution of the Amendment; and
3. Authorized the City Manager/Executive Director to execute the Second Amendment to the existing agreement with Quality Management Group, Inc.

DRAFT

10. ORAL COMMUNICATION

- Mr. Michael Pierce, resident, spoke regarding his concerns with the immense odor, noise levels, and light pollution emitting from the CR&R facility near his home/neighborhood. Mr. Pierce further report that CR&R is operating in violation of their conditional use permit by working outside of their approved working hours.
- Ms. Lauri Pierce, resident, spoke regarding her concerns with the immense odor emitting from the CR&R facility near her home/neighborhood.
- Mr. Jose L. Guerrero, resident, spoke regarding his concerns with the immense odor and noise levels emitting from the CR&R facility near his neighborhood and that no efforts to eliminate these concerns have been addressed.

Mayor Shawver requested to re-open discussion and hear out of order consent calendar item 6H.

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

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

Motion unanimously carried:

Consent calendar item 6H was re-opened and heard out of order.

6H. CITY SPONSORSHIP REQUEST – FRIENDS OF FAMILIES MONTHLY FOOD DRIVES

Per the City Sponsorship Program, Friends of Families is requesting sponsorship of their monthly food drives beginning September 2022 through June 2023 through the use of the City Hall restroom facilities and traffic control equipment. The sponsorship request is for in-kind consideration valued at \$2,800. At its meeting of August 23, 2022, the City Council directed staff to bring all sponsorship requests to the Council for consideration until further notice.

DRAFT

Motion/Second: Ramirez/Van

Motion carried by the following vote:

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

NOES: None

ABSTAIN: None

ABSENT: None

Motion unanimously carried:

1. The City Council declared this project to be categorically exempt under the California Environmental Quality Act, Class 1, Section 15301c; and
2. Determined status of the Friends of Families sponsorship request for a total in-kind value of \$40 (traffic control equipment).

11. WRITTEN COMMUNICATIONS None.

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

12A. COMMITTEE REPORTS/COUNCIL/AGENCY/AUTHORITY ANNOUNCEMENTS

- Council Member Van reported on her attendance at the Tết Trung thu event (Mid-Autumn Festival 2022), which was held on September 10, 2022, at the Rodeo 39 Public Market in Stanton.
- Council Member Van reported on her attendance at the League of California Cities Annual Conference, which was held on September 7-9, 2022, in the City of Long Beach.
- Mayor Shawver reported on his attendance at the League of California Cities Annual Conference, which was held on September 7-9, 2022, in the City of Long Beach.
- Council Member Van reported on the Stanton Community Foundation's upcoming 19th Annual Stanton Car Show event, which is scheduled to be held on September 17, 2022, at Stanton Park.
- Mayor Shawver reported on the St. Polycarp Catholic Church's upcoming Annual St. Polycarp Family Festival event, which is scheduled to be held on September 16-18, 2022.

DRAFT

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

Mayor Shawver requested to agendaize discussion regarding the use of defensive wire along the storm drain channels within the city.

12C. COUNCIL/AGENCY/AUTHORITY INITIATED ITEMS FOR A FUTURE STUDY SESSION

None.

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

None.

14. ITEMS FROM CITY MANAGER/EXECUTIVE DIRECTOR

None.

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.

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

15. ADJOURNMENT Motion/Second: Shawver/ Motion carried at 8:43 p.m.

MAYOR/CHAIRMAN

ATTEST:

CITY CLERK/SECRETARY

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: September 27, 2022

**SUBJECT: RENEWAL OF AUTHORIZATION FOR VIRTUAL PUBLIC MEETINGS
PURSUANT TO AB 361**

REPORT IN BRIEF:

Consideration of the circumstances of the state of emergency related to the COVID-19 pandemic to determine whether remote teleconference meetings of the City Council, Committees, and Commissions can continue to be held under the provisions of AB 361.

RECOMMENDED ACTION:

1. City Council declare that this item is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) and 15060(c)(3); and
2. Reconsider the circumstances of the state of emergency; and
3. Find that state or local officials have continued to impose or recommend measures to promote social distancing; and
4. Direct staff, no later than 30 days after the City Council approves the recommended action, to report back on the state-proclaimed state of emergency so that City Council may reconsider the circumstances of the emergency, and, if appropriate, make findings to continue to hold virtual meetings of City legislative bodies pursuant to AB 361.

BACKGROUND:

On October 26, 2021, City Council adopted Resolution 2021-34, which authorized City staff to conduct remote teleconference meetings of the City Council, Committees, and Commissions under the provisions of AB 361 (in effect as of October 1, 2021 – Government Code Section 54953(e)). Pursuant to Government Code Section 54953(e)(3), the City Council is required every thirty (30) days to reconsider the circumstances of the state of emergency and determine whether:

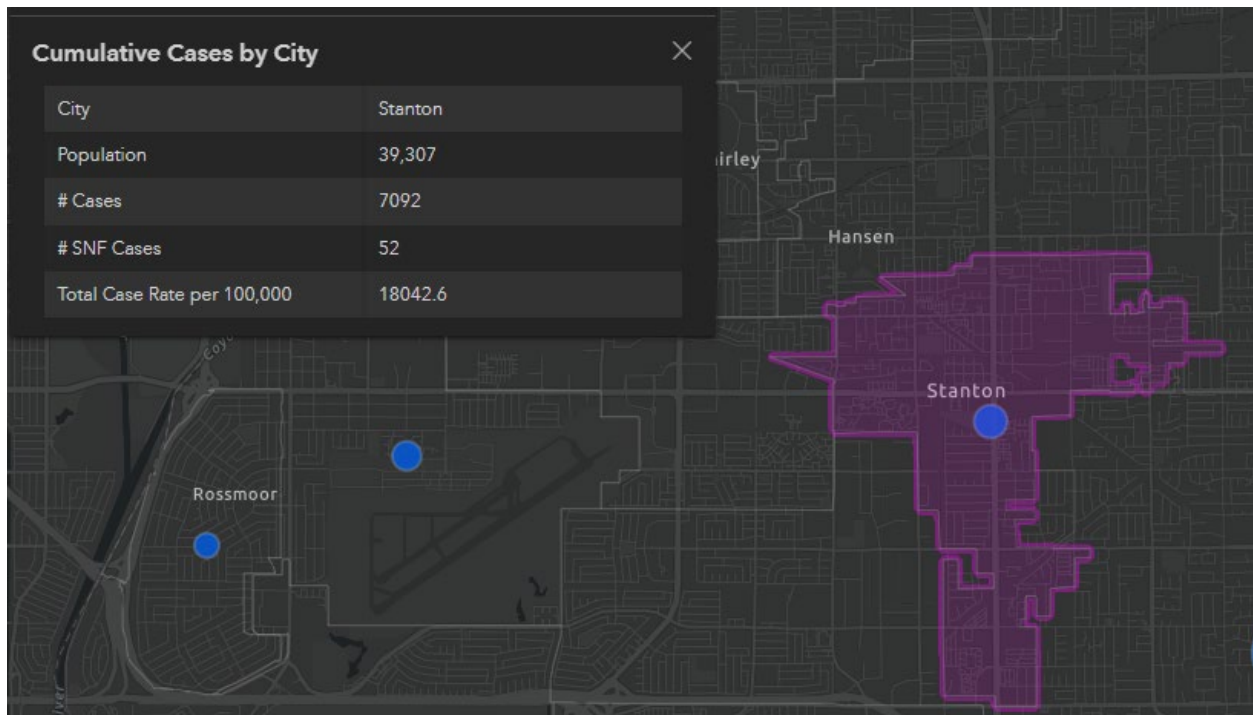
- The state of emergency continues to directly impact the ability of the members to meet safely in person, or
- State or local officials continue to impose or recommend measures to promote social distancing.

If neither of the two finding options can be made by majority vote, the City Council, Committees, and Commissions will no longer be able to continue holding public meetings by teleconference without compliance to the Ralph M. Brown Act's Section 54953(b)(3). Section 54953(b)(3) imposes notice and access requirements for public meetings conducted via teleconference. Such requirements include identifying in the meeting notice and agenda the teleconference location of each member of the legislative body participating in the meeting and ensuring that each teleconference location be accessible to the public.

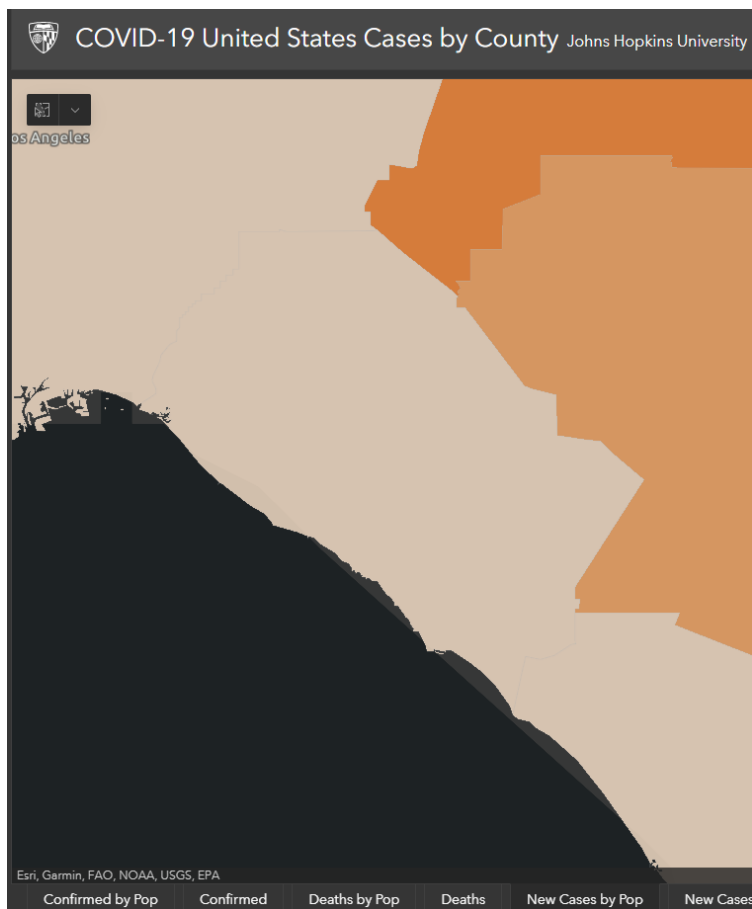
It is important to note that having virtual meetings under the provisions of Government Code Section 54953(e)(3) is optional. If the Council wishes, it may continue to meet in-person. In addition, hybrid meetings are permissible. Given that the dynamics of the pandemic and the health crisis are continually changing, the intent of the attached Resolution is to, among other things, allow for the City's Council, Commissions, and Committees to meet virtually in the event of illness, quarantine, or other government measures. If the Council will meet only or partially in-person, it should ensure compliance with the Orange County Health Care Agency's recommendations for local public meetings.

ANALYSIS/JUSTIFICATION:

Currently, the State of California and the County of Orange remain under the state of emergency brought on by the COVID-19 pandemic, particularly with the spread of the Omicron BA.5 Variant. State and local officials are still recommending measures to promote social distancing.

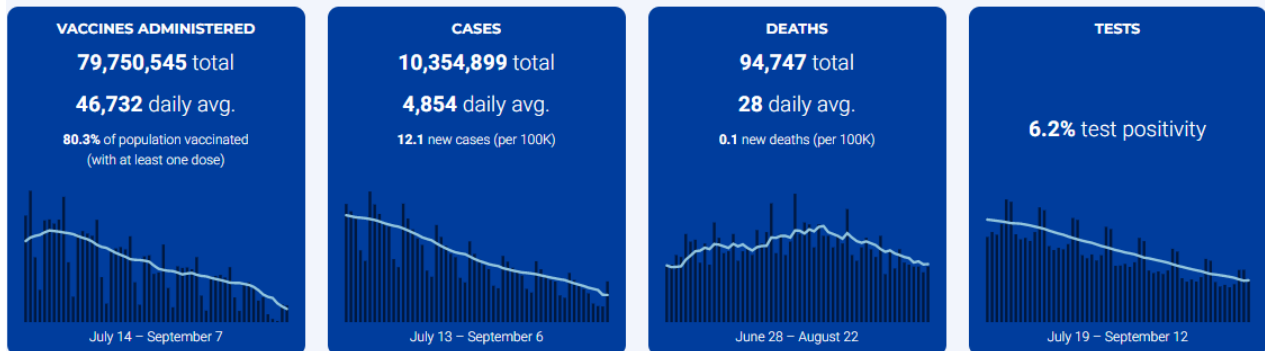


[COVID-19 Cases by City](#)



[COVID-19 United States Cases by County \(by Johns Hopkins University\)](#)

Update for September 15, 2022



Vaccines administered updated September 15, 2022 at 9:36 AM, with data from September 14, 2022.
Cases, deaths, and tests updated September 15, 2022 at 9:36 AM, with data from September 13, 2022.

[Vaccines administered source data](#) and [cases, deaths, and tests source data](#)

[Tracking COVID-19 in California](#)

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

None. This item 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).

LEGAL REVIEW:

None.

STRATEGIC PLAN OBJECTIVE(S) ADDRESSED:

1. Provide a safe community.

PUBLIC NOTIFICATION:

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

Prepared by: Jason Huynh, Management Analyst
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: September 27, 2022

SUBJECT: JULY 2022 INVESTMENT REPORT

REPORT IN BRIEF:

The Investment Report as of July 31, 2022, has been prepared in accordance with the City's Investment Policy and California Government Code Section 53646.

RECOMMENDED ACTIONS:

1. 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. Receive and file the Investment Report for the month of July 2022.

BACKGROUND:

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

	<u>Beginning Balance</u>	<u>Net Change</u>	<u>Ending Balance</u>
Cash and Investment Accounts (Pooled-All Funds)	\$ 62,366,571.91	\$ 2,613,591.26	\$ 64,980,163.17
Cash (Non-Pooled)	3,993,678.63	185,421.00	4,179,099.63
Total Cash and Investments	<u>\$ 66,360,250.54</u>	<u>\$ 2,799,012.26</u>	<u>\$ 69,159,262.80</u>

Between June 30, 2022, and July 31, 2022, the City's total cash and investments increased by approximately \$2.8 million. During the month of July, the City received \$4.6 million of federal American Rescue Plan Act (ARPA) funding from the State of California.

The attached reports summarize the City investments and deposit balances as of July 31, 2022. 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 are shown in Attachment C.

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.

Detailed information regarding the securities contained in the City's investment portfolio is provided in Attachments B and C. As of July 31, 2022, City investments consisted of the following:

	Market Value as of July 31, 2022	Average Interest Rate	Percentage of Portfolio Invested by Type	Maximum Percentage of Portfolio Permitted by Investment Policy	In Compliance?
Local Agency Investment Fund (LAIF)	\$ 26,729,804.14	1.09%	80.14%	100.00%	Yes
Negotiable Certificates of Deposit	5,655,518.47	2.52%	16.96%	30.00%	Yes
Municipal Bonds	966,727.65	2.21%	2.90%	100.00%	Yes
Total Investments	<u>\$ 33,352,050.26</u>		<u>100.00%</u>		

During the month of July, the City closed its account with the California Asset Management Program (CAMP) and reduced its investment in the Local Agency Investment Fund by \$17 million. These funds were deposited into the City's investment sweep account with Bank of the West pending future investment by Chandler Asset Management, Inc.

As of July 31, 2022, the average purchase yield to maturity earned on the City's total investment portfolio was 1.34%, which is above the benchmark LAIF return of 1.09%. The weighted average maturity of the City's portfolio was 92 days (approximately 3 months) as of July 31, 2022, which is in compliance with the City's investment policy restriction of 3.5 years.

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:

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

**CITY OF STANTON
CASH AND INVESTMENTS REPORT
MONTH ENDED JULY 31, 2022**

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
101-various	General Fund	\$ 24,993,178.67	\$ 20,209,022.30	\$ (21,134,515.26)	\$ 24,067,685.71
102-111101	General Fund (Transactions & Use Tax)	(461,569.07)	482,565.21	(489,050.73)	(468,054.59)
210-111101	Certified Access Specialists (CASP) Program	53,197.27	-	-	53,197.27
211-111101	Gas Tax Fund	1,347,251.92	127,452.02	(107,081.75)	1,367,622.19
215-111101	Road Maintenance and Rehabilitation act (RMRA) Fund	1,032,407.43	70,354.12	-	1,102,761.55
220-111101	Measure M Fund	1,061,766.97	118,005.07	-	1,179,772.04
221-111101	Community Development Block Grant-COVID-19 (CDBG-CV) Fund	210,960.07	235.08	-	211,195.15
223-111101	Protective Services Fund	-	7,730.03	(7,730.03)	-
224-111101	Lighting Maintenance 1919 Act Fund	657,685.25	5,806.66	(14,727.66)	648,764.25
225-111101	Lighting/Median Maintenance 1972 Act Fund	1,087,321.04	5,777.47	(32,778.43)	1,060,320.08
226-111101	Air Quality Improvement Fund	194,811.88	207.68	(17,037.17)	177,982.39
227-111101	Other Grants Fund	(18,870.85)	32.63	(42,582.50)	(61,420.72)
242-111101	Supplemental Law Enforcement Grant Fund	367,934.23	423.40	(12,500.00)	355,857.63
250-111101	Families and Communities Together (FaCT) Grant Fund	36,752.18	-	(8,469.95)	28,282.23
251-111101	Senior Transportation Fund	53,194.24	8,003.93	(1,893.49)	59,304.68
257-111101	America Rescue Act Plan (ARPA) Fund	3,138,315.20	4,565,528.73	(62,674.97)	7,641,168.96
261-111101	Street Impact Fees Fund	101,726.46	107.65	-	101,834.11
263-111101	Community Center Impact Fees Fund	169,137.12	185.32	-	169,322.44
264-111101	Police Services Impact Fees Fund	152,819.50	167.44	-	152,986.94
271-111101	Public Safety Task Force Fund (City Funds)	121,171.00	-	-	121,171.00
280-111101	Stanton Central Park Maintenance Fund	6,688.52	4,933.33	(5,202.63)	6,419.22
285-various	Stanton Housing Authority Fund	12,353,040.51	4,103,619.71	(4,032,787.45)	12,423,872.77
305-111101	Capital Projects Fund	499,661.90	-	(240,346.45)	259,315.45
310-111101	Park and Recreation Facilities Fund	3,901,726.90	4,310.62	-	3,906,037.52
501-111101	Sewer Maintenance Fund	6,032,206.18	29,496.53	(28,033.08)	6,033,669.63
502-111101	Sewer Capital Improvement Fund	2,839.79	3.20	-	2,842.99
602-111101	Workers' Compensation Fund	595,430.81	3,868.37	(57,270.00)	542,029.18
603-111101	Liability Risk Management Fund	134,929.53	245,252.93	(245,108.37)	135,074.09
604-111101	Employee Benefits Fund	441,745.18	108,115.69	(817,431.14)	(267,570.27)
605-111101	Fleet Maintenance Fund	408,415.65	14,517.75	(2,361.05)	420,572.35
801-111101	Expendable Deposits Fund	(46,958.91)	3,000.00	(8,346.20)	(52,305.11)
901-111101	North Orange County Collaborative (NOC) Trust Fund	3,737,655.34	-	(137,203.30)	3,600,452.04
Total Pooled Cash and Investments⁽¹⁾		\$ 62,366,571.91	\$ 30,118,722.87	\$ (27,505,131.61)	\$ 64,980,163.17
Less: Investments⁽¹⁾		\$ (55,775,830.58)	\$ (341,366.10)	\$ 22,765,146.42	\$ (33,352,050.26)
Cash - Bank of the West General Checking and Sweep Accounts		\$ 6,590,741.33	\$ 29,777,356.77	\$ (4,739,985.19)	\$ 31,628,112.91

CITY OF STANTON
CASH AND INVESTMENTS REPORT
MONTH ENDED JULY 31, 2022

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
<u>CASH-NON-POOLED</u>					
101-111103	Payroll Account	\$ -	\$ 252,843.95	\$ (252,843.95)	\$ -
101-111109	Flexible Spending/AFLAC	12,890.07	-	(45.38)	12,844.69
101-111505	Petty Cash	600.00	-	-	600.00
604-111404	Cash with Fiscal Agent (PARS) ⁽²⁾	3,980,188.56	187,461.86	(1,995.48)	4,165,654.94
	Total Cash-Non-Pooled	\$ 3,993,678.63	\$ 440,305.81	\$ (254,884.81)	\$ 4,179,099.63
<u>INVESTMENTS</u>					
	POOLED ALL FUNDS	\$ 55,775,830.58	\$ 341,366.10	\$ (22,765,146.42)	\$ 33,352,050.26
	Total Investments ⁽³⁾	\$ 55,775,830.58	\$ 341,366.10	\$ (22,765,146.42)	\$ 33,352,050.26
	TOTAL CASH AND INVESTMENTS	\$ 66,360,250.54	\$ 30,559,028.68	\$ (27,760,016.42)	\$ 69,159,262.80

Notes:

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

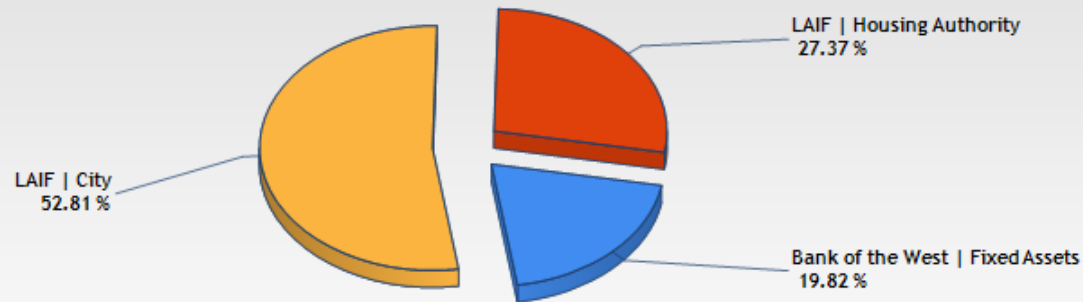
⁽²⁾ - The Public Agency Retirement Services (PARS) account is an irrevocable trust that can be used for pension and other post employment benefits only. This fund is excluded from the compliance requirements set forth in the City's investment policy.

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

City of Stanton
 Distribution
 Group By: Portfolio Name
 Average By: Face Amount/Shares
 Portfolio / Report Group: All Portfolios
 As of: 7/31/2022

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

Portfolio Holdings Distribution by Portfolio Name



Portfolio Name	Face Amount/Shares	YTM @ Cost	Cost Value	Days To Maturity	% of Portfolio	Market Value	Book Value	Duration To Maturity
Bank of the West Fixed Assets	6,682,000.00	2.476	6,691,639.80	459	19.82	6,622,246.12	6,685,484.54	1.23
LAIF City	17,809,749.20	1.090	17,809,749.20	1	52.81	17,606,049.63	17,809,749.20	0.00
LAIF Housing Authority	9,229,315.09	1.090	9,229,315.09	1	27.37	9,123,754.51	9,229,315.09	0.00
TOTAL / AVERAGE	33,721,064.29	1.365	33,730,704.09	92	100	33,352,050.26	33,724,548.83	0.24

Click here to return to the agenda.

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 7/31/2022

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											
Allegiance Bank TX 2.65 2/14/2023	01748DBB1	4/11/2019	2.650	249,000.00	249,000.00	249,000.00	249,012.45	2/14/2023	198	307.33	0.74
American Express UT 2.35 8/8/2022	02587DV47	8/8/2017	2.350	247,000.00	247,000.00	247,000.00	247,004.94	8/8/2022	8	2,751.17	0.73
American Express UT 2.4 8/29/2022	02587CFU9	8/29/2017	2.400	247,000.00	247,000.00	247,000.00	247,027.17	8/29/2022	29	2,468.65	0.73
Bank Hapoalim NY 2.9 3/25/2024	06251AW48	4/24/2019	2.900	250,000.00	250,000.00	250,000.00	248,580.00	3/25/2024	603	2,542.47	0.74
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	246,153.93	5/23/2024	662	144.62	0.74
Cornerstone Community Bank CA 2.6 5/17/2024	219240BY3	5/17/2019	2.600	249,000.00	249,000.00	249,000.00	245,982.12	5/17/2024	656	248.32	0.74
EagleBank MD 2.65 4/28/2023	27002YEL6	4/30/2019	2.650	249,000.00	249,000.00	249,000.00	248,743.53	4/28/2023	271	18.08	0.74
Evansville Teachers FCU IN 2.25 7/22/2024	299547AV1	7/22/2019	2.250	249,000.00	249,000.00	249,000.00	243,775.98	7/22/2024	722	138.14	0.74
First Technology FCU CA 3.35 9/27/2023	33715LCJ7	9/27/2018	3.350	240,000.00	240,000.00	240,000.00	240,648.00	9/27/2023	423	88.11	0.71
First Tier Bank NE 1.95 8/23/2024	33766LAJ7	8/23/2019	1.950	249,000.00	249,000.00	249,000.00	242,005.59	8/23/2024	754	106.42	0.74
Greenstate FCU IA 1.95 2/28/2023	39573LAF5	8/28/2019	1.950	249,000.00	249,000.00	249,000.00	247,966.65	2/28/2023	212	39.91	0.74
Healthcare Systems FCU VA 2.65 4/25/2024	42228LAD3	4/25/2019	2.650	246,000.00	246,000.00	246,000.00	243,399.78	4/25/2024	634	1,732.45	0.73
Horizon Bank NE 1.7 8/29/2023	44042TBQ6	7/29/2019	2.101	249,000.00	245,090.70	247,967.65	246,574.74	8/29/2023	394	23.19	0.74
Main Street Bank VA 2.6 4/26/2024	56065GAG3	4/26/2019	2.600	249,000.00	249,000.00	249,000.00	246,143.97	4/26/2024	635	88.68	0.74
McGregor TX 2.3 6/28/2024	32112UDA6	7/12/2019	2.200	249,000.00	250,170.30	249,450.56	245,454.24	6/28/2024	698	47.07	0.74
Merrick Bank UT 2.6 8/23/2023	59013J7P8	4/23/2019	2.600	249,000.00	249,000.00	249,000.00	247,727.61	8/23/2023	388	141.90	0.74
Morgan Stanley NY 3.1 2/7/2024	61760AVJ5	2/7/2019	3.100	246,000.00	246,000.00	246,000.00	245,574.42	2/7/2024	556	3,635.41	0.73
Morgan Stanley UT 3.1 2/7/2024	61690UDW7	2/7/2019	3.100	246,000.00	246,000.00	246,000.00	245,574.42	2/7/2024	556	3,635.41	0.73
Mountain America CU UT 3 3/27/2023	62384RAF3	4/9/2019	2.840	249,000.00	250,494.00	249,246.59	249,455.67	3/27/2023	239	81.86	0.74
Raymond James Bank FL 2 8/23/2024	75472RAE1	8/23/2019	2.000	247,000.00	247,000.00	247,000.00	240,350.76	8/23/2024	754	2,138.41	0.73
Sallie Mae Bank UT 2.3 8/2/2022	795450B61	8/2/2017	2.300	248,000.00	248,000.00	248,000.00	248,000.00	8/2/2022	2	2,797.30	0.74
University of Iowa CU IA 3.05 5/15/2023	91435LAG2	4/25/2019	2.919	248,000.00	249,240.00	248,241.13	248,409.20	5/15/2023	288	621.70	0.74
Washington Federal Bank WA 1.95 8/28/2024	938828BN9	8/28/2019	1.950	249,000.00	249,000.00	249,000.00	241,953.30	8/28/2024	759	39.91	0.74
Sub Total / Average Certificate Of Deposit			2.523	5,702,000.00	5,701,995.00	5,701,905.93	5,655,518.47		454	23,836.51	16.91
Local Government Investment Pool											
LAIF City LGIP	LAIFCITY0895	2/29/2020	1.090	17,809,749.20	17,809,749.20	17,809,749.20	17,606,049.63	N/A	1		52.81
LAIF Housing Authority LGIP	LAIFHA0004	2/29/2020	1.090	9,229,315.09	9,229,315.09	9,229,315.09	9,123,754.51	N/A	1		27.37
Sub Total / Average Local Government Investment Pool			1.090	27,039,064.29	27,039,064.29	27,039,064.29	26,729,804.14		1	0.00	80.18
Municipal											
Arvin Community CA 2.5 3/1/2023	043288AK5	8/8/2019	2.350	275,000.00	276,399.75	275,229.17	273,740.50	3/1/2023	213	2,864.58	0.82
Fort Bragg CA 1.871 8/1/2024	347028JZ6	9/18/2019	1.750	205,000.00	206,150.05	205,473.21	198,589.65	8/1/2024	732	1,917.78	0.61

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
Riverside Pension CA 2.75 6/1/2024	769036BD5	8/28/2019	2.030	250,000.00	258,120.00	253,133.13	247,040.00	6/1/2024	671	1,145.83	0.74
Stockton CA 2.5 9/1/2023	861403AU7	5/1/2019	2.600	250,000.00	248,975.00	249,743.10	247,357.50	9/1/2023	397	2,604.17	0.74
Sub Total / Average Municipal			2.207	980,000.00	989,644.80	983,578.61	966,727.65		485	8,532.36	2.91
Total / Average			1.365	33,721,064.29	33,730,704.09	33,724,548.83	33,352,050.26		92	32,368.87	100

CITY OF STANTON

REPORT TO THE SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY

TO: Honorable Chairman and Members of the Successor Agency

DATE: September 27, 2022

SUBJECT: JULY 2022 INVESTMENT REPORT (SUCCESSOR AGENCY)

REPORT IN BRIEF:

The Investment Report as of July 31, 2022, 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 July 2022.

BACKGROUND:

The attached reports summarize the Successor Agency's investment and deposit balances as of July 2022. During the month of July, the Successor Agency's total cash and investment balances decreased by \$8,327. In addition, the Successor Agency transferred approximately \$2.1 million from the Bank of the West checking account to various U.S. Bank fiscal agent accounts to fund the semi-annual bond payments due in August. 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 July 2022 was 1.09%.

The Successor Agency's investments are shown on Attachment B and have a weighted investment yield of 1.09%, which is equal to the benchmark LAIF return of 1.09%, 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 July 31, 2022, was 1 day. LAIF's average maturity on July 31, 2022, was approximately 308 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 JULY 31, 2022**

Fund/ Account No.	Fund/Account Name	Beginning Balance	Increases	Decreases	Ending Balance
<u>CASH-POOLED</u>					
712-111101	Redevelopment Obligation Retirement Fund	\$ 3,472,398.42	\$ -	\$ (2,066,662.04)	\$ 1,405,736.38
	Total Cash-Pooled ⁽¹⁾	\$ 3,472,398.42	\$ -	\$ (2,066,662.04)	\$ 1,405,736.38
<u>CASH-RESTRICTED (with Fiscal Agent)</u>					
712-111423	2016 Tax Allocation Bonds, Series A and B	\$ 535,016.04	\$ 824,723.66	\$ -	\$ 1,359,739.70
712-111425	2016 Tax Allocation Bonds, Series C and D	602,524.00	1,233,609.73	-	1,836,133.73
712-111426	2020 Tax Allocation Refunding Bonds, Series A	513,412.97	2.11	-	513,415.08
	Total Cash-Restricted (with Fiscal Agent)	\$ 1,650,953.01	\$ 2,058,335.50	\$ -	\$ 3,709,288.51
TOTAL CASH AND INVESTMENTS		\$ 5,123,351.43	\$ 2,058,335.50	\$ (2,066,662.04)	\$ 5,115,024.89

Note:

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

Click here to return to the agenda.

**SUCCESSOR AGENCY TO THE STANTON REDEVELOPMENT AGENCY
INVESTMENTS AND DEPOSITS
MONTH ENDED JULY 31, 2022**

Investment Type	Institution	Issuer/ Broker		Date of Maturity	Interest Rate		Cost	Market Value	MV Source
LAIF and BOW General Acct	State of California/ BOW	State of California		On Demand	1.09%	N/A	\$ 1,405,736	\$ 1,405,736	LAIF

Total Cash Investments and Deposits

1	1.09%
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\$ 1,405,736	\$ 1,405,736
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Weighted Average/eighted Average

Bond Funds Held by Trustees:

Maturity (days) Yield

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%	\$ 1,359,739	\$ 1,359,739	\$ 1,359,739	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

\$ 1,359,740 \$ 1,359,740

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%	\$ 1,836,131	\$ 1,836,131	\$ 1,836,131	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

\$ 1,836,133 \$ 1,836,133

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%	\$ 513,415	\$ 513,415	\$ 513,415	US Bank

Total 2010 Tax Allocation Bonds (Tax-Exempt)	\$ 513,415	\$ 513,415
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Total Bond Fund Investments and Deposits (3)

\$ 3,709,288	\$ 3,709,288
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TOTAL - ALL CASH AND INVESTMENTS

\$5,115,024	\$5,115,024
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Notes:

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

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and City Council

DATE: September 27, 2022

SUBJECT: JUNE 2022 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 June 30, 2022, 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 June 30, 2022. Actual data through June 30, 2022, is preliminary pending the completion of the City's annual financial statement audit for the fiscal year ended June 30, 2022.

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 June 2022 Revenue and Expenditure Report and Status of Capital Improvement Projects for the month ended June 30, 2022.

ANALYSIS:

General Fund Revenue and Expenditure Reports

Attachments A and B summarize the General Fund's revenue and expenditure activity through June 30, 2022. The reports include information for the month of June, on a year-to-date basis through June, 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 June) is included as well.

As of June 30, total General Fund revenues received to date was approximately \$30.2 million, which represents 105% of the Fiscal Year 2021/22 budgeted amount and is approximately \$2.5 million (9%) higher than the revenues collected for the same period last year (Attachment A, page 2). The primary reason for the increase is because of increased taxes collected during the current year for property tax, transient occupancy tax, sales tax, transaction and use tax, and the reimbursement from the Stanton Housing Authority for the purchase of 11870 Beach Boulevard. Collectively, these revenues were \$3.5 million more than the revenues collected through the same period last fiscal year and \$1.2 million greater than the Fiscal Year 2021/22 estimates that were adjusted with the mid-year budget in March. In addition, the City collected \$454,500 in public benefit, beautification, and neighborhood preservation fees from KB Homes for the Lighthouse 2 residential project. These revenues are not included in the City's Fiscal Year 2021/22 estimated revenues. These revenues are set aside from "available fund balance" pending future City Council appropriation in accordance with the terms of the developer agreement.

Total General Fund expenditures were approximately \$25.8 million through June 30, which represents 96% of the 2021/22 projected expenditures and is approximately \$1.7 million (7%) higher than the expenditures incurred for the same period last year (Attachment B, page 2), primarily due to increased contract costs for law enforcement and fire protection services. Actual expenditures were \$1.1 million less than the Fiscal Year 2021/22 budget of \$26.9 million. Of the \$1.1 million that was unspent as of June 30, 2022, staff will be recommending that \$140,585 is carried over to the Fiscal Year 2022/23 budget to fund outstanding purchase order and other commitments.

Per Attachment C, the City's General Fund reserves and available fund balance ("discretionary fund balance") is expected to be \$25.8 million as of June 30, 2022.

Housing Authority Revenue and Expenditure Reports

Attachment D summarizes the Housing Authority Fund's revenue and expenditure activity through June 30, 2022. The report includes information for the activity during the month of June, information on a year-to-date basis through June, 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 June) is included as well.

As of June 30, total Housing Authority Fund revenues received to date was approximately \$1.2 million, which represents 99% of the Fiscal Year 2021/22 budgeted amount and is \$433,776 (55%) more than the revenue collected through the same period last year. During Fiscal Year 2021/22, the Housing Authority collected \$756,902 from the sale of the property located at 7455 Katella Avenue. Rental income from the Tina/Pacific properties was \$62,955 (11%) lower than the previous fiscal year due to delinquent rent payments collected for the same period, as expected.

Total Housing Authority Fund expenditures were approximately \$1.9 million through June 30, which represents 27% of the 2021/22 estimated expenditures and is approximately \$1.6 million (46%) lower than the expenditures incurred for the same period last year. During Fiscal Year 2020/21, the Housing Authority made \$2.6 million in payments for Project Homekey. Actual expenditures were \$5.2 million less than the Fiscal Year 2021/22 budget of \$7.0 million. Of the \$5.2 million that was unspent as of June 30, 2022, staff will be recommending that \$2.6 million is carried over to the Fiscal Year 2022/23 budget for the acquisition of the Riviera Motel (\$2.5 million) and demolition of the property located at 8861 Pacific Avenue (\$93,800). The remaining savings of \$2.6 million will be returned to the Housing Authority's available fund balance. (\$2.3 million of the budget savings is from the Project Homekey project at the Stanton Inn & Suites location).

Per Attachment E, the Housing Authority Fund's available fund balance is expected to be \$12.4 million as of June 30, 2022.

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

The Fiscal Year 2021/22 CIP budget includes \$3.3 million from the Fiscal Year 2021/22 Adopted Budget, \$822,843 in carryover funding from Fiscal Year 2020/21, and \$8.0 million in other adjustments approved by the City Council since July 2021, for a total amended budget of \$12.1 million as of June 30, 2022. As of June 30, capital project expenditures totaled \$718,936 (6% of the amended budget) with an additional \$2.8 million (23% of the amended budget) under contract (encumbered) for work currently underway, for a total amount spent or encumbered to date of \$3.5 million (29% of the amended budget) as of June 30, 2022. Staff will be re-appropriating \$11.3 million of the unspent Fiscal Year 2021/22 CIP budget to the Fiscal Year 2022/23 CIP budget. (Resolution No. 2022-32 authorizes the City Manager to administratively approve this action.)

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED

4. Ensure Fiscal Stability and Efficiency in Governance

Prepared by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. June 2022 General Fund Revenues
- B. June 2022 General Fund Expenditures
- C. General Fund Reserve Balances
- D. June 2022 Housing Authority Revenue and Expenditures
- E. Housing Authority Reserve Balance
- F. Status of Capital Improvement Projects as of June 30, 2022

CITY OF STANTON
June 2022 General Fund Revenues (100% of year)

	FY 2021/22		FY 2021/22		Percent of Budget	FY 2020/21 Actual	% Change From Prior Year
	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	Activity During June*	Year To Date Actual *			
TAXES							
Property Tax	\$ 7,213,500	\$ 7,586,000	\$ 923,142	\$ 8,024,090	105.77%	\$ 7,172,245	11.88%
Sales and Use Tax	4,810,000	5,117,000	1,400,420	5,321,555	104.00%	4,682,029	13.66%
Transactions and Use Tax	4,998,000	5,473,000	1,569,109	5,899,782	107.80%	4,991,100	18.21%
Transient Occupancy Tax	480,000	590,000	122,153	670,954	113.72%	558,843	20.06%
Franchise Fees	1,109,500	1,109,500	81,693	1,090,057	98.25%	1,105,276	-1.38%
Business Licenses	160,000	160,000	4,903	157,366	98.35%	154,651	1.76%
Utility Users Tax	1,881,000	1,881,000	371,986	2,122,661	112.85%	1,990,690	6.63%
Tax Increment Pass-thru Payment	338,000	409,000	(851,260)	488,399	119.41%	389,586	25.36%
TAXES-TOTAL	20,990,000	22,325,500	3,622,146	23,774,864	106.49%	21,044,420	12.97%
INTERGOVERNMENTAL							
County WDA Shared Revenue	160,000	160,000	98,598	199,974	124.98%	-	100.00%
Mandated Cost Reimbursement	30,000	30,000	31,545	31,576	105.25%	47,069	-49.07%
Motor Vehicle In Lieu	20,000	45,700	-	45,717	100.04%	28,661	37.31%
Public Safety Augmentation Tax	161,075	185,280	44,038	192,262	103.77%	161,372	19.14%
Planning Grants	-	160,000	-	159,936	99.96%	-	100.00%
Federal Grant	-	-	5,333	5,333	**	-	100.00%
Other Grants	4,200	79,535	9,661	118,577	149.09%	137,012	-15.55%
INTERGOVERNMENTAL-TOTAL	375,275	660,515	189,175	753,375	114.06%	374,114	101.38%
CHARGES FOR SERVICES							
Charges for Services	105,280	171,145	64,079	202,879	118.54%	252,024	-19.50%
Information Technology Charges	30,345	30,345	2,529	30,345	100.00%	29,152	4.09%
CHARGES FOR SERVICES-TOTAL	135,625	201,490	66,608	233,224	115.75%	281,176	-17.05%
FEES AND PERMITS							
Solid Waste Impact Fees	1,150,000	1,150,000	181,286	1,126,103	97.92%	1,020,708	10.33%
Building Permits and Fees	1,300,000	1,300,000	217,612	1,108,837	85.30%	1,874,677	-40.85%
Planning Permits and Fees	106,250	106,250	386	92,159	86.74%	104,129	-11.50%
Engineering Permits and Fees	73,300	73,300	8,558	144,604	197.28%	91,874	57.39%
Developer Agreement Fees	-	-	454,500	454,500	**	954,496	-52.38%
Recycling Fees	93,750	93,750	48,230	87,045	92.85%	85,717	1.55%
Other Permits and Fees	267,500	267,500	19,277	287,705	107.55%	513,726	-44.00%
Community Services Fees	46,500	72,500	820	78,515	108.30%	51,359	34.59%
FEES AND PERMITS -TOTAL	3,037,300	3,063,300	930,669	3,379,468	110.32%	4,696,686	-28.05%

CITY OF STANTON
June 2022 General Fund Revenues (100% of year)

	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		Percent of Budget	FY 2020/21 Actual	% Change From Prior Year
			Activity During June*	Year To Date Actual *			
FINES AND FORFEITURES							
General Fines	600	18,000	115	18,570	103.17%	773	2302.33%
Motor Vehicle Fines	120,670	40,000	8,273	44,412	111.03%	132,845	-66.57%
Parking Citations	205,000	220,000	50,668	316,124	143.69%	288,674	9.51%
DMV Parking Collections	70,300	70,300	11,850	70,030	99.62%	61,927	13.08%
Administrative Citation	15,000	7,500	(842)	9,434	125.79%	29,938	-68.49%
FINES AND FORFEITURES-TOTAL	411,570	355,800	70,064	458,570	128.88%	514,157	-10.81%
USE OF MONEY AND PROPERTY							
Investment Earnings	185,000	145,000	69,297	194,760	134.32%	261,950	-25.65%
Unrealized Gains (Losses)	-	-	(135,299)	(565,664)	**	(146,330)	-286.57%
Interest on Loan to Landscape District Fund	16,570	16,570	2,060	16,570	100.00%	-	100.00%
Rental Income	28,305	82,855	(5,832)	84,033	101.42%	16,031	424.19%
USE OF MONEY AND PROPERTY-TOTAL	229,875	244,425	(69,774)	(270,301)	-110.59%	131,651	-305.32%
MISCELLANEOUS REVENUE							
Miscellaneous Revenue	194,500	236,177	122,898	281,759	119.30%	58,392	382.53%
MISCELLANEOUS REVENUE-TOTAL	194,500	236,177	122,898	281,759	119.30%	58,392	382.53%
TRANSFERS IN							
From Gas Tax Fund	205,000	205,000	17,083	205,000	100.00%	100,000	105.00%
From Protective Services Fund	375,000	376,951	(1,080)	375,672	99.66%	412,318	-8.89%
From Supplemental Law Enforcement Grants Fund	150,000	150,000	12,500	150,000	100.00%	93,590	60.27%
From Housing Authority Fund	-	890,000	-	890,000	100.00%	-	100.00%
TRANSFERS IN-TOTAL	730,000	1,621,951	28,503	1,620,672	99.92%	605,908	62.61%
TOTAL REVENUES AND TRANSFERS IN	\$ 26,104,145	\$ 28,709,158	\$ 4,960,289	\$ 30,231,631	105.30%	\$ 27,706,504	9.11%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

TAXES
June 2022 General Fund Revenues (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year To Date Actual *			
101	General Fund							
430100	Current Year-Secured	\$ 1,144,000	\$ 1,122,000	\$ 10,703	\$ 1,102,572	98.27%	1,104,687	-0.19%
430105	Current Year-Unsecured	32,500	22,000	5,857	33,815	153.70%	31,891	6.03%
430110	Property Tax-Prior Year	-	-	-	-	**	440	-100.00%
430115	Property Tax-Supplemental	23,000	20,000	6,871	24,224	121.12%	20,746	16.76%
430120	Residual Redevelopment Property Tax	1,267,000	1,292,000	851,260	1,642,742	127.15%	1,230,012	33.55%
430121	In-Lieu Vehicle License Fee	4,640,000	5,008,000	718	5,008,727	100.01%	4,549,481	10.09%
430135	Homeowners Tax Relief	1,000	5,000	744	4,959	99.18%	5,204	-4.71%
430140	Property Transfer Tax	106,000	116,000	37,449	197,400	170.17%	219,236	-9.96%
430145	Property Tax-Penalties/Int	-	1,000	9,540	9,651	965.10%	10,548	-8.50%
430200	Sales And Use Tax	4,810,000	5,117,000	1,400,420	5,321,555	104.00%	4,682,029	13.66%
430300	Transient Occupancy Tax	480,000	590,000	122,153	670,954	113.72%	558,843	20.06%
430405	Franchise Tax/Cable TV	224,500	224,500	-	144,663	64.44%	192,297	-24.77%
430410	Franchise Tax/Electric	214,000	214,000	-	232,570	108.68%	212,019	9.69%
430415	Franchise Tax/Gas	58,000	58,000	-	74,690	128.78%	87,265	-14.41%
430420	Franchise Tax/Refuse	525,000	525,000	81,693	549,899	104.74%	525,850	4.57%
430425	Franchise Tax/Water	88,000	88,000	-	88,235	100.27%	87,845	0.44%
430500	Business License Tax	160,000	160,000	4,903	157,366	98.35%	154,651	1.76%
430600	Util User Tax/Electricity	935,500	935,500	192,044	1,182,912	126.45%	1,078,838	9.65%
430605	Util User Tax/Telephone	316,000	316,000	33,479	203,275	64.33%	219,398	-7.35%
430610	Util User Tax/Gas	211,000	211,000	77,170	306,134	145.09%	251,692	21.63%
430615	Util User Tax/Water	418,500	418,500	69,293	430,340	102.83%	440,762	-2.36%
440100	AB 1389 Pass Through from RDA	338,000	409,000	(851,260)	488,399	119.41%	389,586	25.36%
101	General Fund	15,992,000	16,852,500	2,053,037	17,875,082	106.07%	16,053,320	11.35%
102	General Fund (Transactions & Use Tax)							
430250	Transactions & Use Tax	4,998,000	5,473,000	1,569,109	5,899,782	107.80%	4,991,100	18.21%
102	General Fund (Transactions & Use Tax)	4,998,000	5,473,000	1,569,109	5,899,782	107.80%	4,991,100	18.21%
TAXES - TOTAL		\$ 20,990,000	\$ 22,325,500	\$ 3,622,146	\$ 23,774,864	106.49%	\$ 21,044,420	12.97%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

CHARGES FOR SERVICES
June 2022 General Fund Revenues (100% of year)

Acct. No.	Description	FY 2021/22		FY 2021/22		FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
		Adopted Budget		Amended Budget		Activity During June*	Year To Date Actual *			
101	General Fund									
433100	Charges For Services	\$ 105,280		\$ 171,145		\$ 64,079	\$ 202,879	118.54%	\$ 252,024	-19.50%
433136	Information Technology Charges	30,345		30,345		2,529	30,345	100.00%	29,152	3.93%
	CHARGES FOR SERVICES - TOTAL	\$ 135,625		\$ 201,490		\$ 66,608	\$ 233,224	115.75%	\$ 281,176	-17.05%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

INTERGOVERNMENTAL
June 2022 General Fund Revenues (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year To Date Actual *			
101	General Fund							
432121	County WDA Shared Revenue	\$ 160,000	\$ 160,000	\$ 98,598	\$ 199,974	124.98%	\$ -	100.00%
432135	Mandated Cost Reimbursement	30,000	30,000	31,545	31,576	105.25%	47,069	-49.07%
432150	Motor Vehicle In Lieu	20,000	45,700	-	45,717	100.04%	28,661	37.31%
432180	Public Safety Augmentation Tax	161,075	185,280	44,038	192,262	103.77%	161,372	16.07%
432245	Planning Grants	-	160,000	-	159,936	99.96%	-	100.00%
432256	Other Grants	4,200	79,535	9,661	118,577	149.09%	137,012	-15.55%
432270	Federal Grant	-	-	5,333	5,333	**	-	100.00%
INTERGOVERNMENTAL - TOTAL		\$ 375,275	\$ 660,515	\$ 189,175	\$ 753,375	114.06%	\$ 374,114	\$ 3

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

FEES AND PERMITS
June 2022 General Fund Revenues (100% of year)

Acct. No.	Description	FY 2021/22	FY 2021/22	FY 2021/22		% of Budget	FY 2020/21	% Change
		Adopted	Amended	Activity During	Year To Date		Actual	From
		Budget	Budget	June*	Actual *			Prior Year
101	General Fund							
431100	Building Plan Check Fees	\$ 70,000	\$ 70,000	\$ 11,748	\$ 199,525	285.04%	\$ 71,192	180.26%
431105	Mechanical Permits	250,000	250,000	27,785	122,245	48.90%	408,380	-70.07%
431110	Building Permits	750,000	750,000	146,856	591,836	78.91%	1,046,100	-43.42%
431115	Plumbing Permits	80,000	80,000	14,455	76,270	95.34%	110,800	-31.16%
431120	Electrical Permits	150,000	150,000	16,768	118,961	79.31%	238,205	-50.06%
431130	Engineering Plan Check Fees	33,300	33,300	-	61,315	184.13%	34,110	79.76%
431135	Public Works Permits	40,000	40,000	6,680	81,411	203.53%	57,764	40.94%
431140	S M I P - Commercial Fees	500	500	12	74	14.80%	739	-89.99%
431145	S M I P-Residential Permits	1,000	1,000	87	348	34.80%	57	510.53%
431146	SB 1473 Fee	2,500	2,500	454	2,596	103.84%	3,588	-27.65%
431160	Solid Waste Impact Fees	1,150,000	1,150,000	181,286	1,126,103	97.92%	1,020,708	10.33%
431180	P/W Inspections	-	-	1,878	1,878	**	-	100.00%
431185	Parking Permits	50,000	50,000	1,225	45,462	90.92%	10,843	319.28%
431190	Towing Franchise Fee	30,000	30,000	2,610	20,970	69.90%	25,370	-17.34%
431192	Beautification/Enhancement Fee	-	-	190,000	190,000	**	-	100.00%
431193	Neighborhood Preservation Fees	-	-	34,500	34,500	**	-	100.00%
431194	Public Benefit Fee	-	-	230,000	230,000	**	954,496	-75.90%
431195	Other Fees & Permits	15,000	15,000	9,388	47,622	317.48%	32,585	46.15%
431196	Forfeited Deposits	-	-	-	11,931	**	67,006	-461.61%
431200	Cannabis Business Initial Permit Fee	-	-	-	-	**	143,000	-100.00%
431202	Cannabis Background Fee	-	-	-	-	**	71,500	-100.00%
433200	Conditional Use Permit	6,000	6,000	(2,485)	22,365	372.75%	2,395	89.29%
433205	Precise Plan Of Design	15,000	15,000	(4,040)	11,390	75.93%	22,580	-49.56%
433210	Variance	2,000	2,000	-	-	0.00%	-	**
433220	Preliminary Plan Review	6,000	6,000	-	11,250	187.50%	3,750	66.67%
433225	Environmental Services	4,400	4,400	-	1,030	23.41%	7,115	-85.52%
433227	Foreclosure Registration	10,850	10,850	-	5,982	55.13%	10,445	-42.73%
433230	Zoning Entitlements	5,000	5,000	-	-	0.00%	3,595	-100.00%
433235	Land Divisions	10,000	10,000	-	2,500	25.00%	11,495	-78.25%

FEES AND PERMITS
June 2022 General Fund Revenues (100% of year)

Acct. No.	Description	FY 2021/22	FY 2021/22	FY 2021/22		% of Budget	FY 2020/21	% Change
		Adopted	Amended	Activity During	Year To Date		Actual	From
		Budget	Budget	June*	Actual *			Prior Year
101	General Fund							
433240	Special Event Permits	500	500	90	450	90.00%	630	-28.57%
433245	Sign/Ban'R/Gar Sa/Temp Use Per	6,000	6,000	1,050	7,065	117.75%	3,075	129.76%
433250	Ministerial Services	15,000	15,000	1,800	20,340	135.60%	18,405	10.51%
433260	Landscape Plan Check	1,000	1,000	650	3,250	325.00%	975	70.00%
433270	General Plan Maint Surcharge	15,000	15,000	2,835	6,022	40.15%	21,935	-72.55%
433285	Other Developmental Fees	5,000	5,000	576	965	19.30%	(5,231)	-118.45%
433305	General Recreation Programs	24,000	45,000	(160)	50,772	112.83%	22,489	55.71%
433315	Sports Fields	22,500	27,500	980	27,743	100.88%	28,870	-4.06%
437115	Recycling Fees	93,750	93,750	48,230	87,045	92.85%	85,717	1.55%
430505	New/Moved Bus Lic Appl Rev	40,000	40,000	3,750	34,030	85.08%	33,094	2.83%
430510	Business Tax Renewal Process	130,000	130,000	2,280	122,704	94.39%	125,849	-2.50%
430515	SB 1186	3,000	3,000	(619)	1,518	50.60%	3,060	-50.39%
FEES AND PERMITS - TOTAL		\$ 3,037,300	\$ 3,063,300	\$ 930,669	\$ 3,379,468	110.32%	\$ 4,696,686	-28.05%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

FINES AND FORFEITURES
June 2022 General Fund Revenues (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year To Date Actual *			
101	General Fund							
434100	General Fines	\$ 600	\$ 18,000	\$ 115	\$ 18,570	103.17%	\$ 773	2302.33%
434105	Motor Vehicle Fines	120,670	40,000	8,273	44,412	111.03%	132,845	-66.57%
434110	Parking Citations	205,000	220,000	50,668	316,124	143.69%	288,674	9.51%
434115	DMV Parking Collections	70,300	70,300	11,850	70,030	99.62%	61,927	13.08%
434120	Administrative Citations	15,000	7,500	(842)	9,434	125.79%	29,938	-68.49%
FINES AND FORFEITURES - TOTAL		\$ 411,570	\$ 355,800	\$ 70,064	\$ 458,570	128.88%	\$ 514,157	-10.81%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

USE OF MONEY AND PROPERTY
June 2022 General Fund Revenues (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year To Date Actual *			
101	General Fund							
435100	Interest Earned	\$ 185,000	\$ 145,000	\$ 69,297.000	\$ 194,760	134.32%	\$ 261,950	-25.65%
435110	Unrealized Gains (Losses)	-	-	(135,299)	(565,664)	**	(146,330)	-286.57%
435200	Interest on Loan to Landscape District Fund	16,570	16,570	2,060	16,570	100.00%	-	100.00%
436125	Indoor Facility Rental	-	40,000	(5,065)	40,973	102.43%	(2,764)	1582.38%
436127	Outdoor Picnic Shelters	7,450	22,000	(2,555)	21,825	99.20%	-	100.00%
436135	Pac Bell Mobile Svcs-Rent	20,855	20,855	1,788	21,235	101.82%	18,795	12.98%
USE OF MONEY AND PROPERTY - TOTAL		\$ 229,875	\$ 244,425	\$ (69,774)	\$ (270,301)	-110.59%	\$ 131,651	-305.32%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

MISCELLANEOUS REVENUE
June 2022 General Fund Revenues (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year To Date Actual *			
101	General Fund							
437100	Sale Of Publications	\$ -	\$ -	\$ 3	\$ 198	**	\$ 136	45.59%
437105	Firework Services	475	475	473	473	99.58%	473	0.00%
437125	Donations	-	800	-	800	100.00%	850	-6.25%
437130	Insurance Reimbursement	-	-	-	6,448	**	-	100.00%
437135	Expense Reimbursement	-	40,877	47,636	88,192	215.75%	20,687	76.54%
437137	Loan Repayment from Landscape Maintenance District	164,025	164,025	65,975	164,025	100.00%	-	100.00%
437145	Sale Of Assets	-	-	-	-	**	1,135	-100.00%
437195	Other Revenue	30,000	30,000	8,811	21,623	72.08%	35,111	-38.42%
MISCELLANEOUS REVENUE - TOTAL		\$ 194,500	\$ 236,177	\$ 122,898	\$ 281,759	119.30%	\$ 58,392	382.53%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

TRANSFERS IN
June 2022 General Fund Revenues (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year To Date Actual *			
101	General Fund							
439211	Transfer From Gas Tax Fund	\$ 205,000	\$ 205,000	\$ 17,083	\$ 205,000	100.00%	\$ 100,000	51.22%
439223	Transfer From Protective Services Fund	375,000	376,951	(1,080)	375,672	99.66%	412,318	-9.75%
439242	Transfer Fr Supp Law Enf Grant	150,000	150,000	12,500	150,000	100.00%	93,590	37.61%
439285	Transfer From Housing Authority	-	890,000	-	890,000	100.00%	-	100.00%
TRANSFERS IN - TOTAL		\$ 730,000	\$ 1,621,951	\$ 28,503	\$ 1,620,672	99.92%	\$ 605,908	62.61%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

City of Stanton
June 2022 General Fund Expenditures (100% of year)

Division No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		Percent of Budget	FY 2020/21 Actual	% Change from Prior Year
				Activity During June*	Year to Date Actual *			
1100	City Council	\$ 116,710	\$ 112,510	\$ 7,067	\$ 110,557	98.26%	\$ 99,521	11.09%
1200	City Attorney	302,000	304,200	256,463	435,564	143.18%	220,635	97.41%
1300	City Manager	473,195	487,395	38,767	514,132	105.49%	599,872	-14.29%
1400	City Clerk	190,515	190,515	35,357	199,953	104.95%	185,769	7.64%
1410	Personnel/Risk Management	176,885	189,150	20,197	170,273	90.02%	145,267	17.21%
1510	Information Technology	524,980	534,598	95,064	529,252	99.00%	543,786	-2.67%
	Administration	1,784,285	1,818,368	452,915	1,959,731	107.77%	1,794,850	9.19%
1500	Finance	862,565	890,691	110,832	853,127	95.78%	847,281	0.69%
1600	Non-Dept (excludes Transfers)	48,000	48,000	38,986	39,877	83.08%	41,995	-5.04%
	Finance	910,565	938,691	149,818	893,004	95.13%	889,276	0.42%
1520	Emergency Preparedness	5,000	66,591	12,530	59,311	89.07%	23,334	60.66%
2100	Law Enforcement	12,197,850	12,092,544	636,079	11,751,512	97.18%	10,774,092	8.32%
2200	Fire Protection	5,166,860	5,174,360	1,283,387	5,174,661	100.01%	4,948,258	4.58%
2230	Contractual Ambulance Svcs	2,500	2,500	800	1,600	64.00%	2,086	-23.30%
2300	Homeless Prevention	-	68,000	26,066	26,066	38.33%	31,772	-17.96%
2400	Animal Control Services	191,390	192,390	-	175,959	91.46%	183,015	-3.86%
2500	Public Safety-Other	110,175	116,400	19,604	119,864	102.98%	139,659	-14.17%
4300	Parking Control	250,890	265,925	31,716	265,652	99.90%	233,359	13.84%
6200	Code Enforcement	519,870	515,485	68,198	517,944	100.48%	483,753	7.07%
	Public Safety	18,444,535	18,494,195	2,078,380	18,092,569	97.83%	16,819,328	7.57%
3000	Public Works Administration	507,575	512,568	68,431	485,123	94.65%	457,643	6.00%
3100	Engineering	145,390	188,137	38,919	106,228	56.46%	132,254	-19.68%
3200	Public Facilities	436,340	512,935	78,890	444,550	86.67%	363,801	22.20%
3300	Crossing Guard	43,165	43,165	9,381	43,894	101.69%	26,012	68.75%
3400	Parks Maintenance	412,680	446,140	86,565	416,580	93.37%	378,676	10.01%
3500	Street Maintenance	498,980	381,525	103,632	444,576	116.53%	399,094	11.40%
3600	Storm Drains	115,860	115,860	27,977	111,653	96.37%	104,075	7.28%
6300	Graffiti Abatement	101,900	70,630	10,940	57,100	80.84%	88,394	-35.40%
	Public Works	2,261,890	2,270,960	424,735	2,109,704	92.90%	1,949,949	8.19%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

City of Stanton
June 2022 General Fund Expenditures (100% of year)

Division No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		Percent of Budget	FY 2020/21 Actual	% Change from Prior Year
				Activity During June*	Year to Date Actual *			
4000	Community Development Administration	313,625	313,625	41,361	289,251	92.23%	157,428	83.74%
4100	Planning	344,590	646,847	50,700	454,513	70.27%	543,136	-16.32%
4200	Building Regulation	784,255	787,455	228,214	571,411	72.56%	907,464	-37.03%
4400	Business Relations	37,800	37,800	825	1,395	3.69%	17,469	-92.01%
	Community Development	1,480,270	1,785,727	321,100	1,316,570	73.73%	1,625,497	-19.01%
5000	Public Information Office ⁽¹⁾	120,600	114,295	8,134	84,348	73.80%	1,681	4917.73%
5100	Community Services Administration	509,015	587,155	78,609	579,372	98.67%	675,747	-14.26%
5200	Community Center Operations	170,530	153,140	15,147	90,413	59.04%	22,240	306.53%
5300	Park Operations	224,470	243,335	32,467	237,525	97.61%	184,753	28.56%
5400	Senior Citizen Programs	61,515	61,815	5,839	49,623	80.28%	48,044	3.29%
5500	Recreation Programs ⁽¹⁾	48,900	67,490	7,421	68,316	101.22%	31,963	113.73%
	Community Services	1,135,030	1,227,230	147,617	1,109,597	90.41%	964,428	15.05%
	Transfer to Liability/Risk Mgmt. Fund	-	131,330	9,800	131,330	100.00%	-	100.00%
	Transfer to FACT Grant	17,100	17,100	39,909	50,288	294.08%	16,750	200.23%
	Transfer to Senior Transportation Fund	10,565	10,565	767	9,035	85.52%	4,509	100.38%
	Transfer to SCP Maintenance	41,140	57,540	(2,920)	49,825	86.59%	55,789	-10.69%
	Transfer to Capital Projects Fund	-	104,000	75,000	75,000	72.12%	-	100.00%
	Transfers to Other Funds	68,805	320,535	122,556	315,478	98.42%	77,048	309.46%
	TOTAL EXPENDITURES	\$ 26,085,380	\$ 26,855,706	\$ 3,697,121	\$ 25,796,653	96.06%	\$ 24,120,376	6.95%

(1) - New division in the Fiscal Year 2021/22 Adopted Budget.

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

Administration - Vazquez
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
101	General Fund							
1100	City Council							
501105	Salaries-Elected	\$ 52,200	\$ 52,200	\$ 4,023	\$ 52,198	100.00%	\$ 50,690	2.97%
502120	Medicare/Fica	740	740	58	757	102.30%	735	2.99%
502130	Other Benefit Charges	770	770	61	849	110.26%	296	186.82%
602100	Special Dept Expense	10,000	10,000	1,707	9,037	90.37%	3,427	163.70%
602110	Office Expense	2,000	2,000	32	1,031	51.55%	707	45.83%
602115	Postage	-	-	-	3	**	44	-93.18%
607100	Membership/Dues	36,585	34,585	-	34,504	99.77%	36,489	-5.44%
607110	Travel/Conference/Meetings	11,000	8,800	1,186	9,259	105.22%	3,125	196.29%
612115	Liability Insurance Charge	3,415	3,415	-	2,919	85.48%	4,008	-27.17%
1100	City Council Total	116,710	112,510	7,067	110,557	98.26%	99,521	11.09%
1200	City Attorney							
608105	Professional Services	302,000	304,200	256,463	435,564	143.18%	220,635	97.41%
1200	City Attorney Total	302,000	304,200	256,463	435,564	143.18%	220,635	97.41%
1300	City Manager							
501110	Salaries-Regular	269,710	276,250	21,565	304,538	110.24%	280,779	8.46%
501115	Salaries-Overtime	-	-	9	158	**	34	364.71%
502100	Retirement	79,735	80,250	5,414	73,785	91.94%	66,756	10.53%
502105	Workers Comp Insurance	6,250	6,250	427	6,030	96.48%	-	100.00%
502110	Health/Life Insurance	25,545	26,335	3,263	36,731	139.48%	23,989	53.12%
502111	Medical In-Lieu Pay	2,100	2,100	150	575	27.38%	2,074	-72.28%
502115	Unemployment Insurance	525	525	-	362	68.95%	480	-24.58%
502120	Medicare/Fica	3,580	3,695	307	4,373	118.35%	4,068	7.50%
502125	Leave Disbursals	-	-	-	-	**	1,493	-100.00%
502130	Other Benefit Charges	1,730	1,770	190	2,680	151.41%	140	1814.29%
602110	Office Expense	1,200	7,400	1,110	6,102	82.46%	6,214	-1.80%
602115	Postage	250	250	-	3	1.20%	22	-86.36%
607100	Membership/Dues	800	800	-	1,066	133.25%	400	166.50%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

Administration - Vazquez
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
1300	City Manager, Continued							
607110	Travel/Conference/Meetings	5,600	5,600	2,274	5,544	99.00%	833	565.55%
608105	Professional Services	48,000	48,000	4,000	48,000	100.00%	48,265	-0.55%
610106	Small Business Loan Program	-	-	-	-	**	128,000	-100.00%
612105	Vehicle Replacement Charge	700	700	58	700	100.00%	461	51.84%
612115	Liability Insurance Charge	27,470	27,470	-	23,485	85.49%	33,557	-30.01%
701100	Office Equipment	-	-	-	-	**	1,500	-100.00%
702100	Office Furniture	-	-	-	-	**	807	-100.00%
1300	City Manager Total	473,195	487,395	38,767	514,132	105.49%	599,872	-14.29%
1400	City Clerk							
501110	Salaries-Regular	110,905	110,905	15,746	111,549	100.58%	107,203	4.05%
501115	Salaries-Overtime	-	-	101	435	**	184	136.41%
502100	Retirement	34,480	34,480	4,690	36,815	106.77%	34,624	6.33%
502105	Workers Comp Insurance	1,985	1,985	312	2,209	111.28%	-	100.00%
502110	Health/Life Insurance	19,080	19,080	2,374	18,653	97.76%	17,191	8.50%
502115	Unemployment Insurance	330	330	-	177	53.64%	248	-28.63%
502120	Medicare/Fica	1,550	1,550	222	1,563	100.84%	1,487	5.11%
502125	Leave Disbursals	-	-	-	-	**	1,324	-100.00%
502130	Other Benefit Charges	965	965	139	982	101.76%	54	1718.52%
602110	Office Expense	2,250	2,250	81	1,900	84.44%	990	91.92%
602115	Postage	500	500	29	457	91.40%	550	-16.91%
602120	Books/Periodicals	100	100	-	66	66.00%	82	-19.51%
607100	Membership/Dues	1,130	1,130	-	415	36.73%	520	-20.19%
607110	Travel/Conference/Meetings	750	750	-	-	0.00%	125	-100.00%
607115	Training	2,500	2,500	-	70	2.80%	-	100.00%
608105	Professional Services	6,000	6,000	11,615	15,655	260.92%	3,047	413.78%
608140	Elections	360	360	-	2,400	666.67%	9,575	-74.93%
612105	Vehicle Replacement Charge	580	580	48	580	100.00%	380	52.63%

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Administration - Vazquez
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
1400	City Clerk, Continued							
612115	Liability Insurance Charge	7,050	7,050	-	6,027	85.49%	8,185	-26.37%
1400	City Clerk Total	190,515	190,515	35,357	199,953	104.95%	185,769	7.64%
1510	Information Technology							
501110	Salaries-Regular	81,120	81,120	8,617	79,525	98.03%	73,189	8.66%
501115	Salaries-Overtime	10,000	10,000	215	5,044	50.44%	6,859	-26.46%
502100	Retirement Charges	22,940	22,940	2,900	25,966	113.19%	23,414	10.90%
502105	Workers Comp Insurance	1,320	1,320	171	1,575	119.32%	-	100.00%
502110	Health/Life Insurance	19,550	19,550	1,998	15,682	80.21%	14,492	8.21%
502115	Unemployment Insurance	300	300	-	161	53.67%	224	-28.13%
502120	Medicare/Fica	1,080	1,080	115	1,117	103.43%	1,061	5.28%
502125	Leave Disbursals	-	-	-	-	**	884	-100.00%
502130	Other Benefit Charges	680	680	76	700	102.94%	37	1791.89%
602140	Materials & Supplies	15,000	13,900	588	10,956	78.82%	5,271	107.85%
603105	Equipment Maintenance	25,000	25,000	4,768	27,140	108.56%	22,252	21.97%
604100	Communications	97,900	97,900	26,106	107,873	110.19%	71,175	51.56%
608100	Contractual Services	244,925	254,525	49,510	247,979	97.43%	128,504	92.97%
608145	Information Technology	-	-	-	-	**	60,389	-100.00%
612115	Liability Insurance Charge	5,165	5,165	-	4,416	85.50%	-	100.00%
701050	Computer Software	-	1,118	-	1,118	100.00%	77,758	-98.56%
701105	Equipment-General	-	-	-	-	**	58,277	-100.00%
1510	Information Technology Total	524,980	534,598	95,064	529,252	99.00%	543,786	-2.67%
TOTAL ADMINISTRATION-VAZQUEZ		\$ 1,607,400	\$ 1,629,218	\$ 432,718	\$ 1,789,458	109.84%	\$ 1,649,583	8.48%

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Administration - Guzman
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
101	General Fund							
1410	Personnel/Risk Management							
501110	Salaries-Regular	\$ 91,820	\$ 96,240	\$ 11,183	\$ 94,002	97.67%	\$ 85,089	10.47%
501115	Salaries-Overtime	-	-	-	244	**	-	100.00%
502100	Retirement	18,940	19,305	2,609	21,705	112.43%	19,089	13.70%
502105	Workers Comp Insurance	1,590	1,590	221	1,861	117.04%	-	100.00%
502110	Health/Life Insurance	16,075	16,335	2,015	14,921	91.34%	12,992	14.85%
502111	Medical In-Lieu Pay	-	-	-	500	**	603	-17.08%
502115	Unemployment Insurance	300	300	-	161	53.67%	224	-28.13%
502120	Medicare/FICA	1,285	1,390	156	1,340	96.40%	1,240	8.06%
502125	Leave Disbursals	-	-	-	-	**	822	-100.00%
502130	Other Benefit Charges	800	850	98	827	97.29%	43	1823.26%
602110	Office Expense	1,400	1,400	547	1,072	76.57%	1,192	-10.07%
602115	Postage	200	200	14	161	80.50%	127	26.77%
607100	Membership/Dues	725	725	-	725	100.00%	550	31.82%
607110	Travel/Conference/Meetings	2,000	2,000	-	350	17.50%	75	366.67%
607115	Training	6,000	6,000	-	(140)	-2.33%	3,709	-103.77%
607120	Education Reimbursement Program	10,000	10,000	1,250	2,050	20.50%	-	100.00%
608105	Professional Services	10,000	12,100	1,248	10,026	82.86%	14,261	-29.70%
608125	Advertising/ Business Dev't	1,800	4,090	805	4,693	114.74%	1,570	198.92%
609125	Employee/Volunteer Recognition	7,500	10,175	-	10,172	99.97%	3,282	209.93%
612105	Vehicle Replacement Charge	610	610	51	610	100.00%	399	52.88%
612115	Liability Insurance Charge	5,840	5,840	-	4,993	85.50%	-	100.00%
TOTAL ADMINISTRATION-GUZMAN		\$ 176,885	\$ 189,150	\$ 20,197	\$ 170,273	90.02%	\$ 145,267	17.21%

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Finance-Bannigan
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
101	General Fund							
1500	Finance							
501110	Salaries-Regular	\$ 466,220	\$ 469,790	\$ 67,145	\$ 470,302	100.11%	\$ 447,627	5.07%
501115	Salaries-Overtime	500	500	-	129	25.80%	133	-3.01%
501120	Salaries-Part Time	42,415	38,575	2,115	36,161	93.74%	48,262	-25.07%
502100	Retirement	112,590	112,860	16,310	123,832	109.72%	112,272	10.30%
502105	Workers Comp Insurance	8,960	8,960	1,371	10,028	111.92%	-	100.00%
502110	Health/Life Insurance	53,520	53,520	5,755	48,162	89.99%	44,037	9.37%
502111	Medical In-Lieu Pay	4,920	4,920	686	6,051	122.99%	3,031	99.64%
502115	Unemployment Insurance	1,935	1,935	-	968	50.03%	2,295	-57.82%
502120	Medicare/FICA	7,120	7,120	885	6,323	88.81%	6,162	2.61%
502125	Leave Disbursals	-	-	-	-	**	1,918	-100.00%
502130	Other Benefit Charges	4,470	4,470	592	4,157	93.00%	916	353.82%
602110	Office Expense	8,000	8,000	531	3,135	39.19%	5,376	-41.69%
602115	Postage	5,000	5,000	117	3,614	72.28%	3,179	13.68%
602120	Books/Periodicals	415	415	-	112	26.99%	-	100.00%
607100	Membership/Dues	795	795	-	412	51.82%	1,502	-72.57%
607110	Travel/Conference/Meetings	4,200	4,200	1,504	5,441	129.55%	645	743.57%
607115	Training	1,700	1,700	710	1,215	71.47%	1,470	-17.35%
608105	Professional Services	88,035	114,161	8,657	83,313	72.98%	70,699	17.84%
608107	Financial Services	17,600	17,600	2,298	17,364	98.66%	17,954	-3.29%
608130	Temporary Help	-	-	-	-	**	35,287	-100.00%
611116	Payment to Other Agencies	-	-	111	1,050	**	1,066	-1.50%
612105	Vehicle Replacement Charge	1,220	1,220	102	1,220	100.00%	802	52.12%
612115	Liability Insurance Charge	32,350	32,350	-	27,657	85.49%	42,648	-35.15%
701100	Equipment-Office	-	2,000	1,070	1,608	80.40%	-	100.00%
702100	Furniture-Office	600	600	873	873	145.50%	-	100.00%
1500	Finance Total	862,565	890,691	110,832	853,127	95.78%	847,281	0.69%

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Finance-Bannigan
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *			
1600	Non-Departmental							
602100	Special Dept Expense	3,000	3,000	546.000	1,437	47.90%	-	100.00%
602110	Office Expense	-	-	-	-	**	2,777	-100.00%
611105	Revenue Sharing-City of Anaheim	40,000	40,000	38,440	38,440	96.10%	39,218	-1.98%
611116	Payment to Other Agencies	5,000	5,000	-	-	0.00%	-	**
1600	Non-Departmental Total	48,000	48,000	38,986	39,877	83.08%	41,995	-5.04%
	TOTAL FINANCE	\$ 910,565	\$ 938,691	\$ 149,818	\$ 893,004	95.13%	\$ 889,276	0.42%

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Public Safety-Wren
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
101	General Fund							
1520	Emergency Services							
602140	Materials & Supplies	\$ 5,000	\$ 3,125	\$ -	\$ 55	1.76%	\$ 16,704	-99.67%
608100	Contractual Services	-	10,670	10,635	10,635	99.67%	-	100.00%
608105	Professional Services	-	52,796	1,895	48,621	92.09%	6,454	86.73%
701105	Equipment-General	-	-	-	-	**	176	-100.00%
1520	Emergency Services	5,000	66,591	12,530	59,311	89.07%	23,334	154.18%
2100	Law Enforcement							
602100	Special Dept Expense	3,000	2,000	435	670	33.50%	1,343	-50.11%
602110	Office Expense	1,500	2,500	3,074	5,282	211.28%	2,589	104.02%
602145	Gas/Oil/Lube	3,000	3,000	893	1,886	62.87%	1,145	64.72%
603125	Vehicle Maintenance	-	-	-	-	**	4,490	-100.00%
604100	Communications	36,030	36,030	3,515	35,319	98.03%	38,034	-7.14%
608100	Contractual Services	18,350	18,350	1,529	18,348	99.99%	19,008	-3.47%
608160	O.C.S.D. Contract	8,629,270	8,174,004	445,052	7,833,347	95.83%	3,660,719	113.98%
612105	Vehicle Replacement Charge	8,700	8,700	725	8,700	100.00%	5,725	51.97%
702100	Furniture-Office	-	-	-	-	**	108	-100.00%
2100	Law Enforcement Total	8,699,850	8,244,584	455,223	7,903,552	95.86%	3,733,161	111.71%
2200	Fire Protection							
602100	Special Department Expense	40,800	40,800	-	41,113	100.77%	39,199	4.88%
608185	O.C.F.A. Contract	3,626,060	3,276,060	850,620	3,276,048	100.00%	2,668,127	22.78%
2200	Fire Protection Total	3,666,860	3,316,860	850,620	3,317,161	100.01%	2,707,326	22.53%
2230	Ambulance Services							
608190	Contractual Ambulance Svcs	2,500	2,500	800	1,600	64.00%	2,086	-23.30%
2230	Ambulance Services Total	2,500	2,500	800	1,600	64.00%	2,086	-23.30%
2300	Homeless Prevention							
610230	North SPA Navigation Center Cost Share	-	68,000	26,066	26,066	38.33%	31,772	-17.96%
2300	Homeless Total	-	68,000	26,066	26,066	38.33%	31,772	-17.96%
2400	Animal Control Services							

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Public Safety-Wren
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
608170	Animal Control Services	191,390	192,390	-	175,959	91.46%	183,015	-3.86%
2400	Animal Control Services Total	191,390	192,390	-	175,959	91.46%	183,015	-3.86%
2500	Public Safety-Other							
501110	Salaries-Regular	58,390	58,390	11,641	63,366	108.52%	73,389	-13.66%
501120	Salaries-Part Time	-	-	-	-	**	4,445	-100.00%
502100	Retirement Charges	11,765	11,765	2,370	13,799	117.29%	17,590	-21.55%
502105	Workers Comp Insurance	945	945	230	1,163	123.07%	-	100.00%
502110	Health/Life Insurance	705	705	53	420	59.57%	3,914	-89.27%
502111	Medical In-Lieu Pay	2,100	2,100	1,050	2,188	104.19%	1,050	108.38%
2500	Public Safety-Other, Continued							
502115	Unemployment Insurance	105	105	-	56	53.33%	78	-28.21%
502120	Medicare/FICA	785	785	184	882	112.36%	1,147	-23.10%
502130	Other Benefit Charges	375	375	102	517	137.87%	101	411.88%
602100	Special Department Expense	-	100	-	100	100.00%	-	100.00%
602110	Office Expense	1,200	1,200	59	1,203	100.25%	1,557	-22.74%
602115	Postage	250	250	-	1	0.40%	101	-99.01%
602130	Clothing	-	785	-	2,508	319.49%	-	100.00%
602135	Safety Equipment	-	875	-	876	100.11%	-	100.00%
602140	Materials & Supplies	-	65	-	64	98.46%	-	100.00%
607115	Training	700	700	-	41	5.86%	-	100.00%
608100	Contractual Services	4,680	4,680	-	4,678	99.96%	4,678	0.00%
612115	Liability Insurance Charge	28,175	28,175	-	24,087	85.49%	31,609	-23.80%
701100	Equipment -Office	-	4,400	3,915	3,915	88.98%	-	100.00%
2500	Public Safety-Other Total	110,175	116,400	19,604	119,864	102.98%	139,659	-14.17%
4300	Parking Control							
501110	Salaries-Regular	142,590	142,590	17,896	140,912	98.82%	134,633	4.66%
502115	Salaries-Overtime	-	35	-	33	94.29%	-	100.00%
4300	Parking Control, Continued							
501120	Salaries-Part Time	12,350	12,350	1,108	12,661	102.52%	11,922	6.20%

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Public Safety-Wren
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
502100	Retirement	36,055	36,055	5,050	42,032	116.58%	39,119	7.45%
502105	Workers Comp Insurance	2,735	2,735	376	3,041	111.19%	-	100.00%
502110	Health/Life Insurance	14,050	14,050	1,709	13,395	95.34%	12,218	9.63%
502111	Medical In-Lieu Pay	4,140	4,140	855	4,313	104.18%	2,058	109.57%
502115	Unemployment Insurance	705	705	-	378	53.62%	526	-28.14%
502120	Medicare/FICA	2,220	2,220	285	2,267	102.12%	2,157	5.10%
502125	Leave Disbursals	-	-	-	-	**	1,349	-100.00%
502130	Other Benefit Charges	1,445	1,445	158	1,246	86.23%	239	421.34%
602110	Office Expense	6,500	6,500	-	5,313	81.74%	203	2517.24%
602115	Postage	500	500	20	201	40.20%	163	23.31%
602130	Clothing	4,500	4,500	-	2,771	61.58%	539	80.55%
604100	Communications	1,000	1,000	166	640	64.00%	895	-28.49%
608105	Professional Services	15,000	30,000	3,501	29,349	97.83%	25,005	17.37%
612105	Vehicle Replacement Charge	7,100	7,100	592	7,100	100.00%	2,333	204.33%
4300	Parking Control Total	250,890	265,925	31,716	265,652	99.90%	233,359	13.84%
6200	Code Enforcement							
501110	Salaries-Regular	330,660	330,660	44,107	327,770	99.13%	295,561	10.90%
502115	Salaries-Overtime	-	15	-	14	93.33%	-	100.00%
501120	Salaries-Part Time	12,350	12,350	1,108	12,661	102.52%	11,537	9.74%
502100	Retirement	82,925	82,925	11,473	91,337	110.14%	80,852	12.97%
502105	Workers Comp Insurance	6,050	6,050	895	6,741	111.42%	-	100.00%
502110	Health/Life Insurance	40,430	40,430	5,286	42,458	105.02%	35,632	19.16%
502111	Medical In-Lieu Pay	4,560	4,560	1,695	4,750	104.17%	2,268	109.44%
502115	Unemployment Insurance	1,290	1,290	-	692	53.64%	963	-28.14%
502120	Medicare/FICA	4,835	4,835	668	4,905	101.45%	4,421	10.95%

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Public Safety-Wren
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *			
6200	Code Enforcement, Continued							
502125	Leave Disbursals	-	-	-	-	**	2,518	-100.00%
502130	Other Benefit Charges	3,010	3,010	389	2,891	96.05%	314	820.70%
602110	Office Expense	1,500	1,500	223	1,015	67.67%	443	129.12%
602115	Postage	1,000	1,000	8	532	53.20%	607	-12.36%
602160	Code Enforcement Equipment	8,000	8,000	-	3,074	38.43%	-	100.00%
603105	Equipment Maintenance	1,000	-	-	-	**	-	**
604100	Communications	800	-	-	-	**	624	-100.00%
607100	Membership/Dues	800	800	-	380	47.50%	475	-20.00%
607105	Mileage Reimbursement	100	-	-	-	**	-	**
607110	Travel/Conference/Meetings	1,500	-	-	-	**	-	**
607115	Training	1,000	-	122	471	**	109	332.11%
608100	Contractual Services	4,000	4,000	630	3,780	94.50%	3,780	0.00%
608105	Professional Services	5,000	5,000	839	5,413	108.26%	4,255	27.22%
608180	Prosecution/Code Enforcement	-	-	-	-	**	35,772	-100.00%
612105	Vehicle Replacement Charge	9,060	9,060	755	9,060	100.00%	3,622	150.14%
6200	Code Enforcement Total	519,870	515,485	68,198	517,944	100.48%	483,753	7.07%
101	GENERAL FUND TOTAL	\$ 13,446,535	\$ 12,788,735	\$ 1,464,757	\$ 12,387,109	96.86%	\$ 7,537,465	64.34%
102	General Fund (Transactions & Use Tax)							
2100	Law Enforcement							
608160	O.C.S.D. Contract	3,498,000	3,847,960	180,856	3,847,960	100.00%	7,040,931	-45.35%
2100	Law Enforcement Total	3,498,000	3,847,960	180,856	3,847,960	100.00%	7,040,931	-45.35%
2200	Fire Protection							
608185	O.C.F.A. Contract	1,500,000	1,857,500	432,767	1,857,500	100.00%	2,240,932	-17.11%
2200	Fire Protection Total	1,500,000	1,857,500	432,767	1,857,500	100.00%	2,240,932	-17.11%
102	TRANSACTIONS AND USE TAX TOTAL	\$ 4,998,000	\$ 5,705,460	\$ 613,623	\$ 5,705,460	100.00%	\$ 9,281,863	-38.53%
	TOTAL PUBLIC SAFETY	\$ 18,444,535	\$ 18,494,195	\$ 2,078,380	\$ 18,092,569	97.83%	\$ 16,819,328	7.57%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

Public Works - Shin-Heydorn
June 2022 General Fund Expenditures (100% of year)

		FY 2021/22							
		FY 2021/22	FY 2021/22					% Change	
		Adopted	Amended	Activity	Year to Date		FY 2020/21	From Prior	
Acct. No.	Description	Budget	Budget	During June*	Actual *	% of Budget	Actual	Year	
101	General Fund								
3000	Public Works Administration								
501110	Salaries-Regular	\$ 318,785	\$ 309,526	\$ 50,663	\$ 302,533	97.74%	\$ 272,281	11.11%	
501120	Salaries-Part Time	16,710	16,710	-	12,088	72.34%	14,416	-16.15%	
502100	Retirement Charges	68,410	68,654	11,025	71,906	104.74%	61,138	17.61%	
502105	Workers Comp Insurance	5,820	6,037	1,003	6,229	103.18%	-	100.00%	
502110	Health/Life Insurance	50,580	42,270	3,811	28,803	68.14%	38,472	-25.13%	
502111	Medical In-Lieu Pay	600	5,575	750	5,650	101.35%	702	704.84%	
502115	Unemployment Insurance	1,200	1,200	-	793	66.08%	896	-11.50%	
502120	Medicare/FICA	4,575	4,307	733	4,557	105.80%	4,110	10.88%	
502125	Leave Disbursals	-	-	-	-	**	1,517	-100.00%	
502130	Other Benefit Charges	2,680	2,594	446	2,668	102.85%	369	623.04%	
607110	Travel/Conference/Meetings	-	1,000	-	745	74.50%	-	100.00%	
608130	Temporary Help	-	16,480	-	16,480	100.00%	11,680	29.13%	
612115	Liability Insurance Charge	38,215	38,215	-	32,671	85.49%	52,062	-37.25%	
3000	Public Works Administration Total	507,575	512,568	68,431	485,123	94.65%	457,643	6.00%	
3100	Engineering								
501110	Salaries-Regular	39,040	42,670	7,635	41,386	96.99%	54,128	-23.54%	
501115	Salaries-Overtime	-	1,877	1,349	1,349	71.87%	1,302	3.61%	
502100	Retirement	8,525	10,740	1,802	9,090	84.64%	12,287	-26.02%	
502105	Workers Comp Insurance	715	965	151	819	84.87%	-	100.00%	
502110	Health/Life Insurance	8,920	9,730	1,077	4,750	48.82%	12,032	-60.52%	
502111	Medical In-Lieu Pay	-	-	30	30	**	-	100.00%	
502115	Unemployment Insurance	135	195	49	210	107.69%	146	43.84%	
502120	Medicare/FICA	565	610	130	615	100.82%	755	-18.54%	
502125	Leave Disbursals	-	-	-	-	**	485	-100.00%	
502130	Other Benefit Charges	360	420	67	364	86.67%	27	1248.15%	
602110	Office Expense	2,100	2,100	401	477	22.71%	-	100.00%	
602115	Postage	-	-	1	18	**	387	-95.35%	

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Public Works - Shin-Heydorn
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
3100	Engineering, Continued							
602120	Books/Periodicals	-	-	-	108	**	-	100.00%
602140	Materials & Supplies	2,500	2,500	557	1,287	51.48%	384	235.16%
607100	Membership/Dues	1,850	1,850	-	900	48.65%	853	5.51%
607110	Travel/Conference/Meetings	1,300	1,300	-	156	12.00%	-	100.00%
607115	Training	1,000	1,000	-	-	0.00%	-	**
608105	Professional Services	-	20,000	17,058	17,058	85.29%	3,026	463.71%
608110	Engineering Services	44,400	58,560	6,318	22,305	38.09%	32,185	-30.70%
608120	Plan Checking Services	33,300	30,700	-	2,389	7.78%	13,809	-82.70%
608135	Microfilming	-	2,240	2,237	2,237	99.87%	-	100.00%
612105	Vehicle Replacement Charge	680	680	57	680	100.00%	448	51.79%
3100	Engineering Total	145,390	188,137	38,919	106,228	56.46%	132,254	-19.68%
3200	Public Facilities							
501110	Salaries-Regular	21,950	59,320	6,541	59,395	100.13%	27,334	117.29%
501115	Salaries-Overtime	300	1,700	207	1,549	91.12%	425	264.47%
502100	Retirement	5,185	13,160	1,523	13,857	105.30%	6,013	130.45%
502105	Workers Comp Insurance	425	1,090	130	1,176	107.89%	-	100.00%
502110	Health/Life Insurance	4,820	7,985	1,192	8,113	101.60%	4,490	80.69%
502115	Unemployment Insurance	150	235	-	228	97.02%	122	86.89%
502120	Medicare/FICA	305	885	98	883	99.77%	401	120.20%
502125	Leave Disbursals	-	-	-	-	**	53	-100.00%
502130	Other Benefit Charges	200	485	58	523	107.84%	14	3635.71%
602100	Special Dept Expense	7,885	7,885	1,853	2,984	37.84%	3,104	-3.87%
602110	Office Expense	2,100	2,100	-	-	0.00%	103	-100.00%
602125	Small Tools	-	-	-	492	**	-	100.00%
602130	Clothing	3,500	3,500	959	2,473	70.66%	2,618	-5.54%
602135	Safety Equipment	500	500	-	107	21.40%	563	-80.99%
602140	Materials & Supplies	8,000	8,000	2,073	5,385	67.31%	6,481	-16.91%
603110	Building Maintenance	123,240	123,240	23,527	92,303	74.90%	86,443	6.78%

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Public Works - Shin-Heydorn
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
3200	Public Facilities, Continued							
604100	Communications	35,000	35,000	1,409	6,376	18.22%	5,554	14.80%
604105	Utilities	140,000	140,000	29,244	160,142	114.39%	147,091	8.87%
608100	Contractual Services	65,000	90,070	9,771	70,919	78.74%	56,762	24.94%
611110	O.C. Sanitation District User Fee	14,120	14,120	-	13,985	99.04%	13,822	1.18%
612105	Vehicle Replacement Charge	3,660	3,660	305	3,660	100.00%	2,408	51.99%
3200	Public Facilities Total	436,340	512,935	78,890	444,550	86.67%	363,801	22.20%
3300	Crossing Guard							
608175	Crossing Guard Services	43,165	43,165	9,381	43,894	101.69%	26,012	68.75%
3300	Crossing Guard Total	43,165	43,165	9,381	43,894	101.69%	26,012	68.75%
3400	Parks Maintenance							
501110	Salaries-Regular	75,595	69,195	8,287	69,987	101.14%	62,333	12.28%
501115	Salaries-Overtime	2,500	3,000	-	2,842	94.73%	2,720	4.49%
502100	Retirement	15,705	15,305	1,926	16,269	106.30%	14,062	15.69%
502105	Workers Comp Insurance	1,320	1,270	164	1,386	109.13%	-	100.00%
502110	Health/Life Insurance	11,420	11,075	1,445	11,286	101.91%	9,259	21.89%
502111	Medical In-Lieu Pay	840	855	105	857	100.23%	438	95.66%
502115	Unemployment Insurance	405	385	-	231	60.00%	308	-25.00%
502120	Medicare/Fica	1,060	1,060	122	1,068	100.75%	951	12.30%
502125	Leave Disbursals	-	-	-	-	**	470	-100.00%
502130	Other Benefit Charges	680	580	73	616	106.21%	31	1887.10%
602100	Special Dept Expense	5,000	5,000	841	3,047	60.94%	2,913	4.60%
602125	Small Tools	-	-	-	-	**	854	-100.00%
603105	Equipment Maintenance	15,000	15,000	4,411	13,579	90.53%	14,975	-9.32%
604105	Utilities	176,000	176,000	48,161	190,232	108.09%	175,288	8.53%
605100	Land Lease	3,000	20,500	-	5,834	28.46%	5,161	13.04%
608100	Contractual Services	99,700	122,460	20,659	94,891	77.49%	85,983	10.36%
612105	Vehicle Replacement Charge	4,455	4,455	371	4,455	100.00%	2,930	52.05%
3400	Parks Maintenance Total	412,680	446,140	86,565	416,580	93.37%	378,676	10.01%

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Public Works - Shin-Heydorn
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
3500	Street Maintenance							
501110	Salaries-Regular	106,230	98,830	9,684	98,097	99.26%	99,245	-1.16%
501115	Salaries-Overtime	4,000	4,200	156	4,268	101.62%	3,367	26.76%
502100	Retirement	23,180	21,880	2,244	22,722	103.85%	22,221	2.25%
502105	Workers Comp Insurance	1,930	1,825	192	1,942	106.41%	-	100.00%
502110	Health/Life Insurance	16,000	16,200	1,557	15,983	98.66%	13,577	17.72%
502111	Medical In-Lieu Pay	2,310	2,350	289	2,358	100.34%	1,203	96.01%
502115	Unemployment Insurance	615	595	-	391	65.71%	487	-19.71%
502120	Medicare/FICA	1,515	1,530	147	1,518	99.22%	1,507	0.73%
502125	Leave Disbursals	-	-	-	-	**	436	-100.00%
502130	Other Benefit Charges	970	885	85	863	97.51%	50	1626.00%
602100	Special Dept Expense	3,000	3,000	126	126	4.20%	804	-84.33%
602125	Small Tools	4,000	4,000	835	1,403	35.08%	921	52.33%
602140	Materials & Supplies	65,000	45,000	10,360	39,544	87.88%	47,055	-15.96%
603105	Equipment Maintenance	2,000	2,000	381	1,541	77.05%	-	100.00%
608100	Contractual Services	190,000	161,000	21,996	175,590	109.06%	201,809	-12.99%
612105	Vehicle Replacement Charge	18,230	18,230	1,519	18,230	100.00%	6,412	184.31%
710190	Pavement Maintenance	60,000	-	54,061	60,000	**	-	100.00%
3500	Street Maintenance Total	498,980	381,525	103,632	444,576	116.53%	399,094	11.40%
3600	Storm Drain Maintenance							
608155	Storm Water Monitor Program	115,860	115,860	27,977	111,653	96.37%	104,075	7.28%
3600	Storm Drain Maintenance Total	115,860	115,860	27,977	111,653	96.37%	104,075	7.28%
6300	Graffiti Abatement							
501110	Salaries-Regular	38,570	15,000	2,644	12,863	85.75%	41,814	-69.24%
501115	Salaries-Overtime	8,000	5,900	688	3,000	50.85%	5,724	-47.59%
502100	Retirement Charges	8,935	2,660	613	2,967	111.54%	9,412	-68.48%
502105	Workers Comp Insurance	735	225	52	255	113.33%	-	100.00%
502110	Health/Life Insurance	8,215	4,845	685	3,053	63.01%	7,460	-59.08%
502115	Unemployment Insurance	255	210	-	57	27.14%	220	-74.09%

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**Public Works - Shin-Heydorn
June 2022 General Fund Expenditures (100% of year)**

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
6300	Graffiti Abatement, Continued							
502120	Medicare/FICA	540	240	48	230	95.83%	688	-66.57%
502125	Leave Disbursals	-	-	-	-	**	102	-100.00%
502130	Other Benefit Charges	350	250	23	113	45.20%	22	413.64%
602140	Materials & Supplies	15,000	20,000	2,648	17,372	86.86%	11,989	44.90%
603105	Equipment Maintenance	7,500	7,500	2,389	3,390	45.20%	1,886	79.75%
612105	Vehicle Replacement Charge	13,800	13,800	1,150	13,800	100.00%	9,077	52.03%
6300	Graffiti Abatement Total	101,900	70,630	10,940	57,100	80.84%	88,394	-35.40%
TOTAL PUBLIC WORKS		\$ 2,261,890	\$ 2,270,960	\$ 424,735	\$ 2,109,704	92.90%	\$ 1,949,949	8.19%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

Community Development-Lilley
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *			
101	General Fund							
4000	Community Development Administration							
501110	Salaries-Regular	\$ 177,760	\$ 177,760	\$ 31,596	\$ 178,534	100.44%	\$ 80,964	120.51%
501115	Salaries-Overtime	-	-	11	348	**	85	309.41%
502100	Retirement Charges	52,005	52,005	6,558	41,607	80.01%	20,565	102.32%
502105	Workers Comp Insurance	4,280	4,280	626	3,535	82.59%	-	100.00%
502110	Health/Life Insurance	17,810	17,810	1,463	12,640	70.97%	8,511	48.51%
502115	Unemployment Insurance	345	345	-	185	53.62%	261	-29.12%
502120	Medicare/FICA	2,315	2,315	450	2,537	109.59%	1,137	123.13%
502125	Leave Disbursals	-	-	-	-	**	370	-100.00%
502130	Other Benefit Charges	1,145	1,145	278	1,571	137.21%	40	3827.50%
602110	Office Expense	1,000	1,000	243,000	1,263	126.30%	1,435	-11.99%
602120	Books/Periodicals	1,200	1,200	1	179	14.92%	454	-60.57%
607100	Membership/Dues	1,600	1,600	(157)	969	60.56%	-	100.00%
607110	Travel/Conference/Meetings	-	-	292	313	**	-	100.00%
607115	Training	1,200	1,200	-	289	24.08%	-	100.00%
612115	Liability Insurance Charge	52,965	52,965	-	45,281	85.49%	43,372	4.40%
702100	Office Furniture	-	-	-	-	**	234	-100.00%
4000	Community Development Administration Total	313,625	313,625	41,361	289,251	92.23%	157,428	83.74%
4100	Planning							
501110	Salaries-Regular	207,355	215,720	14,516	182,513	84.61%	257,328	-29.07%
501115	Salaries-Overtime	1,200	1,200	41	1,086	90.50%	1,193	-8.97%
501125	Salaries-Appointed	9,000	9,000	554	8,653	96.14%	7,771	11.35%
502100	Retirement	65,640	71,270	3,387	41,879	58.76%	56,824	-26.30%
502105	Workers Comp Insurance	5,655	6,315	287	3,614	57.23%	-	100.00%
502110	Health/Life Insurance	29,995	30,730	2,058	20,981	68.28%	30,659	-31.57%
502111	Medical In-Lieu Pay	-	-	150	250	**	-	100.00%
502115	Unemployment Insurance	900	1,050	91	510	48.57%	1,285	-60.31%
502120	Medicare/FICA	3,140	3,270	221	2,788	85.26%	3,794	-26.52%

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Community Development-Lilley
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *			
4100	Planning, Continued							
502125	Leave Disbursals	-	-	-	-	**	435	-100.00%
502130	Other Benefit Charges	2,095	2,285	128	1,606	70.28%	129	1144.96%
602110	Office Expense	-	-	-	49	**	(577)	108.49%
602115	Postage	750	750	230	438	58.40%	372	17.74%
602120	Books/Periodicals	-	-	-	-	**	353	-100.00%
602140	Materials & Supplies	1,000	1,000	135	185	18.50%	-	100.00%
607100	Membership/Dues	2,500	2,500	-	721	28.84%	835	-13.65%
607110	Travel/Conference/Meetings	8,200	8,200	2,981	3,429	41.82%	655	423.51%
607115	Training	1,550	1,550	-	-	0.00%	-	**
608100	Contractual Services	4,000	4,000	656	2,363	59.08%	350	575.14%
608105	Professional Services	-	261,087	25,214	177,528	68.00%	162,268	9.40%
608135	Microfilming	1,000	1,000	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	610	610	51	610	100.00%	399	52.88%
4100	Planning Total	344,590	641,537	50,700	449,203	70.02%	524,073	-14.29%
4200	Building Regulation							
501110	Salaries-Regular	50,370	52,900	6,394	51,691	97.71%	54,731	-5.55%
502100	Retirement	14,085	14,310	1,492	12,077	84.40%	11,933	1.21%
502105	Workers Comp Insurance	1,130	1,130	127	1,023	90.53%	-	100.00%
502110	Health/Life Insurance	9,760	10,175	1,179	9,147	89.90%	7,902	15.76%
502111	Medical In-Lieu Pay	-	-	44	375	**	31	91.73%
502115	Unemployment Insurance	300	300	-	265	88.33%	383	-30.81%
502120	Medicare/FICA	730	760	93	755	99.34%	775	-2.58%
502125	Leave Disbursals	-	-	-	-	**	6	-100.00%
502130	Other Benefit Charges	480	480	56	455	94.79%	27	1585.19%
602110	Office Expense	200	200	49	132	66.00%	197	-32.99%
602115	Postage	700	700	-	14	2.00%	104	-86.54%
602120	Books/Periodicals	500	500	-	-	0.00%	-	**
607100	Membership/Dues	250	250	-	-	0.00%	-	**

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Community Development-Lilley
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *			
4200	Building Regulation, Continued							
607110	Travel/Conference/Meetings	500	500	-	-	0.00%	-	**
607115	Training	1,000	1,000	-	-	0.00%	350	-100.00%
608115	Inspection Services	700,000	700,000	218,215	493,141	70.45%	793,047	-37.82%
608130	Temporary Help	-	-	-	-	**	34,749	-100.00%
608135	Microfilming	2,000	2,000	-	-	0.00%	-	**
611116	Payment to Other Agencies	2,250	2,250	565	2,336	103.82%	3,229	-27.66%
4200	Building Regulation Total	784,255	787,455	228,214	571,411	72.56%	907,464	-37.03%
4400	Business Relations							
607100	Membership/Dues	2,000	2,000	125	695	34.75%	-	100.00%
607110	Travel/Conference/Meetings	-	-	700	700	**	-	100.00%
607115	Training	2,500	2,500	-	-	0.00%	-	**
608100	Contractual Services	2,250	2,250	-	-	0.00%	17,000	-100.00%
608105	Professional Services	15,000	15,000	-	-	0.00%	-	**
608145	Information Technology	3,750	3,750	-	-	0.00%	450	-100.00%
609100	Special Events	12,300	12,300	-	-	0.00%	-	**
610210	Business Relations Programs	-	-	-	-	**	19	-100.00%
4400	Business Relations	37,800	37,800	825	1,395	3.69%	17,469	-92.01%
101	GENERAL FUND TOTAL	\$ 1,480,270	\$ 1,780,417	\$ 321,100	\$ 1,311,260	73.65%	\$ 1,606,434	-18.37%
102	General Fund (Transactions & Use Tax)							
4100	Planning							
608105	Professional Services	-	5,310	-	5,310	100.00%	19,063	-72.14%
102	TRANSACTIONS AND USE TAX TOTAL	\$ -	\$ 5,310	\$ -	\$ 5,310	100.00%	\$ 19,063	-72.14%
	TOTAL COMMUNITY DEVELOPMENT	\$ 1,480,270	\$ 1,785,727	\$ 321,100	\$ 1,316,570	73.73%	\$ 1,625,497	-19.01%

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Community Service - Bobadilla
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22					FY 2020/21 Actual	% Change From Prior Year
		FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	Activity During June*	Year to Date Actual *	% of Budget		
101	General Fund							
5000	Public Information Office							
501110	Salaries-Regular	\$ 82,975	\$ 74,390	\$ 4,562	\$ 56,202	75.55%	\$ -	100.00%
502100	Retirement Charges	18,765	17,895	1,063	13,022	72.77%	-	100.00%
502105	Workers Comp Insurance	1,575	1,575	90	1,113	70.67%	-	100.00%
502110	Health/Life Insurance	12,445	10,980	343	7,542	68.69%	-	100.00%
502111	Medical In-Lieu Pay	-	-	175	185	**	-	100.00%
502115	Unemployment Insurance	375	375	45	220	58.67%	-	100.00%
502120	Medicare/FICA	1,190	1,045	69	817	78.18%	-	100.00%
502130	Other Benefit Charges	775	675	40	495	73.33%	-	100.00%
602113	Social Media	2,500	2,500	811	2,439	97.56%	1,681	45.09%
607100	Membership/Dues	-	250	-	252	100.80%	-	100.00%
608105	Professional Services	-	4,610	936	2,061	44.71%	-	100.00%
5000	Public Information Office	120,600	114,295	8,134	84,348	73.80%	1,681	4917.73%
5100	Community Services Administration							
501110	Salaries-Regular	279,875	283,185	40,919	279,460	98.68%	380,048	-26.47%
501115	Salaries-Overtime	-	60	-	57	95.00%	1,036	-94.50%
501120	Salaries-Part Time	1,840	2,665	-	2,561	96.10%	51,327	-95.01%
502100	Retirement	65,905	66,180	9,714	71,966	108.74%	93,215	-22.80%
502105	Workers Comp Insurance	4,940	4,965	810	5,584	112.47%	-	100.00%
502110	Health/Life Insurance	29,000	28,825	3,514	27,893	96.77%	43,407	-35.74%
502111	Medical In-Lieu Pay	6,000	6,370	563	6,188	97.14%	4,500	37.51%
502115	Unemployment Insurance	900	900	-	456	50.67%	1,793	-74.57%
502120	Medicare/FICA	3,890	4,050	578	3,988	98.47%	6,178	16.54%
502125	Leave Disbursals	-	-	-	-	**	3,422	-100.00%
502130	Other Benefit Charges	2,245	2,285	360	2,461	107.70%	929	164.91%
602100	Special Dept Expense	18,950	90,550	13,536	91,273	100.80%	5,134	1677.81%
602110	Office Expense	3,185	3,185	846	3,105	97.49%	1,549	100.45%
602115	Postage	500	500	1,000	381	76.20%	-	100.00%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

Community Service - Bobadilla
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
5100	Community Services Administration, Continued							
603110	Building Maintenance	10,485	7,785	2,823	7,701	98.92%	3,380	127.84%
607100	Membership/Dues	1,160	910	-	892	98.02%	425	109.88%
607110	Travel/Conference/Meetings	-	-	-	-	**	4	-100.00%
607115	Training	1,500	900	612	907	100.78%	235	285.96%
608100	Contractual Services	-	-	-	-	**	22	-100.00%
609100	Special Events	11,500	16,700	3,679	15,961	95.57%	11,359	40.51%
609125	Employee/Volunteer Recognition	-	-	-	-	**	223	-100.00%
612105	Vehicle Replacement Charge	7,845	7,845	654	7,845	100.00%	4,413	77.77%
612115	Liability Insurance Charge	59,295	59,295	-	50,693	85.49%	60,802	-16.63%
701105	Equipment-General	-	-	-	-	**	2,346	-100.00%
5100	Community Services Administration Total	509,015	587,155	78,609	579,372	98.67%	675,747	-14.26%
5200	Community Center Operations							
501110	Salaries-Regular	34,750	34,750	2,840	26,118	75.16%	-	100.00%
501115	Salaries-Overtime	-	260	-	259	99.62%	-	100.00%
501120	Salaries-Part Time	92,150	75,135	7,365	34,829	46.36%	146	99.58%
502100	Retirement	14,905	14,905	1,252	7,452	50.00%	26	99.65%
502105	Workers Comp Insurance	2,260	2,235	202	1,207	54.00%	-	100.00%
502110	Health/Life Insurance	6,130	5,840	462	3,991	68.34%	-	100.00%
502111	Medical In-Lieu Pay	2,700	2,990	375	3,000	100.33%	-	100.00%
502115	Unemployment Insurance	1,500	1,255	10	365	29.08%	-	100.00%
502120	Medicare/FICA	1,855	1,490	153	930	62.42%	2	99.78%
502125	Leave Disbursals	-	-	-	-	**	670	-100.00%
502130	Other Benefit Charges	1,370	1,370	29	247	18.03%	2	99.19%
602100	Special Dept Expense	4,820	5,170	1,016	4,598	88.94%	15,093	-69.54%
602110	Office Expense	1,000	1,000	369	949	94.90%	912	4.06%
603110	Building Maintenance	6,695	6,345	1,041	6,073	95.71%	5,129	18.41%
612105	Vehicle Replacement Charge	395	395	33	395	100.00%	260	51.92%
5200	Community Center Operations	170,530	153,140	15,147	90,413	59.04%	22,240	306.53%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

Community Service - Bobadilla
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
5300	Park Operations							
501110	Salaries-Regular	76,300	76,300	7,663	71,901	94.23%	61,442	17.02%
501115	Salaries-Overtime	-	2,145	-	2,141	99.81%	980	118.47%
5300	Park Operations, Continued							
501120	Salaries-Part Time	102,715	118,905	17,502	119,734	100.70%	89,251	34.15%
502100	Retirement	15,310	15,310	1,788	16,598	108.41%	13,960	18.90%
502105	Workers Comp Insurance	3,540	3,540	498	3,794	107.18%	-	100.00%
502110	Health/Life Insurance	11,275	11,275	1,187	9,725	86.25%	8,204	18.54%
502111	Medical In-Lieu Pay	2,000	2,000	150	1,400	70.00%	788	77.66%
502115	Unemployment Insurance	2,025	2,270	184	2,212	97.44%	1,949	13.49%
502120	Medicare/FICA	2,545	2,830	367	2,833	100.11%	2,221	27.56%
502125	Leave Disbursals	-	-	-	-	**	858	-100.00%
502130	Other Benefit Charges	2,260	2,260	76	693	30.66%	1,316	-47.34%
602100	Special Dept Expense	5,500	5,500	2,438	5,434	98.80%	3,338	62.79%
602110	Office Expense	1,000	1,000	614	1,060	106.00%	446	137.67%
5300	Park Operations	224,470	243,335	32,467	237,525	97.61%	184,753	28.56%
5400	Senior Citizens Programs							
501110	Salaries-Regular	18,040	18,040	1,769	16,879	93.56%	7,956	112.15%
501115	Salaries-Overtime	-	-	-	74	**	-	100.00%
501120	Salaries-Part Time	31,995	31,995	2,336	21,715	67.87%	31,925	-31.98%
502100	Retirement	3,470	3,470	413	3,944	113.66%	1,807	118.26%
502105	Workers Comp Insurance	880	880	81	764	86.82%	-	100.00%
502110	Health/Life Insurance	2,890	2,890	287	2,520	87.20%	1,207	108.78%
502111	Medical In-Lieu Pay	1,050	1,050	150	1,250	119.05%	600	108.33%
502115	Unemployment Insurance	600	600	-	204	34.00%	438	-53.42%
502120	Medicare/FICA	725	725	62	578	79.72%	593	-2.53%
502125	Leave Disbursals	-	-	-	-	**	806	-100.00%
502130	Other Benefit Charges	665	665	17	158	23.76%	464	-65.95%
602100	Special Dept Expense	-	-	-	-	**	1,058	-100.00%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

Community Service - Bobadilla
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22		% of Budget	FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *			
5400	Senior Citizens Programs, Continued)							
609200	Senior Citizen Program	1,200	1,500	724	1,537	102.47%	1,190	29.16%
5400	Senior Citizens Programs	61,515	61,815	5,839	49,623	80.28%	48,044	3.29%
5500	Recreation Programs							
602115	Postage	9,000	9,390	-	9,389	99.99%	6,307	32.83%
602150	Recreation Brochure Mailing	23,100	25,100	-	25,068	99.87%	15,258	64.29%
608150	Contractual Recreation Program	16,800	33,000	7,421	33,859	102.60%	10,398	225.63%
5500	Recreation Programs	48,900	67,490	7,421	68,316	101.22%	31,963	113.73%
TOTAL COMMUNITY SERVICES		\$ 1,135,030	\$ 1,227,230	\$ 147,617	\$ 1,109,597	90.41%	\$ 964,428	15.05%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

Transfers to Other Funds-Bannigan
June 2022 General Fund Expenditures (100% of year)

Acct. No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
101	General Fund							
1600	Non-Departmental							
800263	Transfer to Liability/Risk Mgmt. Fund	\$ -	\$ 131,330	\$ 9,800	\$ 131,330	100.00%	\$ -	100.00%
800250	Transfer to FACT Grant	17,100	17,100	39,909	50,288	294.08%	16,750	200.23%
800251	Transfer to Senior Transportation Fund	10,565	10,565	767	9,035	85.52%	4,509	100.38%
800280	Transfer to SCP Maintenance Fund	41,140	57,540	(2,920)	49,825	86.59%	55,789	-10.69%
800305	Transfer to Capital Projects Fund	-	104,000	75,000	75,000	72.12%	-	**
	TOTAL TRANSFERS OUT	\$ 68,805	\$ 320,535	\$ 122,556	\$ 315,478	98.42%	\$ 77,048	309.46%

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

General Fund - Fund Balance Status

	General Fund (101)	Measure GG Transaction & Use Tax Fund (102)	Total
<u>Reserves as of June 30, 2021 (per City Reserve Policy):</u>			
Capital Improvement (A)	\$ 5,000,000		\$ 5,000,000
Economic Uncertainty (B)	5,217,000		5,217,000
Emergency Disaster Continuity (C)	2,609,000		2,609,000
Equipment and Maintenance (A)	150,000		150,000
Technology Equipment (A)	150,000		150,000
Subtotal	13,126,000	-	13,126,000
<u>Other Fund Balance Commitments:</u>			
Developer Contributions from Public Benefit/Public Facilities Fees	1,147,796		1,147,796
Developer Contributions from Neighborhood Preservation Fees	54,000		54,000
Subtotal	1,201,796	-	1,201,796
Available Fund Balance (unreserved)	7,064,280	369,100	7,433,380
Total Discretionary Fund Balance as of June 30, 2021	21,392,076	369,100	21,761,176
Estimated increase (decrease) of fund balance during Fiscal Year 2021-22 (D)	3,952,367	57,682	4,010,049
Total Projected Discretionary Fund Balance as of June 30, 2022	\$ 25,344,443	\$ 426,782	\$ 25,771,225

Notes:

(A) - Flat amounts per Reserve Policy adopted on June 22, 2021 (City Resolution No. 2021-23).

(B) - Amount is equal to 20% of Fiscal Year 2021/22 operating expenditures budgeted in General Fund per Reserve Policy adopted on June 22, 2021 (City Resolution No. 2021-23).

(C) - Amount is equal to 10% of Fiscal Year 2021/22 operating expenditures budgeted in General Fund per Reserve Policy adopted on June 22, 2021 (City Resolution No. 2021-23).

(D) - Amount is based on the preliminary results from the year end closing process. Final results may differ.

Attachment: D

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HOUSING AUTHORITY FUND (#285) June 2022 Revenues and Expenditures (100% of year)

Account No.	Description	FY 2021/22	FY 2021/22	FY 2021/22			FY 2020/21	% Change
		Adopted Budget	Amended Budget	Activity During June*	Year to Date Actual *	% of Budget	Actual	From Prior Year
REVENUES								
435100	Interest	\$ 150,000	\$ 50,000	\$ 24,722	\$ 50,735	101.47%	\$ 81,699	-37.90%
435110	Unrealized Gains/Losses	-	-	(36,198)	(171,096)	**	(64,464)	-165.41%
436115	Property Rental	-	-	-	-	**	10	-100.00%
436140	Tina Way/Pacific Ave. Property Rent	500,000	500,000	99,082	500,038	100.01%	562,993	-11.18%
437135	Expense Reimbursement	2,000	2,000	-	2,000	100.00%	1,171	70.79%
437145	Sale Of Assets	-	682,000	-	831,902	121.98%	210,100	295.96%
437195	Other Revenue	-	-	11,706	11,706	**	-	100.00%
TOTAL REVENUES		\$ 652,000	\$ 1,234,000	\$ 99,312	\$ 1,225,285	99.29%	\$ 791,509	54.80%
ESTIMATED EXPENDITURES AND OTHER USES								
Salaries and Benefits								
501110	Salaries-Regular	259,540	143,180	14,461	132,246	92.36%	176,706	-25.16%
501115	Salaries-Overtime	5,000	-	11	418	**	445	-6.07%
501120	Salaries-Part-Time	2,230	2,020	111	1,903	94.21%	2,203	-13.62%
502100	Retirement	71,340	46,215	3,526	33,607	72.72%	40,201	-16.40%
502105	Workers' Compensation	4,500	2,390	289	2,656	111.13%	-	100.00%
502110	Health/Life Insurance	36,455	16,770	1,209	13,170	78.53%	18,804	-29.96%
502111	Medical in Lieu	480	480	101	661	137.71%	360	83.61%
502115	Unemployment Insurance	1,035	435	-	204	46.90%	1,090	-81.28%
502120	Medicare/FICA	3,675	1,985	197	1,827	92.04%	2,485	-26.48%
502125	Leave Disbursals	-	-	-	-	**	476	-100.00%
502130	Other Benefits	2,205	1,125	127	1,165	103.56%	119	878.99%
608130	Temporary Help	-	-	-	-	**	1,851	-100.00%
Total-Salaries and Benefits		386,460	214,600	20,032	187,857	87.54%	244,740	-23.24%
Maintenance and Operations								
602100	Special Department Expense	-	-	-	-	**	853	-100.00%
602110	Office Expense	1,000	1,000	-	125	12.50%	-	100.00%
602115	Postage	500	500	-	14	2.80%	208	-93.27%
602140	Materials and Supplies	5,000	5,000	822	1,686	33.72%	548	67.50%
602145	Gas/Oil/Lube	-	-	-	20	**	-	100.00%

HOUSING AUTHORITY FUND (#285)
June 2022 Revenues and Expenditures (100% of year)

Account No.	Description	FY 2021/22 Adopted Budget	FY 2021/22 Amended Budget	FY 2021/22			FY 2020/21 Actual	% Change From Prior Year
				Activity During June*	Year to Date Actual *	% of Budget		
Maintenance and Operations , Continued								
603120	Minor Repairs	15,000	15,000	-	-	0.00%	11,824	-100.00%
604105	Utilities	50,000	50,000	12,743	53,066	106.13%	62,525	-15.13%
607100	Membership Dues	5,300	5,300	-	-	0.00%	4,630	-100.00%
607110	Travel/Conference/Meetings	1,000	1,000	20	138	13.80%	-	100.00%
607115	Training	2,500	2,500	-	652	26.08%	-	100.00%
608100	Contractual Services	-	2,665,440	3,736	325,231	12.20%	607,712	-46.48%
608105	Professional Services	437,000	410,000	72,861	241,972	59.02%	232,667	4.00%
610135	Relocation Assistance	40,000	40,000	4,522	49,040	122.60%	81,470	-39.81%
610230	Navigation Center (North SPA)	30,000	30,000	30,000	30,000	100.00%	-	100.00%
611110	O.C. Sanitation User Fee	21,400	21,400	-	20,837	97.37%	23,652	-11.90%
Total-Maintenance and Operations		608,700	3,247,140	124,704	722,781	22.26%	1,026,089	-29.56%
Allocated Charges								
612105	Vehicle Replacement Charge	10,075	10,075	840	10,075	100.00%	1,993	405.52%
612115	Liability Insurance Charge	16,190	16,190	-	13,841	85.49%	-	100.00%
612140	Information Technology Charge	24,075	24,075	2,006	24,075	100.00%	20,924	15.06%
614205	Admin Overhead	40,100	20,850	2,316	20,659	99.08%	32,997	-37.39%
Total-Allocated Charges		90,440	71,190	5,162	68,650	96.43%	55,914	22.78%
Capital Outlay								
702100	Office Furniture	-	-	-	-	**	1,047	-100.00%
760100	Demolition/Condemnation	-	100,000	-	-	0.00%	187,875	-100.00%
790100	Land Acquisition	-	2,500,000	-	-	0.00%	1,961,438	-100.00%
Total-Capital Outlay		-	2,600,000	-	-	0.00%	2,150,360	-100.00%
Transfers to Other Funds								
800101	Transfer to General Fund	-	890,000	-	890,000	100.00%	-	100.00%
Total-Transfers to Other Funds		-	890,000	-	890,000	100.00%	-	100.00%
TOTAL EXPENDITURES		\$ 1,085,600	\$ 7,022,930	\$ 149,898	\$ 1,869,288	26.62%	\$ 3,477,103	-46.24%
REVENUES OVER (UNDER) EXPENDITURES		\$ (433,600)	\$ (5,788,930)	\$ (50,586)	\$ (644,003)		\$ (2,685,594)	

* = Actual data is preliminary information reported through June pending completion of the City's year end close.

Housing Authority Fund (Fund 285) - Fund Balance Status

Available Fund Balance as of June 30, 2021	\$ 13,007,781
Estimated increase (decrease) of fund balance during Fiscal Year 2021-22 (A)	<u>(594,005)</u>
Projected Available Fund Balance as of June 30, 2022	<u><u>\$ 12,413,776</u></u>

(A) - Amount is based on the preliminary results from the year end closing process. Final results may differ.

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CITY OF STANTON
FY 2021/22
STATUS OF CAPITAL IMPROVEMENT PROJECTS (CIP)
JULY 1, 2021 THROUGH JUNE 30, 2022

Task Code	Description	Adopted Budget 2021/22	FY 2020/21 Budget Carryover	Other Budget Adjustments	Amended Budget 2021/22	YTD Actual 2021/22	Encumbrances	% Spent (Includes Encumbrances)	Remaining Budget
Street Projects									
2021-105	Traffic Signal Improvements - Fiscal Year 2020/21	\$ -	\$ 200,740	\$ -	\$ 200,740	\$ 109,784	\$ -	54.7%	\$ 90,956
2022-101	Citywide Street Rehabilitation - Fiscal Year 2021/22	2,075,000	49,253	(110,345)	2,013,908	167,662	1,838,747	99.6%	7,499
2022-102	Citywide Street Sign Replacement	150,000	-	-	150,000	513	-	0.3%	149,487
2022-103	Catch Basin Full Trash Capture Installations	-	-	127,225	127,225	107,177	-	84.2%	20,048
2023-101	Citywide Street Rehabilitation - Fiscal Year 2022/23	-	-	110,345	110,345	1,295	109,050	100.0%	-
Total Street Projects		\$ 2,225,000	\$ 249,993	\$ 127,225	\$ 2,602,218	\$ 386,431	\$ 1,947,797	89.7%	\$ 267,990
Parks Projects									
2021-201	Park Master Plan	\$ -	\$ 100,870	\$ 79,130	\$ 180,000	\$ 5,382	\$ 163,243	93.7%	\$ 11,375
2021-202	Hollenbeck Rubber Replacement	-	200,735	(200,735)	-	-	-	**	-
2021-203	Premier Park Play Equipment and Rubber	-	200,735	(200,735)	-	-	-	**	-
2021-204	Harry Dotson Rubber	-	70,510	(70,510)	-	-	-	**	-
2021-205	Dog Park (design)	50,000	-	164,000	214,000	59,446	134,515	90.6%	20,039
2022-201	Family Resource Center Improvements	425,000	-	-	425,000	33,860	23,740	13.6%	367,400
2022-202	Rehabilitate Building at Dotson Park	141,000	-	(141,000)	-	-	-	**	-
2022-203	Orangewood Parkette (design)	-	-	109,100	109,100	30,216	58,844	81.6%	20,040
2022-204	Norm Ross Sports Park	-	-	7,691,060	7,691,060	-	-	0.0%	7,691,060
2022-206	Premier Park Renovation (design only)	-	-	150,000	150,000	-	-	0.0%	150,000
2022-205	Replace Shade Structure at Stanton Central Park	-	-	60,000	60,000	-	-	0.0%	60,000
2022-820	Stanton Park Adult Fitness Equipment	-	-	138,820	138,820	134,228	3,883	99.5%	709
Total Parks Projects		\$ 616,000	\$ 572,850	\$ 7,779,130	\$ 8,967,980	\$ 263,132	\$ 384,225	7.2%	\$ 8,320,623
Sewer									
2022-301	Sewer Master Plan Update	\$ 500,000	\$ -	\$ 50,000	\$ 550,000	\$ 18,776	\$ 480,489	90.8%	\$ 50,735
Total Sewer		\$ 500,000	\$ -	\$ 50,000	\$ 550,000	\$ 18,776	\$ 480,489	90.8%	\$ 50,735
Facilities									
2022-605	Sheriff's Substation Flooring Replacement	\$ -	\$ -	\$ 60,000	\$ 60,000	\$ 50,597	\$ -	84.3%	\$ 9,403
Total Facilities		\$ -	\$ -	\$ 60,000	\$ 60,000	\$ 50,597	\$ -	84.3%	\$ 9,403
GRAND TOTAL		\$ 3,341,000	\$ 822,843	\$ 8,016,355	\$ 12,180,198	\$ 718,936	\$ 2,812,511	29.0%	\$ 8,648,751
Funding Source									
101	General Fund	\$ -	\$ -	\$ 114,910	\$ 114,910	\$ 75,000	\$ 25,385	87.4%	\$ 14,525
211	Gas Tax Fund	381,431	-	(78,555)	302,876	21,948	127,431	49.3%	153,497
215	RMRA Fund	1,060,640	49,253	-	1,109,893	39,104	1,070,789	100.0%	-
220	Measure M Turnback Fund	750,000	174,740	(29,109)	895,631	110,569	695,146	90.0%	89,916
222	CDBG Grant Fund	350,000	-	-	350,000	-	-	0.0%	350,000

CITY OF STANTON
FY 2021/22
STATUS OF CAPITAL IMPROVEMENT PROJECTS (CIP)
JULY 1, 2021 THROUGH JUNE 30, 2022

Task Code	Description	Adopted Budget 2021/22	FY 2020/21 Budget Carryover	Other Budget Adjustments	Amended Budget 2021/22	YTD Actual 2021/22	Encumbrances	% Spent (Includes Encumbrances)	Remaining Budget
227	Other Grants Fund	-	-	7,792,840	7,792,840	85,742	-	1.1%	7,707,098
257	ARPA Fund	-	-	367,910	367,910	190,207	163,243	96.1%	14,460
262	Traffic Signal Impact Fees Fund	-	26,000	29,109	55,109	54,068	-	98.1%	1,041
263	Community Center Impact Fees Fund	141,000	-	(141,000)	-	-	-	**	-
305	Capital Projects Fund (Reserves)	32,929	-	60,000	92,929	-	32,929	35.4%	60,000
310	Park In-Lieu Fund	125,000	572,850	(149,750)	548,100	123,522	217,099	62.1%	207,479
501	Sewer Maintenance Fund	500,000	-	50,000	550,000	18,776	480,489	90.8%	50,735
GRAND TOTAL		\$ 3,341,000	\$ 822,843	\$ 8,016,355	\$ 12,180,198	\$ 718,936	\$ 2,812,511	29.0%	\$ 8,648,751

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: September 27, 2022

SUBJECT: JULY 2022 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 July 31, 2022, 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 July 31, 2022.

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 July 2022 Revenue and Expenditure Report and Status of Capital Improvement Projects for the month ended July 31, 2022.

ANALYSIS:

General Fund Revenue and Expenditure Reports

Attachments A and B summarize the General Fund's revenue and expenditure activity through July 31, 2022. The reports include information for the month of June, on a year-to-date basis through July, 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 July) is included as well.

As of July 31, total General Fund revenues received to date were \$366,633, which represents 1% of the Fiscal Year 2022/23 budgeted amount and is approximately

\$221,852 (153%) higher than the revenues recognized for the same period last year (Attachment A, page 2). The majority of the increase is attributed to the change in market value of the City's investment portfolio. In July 2022, the unrealized gain (the amount the City's investment portfolio increased in fair market value) was \$188,087. In comparison, the City's investment portfolio reported an *unrealized loss (or a reduction in fair market value)* of \$31,160 a year ago. The average yield on the City's investment portfolio was 1.34% as of July 31, 2022, compared to 0.67% as of July 31, 2021. It is important to note that the unrealized gain (or loss) on the City's investment portfolio is an accounting entry and does not represent actual cash received or lost. As such, it is the City's practice to not include an estimate in the City's budget for unrealized gains (or losses).

Total General Fund expenditures were approximately \$1.7 million through July 31, which represents 6% of the 2022/23 projected expenditures and is approximately \$1.2 million (214%) higher than the expenditures incurred for the same period last year (Attachment B, page 2). The increase is due to a timing difference of when the City paid the County of Orange for July law enforcement contract costs. The City paid for July 2022 law enforcement costs during July 2022, whereas the City paid the July 2021 law enforcement contract costs in August 2021.

Per Attachment C, the City's General Fund reserves and available fund balance ("discretionary fund balance") is expected to be \$25.9 million by June 30, 2023.

Housing Authority Revenue and Expenditure Reports

Attachment D summarizes the Housing Authority Fund's revenue and expenditure activity through July 31, 2022. The report includes information for the activity during the month of June, information on a year-to-date basis through July, 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 July) is included as well.

As of July 31, total Housing Authority Fund revenues received to date was 67,192, which represents 11% of the Fiscal Year 2022/23 budgeted amount and is \$60,776 (947%) more than the revenue collected through the same period last year. The reason for this fluctuation is the improved investment market in July 2022 compared to July 2021. The Housing Authority's cash on hand is which is primarily invested in the Local Agency Investment Fund (LAIF). As of July 31, 2022, LAIF's effective yield was 1.09% compared to 0.22% as of July 31, 2021. The \$64,443 in unrealized gains revenue reported by the Housing Authority in July 2022, represents the increase in the market value of the Housing Authority's LAIF account during the month of July.

Total Housing Authority Fund expenditures were \$20,790 through July 31, which represents 2% of the 2022/23 estimated expenditures and is \$13,364 (39%) lower than the expenditures incurred for the same period last year, primarily due to changes in personnel budget allocations.

Per Attachment E, the City's Housing Authority Fund's available fund balance is expected to be \$9.1 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 and \$11.3 million in carryover funding from Fiscal Year 2021/22, for a total amended budget of \$15.8 million as of July 31, 2022. There were no expenditures incurred during July 2022, however there was \$2.9 million under contract (encumbered) as of July 31, 2022.

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the normal agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED

4. Ensure Fiscal Stability and Efficiency in Governance

Prepared by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. July 2022 General Fund Revenues
- B. July 2022 General Fund Expenditures
- C. General Fund Reserve Balances
- D. July 2022 Housing Authority Revenue and Expenditures
- E. Housing Authority Reserve Balance
- F. Status of Capital Improvement Projects as of July 31, 2022

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CITY OF STANTON
July 2022 General Fund Revenues (8% of year)

	FY 2022/23	FY 2022/23	FY 2022/23				%
	Adopted	Amended	Activity	Year To Date	Percent of	FY 2021/22	Change
	Budget	Budget	During	Actual *	Budget	Actual*	From
			July				Prior Year
TAXES							
Property Tax	\$ 7,983,200	\$ 7,983,200	\$ -	\$ -	0.00%	\$ -	**
Sales and Use Tax	5,232,000	5,232,000	-	-	0.00%	-	**
Transactions and Use Tax	5,805,000	5,805,000	-	-	0.00%	-	**
Transient Occupancy Tax	610,000	610,000	-	-	0.00%	9,626	-100.00%
Franchise Fees	1,177,000	1,177,000	-	-	0.00%	-	**
Business Licenses	158,000	158,000	2,052	2,052	1.30%	2,224	-7.73%
Utility Users Tax	1,961,000	1,961,000	-	-	0.00%	-	**
Cannabis Tax	620,000	620,000	-	-	0.00%	-	**
Tax Increment Pass-thru Payment	429,450	429,450	-	-	0.00%	-	**
TAXES-TOTAL	23,975,650	23,975,650	2,052	2,052	0.01%	11,850	-82.68%
INTERGOVERNMENTAL							
County WDA Shared Revenue	100,000	100,000	-	-	0.00%	-	**
Mandated Cost Reimbursement	30,000	30,000	-	-	0.00%	-	**
Motor Vehicle In Lieu	30,000	30,000	-	-	0.00%	-	**
Public Safety Augmentation Tax	193,000	193,000	-	-	0.00%	-	**
Other Grants	4,200	4,200	-	-	0.00%	-	**
INTERGOVERNMENTAL-TOTAL	357,200	357,200	-	-	0.00%	-	**
CHARGES FOR SERVICES							
Charges for Services	256,425	256,425	24,642	24,642	9.61%	6,683	268.73%
Information Technology Charges	37,605	37,605	3,134	3,134	8.33%	2,529	23.92%
CHARGES FOR SERVICES-TOTAL	294,030	294,030	27,776	27,776	9.45%	9,212	201.52%
FEES AND PERMITS							
Solid Waste Impact Fees	1,175,000	1,175,000	-	-	0.00%	-	**
Building Permits and Fees	1,205,000	1,205,000	41,234	41,234	3.42%	42,600	-3.21%
Planning Permits and Fees	104,250	104,250	14,956	14,956	14.35%	4,555	228.34%
Engineering Permits and Fees	91,000	91,000	12,440	12,440	13.67%	4,695	164.96%
Recycling Fees	90,500	90,500	-	-	0.00%	-	**
Other Permits and Fees	225,900	225,900	11,003	11,003	4.87%	12,005	-8.35%
Community Services Fees	45,700	45,700	8,717	8,717	19.07%	7,017	19.50%
FEES AND PERMITS -TOTAL	2,937,350	2,937,350	88,350	88,350	3.01%	70,872	24.66%

TAXES
July 2022 General Fund Revenues (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year To Date Actual *			
101	General Fund							
430100	Current Year-Secured	\$ 1,178,100	\$ 1,178,100	\$ -	\$ -	0.00%	\$ -	**
430105	Current Year-Unsecured	30,000	30,000	-	-	0.00%	-	**
430115	Property Tax-Supplemental	20,000	20,000	-	-	0.00%	-	**
430120	Residual Redevelopment Property Tax	1,356,600	1,356,600	-	-	0.00%	-	**
430121	In-Lieu Vehicle License Fee	5,258,500	5,258,500	-	-	0.00%	-	**
430135	Homeowners Tax Relief	1,000	1,000	-	-	0.00%	-	**
430140	Property Transfer Tax	139,000	139,000	-	-	0.00%	-	**
430200	Sales And Use Tax	5,232,000	5,232,000	-	-	0.00%	-	**
430300	Transient Occupancy Tax	610,000	610,000	-	-	0.00%	9,626	-100.00%
430405	Franchise Tax/Cable TV	200,000	200,000	-	-	0.00%	-	**
430410	Franchise Tax/Electric	244,000	244,000	-	-	0.00%	-	**
430415	Franchise Tax/Gas	75,000	75,000	-	-	0.00%	-	**
430420	Franchise Tax/Refuse	570,000	570,000	-	-	0.00%	-	**
430425	Franchise Tax/Water	88,000	88,000	-	-	0.00%	-	**
430500	Business License Tax	158,000	158,000	2,052	2,052	1.30%	2,224	-7.73%
430600	Util User Tax/Electricity	970,000	970,000	-	-	0.00%	-	**
430605	Util User Tax/Telephone	271,000	271,000	-	-	0.00%	-	**
430610	Util User Tax/Gas	295,000	295,000	-	-	0.00%	-	**
430615	Util User Tax/Water	425,000	425,000	-	-	0.00%	-	**
430700	Cannabis Tax	620,000	620,000	-	-	0.00%	-	**
440100	AB 1389 Pass Through from RDA	429,450	429,450	-	-	0.00%	-	**
101	General Fund	18,170,650	18,170,650	2,052	2,052	0.01%	11,850	-82.68%
102	General Fund (Transactions & Use Tax)							
430250	Transactions & Use Tax	5,805,000	5,805,000	-	-	0.00%	-	**
102	General Fund (Transactions & Use Tax)	5,805,000	5,805,000	-	-	0.00%	-	**
TAXES - TOTAL		\$ 23,975,650	\$ 23,975,650	\$ 2,052	\$ 2,052	0.01%	\$ 11,850	-82.68%

* = Actual data is reported through July.

CHARGES FOR SERVICES
July 2022 General Fund Revenues (8% of year)

Acct. No.	Description	FY 2022/23		FY 2022/23		FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
		Adopted Budget		Amended Budget		Activity During July	Year To Date Actual *			
101	General Fund									
433100	Charges For Services	\$ 256,425		\$ 256,425		\$ 24,642	\$ 24,642	9.61%	\$ 6,683	268.73%
433136	Information Technology Charges	37,605		37,605		3,134	3,134	8.33%	2,529	23.92%
	CHARGES FOR SERVICES - TOTAL	\$ 294,030		\$ 294,030		\$ 27,776	\$ 27,776	9.45%	\$ 9,212	201.52%

* = Actual data is reported through July.

CHARGES FOR SERVICES
July 2022 General Fund Revenues (8% of year)

Acct. No.	Description	FY 2022/23		FY 2022/23		FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
		Adopted Budget		Amended Budget		Activity During July	Year To Date Actual *			
101	General Fund									
433100	Charges For Services	\$ 256,425		\$ 256,425		\$ 24,642	\$ 24,642	9.61%	\$ 6,683	268.73%
433136	Information Technology Charges	37,605		37,605		3,134	3,134	8.33%	2,529	19.30%
	CHARGES FOR SERVICES - TOTAL	\$ 294,030		\$ 294,030		\$ 27,776	\$ 27,776	9.45%	\$ 9,212	201.52%

* = Actual data is reported through July.

INTERGOVERNMENTAL
July 2022 General Fund Revenues (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year To Date Actual *			
101	General Fund							
432121	County WDA Shared Revenue	\$ 100,000	\$ 100,000	\$ -	\$ -	0.00%	\$ -	**
432135	Mandated Cost Reimbursement	30,000	30,000	-	-	0.00%	-	**
432150	Motor Vehicle In Lieu	30,000	30,000	-	-	0.00%	-	**
432180	Public Safety Augmentation Tax	193,000	193,000	-	-	0.00%	-	**
432256	Other Grants	4,200	4,200	-	-	0.00%	-	**
INTERGOVERNMENTAL - TOTAL		\$ 357,200	\$ 357,200	\$ -	\$ -	0.00%	\$ -	**

* = Actual data is reported through July.

FEES AND PERMITS
July 2022 General Fund Revenues (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year To Date Actual *			
101	General Fund							
431100	Building Plan Check Fees	\$ 175,000	\$ 175,000	\$ 14,799	\$ 14,799	8.46%	\$ 5,847	153.10%
431105	Mechanical Permits	100,000	100,000	2,555	2,555	2.56%	3,785	-32.50%
431110	Building Permits	750,000	750,000	13,637	13,637	1.82%	26,007	-47.56%
431115	Plumbing Permits	80,000	80,000	2,290	2,290	2.86%	995	130.15%
431120	Electrical Permits	100,000	100,000	7,953	7,953	7.95%	5,966	33.31%
431130	Engineering Plan Check Fees	51,000	51,000	4,105	4,105	8.05%	-	**
431135	Public Works Permits	40,000	40,000	8,335	8,335	20.84%	4,695	77.53%
431140	S M I P - Commercial Fees	400	400	-	-	0.00%	-	**
431145	S M I P-Residential Permits	500	500	-	-	0.00%	-	**
431146	SB 1473 Fee	2,500	2,500	23	23	0.92%	70	-67.14%
431160	Solid Waste Impact Fees	1,175,000	1,175,000	-	-	0.00%	-	**
431180	P/W Inspections	-	-	1,561	1,561	**	-	**
431185	Parking Permits	10,000	10,000	1,091	1,091	10.91%	725	50.48%
431190	Towing Franchise Fee	25,000	25,000	2,250	2,250	9.00%	3,870	-41.86%
431195	Other Fees & Permits	15,000	15,000	1,744	1,744	11.63%	2,360	-26.10%
431201	Cannabis Business Renewal Permit Fee	10,000	10,000	-	-	0.00%	-	**
433200	Conditional Use Permit	7,000	7,000	-	-	0.00%	2,485	-100.00%
433205	Precise Plan Of Design	15,000	15,000	9,210	9,210	61.40%	-	**
433220	Preliminary Plan Review	8,000	8,000	-	-	0.00%	-	**
433225	Environmental Services	4,400	4,400	150	150	3.41%	-	**
433227	Foreclosure Registration	10,850	10,850	1,126	1,126	10.38%	-	**
433230	Zoning Entitlements	5,000	5,000	-	-	0.00%	-	**
433235	Land Divisions	10,000	10,000	-	-	0.00%	-	**
433240	Special Event Permits	500	500	180	180	36.00%	-	**
433245	Sign/Ban'R/Gar Sa/Temp Use Per	6,000	6,000	560	560	9.33%	1,360	-58.82%
433250	Ministerial Services	12,000	12,000	2,305	2,305	19.21%	605	280.99%
433260	Landscape Plan Check	1,000	1,000	975	975	97.50%	-	100.00%
433270	General Plan Maint Surcharge	15,000	15,000	630	630	4.20%	105	500.00%
433285	Other Developmental Fees	5,000	5,000	-	-	0.00%	-	**
433305	General Recreation Programs	24,000	24,000	7,219	7,219	30.08%	4,272	40.82%

FEES AND PERMITS
July 2022 General Fund Revenues (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year To Date Actual *			
101	General Fund							
433315	Sports Fields	21,700	21,700	1,498	1,498	6.90%	2,745	-83.24%
437115	Recycling Fees	90,500	90,500	-	-	0.00%	-	**
430505	New/Moved Bus Lic Appl Rev	37,000	37,000	2,760	2,760	7.46%	2,930	-5.80%
430510	Business Tax Renewal Process	128,000	128,000	1,226	1,226	0.96%	1,810	-32.27%
430515	SB 1186	2,000	2,000	168	168	8.40%	240	-30.00%
FEES AND PERMITS - TOTAL		\$ 2,937,350	\$ 2,937,350	\$ 88,350	\$ 88,350	3.01%	\$ 70,872	24.66%

* = Actual data is reported through July.

FINES AND FORFEITURES
July 2022 General Fund Revenues (8% 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 July	Year To Date Actual *		Actual*	
101	General Fund							
434100	General Fines	\$ 700	\$ 700	\$ -	\$ -	0.00%	\$ -	**
434105	Motor Vehicle Fines	45,000	45,000	-	-	0.00%	-	**
434110	Parking Citations	225,000	225,000	1,099	1,099	0.49%	3,437	-68.02%
434115	DMV Parking Collections	71,000	71,000	-	-	0.00%	-	**
434120	Administrative Citations	10,000	10,000	-	-	0.00%	-	**
FINES AND FORFEITURES - TOTAL		\$ 351,700	\$ 351,700	\$ 1,099	\$ 1,099	0.31%	\$ 3,437	-68.02%

* = Actual data is reported through July.

USE OF MONEY AND PROPERTY
July 2022 General Fund Revenues (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year To Date Actual *			
101	General Fund							
435100	Interest Earned	\$ 217,000	\$ 217,000	\$ (12,202)	\$ (12,202)	-5.62%	\$ -	**
435110	Unrealized Gains (Losses)	-	-	188,087	188,087	**	(31,160)	703.62%
435200	Interest on Loan to Landscape District Fund	11,020	11,020	-	-	0.00%	-	**
436125	Indoor Facility Rental	55,000	55,000	23,838	23,838	43.34%	-	**
436127	Picnic Shelters	16,450	16,450	7,850	7,850	47.72%	4,460	76.01%
436128	SCP Fields Rental	-	-	-	-	**	910	-100.00%
436135	Pac Bell Mobile Svcs-Rent	21,885	21,885	1,788	1,788	8.17%	1,715	4.26%
USE OF MONEY AND PROPERTY - TOTAL		\$ 321,355	\$ 321,355	\$ 209,361	\$ 209,361	65.15%	\$ (24,075)	969.62%

MISCELLANEOUS REVENUE
July 2022 General Fund Revenues (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year To Date Actual *			
101	General Fund							
437100	Sale Of Publications	\$ -	\$ -	\$ 1	\$ 1	**	\$ 1	0.00%
437105	Firework Services	475	475	-	-	0.00%	-	**
437110	Candidate Statements	-	-	576	576	**	-	0.00%
437135	Expense Reimbursement	-	-	-	-	**	39,292	-100.00%
437137	Loan Repayment from Landscape Maintenance District	133,460	133,460	-	-	0.00%	-	**
437195	Other Revenue	30,000	30,000	105	105	0.35%	33	218.18%
MISCELLANEOUS REVENUE - TOTAL		\$ 163,935	\$ 163,935	\$ 682	\$ 682	0.42%	\$ 39,326	-98.27%

* = Actual data is reported through July.

TRANSFERS IN
July 2022 General Fund Revenues (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year To Date Actual *			
101	General Fund							
439211	Transfer From Gas Tax Fund	\$ 205,000	\$ 205,000	\$ 17,083	\$ 17,083	8.33%	\$ 17,083	0.00%
439223	Transfer From Protective Services Fund	382,000	382,000	7,730	7,730	2.02%	4,576	40.80%
439242	Transfer Fr Supp Law Enf Grant	150,000	150,000	12,500	12,500	8.33%	12,500	0.00%
	TRANSFERS IN - TOTAL	\$ 737,000	\$ 737,000	\$ 37,313	\$ 37,313	5.06%	\$ 34,159	8.45%

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City of Stanton
July 2022 General Fund Expenditures (8% of year)

Division		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 July	Year to Date Actual *			
No.	Description							
1100	City Council	\$ 137,875	\$ 137,875	\$ 25,698	\$ 25,698	18.64%	\$ 15,924	61.38%
1200	City Attorney	275,000	275,000	-	-	0.00%	-	**
1300	City Manager	603,900	619,300	35,417	35,417	5.72%	45,095	-21.46%
1400	City Clerk	241,880	241,880	13,248	13,248	5.48%	14,304	-7.38%
1410	Personnel/Risk Management	207,435	207,435	11,041	11,041	5.32%	10,482	5.33%
1510	Information Technology	683,135	688,350	122,529	122,529	17.80%	39,056	213.73%
	Administration	2,149,225	2,169,840	207,933	207,933	9.58%	124,861	66.53%
1500	Finance	977,075	977,075	61,050	61,050	6.25%	57,407	6.35%
1600	Non-Dept (excludes Transfers)	315,000	315,000	-	-	0.00%	-	**
	Finance	1,292,075	1,292,075	61,050	61,050	4.72%	57,407	6.35%
1520	Emergency Preparedness	5,000	5,000	-	-	0.00%	-	**
2100	Law Enforcement	13,071,380	13,071,380	1,089,283	1,089,283	8.33%	725	150145.93%
2200	Fire Protection	5,306,190	5,306,190	-	-	0.00%	-	**
2230	Contractual Ambulance Svcs	2,500	2,500	-	-	0.00%	-	**
2400	Animal Control Services	200,965	200,965	16,207	16,207	8.06%	46,305	-65.00%
2500	Public Safety-Other	117,310	117,310	21,967	21,967	18.73%	26,118	-15.89%
4300	Parking Control	246,585	246,585	8,746	8,746	3.55%	10,581	-17.34%
6200	Code Enforcement	637,030	637,030	25,247	25,247	3.96%	23,324	8.24%
	Public Safety	19,586,960	19,586,960	1,161,450	1,161,450	5.93%	107,053	984.93%
3000	Public Works Administration	560,850	560,850	50,213	50,213	8.95%	40,897	22.78%
3100	Engineering	258,665	258,665	20,627	20,627	7.97%	20,059	2.83%
3200	Public Facilities	816,040	816,040	10,590	10,590	1.30%	5,560	90.47%
3300	Crossing Guard	45,165	45,165	434	434	0.96%	-	100.00%
3400	Parks Maintenance	466,110	466,110	9,075	9,075	1.95%	10,126	-10.38%
3500	Street Maintenance	508,135	508,135	18,251	18,251	3.59%	7,982	128.65%
3600	Storm Drains	129,860	129,860	-	-	0.00%	-	**
6300	Graffiti Abatement	110,370	110,370	4,444	4,444	4.03%	2,406	84.70%
	Public Works	2,895,195	2,895,195	113,634	113,634	3.92%	87,030	30.57%

* = Actual data is reported through July.

City of Stanton
July 2022 General Fund Expenditures (8% of year)

Division		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 July	Year to Date Actual *			
No.	Description	Budget	Budget	July	Actual *	Budget	Actual*	
4000	Community Development Administration	308,915	308,915	57,809	57,809	18.71%	52,833	9.42%
4100	Planning	511,660	511,660	8,094	8,094	1.58%	15,789	-48.74%
4200	Building Regulation	524,990	524,990	4,301	4,301	0.82%	3,332	29.08%
4400	Business Relations	37,800	37,800	570	570	1.51%	-	100.00%
	Community Development	1,383,365	1,383,365	70,774	70,774	5.12%	71,954	-1.64%
5000	Public Information Office	143,875	138,660	4,145	4,145	2.99%	4,771	-13.12%
5100	Community Services Administration	583,020	583,020	80,242	80,242	13.76%	68,187	17.68%
5200	Community Center Operations	202,300	202,300	5,363	5,363	2.65%	3,626	47.90%
5300	Park Operations	238,925	238,925	12,500	12,500	5.23%	10,937	14.29%
5400	Senior Citizen Programs	67,360	67,360	1,983	1,983	2.94%	3,077	-35.55%
5500	Recreation Programs	54,310	54,310	6,587	6,587	12.13%	6,563	0.37%
	Community Services	1,289,790	1,284,575	110,820	110,820	8.63%	97,161	14.06%
	Transfer to FACT Grant	46,470	46,470	-	-	0.00%	1,425	-100.00%
	Transfer to Senior Transportation Fund	11,045	11,045	379	379	3.43%	130	191.54%
	Transfer to SCP Maintenance	59,200	59,200	4,933	4,933	8.33%	3,428	43.90%
	Transfer to Capital Projects Fund	180,000	180,000	-	-	0.00%	-	**
	Transfers to Other Funds	296,715	296,715	5,312	5,312	1.79%	4,983	6.60%
	TOTAL EXPENDITURES	\$ 28,893,325	\$ 28,908,725	\$ 1,730,973	\$ 1,730,973	5.99%	\$ 550,449	214.47%

* = Actual data is reported through July.

Administration - Vazquez
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
101	General Fund							
1100	City Council							
501105	Salaries-Elected	\$ 52,200	\$ 52,200	\$ 4,084	\$ 4,084	7.82%	\$ 4,023	1.52%
502115	Unemployment Insurance	805	805	-	-	0.00%	-	**
502120	Medicare/Fica	760	760	58	58	7.63%	58	0.00%
502130	Other Benefit Charges	750	750	-	-	0.00%	-	**
602100	Special Dept Expense	10,000	10,000	2,511	2,511	25.11%	337	645.10%
602110	Office Expense	2,000	2,000	-	-	0.00%	-	**
607100	Membership/Dues	37,695	37,695	16,656	16,656	44.19%	8,719	91.03%
607110	Travel/Conference/Meetings	11,000	11,000	-	-	0.00%	-	**
612115	Liability Insurance Charge	2,665	2,665	2,389	2,389	89.64%	2,787	-14.28%
702100	Furniture-Office	20,000	20,000	-	-	0.00%	-	**
1100	City Council Total	137,875	137,875	25,698	25,698	18.64%	15,924	61.38%
1200	City Attorney							
608105	Professional Services	275,000	275,000	-	-	0.00%	-	**
1200	City Attorney Total	275,000	275,000	-	-	0.00%	-	**
1300	City Manager							
501110	Salaries-Regular	373,615	383,750	10,633	10,633	2.77%	12,351	-13.91%
502100	Retirement	85,485	90,235	2,822	2,822	3.13%	3,097	-8.88%
502105	Workers Comp Insurance	5,215	5,600	196	196	3.50%	245	-20.00%
502110	Health/Life Insurance	42,460	42,460	1,107	1,107	2.61%	1,622	-31.75%
502111	Medical In-Lieu Pay	-	-	150	150	**	85	76.47%
502115	Unemployment Insurance	360	360	-	-	0.00%	-	**
502120	Medicare/Fica	4,945	5,075	153	153	3.01%	178	-14.04%
502130	Other Benefit Charges	2,245	2,245	94	94	4.19%	109	-13.76%
602110	Office Expense	10,700	10,700	532	532	4.97%	-	100.00%
602115	Postage	250	250	-	-	0.00%	2	-100.00%
602120	Books/Periodicals	150	150	-	-	0.00%	-	**

* = Actual data is reported through July.

Administration - Vazquez
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
1300	City Manager, Continued							
607100	Membership/Dues	1,000	1,000	-	-	0.00%	926	-100.00%
607110	Travel/Conference/Meetings	5,600	5,600	-	-	0.00%	-	**
608105	Professional Services	48,000	48,000	-	-	0.00%	4,000	-100.00%
612105	Vehicle Replacement Charge	2,060	2,060	172	172	8.35%	58	196.55%
612115	Liability Insurance Charge	21,815	21,815	19,558	19,558	89.65%	22,422	-12.77%
1300	City Manager Total	603,900	619,300	35,417	35,417	5.72%	45,095	-21.46%
1400	City Clerk							
501110	Salaries-Regular	119,885	119,885	4,440	4,440	3.70%	4,639	-4.29%
502100	Retirement	38,960	38,960	1,559	1,559	4.00%	1,561	-0.13%
502105	Workers Comp Insurance	1,780	1,780	82	82	4.61%	92	-10.87%
502110	Health/Life Insurance	18,610	18,610	786	786	4.22%	847	-7.20%
502115	Unemployment Insurance	175	175	-	-	0.00%	-	**
502120	Medicare/Fica	1,670	1,670	62	62	3.71%	65	-4.62%
502130	Other Benefit Charges	985	985	39	39	3.96%	41	-4.88%
602110	Office Expense	2,250	2,250	-	-	0.00%	383	-100.00%
602115	Postage	500	500	28	28	5.60%	24	16.67%
602120	Books/Periodicals	100	100	-	-	0.00%	-	**
607100	Membership/Dues	1,130	1,130	-	-	0.00%	-	**
607110	Travel/Conference/Meetings	750	750	-	-	0.00%	-	**
607115	Training	2,500	2,500	-	-	0.00%	70	-100.00%
608105	Professional Services	6,000	6,000	780	780	13.00%	780	0.00%
608140	Elections	40,000	40,000	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	530	530	44	44	8.30%	48	-8.33%
612115	Liability Insurance Charge	6,055	6,055	5,428	5,428	89.64%	5,754	-5.67%
1400	City Clerk Total	241,880	241,880	13,248	13,248	5.48%	14,304	-7.38%

* = Actual data is reported through July.

Administration - Vazquez
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
1510	Information Technology							
501110	Salaries-Regular	87,950	87,950	3,257	3,257	3.70%	3,231	0.80%
501115	Salaries-Overtime	10,000	10,000	1,018	1,018	10.18%	-	100.00%
502100	Retirement Charges	28,020	28,020	1,144	1,144	4.08%	1,089	5.05%
502105	Workers Comp Insurance	1,250	1,250	60	60	4.80%	65	-7.69%
502110	Health/Life Insurance	15,740	15,740	661	661	4.20%	711	-7.03%
502115	Unemployment Insurance	160	160	-	-	0.00%	-	**
502120	Medicare/Fica	1,230	1,230	58	58	4.72%	42	38.10%
502130	Other Benefit Charges	805	805	29	29	3.60%	28	3.57%
602140	Materials & Supplies	30,000	30,000	725	725	2.42%	-	100.00%
603105	Equipment Maintenance	50,000	50,000	-	-	0.00%	97	-100.00%
604100	Communications	125,900	125,900	97	97	0.08%	-	100.00%
608100	Contractual Services	284,750	284,750	111,041	111,041	39.00%	29,577	275.43%
612105	Vehicle Replacement Charge	5,555	5,555	463	463	8.33%	-	100.00%
612115	Liability Insurance Charge	4,435	4,435	3,976	3,976	89.65%	4,216	-5.69%
701050	Computer Software	37,340	42,555	-	-	0.00%	-	**
1510	Information Technology Total	683,135	688,350	122,529	122,529	17.80%	39,056	213.73%
TOTAL ADMINISTRATION-VAZQUEZ		\$ 1,941,790	\$ 1,962,405	\$ 196,892	\$ 196,892	10.03%	\$ 114,379	72.14%

* = Actual data is reported through July.

Administration - Guzman
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
101	General Fund							
1410	Personnel/Risk Management							
501110	Salaries-Regular	\$ 112,130	\$ 112,130	\$ 4,022	\$ 4,022	3.59%	\$ 3,749	7.28%
502100	Retirement	24,615	24,615	994	994	4.04%	876	13.47%
502105	Workers Comp Insurance	1,600	1,600	74	74	4.63%	74	0.00%
502110	Health/Life Insurance	15,740	15,740	669	669	4.25%	616	8.60%
502111	Medical In-Lieu Pay	-	-	-	-	**	100	-100.00%
502115	Unemployment Insurance	160	160	-	-	0.00%	-	**
502120	Medicare/FICA	1,550	1,550	56	56	3.61%	56	0.00%
502130	Other Benefit Charges	965	965	35	35	3.63%	33	6.06%
602110	Office Expense	1,400	1,400	54	54	3.86%	-	100.00%
602115	Postage	200	200	26	26	13.00%	10	160.00%
607100	Membership/Dues	725	725	-	-	0.00%	150	-100.00%
607110	Travel/Conference/Meetings	2,000	2,000	-	-	0.00%	-	**
607115	Training	6,000	6,000	-	-	0.00%	-	**
607120	Education Reimbursement Program	10,000	10,000	-	-	0.00%	-	**
608105	Professional Services	10,000	10,000	-	-	0.00%	-	**
608125	Advertising/ Business Dev't	2,200	2,200	-	-	0.00%	-	**
609125	Employee/Volunteer Recognition	12,000	12,000	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	495	495	41	41	8.28%	51	-19.61%
612115	Liability Insurance Charge	5,655	5,655	5,070	5,070	89.66%	4,767	5.98%
TOTAL ADMINISTRATION-GUZMAN		\$ 207,435	\$ 207,435	\$ 11,041	\$ 11,041	5.32%	\$ 10,482	5.33%

* = Actual data is reported through July.

Finance-Bannigan
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
101	General Fund							
1500	Finance							
501110	Salaries-Regular	\$ 510,195	\$ 510,195	\$ 18,718	\$ 18,718	3.67%	\$ 19,489	-3.96%
501115	Salaries-Overtime	500	500	-	-	0.00%	-	**
501120	Salaries-Part Time	69,350	69,350	2,140	2,140	3.09%	1,926	11.11%
502100	Retirement	130,660	130,660	5,269	5,269	4.03%	5,221	0.92%
502105	Workers Comp Insurance	8,470	8,470	384	384	4.53%	424	-10.42%
502110	Health/Life Insurance	49,700	49,700	2,053	2,053	4.13%	2,227	-7.81%
502111	Medical In-Lieu Pay	4,350	4,350	229	229	5.26%	505	-54.65%
502115	Unemployment Insurance	1,200	1,200	27	27	2.25%	-	100.00%
502120	Medicare/FICA	8,040	8,040	260	260	3.23%	270	-3.70%
502130	Other Benefit Charges	4,875	4,875	166	166	3.41%	172	-3.49%
602110	Office Expense	8,000	8,000	-	-	0.00%	-	**
602115	Postage	5,000	5,000	120	120	2.40%	151	-20.53%
602120	Books/Periodicals	450	450	-	-	0.00%	-	**
607100	Membership/Dues	795	795	-	-	0.00%	-	**
607110	Travel/Conference/Meetings	4,500	4,500	-	-	0.00%	420	-100.00%
607115	Training	1,700	1,700	-	-	0.00%	-	**
608105	Professional Services	107,500	107,500	-	-	0.00%	-	**
608107	Financial Services	17,600	17,600	1,943	1,943	11.04%	95	1945.26%
611116	Payment to Other Agencies	1,900	1,900	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	3,105	3,105	259	259	8.34%	102	153.92%
612115	Liability Insurance Charge	32,885	32,885	29,482	29,482	89.65%	26,405	11.65%
1500	Finance Total	970,775	970,775	61,050	61,050	6.29%	57,407	6.35%

* = Actual data is reported through July.

Finance-Bannigan
July 2022 General Fund Expenditures (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year to Date Actual *			
1600	Non-Departmental							
610235	Economic Development Loan Repayment	125,000	125,000	-	-	0.00%	-	**
611105	Revenue Sharing-City of Anaheim	40,000	40,000	-	-	0.00%	-	**
1600	Non-Departmental Total	165,000	165,000	-	-	0.00%	-	**
101	GENERAL FUND TOTAL	\$ 1,135,775	\$ 1,135,775	\$ 61,050	\$ 61,050	5.38%	\$ 57,407	6.35%
102	General Fund (Transactions & Use Tax)							
1500	Finance							
608105	Professional Services	6,300	6,300	-	-	0.00%	-	**
1500	Finance Total	6,300	6,300	-	-	0.00%	-	**
1600	Non-Departmental							
610235	Economic Development Loan Repayment	150,000	150,000	-	-	0.00%	-	**
1600	Non-Departmental Total	150,000	150,000	-	-	0.00%	-	**
102	TRANSACTIONS AND USE TAX TOTAL	\$ 156,300	\$ 156,300	\$ -	\$ -	0.00%	\$ -	**
	TOTAL FINANCE	\$ 1,292,075	\$ 1,292,075	\$ 61,050	\$ 61,050	4.72%	\$ 57,407	6.35%

* = Actual data is reported through July.

Public Safety-Wren
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
101	General Fund							
1520	Emergency Services							
602140	Materials & Supplies	\$ 5,000	\$ 5,000	\$ -	\$ -	0.00%	\$ -	**
1520	Emergency Services	5,000	5,000	-	-	0.00%	-	**
2100	Law Enforcement							
602100	Special Dept Expense	1,500	1,500	-	-	0.00%	-	**
602110	Office Expense	4,000	4,000	-	-	0.00%	-	**
602145	Gas/Oil/Lube	3,000	3,000	-	-	0.00%	-	**
604100	Communications	39,100	39,100	-	-	0.00%	-	**
608100	Contractual Services	18,155	18,155	-	-	0.00%	-	**
608160	O.C.S.D. Contract	9,151,370	9,151,370	780,625	780,625	8.53%	-	100.00%
612105	Vehicle Replacement Charge	5,555	5,555	463	463	8.33%	725	-36.14%
2100	Law Enforcement Total	9,222,680	9,222,680	781,088	781,088	8.47%	725	107636.28%
2200	Fire Protection							
602100	Special Department Expense	43,000	43,000	-	-	0.00%	-	**
608185	O.C.F.A. Contract	3,463,190	3,463,190	-	-	0.00%	-	**
2200	Fire Protection Total	3,506,190	3,506,190	-	-	0.00%	-	**
2230	Ambulance Services							
608190	Contractual Ambulance Svcs	2,500	2,500	-	-	0.00%	-	**
2230	Ambulance Services Total	2,500	2,500	-	-	0.00%	-	**
2400	Animal Control Services							
608170	Animal Control Services	200,965	200,965	16,207	16,207	8.06%	46,305	-65.00%
2400	Animal Control Services Total	200,965	200,965	16,207	16,207	8.06%	46,305	-65.00%
2500	Public Safety-Other							
501110	Salaries-Regular	66,015	66,015	2,292	2,292	3.47%	2,275	0.75%
502100	Retirement Charges	14,530	14,530	587	587	4.04%	550	6.73%
502105	Workers Comp Insurance	895	895	42	42	4.69%	45	-7.14%
502110	Health/Life Insurance	45	45	18	18	40.00%	20	-10.00%

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Public Safety-Wren
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
2500	Public Safety-Other, Continued							
502111	Medical In-Lieu Pay	2,100	2,100	88	88	4.19%	175	-49.71%
502115	Unemployment Insurance	55	55	-	-	0.00%	-	**
502120	Medicare/FICA	890	890	35	35	3.93%	36	-2.78%
502130	Other Benefit Charges	385	385	20	20	5.19%	20	0.00%
602110	Office Expense	1,200	1,200	-	-	0.00%	-	**
602115	Postage	250	250	-	-	0.00%	-	**
602130	Clothing	4,500	4,500	-	-	0.00%	-	**
607115	Training	700	700	-	-	0.00%	-	**
608100	Contractual Services	4,680	4,680	-	-	0.00%	-	**
612115	Liability Insurance Charge	21,065	21,065	18,885	18,885	89.65%	22,997	-17.88%
2500	Public Safety-Other Total	117,310	117,310	21,967	21,967	18.73%	26,118	-15.89%
4300	Parking Control							
501110	Salaries-Regular	131,575	131,575	5,055	5,055	3.84%	6,158	-17.91%
502115	Salaries-Overtime	100	100	-	-	0.00%	-	**
501120	Salaries-Part Time	14,250	14,250	654	654	4.59%	683	-4.25%
502100	Retirement	40,415	40,415	1,693	1,693	4.19%	1,872	-9.56%
502105	Workers Comp Insurance	2,135	2,135	101	101	4.73%	135	-25.19%
502110	Health/Life Insurance	7,980	7,980	365	365	4.57%	610	-40.16%
502111	Medical In-Lieu Pay	4,140	4,140	173	173	4.18%	345	-49.86%
502115	Unemployment Insurance	300	300	-	-	0.00%	-	**
502120	Medicare/FICA	2,075	2,075	84	84	4.05%	103	-18.45%
502130	Other Benefit Charges	1,290	1,290	45	45	3.49%	55	-18.18%
602110	Office Expense	4,500	4,500	-	-	0.00%	-	**
602115	Postage	500	500	21	21	4.20%	28	-25.00%
604100	Communications	660	660	-	-	0.00%	-	**
608105	Professional Services	30,000	30,000	-	-	0.00%	-	**

* = Actual data is reported through July.

Public Safety-Wren
July 2022 General Fund Expenditures (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year to Date Actual *			
4300	Parking Control, Continued							
612105	Vehicle Replacement Charge	6,665	6,665	555	555	8.33%	592	-6.25%
4300	Parking Control Total	246,585	246,585	8,746	8,746	3.55%	10,581	-17.34%
6200	Code Enforcement							
501110	Salaries-Regular	406,370	406,370	15,387	15,387	3.79%	14,599	5.40%
502115	Salaries-Overtime	100	100	-	-	0.00%	-	**
501120	Salaries-Part Time	14,250	14,250	654	654	4.59%	683	-4.25%
502100	Retirement	107,805	107,805	4,476	4,476	4.15%	4,087	9.52%
502105	Workers Comp Insurance	6,150	6,150	295	295	4.80%	303	-2.64%
502110	Health/Life Insurance	46,385	46,385	2,097	2,097	4.52%	2,126	-1.36%
502111	Medical In-Lieu Pay	4,560	4,560	190	190	4.17%	380	-50.00%
502115	Unemployment Insurance	775	775	-	-	0.00%	-	**
502120	Medicare/FICA	5,865	5,865	231	231	3.94%	222	4.05%
502130	Other Benefit Charges	3,590	3,590	136	136	3.79%	129	5.43%
602110	Office Expense	1,500	1,500	-	-	0.00%	-	**
602115	Postage	1,000	1,000	22	22	2.20%	40	-45.00%
602160	Code Enforcement Equipment	6,000	6,000	-	-	0.00%	-	**
603105	Equipment Maintenance	1,000	1,000	-	-	0.00%	-	**
607100	Membership/Dues	570	570	-	-	0.00%	-	**
607115	Training	1,000	1,000	-	-	0.00%	-	**
608100	Contractual Services	4,000	4,000	-	-	0.00%	-	**
608105	Professional Services	5,000	5,000	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	21,110	21,110	1,759	1,759	8.33%	755	132.98%
6200	Code Enforcement Total	637,030	637,030	25,247	25,247	3.96%	23,324	8.24%
101	GENERAL FUND TOTAL	\$ 13,938,260	\$ 13,938,260	\$ 853,255	\$ 853,255	6.12%	\$ 107,053	697.04%

* = Actual data is reported through July.

Public Safety-Wren
July 2022 General Fund Expenditures (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year to Date Actual *			
102	General Fund (Transactions & Use Tax)							
2100	Law Enforcement							
608160	O.C.S.D. Contract	3,848,700	3,848,700	308,195	308,195	8.01%	-	100.00%
2100	Law Enforcement Total	3,848,700	3,848,700	308,195	308,195	8.01%	-	100.00%
2200	Fire Protection							
608185	O.C.F.A. Contract	1,800,000	1,800,000	-	-	0.00%	-	**
2200	Fire Protection Total	1,800,000	1,800,000	-	-	0.00%	-	**
102	TRANSACTIONS AND USE TAX TOTAL	\$ 5,648,700	\$ 5,648,700	\$ 308,195	\$ 308,195	5.46%	\$ -	100.00%
	TOTAL PUBLIC SAFETY	\$ 19,586,960	\$ 19,586,960	\$ 1,161,450	\$ 1,161,450	5.93%	\$ 107,053	984.93%

* = Actual data is reported through July.

Public Works-Shin-Heydorn
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget			
101	General Fund								
3000	Public Works Administration								
501110	Salaries-Regular	\$ 362,485	\$ 362,485	\$ 13,020	\$ 13,020	3.59%	\$ 5,948	118.90%	
501120	Salaries-Part Time	20,430	20,430	460	460	2.25%	721	-36.20%	
502100	Retirement Charges	82,100	82,100	3,333	3,333	4.06%	1,437	131.94%	
502105	Workers Comp Insurance	5,455	5,455	240	240	4.40%	132	81.82%	
502110	Health/Life Insurance	30,250	30,250	1,265	1,265	4.18%	1,270	-0.39%	
502111	Medical In-Lieu Pay	6,000	6,000	250	250	4.17%	50	400.00%	
502115	Unemployment Insurance	645	645	11	11	1.71%	-	100.00%	
502120	Medicare/FICA	5,260	5,260	195	195	3.71%	94	107.45%	
502130	Other Benefit Charges	2,945	2,945	115	115	3.90%	53	116.98%	
602110	Office Expense	2,000	2,000	-	-	0.00%	-	**	
602115	Postage	100	100	-	-	0.00%	-	**	
602120	Books/Periodicals	200	200	-	-	0.00%	-	**	
607100	Membership/Dues	750	750	-	-	0.00%	-	**	
607110	Travel/Conference/Meetings	1,300	1,300	43	43	3.31%	-	100.00%	
607115	Training	1,000	1,000	-	-	0.00%	-	**	
612105	Vehicle Replacement Charge	5,555	5,555	463	463	8.33%	-	100.00%	
612115	Liability Insurance Charge	34,375	34,375	30,818	30,818	89.65%	31,192	-1.20%	
3000	Public Works Administration Total	560,850	560,850	50,213	50,213	8.95%	40,897	22.78%	
3100	Engineering								
501110	Salaries-Regular	58,380	58,380	2,776	2,776	4.76%	3,304	-15.98%	
501115	Salaries-Overtime	300	300	291	291	97.00%	-	100.00%	
502100	Retirement	13,730	13,730	694	694	5.05%	772	-10.10%	
502105	Workers Comp Insurance	885	885	51	51	5.76%	65	-21.54%	
502110	Health/Life Insurance	8,240	8,240	340	340	4.13%	787	-56.80%	
502111	Medical In-Lieu Pay	-	-	10	10	**	-	100.00%	
502115	Unemployment Insurance	105	105	-	-	0.00%	-	**	

* = Actual data is reported through July.

Public Works-Shin-Heydorn
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
3100	Engineering, Continued							
502120	Medicare/FICA	835	835	45	45	5.39%	45	0.00%
502130	Other Benefit Charges	535	535	24	24	4.49%	29	-17.24%
602115	Postage	-	-	1	1	**	-	100.00%
602140	Materials & Supplies	2,500	2,500	-	-	0.00%	-	**
607100	Membership/Dues	950	950	-	-	0.00%	600	-100.00%
608110	Engineering Services	129,240	129,240	15,840	15,840	12.26%	14,400	10.00%
608120	Plan Checking Services	33,300	33,300	-	-	0.00%	-	**
608135	Microfilming	3,000	3,000	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	6,665	6,665	555	555	8.33%	57	873.68%
3100	Engineering Total	258,665	258,665	20,627	20,627	7.97%	20,059	2.83%
3200	Public Facilities							
501110	Salaries-Regular	23,510	23,510	2,310	2,310	9.83%	1,815	27.27%
501115	Salaries-Overtime	2,000	2,000	-	-	0.00%	46	-100.00%
502100	Retirement	5,310	5,310	571	571	10.75%	423	34.99%
502105	Workers Comp Insurance	345	345	43	43	12.46%	36	19.44%
502110	Health/Life Insurance	4,790	4,790	303	303	6.33%	328	-7.62%
502115	Unemployment Insurance	80	80	-	-	0.00%	12	-100.00%
502120	Medicare/FICA	330	330	33	33	10.00%	27	22.22%
502130	Other Benefit Charges	220	220	20	20	9.09%	16	25.00%
602100	Special Dept Expense	7,885	7,885	-	-	0.00%	-	**
602110	Office Expense	1,100	1,100	-	-	0.00%	-	**
602130	Clothing	5,625	5,625	(30)	(30)	-0.53%	(34)	-11.76%
602135	Safety Equipment	500	500	-	-	0.00%	-	**
602140	Materials & Supplies	8,000	8,000	-	-	0.00%	-	**
603105	Equipment Maintenance	-	10,000	-	-	0.00%	-	**
603110	Building Maintenance	129,740	129,740	1,856	1,856	1.43%	-	100.00%
604100	Communications	40,000	40,000	80	80	0.20%	248	-67.74%

* = Actual data is reported through July.

Public Works-Shin-Heydorn
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
3200	Public Facilities, Continued							
604105	Utilities	170,000	170,000	-	-	0.00%	645	-100.00%
608100	Contractual Services	165,800	165,800	2,395	2,395	1.44%	1,693	41.46%
611110	O.C. Sanitation District User Fee	14,700	14,700	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	36,105	36,105	3,009	3,009	8.33%	305	886.56%
701105	Equipment-General	200,000	175,135	-	-	0.00%	-	**
704100	Equipment-General	-	14,865	-	-	0.00%	-	**
3200	Public Facilities Total	816,040	816,040	10,590	10,590	1.30%	5,560	90.47%
3300	Crossing Guard							
608175	Crossing Guard Services	45,165	45,165	434	434	0.96%	-	100.00%
3300	Crossing Guard Total	45,165	45,165	434	434	0.96%	-	100.00%
3400	Parks Maintenance							
501110	Salaries-Regular	85,165	85,165	3,527	3,527	4.14%	3,759	-6.17%
501115	Salaries-Overtime	3,000	3,000	165	165	5.50%	107	54.21%
502100	Retirement	18,700	18,700	866	866	4.63%	874	-0.92%
502105	Workers Comp Insurance	1,220	1,220	65	65	5.33%	74	-12.16%
502110	Health/Life Insurance	11,055	11,055	606	606	5.48%	653	-7.20%
502111	Medical In-Lieu Pay	840	840	35	35	4.17%	53	-33.96%
502115	Unemployment Insurance	220	220	-	-	0.00%	16	-100.00%
502120	Medicare/Fica	1,160	1,160	54	54	4.66%	57	-5.26%
502130	Other Benefit Charges	760	760	31	31	4.08%	33	-6.06%
602100	Special Dept Expense	7,000	7,000	-	-	0.00%	-	**
603105	Equipment Maintenance	17,000	17,000	-	-	0.00%	-	**
604105	Utilities	180,000	180,000	-	-	0.00%	243	-100.00%
605100	Land Lease	5,000	5,000	2,661	2,661	53.22%	2,661	0.00%
608100	Contractual Services	126,100	126,100	324	324	0.26%	1,225	-73.55%
612105	Vehicle Replacement Charge	8,890	8,890	741	741	8.34%	371	99.73%
3400	Parks Maintenance Total	466,110	466,110	9,075	9,075	1.95%	10,126	-10.38%

* = Actual data is reported through July.

**Public Works-Shin-Heydorn
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
3500	Street Maintenance							
501110	Salaries-Regular	114,550	114,550	3,758	3,758	3.28%	4,170	-9.88%
501115	Salaries-Overtime	6,000	6,000	267	267	4.45%	280	-4.64%
502100	Retirement	26,235	26,235	925	925	3.53%	969	-4.54%
502105	Workers Comp Insurance	1,705	1,705	69	69	4.05%	83	-16.87%
502110	Health/Life Insurance	14,455	14,455	532	532	3.68%	694	-23.34%
502111	Medical In-Lieu Pay	2,310	2,310	96	96	4.16%	144	-33.33%
502115	Unemployment Insurance	330	330	-	-	0.00%	20	-100.00%
502120	Medicare/FICA	1,650	1,650	60	60	3.64%	66	-9.09%
502130	Other Benefit Charges	1,070	1,070	33	33	3.08%	37	-10.81%
602100	Special Dept Expense	3,000	3,000	-	-	0.00%	-	**
602125	Small Tools	4,000	4,000	-	-	0.00%	-	**
602140	Materials & Supplies	65,000	65,000	-	-	0.00%	-	**
603105	Equipment Maintenance	2,000	2,000	-	-	0.00%	-	**
608100	Contractual Services	195,000	195,000	11,608	11,608	5.95%	-	**
612105	Vehicle Replacement Charge	10,830	10,830	903	903	8.34%	1,519	-40.55%
710190	Pavement Maintenance	60,000	60,000	-	-	0.00%	-	**
3500	Street Maintenance Total	508,135	508,135	18,251	18,251	3.59%	7,982	128.65%
3600	Storm Drain Maintenance							
603100	Emergency Maintenance Services	10,000	10,000	-	-	0.00%	-	**
608155	Storm Water Monitor Program	119,860	119,860	-	-	0.00%	-	**
3600	Storm Drain Maintenance Total	129,860	129,860	-	-	0.00%	-	**
6300	Graffiti Abatement							
501110	Salaries-Regular	41,815	41,815	904	904	2.16%	349	159.03%
501115	Salaries-Overtime	8,000	8,000	426	426	5.33%	78	446.15%
502100	Retirement Charges	9,410	9,410	223	223	2.37%	81	175.31%
502105	Workers Comp Insurance	615	615	17	17	2.76%	7	142.86%
502110	Health/Life Insurance	8,145	8,145	269	269	3.30%	96	180.21%

* = Actual data is reported through July.

Public Works-Shin-Heydorn
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
6300	Graffiti Abatement, Continued							
502115	Unemployment Insurance	135	135	-	-	0.00%	5	-100.00%
502120	Medicare/FICA	585	585	19	19	3.25%	6	216.67%
502130	Other Benefit Charges	390	390	8	8	2.05%	3	166.67%
602140	Materials & Supplies	25,000	25,000	1,722	1,722	6.89%	631	172.90%
603105	Equipment Maintenance	6,000	6,000	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	10,275	10,275	856	856	8.33%	1,150	-25.57%
6300	Graffiti Abatement Total	110,370	110,370	4,444	4,444	4.03%	2,406	84.70%
	TOTAL PUBLIC WORKS	\$ 2,895,195	\$ 2,895,195	\$ 113,634	\$ 113,634	3.92%	\$ 87,030	30.57%

* = Actual data is reported through July.

Community Development-Lilley
July 2022 General Fund Expenditures (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year to Date Actual *			
101	General Fund							
4000	Community Development Administration							
501110	Salaries-Regular	\$ 189,955	\$ 189,955	\$ 6,856	\$ 6,856	3.61%	\$ 6,764	1.36%
502100	Retirement Charges	43,370	43,370	1,744	1,744	4.02%	1,641	6.28%
502105	Workers Comp Insurance	2,845	2,845	126	126	4.43%	134	-5.97%
502110	Health/Life Insurance	8,680	8,680	488	488	5.62%	730	-33.15%
502115	Unemployment Insurance	225	225	-	-	0.00%	-	**
502120	Medicare/FICA	2,675	2,675	97	97	3.63%	95	2.11%
502130	Other Benefit Charges	1,260	1,260	60	60	4.76%	60	0.00%
602110	Office Expense	1,000	1,000	-	-	0.00%	-	**
602120	Books/Periodicals	1,200	1,200	-	-	0.00%	178	-100.00%
607100	Membership/Dues	1,600	1,600	-	-	0.00%	-	**
607115	Training	1,200	1,200	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	965	965	80	80	8.29%	-	100.00%
612115	Liability Insurance Charge	53,940	53,940	48,358	48,358	89.65%	43,231	11.86%
4000	Community Development Administration Total	308,915	308,915	57,809	57,809	18.71%	52,833	9.42%
4100	Planning							
501110	Salaries-Regular	302,790	302,790	5,222	5,222	1.72%	10,167	-48.64%
501115	Salaries-Overtime	1,200	1,200	-	-	0.00%	-	**
501125	Salaries-Appointed	9,000	9,000	554	554	6.16%	692	-19.94%
502100	Retirement	72,645	72,645	1,291	1,291	1.78%	2,376	-45.66%
502105	Workers Comp Insurance	4,630	4,630	96	96	2.07%	201	-52.24%
502110	Health/Life Insurance	61,270	61,270	681	681	1.11%	1,488	-54.23%
502111	Medical In-Lieu Pay	-	-	50	50	**	-	100.00%
502115	Unemployment Insurance	770	770	-	-	0.00%	6	-100.00%
502120	Medicare/FICA	4,475	4,475	84	84	1.88%	156	-46.15%
502130	Other Benefit Charges	3,510	3,510	46	46	1.31%	89	-48.31%

* = Actual data is reported through July.

Community Development-Lilley
July 2022 General Fund Expenditures (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year to Date Actual *			
4100	Planning, Continued							
602110	Office Expense	-	-	-	-	**	(24)	-100.00%
602115	Postage	750	750	(86)	(86)	-11.47%	(134)	-35.82%
602140	Materials & Supplies	1,000	1,000	-	-	0.00%	-	**
607100	Membership/Dues	2,500	2,500	-	-	0.00%	721	-100.00%
607110	Travel/Conference/Meetings	8,200	8,200	-	-	0.00%	-	**
607115	Training	3,050	3,050	-	-	0.00%	-	**
608100	Contractual Services	4,000	4,000	-	-	0.00%	-	**
608105	Professional Services	25,000	25,000	-	-	0.00%	-	**
608135	Microfilming	5,000	5,000	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	1,870	1,870	156	156	8.34%	51	205.88%
4100	Planning Total	511,660	511,660	8,094	8,094	1.58%	15,789	-48.74%
4200	Building Regulation							
501110	Salaries-Regular	260,695	260,695	2,298	2,298	0.88%	2,196	4.64%
502100	Retirement	62,630	62,630	568	568	0.91%	513	10.72%
502105	Workers Comp Insurance	3,970	3,970	42	42	1.06%	43	-2.33%
502110	Health/Life Insurance	48,910	48,910	391	391	0.80%	429	-8.86%
502111	Medical In-Lieu Pay	-	-	15	15	**	31	-51.61%
502115	Unemployment Insurance	485	485	-	-	0.00%	69	-100.00%
502120	Medicare/FICA	3,730	3,730	34	34	0.91%	32	6.25%
502130	Other Benefit Charges	2,310	2,310	20	20	0.87%	19	5.26%
602110	Office Expense	500	500	-	-	0.00%	-	**
602115	Postage	700	700	7	7	1.00%	-	100.00%
602120	Books/Periodicals	1,000	1,000	-	-	0.00%	-	**
607100	Membership/Dues	1,200	1,200	-	-	0.00%	-	**
607110	Travel/Conference/Meetings	500	500	-	-	0.00%	-	**
607115	Training	1,000	1,000	-	-	0.00%	-	**
608115	Inspection Services	50,000	50,000	-	-	0.00%	-	**

* = Actual data is reported through July.

Community Development-Lilley
July 2022 General Fund Expenditures (8% of year)

Acct. No.	Description	FY 2022/23 Adopted Budget	FY 2022/23 Amended Budget	FY 2022/23		% of Budget	FY 2021/22 Actual*	% Change From Prior Year
				Activity During July	Year to Date Actual *			
4200	Building Regulation, Continued							
608120	Plan Checking Services	70,000	70,000	-	-	0.00%	-	**
608135	Microfilming	4,000	4,000	-	-	0.00%	-	**
611116	Payment to Other Agencies	2,250	2,250	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	11,110	11,110	926	926	8.33%	-	**
4200	Building Regulation Total	524,990	524,990	4,301	4,301	0.82%	3,332	29.08%
4400	Business Relations							
607100	Membership/Dues	2,000	2,000	570	570	28.50%	-	100.00%
607115	Training	2,500	2,500	-	-	0.00%	-	**
608100	Contractual Services	2,250	2,250	-	-	0.00%	-	**
608145	Information Technology	18,750	18,750	-	-	0.00%	-	**
609100	Special Events	12,300	12,300	-	-	0.00%	-	**
4400	Business Relations	37,800	37,800	570	570	1.51%	-	**
TOTAL COMMUNITY DEVELOPMENT		\$ 1,383,365	\$ 1,383,365	\$ 70,774	\$ 70,774	5.12%	\$ 71,954	-1.64%

* = Actual data is reported through July.

Community Service - Bobadilla
July 2022 General Fund Expenditures (8% of year)

		FY 2022/23						
		FY 2022/23	FY 2022/23				FY 2021/22	% Change
Acct. No.	Description	Adopted	Amended	Activity	Year to Date		Actual*	From Prior
		Budget	Budget	During July	Actual *	% of Budget		Year
101	General Fund							
5000	Public Information Office							
501110	Salaries-Regular	\$ 93,255	\$ 89,810	\$ 2,939	\$ 2,939	3.27%	\$ 3,157	-6.91%
502100	Retirement Charges	22,025	21,190	727	727	3.43%	738	-1.49%
502105	Workers Comp Insurance	1,400	1,400	54	54	3.86%	63	-14.29%
502110	Health/Life Insurance	22,065	21,230	130	130	0.61%	487	-73.31%
502111	Medical In-Lieu Pay	-	-	175	175	**	-	100.00%
502115	Unemployment Insurance	200	200	49	49	24.50%	-	100.00%
502120	Medicare/FICA	1,320	1,270	45	45	3.54%	46	-2.17%
502130	Other Benefit Charges	860	810	26	26	3.21%	28	-7.14%
602113	Social Media	2,750	2,750	-	-	0.00%	-	**
607100	Membership/Dues	-	-	-	-	**	252	-100.00%
5000	Public Information Office	143,875	138,660	4,145	4,145	2.99%	4,771	-13.12%
5100	Community Services Administration							
501110	Salaries-Regular	323,640	323,640	7,455	7,455	2.30%	11,979	-37.77%
501120	Salaries-Part Time	-	-	-	-	**	561	-100.00%
502100	Retirement	78,065	78,065	2,120	2,120	2.72%	3,142	-32.53%
502105	Workers Comp Insurance	4,510	4,510	149	149	3.30%	248	-39.92%
502110	Health/Life Insurance	26,980	26,980	1,142	1,142	4.23%	1,368	-16.52%
502111	Medical In-Lieu Pay	6,000	6,000	63	63	1.05%	625	-89.92%
502115	Unemployment Insurance	445	445	-	-	0.00%	-	**
502120	Medicare/FICA	4,420	4,420	102	102	2.31%	182	-43.96%
502130	Other Benefit Charges	2,430	2,430	66	66	2.72%	106	-37.74%
602100	Special Dept Expense	9,700	9,700	631	631	6.51%	25	2424.00%
602110	Office Expense	3,185	3,185	-	-	0.00%	-	**
602115	Postage	400	400	3	3	0.75%	7	-57.14%
603110	Building Maintenance	10,485	10,485	-	-	0.00%	-	**

* = Actual data is reported through July.

Community Service - Bobadilla
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
5100	Community Services Administration, Continued							
607100	Membership/Dues	550	550	-	-	0.00%	892	-100.00%
607115	Training	6,150	6,150	-	-	0.00%	-	**
609100	Special Events	17,900	17,900	-	-	0.00%	-	**
612105	Vehicle Replacement Charge	12,945	12,945	1,079	1,079	8.34%	654	64.98%
612115	Liability Insurance Charge	75,215	75,215	67,432	67,432	89.65%	48,398	39.33%
5100	Community Services Administration Total	583,020	583,020	80,242	80,242	13.76%	68,187	17.68%
5200	Community Center Operations							
501110	Salaries-Regular	36,385	36,385	1,114	1,114	3.06%	1,609	-30.76%
501120	Salaries-Part Time	115,220	115,220	3,097	3,097	2.69%	742	317.39%
502100	Retirement	17,560	17,560	372	372	2.12%	406	-8.37%
502105	Workers Comp Insurance	2,200	2,200	77	77	3.50%	47	63.83%
502110	Health/Life Insurance	4,785	4,785	167	167	3.49%	259	-35.52%
502111	Medical In-Lieu Pay	2,700	2,700	125	125	4.63%	125	0.00%
502115	Unemployment Insurance	805	805	-	-	0.00%	-	**
502120	Medicare/FICA	2,130	2,130	63	63	2.96%	36	75.00%
502130	Other Benefit Charges	1,925	1,925	11	11	0.57%	15	-26.67%
602100	Special Dept Expense	4,000	4,000	-	-	0.00%	50	-100.00%
602110	Office Expense	1,000	1,000	-	-	0.00%	-	**
603110	Building Maintenance	6,695	6,695	304	304	4.54%	304	0.00%
612105	Vehicle Replacement Charge	395	395	33	33	8.35%	33	0.00%
702100	Furniture-Office	6,500	6,500	-	-	0.00%	-	**
5200	Community Center Operations	202,300	202,300	5,363	5,363	2.65%	3,626	47.90%
5300	Park Operations							
501110	Salaries-Regular	77,735	77,735	3,239	3,239	4.17%	2,965	9.24%
501115	Salaries-Overtime	-	-	261	261	**	342	-23.68%
501120	Salaries-Part Time	116,440	116,440	7,249	7,249	6.23%	5,952	21.79%
502100	Retirement	17,635	17,635	801	801	4.54%	693	15.58%

* = Actual data is reported through July.

Community Service - Bobadilla
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
5300	Park Operations, Continued							
502105	Workers Comp Insurance	2,840	2,840	193	193	6.80%	177	9.04%
502110	Health/Life Insurance	9,575	9,575	467	467	4.88%	465	0.43%
502111	Medical In-Lieu Pay	1,200	1,200	50	50	4.17%	125	-60.00%
502115	Unemployment Insurance	1,125	1,125	52	52	4.62%	53	-1.89%
502120	Medicare/FICA	2,720	2,720	156	156	5.74%	136	14.71%
502130	Other Benefit Charges	2,655	2,655	32	32	1.21%	29	10.34%
602100	Special Dept Expense	4,000	4,000	-	-	0.00%	-	**
602110	Office Expense	3,000	3,000	-	-	0.00%	-	**
5300	Park Operations	238,925	238,925	12,500	12,500	5.23%	10,937	14.29%
5400	Senior Citizens Programs							
501110	Salaries-Regular	18,195	18,195	660	660	3.63%	778	-15.17%
501120	Salaries-Part Time	38,645	38,645	951	951	2.46%	1,793	-46.96%
502100	Retirement	4,225	4,225	163	163	3.86%	182	-10.44%
502105	Workers Comp Insurance	830	830	30	30	3.61%	51	-41.18%
502110	Health/Life Insurance	2,395	2,395	99	99	4.13%	126	-21.43%
502111	Medical In-Lieu Pay	-	-	50	50	**	100	-50.00%
502115	Unemployment Insurance	320	320	-	-	0.00%	-	**
502120	Medicare/FICA	780	780	24	24	3.08%	39	-38.46%
502130	Other Benefit Charges	770	770	6	6	0.78%	8	-25.00%
609200	Senior Citizen Program	1,200	1,200	-	-	0.00%	-	**
5400	Senior Citizens Programs	67,360	67,360	1,983	1,983	2.94%	3,077	-35.55%
5500	Recreation Programs							
602115	Postage	9,510	9,510	3,487	3,487	36.67%	3,047	14.44%
602150	Recreation Brochure Mailing	28,000	28,000	3,100	3,100	11.07%	3,100	0.00%
608150	Contractual Recreation Program	16,800	16,800	-	-	0.00%	416	-100.00%
5500	Recreation Programs	54,310	54,310	6,587	6,587	12.13%	6,563	0.37%
TOTAL COMMUNITY SERVICES		\$ 1,289,790	\$ 1,284,575	\$ 110,820	\$ 110,820	8.63%	\$ 97,161	14.06%

* = Actual data is reported through July.

**Transfers to Other Funds-Bannigan
July 2022 General Fund Expenditures (8% 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 July	Year to Date Actual *	% of Budget		
101	General Fund							
1600	Non-Departmental							
800250	Transfer to FACT Grant	\$ 46,470	\$ 46,470	\$ -	\$ -	0.00%	\$ 1,425	-100.00%
800251	Transfer to Senior Transportation Fund	11,045	11,045	379	379	3.43%	130	191.54%
800280	Transfer to SCP Maintenance Fund	59,200	59,200	4,933	4,933	8.33%	3,428	43.90%
800305	Transfer to Capital Projects Fund	180,000	180,000	-	-	0.00%	-	**
	TOTAL TRANSFERS OUT	\$ 296,715	\$ 296,715	\$ 5,312	\$ 5,312	1.79%	\$ 4,983	6.60%

* = Actual data is reported through July.

General Fund - Fund Balance Status

	General Fund (101)	Measure GG Transaction & Use Tax Fund (102)	Total
<u>Reserves as of June 30, 2022 (per City Reserve Policy):</u>			
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
<u>Other Fund Balance Commitments:</u>			
Developer Contributions from Public Benefit/Public Facilities Fees	1,567,796		1,567,796
Developer Contributions from Neighborhood Preservation Fees	88,500		88,500
Subtotal	1,656,296	-	1,656,296
Available Fund Balance (unreserved)	9,788,147	426,782	10,214,929
Total Discretionary Fund Balance as of June 30, 2022	25,344,443	426,782	25,771,225
Estimated increase (decrease) of fund balance during Fiscal Year 2022-23	75,310		75,310
Total Projected Discretionary Fund Balance as of June 30, 2023	\$ 25,419,753	\$ 426,782	\$ 25,846,535

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).

Click here to return to the agenda.

HOUSING AUTHORITY FUND (#285)
July 2022 Revenues and Expenditures (8% 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 July	Year to Date Actual *	% of Budget			
REVENUES									
435100	Interest	\$ 25,000	\$ 25,000	\$ -	\$ -	0.00%	\$ -	**	
435110	Unrealized Gains/Losses	-	-	64,443	64,443	**	5,006	1187.32%	
436140	Tina Way/Pacific Ave. Property Rent	560,000	560,000	2,749	2,749	0.49%	1,410	94.96%	
437135	Expense Reimbursement	1,000	1,000	-	-	0.00%	-	**	
TOTAL REVENUES		\$ 586,000	\$ 586,000	\$ 67,192	\$ 67,192	11.47%	\$ 6,416	947.26%	
ESTIMATED EXPENDITURES AND OTHER USES									
Salaries and Benefits									
501110	Salaries-Regular	145,820	145,820	4,892	4,892	3.35%	5,725	-14.55%	
501120	Salaries-Part-Time	2,575	2,575	82	82	3.18%	101	-18.81%	
502100	Retirement	35,325	35,325	1,356	1,356	3.84%	1,480	-8.38%	
502105	Workers' Compensation	2,205	2,205	92	92	4.17%	115	-25.00%	
502110	Health/Life Insurance	15,290	15,290	423	423	2.77%	686	-38.34%	
502111	Medical in Lieu	450	450	59	59	13.11%	60	-1.67%	
502115	Unemployment Insurance	195	195	1	1	0.51%	-	100.00%	
502120	Medicare/FICA	2,035	2,035	67	67	3.29%	79	-15.19%	
502130	Other Benefits	1,055	1,055	43	43	4.08%	50	-14.00%	
Total-Salaries and Benefits		204,950	204,950	7,015	7,015	3.42%	8,296	-15.44%	
Maintenance and Operations									
602110	Office Expense	1,000	1,000	-	-	0.00%	-	**	
602115	Postage	500	500	-	-	0.00%	-	**	
602140	Materials and Supplies	5,000	5,000	-	-	0.00%	-	**	
603120	Minor Repairs	15,000	15,000	-	-	0.00%	-	**	
604105	Utilities	50,000	50,000	-	-	0.00%	-	**	
607100	Membership Dues	4,800	4,800	-	-	0.00%	-	**	
607110	Travel/Conference/Meetings	1,000	1,000	-	-	0.00%	-	**	
607115	Training	2,500	2,500	-	-	0.00%	-	**	
608100	Contractual Services	24,000	24,000	-	-	0.00%	624	-100.00%	
608105	Professional Services	530,500	530,500	-	-	0.00%	6,250	-100.00%	
610135	Relocation Assistance	40,000	40,000	4,304	4,304	10.76%	2,000	115.20%	

HOUSING AUTHORITY FUND (#285)
July 2022 Revenues and Expenditures (8% of year)

Account No.	Description	FY 2022/23	FY 2022/23	FY 2022/23			FY 2021/22	% Change
		Adopted Budget	Amended Budget	Activity During July	Year to Date Actual *	% of Budget	Actual *	From Prior Year
Maintenance and Operations , Continued								
610230	Navigation Center (North SPA)	50,000	50,000	-	-	0.00%	-	**
611110	O.C. Sanitation User Fee	21,500	21,500	-	-	0.00%	-	**
612135	Building Maintenance	75,000	75,000	-	-	0.00%	-	**
Total-Maintenance and Operations		820,800	820,800	4,304	4,304	0.52%	8,874	-51.50%
Allocated Charges								
612105	Vehicle Replacement Charge	5,805	5,805	484	484	8.34%	840	-42.38%
612115	Liability Insurance Charge	7,295	7,295	6,540	6,540	89.65%	13,215	-50.51%
612140	Information Technology Charge	18,215	18,215	1,518	1,518	8.33%	2,006	-24.33%
614205	Admin Overhead	21,580	21,580	929	929	4.30%	923	0.65%
Total-Allocated Charges		52,895	52,895	9,471	9,471	17.91%	16,984	-44.24%
Capital Outlay								
760100	Demolition/Condemnation	200,000	200,000	-	-	**	-	**
Total-Capital Outlay		200,000	200,000	-	-	**	-	**
TOTAL EXPENDITURES		\$ 1,278,645	\$ 1,278,645	\$ 20,790	\$ 20,790	1.63%	\$ 34,154	-39.13%
REVENUES OVER (UNDER) EXPENDITURES		\$ (692,645)	\$ (692,645)	\$ 46,402	\$ 46,402		\$ (27,738)	

* = Actual data is reported through July.

Housing Authority Fund (Fund 285) - Fund Balance Status

Available Fund Balance as of June 30, 2022	\$ 12,413,776
Estimated increase (decrease) of fund balance during Fiscal Year 2022-23	<u>(3,283,695)</u>
Projected Available Fund Balance as of June 30, 2023	<u><u>\$ 9,130,081</u></u>

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

Task Code	Description	Adopted Budget 2022/23	FY 2021/22 Budget Carryover (Pending CM Approval)	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	\$ -	\$ 1,846,245	\$ -	\$ 1,838,747	99.6%	\$ 7,498
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	-	2,199,050	-	109,050	5.0%	2,090,000
2023-102	Greening Stanton	180,000	-	-	180,000	-	-	0.0%	180,000
	Catch Basin Connector Pipe Screen								
2023-103	Installations (FY 2022/23)	70,000	-	-	70,000	-	-	0.0%	70,000
Total Street Projects		\$ 2,340,000	\$ 2,104,785	\$ -	\$ 4,444,785	\$ -	\$ 1,947,797	43.8%	\$ 2,496,988
Parks Projects									
2021-201	Park Master Plan	\$ -	\$ 174,620	\$ -	\$ 174,620	\$ -	\$ 163,243	93.5%	\$ 11,377
2021-205	Dog Park	-	154,555	-	154,555	-	134,515	87.0%	20,040
2022-201	Family Resource Center Improvements	182,600	391,140	-	573,740	-	23,740	4.1%	550,000
2022-203	Orangewood Parkette	850,000	78,885	-	928,885	-	58,844	6.3%	870,041
2022-204	Norm Ross Sports Park	-	7,691,060	-	7,691,060	-	-	0.0%	7,691,060
2022-205	Replace Shade Structure at Stanton Central Par	-	60,000	-	60,000	-	-	0.0%	60,000
2022-206	Premier Park Renovation	500,000	150,000	-	650,000	-	88,640	13.6%	561,360
2022-820	Stanton Park Adult Fitness Equipment	84,090	3,885	-	87,975	-	3,885	4.4%	84,090
Total Parks Projects		\$ 1,616,690	\$ 8,704,145	\$ -	\$ 10,320,835	\$ -	\$ 472,867	4.6%	\$ 9,847,968
Sewer									
2022-301	Sewer Master Plan Update	\$ -	\$ 531,225	\$ -	\$ 531,225	\$ -	\$ 480,489	90.4%	\$ 50,736
2023-301	Annual Sewer Rehabilitation (FY 2022/23)	550,000	-	-	550,000	-	-	0.0%	550,000
Total Sewer		\$ 550,000	\$ 531,225	\$ -	\$ 1,081,225	\$ -	\$ 480,489	44.4%	\$ 600,736
GRAND TOTAL		\$ 4,506,690	\$ 11,340,155	\$ -	\$ 15,846,845	\$ -	\$ 2,901,153	18.3%	\$ 12,945,692

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

Task Code	Description	Adopted Budget 2022/23	FY 2021/22 Budget Carryover (Pending CM Approval)	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	\$ -	\$ 25,385	11.9%	\$ 187,500
211	Gas Tax Fund	27,763	276,920	-	304,683	-	127,430	41.8%	177,253
215	RMRA Fund	1,011,998	1,070,790	-	2,082,788	-	1,070,790	51.4%	1,011,998
220	Measure M Turnback Fund	1,064,239	695,145	-	1,759,384	-	695,145	39.5%	1,064,239
222	CDBG Grant Fund	-	350,000	-	350,000	-	-	0.0%	350,000
227	Other Grants Fund	1,107,976	7,691,060	-	8,799,036	-	-	0.0%	8,799,036
257	ARPA Fund	-	174,620	-	174,620	-	163,243	93.5%	11,377
305	Capital Projects Fund (Reserves)	31,000	92,930	-	123,930	-	32,930	26.6%	91,000
310	Park In-Lieu Fund	533,714	424,580	-	958,294	-	305,740	31.9%	652,554
501	Sewer Maintenance Fund	405,000	531,225	-	936,225	-	480,490	51.3%	455,735
502	Sewer Capital Improvement Fund	145,000	-	-	145,000	-	-	0.0%	145,000
GRAND TOTAL		\$ 4,506,690	\$ 11,340,155	\$ -	\$ 15,846,845	\$ -	\$ 2,901,153	18.3%	\$ 12,945,692

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: September 27, 2022

SUBJECT: CONTINUE APPROPRIATIONS FOR BUDGETED ACTIVITIES THAT WERE IN PROCESS AS OF JUNE 30, 2022; AND OTHER APPROPRIATIONS

REPORT IN BRIEF:

At the end of year fiscal year, City staff reviews the outstanding purchase order balances to determine whether any unspent budget appropriations should be carried forward to the subsequent fiscal year. Staff is requesting the budget carryover related to 11 open purchase orders from Fiscal Year 2021/22 to Fiscal Year 2022/23, totaling \$271,810 (Attachment A).

In addition, staff is requesting the budget carryover of \$2,623,935 for certain activities that were budgeted in Fiscal Year 2021/22, but were not encumbered by a purchase order as of June 30, 2022 (Attachment B).

RECOMMENDED ACTIONS:

1. City Council find that this item is not subject to California Environmental Quality Act ("CEQA") pursuant to Section 15378(b)(5) (Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment); and
2. Amend the Fiscal Year 2022/23 Operating Budget to continue the appropriation of unexpended funds for activities that were budgeted in Fiscal Year 2021/22, but were not completed by year end, as set forth in Attachments A and B.

ANALYSIS:

During the year end closing process, City staff identify the portion of the City's operating budget that has not yet been fully expended because the completion of certain activities has not occurred. Such amounts are requested for re-appropriation in the subsequent fiscal year's budget.

The re-appropriation of these expenditures will not diminish the reserve balances that have been projected for Fiscal Year 2021/22 because these expenditures were included in the spending plan for Fiscal Year 2021/22. This action only changes the timing of the appropriations. Rather than occurring in Fiscal Year 2021/22, these expenditures will occur in Fiscal Year 2022/23.

Attachment A represents unexpended purchase order commitments existing at year end (June 30, 2022) that are expected to be completed in the following fiscal year (Fiscal Year 2022/23). Attachment B represents unexpended appropriations from Fiscal Year 2021/22 that staff did not encumber with a purchase order by June 30, 2022, and are being requested to fund specific activities in Fiscal Year 2022/23.

A summary of the proposed continuing appropriations by fund is shown below:

Fund Name	Fund No.	Purchase Order Commitments (Attachment A)	Other Appropriations (Attachment B)	Total Proposed Budget Adjustment
General Fund	101	\$ 96,650	\$ 43,935	\$ 140,585
Gas Tax Fund	211	\$ 35,000	\$ -	\$ 35,000
Lighting & Median Maintenance 1972 Act Fund	225	\$ 5,000	\$ -	\$ 5,000
Other Grants Fund	227	\$ 14,220	\$ -	\$ 14,220
Justice Assistance Grant (JAG) Fund	245	\$ 8,940	\$ -	\$ 8,940
American Rescue Plan Act (ARPA) Fund	257	\$ 18,200	\$ -	\$ 18,200
Housing Authority Fund	285	\$ 93,800	\$ 2,500,000	\$ 2,593,800
Capital Projects Fund	305	\$ -	\$ 80,000	\$ 80,000
Total Appropriations		\$ 271,810	\$ 2,623,935	\$ 2,895,745

FISCAL IMPACT:

The carryover of unexpended operating budget funds from Fiscal Year 2021/21 to Fiscal Year 2022/23 will add \$2,895,745 to the Fiscal Year 2022/23 Operating Budget. This action will not increase the total amount expected to be expended in Fiscal Years 2021/22 and 2022/23 on a combined basis.

ENVIRONMENTAL IMPACT:

None.

LEGAL REVIEW:

None.

PUBLIC NOTIFICATION:

Through the agenda posting process.

STRATEGIC PLAN OBJECTIVE ADDRESSED

4. Ensure Fiscal Stability and Efficiency in Governance

Prepared by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. Schedule of Purchase Order Commitments from Fiscal Year 2021/22
- B. Schedule of Other Appropriations

CITY OF STANTON
SCHEDULE OF PURCHASE ORDER ("P.O.") COMMITMENTS FROM FISCAL YEAR 2021/22

ATTACHMENT A
Click here to return to the agenda.

DEPARTMENT	P.O. NUMBER	VENDOR NAME	DESCRIPTION	ACCOUNT NUMBER	FUND NO.	FUND NAME	REQUESTED CARRYOVER AMOUNT
Community Development	833	DeNovo Planning Group	2021 Housing and Safety Element Plan Update	101-4100-608105	101	General Fund	\$ 3,050
Community Development	884	KTGY Group, Inc.	Preparation of 2020 Town Center Specific Plan	101-4100-608105	101	General Fund	\$ 79,865
Finance	886	Willdan Financial Services	Citywide User Fee Study	101-1500-608105	101	General Fund	\$ 5,675
Public Safety	906	Atlas Planning Solutions	Preparation of Local Hazard Mitigation Plan	101-1520-608105	101	General Fund	\$ 4,175
Public Works	988	Tait & Associates	Site plan for Stanton Park adult fitness equipment	101-3100-608110	101	General Fund	\$ 3,885
TOTAL GENERAL FUND							\$ 96,650

Public Works	1001	County of Orange	Storm drain repairs on Lampson Avenue	211-3600-608100	211	Gas Tax Fund	\$ 35,000
Public Works	999	Hartzog & Crabill	Signing and striping plans for Orangewood/Santa Rosalia	225-3520-608105	225	Lighting & Median Maintenance 1972 Act Fund	\$ 5,000
Public Works	961	MSW Consultants, Inc.	Consulting services for SB 1383 compliance	227-3100-608110	227	Other Grants Fund	\$ 14,220
Public Safety	995	G/M Business Interiors	EOC Equipment for Polices Services	245-2100-602100	245	JAG Grant Fund	\$ 8,940
Administration	958	Governmentjobs.com	Recruiting software for 3 years	257-1510-701050	257	ARPA Fund	\$ 18,200
Public Safety	997	Interior Demolition, Inc.	Demolition of 8861 Pacific Avenue	285-6400-760100	285	Housing Authority Fund	\$ 93,800

TOTAL-ALL FUNDS **\$ 271,810**

CITY OF STANTON
SCHEDULE OF OTHER APPROPRIATIONS FROM FISCAL YEAR 2021/22

ATTACHMENT B
Click here to return to the agenda.

DEPARTMENT	DESCRIPTION	ACCOUNT NUMBER	FUND NO.	FUND NAME	REQUESTED CARRYOVER AMOUNT
Administration	City's operating contribution for North SPA Navigation Center	101-2300-610230	101	General Fund	\$ 43,935
Administration	Acquisition of Riviera Motel	285-2300-790100	285	Housing Authority Fund	\$ 2,500,000
Public Works	Improvements to Administration area located at Stanton Central Park (Task Code 2022-607)	305-3200-704100	305	Capital Projects Fund	\$ 20,000
Public Works	Resurface 1 half basketball court at Dotson Park (Task Code 2022-207)	305-3400-750100	305	Capital Projects Fund	\$ 10,000
Public Works	Resurfacing 4 tennis courts and 2 basketball courts at Stanton Central Park (Task Code 2022-208)	305-3400-750103	305	Capital Projects Fund	\$ 50,000

TOTAL-ALL FUNDS \$ 2,623,935

CITY OF STANTON

REPORT TO THE STANTON HOUSING AUTHORITY

TO: Honorable Chairman and Members of the Housing Authority

DATE: September 27, 2022

SUBJECT: HOUSING AUTHORITY ANNUAL PROGRESS REPORT (HOUSING AUTHORITY)

REPORT IN BRIEF:

The attached Housing Authority Report for Fiscal Year 2021-2022 is being presented for consideration as required by California Health and Safety Code Sections 34328 and 34328.1.

RECOMMENDED ACTION:

1. Authority Board declare that the project is exempt from the California Environmental Quality Act ("CEQA") under Section 15061(b)(3) as the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing significant effect on the environment. Where it can be seen with certainty 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. Receive and file the Annual Progress Report.

BACKGROUND:

Section 34328 of the California Health and Safety Code requires the Stanton Housing Authority shall file with the Department of Housing and Community Development a complete report of its activities during each Fiscal Year.

ANALYSIS/JUSTIFICATION:

In compliance with Sections 34328 and 34328.1 of the California Health and Safety Code, the Progress Report contains a summary of actions that occurred during Fiscal Year 2020-2021 including:

- Bond issuances, loans or finance agreements;
- Progress made in meeting the five-year development obligations;
- Any outstanding replacement housing obligations from the former redevelopment agency; and
- Any domestic violence terminations or Section 8 voucher terminations.

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

In accordance with the requirements of CEQA, this project has been determined to be exempt under Section 15061(b)(3), as the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

LEGAL REVIEW:

None.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

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

PUBLIC NOTIFICATION:

Through the agenda posting process.

Prepared by: Patricia Garcia, Assistant Planner

Approved by: Hannah Shin-Heydorn, City Manager

Attachment:

A. Housing Authority Annual Progress Report for Fiscal Year 2021-2022



Stanton Housing Authority

Annual Progress Report
For Fiscal Year – 2021-2022

Prepared For:

STANTON HOUSING AUTHORITY BOARD

7800 KATELLA AVENUE
STANTON, CA 90680

and

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

DIVISION OF HOUSING POLICY DEVELOPMENT
P.O. Box 952053
SACRAMENTO, CA 94252-2053
(916) 445-4728

Submitted By:

THE STANTON HOUSING AUTHORITY

7800 KATELLA AVENUE
STANTON, CA 90680

SEPTEMBER 14, 2022

CONTACTS:

HANNAH SHIN--HEYDORN
EXECUTIVE DIRECTOR
(714) 890-4277

STANTON HOUSING AUTHORITY

FISCAL YEAR 2021-2022 ANNUAL REPORT

INTRODUCTION

Pursuant to California Health and Safety Code (“HSC”) Section 34328, the Stanton Housing Authority (“Authority”) is required to annually file with the City Clerk of the City of Stanton and with the Department of Housing and Community Development (“HCD”) a report (“Annual Report”) of its activities for the preceding Fiscal Year. This serves as the Authority’s Annual Report for the 2021-2022 Fiscal Year.

LEGAL AUTHORITY

The State Legislature authorizes the creation of local housing authorities under the California Housing Authorities Law (codified as California Health and Safety Code Section 34200 *et seq.*). Housing authorities are independent legal entities with the primary responsibility of providing housing for very low- and low-income households. A housing authority is created by resolution of the local governing body which must include findings that either of the following is true: (1) unsanitary or unsafe housing exists in the city or (2) there is a shortage of safe or sanitary housing available to persons of low-income.

On January 10, 2012, the City Council of the City of Stanton adopted Resolution No. 2012-03, confirming that both aforementioned findings have been met to establish the Authority in accordance with the California Housing Authorities Law.

OBJECTIVES OF THE HOUSING AUTHORITY

The Authority is a powerful tool to meet the affordable housing needs of a wide range of residents. For many housing authorities, the primary role is to interact with the Department of Housing and Urban Development (“HUD”) on behalf of their communities, and to function as the administrator of “Section 8” funds, as defined by Section 8 of the United States Housing Act of 1937. This entails determining applicants’ eligibility to receive Section 8 assistance, maintaining a waiting list of eligible participants, contracting with owners, and ensuring that contracted rent prices are reasonable. However, the Authority intends to achieve a broader range of goals related to affordable housing by increasing and improving the supply and type of homes available to lower income families including, but not limited to, those receiving federal assistance through the Section 8 program.

More specifically, the Authority’s future goals and objectives mirror those of the City of Stanton’s Housing Element and that of the former Agency. The primary objectives of the Authority are to:

- Preserve and improve existing affordable housing;
- Provide adequate housing sites;

- Assist in development of affordable housing;
- Minimize governmental constraints; and
- Promote equal housing opportunities.

CONTENTS OF AUTHORITY'S ANNUAL REPORT

This Annual Report has been developed to accomplish the following goals:

- To provide a complete report of activities during Fiscal Year 2021-2022, including any bond issuances, and loans or finance agreements that the Authority has entered into;
- To demonstrate the requirements of California Health and Safety Code Section 34312.3 have been met for any activity undertaken by the Housing Authority; and
- To document any domestic violence tenancy terminations or Section 8 voucher terminations as required by HSC Section 34328.1.

HOUSING AUTHORITY DEBT OBLIGATIONS

Pursuant to HSC Section 34328, the Authority must provide a complete report of its activities taken in accordance with HSC Section 34312.3 during the prior Fiscal Year, which includes bonds, loans, and financing agreements for multi-family rental housing projects.

On March 29, 2022, the Housing Authority amended the Stanton Inn Grant Agreement for Project Homekey. The Authority paid the first installment of the Stanton Inn Grant to the Stanton Inn Developer, via escrow, in the amount of \$607,712. The Stanton Inn Developer used \$147,950 of the First Installment amount, leaving \$459,762 in escrow. The remaining balance of the first installment would be transferred to the Tahiti Motel Developer. The amendment further calls for the forfeiture of the years 2-5 payment installments of \$2,430,850. The Regulatory Agreements were also amended to clarify the affordability levels of the units. All units in both Projects shall be restricted to Very Low Income individuals and households making no more than 50% of the Average Median Income (AMI) in Orange County.

On June 28, 2022, City Council awarded a construction contract to Interior Demolition, Inc., to provide professional demolition and abatement services in the amount of \$93,800 for the 8861 Pacific Avenue demolition and abatement project. The structure located at 8861 Pacific Avenue was severely damaged by fire and must be demolished. The project would be funded using Housing Authority Funds. A detailed description of the sources of cash and loans receivable will be provided in the Annual Audit of the LMIHAF in December 2022.

HOUSING UNIT AFFORDABILITY

Pursuant to HSC Section 34312.3, not less than 20 percent of the units assisted by the Authority, or 15 percent in targeted areas (as defined by Section 103(b) (12) (A) of Title 26 of the United States Code) must be affordable to persons of low income. If housing projects are financed by bonds issued by the Authority, at least 10 percent of the units must be available to persons of very low income. Development projects financed with bonds must also be approved by the local governing body and the local school district prior to construction or ownership. Nevertheless, the power to finance, own, build, and/or operate a housing development allows the Authority to take on a more active role in the creation and maintenance of housing for low- income families.

On September 22, 2020, the City Council and Housing Authority approved a funding commitment in the amount of \$5 million from the Housing Authority to Jamboree Housing Corporation in support of Housing Projects contemplated for vulnerable populations. On November 17, 2020, the City Council and Housing Authority approved two Homekey Program Matching Grant and Regulatory agreements for Jamboree Housing Corporation for the acquisition, rehabilitation and development of the Stanton Inn & Suites and Tahiti Motel as interim and ultimately permanent supportive housing. As a part of the March 29, 2022 amended agreement, all units in both Projects shall be restricted to Very Low Income individuals and households making no more than 50% of the Average Median Income (AMI) in Orange County.

LAND TRANSACTIONS AND DEVELOPMENT

Pursuant to HSC Section 34312.3, the Authority must report activities related to the development or transaction of land for the purposes of increasing the supply of affordable housing for lower income households.

On September 14, 2021, the City of Stanton executed a Property Transfer Agreement which would transfer the title of the property located on 11870 Beach Boulevard to the Housing Authority, and the Authority would deliver the purchase price of Eight Hundred and Ninety Thousand Dollars (\$890,000). The City-owned property is adjacent to the existing Tahiti Motel and will be used to accommodate the community building, outdoor amenities, and other service features for the residents of the Project Homekey development. On October 26, 2021, the City Council approved the first amendment to the option to lease agreement with the Jamboree Housing Corporation (JHC), extending the option's expiration date to April 18, 2022. On March 29, 2022, the City and the Tahiti Developer entered into a Lease Agreement. Terms of the lease include, a 99-year lease term, with annual rent of \$1.00 per year, to be pre-paid in full on the commencement date of the lease.

On November 23, 2021, the City Council approved Homekey Program Permanent Supportive Housing Funding commitment for the Riviera Motel. The County of Orange, along with its co-applicant, Jamboree Housing Corporation, will submit one application for the Riviera Motel. The City has been involved in the application process and anticipates contributing \$2,500,000 in funding to the Riviera Motel Permanent Supportive Housing Conversion Project, if awarded. The City's \$2.5 million contribution (about \$125,000 per unit) would be approximately a quarter of the total cost for the Riviera Motel Permanent Supportive Housing Conversion Project and would

maximize the Homekey contribution and the State's matching requirement. This investment will support the immediate conversion of the units into permanent supportive housing and avoid the costly interim operations costs.

On December 14, 2021, the City Council approved an Exclusive Negotiation Agreement (ENA) with Brandywine Acquisitions Group, C&C Development Co. and National Community Renaissance of California regarding the Tina-Pacific Neighborhood (Table 1). Some of the properties are held in the name of the City and some in the name of Housing Authority. On October 27, 2020, the City and Authority declared these properties surplus land pursuant to Government Code Section 54220, to market and sell the properties and apply the proceeds of any and all sales to other affordable housing projects in the City.

On January 11, 2022, the City Council entered into a Development Agreement with Bonanni Development allowing the construction of a new 79-unit townhome development including 7 low-income affordable units and associated improvements for the property located at 12200 Beach Boulevard. The development adds to the City's housing stock and creates for sale market rate housing and affordable options.

DOMESTIC VIOLENCE

The Authority must annually disclose data related to domestic violence incidents in units owned or operated by the Authority (HSC Section 34328.1). Specifically, the data must include:

- Data on termination of tenancies and/or Section 8 vouchers of victims of domestic violence in Housing Authority units.
- Summary of steps taken by the Housing Authority to address any termination of tenancies and/or Section 8 vouchers of victims of domestic violence.

During Fiscal Year 2020-2021, the Authority or its lessees did not have any issues related to domestic violence in any units owned or operated by the Authority. No tenancy was terminated and no incidents occurred during this reporting period.

ROPS FUNDED PROJECT

The Stanton Housing Authority, acting as the Housing Successor to the former Redevelopment Agency does not have any approved projects that have been funded by any current or former Recognized Obligation Payment Schedule (ROPS) cycles.

On August 25, 2020, the Board of the Successor Agency to the Stanton Redevelopment Agency approved and amended the last and final ROPS. This action reduced the total Redevelopment Property Tax Trust Fund request of the 2010 Bonds by a total of \$2,683,613, creating additional property tax to be distributed to all taxing agencies. The City's Lighting Fund will also receive approximately \$7,000 annually for its share of the additional residual property tax.

REPLACEMENT HOUSING OBLIGATION

For the last seven years, the City has been working to redevelop the Tina-Pacific neighborhood with new multifamily development including affordable housing units. In March of 2021, the City demolished a City-owned uninhabitable apartment structure comprised of 4 units in the Tina/Pacific neighborhood. The City anticipates replacing these units as part of the redevelopment effort for the neighborhood. On December 14, 2021, the City Council approved an Exclusive Negotiation Agreement (ENA) with Brandywine Acquisitions Group, C&C Development Co. and National Community Renaissance of California regarding the Tina-Pacific Neighborhood. The project conceptually consists of 116 market-rate townhomes and a minimum of 108 affordable multi-family rental apartments.

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: September 27, 2022

SUBJECT: APPROVAL OF FIRST AMENDMENT EXTENDING THE CONTRACT WITH ABSOLUTE INTERNATIONAL SECURITY FOR FACILITY RENTAL SUPERVISION AND SECURITY SERVICES

REPORT IN BRIEF:

Absolute International Security (AIS) has been providing supervisor and security guard services for facility rentals at the Stanton Community Center since October 2021. The professional services agreement requires an extension after October 1, 2022. Absolute International Security is also requesting a service rate increase in line with the Consumer Price Index. If approved, this First Amendment will extend the term of the agreement through October 1, 2023.

RECOMMENDED ACTION:

1. City Council declare that this item is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(3) and 15378(b)(5); and
2. Approve the First Amendment to the existing agreement with Absolute International Security and allow the City Attorney to make minor edits as necessary prior to the execution of the Amendment; and
3. Authorize the City Manager to execute the First Amendment to the existing agreement with Absolute International Security, including a service rate increase.

BACKGROUND:

Facility supervisors and security guards are used in lieu of City staff during private facility rentals scheduled at the Stanton Community Center Friday through Sunday. Previously, the City contracted with Syntec Security to provide facility rental oversight.

A request for proposals was issued for Facility Rental Supervision and Security services on July 15, 2021 and AIS was selected as the most qualified bidder. The City and AIS entered into an agreement on October 12, 2021, setting hourly rates of \$29.98 for security guards and \$35.00 for supervisors. These fees are charged directly to the rental client at the time of booking.

ANALYSIS/JUSTIFICATION:

AIS is currently providing services at the original rates in their agreement. The service rate increase request aligns with the Consumer Price Index, which is in an average of 8.60% for the past 150 days.

The service rate increase serves to compensate for both the mandatory living/minimum wage requirements as well as to further stabilize the workforce needed to service our contract. The service rate increase consists of the following:

Service	Current Rate	New Rate (October 1, 2022)
Unarmed Security Guard Regular Rate	\$29.98/Hour	\$32.56/Hour
Unarmed Security Guard Overtime/Holiday Rate	\$44.97/Hour	\$48.84/Hour
Unarmed Security Supervisor Regular Rate	\$35.00/Hour	\$38.01/Hour
Unarmed Security Supervisor Overtime/Holiday Rate	\$52.50/Hour	\$57.02/Hour

The original term of the Agreement authorizes the City Manager to renew annually for no more than two additional one-year terms. Due to the request for a service rate increase, an amendment is needed to adjust the compensation of the Agreement.

FISCAL IMPACT:

Fees for professional services will be paid by private event contract holder. No impact to the General Fund.

ENVIRONMENTAL IMPACT:

None. This item is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060©(3) (the activity is not a project as defined in Section 15378(b)(5) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, as it is an organizational or administrative activity of government that will not result in direct or indirect physical changes in the environment).

LEGAL REVIEW:

The City Attorney's office has reviewed the First Amendment to the Agreement.

STRATEGIC PLAN OBJECTIVE(S) ADDRESSED:

1. Provide a safe community.
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: Zenia Bobadilla, Community Services Director

Fiscal Impact Reviewed by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachment(s):

- A. First Amendment to the Agreement
- B. Original Agreement with Absolute Security International

CITY OF STANTON**FIRST AMENDMENT TO
AGREEMENT FOR FACILITY RENTAL SUPERVISION AND SECURITY SERVICES****1. PARTIES AND DATE.**

This First Amendment to the Agreement for Facility Rental Supervision and Security Services (“First Amendment”) is entered into on the 1st day of October 2022, by and between the City of Stanton (hereinafter referred to as the “City”) and Absolute International Security, Inc. (hereinafter referred to as the “Contractor”) 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 Facility Rental Supervision and Security Services dated October 12, 2021 (“Agreement”).

2.2 First Amendment. The Parties now desire to amend the Agreement in order to renew the Agreement for an additional one-year term and increase rates for the services provided.

3. TERMS.

3.1 Term. Pursuant to Section 3.1.2 of the Agreement, the City hereby exercises the option to renew the Agreement and extend the term of the Agreement for one year from **October 1, 2022 to October 1, 2023** unless earlier terminated as provided in the Agreement.

3.2 Scope of Services. The Agreement is hereby amended to include the scope of services set forth in Exhibit “A,” attached hereto and incorporated herein by reference.

3.3 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this First Amendment at the rates set forth in Exhibit “B” attached hereto and incorporated herein by reference. The total compensation for the Services provided pursuant to this First Amendment shall not exceed **FORTY-FIVE THOUSAND Dollars \$45,000** without written approval of the City Manager. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this First Amendment at the rates set forth in Exhibit “B” attached hereto.

3.4 Declaration of Political Contributions. Prior to the City’s approval of this 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.

3.5 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 _____, 202__.

CITY OF STANTON

**ABSOLUTE SECURITY
INTERNATIONAL, INC.**

By: _____
Hannah Shin-Heydorn
City Manager

By: _____
Lucy Lin
President/QM

ATTEST:

By: _____
Patricia Vazquez
City Clerk

APPROVED AS TO FORM:

By: _____
HongDao Nguyen
Best Best & Krieger LLP
City Attorney

EXHIBIT “A”
TO FIRST AMENDMENT TO
AGREEMENT FOR FACILITY RENTAL SUPERVISION AND SECURITY SERVICES
SCOPE OF SERVICES

CITY OF STANTON
Event Supervisor Requirements and Procedures

SCHEDULING

- An event supervisor will be scheduled for all private rentals booked at the Community Services Banquet Hall. The supervisor will have access to facility keys and security codes. Vendor will coordinate supervisor and security schedules with City staff on an agreed upon basis.

UPON ARRIVAL

- The Event Supervisor will be scheduled to arrive 15 minutes before the rental client arrives.
- Open entry doors, banquet hall doors, and supply closets
- Turn on lights and air conditioning
- Pick up the rental paperwork from the Community Services Desk and review the rental contract, noting any special considerations (e.g. there will be alcohol; borrowing equipment; additional contacts were added; etc.)
- Check bathroom supplies, restock if needed
- Check that trash cans are available and empty

WHEN THE RENTAL CLIENT ARRIVES

- If they are early - Greet them by name, and explain that you cannot open up the facility until the time stated on the contract
- If they are on time - Greet them by name and ask to see a photo I.D. and check that it matches the name of either the rental client or the contact person on the rental contract.
 - If they are not the Rental Client or contact person, inform them that you cannot open the facility until one of them arrives.

OPENING THE FACILITY FOR THE RENTAL CLIENT

- Grab the clipboard with the Rental Agreement and *Condition of Facility Report*
- Complete a walk-through of the facility with the client. Be sure to go over:
 - Event beginning and end times, including when clean-up begins and what it entails
 - What tables they prefer to use
 - Where clean up supplies and tables/chairs are located
- Confetti/birdseed/glitter/glass/open flames are not allowed
- They may hang decorations using non-damaging materials
- All emergency exits will need to be kept clear

- Doors will need to be closed during the event while amplified sound is being played and/or the AC is running
- Cars can pull up for unloading during their set-up and clean-up times only
- Show them where the dumpsters are
- **For non-alcohol functions:** alcohol is never allowed inside the facility and guests not adhering to this rule will be asked to leave.
- **For alcohol functions:** alcohol is not allowed in the facility *until* security arrives
 - Rental Client can store alcohol in the kitchen or in their vehicles until security arrives
 - Alcohol cannot be in glass containers (no beer bottles, etc.)
 - Alcohol is limited to beer, wine, and champagne (anything less than 20% alcohol by volume)
 - Alcohol can only be consumed inside the Banquet Hall in a designated area by security
 - Alcohol cannot be served to minors
 - Alcohol service and consumption are only permitted during the 4-hour period indicated on the rental agreement.
- Have the Rental Client complete the top portion of the *Rental Pre and Post Checklist*
-

DURING RENTAL SET-UP

- Rental Clients may only use City tables and chairs, unless additional items are provided on the rental contract
- Walk around the outside of the facility and parking lot
- Address any policies that are not being followed
- Security Arrival (If scheduled): Security Guard should arrive at least 30 minutes before the event is scheduled to begin.
 - Introduce Security to rental client
 - Bring Security up to speed on the rental (whether there has been any issues, etc.)

DURING THE EVENT

- Ensure all policies (alcohol, glass, open flames, etc.) are enforced as needed
- Check restrooms regularly to make sure they are clean and stocked
- Provide the rental client with cleaning supplies as requested
- Enforce the closed-door policy for the facility (keeping the doors closed for noise and air conditioning purposes)
- Regularly check for alcohol consumption outside the facility and in parking lots
- Adjust air conditioning as needed
- Ensure capacity is not exceeded. If it appears more than 250 people are in the Banquet Hall, speak directly to the rental client and let them know they will need to ask guests to leave until they are within capacity
- Check in with the rental client 10-15 minutes before their event is scheduled to end and let them know that clean-up will begin soon.

AT CLEAN-UP TIME

- Turn on the lights

- Have the DJ/Band stop playing
- Bring out cleaning supplies and instruct rental client on which rooms and items need to be cleaned. *See back page.*
- Open the storage room, pull out table and chair racks. Instruct rental client on how to properly stack chairs.
- Have the rental pull and dump all of their trash (including restrooms) in the dumpster and replace with fresh liners.
- Give the rental a trash bag and pickers to pick up the trash from the ground outside the building
- Check the fridge and oven for leftover food and supplies.
- Check behind the stage curtains for any leftover food, drinks, supplies, or alcohol
- Do a final walk-through with the rental client Review and sign *Pre and Post Checklist*. Note any issues that occurred during or after the rental and put the *Pre and Post Checklist* in the Rental Paperwork inbox.
- Lock the facility doors
- Turn off the air conditioning
- Make sure the storage rooms are returned to their pre-rental state

UNIQUE SITUATIONS

- If there is a facility issue directly affecting the rental (kitchen sink is clogged, flooding in the bathroom, etc.) please call City of Stanton Staff
- If there is a physical altercation or severe damage of property, call the sheriff and close the rental down.
- If there is underage drinking:
 - First offense: The minor will need to be escorted out of the party and taken home. Speak to security. Then inform the Rental Client of the issue and warn them that if it happens again, the party will be shut down.
 - Second offense: Call the sheriff and close the rental down.
- If alcohol service and consumption does not end when it is supposed to, speak to security and warn the rental client the party will be shut down if it does not stop immediately. If it continues, call the sheriff and shut the rental down.
- If the rental does not start clean-up on time and you've already turned on the lights and stopped the music:
 - Speak to the rental client. Inform them that they will lose their deposit if the facility is not cleaned and they are not out of there by the end of their rental period
 - If they continue to not start clean-up, you can call the sheriff for assistance.
- If you have to close the rental down or call the sheriff for any reason, contact the Community Services Supervisor and follow up with an email detailing the issue.
- If violence or a medical emergency is an issue, you'll also need to fill out an Incident Report.
- If the rental asks to extend their contract, the answer is no. We unfortunately cannot extend the length of a rental the day-of.

CITY OF STANTON
Security Guard Requirements and Procedures

SCHEDULING

- Event security will be scheduled on an as-needed basis. Vendor will coordinate supervisor and security schedules with City staff on an agreed upon basis.

UPON ARRIVAL

- Security Guard should arrive at least 30 minutes before the event is scheduled to begin and check in with the Event Supervisor. Confirm policies and procedures and review rental rules.
- Check in with Rental Client. Review rental rules and check in alcohol, checking for glass or hard alcohol (including pre-mixed cocktails).
 - Alcohol may not be consumed until the scheduled event start time
 - All alcohol consumption should take place inside the Banquet Hall. Guests are not allowed to consume drinks outside of the facility (this includes hallways and parking lots)
 - Alcohol service and consumption must stop after 4 hours of service or one hour before clean-up begins, whichever happens first. No exceptions.
- Glass may be kept in the Kitchen, served into plastic cups and brought into the Banquet Hall
- Glass bottles may not enter the facility. Guests should be directed to leave these items in their car.

THROUGHOUT THE EVENT

- Patrol the Banquet Hall, Kitchen, Restrooms and Parking Structure
- Ensure the safety of all event guests as well as City property and facilities
- Check identification cards for anyone consuming alcohol. **If persons under 21 years of age are found to be drinking, alcohol service for the entire event will be suspended immediately.**
- Alcohol service may also be terminated after two verbal warnings for the following:
 - Alcoholic beverages are being served in glass containers
 - “Hard” alcohol (over 20% ABV) is being served
 - Alcoholic beverages are being consumed in the parking lot
- Based on the guidelines provided by the department, intervene and terminate alcohol service to intoxicated individuals. When necessary, contact the Sheriff’s Department to assist in intervention. If intervention is necessary...
 - Contact the Community Services Director immediately.
 - Alcohol service will be immediately terminated. The event may also be asked to terminate early, at the discretion of the Community Services Director.
- Capacity is 225 people; once capacity is reached, attendees should be turned away
- Security will need to stay through the end of the rental and clean-up is complete

- Ensure that alcohol service and consumption ends after 4 hours of service or by 11pm, whichever happens first. No exceptions.
- All festivities will end when clean-up is set to begin.

EVENT END/CLEAN UP

- Security should remain on site, conducting their duties until all attendees have left the facility
- Check out with the Event Supervisor before leaving for the evening

EXHIBIT “B”
TO FIRST AMENDMENT TO
AGREEMENT FOR FACILITY RENTAL SUPERVISION AND SECURITY SERVICES
COMPENSATION

	Current Rate	New Rate (Effective October 1, 2022)
Unarmed Security Guard Regular Rate	\$29.98/Hour	\$32.56/Hour
Unarmed Security Guard Overtime/Holiday Rate	\$44.97/Hour	\$48.84Hour
Unarmed Security Supervisor Regular Rate	\$35.00/Hour	\$38.01/Hour
Unarmed Security Supervisor Overtime/Holiday Rate	\$52.50/Hour	\$57.02/Hour



CITY OF STANTON
*Professional Services Agreement
 for Facility Rental Supervision and Security*

1. PARTIES AND DATE.

This Agreement is made and entered into this 12th day of October, 2021, 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 **ABSOLUTE INTERNATIONAL SECURITY**, a **Corporation** with its principal place of business at **4255 Tyler Avenue, El Monte, CA 91731** ("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 **FACILITY RENTAL SUPERVISION AND SECURITY** 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 **FACILITY RENTAL SUPERVISION AND SECURITY** 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 **FACILITY RENTAL SUPERVISION AND SECURITY** 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 **FACILITY RENTAL SUPERVISION AND SECURITY** 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 **OCTOBER 12, 2021** to **OCTOBER 1, 2022**, 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: **LUCY LIN, PRESIDENT/QM.**

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 **COMMUNITY SERVICES DIRECTOR, ZENIA BOBADILLA,** 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 **LUCY LIN, PRESIDENT/QM**, 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. 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 **THIRTY-FIVE THOUSAND DOLLARS (\$35,000)** ("Total Compensation"), which includes a contingency equal to 10% of the base compensation in the amount of **THREE THOUSAND FIVE HUNDRED DOLLARS (\$3,500)** (the "Compensation Contingency"), without written approval of City's **MANAGER OR DESIGNEE**. 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. City shall be responsible for obtaining reimbursement of Consultant's Services from applicable third parties.

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:

Absolute International Security
4255 Tyler Avenue
El Monte, CA 91731
Attn: Lucy Lin, President/QM



City:

City of Stanton
7800 Katella Avenue
Stanton, CA 90680
Attn: Zenia Bobadilla, Community Services Director

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.

The obligation to indemnify, as provided herein, shall survive the termination or expiration of this Agreement.

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 12th day of October, 2021.


CITY OF STANTON

By: 
Jarad H. Denbrand
City Manager

ABSOLUTE INTERNATIONAL SECURITY

By: 
Lucy Lin
President/QM

ATTEST:

By: 
Patricia Vazquez
City Clerk

APPROVED AS TO FORM:

By: 
Best Best & Krieger LLP
City Attorney



EXHIBIT "A"
Scope of Services

CITY OF STANTON

Event Supervisor Requirements and Procedures

SCHEDULING

- An event supervisor will be scheduled for all private rentals booked at the Community Services Banquet Hall. The supervisor will have access to facility keys and security codes. Vendor will coordinate supervisor and security schedules with City staff on an agreed upon basis.

UPON ARRIVAL

- The Event Supervisor will be scheduled to arrive 15 minutes before the rental client arrives.
- Open entry doors, banquet hall doors, and supply closets
- Turn on lights and air conditioning
- Pick up the rental paperwork from the Community Services Desk and review the rental contract, noting any special considerations (e.g. there will be alcohol; borrowing equipment; additional contacts were added; etc.)
- Check bathroom supplies, restock if needed
- Check that trash cans are available and empty

WHEN THE RENTAL CLIENT ARRIVES

- If they are early - Greet them by name, and explain that you cannot open up the facility until the time stated on the contract
- If they are on time - Greet them by name and ask to see a photo I.D. and check that it matches the name of either the rental client or the contact person on the rental contract.
 - If they are not the Rental Client or contact person, inform them that you cannot open the facility until one of them arrives.

OPENING THE FACILITY FOR THE RENTAL CLIENT

- Grab the clipboard with the Rental Agreement and *Condition of Facility Report*
- Complete a walk-through of the facility with the client. Be sure to go over:
 - Event beginning and end times, including when clean-up begins and what it entails
 - What tables they prefer to use
 - Where clean up supplies and tables/chairs are located
- Confetti/birdseed/glitter/glass/open flames are not allowed
- They may hang decorations using non-damaging materials
- All emergency exits will need to be kept clear
- Doors will need to be closed during the event while amplified sound is being played and/or the AC is running
- Cars can pull up for unloading during their set-up and clean-up times only
- Show them where the dumpsters are
- **For non-alcohol functions:** alcohol is never allowed inside the facility and guests not adhering to this rule will be asked to leave.
- **For alcohol functions:** alcohol is not allowed in the facility *until* security arrives
 - Rental Client can store alcohol in the kitchen or in their vehicles until security arrives
 - Alcohol cannot be in glass containers (no beer bottles, etc.)



- o Alcohol is limited to beer, wine, and champagne (anything less than 20% alcohol by volume)
 - o Alcohol can only be consumed inside the Banquet Hall in a designated area by security
 - o Alcohol cannot be served to minors
 - o Alcohol service and consumption are only permitted during the 4-hour period indicated on the rental agreement.
- Have the Rental Client complete the top portion of the *Rental Pre and Post Checklist*

DURING RENTAL SET-UP

- Rental Clients may only use City tables and chairs, unless additional items are provided on the rental contract
- Walk around the outside of the facility and parking lot
- Address any policies that are not being followed
- Security Arrival (If scheduled): Security Guard should arrive at least 30 minutes before the event is scheduled to begin.
 - o Introduce Security to rental client
 - o Bring Security up to speed on the rental (whether there has been any issues, etc.)

DURING THE EVENT

- Ensure all policies (alcohol, glass, open flames, etc.) are enforced as needed
- Check restrooms regularly to make sure they are clean and stocked
- Provide the rental client with cleaning supplies as requested
- Enforce the closed door policy for the facility (keeping the doors closed for noise and air conditioning purposes)
- Regularly check for alcohol consumption outside the facility and in parking lots
- Adjust air conditioning as needed
- Ensure capacity is not exceeded. If it appears more than 250 people are in the Banquet Hall, speak directly to the rental client and let them know they will need to ask guests to leave until they are within capacity
- Check in with the rental client 10-15 minutes before their event is scheduled to end and let them know that clean-up will begin soon.

AT CLEAN-UP TIME

- Turn on the lights
- Have the DJ/Band stop playing
- Bring out cleaning supplies and instruct rental client on which rooms and items need to be cleaned. *See back page.*
- Open the storage room, pull out table and chair racks. Instruct rental client on how to properly stack chairs.
- Have the rental pull and dump all of their trash (including restrooms) in the dumpster and replace with fresh liners.
- Give the rental a trash bag and pickers to pick up the trash from the ground outside the building
- Check the fridge and oven for leftover food and supplies.
- Check behind the stage curtains for any leftover food, drinks, supplies, or alcohol
- Do a final walk-through with the rental client Review and sign *Pre and Post Checklist*. Note any issues that occurred during or after the rental and put the *Pre and Post Checklist* in the Rental Paperwork inbox.



- Lock the facility doors
- Turn off the air conditioning
- Make sure the storage rooms are returned to their pre-rental state

UNIQUE SITUATIONS

- If there is a facility issue directly affecting the rental (kitchen sink is clogged, flooding in the bathroom, etc.) please call City of Stanton Staff
- If there is a physical altercation or severe damage of property, call the sheriff and close the rental down.
- If there is underage drinking:
 - First offense: The minor will need to be escorted out of the party and taken home. Speak to security. Then inform the Rental Client of the issue and warn them that if it happens again, the party will be shut down.
 - Second offense: Call the sheriff and close the rental down.
- If alcohol service and consumption does not end when it is supposed to, speak to security and warn the rental client the party will be shut down if it does not stop immediately. If it continues, call the sheriff and shut the rental down.
- If the rental does not start clean-up on time and you've already turned on the lights and stopped the music:
 - Speak to the rental client. Inform them that they will lose their deposit if the facility is not cleaned and they are not out of there by the end of their rental period
 - If they continue to not start clean-up, you can call the sheriff for assistance.
- If you have to close the rental down or call the sheriff for any reason, contact the Community Services Supervisor and follow up with an email detailing the issue.
- If violence or a medical emergency is an issue, you'll also need to fill out an Incident Report.
- If the rental asks to extend their contract, the answer is no. We unfortunately cannot extend the length of a rental the day-of.

CITY OF STANTON

Security Guard Requirements and Procedures

SCHEDULING

- Event security will be scheduled on an as-needed basis. Vendor will coordinate supervisor and security schedules with City staff on an agreed upon basis.

UPON ARRIVAL

- Security Guard should arrive at least 30 minutes before the event is scheduled to begin and check in with the Event Supervisor. Confirm policies and procedures and review rental rules.
- Check in with Rental Client. Review rental rules and check in alcohol, checking for glass or hard alcohol (including pre-mixed cocktails).
 - Alcohol may not be consumed until the scheduled event start time
 - All alcohol consumption should take place inside the Banquet Hall. Guests are not allowed to consume drinks outside of the facility (this includes hallways and parking lots)
 - Alcohol service and consumption must stop after 4 hours of service or one hour before clean-up begins, whichever happens first. No exceptions.
- Glass may be kept in the Kitchen, served into plastic cups and brought into the Banquet Hall



- Glass bottles may not enter the facility. Guests should be directed to leave these items in their car.

THROUGHOUT THE EVENT

- Patrol the Banquet Hall, Kitchen, Restrooms and Parking Structure
- Ensure the safety of all event guests as well as City property and facilities
- Check identification cards for anyone consuming alcohol. **If persons under 21 years of age are found to be drinking, alcohol service for the entire event will be suspended immediately.**
- Alcohol service may also be terminated after two verbal warnings for the following:
 - Alcoholic beverages are being served in glass containers
 - "Hard" alcohol (over 20% ABV) is being served
 - Alcoholic beverages are being consumed in the parking lot
- Based on the guidelines provided by the department, intervene and terminate alcohol service to intoxicated individuals. When necessary, contact the Sheriff's Department to assist in intervention. If intervention is necessary...
 - Contact the Community Services Director immediately.
 - Alcohol service will be immediately terminated. The event may also be asked to terminate early, at the discretion of the Community Services Director.
- Capacity is 225 people; once capacity is reached, attendees should be turned away
- Security will need to stay through the end of the rental and clean-up is complete
- Ensure that alcohol service and consumption ends after 4 hours of service or by 11pm, whichever happens first. No exceptions.
- All festivities will end when clean-up is set to begin.

EVENT END/CLEAN UP

- Security should remain on site, conducting their duties until all attendees have left the facility
- Check out with the Event Supervisor before leaving for the evening



EXHIBIT "B"
Schedule of Services

An event supervisor will be scheduled for all private rentals booked at the Community Services Banquet Hall. The supervisor will have access to facility keys and security codes. Event security will be scheduled on an as-needed basis.

City will coordinate supervisor and security schedules with Vendor in one-month increments described below.

Rental Month	Rental Supervisor and Security Schedule Sent to Absolute International Security
January	Last Thursday in December
February	Last Thursday in January
March	Last Thursday in February
April	Last Thursday in March
May	Last Thursday in April
June	Last Thursday in May
July	Last Thursday in June
August	Last Thursday in July
September	Last Thursday in August
October	Last Thursday in September
November	Last Thursday in October
December	Last Thursday in November



EXHIBIT "C"
Compensation



SERVICE FEE

Year 1 Unarmed Security Officer Rates:

Unarmed Security Supervisor Service Rates: \$35.00/Hour per officer

Holiday/Overtime Rates: \$52.50/Hour per officer

Unarmed Security Officer Service Rates: \$29.98/Hour per officer

Holiday/Overtime Rates: \$44.97/Hour per officer

Notes:

1. *Service rates are valid for the initial contract term. The service rates might be adjusted thereafter due to State Minimum Wage and CPI increases.*
2. *Minimum 4 hours for each assignment.*
3. *Overtime rates will be invoiced for the newly requested assignment when less than 48-hours' notice is provided.*
4. *All rates are acknowledged to be fully burdened to include all direct cost, indirect cost, overhead, profit, and shall remain fixed.*
5. *AIS has a mandatory 30 minutes duty-free meal break for each shift over 6 hours to comply with both Federal and California labor laws.*
6. *AIS applies six (6) annual holidays, New Year, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas.*
7. *All rates include the frequent inspection and professional support visit by AIS field supervisors or training managers using clearly marked security vehicle with company logo.*

Payment:

Invoices will be emailed or delivered to City on a monthly basis. All invoices are payable within 14 days upon receipt.

4255 Tyler Ave El Monte, California 91731
Telephone: (626) 858-7188 Facsimile (626) 858-2833 Toll Free (866) 969-7188





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/16/2021

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

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

PRODUCER James G Parker Insurance Associates License #0554959 P O Box 3947 Fresno CA 93650	CONTACT NAME: Coleta Alvarez CIC AINS AIS PHONE (A/C, No, Ext): (559) 222-7722 FAX (A/C, No): (559) 222-1724 E-MAIL ADDRESS: calvarez@jgparker.com																					
INSURED Absolute Security International Inc. dba Absolute International Security, Inc. 4255 Tyler Ave El Monte CA 91731	<table><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Everest Indemnity Insurance Co</td><td>10851</td></tr><tr><td>INSURER B:</td><td>Everest National Insurance Co</td><td>10120</td></tr><tr><td>INSURER C:</td><td>Hartford Accident & Indemnity Co</td><td>22357</td></tr><tr><td>INSURER D:</td><td>Aspen American Insurance Co</td><td>43460</td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Everest Indemnity Insurance Co	10851	INSURER B:	Everest National Insurance Co	10120	INSURER C:	Hartford Accident & Indemnity Co	22357	INSURER D:	Aspen American Insurance Co	43460	INSURER E:			INSURER F:		
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INSURER E:																						
INSURER F:																						

COVERAGES**CERTIFICATE NUMBER:** 21/22 GL,UMB,WC 20/21**REVISION NUMBER:**

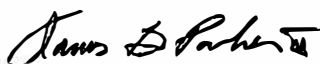
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	51GL007107211	01/27/2021	01/27/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Errors & Omissions \$ 1,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	51CAD00395201	05/31/2020	05/31/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OED <input checked="" type="checkbox"/> RETENTION \$ 10,000			51CC002561211	01/27/2021	01/27/2022	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	Y	16WEQY5BNB	01/27/2021	01/27/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Employment Practices Liability / Including 3rd Party Covg.			DSUMLP001842	04/20/2020	04/20/2021	Aggregate \$1,000,000

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

The City, its officials, officers, employees, agents, and volunteers are included as additional insureds with respects to the General Liability and Auto Liability per attached CG2010 0413 and ECA04506 0214. Coverage is Primary and Non-Contributory per attached form ECG24520 0805. Waiver of Subrogation applies with respects to the General Liability, Auto Liability and Workers Compensation per attached ECG24522 0402, ECA04506 0214 and WC040306.

CERTIFICATE HOLDER**CANCELLATION**

City of Stanton 7800 Katella Ave Stanton CA 90680	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL AUTO ENHANCEMENT ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

The following is a summary of the Limits of Insurance and additional coverage provided by this endorsement. For complete details on specific coverage, please refer to policy language in this endorsement and the underlying Business Auto Coverage Form.

Coverage Applicable	Enhancement
Subsidiaries As Insureds	Broadened
Newly Acquired Organizations As Insureds	Broadened
Blanket Additional Insureds	Broadened
Employees As Insureds (Non-Ownership)	Broadened
Supplementary Payments – Bail Bonds	\$3,000 Limit
Supplementary Payments – Loss Of Earnings	\$1,000 per day
Fellow Employee Bodily Injury	Broadened
Towing Coverage – All Covered Autos	Broadened
Glass Breakage Coverage – Waiver of Deductible	Broadened
Loss of Use Expenses	\$50 per day \$1,000 Limit
Stolen Vehicle Extra Expense	Broadened
Airbag Discharge	Broadened
Electronic Equipment (Permanently Installed)	Broadened
Single Deductible Provision	Broadened
Notice To Company	Broadened
Blanket Waiver Of Subrogation	Broadened
Unintentional Failure To Disclose Hazards	Broadened
Bodily Injury Includes Mental Anguish	Broadened
Coverage Territory Extension - Mexico	Broadened

A. Who Is An Insured

The following is added to Paragraph A.1. of **Section II – Covered Autos Liability Coverage**:

d. Any:

- (1) Subsidiary which is a legally incorporated entity of which you own greater than 50% interest in the voting stock on the effective date of this Coverage Form. However, the insurance afforded by this provision does not apply to any subsidiary that is an "insured" under any other automobile liability policy, or would be an "insured" under such policy but for the termination of such policy or the exhaustion of such policy's limits of insurance.

- (2) Organization you newly acquire or form, and over which you maintain majority interest.

The coverage afforded by this provision:

- (a) Is effective on the acquisition date, and is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier;
- (b) Does not apply to "bodily injury" or "property damage" resulting from an "accident" that occurred before you acquired or formed the organization; and
- (c) Does not include any newly acquired or formed organization that is:
 - (i) A joint venture or partnership; or
 - (ii) An "insured" under any other automobile liability policy or would be an "insured" under such policy but for the termination of such policy or the exhaustion of such policy's limits of insurance.

- e. Any person, organization or governmental entity with respect to the operation, maintenance, or use of a covered "auto" if you are required to add such person, organization or governmental entity to this policy as an additional insured in order to comply with the terms of a written "insured contract" or written agreement. This does not apply when such contract or agreement:

- (1) Involves the owner or anyone else from whom you hire or borrow a covered "auto" unless it is a "trailer" connected to a covered "auto" you own; or

- (2) Is executed after the date of loss.

Paragraph e.(2) does not apply if:

- (1) The terms and conditions of the written "insured contract" had been agreed upon prior to the "accident" or "loss"; and
 - (2) You can definitively establish that the terms and conditions of the written "insured contract" ultimately executed are the same as those which had been agreed upon prior to the "accident" or "loss".
- f. Any of your "employees" while using a covered "auto" in your business or your personal affairs, provided you do not own, hire or borrow that "auto".

B. Coverage Extensions - Supplementary Payments

Paragraphs A.2.a.(2) and A.2.a.(4) of **Section II – Covered Autos Liability Coverage** are replaced by the following:

- (2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.
- (4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$1,000 a day because of time off from work.

C. Fellow Employee

The following exception is added to exclusion 5. **Fellow Employee** under paragraph B. **Exclusions of Section II – Covered Autos Liability Coverage**:

This exclusion does not apply if the "bodily injury" results from the use of a "covered auto" you own or hire. The coverage provided under this exception is excess over any other collectible insurance.

D. Towing

Paragraph A.2. of **Section III – Physical Damage Coverage** is replaced by the following:

2. We will pay for towing and labor costs each time that a covered "auto" is disabled. All labor must be performed at the place of disablement of the covered "auto". If the auto is not a private passenger type, a \$250 deductible will apply to this coverage but it will not reduce the available limit of insurance. For all types of "auto", the most we will pay under this coverage is \$1,000 per disablement. "Autos" which are disabled do not include stolen vehicles.

E. Glass Breakage – Hitting A Bird Or Animal – Falling Objects or Missiles

The following is added to Paragraph A.3. of Section III – Physical Damage Coverage:

Any deductible shown in the Declarations will not apply to glass breakage if such glass is repaired, in a manner acceptable to us, rather than replaced. If the glass must be replaced and there is no other damage associated with the "loss", the deductible will be \$100 unless a lower deductible is shown in the Declarations applicable to this coverage.

F. Loss Of Use Expenses

Paragraph A.4.b. of Section III – Physical Damage Coverage is replaced by the following:

b. Loss Of Use Expenses

For Hired Auto Physical Damage, we will pay expenses for which an "insured" becomes legally responsible to pay for loss of use of a vehicle rented or hired without a driver, under a written rental contract or agreement. We will pay for loss of use expenses if caused by:

- (1) Other than collision only if the Declarations indicate that Comprehensive Coverage is provided for any covered "auto";
- (2) Specified Causes Of Loss only if the Declarations indicate that Specified Causes Of Loss Coverage is provided for any covered "auto"; or
- (3) Collision only if the Declarations indicate that Collision Coverage is provided for any covered "auto".

However, the most we will pay for any expenses for loss of use is \$50 per day, to a maximum of \$1,000.

G. Extra Expense – Stolen Vehicle

The following is added to Paragraph A.4. of Section III – Physical Damage Coverage:

c. Stolen Vehicle

We will pay for all reasonable and necessary expenses to return a stolen covered "auto" to you.

H. Airbag Coverage

The following exception is added to Paragraph B.3.a. of Section III – Physical Damage Coverage:

The accidental discharge of an airbag shall not be considered mechanical breakdown if it occurs in a covered "auto" for which Comprehensive coverage is purchased. This provision does not apply to "autos" you hire with a driver and is excess over any warranty specifically designed to provide this coverage.

I. Electronic Equipment Coverage

Section III – Physical Damage Coverage is amended as follows:

1. The sublimit in Paragraph C.1.b. of the Limit Of Insurance Provision is increased to \$3,000.
2. No Physical Damage Coverage deductible applies to the first \$3,000 of "loss" to electronic equipment described in Paragraph C.1.b. of the Limit Of Insurance Provision.

J. Single Deductible Provision

The following is added to Paragraph D. of Section III – Physical Damage Coverage:

If a Comprehensive or Specified Causes of Loss Coverage "loss" from "accident" involves two or more covered "autos", only the highest deductible applicable to those coverages will be applied to the "accident", if the cause of the loss is covered for those vehicles.

This provision only applies if you carry Comprehensive or Specified Causes of Loss Coverage for those vehicles, and does not extend coverage to any covered "autos" for which you do not carry such coverage.

If a "loss" covered under this Coverage Part also involves a "loss" to other property from the same "accident", which is covered under a Commercial Property or Inland Marine Coverage Part issued by us to you, only the highest deductible applicable to those coverages will be applied to the "accident".

K. Notice To Company

Paragraph A.2. of Section IV – Business Auto Conditions is amended as follows:

1. With respect to notification requirements, your obligation under Paragraph A.2.a. applies only when the "accident" or "loss" is known to:
 - a. You, if you are an individual;
 - b. A partner, if you are a partnership;
 - c. A member, if you are a joint venture or limited liability company; or
 - d. An executive officer or insurance manager, if you are an organization other than a partnership, joint venture or limited liability company.
2. With respect to the requirements pertaining to you providing us with document concerning a claim or "suit", your obligation under Paragraph A.2.b. will not be considered breached unless the breach occurs after such claim or "suit" is known to:
 - a. You, if you are an individual;
 - b. A partner, if you are a partnership;

- c. A member, if you are a joint venture or limited liability company; or
- d. An executive officer or insurance manager, if you are an organization other than a partnership, joint venture or limited liability company.

L. Blanket Waiver Of Subrogation

The following is added to Paragraph **A.5.** of **Section IV – Business Auto Conditions**:

- a. However, we waive any right of recovery we may have against a person, organization or government entity when you have waived such right of recovery under a written "insured contract" that is:
 - (1) Currently in effect or becoming effective during the term of this policy; and
 - (2) Executed prior to the "accident" or "loss", or executed after the "accident" or "loss" if:
 - (a) The terms and conditions of the written "insured contract" had been agreed upon prior to the "accident" or "loss"; and
 - (b) You can definitively establish that the terms and conditions of the written "insured contract" ultimately executed are the same as those which had been agreed upon prior to the "accident" or "loss".
- b. We hereby waive any right of subrogation against any of your officers, directors or employees which might arise by reason of any payment under the insurance afforded by the policy for the operation, maintenance, use, loading or unloading of a non-owned "auto". This waiver extends only to payments in excess of other valid and collectible insurance available to the officer, director or employee.

M. Unintentional Failure To Disclose Hazards

The following is added to Paragraph **B.2.** of **Section IV – Business Auto Conditions**:

If you unintentionally fail to disclose any hazards existing on the effective date of this Coverage Form, we will not deny coverage under this Coverage Form because of such failure. However, this provision does not affect our right to collect additional premium due to us as a result of these undisclosed hazards in accordance with our filed rating plans.

N. Bodily Injury Includes Mental Anguish

Paragraph **C.** of **Section V – Definitions** is replaced by the following:

- C. "Bodily injury" means bodily injury, sickness or disease sustained by a person, including "mental anguish" or death resulting from any of these at any time.

For the purpose of this provision, the term "mental anguish" shall mean any type of mental or emotional illness or distress.

O. Mexico Coverage

The coverage provided by this policy for covered "autos" you own or lease on a long term basis without drivers are extended to "accidents" or "losses" occurring in Mexico if:

- 1. The covered "auto" is in Mexico for a period not exceeding 10 days; and
- 2. The covered "auto" is principally garaged and used in the United States; and
- 3. The driver of the covered "auto" does not reside in Mexico;

For Liability Coverage to apply to "accidents" occurring in Mexico, the following must also apply:

- 1. Valid and collectible auto liability insurance for the covered "auto" has been purchased from a licensed Mexican Insurance Company and is in force at the time of the "accident"; and
- 2. The original "suit" for damages is brought within the United States.

For "losses" payable under Physical Damage Coverage this additional restriction applies:

We will pay "losses" under Physical Damage Coverage in the United States, not in Mexico. If the covered "auto" must be repaired in Mexico in order to be driven, then the most we will pay for "loss" is the lesser of the following:

- 1. The cost of repairing the "auto" or replacing its parts in Mexico; or
- 2. The cost of repair or replacement at the nearest point in the United States where the repairs or replacement could be made.

Other Insurance:

The insurance provided by this section will be excess over any other collectible insurance.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

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

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization:

BLANKET WHERE REQUIRED BY CONTRACT

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

The TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US Condition (Section IV - COMMERCIAL GENERAL LIABILITY CONDITIONS) is amended by the addition of the following:

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your operations or "your work" done under a written agreement that requires you to waive your rights of recovery. The written agreement must be made prior to the date of the "occurrence". This waiver applies only to the person or organization shown in the Schedule above.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AMENDMENT – OTHER INSURANCE (PRIMARY NONCONTRIBUTORY)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Condition 4. Other Insurance of SECTION IV COMMERCIAL GENERAL LIABILITY CONDITIONS is replaced by the following:

a. Primary Insurance

This insurance is primary except when **b.** below applies. If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in **c.** below, except that we will not seek contribution from any party with whom you have agreed in a written contract or agreement that this insurance will be primary and noncontributory, if the written contract or agreement was made prior to the subject "occurrence" or offense.

b. Excess Insurance

This insurance is excess over:

- (1) Any of the other insurance, whether primary, excess, contingent or on any other basis:
 - (a) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";
 - (b) That is Fire insurance for premises rented to you or temporarily occupied by you with permission of the owner;
 - (c) That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises rented to you or temporarily occupied by you with permission of the owner; or
 - (d) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion **g.** of Section I – Coverage A – Bodily Injury And Property Damage Liability.

- (2) Any other primary insurance available to you covering liability for damages arising out of the premises or operations, or the products and completed operations, for which you have been added as an additional insured by attachment of an endorsement.

When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (1) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (2) The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**WAIVER OF OUR RIGHT TO RECOVER FROM
OTHERS ENDORSEMENT - CALIFORNIA**

Policy Number: 16 WE QY5BNB

Endorsement Number:

Effective Date: 01/27/21

Effective hour is the same as stated on the Information Page of the policy.

Named Insured and Address: ABSOLUTE SECURITY INTERNATIONAL INC

4255 TYLER AVE

EL MONTE CA 91731

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

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

The additional premium for this endorsement shall be 2 % of the California workers' compensation premium otherwise due on such remuneration.

SCHEDULE

Person or Organization

Job Description

Any person or organization for whom you are required by written contract or agreement to obtain this waiver of rights from us

Countersigned by _____
Authorized Representative

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

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

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
Blanket Where Required By Written Contract	
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

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

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

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

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

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

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

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

- C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or

2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

COMMERCIAL GENERAL LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**AMENDMENT – AGGREGATE LIMITS OF INSURANCE
(PER PROJECT)**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART.

The General Aggregate Limit under LIMITS OF INSURANCE (SECTION III) applies separately to each of your projects away from premises owned by or rented to you.

CITY OF STANTON

REPORT TO CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: September 27, 2022

**SUBJECT: AWARD OF CONTRACT TO ALL CITY MANAGEMENT SERVICES, INC.
FOR CROSSING GUARD SERVICES**

REPORT IN BRIEF:

Following a Request for Proposals in 2019 soliciting proposals to provide professional crossing guard services for three (3) locations at nearby schools, All City Management Services, Inc. (ACMS) was awarded a one (1) year contract at the March 23, 2021 City Council meeting. The contract term expired as of June 30, 2022. Following discussion, City staff and ACMS were able to come to an agreement for a new three (3) year contract. To ensure a safe community, City staff recommends entering into an agreement with All City Management Services, Inc. to continue to provide professional crossing guard services.

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. Award a contract to All City Management Services, Inc. to provide professional crossing guard services for a 3-year maximum contract amount of \$137,000, excluding CPI adjustments as provided for in the draft Professional Services Agreement; and
3. Authorize the City Manager, with concurrence of the City Attorney, to make minor modifications to the Professional Services Agreement and to bind the City of Stanton; and
4. Authorize the City Manager to approve contract change orders and contract amendments with All City Management Services, Inc., as needed and determined by City staff, for any contingencies up to \$13,700 (10% of contract amount).

BACKGROUND:

The City has been providing crossing guard services at three (3) nearby schools to promote public safety.

- Chanticleer Road and Dale Avenue by Robert M. Pyles STEM Academy
- Magnolia Avenue and Pacific Avenue by Esther L. Walter Elementary School
- Cerritos Avenue and Knott Avenue by Hansen Elementary School

ACMS was awarded a one (1) year contract with the City at the March 23, 2021 Council meeting. The contract term expired as of June 30, 2022.

ANALYSIS/JUSTIFICATION:

Following discussion, City staff and ACMS were able to come to an agreement for a new three (3) year contract.

FISCAL IMPACT:

The Fiscal Year 2022/23 budget includes funds for crossing guard services (Account No. 101-3300-608175) in the amount of \$45,165.00. Based on the hourly rates, the annual projected cost for these services is \$45,489.60. The Public Works Department's existing Fiscal Year 2022/23 operating budget can absorb the additional contract cost of \$324.60.

ENVIRONMENTAL IMPACT:

The action requested in this report is not categorized as a project, and therefore, categorically exempt under the California Environmental Quality Act.

LEGAL REVIEW:

The City Attorney has reviewed the Agreement.

PUBLIC NOTIFICATION:

Notifications were performed as prescribed by law.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

1. Provide a safe community.

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

Fiscal Impact Reviewed by: Michelle Bannigan, Finance Director

Approved by: Hannah Shin-Heydorn, City Manager

Attachment:

- A. Professional Services Agreement

**CITY OF STANTON
PROFESSIONAL SERVICES AGREEMENT
FOR
CROSSING GUARD CONSULTING SERVICES**

1. PARTIES AND DATE.

This Agreement is made and entered into this ____ day of _____, 20____, 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 **All City Management Services, Inc.**, a California Corporation, with its principal place of business at 10440 Pioneer Boulevard, Suite 5, Santa Fe Springs, California 90670 (“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 certain professional **Crossing Guard** 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 **Crossing Guard** 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 professional Crossing Guard consulting services required by the City on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing professional **Crossing Guard** consultant services to public clients, is licensed in the State of California, and is familiar with the plans of City.

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 **Crossing Guard** 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 September 28, 2022 to September 27, 2025, 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. 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: **Baron Farwell, General Manager.**

3.2.5 City's Representative. The City hereby designates the City Manager, or his or her designee, to act as its representative in all matters pertaining to the administration and performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for review and approval of all products submitted by Consultant but no the authority to enlarge the Scope of Work or change the total compensation due to Consultant under this Agreement. The City Manager shall be authorized to act on City's behalf and to execute all necessary documents which enlarge the Scope of Work or change the Consultant's total compensation subject to the provisions contained in Section 3.3 of this Agreement. Consultant shall not accept direction or orders from any person other than the City Manager, City's Representative or his/her designee.

3.2.6 Consultant's Representative. Consultant hereby designates **Baron Farwell, General Manager**, or his/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/her 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. 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 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.

3.2.11 Insurance. Consultant agrees to procure and maintain, at Consultant's expense all insurance specified in Exhibit "D" attached hereto and by this reference incorporated herein. Consultant shall require all subconsultants to carry the same policies and limits of insurance that the Consultant is required to maintain, unless otherwise approved in writing by the City.

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 **ONE HUNDRED THIRTY-SEVEN THOUSAND DOLLARS (\$137,000.00)** ("Total Compensation") without written approval of City Council or City Manager, as applicable. 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 invoice which indicates work completed and hours of Service rendered by Consultant. The invoice shall describe the amount of Services provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the invoice. City shall, within 30 days of receiving such invoice, review the invoice and pay all non-disputed and approved charges thereon. If the City disputes any of Consultant's fees, the City shall give written notice to Consultant within thirty (30) days of receipt of an invoice of any disputed fees set forth therein.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by City, or included in Exhibit "C" of this Agreement.

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 Rate Increases. In the event that this Agreement is renewed pursuant to Section 3.1.2, the rate set forth in Exhibit “C” may be adjusted each year at the time of renewal as set forth in Exhibit “C”.

3.4 Labor Code Requirements.

3.4.1 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.

3.4.2 Registration. If the Services are being performed as part of an applicable “public works” or “maintenance” project, in addition to the foregoing, then pursuant to Labor Code sections 1725.5 and 1771.1, the Consultant and all subconsultants must be registered with the Department of Industrial Relations (“DIR”). Consultant shall maintain registration for the duration of the project and require the same of any subconsultants. This project may also be subject to compliance monitoring and enforcement by the DIR. It shall be Contractor’s sole responsibility to comply with all applicable registration and labor compliance requirement, including the submission of payroll records directly to the DIR.

3.5 Accounting Records.

3.5.1 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.

3.6 General Provisions.

3.6.1 Termination of Agreement.

3.6.1.1 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.

3.6.1.2 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.

3.6.1.3 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.

3.6.2 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:

All City Management Services, Inc.
10440 Pioneer Boulevard, Suite 5
Santa Fe Springs, CA 90670
Attn: **Baron Farwell, General Manager**

City:

City of Stanton
7800 Katella Avenue
Stanton, CA 90680
Attn: **Hannah Shin-Heydorn, City Manager**

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.

3.6.3 Ownership of Materials and Confidentiality.

3.6.3.1 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.

3.6.3.2 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.

3.6.3.3 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.

3.6.4 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.

3.6.5 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.

3.6.6 Indemnification. To the fullest extent permitted by law, Consultant shall defend (with counsel reasonably acceptable to City), 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.

The obligation to indemnify, as provided herein, shall survive the termination or expiration of this Agreement.

3.6.7 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.

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

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

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

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

3.6.12 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.

3.6.13 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.

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

3.6.15 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.

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

3.6.17 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.

3.6.18 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.

3.6.19 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.

3.6.20 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.

3.6.21 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.

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

3.6.23 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.

3.7 Subcontracting.

3.7.1 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 ____ day of _____, 202_.

CITY OF STANTON

**ALL CITY MANAGEMENT SERVICES,
INC.**

By: _____
Hannah Shin-Heydorn
City Manager

By: _____
Baron Farwell
General Manager

ATTEST:

By: _____
Patricia Vazquez
City Clerk

By: _____
Demetra Farwell
Corporate Security / Director of
Administrative Services

APPROVED AS TO FORM:

By: _____
Best Best & Krieger LLP
City Attorney

EXHIBIT “A”

SCOPE OF SERVICES

The City of Stanton utilizes a contracted company to provide crossing guard services at intersections near schools during the school year and selected special events. Services include but are not limited to monitoring, supervising, and assuring the safety of school children and pedestrians who utilize street intersections and crosswalks to and from school.

I. Scope of Work shall include but is not limited to:

- Provide a program manager who will coordinate crossing guard services with a City liaison.
- Provide a supervisor to ensure guard activities are taking place at the required places and times and that proper safety procedures are complied with.
- Provide fully trained and equipped alternate personnel to ensure all contracted locates are covered in the event regular personnel are absent
- Provide all crossing guards with a standardized uniform and proper weather apparel and gear, approved by the City, which will be worn at all times while performing their duties.
- Provide all crossing guards with handheld stop signs and reflective vests, which comply with applicable Federal, State and City laws and regulations.
- Persons provided by the contractor as crossing guards shall be trained by the contractor. Training shall include the laws and codes of the State of California and the City of Stanton pertaining to general pedestrian safety and school crossing areas. Training shall also include general traffic safety for pedestrians, motorists, and the crossing guards themselves. Copies of all training certificates must be provided prior to execution of the contract.
- Provide training for crossing guards in first aid and CPR in accordance with Red Cross certification guidelines. Copies of valid Red Cross certificates on each crossing guard must be furnished to the City prior to signing of the agreement and annually thereafter.
- Provide evidence of compliance with California Vehicle Code Section 21100 as it relates to crossing guards and compliance with California Vehicle Code Section 21100(i) prior to execution of the agreement.

II. Contractor Personnel Requirements-Package of Minimum Qualifications

The Contractor shall maintain personnel files. Files shall consist of a package of documents for each assigned Crossing Guard consisting of training records, minimum qualifications and includes medical record, social security number, military services, arrest records, and previous employment. Contractor shall provide the City with written certification that each Guard assigned to the City conforms to all City requirements and standards specified.

III. Criminal Background Check

The Contractor shall complete a criminal background check of all Crossing Guards, prior to assignment under the contract, and prior to assigning a Crossing Guard to a City location.

Thereafter, Contractor shall conduct an annual check, or as deemed necessary for security reasons. The criminal background check shall be for felony and misdemeanor violations in all United States or countries that the individual has resided in the last five (5) years. Any Crossing Guard found failing to divulge a felony or misdemeanor conviction should not be assigned to the City's contract. All costs of these checks shall be at the Contractor's expense. Nothing in this contract affects or limits Contractor's obligation under state and federal law to comply with all hiring and background checks procedures in a nondiscriminatory manner.

Based on the nature of the duties of the Crossing Guards, which involves close proximity to and authority over children, an analysis has been undertaken to determine crimes which would make an employee unsuitable to be assigned to City Crossing Guard Service. Crossing Guards who have been convicted of (or arrested for and are awaiting trial) any of the following will not be accepted nor assigned to City Crossing Guard Service:

- Conviction for any crimes listed in Public Resources Code Section 5164, as it may be amended including but not limited to indecent exposure; willful cruelty or unjustified punishment of a child; causing, encouraging, or contributing to the delinquency of a minor; child molestation; rape, statutory rape, incest, or sodomy; kidnapping; armed robbery; murder or involuntary manslaughter; use of a firearm or dangerous weapon in the commission or attempt to commit a felony; or any felony subject to life imprisonment or the death penalty, subject to the limitation stated in Section 5164
- Any crimes, felony or misdemeanor, against a child
- Sex Crime Conviction

IV. Conduct

Contractor's Crossing Guards will be working at City locations, and as such, they must be polite, courteous, helpful, and interested in serving the public well. Professional standards are expected at all times while on a City post. The City's designated representative will routinely conduct surprise inspections to ensure the quality of contract Crossing Guards assigned to the City. If it is determined that assigned Crossing Guards do not meet standards of courtesy, ethics, appearance, alertness, and preparedness, they will be removed from post immediately at the expense of the Contractor.

V. Contractor Supervision Requirements

Operations Manager

The Contractor will assign an Operations Manager to ensure the required field supervision and training to the Crossing Guards under his/or supervision during the performance of their duties as required.

The Operations Manager need not be present at all times but should ensure that Crossing Guards assigned to the City are well trained and effective in carrying out their assigned duties. This person will be the liaison to the City. The Operations Manager shall become the City's primary contact person and be available as needed for the administration and effective functioning of the requested

crossing guard services required in the Contract. City staff will have direct access to a manager or shift supervisor. Contract crossing guard company will provide phone numbers to City staff.

EXHIBIT “B”

SCHEDULE OF SERVICES

The Schedule of Services is based on the approximate total of 1,620 project hours annually (August – June) for crossing guards at all locations. Consultant shall perform the Services identified in the Scope of Work at the direction of the City.

The three (3) locations in the City in which crossing guards are necessary. the necessary hours are as follows:

Location	School	Daily Hours	Annual Hours
Chanticleer & Dale	Robert Pyles E/S	3.00	540
Magnolia & Pacific	Ester Walter E/S	3.00	540
Cerritos & Knott	Hansen E/S	3.00	540
Total Annual Program Hours		1,620	
Billing Rate		\$28.08	
Not to Exceed Total		\$137,000.00	

Additionally, there may be a need for summer school which should be able to be billed as needed.

***Locations are subject to change at any time**

EXHIBIT "C"

COMPENSATION

The City will compensate Consultant for the Services at the rates set forth below, based on the approximate total of 1,620 hours project hours annually for crossing guards at all locations.

Client Worksheet 2022 - 2023

Department: 1000701

Billing Rate for 2022/2023: \$28.08

City of Stanton
7800 Katella Ave.
Stanton, CA 90680

KEY:

Traditional Calendar:

For sites with no regularly scheduled early release days, use 180 regular days

For sites with one regularly scheduled early release day/week, use 144 regular days and 36 minimum days

Sites with traditional calendar:

		9		180		\$28.08	=	\$45,489.60
3	Sites at 3.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL PROJECTED HOURS

1620

TOTAL ANNUAL PROJECTED COST

\$45,489.60

EXHIBIT “D”

INSURANCE REQUIREMENTS

3.7.1.1 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.

3.7.1.2 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 \$3,000,000 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) 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.

- (d) 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.

3.7.1.3 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 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.

3.7.1.4 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.

3.7.1.5 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.

3.7.1.6 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.

3.7.1.7 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.

3.7.1.8 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.

3.7.1.9 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.

3.7.1.10 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.

CITY OF STANTON

REPORT TO THE CITY COUNCIL

TO: Honorable Mayor and Members of the City Council

DATE: September 27, 2022

SUBJECT: REVISED CITY COUNCIL RULES OF ORDER

REPORT IN BRIEF:

On July 23, 1997, the City Council adopted, by resolution, the City Council Rules of Order. The Rules of Order were last updated on June 25, 2013. It is desirable to update the Rules of Order to reflect changes in State law and incorporate current practices. Staff is recommending adoption of a revised handbook correcting minor inconsistencies and incorporating current practices.

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. Adopt Resolution No. 2022-43 approving the City Council Rules of Order dated September 27, 2022, entitled:

"A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AMENDING THE CITY COUNCIL RULES OF ORDER, DATED SEPTEMBER 27, 2022".

BACKGROUND:

The City originally adopted the City Council Rules of Order in July 1997 and an amended Rules of Order in August 1998, May 2004, and June 2013. The purpose of the City Council Rules of Order is to outline an orderly process for handling of City Council meetings and ensuring that the operations of the City Council are managed in the most efficient and effective manner possible. The City Manager, City Attorney, and City Clerk have reviewed and revised the Rules of Order to incorporate updates to the Government Code as well as current practices.

ANALYSIS AND JUSTIFICATION:

The following table provides a summary of the substantive changes. The revised version with tracked changes is included as Attachment A, along with a clean version included as Attachment B.

Section/Subsection	Page (Att A)	Revision
1. Meetings 1.4 Notice of Meetings	7	Update City website URL
2. Order of Business Throughout	9-14	Explicitly references Mayor and Council Members
2. Order of Business 2.2 Agenda Deadline	9	Updated agenda report submission to be 13 calendar days preceding the meeting at which the item is to be considered
2. Order of Business 2.5 Agenda Items by Mayor or Council Members	10	Adds "All items with significant budgetary impact (defined as in excess of \$30,000), or capital improvement projects, will be agendized at the annual budget workshop."
4. Rules, Decorum, and Order Throughout	18-20	Explicitly references Mayor and Council Members
4. Rules, Decorum, and Order 4.4 Decorum and Order - Public	19	Incorporates requirements of Government Code section 54957.95. Requires a warning be provided to any individual who disrupts a Council meeting prior to being removed. Allows for certain demonstrations by members of the audience as long as such actions do not disrupt a Council meeting.
4. Rules, Decorum, and Order 4.10 Biennial Review of City Council Rules	20	Adds "The City Council will review and revise the City Council Rules of Order as needed, and at a minimum, every two years."
5. Addressing the Council 5.4 Written Correspondence	22	Clarifies that the City Clerk is authorized to open any mail addressed to the City Council.
6. Motions 6.6 Motion to Table	25	Explicitly references Mayor and Council Members
7. Voting 7.4 Failure to Vote	27	Explicitly references Mayor and Council Members

10. Processing Council Mail	33	Clarifies that the City Clerk is authorized to open all mail addressed to the City Council. Explicitly references Mayor and Council Members.
11. Use and Dissemination of Official City Logo and Seal Throughout	34-37	Includes City Seal in addition to City Logo. Adds content related to the proper and improper use of the City Logo and/or City Seal.

FISCAL IMPACT:

None.

ENVIRONMENTAL IMPACT:

In accordance with the requirements of the California Environmental Quality Act (CEQA), this item is not subject to 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).

PUBLIC NOTIFICATION:

Public notification provided through the regular agenda process.

LEGAL REVIEW:

Reviewed by the City Attorney.

STRATEGIC PLAN OBJECTIVE ADDRESSED:

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

Prepared by: Hannah Shin-Heydorn, City Manager

Reviewed by: Patricia A. Vazquez, City Clerk

Reviewed by: HongDao Nguyen, City Attorney

Approved by: Hannah Shin-Heydorn, City Manager

Attachments:

- A. City Council Rules of Order (Revised Tracked Changes Version)
- B. City Council Rules of Order (Clean Version)
- C. Resolution No. 2022-43

CITY COUNCIL

RULES OF ORDER

~~JUNE, 2013~~ SEPTEMBER 2022

TABLE OF CONTENTS

1. MEETINGS

1.1	Regular Meetings.....	6
1.2	Adjourned Meetings	6
1.3	Special Meetings.	6
1.4	Notice of Meetings	7
1.5	Meetings to be Public.....	7
1.6	Quorum.....	7

2. ORDER OF BUSINESS

2.1	Agenda	9
2.2	Agenda Deadline	9
2.3	Roll Call	9
2.4	Minutes of Meetings.....	10
2.5	Agenda Items by Council Members	10
2.6	Closed Session Items by Council Members.....	10
2.7	Public Hearings of Legislative Matters	11
2.8	Quasi-Judicial Hearings	11

3. PRESIDING OFFICER

3.1	Presiding Officer	15
3.2	Call to Order	15
3.3	Participation of Presiding Officer.....	15
3.4	Questions to be Stated	15
3.5	Signing of Documents.....	15
3.6	Maintenance of Order	15

4. RULES, DECORUM, AND ORDER

4.1	Points of Order.....	17
4.2	Decorum and Order - Council Members	17
4.3	Decorum and Order - Employees	18
4.4	Decorum and Order - Public	18
4.5	Enforcement of Decorum	18
4.6	Personal Privilege	18
4.7	Limitation of Debate	19
4.8	Dissents and Protests	19
4.9	Procedures in Absence of Rules (<u>Robert's Rules of Order</u>).....	19

5. ADDRESSING THE COUNCIL

5.1	Manner of Addressing the Council	21
5.2	Time Limitation	21
5.3	Addressing the Council after Motion is Made.....	21
5.4	Written Correspondence	21
5.5	Persons Authorized to be Within Rail	21
5.6	Public Requests for Agenda Items.....	21

6. MOTIONS

6.1	Processing of Motions.....	23
6.2	Division of Question	23
6.3	Precedence of Motions	23
6.4	Motion to Adjourn.....	23
6.5	Motion to Fix Hour of Adjournment	23
6.6	Motion to Table	24
6.7	Motion for Previous Question.....	24
6.8	Motion to Amend and Substitute Motion	24
6.9	Motion to Continue	24

7. VOTING

7.1	Voting Procedure	26
7.2	Roll Call Voting and Voting Required.....	26
7.3	Order of Roll Call Vote	26
7.4	Failure to Vote	26
7.5	Reconsideration.....	26

8. RESOLUTIONS

8.1	Resolution Prepared in Advance	28
8.2	Resolution not Prepared in Advance	28
8.3	Urgency Resolutions.....	28

9. ORDINANCES

9.1	Introduction	30
9.2	Adoption.....	30
9.3	Effective Date	30
9.4	Publishing	30
9.5	Urgency Ordinances	30

10.	PROCESSING COUNCIL MAIL	32
11.	USE AND DISSEMINATION OF THE OFFICIAL CITY LOGO	
11.1	Official City Business	34
11.2	Misleading Use of City Logo	34
11.3	Approved Correspondence	34
11.4	Prohibited Correspondence	35

SAMPLE FORMS

1.	Request to Speak	37
2.	Request to Place Item on Agenda	38

MEETINGS

1. MEETINGS

1.1 REGULAR MEETINGS:

The City Council of the City of Stanton shall hold regular meetings in the City Hall located at 7800 Katella Avenue, Stanton, California, on the second and fourth Tuesday of each month, except for the fourth Tuesday in December, at the following times:

- (1) At 6:00 P.M. the City Council may meet solely for the purpose of conducting Closed Sessions as permitted by law; and
- (2) At 6:30 P.M. the City Council shall commence the Regular Meeting.

When the day for any regular meeting of the Council falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the next succeeding day thereafter that is not a holiday (Government Code Sections 36805, 54954).

The second meeting in December shall not be held due to its proximity to a legal holiday. Should City Council action be required prior to the first meeting in January, an adjourned or special meeting may be called.

1.2 ADJOURNED MEETINGS:

Any meeting may be adjourned to a time, place, and date certain, but not beyond the next regular meeting. Once adjourned, the meeting may not be reconvened (Government Code Sections 36805, 36809 et. seq, 36810, 54955).

1.3 SPECIAL MEETINGS, EMERGENCY MEETINGS:

Special Meetings may be called by the Mayor or majority of Council Members with the knowledge of the majority on 24-hour notice, as set forth in Section 54956 of the Government Code. Only matters contained in the notice may be considered. Emergency meetings in emergency situations may be called pursuant to Government Code 54956.5.

1.4 NOTICE OF MEETINGS:

The Agenda for Council meetings shall be posted seventy-two (72) hours prior to the meeting (Government Code Section 54954.2). Places of posting are:

1. Stanton City Hall, 7800 Katella Avenue.
(Designated public notice board in the vicinity of the Council Chambers.)
2. Stanton Community Services Center, 11822 Santa Paula.
(Bulletin board inside building.)
3. United States Post Office, 10440 Beach Boulevard.
(Bulletin board inside building.)
4. Online at ~~www.ci.stanton.ca.us~~ www.StantonCA.gov.
(City of Stanton website)

1.5 MEETINGS TO BE PUBLIC:

All regular, adjourned, and special meetings of the City Council shall be open to the public, provided however, the City Council may hold closed sessions from which the public may be excluded in accordance with applicable law (Government Code Sections 54953, 54956.7 et. seq.).

1.6 QUORUM:

A majority of the Council constitutes a quorum for transaction of business. Less than a majority may adjourn a City Council meeting from time to time. (Government Code Sections 36810 and 54955).

ORDER OF BUSINESS

2. ORDER OF BUSINESS

2.1 AGENDA:

The Order of Business of each meeting shall be as contained in the Agenda prepared by the City Clerk. The Agenda shall be a listing by topic of subjects which shall be taken up for consideration and disposition in the following order, except with the majority vote of the Council, items may be taken out of order:

1. Closed Session Call to Order 6:00 P.M.
Oral Communications – Closed Session
2. Regular Meeting Call to Order 6:30 P.M.
3. Pledge of Allegiance
4. Roll Call
5. Special Presentations and Awards
6. Consent Calendar
7. Public Hearings
8. Unfinished Business
9. New Business
10. Oral Communications
11. Written Communications
12. Mayor and Council Initiated Business
- 12A. Committee Reports/Mayor and Council Announcements
- 12B. Mayor and Council Initiated Items for a Future Council Meeting
- 12C. Mayor and Council Initiated Items for a Future Study Session
13. Items from City Attorney
14. Items from City Manager
15. Adjournment

The Agenda shall be delivered to the Mayor and Council Members each Thursday preceding the Tuesday meeting to which it pertains. It shall be posted and made available to the public 72 hours before the meeting.

2.2 AGENDA DEADLINE:

Any staff member wishing to provide a staff report or additional material for an item on the Agenda shall submit same to the City Clerk's Office no later than 13 calendar days 12:00 Noon on Tuesday preceding the meeting at which the item is to be considered.

2.3 ROLL CALL:

Before proceeding with the business of the Council, the City Clerk shall call the roll of the Mayor and Council Members and the names of those present shall be entered in the minutes.

2.4 MINUTES OF MEETINGS:

Written minutes of the City Council meetings shall be prepared by the City Clerk as a report of actions taken and shall be approved by the Council (Government Code Sections 36814, 40801). The open sessions of the Council meetings shall be audio ~~tape~~-recorded for the sole purpose of facilitating preparation of the minutes. The City Clerk may destroy or erase the ~~tape-audio~~ recording at any time after the minutes of the meeting are approved, and, provided at least thirty (30) days have passed since the date of the meeting (Government Code Section 54953.5 (b)).

2.5 AGENDA ITEMS BY MAYOR OR COUNCIL MEMBERS:

The Mayor or Any Council Member desiring to place an item on a City Council Meeting Agenda under "Mayor and Council Initiated Business" shall submit to the City Clerk a completed Request to Place Item on Agenda form (Exhibit "A") which shall include a written title/topic and rationale of the item, together with any available supporting information or back-up material, prior to the commencement of a City Council meeting. Once the form has been submitted to the City Clerk, the Mayor or Council Member who submitted the form may make his/her request under "Mayor and Council Initiated Business" to add his/her requested item onto a subsequent City Council meeting agenda.

In the interest of all parties and to ensure complete communication on all issues, before staff is asked to investigate, research or otherwise expend time and resources on a new project or new direction for an existing project or process, that issue would come before the City Council for discussion, input and consensus. ~~(Added April 14, 2009).~~

All items with significant budgetary impact (defined as in excess of \$30,000), or capital improvement projects, will be agendized at the annual budget workshop.

2.6 CLOSED SESSION ITEMS BY MAYOR OR COUNCIL MEMBERS:

Closed Session items are normally brought to the Council's attention through the City Manager's office with the concurrence of the City Attorney. Should the Mayor or a Council Member desire to bring an item forward at a Closed Session they shall first initiate the request with the City Manager who will in turn consult with the City Attorney and then notify the Mayor and/or remaining Council Members.

2.7 PUBLIC HEARINGS OF LEGISLATIVE MATTERS:

Generally, public hearings, other than those of a quasi-judicial nature (quasi-judicial matters are those matters where the City Council is interpreting and applying regulations, such as consideration of use permits or zoning issues), shall be conducted in the following order:

- (1) Staff reports
- (2) Questions of staff by Council
- (3) Hearing opened by Mayor
- (4) Public testimony
- (5) Questions by Council
- (6) Hearing closed by Mayor
- (7) Discussion by Council
- (8) Action by Council

Questions and comments from the public shall be limited to the subject under consideration. Depending upon the extent of the agenda and the number of persons desiring to speak on an issue, the Mayor may, at the beginning of the hearing, limit testimony to less than the three (3) minutes per individual permitted by Section. 5.2. Any person may speak for a longer period of time, by majority vote of the City Council, when this is deemed necessary in such cases as when a person is speaking as a representative of a group or has graphic or slide presentations requiring more time.

The Mayor and Council Members should not speak to an issue until the public hearing has been closed. If the Mayor or a Council Member has met and/or discussed the matter to be reviewed under the public hearing with any individual prior to the public hearing, he/she should acknowledge such meeting prior to opening of the hearing at the Council meeting.

Once a hearing is closed, it is inappropriate for the public to speak except to answer an inquiry of the Mayor or Council Members addressed through the Chair.

2.8 QUASI-JUDICIAL HEARINGS:

(1) Conduct of Hearings.

The procedures set forth in this Section shall govern the conduct of all quasi-judicial hearings before the City Council on matters on which the City Council is required by law to conduct such a hearing. Such hearings include those involving the granting, denial or revocation of discretionary land use permits, discretionary business licenses or permits and others where vested personal or property rights are at stake.

The parties to such hearings shall have the right to the following:

1. Testimony under oath.
2. The right to cross-examination.
3. The right to representation.
4. The issuance of a written decision (which may be announced orally by the City Council and reported in the transcript of the hearing).

Except as otherwise required by law, the technical rules of evidence shall not apply. As used in this Section, the word "evidence" is not used in the limited sense of legally admissible evidence.

(2) Time of Hearings: Continuance.

Except as otherwise required by law or order of the City Council, all hearings subject to this Section shall be set for 6:30 p.m. Such hearings shall be heard in the order they appear on the agenda.

Subject to the requirements of law, a hearing may be continued by the City Council from time to time to a date and time certain.

(3) Order of Proceedings.

Hearings shall proceed in the following order:

1. If the Mayor or a Council Member has met and/or discussed the matter to be reviewed under the public hearing with any individual prior to the public hearing, he/she should acknowledge such meeting prior to opening of the hearing at the Council meeting.
2. Presentation of evidence, testimony and statements by the City staff or counsel representing the City, with questioning, if any, of each person upon conclusion of his/her presentation, as provided in Sections 4 and 6.
3. Presentation of evidence, testimony and statements by the applicant or appellant and then all persons in favor of the matter being heard, with questioning, if any, of each person making an appearance upon conclusion of his/her presentation, as provided in Sections 4 and 6.
4. Presentation of evidence, testimony and statements by all persons in opposition to the matter being heard, with questioning, if any, of each person making an appearance upon conclusion of his/her presentation, as provided in Sections 4 and 6.
5. If the matter being heard is before the City Council on the petition or appeal of any person, the Presiding Officer may permit the petitioner or appellant to present rebuttal evidence, testimony and statements.
6. Close of hearing and submission of matter for decision.

(4) Allowable Time for Presentation.

A person desiring to speak or make a presentation will be given a reasonable time to do so. The Presiding Officer may, at any time, impose a time limit with respect to a presentation if he/she finds it necessary to prevent abuse or to provide all interested persons a fair and reasonable opportunity to be heard. Presentations should be as brief and concise as reasonably possible, without unnecessary delay or repetition.

(5) Evidence, Testimony and Statements Submitted or Presented at Hearing.

Any person may submit or present evidence, testimony or statements in favor of or against the matter which is being heard. Each person who submits or presents evidence, testimony or a statement may be requested, but shall not be required, to answer questions regarding that evidence, testimony or statement.

(6) Marking and Filing of Exhibits: Examination of Members.

All documentary or real evidence presented to the City Council at a hearing shall be identified by the person presenting it and shall be filed with the City Council as an exhibit by submitting it to the City Clerk. The City Clerk shall mark all documentary and real evidence submitted as having been filed with the City Council at the hearing and shall designate it by an appropriate exhibit number or letter. Documentary or real evidence shall not be considered by the City Council unless it is filed with the City Council at the hearing as above provided.

All documentary or real evidence filed with the City Council may be examined by a member of the City Council at any time. However, members shall not comment on or ask questions about the evidence except during the hearing, nor discuss it except during the discussion among the members after the hearing has been closed and the matter stands submitted.

(7) Questioning Through Presiding Officer: By Whom Such Questioning May Be Done.

The Presiding Officer may, with the consent of the person but not otherwise, permit questioning of a person who appears and makes a presentation. Such questioning, whether by members of the City Council or persons in attendance (including, but not limited to, officers or employees of the City), shall be done only through the Presiding Officer. The person asking the question shall not speak directly to the person being questioned.

After gaining recognition from the Presiding Officer and stating his/her name, address, and whom he/she represents, any person at the hearing may request permission from the Presiding Officer to ask questions of a person who has appeared and made a presentation and who has consented to such questioning. If the Presiding Officer grants the request, the person may then ask questions in accordance with this Section.

The Presiding Officer's decision on: (a) whether a person may be questioned at all, (b) who may ask questions, (c) the number of questions which may be asked, and (d) whether a particular question may be asked, shall be subject to approval by the City Council. However, the person being questioned may refuse to answer all or any of the questions asked of him/her.

(8) Discussion and Deliberation by Members on Submitted Matters.

After the hearing has been closed and the matter is submitted for decision, the Mayor and members of the City Council shall deliberate the matter. No other person may speak and no further exhibits may be filed. Subject to the requirements of law, the City Council may take the matter under submission for a reasonable period of time and may, for this purpose, continue its deliberations from time to time.

PRESIDING OFFICER

3. PRESIDING OFFICER

3.1 PRESIDING OFFICER:

The Mayor shall be the Presiding Officer at all meetings of the City Council. In the absence of the Mayor, the Mayor Pro Tem shall preside. In the absence of both the Mayor and Mayor Pro Tem the Council shall elect a temporary Presiding Officer to serve until the arrival of the Mayor or Mayor Pro Tem or until adjournment. (Selection of Mayor and Mayor Pro Tem - Government Code 36801.)

3.2 CALL TO ORDER:

Meetings of the Council shall be called to order by the Mayor or in his absence by the Mayor Pro Tem. In the absence of both the Mayor and the Mayor Pro Tem the meeting shall be called to order by the City Clerk, whereupon the City Clerk shall immediately call for the selection of a temporary Presiding Officer.

3.3 PARTICIPATION OF PRESIDING OFFICER:

The Presiding Officer may move, second, and debate from the Chair, subject only to such limitations of debate as are imposed on all Council Members, and he/she shall not be deprived of any of the rights and privileges of a Council Member by reason of his/her acting as Presiding Officer. However, the Presiding Officer is primarily responsible for the conduct of the meeting. If he/she desires to personally engage in extended debate on questions before the Council, he/she should consider turning the Chair over to another member.

3.4 QUESTIONS TO BE STATED:

The Presiding Officer shall verbally restate each question immediately prior to calling for the vote. Following the vote the Presiding Officer shall verbally announce whether the question carried or was defeated.

3.5 SIGNING OF DOCUMENTS:

The Mayor shall sign ordinances, resolutions and contracts approved by the Council at meetings at which he/she is in attendance. In the event of his/her absence, the Mayor Pro Tem shall sign all such documents, as have been adopted and approved by the Council. In the absence of the Mayor and the Mayor Pro Tem the temporary Presiding Officer shall sign all such documents as have been approved and adopted during the meeting at which he/she presided.

3.6 MAINTENANCE OF ORDER:

The Mayor or Presiding Officer is responsible for the maintenance of order and decorum at all times. No person should be allowed to speak who has not first been recognized by the Chair.

RULES, DECORUM, AND ORDER

4. RULES, DECORUM, AND ORDER

4.1 POINTS OF ORDER:

The Presiding Officer shall determine all Points of Order subject to the right of any member to appeal to the Council. If any appeal is taken, the question shall be, "Shall the decision of the Presiding Officer be sustained?" in which event a majority vote shall govern and conclusively determine such question of order.

4.2 DECORUM AND ORDER - COUNCIL MEMBERS:

- (1) Every Council Member desiring to speak shall address the Chair and, upon recognition by the Presiding Officer, shall confine himself/herself to the question under debate.
- (2) ~~—~~ The Mayor and Eevery Council Member desiring to question the administrative staff shall address his/her question to the City Manager or City Attorney who shall be entitled either to answer the inquiry himself/herself or to designate some member of his/her staff for that purpose.
- (3) The Mayor and Aall Council Members are subject to the Provisions of California Law, such as Chapter 7, Title 9, of the CA Govt. Code, relative to conflicts of interest and to conflict of interest codes adopted by the City. The Mayor or Aany Council Member prevented from voting because of a conflict of interest shall refrain from debate and voting. Such Mayor and/or Council Member will leave the Council Chambers during debate and voting of the issue.
- (4) The Mayor or Aa Council Member, once recognized, shall not be interrupted while speaking unless called to order by the Presiding Officer, unless a Point of Order is raised by another Council Member, or unless the speaker chooses to yield to questions from the Mayor or another Council Member.
- (5) If the Mayor or a Council Member is called to order while speaking, he/she shall cease speaking immediately until the question of order is determined. If ruled to be in order, he/she shall be permitted to proceed. If ruled to be not in order, he/she shall remain silent or shall alter the remarks so as to comply with the rules of the Council.
- (6) The Mayor and Council Members shall accord reasonable courtesy to each other, to City employees, and to the public appearing before the Council and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments, and statements as to motives and personalities.
- (7) Any Council Member may move to require the Presiding Officer to enforce the rules and the affirmative vote of a majority of the Council shall require him/her to so act.
- (8) Members of the Council shall not leave their seats during a meeting without the consent of the Presiding Officer.

4.3 DECORUM AND ORDER - EMPLOYEES:

Members of the administrative staff and employees of the City shall observe the same rules, procedures, and decorum applicable to the Mayor and members of the Council. The City Manager shall insure that all City employees observe such decorum. Any staff member, including the City Manager, desiring to address the Council or members of the public shall first be recognized by the Chair. All remarks shall be addressed to the Chair and not to any one individual Council Member or public member.

4.4 DECORUM AND ORDER - PUBLIC:

Public members attending Council Meetings shall observe the same rules of order and decorum applicable to the Council. Any person ~~making impertinent and slanderous remarks or who becomes boisterous while addressing the Council or while attending the Council Meeting who disrupts a Council meeting~~ shall be removed from the room if the sergeant-at-arms is so directed by the Presiding Officer, and such person may be barred from further audience before the Council. Prior to removing an individual, the Presiding Officer shall follow the procedure provided in Government Code section 54957.95, as may be amended. Unauthorized remarks from the audience, stamping of feet, whistles, yells, and similar demonstrations shall ~~not~~ be permitted by the Presiding Officer as long as such actions do not disrupt a Council meeting. ~~who shall direct the sergeant-at-arms to remove such offenders from the room.~~ Aggravated cases shall be prosecuted on appropriate complaint signed by the Presiding Officer.

4.5 ENFORCEMENT OF DECORUM:

The Chief of Police shall be sergeant-at-arms of the Council. He/she shall carry out all orders and instructions given him by the Presiding Officer for the purpose of maintaining order and decorum in the Council Chambers. Any person disrupting Council proceedings, as defined in Government Code section 54957.95, may be deemed guilty of a misdemeanor, and upon conviction thereof, shall be punished by fine or imprisonment or both. Upon instruction from the Presiding Officer it shall be the duty of the Chief of Police or his/her representative to eject any person from the Council Chambers or place him/her under arrest or both.

4.6 PERSONAL PRIVILEGE:

The right of a Member to address the Council on a question of personal privilege shall be limited to cases in which his/her integrity, character, or motives are assailed, questioned, or impugned.

4.7 LIMITATION OF DEBATE:

Neither the Mayor nor any Council Member shall be allowed to speak more than once upon any one subject until every other member choosing to speak thereon shall have spoken. Neither the Mayor nor any Council Member shall speak for a longer time than five minutes each time he/she has the floor, without the approval of a majority vote of the Council.

4.8 DISSENTS AND PROTESTS:

The Mayor or any Council Member ~~Any member~~ shall have the right to express dissent from or protest to any action of the Council and have the reason entered in the minutes. Such dissent or protest to be entered in the minutes shall be made in the following manner: "I would like the minutes to show that I am opposed to this action for the following reasons...".

4.9 PROCEDURES IN ABSENCE OF RULES:

In the absence of a rule to govern a point or procedure, Robert's Rules of Order shall govern. The opinion of the City Attorney may be considered.

4.10 BIENNIAL REVIEW OF CITY COUNCIL RULES:

The City Council will review and revise the City Council Rules of Order as needed, and at a minimum, every two years.

ADDRESSING THE COUNCIL

5. ADDRESSING THE COUNCIL

5.1 MANNER OF ADDRESSING THE COUNCIL:

Any person desiring to address the Council shall complete a request to speak card, return it to the City Clerk, and wait to be recognized by the Presiding Officer. After being recognized, the speaker shall state his/her name and City in which he/she lives for the record and shall limit remarks to the question under discussion. All remarks and questions shall be addressed to the Chair and not to any individual Council Members, staff member or other person. No person shall enter into any discussion without being recognized by the Presiding Officer.

5.2 TIME LIMITATION:

Any public member addressing the Council on both Oral Communications and Agenda Items shall limit his/her remarks to a three (3) minute aggregate time period, unless more or less time is granted by the Presiding Officer.

Any public member addressing the Council on public hearing matters shall limit his/her remarks to three (3) minutes unless more or less time is granted by the Presiding Officer.

5.3 ADDRESSING THE COUNCIL AFTER MOTION IS MADE:

After a motion has been made or after a public hearing has been closed, no person shall address the Council without first securing permission by a majority vote of the Council.

5.4 WRITTEN CORRESPONDENCE:

The City Clerk is authorized to receive and open all mail addressed to the City Council ~~as a whole~~ and give it immediate attention to the end that all administrative business referred to in said communications and not necessarily requiring Council action may be disposed of between Council Meetings. Any communication requiring Council action will be reported to the Council at its next regular meeting together with a report and recommendation of the City Manager.

5.5 PERSONS AUTHORIZED TO BE WITHIN RAIL:

No person shall approach the Council dais during a meeting without the permission of the Presiding Officer.

5.6 PUBLIC REQUESTS FOR AGENDA ITEMS:

Any member of the public desiring to have an item placed on a City Council agenda shall personally appear before the Council at a Council meeting and make an oral or written request for the item to be placed on a future City Council agenda. At the meeting where the request is made the City Council shall vote on whether to place the item on an agenda; if the Council votes favorably the requesting party shall provide written supporting information on the item at least 24 hours prior to the agenda deadline for the meeting where the item is to be considered.

MOTIONS

6. MOTIONS

6.1 PROCESSING OF MOTIONS:

No motion shall be considered by the Council unless it is seconded. When a motion is made and seconded, it shall be stated by the Presiding Officer before debate. A motion shall not be withdrawn by the maker of the motion without the consent of the member seconding it and the approval of the Council.

6.2 DIVISION OF QUESTION:

If the question contains two or more divisible propositions, the Presiding Officer may, and upon request of a member shall (unless appealed), divide the same.

6.3 PRECEDENCE OF MOTIONS:

When a motion is before the Council, no motion shall be entertained except the following which shall have precedence in the following order:

- (1) Adjourn
- (2) Fix hour of Adjournment
- (3) Table
- (4) Previous Question
- (5) Amend or Substitute
- (6) Postpone or Continue

6.4 MOTION TO ADJOURN:

A motion to adjourn shall be in order at any time except as follows:

- (1) When repeated without intervening business or discussion;
- (2) When made as an interruption of a member while speaking;
- (3) When the previous question has been ordered; and
- (4) While a vote is being taken.

A motion to adjourn "to another time" shall be debatable only as to the time to which the meeting is adjourned.

6.5 MOTION TO FIX HOUR OF ADJOURNMENT:

Such a motion shall be to set at a definite time at which to adjourn and shall be undebatable and unamendable except as to time set.

6.6 MOTION TO TABLE:

A motion to table shall be used to temporarily by-pass the subject. A motion to table shall be undebatable and shall preclude any amendments or debate of the subject under consideration. If the motion shall prevail, the matter may be "taken from the table" at any time prior to the end of the meeting. Once an item is tabled and the meeting is adjourned, the City Manager may take the item off the table by placing it on a future agenda or the Mayor or a Council Member may request it be taken off the table at any City Council meeting, in which event it shall be placed on the next regular meeting agenda.

6.7 MOTION FOR PREVIOUS QUESTION:

Such a motion shall be used to close debate on the main motion and shall be undebatable. If the motion fails, debate shall be reopened; if the motion passes, a vote shall be taken on the main motion.

6.8 MOTION TO AMEND AND SUBSTITUTE MOTION:

A motion to amend shall be debatable only as to amendment. A motion to amend an amendment shall be in order, but an amendment to amend an amendment to an amendment shall not be in order. An amendment modifying the intention of a motion shall be in order, but an amendment relating to a different matter shall not be in order. A substitute motion on the same subject shall be acceptable, and voted on before a vote on the amendment. Amendments shall be voted first, then the main motion as amended.

6.9 MOTION TO CONTINUE:

Motions to continue to a definite time shall be amendable and debatable as to propriety of postponement and time set.

VOTING

7. VOTING

7.1 VOTING PROCEDURE:

On the passage of every motion, the vote shall be taken by voice or roll call and entered in the minutes; provided, however, when the Presiding Officer concludes there is no Council opposition to a motion on the floor, he/she may, in lieu of calling for a vote state:

“Hearing no opposition, the matter is hereby unanimously approved (or adopted).” or, “No objections? - so ordered”.

Such statement shall constitute unanimous approval unless a Council Member objects, in which event a formal vote shall be taken.

7.2 ROLL CALL VOTING AND VOTE REQUIRED:

The adoption of ordinances (not introduction) and resolutions or orders for the payment of money require three affirmative votes. A roll call vote shall be used for adoption of ordinances and for the payment of money. Any other question before the Council shall not require a roll call vote unless demanded by any member before the voice vote has been taken. It shall not be in order for members to explain their vote during roll call. Any member may change his vote before the next order of business (Government Code Section 36936).

The following matters require three affirmative votes:

- a. Adoption of Ordinances. (Government Code 36936)
- b. Adoption of Resolutions. (Government Code 36936)
- c. Orders for payment of money. (Government Code 36936)

Urgency ordinances require a four-fifths vote. (Government Code 36937 (b))

7.3 ORDER OF ROLL CALL VOTE

When calling the roll on motions the following order shall be used: Rotation

7.4 FAILURE TO VOTE:

Every member should vote unless disqualified for cause accepted by vote of the Council or by opinion of the City Attorney. Self-disqualification, without approval, which results in a tie vote, shall be avoided as thwarting Council action, but neither the Mayor nor any Council Member shall be forced to vote. The Mayor or Aa Council Member who abstains shall in effect consent that a majority of the quorum may act for him. Tie votes shall be lost motions and may be reconsidered.

7.5 RECONSIDERATION:

Any member who voted with the majority may move a reconsideration of any action at the same meeting. After a motion for reconsideration has once been acted on, no other motion for a reconsideration thereof shall be made without unanimous consent of the Council.

RESOLUTIONS

8. RESOLUTIONS

8.1 RESOLUTION PREPARED IN ADVANCE:

Where a resolution has been prepared in advance, the procedure shall be: motion, second, discussion, vote, and result declared. It shall not be necessary to read a resolution in full or by title except to identify it. Any member may call for a roll call vote or require that the resolution be read in full.

8.2 RESOLUTION NOT PREPARED IN ADVANCE:

Where a resolution has not been prepared in advance, the procedure shall be to instruct the City Attorney to prepare a resolution for presentation at the next Council Meeting as follows: motion, second, "no objections? - so ordered!".

8.3 URGENCY RESOLUTIONS:

In matters of urgency a resolution may be presented verbally in motion form together with instructions for written preparation for later execution. After the resolution has been verbally stated, the voting procedure for resolutions prepared in advance shall be followed. Urgency resolutions shall be avoided except when absolutely necessary; and shall be avoided entirely when resolutions are required by law or in improvement acts, zoning matters and force account work on public projects.

ORDINANCES

9. ORDINANCES

9.1 INTRODUCTION:

Ordinances shall be introduced for first reading by motion, second, and majority vote. An ordinance which is on the agenda for introduction may be introduced by reading the title only, or, if the agenda and staff report accompanying the ordinance recommend introduction, it shall be sufficient for introduction if a motion and second to adopt or approve the "recommended action" is passed. If changes, except clerical corrections, are required after introduction, the ordinance shall be re-introduced.

9.2 ADOPTION:

Second reading and adoption shall take place at least five days after the day of introduction (first reading) (Government Code Section 36934). Each ordinance presented for adoption, with the exception of urgency ordinances, shall be read in full or "by title only," as the case may be. After the second reading, a roll call vote shall be taken on the proposed ordinance. Three affirmative votes shall be required for adoption (Government Code Section 36936). Ordinances shall be adopted only at regular or adjourned meetings (Government Code Section 36934).

9.3 EFFECTIVE DATE:

All ordinances, except as provided in Section 36937 of the Government Code, shall become effective 30 days after adoption or upon such later date as may be designated in the ordinance.

9.4 PUBLISHING:

It shall be the duty of the City Clerk to publish or post the ordinance in accordance with Section 36933 of the Government Code within fifteen (15) days after adoption.

9.5 URGENCY ORDINANCES:

All urgency ordinances shall receive a four-fifth (4/5) vote, be read in full, or "by title only," be published or posted in accordance with Section 36937 (b) of the Government Code, and become effective immediately (Government Code Section 36934).

PROCESSING COUNCIL MAIL

10. PROCESSING COUNCIL MAIL

The City Clerk is authorized to receive and open all mail addressed to the City Council ~~generally~~. All opened mail will be duplicated for the Mayor and each Council Member. ~~Mail addressed to an individual Council Member shall be delivered unopened.~~

It shall be the responsibility of the Mayor and each Council Member to bring to the attention of the City Clerk those items of mail requiring action. Any communication requiring Council action will be placed on the next regular agenda.

USE AND DISSEMINATION OF OFFICIAL CITY LOGO AND SEAL

11. USE AND DISSEMINATION OF THE OFFICIAL CITY LOGO AND CITY SEAL

The City Logo and City Seal are graphic symbols that identify the City of Stanton as an organization and are often the primary means by which the public forms an image of the City. The City Logo and City Seal are also considered and perceived by the public as symbols of the authority and jurisdiction of the City and, as such, are valuable assets of the City and its citizens.

City Logo: The City Logo is the word "Stanton" in script with the City seal, adopted on April 28, 1987, placed in the "O".



City Seal:



California law prohibits the use of any public resources for personal or political gain.

11.1 OFFICIAL CITY BUSINESS:

The City Logo and City Seal are the property of the City, used for the purpose of certifying official records and to identify City communications, programs, initiatives, partnerships, and sponsorships.

The City Logo and City Seal shall be used for official purposes only, or as authorized by a majority vote of the City Council.

The City Logo and/or City Seal may be used on City buildings, elected official pins, City business cards, City letterhead, calendars, public notices, resolutions, awards, and other formal places authorized by the City Council or City Manager.

Use of the official City Logo and/or City Seal may be used in general connection with official City brochures, publications, insignias, postings, website, painting, pamphlets, and City promotional materials. It may also be used on City vehicles, equipment, and fixtures such as signage.

If used by an outside organization upon the approval of the City Council, the City Logo and/or City Seal must remain in its entirety with no alterations.

On occasion, the City Council will authorize the usage of the City Logo and/or City Seal for signature events or other promotional measures that benefit the community. Any such approval should be considered for the specific event, time,

and use so approved by the City. Prior approval of a use shall not constitute approval for any future or recurring use.

~~Neither the official City logo nor any reasonable facsimile thereof shall be used for any purpose whatsoever except in the communication of official City business.~~

~~“Official City business” is defined as correspondence emanating from the City staff, City Manager, City Clerk, City Attorney, or from a Mayor or Council Member which is done pursuant to City Council or City Manager direction or which can be implied direction as a result of established practice and which responds to official requests from specific individuals or agencies or which seeks to inform or question them about official City business.~~

11.2 MISLEADING USE OF CITY LOGO OR CITY SEAL:

No person shall use the City Logo or City Seal or a symbol that imitates the City Logo or City Seal, or that may be mistaken therefore, that is designed, intended or likely to confuse, deceive or mislead the public, for political/campaign, private or commercial purposes, or for any purpose other than for the official business of the City.

~~No person shall use the City logo in a fashion or manner that would tend to lead a recipient thereof to believe that a communication is official City policy or correspondence when it is not.~~

11.3 APPROVED CORRESPONDENCE:

“Approved correspondence” is defined as correspondence emanating from the City staff, City Manager, City Clerk, City Attorney, or from the Mayor or a Council Member which is done pursuant to City Council or City Manager direction or which can be implied direction as a result of established practice and which responds to official requests from specific individuals or agencies or which seeks to inform or question them about official City business.

The following three categories of correspondence may be prepared on City letterhead:

(1) Personal letters of appreciation to, or requesting support of, local agencies.

(i.e., Correspondence to the League of California Cities, requests for commemorative stamps or ride-a-longs, appointments to office.)

(2) Personal letters responding to, or issuing, invitations.

(i.e., Correspondence regarding invitations to symphonies, breakfasts, Sister City functions, civic group functions and student contests.)

(3) Personal letters to, or on behalf of, citizens, etc.

(i.e., letters of condolence, get well wishes, congratulations on achievements, scouting ceremonies, anniversaries, anti-drugs, holiday decorations, civic club activities, recommendations, commendations.)

11.4 PROHIBITED CORRESPONDENCE:

(1) Personal Business or Political Campaign Use

No person shall use the City Logo or City Seal for any personal business.

No person shall use the City Logo or City Seal for purposes of supporting or opposing the nomination or election to any City or other public office of himself/ herself or any other person, or for purpose of supporting or opposing any ballot measure, nor include such City Logo or City Seal on any writing distributed for purposes of influencing the action of the electorate or any part thereof, in any election.

~~No person shall use the official stationery containing the City logo for any personal business or political campaign use.~~

(2) Personal opinion letters to area legislators or newspapers

No person shall use the official stationery containing the City logo or City Seal for any personal opinion letters to area legislators or newspapers.

(i.e., Letters to the Editor; correspondence regarding proposed or pending legislation or political endorsements.)

SAMPLE FORMS

CITY COUNCIL

RULES OF ORDER

SEPTEMBER 2022

TABLE OF CONTENTS

1. MEETINGS

1.1	Regular Meetings.....	6
1.2	Adjourned Meetings	6
1.3	Special Meetings.	6
1.4	Notice of Meetings	7
1.5	Meetings to be Public.....	7
1.6	Quorum.....	7

2. ORDER OF BUSINESS

2.1	Agenda	9
2.2	Agenda Deadline	9
2.3	Roll Call	9
2.4	Minutes of Meetings.....	10
2.5	Agenda Items by Council Members	10
2.6	Closed Session Items by Council Members.....	10
2.7	Public Hearings of Legislative Matters	10
2.8	Quasi-Judicial Hearings	11

3. PRESIDING OFFICER

3.1	Presiding Officer	16
3.2	Call to Order	16
3.3	Participation of Presiding Officer.....	16
3.4	Questions to be Stated	16
3.5	Signing of Documents.....	16
3.6	Maintenance of Order	16

4. RULES, DECORUM, AND ORDER

4.1	Points of Order.....	18
4.2	Decorum and Order - Council Members	18
4.3	Decorum and Order - Employees	19
4.4	Decorum and Order - Public	19
4.5	Enforcement of Decorum	19
4.6	Personal Privilege	19
4.7	Limitation of Debate	20
4.8	Dissents and Protests	20
4.9	Procedures in Absence of Rules (<u>Robert's Rules of Order</u>).....	20
4.10	Biennial Review of City Council Rules	20

5. ADDRESSING THE COUNCIL

5.1	Manner of Addressing the Council	22
5.2	Time Limitation	22
5.3	Addressing the Council after Motion is Made.....	22
5.4	Written Correspondence	22
5.5	Persons Authorized to be Within Rail	22
5.6	Public Requests for Agenda Items.....	22

6. MOTIONS

6.1	Processing of Motions.....	24
6.2	Division of Question	24
6.3	Precedence of Motions	24
6.4	Motion to Adjourn.....	24
6.5	Motion to Fix Hour of Adjournment	24
6.6	Motion to Table	25
6.7	Motion for Previous Question.....	25
6.8	Motion to Amend and Substitute Motion	25
6.9	Motion to Continue.....	25

7. VOTING

7.1	Voting Procedure	27
7.2	Roll Call Voting and Voting Required.....	27
7.3	Order of Roll Call Vote	27
7.4	Failure to Vote	27
7.5	Reconsideration.....	27

8. RESOLUTIONS

8.1	Resolution Prepared in Advance	29
8.2	Resolution not Prepared in Advance	29
8.3	Urgency Resolutions.....	29

9. ORDINANCES

9.1	Introduction	31
9.2	Adoption.....	31
9.3	Effective Date	31
9.4	Publishing	31
9.5	Urgency Ordinances	31

10.	PROCESSING COUNCIL MAIL	33
11.	USE AND DISSEMINATION OF THE OFFICIAL CITY LOGO	
11.1	Official City Business	35
11.2	Misleading Use of City Logo	36
11.3	Approved Correspondence	36
11.4	Prohibited Correspondence	36

SAMPLE FORMS

1.	Request to Speak	39
2.	Request to Place Item on Agenda	40

MEETINGS

1. MEETINGS

1.1 REGULAR MEETINGS:

The City Council of the City of Stanton shall hold regular meetings in the City Hall located at 7800 Katella Avenue, Stanton, California, on the second and fourth Tuesday of each month, except for the fourth Tuesday in December, at the following times:

- (1) At 6:00 P.M. the City Council may meet solely for the purpose of conducting Closed Sessions as permitted by law; and
- (2) At 6:30 P.M. the City Council shall commence the Regular Meeting.

When the day for any regular meeting of the Council falls on a legal holiday, no meeting shall be held on such holiday, but a regular meeting shall be held at the same hour on the next succeeding day thereafter that is not a holiday (Government Code Sections 36805, 54954).

The second meeting in December shall not be held due to its proximity to a legal holiday. Should City Council action be required prior to the first meeting in January, an adjourned or special meeting may be called.

1.2 ADJOURNED MEETINGS:

Any meeting may be adjourned to a time, place, and date certain, but not beyond the next regular meeting. Once adjourned, the meeting may not be reconvened (Government Code Sections 36805, 36809 et. seq, 36810, 54955).

1.3 SPECIAL MEETINGS, EMERGENCY MEETINGS:

Special Meetings may be called by the Mayor or majority of Council Members with the knowledge of the majority on 24-hour notice, as set forth in Section 54956 of the Government Code. Only matters contained in the notice may be considered. Emergency meetings in emergency situations may be called pursuant to Government Code 54956.5.

1.4 NOTICE OF MEETINGS:

The Agenda for Council meetings shall be posted seventy-two (72) hours prior to the meeting (Government Code Section 54954.2). Places of posting are:

1. Stanton City Hall, 7800 Katella Avenue.
(Designated public notice board in the vicinity of the Council Chambers.)
2. Stanton Community Services Center, 11822 Santa Paula.
(Bulletin board inside building.)
3. United States Post Office, 10440 Beach Boulevard.
(Bulletin board inside building.)
4. Online at www.StantonCA.gov.
(City of Stanton website)

1.5 MEETINGS TO BE PUBLIC:

All regular, adjourned, and special meetings of the City Council shall be open to the public, provided however, the City Council may hold closed sessions from which the public may be excluded in accordance with applicable law (Government Code Sections 54953, 54956.7 et. seq.).

1.6 QUORUM:

A majority of the Council constitutes a quorum for transaction of business. Less than a majority may adjourn a City Council meeting from time to time. (Government Code Sections 36810 and 54955).

ORDER OF BUSINESS

2. ORDER OF BUSINESS

2.1 AGENDA:

The Order of Business of each meeting shall be as contained in the Agenda prepared by the City Clerk. The Agenda shall be a listing by topic of subjects which shall be taken up for consideration and disposition in the following order, except with the majority vote of the Council, items may be taken out of order:

1. Closed Session Call to Order 6:00 P.M.
Oral Communications – Closed Session
2. Regular Meeting Call to Order 6:30 P.M.
3. Pledge of Allegiance
4. Roll Call
5. Special Presentations and Awards
6. Consent Calendar
7. Public Hearings
8. Unfinished Business
9. New Business
10. Oral Communications
11. Written Communications
12. Mayor and Council Initiated Business
- 12A. Committee Reports/Mayor and Council Announcements
- 12B. Mayor and Council Initiated Items for a Future Council Meeting
- 12C. Mayor and Council Initiated Items for a Future Study Session
13. Items from City Attorney
14. Items from City Manager
15. Adjournment

The Agenda shall be delivered to the Mayor and Council Members each Thursday preceding the Tuesday meeting to which it pertains. It shall be posted and made available to the public 72 hours before the meeting.

2.2 AGENDA DEADLINE:

Any staff member wishing to provide a staff report or additional material for an item on the Agenda shall submit same to the City Clerk's Office no later than 13 calendar days preceding the meeting at which the item is to be considered.

2.3 ROLL CALL:

Before proceeding with the business of the Council, the City Clerk shall call the roll of the Mayor and Council Members and the names of those present shall be entered in the minutes.

2.4 MINUTES OF MEETINGS:

Written minutes of the City Council meetings shall be prepared by the City Clerk as a report of actions taken and shall be approved by the Council (Government Code Sections 36814, 40801). The open sessions of the Council meetings shall be audio recorded for the sole purpose of facilitating preparation of the minutes. The City Clerk may destroy or erase the audio recording at any time after the minutes of the meeting are approved, and, provided at least thirty (30) days have passed since the date of the meeting (Government Code Section 54953.5 (b)).

2.5 AGENDA ITEMS BY MAYOR OR COUNCIL MEMBERS:

The Mayor or any Council Member desiring to place an item on a City Council Meeting Agenda under "Mayor and Council Initiated Business" shall submit to the City Clerk a completed Request to Place Item on Agenda form (Exhibit "A") which shall include a written title/topic and rationale of the item, together with any available supporting information or back-up material, prior to the commencement of a City Council meeting. Once the form has been submitted to the City Clerk, the Mayor or Council Member who submitted the form may make his/her request under "Mayor and Council Initiated Business" to add his/her requested item onto a subsequent City Council meeting agenda.

In the interest of all parties and to ensure complete communication on all issues, before staff is asked to investigate, research or otherwise expend time and resources on a new project or new direction for an existing project or process, that issue would come before the City Council for discussion, input and consensus.

All items with significant budgetary impact (defined as in excess of \$30,000), or capital improvement projects, will be agendized at the annual budget workshop.

2.6 CLOSED SESSION ITEMS BY MAYOR OR COUNCIL MEMBERS:

Closed Session items are normally brought to the Council's attention through the City Manager's office with the concurrence of the City Attorney. Should the Mayor or a Council Member desire to bring an item forward at a Closed Session they shall first initiate the request with the City Manager who will in turn consult with the City Attorney and then notify the Mayor and/or remaining Council Members.

2.7 PUBLIC HEARINGS OF LEGISLATIVE MATTERS:

Generally, public hearings, other than those of a quasi-judicial nature (quasi-judicial matters are those matters where the City Council is interpreting and applying regulations, such as consideration of use permits or zoning issues), shall be conducted in the following order:

- (1) Staff reports
- (2) Questions of staff by Council
- (3) Hearing opened by Mayor
- (4) Public testimony
- (5) Questions by Council
- (6) Hearing closed by Mayor
- (7) Discussion by Council
- (8) Action by Council

Questions and comments from the public shall be limited to the subject under consideration. Depending upon the extent of the agenda and the number of persons desiring to speak on an issue, the Mayor may, at the beginning of the hearing, limit testimony to less than the three (3) minutes per individual permitted by Section. 5.2. Any person may speak for a longer period of time, by majority vote of the City Council, when this is deemed necessary in such cases as when a person is speaking as a representative of a group or has graphic or slide presentations requiring more time.

The Mayor and Council Members should not speak to an issue until the public hearing has been closed. If the Mayor or a Council Member has met and/or discussed the matter to be reviewed under the public hearing with any individual prior to the public hearing, he/she should acknowledge such meeting prior to opening of the hearing at the Council meeting.

Once a hearing is closed, it is inappropriate for the public to speak except to answer an inquiry of the Mayor or Council Members addressed through the Chair.

2.8 QUASI-JUDICIAL HEARINGS:

(1) Conduct of Hearings.

The procedures set forth in this Section shall govern the conduct of all quasi-judicial hearings before the City Council on matters on which the City Council is required by law to conduct such a hearing. Such hearings include those involving the granting, denial or revocation of discretionary land use permits, discretionary business licenses or permits and others where vested personal or property rights are at stake.

The parties to such hearings shall have the right to the following:

1. Testimony under oath.
2. The right to cross-examination.
3. The right to representation.
4. The issuance of a written decision (which may be announced orally by the City Council and reported in the transcript of the hearing).

Except as otherwise required by law, the technical rules of evidence shall not apply. As used in this Section, the word "evidence" is not used in the limited sense of legally admissible evidence.

(2) Time of Hearings: Continuance.

Except as otherwise required by law or order of the City Council, all hearings subject to this Section shall be set for 6:30 p.m. Such hearings shall be heard in the order they appear on the agenda.

Subject to the requirements of law, a hearing may be continued by the City Council from time to time to a date and time certain.

(3) Order of Proceedings.

Hearings shall proceed in the following order:

1. If the Mayor or a Council Member has met and/or discussed the matter to be reviewed under the public hearing with any individual prior to the public hearing, he/she should acknowledge such meeting prior to opening of the hearing at the Council meeting.
2. Presentation of evidence, testimony and statements by the City staff or counsel representing the City, with questioning, if any, of each person upon conclusion of his/her presentation, as provided in Sections 4 and 6.
3. Presentation of evidence, testimony and statements by the applicant or appellant and then all persons in favor of the matter being heard, with questioning, if any, of each person making an appearance upon conclusion of his/her presentation, as provided in Sections 4 and 6.
4. Presentation of evidence, testimony and statements by all persons in opposition to the matter being heard, with questioning, if any, of each person making an appearance upon conclusion of his/her presentation, as provided in Sections 4 and 6.
5. If the matter being heard is before the City Council on the petition or appeal of any person, the Presiding Officer may permit the petitioner or appellant to present rebuttal evidence, testimony and statements.
6. Close of hearing and submission of matter for decision.

(4) Allowable Time for Presentation.

A person desiring to speak or make a presentation will be given a reasonable time to do so. The Presiding Officer may, at any time, impose a time limit with respect to a presentation if he/she finds it necessary to prevent abuse or to provide all interested persons a fair and reasonable opportunity to be heard. Presentations should be as brief and concise as reasonably possible, without unnecessary delay or repetition.

(5) Evidence, Testimony and Statements Submitted or Presented at Hearing.

Any person may submit or present evidence, testimony or statements in favor of or against the matter which is being heard. Each person who submits or presents evidence, testimony or a statement may be requested, but shall not be required, to answer questions regarding that evidence, testimony or statement.

(6) Marking and Filing of Exhibits: Examination of Members.

All documentary or real evidence presented to the City Council at a hearing shall be identified by the person presenting it and shall be filed with the City Council as an exhibit by submitting it to the City Clerk. The City Clerk shall mark all documentary and real evidence submitted as having been filed with the City Council at the hearing and shall designate it by an appropriate exhibit number or letter. Documentary or real evidence shall not be considered by the City Council unless it is filed with the City Council at the hearing as above provided.

All documentary or real evidence filed with the City Council may be examined by a member of the City Council at any time. However, members shall not comment on or ask questions about the evidence except during the hearing, nor discuss it except during the discussion among the members after the hearing has been closed and the matter stands submitted.

(7) Questioning Through Presiding Officer: By Whom Such Questioning May Be Done.

The Presiding Officer may, with the consent of the person but not otherwise, permit questioning of a person who appears and makes a presentation. Such questioning, whether by members of the City Council or persons in attendance (including, but not limited to, officers or employees of the City), shall be done only through the Presiding Officer. The person asking the question shall not speak directly to the person being questioned.

After gaining recognition from the Presiding Officer and stating his/her name, address, and whom he/she represents, any person at the hearing may request permission from the Presiding Officer to ask questions of a person who has appeared and made a presentation and who has consented to such questioning. If the Presiding Officer grants the request, the person may then ask questions in accordance with this Section.

The Presiding Officer's decision on: (a) whether a person may be questioned at all, (b) who may ask questions, (c) the number of questions which may be asked, and (d) whether a particular question may be asked, shall be subject to approval by the City Council. However, the person being questioned may refuse to answer all or any of the questions asked of him/her.

(8) Discussion and Deliberation by Members on Submitted Matters.

After the hearing has been closed and the matter is submitted for decision, the Mayor and members of the City Council shall deliberate the matter. No other person may speak and no further exhibits may be filed. Subject to the requirements of law, the City Council may take the matter under submission for a reasonable period of time and may, for this purpose, continue its deliberations from time to time.

PRESIDING OFFICER

3. PRESIDING OFFICER

3.1 PRESIDING OFFICER:

The Mayor shall be the Presiding Officer at all meetings of the City Council. In the absence of the Mayor, the Mayor Pro Tem shall preside. In the absence of both the Mayor and Mayor Pro Tem the Council shall elect a temporary Presiding Officer to serve until the arrival of the Mayor or Mayor Pro Tem or until adjournment. (Selection of Mayor and Mayor Pro Tem - Government Code 36801.)

3.2 CALL TO ORDER:

Meetings of the Council shall be called to order by the Mayor or in his absence by the Mayor Pro Tem. In the absence of both the Mayor and the Mayor Pro Tem the meeting shall be called to order by the City Clerk, whereupon the City Clerk shall immediately call for the selection of a temporary Presiding Officer.

3.3 PARTICIPATION OF PRESIDING OFFICER:

The Presiding Officer may move, second, and debate from the Chair, subject only to such limitations of debate as are imposed on all Council Members, and he/she shall not be deprived of any of the rights and privileges of a Council Member by reason of his/her acting as Presiding Officer. However, the Presiding Officer is primarily responsible for the conduct of the meeting. If he/she desires to personally engage in extended debate on questions before the Council, he/she should consider turning the Chair over to another member.

3.4 QUESTIONS TO BE STATED:

The Presiding Officer shall verbally restate each question immediately prior to calling for the vote. Following the vote the Presiding Officer shall verbally announce whether the question carried or was defeated.

3.5 SIGNING OF DOCUMENTS:

The Mayor shall sign ordinances, resolutions and contracts approved by the Council at meetings at which he/she is in attendance. In the event of his/her absence, the Mayor Pro Tem shall sign all such documents, as have been adopted and approved by the Council. In the absence of the Mayor and the Mayor Pro Tem the temporary Presiding Officer shall sign all such documents as have been approved and adopted during the meeting at which he/she presided.

3.6 MAINTENANCE OF ORDER:

The Mayor or Presiding Officer is responsible for the maintenance of order and decorum at all times. No person should be allowed to speak who has not first been recognized by the Chair.

RULES, DECORUM, AND ORDER

4. RULES, DECORUM, AND ORDER

4.1 POINTS OF ORDER:

The Presiding Officer shall determine all Points of Order subject to the right of any member to appeal to the Council. If any appeal is taken, the question shall be, "Shall the decision of the Presiding Officer be sustained?" in which event a majority vote shall govern and conclusively determine such question of order.

4.2 DECORUM AND ORDER - COUNCIL MEMBERS:

- (1) Every Council Member desiring to speak shall address the Chair and, upon recognition by the Presiding Officer, shall confine himself/herself to the question under debate.
- (2) The Mayor and every Council Member desiring to question the administrative staff shall address his/her question to the City Manager or City Attorney who shall be entitled either to answer the inquiry himself/herself or to designate some member of his/her staff for that purpose.
- (3) The Mayor and all Council Members are subject to the Provisions of California Law, such as Chapter 7, Title 9, of the CA Govt. Code, relative to conflicts of interest and to conflict of interest codes adopted by the City. The Mayor or any Council Member prevented from voting because of a conflict of interest shall refrain from debate and voting. Such Mayor and/or Council Member will leave the Council Chambers during debate and voting of the issue.
- (4) The Mayor or a Council Member, once recognized, shall not be interrupted while speaking unless called to order by the Presiding Officer, unless a Point of Order is raised by another Council Member, or unless the speaker chooses to yield to questions from the Mayor or another Council Member.
- (5) If the Mayor or a Council Member is called to order while speaking, he/she shall cease speaking immediately until the question of order is determined. If ruled to be in order, he/she shall be permitted to proceed. If ruled to be not in order, he/she shall remain silent or shall alter the remarks so as to comply with the rules of the Council.
- (6) The Mayor and Council Members shall accord reasonable courtesy to each other, to City employees, and to the public appearing before the Council and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments, and statements as to motives and personalities.
- (7) Any Council Member may move to require the Presiding Officer to enforce the rules and the affirmative vote of a majority of the Council shall require him/her to so act.
- (8) Members of the Council shall not leave their seats during a meeting without the consent of the Presiding Officer.

4.3 DECORUM AND ORDER - EMPLOYEES:

Members of the administrative staff and employees of the City shall observe the same rules, procedures, and decorum applicable to the Mayor and members of the Council. The City Manager shall insure that all City employees observe such decorum. Any staff member, including the City Manager, desiring to address the Council or members of the public shall first be recognized by the Chair. All remarks shall be addressed to the Chair and not to any one individual Council Member or public member.

4.4 DECORUM AND ORDER - PUBLIC:

Public members attending Council Meetings shall observe the same rules of order and decorum applicable to the Council. Any person who disrupts a Council meeting shall be removed from the room if the sergeant-at-arms is so directed by the Presiding Officer, and such person may be barred from further audience before the Council. Prior to removing an individual, the Presiding Officer shall follow the procedure provided in Government Code section 54957.95, as may be amended. Unauthorized remarks from the audience, stamping of feet, whistles, yells, and similar demonstrations shall be permitted by the Presiding Officer as long as such actions do not disrupt a Council meeting. Aggravated cases shall be prosecuted on appropriate complaint signed by the Presiding Officer.

4.5 ENFORCEMENT OF DECORUM:

The Chief of Police shall be sergeant-at-arms of the Council. He/she shall carry out all orders and instructions given him by the Presiding Officer for the purpose of maintaining order and decorum in the Council Chambers. Any person disrupting Council proceedings, as defined in Government Code section 54957.95, may be deemed guilty of a misdemeanor, and upon conviction thereof, shall be punished by fine or imprisonment or both. Upon instruction from the Presiding Officer it shall be the duty of the Chief of Police or his/her representative to eject any person from the Council Chambers or place him/her under arrest or both.

4.6 PERSONAL PRIVILEGE:

The right of a Member to address the Council on a question of personal privilege shall be limited to cases in which his/her integrity, character, or motives are assailed, questioned, or impugned.

4.7 LIMITATION OF DEBATE:

Neither the Mayor nor any Council Member shall be allowed to speak more than once upon any one subject until every other member choosing to speak thereon shall have spoken. Neither the Mayor nor any Council Member shall speak for a longer time than five minutes each time he/she has the floor, without the approval of a majority vote of the Council.

4.8 DISSENTS AND PROTESTS:

The Mayor or any Council Member shall have the right to express dissent from or protest to any action of the Council and have the reason entered in the minutes. Such dissent or protest to be entered in the minutes shall be made in the following manner: "I would like the minutes to show that I am opposed to this action for the following reasons...".

4.9 PROCEDURES IN ABSENCE OF RULES:

In the absence of a rule to govern a point or procedure, Robert's Rules of Order shall govern. The opinion of the City Attorney may be considered.

4.10 BIENNIAL REVIEW OF CITY COUNCIL RULES:

The City Council will review and revise the City Council Rules of Order as needed, and at a minimum, every two years.

ADDRESSING THE COUNCIL

5. ADDRESSING THE COUNCIL

5.1 MANNER OF ADDRESSING THE COUNCIL:

Any person desiring to address the Council shall complete a request to speak card, return it to the City Clerk, and wait to be recognized by the Presiding Officer. After being recognized, the speaker shall state his/her name and City in which he/she lives for the record and shall limit remarks to the question under discussion. All remarks and questions shall be addressed to the Chair and not to any individual Council Members, staff member or other person. No person shall enter into any discussion without being recognized by the Presiding Officer.

5.2 TIME LIMITATION:

Any public member addressing the Council on both Oral Communications and Agenda Items shall limit his/her remarks to a three (3) minute aggregate time period, unless more or less time is granted by the Presiding Officer.

Any public member addressing the Council on public hearing matters shall limit his/her remarks to three (3) minutes unless more or less time is granted by the Presiding Officer.

5.3 ADDRESSING THE COUNCIL AFTER MOTION IS MADE:

After a motion has been made or after a public hearing has been closed, no person shall address the Council without first securing permission by a majority vote of the Council.

5.4 WRITTEN CORRESPONDENCE:

The City Clerk is authorized to receive and open all mail addressed to the City Council and give it immediate attention to the end that all administrative business referred to in said communications and not necessarily requiring Council action may be disposed of between Council Meetings. Any communication requiring Council action will be reported to the Council at its next regular meeting together with a report and recommendation of the City Manager.

5.5 PERSONS AUTHORIZED TO BE WITHIN RAIL:

No person shall approach the Council dais during a meeting without the permission of the Presiding Officer.

5.6 PUBLIC REQUESTS FOR AGENDA ITEMS:

Any member of the public desiring to have an item placed on a City Council agenda shall personally appear before the Council at a Council meeting and make an oral or written request for the item to be placed on a future City Council agenda. At the meeting where the request is made the City Council shall vote on whether to place the item on an agenda; if the Council votes favorably the requesting party shall provide written supporting information on the item at least 24 hours prior to the agenda deadline for the meeting where the item is to be considered.

MOTIONS

6. MOTIONS

6.1 PROCESSING OF MOTIONS:

No motion shall be considered by the Council unless it is seconded. When a motion is made and seconded, it shall be stated by the Presiding Officer before debate. A motion shall not be withdrawn by the maker of the motion without the consent of the member seconding it and the approval of the Council.

6.2 DIVISION OF QUESTION:

If the question contains two or more divisible propositions, the Presiding Officer may, and upon request of a member shall (unless appealed), divide the same.

6.3 PRECEDENCE OF MOTIONS:

When a motion is before the Council, no motion shall be entertained except the following which shall have precedence in the following order:

- (1) Adjourn
- (2) Fix hour of Adjournment
- (3) Table
- (4) Previous Question
- (5) Amend or Substitute
- (6) Postpone or Continue

6.4 MOTION TO ADJOURN:

A motion to adjourn shall be in order at any time except as follows:

- (1) When repeated without intervening business or discussion;
- (2) When made as an interruption of a member while speaking;
- (3) When the previous question has been ordered; and
- (4) While a vote is being taken.

A motion to adjourn "to another time" shall be debatable only as to the time to which the meeting is adjourned.

6.5 MOTION TO FIX HOUR OF ADJOURNMENT:

Such a motion shall be to set at a definite time at which to adjourn and shall be undebatable and unamendable except as to time set.

6.6 MOTION TO TABLE:

A motion to table shall be used to temporarily by-pass the subject. A motion to table shall be undebatable and shall preclude any amendments or debate of the subject under consideration. If the motion shall prevail, the matter may be "taken from the table" at any time prior to the end of the meeting. Once an item is tabled and the meeting is adjourned, the City Manager may take the item off the table by placing it on a future agenda or the Mayor or a Council Member may request it be taken off the table at any City Council meeting, in which event it shall be placed on the next regular meeting agenda.

6.7 MOTION FOR PREVIOUS QUESTION:

Such a motion shall be used to close debate on the main motion and shall be undebatable. If the motion fails, debate shall be reopened; if the motion passes, a vote shall be taken on the main motion.

6.8 MOTION TO AMEND AND SUBSTITUTE MOTION:

A motion to amend shall be debatable only as to amendment. A motion to amend an amendment shall be in order, but an amendment to amend an amendment to an amendment shall not be in order. An amendment modifying the intention of a motion shall be in order, but an amendment relating to a different matter shall not be in order. A substitute motion on the same subject shall be acceptable, and voted on before a vote on the amendment. Amendments shall be voted first, then the main motion as amended.

6.9 MOTION TO CONTINUE:

Motions to continue to a definite time shall be amendable and debatable as to propriety of postponement and time set.

VOTING

7. VOTING

7.1 VOTING PROCEDURE:

On the passage of every motion, the vote shall be taken by voice or roll call and entered in the minutes; provided, however, when the Presiding Officer concludes there is no Council opposition to a motion on the floor, he/she may, in lieu of calling for a vote state:

“Hearing no opposition, the matter is hereby unanimously approved (or adopted).” or, “No objections? - so ordered”.

Such statement shall constitute unanimous approval unless a Council Member objects, in which event a formal vote shall be taken.

7.2 ROLL CALL VOTING AND VOTE REQUIRED:

The adoption of ordinances (not introduction) and resolutions or orders for the payment of money require three affirmative votes. A roll call vote shall be used for adoption of ordinances and for the payment of money. Any other question before the Council shall not require a roll call vote unless demanded by any member before the voice vote has been taken. It shall not be in order for members to explain their vote during roll call. Any member may change his vote before the next order of business (Government Code Section 36936).

The following matters require three affirmative votes:

- a. Adoption of Ordinances. (Government Code 36936)
- b. Adoption of Resolutions. (Government Code 36936)
- c. Orders for payment of money. (Government Code 36936)

Urgency ordinances require a four-fifths vote. (Government Code 36937 (b))

7.3 ORDER OF ROLL CALL VOTE

When calling the roll on motions the following order shall be used: Rotation

7.4 FAILURE TO VOTE:

Every member should vote unless disqualified for cause accepted by vote of the Council or by opinion of the City Attorney. Self-disqualification, without approval, which results in a tie vote, shall be avoided as thwarting Council action, but neither the Mayor nor any Council Member shall be forced to vote. The Mayor or a Council Member who abstains shall in effect consent that a majority of the quorum may act for him. Tie votes shall be lost motions and may be reconsidered.

7.5 RECONSIDERATION:

Any member who voted with the majority may move a reconsideration of any action at the same meeting. After a motion for reconsideration has once been acted on, no other motion for a reconsideration thereof shall be made without unanimous consent of the Council.

RESOLUTIONS

8. RESOLUTIONS

8.1 RESOLUTION PREPARED IN ADVANCE:

Where a resolution has been prepared in advance, the procedure shall be: motion, second, discussion, vote, and result declared. It shall not be necessary to read a resolution in full or by title except to identify it. Any member may call for a roll call vote or require that the resolution be read in full.

8.2 RESOLUTION NOT PREPARED IN ADVANCE:

Where a resolution has not been prepared in advance, the procedure shall be to instruct the City Attorney to prepare a resolution for presentation at the next Council Meeting as follows: motion, second, "no objections? - so ordered!".

8.3 URGENCY RESOLUTIONS:

In matters of urgency a resolution may be presented verbally in motion form together with instructions for written preparation for later execution. After the resolution has been verbally stated, the voting procedure for resolutions prepared in advance shall be followed. Urgency resolutions shall be avoided except when absolutely necessary; and shall be avoided entirely when resolutions are required by law or in improvement acts, zoning matters and force account work on public projects.

ORDINANCES

9. ORDINANCES

9.1 INTRODUCTION:

Ordinances shall be introduced for first reading by motion, second, and majority vote. An ordinance which is on the agenda for introduction may be introduced by reading the title only, or, if the agenda and staff report accompanying the ordinance recommend introduction, it shall be sufficient for introduction if a motion and second to adopt or approve the "recommended action" is passed. If changes, except clerical corrections, are required after introduction, the ordinance shall be re-introduced.

9.2 ADOPTION:

Second reading and adoption shall take place at least five days after the day of introduction (first reading) (Government Code Section 36934). Each ordinance presented for adoption, with the exception of urgency ordinances, shall be read in full or "by title only," as the case may be. After the second reading, a roll call vote shall be taken on the proposed ordinance. Three affirmative votes shall be required for adoption (Government Code Section 36936). Ordinances shall be adopted only at regular or adjourned meetings (Government Code Section 36934).

9.3 EFFECTIVE DATE:

All ordinances, except as provided in Section 36937 of the Government Code, shall become effective 30 days after adoption or upon such later date as may be designated in the ordinance.

9.4 PUBLISHING:

It shall be the duty of the City Clerk to publish or post the ordinance in accordance with Section 36933 of the Government Code within fifteen (15) days after adoption.

9.5 URGENCY ORDINANCES:

All urgency ordinances shall receive a four-fifth (4/5) vote, be read in full, or "by title only," be published or posted in accordance with Section 36937 (b) of the Government Code, and become effective immediately (Government Code Section 36934).

PROCESSING COUNCIL MAIL

10. PROCESSING COUNCIL MAIL

The City Clerk is authorized to receive and open all mail addressed to the City Council. All opened mail will be duplicated for the Mayor and each Council Member.

It shall be the responsibility of the Mayor and each Council Member to bring to the attention of the City Clerk those items of mail requiring action. Any communication requiring Council action will be placed on the next regular agenda.

USE AND DISSEMINATION OF OFFICIAL CITY LOGO AND SEAL

11. USE AND DISSEMINATION OF THE OFFICIAL CITY LOGO AND CITY SEAL

The City Logo and City Seal are graphic symbols that identify the City of Stanton as an organization and are often the primary means by which the public forms an image of the City. The City Logo and City Seal are also considered and perceived by the public as symbols of the authority and jurisdiction of the City and, as such, are valuable assets of the City and its citizens.

City Logo:



City Seal:



California law prohibits the use of any public resources for personal or political gain.

11.1 OFFICIAL CITY BUSINESS:

The City Logo and City Seal are the property of the City, used for the purpose of certifying official records and to identify City communications, programs, initiatives, partnerships, and sponsorships.

The City Logo and City Seal shall be used for official purposes only, or as authorized by a majority vote of the City Council.

The City Logo and/or City Seal may be used on City buildings, elected official pins, City business cards, City letterhead, calendars, public notices, resolutions, awards, and other formal places authorized by the City Council or City Manager.

Use of the official City Logo and/or City Seal may be used in general connection with official City brochures, publications, insignias, postings, website, painting, pamphlets, and City promotional materials. It may also be used on City vehicles, equipment, and fixtures such as signage.

If used by an outside organization upon the approval of the City Council, the City Logo and/or City Seal must remain in its entirety with no alterations.

On occasion, the City Council will authorize the usage of the City Logo and/or City Seal for signature events or other promotional measures that benefit the community. Any such approval should be considered for the specific event, time, and use so approved by the City. Prior approval of a use shall not constitute approval for any future or recurring use.

11.2 MISLEADING USE OF CITY LOGO OR CITY SEAL:

No person shall use the City Logo or City Seal or a symbol that imitates the City Logo or City Seal, or that may be mistaken therefore, that is designed, intended or likely to confuse, deceive or mislead the public, for political/campaign, private or commercial purposes, or for any purpose other than for the official business of the City.

11.3 APPROVED CORRESPONDENCE:

“Approved correspondence” is defined as correspondence emanating from the City staff, City Manager, City Clerk, City Attorney, or from the Mayor or a Council Member which is done pursuant to City Council or City Manager direction or which can be implied direction as a result of established practice and which responds to official requests from specific individuals or agencies or which seeks to inform or question them about official City business.

The following three categories of correspondence may be prepared on City letterhead:

(1) Personal letters of appreciation to, or requesting support of, local agencies.

(i.e., Correspondence to the League of California Cities, requests for commemorative stamps or ride-a-longs, appointments to office.)

(2) Personal letters responding to, or issuing, invitations.

(i.e., Correspondence regarding invitations to symphonies, breakfasts, Sister City functions, civic group functions and student contests.)

(3) Personal letters to, or on behalf of, citizens, etc.

(i.e., letters of condolence, get well wishes, congratulations on achievements, scouting ceremonies, anniversaries, anti-drugs, holiday decorations, civic club activities, recommendations, commendations.)

11.4 PROHIBITED CORRESPONDENCE:

(1) Personal Business or Political Campaign Use

No person shall use the City Logo or City Seal for any personal business.

No person shall use the City Logo or City Seal for purposes of supporting or opposing the nomination or election to any City or other public office of himself/ herself or any other person, or for purpose of supporting or opposing any ballot measure, nor include such City Logo or City Seal on any writing distributed for purposes of influencing the action of the electorate or any part thereof, in any election.

(2) Personal opinion letters to area legislators or newspapers

No person shall use the official stationery containing the City logo or City Seal for any personal opinion letters to area legislators or newspapers.

(i.e., Letters to the Editor; correspondence regarding proposed or pending legislation or political endorsements.)

SAMPLE FORMS

RESOLUTION NO. 2022-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF STANTON, CALIFORNIA, AMENDING THE CITY COUNCIL RULES OF ORDER, DATED SEPTEMBER 27, 2022

WHEREAS, the City Council of the City of Stanton adopted Resolution No. 97-52, "City Council Rules of Order" on September 23, 1997; and

WHEREAS, that Rules of Order was updated in 1998 by Resolution No. 98-40, 2001 by Resolution No. 2001-54, 2004 by Resolution No. 2004-20, and in 2013 by Resolution No. 2013-18; and

WHEREAS, it is now desirable to update the Rules of Order to reflect changes in State law and incorporate current practices.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Stanton that the revised City Council Rules of Order, dated September 27, 2022, is hereby adopted; and

BE IT FURTHER RESOLVED that the following resolutions, which related to or have been incorporated into the City Council Rules of Order dated September 27, 2022, are hereby repealed:

Resolution No. 97-52	Adopted City Council Rules of Order
Resolution No. 98-40	Agenda Items by Council Members
Resolution No. 2001-54	Time Limitation to 3 minutes
Resolution No. 2004-20	Adopted Revised Handbook
Resolution No. 2013-18	Adopted Revised Handbook

PASSED, APPROVED, AND ADOPTED this 27th day of September, 2022.

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. 2022-43 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 September 27, 2022, 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 Council Initiated Item 15D

***“DISCUSSION REGARDING THE USE
OF DEFENSIVE WIRE ALONG STORM
DRAIN CHANNELS”***

(This item does not contain a staff report)